



AGENDA

Waikanae Community Board Meeting

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

Date: Tuesday, 11 August 2020

Time: 7.00pm

**Location: Waikanae Community Centre, Utauta
Street, Waikanae**

**James Jefferson
Group Manager Place and Space**

Kapiti Coast District Council

Notice is hereby given that a meeting of the Waikanae Community Board will be held in the Waikanae Community Centre, Utauta Street, Waikanae, on Tuesday 11 August 2020, 7.00pm.

Waikanae Community Board Members

Mr James Westbury	Chair
Mrs Jill Griggs	Deputy
Ms Margaret Stevenson-Wright	Member
Mr Geoffrey Churchman	Member
Cr Jocelyn Prvanov	Member

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	Nil	

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 NOTICE OF MOTION - CR PRVANOV

I, Councillor Jocelyn Prvanov, give notice that at the next Meeting of the Waikanae Community Board to be held on 11 August 2020, I intend to move the motion as stated below:

RATIONALE

- 1 This Notice of Motion refers to two articles posted on Waikanae Watch (<https://waikanaewatch.org>) by the Waikanae Watcher (<https://waikanaewatch.org/author/waikanaechurcher>). Mr Geoffrey Churchman is the editor of the blog. He is also an elected member, and a member of the Waikanae Community Board. The first was posted on 26 June 2020 and entitled 'the Guru and the Kaj'. The second article was posted on 1 August 2020 entitled "Ongoing Mayor bullying".
- 2 In the article posted on 26 June 2020, myself and 4 other female councilors, and several other elected members were portrayed in a highly sexually offensive and demeaning manner with racial overtones. In the 1 August 2020 post entitled "Ongoing Mayor bullying" which Mr Churchman clearly wrote, he made further accusations against a number of elected members.
- 3 KCDC elected members have a set of standards that they are expected to adhere to, including avoiding conduct which is aggressive, offensive or abusive or which may constitute unlawful or inappropriate behaviour (including sexual harassment).
- 4 Further to this, the Health and Safety at Work Act 2015 states as one of its main purposes to protect workers (including elected members) and other persons against harm to their health, safety, and welfare by eliminating or minimising risks.
- 5 These posts have caused a great deal of stress and anguish to myself and the other elected members. As the Waikanae Ward Councillor I have frequent interactions with Mr Churchman in formal and informal settings. There are also 2 woman on the Waikanae Community Board. I feel extremely vulnerable in his presence because of the views he holds.

I commend this Notice of Motion to Board.

MOTION

That the Waikanae Community Board does not permit Mr Geoffrey Churchman to attend informal and formal meetings of the Waikanae Community Board until Mr Churchman satisfactorily apologises for his behaviour in relation to the blogs posts as detailed in.

APPENDICES

1. Memo from Cr Prvanov  

MEMO

3 August 2020

TO: Wayne Maxwell

COPY: James Jefferson, Jill Griggs

FROM: Jocelyn Prvanov

SUBJECT: NOTICE OF MOTION

In terms of the Kapiti Coast District Council's standing order 26.1 relating to Notices of Motion, I propose to move the following motion at the meeting of the Waikanae Community Board on 11 August 2020, and this is the first item on the agenda:

That the Waikanae Community Board does not permit Mr Geoffrey Churchman to attend informal and formal meetings of the Waikanae Community Board until Mr Churchman satisfactorily apologises for his behaviour in relation to the blogs posts detailed below.

Summary

This Notice of Motion refers to two articles posted on Waikanae Watch (<https://waikanaewatch.org>) by the Waikanae Watcher (<https://waikanaewatch.org/author/waikanaechurcher>). Mr Geoffrey Churchman is the editor of the blog. He is also an elected member, and a member of the Waikanae Community Board. The first was posted on 26 June 2020 and entitled 'the Guru and the Kaj'. The second article was posted on 1 August 2020 entitled "Ongoing Mayor bullying".

In the article posted on 26 June 2020, myself and 4 other female councillors, and several other elected members were portrayed in a highly sexually offensive and demeaning manner with racial overtones. In the 1 August 2020 post entitled "Ongoing Mayor bullying" which Mr Churchman clearly wrote, he made further accusations against a number of elected members.

KCDC elected members have a set of standards that they are expected to adhere to, including avoiding conduct which is aggressive, offensive or abusive or which may constitute unlawful or inappropriate behaviour (including sexual harassment).

Further to this, the Health and Safety at Work Act 2015 states as one of its main purposes to protect workers (including elected members) and other persons against harm to their health, safety, and welfare by eliminating or minimising risks.

These posts have caused a great deal of stress and anguish to myself and the other elected members. As the Waikanae Ward Councillor I have frequent interactions with Mr Churchman in formal and informal settings. There are also 2 women on the Waikanae Community Board. I feel extremely vulnerable in his presence because of the views he holds.

Jocelyn Prvanov

Waikanae Ward Councillor

Jill Griggs

Deputy Chair, Waikanae Community Board

6.2 CONSIDERATION OF APPLICATIONS FOR FUNDING

Author: Tracey Waye, Executive Secretary to Group Manager Place and Space

Authoriser: James Jefferson, Group Manager Place and Space

PURPOSE OF REPORT

1 Four new applications for funding have been received:

Discretionary Grants Fund

- Kidz Need Dadz Wellington
- Feline Fix
- Ferndale Residents Association
- Mulled Wine Concerts

Promotion Fund

- Discover Kapiti Heritage Group
- Tara Fitzgerald
- Kapiti Coast Museum
- Mahara Gallery
- Waikanae Boating Club

DELEGATION

2 The Waikanae Community Board has the delegated authority as at Section D of the Governance Structure approved by Council on 7 November 2019:

‘Approving criteria for, and disbursement of, community-based grant funds as approved through the LTP or Annual Plan’.

BACKGROUND

3 Budget allocations for the 2020/21 financial year to the Waikanae Promotion Fund, Discretionary Grants Fund and Waikanae Capital Improvement Fund are listed in the table below.

4 In addition, at its meeting on 17 June 2020 the Council resolved that *‘The Council approves the Community Boards to carry-over any unspent 2019/20 grants to 2020/21’.*

5 Net funds available for distribution in the 2020/21 financial year:

Fund	2020/21 budget allocation	Unspent funds carried forward from 2019/20	Total available	Amount allocated to date ¹	Amount unallocated to date
Discretionary Grants Fund	\$6,534	\$2,384	\$8,918	\$900	\$8,018
Waikanae Promotion Fund	\$36,587	\$15,312	\$51,899	\$4,500	\$47,399
Waikanae Capital	\$36,587	\$36,587	\$73,174	\$0	\$73,174

¹ Includes 3 yearly grant payments previously approved

Improvement Grant					
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- 6 Accountability reports on grants allocated are required six months after the event or activity for which the grant was awarded takes place. Accountability reports received since the last Board meeting are attached to this report as **Appendix 3**.
- 7 An amount of approximately \$1.065 million is held in the Waikanae Capital Improvement Fund and this is expected to reduce to \$1.028 million by the end of the current financial year. The following table shows how the funds have been allocated:

Amount (\$000)	Purpose of Grant
1,065	Balance at 30 June 2019 as per Annual Report
-23	Expenditure during 2019/20 (for Mahara Gallery Trust)
25	Interest earnings for the 2019/20 year
1,067	Balance at 30 June 2020 as per Annual Report (<i>subject to audit</i>)
-73	Forecast grants for 2020/21 (note this includes unspent budgeted grants from 2019/20)
34	Estimated Interest earnings for the 2020/21 year
1,028	Forecast Balance as at 30 June 2021

CONSIDERATIONS

Issues

- 8 Grants are allocated in accordance with the specific criteria (attached to this report as **Appendix 1**).
- 9 All applicants have been advised by email of the meeting date, time and location.

Discretionary Grants Fund

- 10 There is currently \$8,018 available for distribution in the 2020/21 financial year (which includes \$400 previously approved via a 3-year application).
- 11 New grant applications totalling \$2,000 are presented for the Board's consideration.

Grants previously approved

Combined Lions Club of Kapiti

- 12 At its meeting of 28 April 2019 the Waikanae Community Board approved the payment of three years of grants to the Combined Lions Club of Kapiti, to assist with the costs of the annual Lions Foodbank Collection.
- 13 The third and final payment of \$400 is due in August 2020.

Ōtaki and Districts RSA

- 14 At its meeting of 17 March 2020 (via telcon) the Waikanae Community Board approved the payment of three years of grants to the Ōtaki and Districts RSA, to assist with the costs of the annual ANZAC Day commemorative service in Waikanae. Due to Covid-19 the ANZAC Day activities in 2020 were cancelled, so these payments are to commence in 2021.
- 15 The first payment of \$500 is due in March 2021.

New grant applications received

Kidz Need Dadz Wellington

- 16 Funding of \$500 is sought to assist with the cost of the annual Fathers Day community event being held on 6 September 2020.
- 17 This activity can be considered under Eligible Purpose 1: *Community, cultural or sports purposes, including travel both within New Zealand and overseas.*

Feline Fix

- 18 Funding of \$500 is sought to assist with the cost of desexing and rehoming cats, for those families who are unable to do so themselves.
- 19 This activity can be considered under Eligible Purpose 1: *Community, cultural or sports purposes, including travel both within New Zealand and overseas.*

Ferndale Residents Association

- 20 Funding of \$500 is sought to assist with the cost of rabbit-proofing the community orchard in the Ferndale subdivision.
- 21 This activity can be considered under Eligible Purpose 1: *Community, cultural or sports purposes, including travel both within New Zealand and overseas.*

Mulled Wine Concerts

- 22 Funding of \$500 is sought to assist with the cost of providing a concert on 16 August 2020, including website costs, hall hire, publicity and piano tuning.
- 23 This activity can be considered under Eligible Purpose 1: *Community, cultural or sports purposes, including travel both within New Zealand and overseas.*

Promotion Fund

- 24 There is currently \$47,399 available for distribution in the 2020/21 financial year (which includes \$4,500 previously approved via a 3-year application).
- 25 New grant applications totalling \$9,539.75 are presented for the Board's consideration.

Grants previously approved

Lions Club of Waikanae

- 26 At its meeting of 23 June 2020 the Waikanae Community Board approved the payment of three years of grants to the Lions Club of Waikanae, to assist with the costs of the Super Spring Garden Trails held in January each year.
- 27 The first payment of \$4,500 is due in September 2020.

New grant applications received

Discover Kapiti Heritage Group

- 28 Funding of \$350 is sought to assist with the cost of holding a history and heritage event to be run over Wellington Anniversary weekend in January 2021.

- 29 This activity can be considered under Eligible Purpose 1: *Contributing to making Waikanae a Good Place to Live* and Eligible Purpose 3: *Attracting visitors to the area*.

Tara Fitzgerald

- 30 Funding of \$500 was granted to Tara in September 2019, to assist with the cost of attending the Ollerup gymnastic academy in Denmark (a copy of her earlier application is attached to Tara's current application, for the Board's information).
- 31 Due to Covid-19, the school went into lockdown in March 2020, with the next semester now starting in August 2020. Tara has been offered another scholarship to stay at the school until the end of the year, but requires financial assistance to do so and has submitted an application for further funding of \$1,000.
- 32 This application can be considered as a result of Covid-19.

Kapiti Coast Museum

- 33 Funding of \$1,983.75 is sought to assist with the cost of upgrading their website.
- 34 This activity can be considered under Eligible Purpose 1: *Contributing to making Waikanae a Good Place to Live*.

Mahara Gallery

- 35 Funding of \$2,706 is sought to assist with the cost of running a monthly column in a local community newspaper.
- 36 This activity can be considered under Eligible Purpose 1: *Contributing to making Waikanae a Good Place to Live*, Eligible Purpose 3: *Attracting visitors to the area* and Eligible Purpose 4: *Promoting Waikanae as a Visitor Destination*.

Waikanae Boating Club

- 37 Funding of \$3,500 is sought to assist with the cost of running the annual 'Youth and Community Fishing' event in 2021, 2022 and 2023. **Note this is a 3-year funding application.**
- 38 This activity can be considered under Eligible Purpose 1: *Contributing to making Waikanae a Good Place to Live*.

Historical Grants

- 39 Attached to this report as **Appendix 2** are tables showing all grants made in the current triennium, plus the list of current 3-yearly grants.

RECOMMENDATIONS






Discretionary Grants Fund

- 40 That the Waikanae Community Board grants **Kidz Need Dadz Wellington** a Discretionary Fund grant of \$..... to assist with the cost of the annual Fathers Day community event being held on 6 September 2020.
- 41 That the Waikanae Community Board grants **Feline Fix** a Discretionary Fund grant of \$..... to assist with the cost of desexing and rehoming cats, for those families who are unable to do so themselves.
- 42 That the Waikanae Community Board grants **Ferndale Residents Association** a Discretionary Fund grant of \$..... to assist with the cost of rabbit-proofing the community orchard in the Ferndale subdivision.
- 43 That the Waikanae Community Board grants **Mulled Wine Concerts** a Discretionary Fund grant of \$..... to assist with the cost of providing music events in Kapiti, including website costs, hall hire, publicity and piano tuning.

Promotion Fund

- 44 That the Waikanae Community Board grants **Discover Kapiti Heritage Group** a Promotion Fund grant of \$..... to assist with the cost of holding a history and heritage event to be run over Wellington Anniversary weekend in January 2021.
- 45 That the Waikanae Community Board grants **Tara Fitzgerald** a Promotion Fund grant of \$..... to assist with the cost of extending her stay at the Ollerup gymnastic academy in Denmark, following the school going into lockdown in March 2020 due to Covid-19.
- 46 That the Waikanae Community Board grants **Kapiti Coast Museum** a Promotion Fund grant of \$..... to assist with the cost of upgrading their website.
- 47 That the Waikanae Community Board grants **Mahara Gallery** a Promotion Fund grant of \$..... to assist with the cost of running a monthly column in a local community newspaper.
- 48 That the Waikanae Community Board grants the **Waikanae Boating Club** a Promotion Fund grant of \$..... to assist with the cost of running the annual 'Youth and Community Fishing' event in 2021, 2022 and 2023.

APPENDICES

1. Attachment 1 - Discretionary Grant and Promotion Fund Grant criteria [↓](#) 
2. Attachment 2 - Current and historical grants [↓](#) 
3. Attachment 3 - Accountability reports received [↓](#) 
4. Attachment 4 - New Discretionary Grant Fund applications (under separate cover) 
5. Attachment 5 - New Promotion Fund applications (under separate cover) 

ATTACHMENT 1

**WAIKANAĒ COMMUNITY BOARD
DISCRETIONARY GRANTS – CRITERIA**

Priority

Groups or individuals who promise a future input into the development of community, cultural or sports activities within the district.

Eligibility Criteria

1. Applicants must reside in the Waikanae Ward.
2. Groups must be non-profit making.
3. Applications may only be made once in a 12 month period, calculated from the date funding was last received, except in exceptional circumstances and at the Board's discretion.

Applications will be considered for:

1. Community, cultural or sports purposes, including travel both within New Zealand and overseas.
2. Groups or individuals who are unable to receive sufficient grants from other sources because of the time frame or because they are otherwise ineligible.
3. Grants to partially or fully offset the cost of any Council permit, licence or resource consent fees on the basis that the proposed activity falls into a "worthy cause" category.
4. The remission of hall rental for "worthy causes" in line with Council policy that all remissions of hall rentals are accounted for by being funded from approved grants budgets.
5. Where an application for funding for a particular purpose might be received from individual members of an organisation and from the organisation as a whole, preference will be given to ONLY funding the organisation as a whole.
6. Where an organisation anticipates that it will require ongoing annual funding, to be used for the same purpose each year, it may apply for three consecutive years of annual funding within a single application. If such an application is approved, the funding will be released in annual instalments. The second and third instalments will only be released once the Community Board has received a satisfactory accountability report in relation to the previous year's funding. First-time applicants to the Discretionary Grants Fund will not be eligible for three years of annual funding.

Ineligible purposes

1. Capital expenditure.
2. Expenses incurred for school curriculum activities.
3. Grants will not be considered retrospectively and must be received by the Kāpiti Coast District Council prior to the event taking place and at least eight working days before the Community Board meeting date.
4. Activities for which funding has already been received from either the Grants Allocation Committee or one of the other community boards in the district will not be eligible for further funding from the Waikanae Community Board for the same activities.

Notwithstanding all of the above, the Waikanae Community Board has the right if justification can be proven, to make a grant outside the criteria.

**WAIKANAE COMMUNITY BOARD
DISCRETIONARY GRANTS – CRITERIA**

Grant allocation guidelines

In order to ensure that funds are managed carefully throughout the entire financial year, funds for sporting or travel activity will generally have a maximum amount payable as follows:

For sports/competitions (including associated travel costs):

- \$100 Participation in a national or international event without selection (i.e. if you pay you can participate)
- \$200 Competing in a national event (after selection)
- \$500 Competing in an international event (after selection)

For travel:

- \$200 To attend coaching/training clinics out of Waikanae (national or international), which will benefit more members of the community
- \$200 Attending national AGMs (or similar) for Waikanae community groups
- \$250 Attending national AGMs (or similar) for very active or highly beneficial Waikanae community groups

For all other applications, the maximum grant payable is \$500 per grant.

Applicants must provide at least three quotes for any items to be purchased with the grant money.

Note – all applications must include full supporting documentation.

Consideration of Grants

Grants will be considered quarterly and at each meeting the Board will allocate up to 25% of the annual budget, with the exception of the last meeting of the financial year, which may allocate all remaining funds available.

In a given financial year, the Council may not allocate sufficient funding to the Community Board to enable it to pay all grants arising from three year funding arrangements approved in a previous year. In such situations the available funding will be distributed on a pro-rata basis to those organisations to which funding has already been approved.

Accountability

Applicants must provide evidence that the money was spent for the purpose granted, within **six months** of receipt of the grant.

Procedure for applications

Applications are to be made on the approved application form and addressed or emailed to:

Tracey Waye
Executive Secretary
Kāpiti Coast District Council
Private Bag 60 601
Paraparaumu 5254

tracey.waye@kapitcoast.govt.nz

**WAIKANAĒ COMMUNITY BOARD
PROMOTION FUND – CRITERIA**

Priority

Groups or individuals who, through their activities, are promoting the Waikanae Ward.

Eligibility Criteria

1. Applications must be for promotions within the Waikanae Ward.
2. Applications will be considered for "events based" activities.
3. Applications will be considered for exceptional circumstances.

Applications must include an outline of the expected benefits to the Waikanae Ward.

Does the application promote Waikanae by:

1. Contributing to making Waikanae a Good Place to Live; or
2. Contributing to making Waikanae an Active Community; or
3. Attracting visitors to the area; or
4. Promoting Waikanae as a visitor destination.

To allow the Community Board to forward plan they encourage organisations to provide an annual calendar of events and activities, and to note the activities which they may need funding for.

Applicants must provide at least 3 quotes for any items to be purchased with the grant money.

Applicants are to give full details of the reason for application, and amount requested, and to note any other applications for funding currently sought from other bodies.

Where an application for funding for a particular purpose might be received from individual members of an organisation and from the organisation as a whole, preference will be given to **ONLY** funding the organisation as a whole.

Where an organisation anticipates that it will require ongoing annual funding, to be used for the same purpose each year, it may apply for three consecutive years of annual funding within a single application. If such an application is approved, the funding will be released in annual instalments. The second and third instalments will only be released once the Community Board has received a satisfactory accountability report in relation to the previous year's funding. First-time applicants to the Promotion Fund will not be eligible for three years of annual funding.

In a given financial year, the Council may not allocate sufficient funding to the Community Board to enable it to pay all grants arising from three year funding arrangements approved in a previous year. In such situations the available funding will be distributed on a pro-rata basis to those organisations to which funding has already been approved.

Activities for which funding has already been received from either the Grants Allocation Committee or one of the other community boards in the district will not be eligible for funding from the Waikanae Community Board for the same activities.

Accountability

Successful applicants will be asked to provide a report on how the grant was spent, within **six months** of receipt of the grant.

Successful applicants must contact the Community Board immediately if, for any reason, they are unable to use the grant funding for the purposes for which it was originally approved.

Procedure for applications

Applications are to be made on the approved application form and addressed to: Tracey Waye, Kāpiti Coast District Council, Private Bag 60601, Paraparaumu 5254 or email: tracey.waye@kapiticoast.govt.nz.

Notwithstanding all of the above, the Waikanae Community Board has the right if justification can be proven, to make a grant outside the criteria.

Applications will not be considered retrospectively and must be received by the Kāpiti Coast District Council prior to the event taking place and at least eight working days before the Community Board meeting date.

ATTACHMENT 2

WAIKANAĒ COMMUNITY BOARD
LIST OF GRANTS MADE IN THE 2020/2021 YEAR¹
@ 04/08/20

Summary:

Fund	2020/21 budget allocation	Unspent funds carried forward from 2019/20	Total available	Total allocated to date ²	Total Unallocated to Date
Discretionary Grants Fund	\$6,534	\$2,384	\$8,918	\$900	\$8,018
Waikanae Promotion Fund	\$36,587	\$15,312	\$51,899	\$4,500	\$47,399
Waikanae Capital Improvement Grant	\$36,587	\$36,587	\$73,174	\$0	\$73,174

Capital Improvement Grant:

Date	Recipient	Amount	Purpose of Grant	EPO	Report Back
	Total CIF granted	\$0	<i>Balance available \$73,174</i>		

Discretionary Grants Fund:

Date	Recipient	Amount	Purpose of Grant	EPO	Report Back
xx/08/20	Combined Lions Club of Waikanae Inc	\$400 (Year 3)	To assist with the costs of the Club's annual Foodbank Collection (2018, 2019 and 2020)		
xx/03/21	Ōtaki & Districts RSA	\$500 (Year 1)	To assist with the costs of the annual ANZAC Day commemorative services in Waikanae.		
	Total Discretionary granted	\$900	<i>Balance available \$8,018</i>		

¹ All amounts are GST exclusive

² Includes 3 yearly grant payments previously approved

**WAIKANAĒ COMMUNITY BOARD
LIST OF GRANTS MADE IN THE 2019/2020 YEAR¹
@ 23/06/20**

Summary:

Fund	2019/20 Budget Allocation	Total Allocated to Date²	Total Unallocated to Date
Discretionary Grants Fund	\$6,534	\$4,150	\$2,384
Waikanae Promotion Fund	\$36,587	\$13,275	\$15,312
Waikanae Capital Improvement Grant	\$36,587	\$0	\$36,587

Waikanae Capital Improvement Grant:

Date	Recipient	Amount	Purpose of Grant	Report Back
-	-	-	-	-
TOTAL WCIF		\$35,100	Balance \$	

Discretionary Grants Fund:

Date	Recipient	Amount	Purpose of Grant	EPO	Report Back
03/09/19	Kidz Need Dadz Kapiti	\$500 (Year 3)	To assist with the costs of running a Father's Day event for 2017, 2018 and 2019.		Received 10 July 20
03/09/19	Kapiti Ballet Society	\$500 (Year 3)	To assist with the costs of running the Annual Dance Competition in 2017, 2018 and 2019.		Due March 2020
06/08/19	Combined Lions Club of Waikanae Inc	\$400 (Year 2)	To assist with the costs of the Club's annual Foodbank Collection (2018, 2019 and 2020)		Received 20 Jan 20
17/09/19	Fernando Figuero	\$500	To assist with the cost of running the Kapiti Coast Latin America and Spain Film Festival in Otaki, in October 2019.		Received 1 July 20
17/09/19	NZ Camellia Society, Kapiti Branch	\$250	To assist with the cost of running the 2019 Camellia Show, from 16-17 August 2019.		Due February 2020

¹ All amounts are GST exclusive

² Includes 3 yearly grant payments previously approved

Waikanae Promotion Fund:

Date	Recipient	Amount	Purpose of Grant	EPO	Report Back
03/09/19	Waikanae Lions Club	\$3,500 (Year 3)	To assist with the costs of printing and advertising for the Waikanae Lions Super Spring Garden Trail for each year in 2017, 2018 and 2019.		Received 28 Feb 2020
20/09/19	Waikanae Boating Club	\$3,000 (Year 3)	To assist with the costs of running the Fishing for Youth Day in 2019.		Due Sept 2020
23/09/19	Waikanae Music Society	\$1,900 (Year 3)	To assist with printing costs for the Society's annual concert brochure		Due April 2020
17/09/19	Information Waikanae	\$1,015	To assist with the cost of setting up an information centre following the closure of the Waikanae Library Service Centre in December 2019. <i>Originally the amount of \$1,200 was granted but after Covid \$185 was returned as the Info Centre will not be re-opening.</i>		Received 10 Feb 2020
17/09/19	Wellington Hutt Valley Boxing Association Inc	\$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.		Due February 2020
17/09/19	Tara Fitzgerald	\$500	To assist with the cost of attending the Ollerup gymnastics school in Denmark, from January – June 2020.		Due December 2020
19/11/19	Combined Lions Club of Kapiti	\$835.20	To assist with the cost of hiring the Waikanae Memorial Hall and sound system, for the Monster Lions Book Fair held on 19 October 2019.		Received 13 Dec 2019
19/11/19	Discover Kapiti Heritage Group	\$350	To assist with the cost of promoting a history and heritage event to be run over Wellington Anniversary weekend in January 2020.		Received 11 Mar 2020

MAIKANAE COMMUNITY BOARD
LIST OF GRANTS MADE IN THE 2018/2019 YEAR¹

Summary:

Fund	2018/19 Budget Allocation	Total Allocated to Date	Total Unallocated to Date
Discretionary Grants Fund	\$6,268	\$3,512.50	\$2,755.50
Waikanae Promotion Fund	\$35,100	\$16,321	\$18,779.00
Waikanae Capital Improvement Grant	\$35,100	-	-

Waikanae Capital Improvement Grant:

Date	Recipient	Amount	Purpose of Grant	Report Back
-	-	-	-	-
	TOTAL WCIF	\$35,100	Balance \$	

Discretionary Grants Fund:

Date	Recipient	Amount	Purpose of Grant	Report Back
26/7/18	Lions Club of Waikanae	-\$500.00	Refund due to Lions Club receiving a Capital Improvement grant for an AED defibrillator	Refund returned July 2018
28/8/18	Kidz Need Dadz Kapiti	\$500.00 (Year 2)	To assist with the costs of running a Father's Day event for 2017, 2018 and 2019.	Received 12/03/19
28/8/18	Lions Club of Waikanae Inc	\$400.00 (Year 1)	To assist with the costs of purchasing collection bags for the Club's annual Foodbank Collection (2018, 2019 and 2020)	Received 24/01/19
28/8/18	*Kapiti Youth Support	\$312.50	To assist with costs associated with the Youth Art Exhibition in the 2018 Kapiti Coast Arts Trail.	Received 10/10/19
29/1/19	Rose Biddiscombe	\$500.00	To assist with costs of representing New Zealand at the Taekwondo World Championships in Germany in April 2019.	Received 13/01/20
29/1/19	Kapiti Branch of Camellia Society Inc	\$500.00	To assist with its 2018 Camellia Show event.	Received 28/02/2019
12/03/19	Waikanae Estuary Care Group	\$0	To assist with the cost organising a hui for the Waikanae River. Advised 03/04/19 that funds no longer required.	

¹ All amounts are GST exclusive

Date	Recipient	Amount	Purpose of Grant	Report Back
12/03/19	Waikanae Beach Tennis Club	\$500	To pay for a professional tennis instructor and encourage participation of more local children.	Received 17/01/20
12/03/19	Mulled Wine Concerts	\$500	To assist with the cos of advertising and promotion for concerts in May and July 2019.	Received 29/07/19
21/05/19	Otaki and District Memorial RSA	\$500	To assist with the cost of running an Anzac Day service in Waikanae.	Received 09/01/20
18/06/19	Mahara Gallery Trust	\$6,521	To assist with the cost of a range of advertising and promotion events, including Makariki events.	Received 20/12/19
TOTAL Promotions		\$16,321	<i>Balance available \$18,779</i>	

**WAIKANAĒ COMMUNITY BOARD
LIST OF GRANTS MADE IN THE 2017/2018 YEAR¹**

Summary:

Fund	2017/18 Budget Allocation	Total Allocated to Date	Total Unallocated to Date
Discretionary Grants Fund	\$6,268	\$8,848	-\$2,580
Waikanae Promotion Fund	\$35,098	\$31,276	\$3,822
Total Grant Allocation for 2017/2018 year	\$41,366	\$40,124	\$1,242

Waikanae Capital Improvement Grant <i>Balance of \$1,242 transferred to the Capital Improvement Fund</i>	\$35,098	\$23,993	\$11,105 <u>\$1,242</u> \$12,347
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Waikanae Capital Improvement Grant:

Date	Recipient	Amount	Purpose of Grant	Report Back
31/7/17	Ngatiawa Retreat	\$10,000	To assist with the upgrade of the sewage system.	Received 1/09/2018
31/5/18	Advertising WCIF	\$277		N/A
19/06/18	Lions Club of Waikanae	\$1,000	To assist with the purchase of an AED defibrillator.	Received 26/07/2018
19/06/18	Waikanae Playcentre	\$6,000	To assist with re-roofing costs for the playcentre building.	Received 08/08/19
19/06/18	Kapiti Coast Museum Inc	\$1,716	To assist with the purchase/installation of a replacement heat pump.	Received 11/10/2018
19/06/18	Reikorangi Residents Assn	\$5,000	To assist with construction costs for a public toilet at Mangaone South carpark	Due Dec 2018 Reminder sent 30/07/19
19/06/18	Transferred from Promotion Fund	-\$1,242	To ensure the Promotion Fund monies were not lost.	N/A
TOTAL WCIF		\$22,750.78	Balance \$12,347.22	

Discretionary Grants Fund:

Date	Recipient	Amount	Purpose of Grant	Report Back
31/7/17	Waikanae Estuary Care Group	\$500	To assist with the costs of building two wooden garden sheds.	Received 29/05/2018
31/7/17	Kidz Need Dadz	\$500	To assist with the costs of running a Father's Day Event. (Year One)	Received February 2018
14/7/17	Cheyenne Brown	-\$500	Refund due to Choral Festival trip 2015	Refund

¹ All amounts are GST exclusive

Date	Recipient	Amount	Purpose of Grant	Report Back
June 2018	Kapiti Ballet Society	\$500	To assist with the costs of running the Annual Dance Competition in 2017, 2018 and 2019.	Due May 2019
19/06/18	Lions Club of Waikanae	\$500	To assist with installation of an AED defibrillator unit in the Waikanae Community Hall.	N/A
19/06/18	Mokana Eruini	\$200	To assist with training/travel costs of attending the National Under 15s basketball tournament in Auckland.	Due Dec 2018 Reminder sent 30/07/19
19/06/18	Transferred from Promotion Fund	-\$1,190	To cover shortfall.	N/A
Total Discretionary		\$6,268	Balance \$0	

Waikanae Promotion Fund:

Date	Recipient	Amount	Purpose of Grant	Report Back
18/7/17	Waikanae Chartered Club	-\$5,000	8Ball Nationals event was cancelled – grant unspent	Refund received 18/7/2017
31/7/17	Kapiti Youth Support	\$500	To assist with participating in the Kapiti Coast Arts Trail.	Received 8/06/2018
31/7/17	Royal NZ Plunket Society	\$500	To assist with the costs of purchasing new resources.	Received 31/10/2017
31/7/17	Waikanae Arts & Crafts Society Inc	\$6,600	To assist with the costs of purchasing a heat pump.	Received Jan 2019
31/7/17	Coast Access Radio Trust	\$1,600	To assist with the costs of installing and purchasing building signage	Received 9/05/2018
31/7/17	Waikanae Boating Club	\$3,000	To assist with the costs of running the Fishing for Youth Day. (Year One)	Received 10/05/2018
5/9/17	Kapiti Branch of NZ Camellia Society	\$520.20	To assist with the costs of hiring the Waikanae Memorial Hall	Received 30/1/2018
17/10/17	Waikanae Music Society	\$1,700	To assist with the costs of their brochure. (year one)	Received 11/05/2018
17/10/17	Coastella	\$500	Waikanae School (refunded see below)	N/A
28/11/17	Ariel Community Care	\$8,752.18	To assist with the costs for the Waikanae Show 2018	Due July 2018 Reminder sent 25/07/19
9/2/18	Coastella	-\$575	Refund return due to the Waikanae Schools non-attendance (\$500 plus GST - \$575)	Refund returned 9/2/2018
13/3/18	The Phonic Posse	\$500	To assist with costs associated with	Due October

**WAIKANAĒ COMMUNITY BOARD
LIST OF GRANTS MADE IN THE 2016/2017 YEAR¹**

Summary:

Fund	2016/17 Budget Allocation	Total Allocated to Date	Total Unallocated to Date
Discretionary Grants Fund	\$6,277	\$11,458	-\$5,181
Waikanae Promotion Fund	\$35,169	\$30,643	\$4,526
Total Grant Allocation for 2016/17 year	\$41,446	\$42,101	-\$655

Waikanae Capital Improvement Grant	\$35,169	\$12,775	\$22,394
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Waikanae Capital Improvement Fund:

Approximately \$1.2 million is held in this fund, which is allocated as follows:

Amount (\$000)	Purpose of Grant
1,197	Balance at 30 June 2015 as per Annual Report
32	Earnings during 2015/16
(21)	Expenditure during 2015/16
1,208	Balance at 30 June 2016 as per Annual Report
(254)	Pledged to the Mahara Gallery Trust
(43)	Allocated for 'Welcome to Waikanae' sign
51	Interest earnings budgeted for the 2016/17 year
(13)	Waikanae Bowling Club
(13)	Grants allocated for 2016/17
936	Balance as at 30 June 2017

Waikanae Capital Improvement Grant:

Date	Recipient	Amount	Purpose of Grant	Report Back
13/9/16	Waikanae Bowling Club	\$13,000	Unspent money from the 2015/16 year, to seal the Club's car park	Received 5/12/16

Waikanae Capital Improvement Grant:

Date	Recipient	Amount	Purpose of Grant	Report Back
-	Advertising	\$457.20		N/A
13/6/17	Waikanae Playcentre	\$2,799.41	To assist with the costs of purchasing PVC Blinds.	Received 10/8/17

¹ All amounts are GST exclusive

Date	Recipient	Amount	Purpose of Grant	Report Back
	Promotion Fund			
31/1/17	Kerry Murrell	\$1,000	To help fund an educational trip for autistic son Joshua to improve his learning experience	Received 12/07/18
31/1/17	Transferred from Promotional Fund	-\$1,000	To cover shortfall	N/A
14/3/17	Kapiti Coast Quilters	\$500.00	To help with the costs of a Quilt Exhibition in April 2017.	Received 21/6/17
14/3/17	Transferred from Promotional Fund	-\$500.00	To cover shortfall	N/A
2/5/17	Kapiti Chorale Incorporated	\$200	To help cover printing and advertising costs for three concerts.	Received 1/2/2018
2/5/17	Transferred from Promotional Fund	-\$200	To cover shortfall	N/A
13/6/17	Kapiti Ballet Society	\$500	To assist with the costs of running the annual dance competition.	Received 7/06/18
13/6/17	Ben Thompson	\$500	To assist with the costs of representing NZ in Inline hockey in Slovakia.	Due Date Dec 2017
13/6/17	Parkinsonism Kapiti/Horowhenua	\$500	To assist with the costs of rent and the monthly newsletter	Received 1/12/2017
13/6/17	Transferred from Promotional Fund	-\$1,500	To cover shortfall	N/A
Total from Promotional Fund		-\$5,181.20		
Total Discretionary funds allocated		\$7,648.20		
Total Discretionary		\$6,277.20	Balance \$0	

Waikanae Promotion Fund:

Date	Recipient	Amount	Purpose of Grant	Report Back
13/9/16	Diane Connal	\$1,500	Printing costs for the Summer Studio Arts Tour 2017	Received 23/3/17
13/9/16	Kapanui School Fundraising Committee	\$500	To help with fundraising for School Camp in February 2017	Received 29/9/17
13/9/16	Waikanae Music Society	\$1,400	Printing costs for their 2017 Concert Season brochure.	Received 6/6/17
13/9/16	Waikanae Volunteer Fire Brigade	\$3,706.91	To provide lighting equipment for their Operational Support Unit.	Received 28/6/17
4/10/16	Transferred to Discretionary Fund	\$249	To cover shortfall	N/A

WAIKANAĒ COMMUNITY BOARD

LIST OF 3-YEARLY GRANTS

		2017/2018	2018/2019	2019/2020	2020/2021
Kidz Need Dadz (Sept event)	Discretionary	\$500 (paid Aug 2017)	\$500 (paid Aug 2018)	\$500 (paid Aug 2019)	X
Waikanae Lions Club (Nov event)	Promotion	\$3,500 (paid June 2017)	\$3,500 (paid June 2018)	\$3,500 (paid Aug 2019)	X
Kapiti Ballet Society (July event)	Discretionary	\$500 (paid June 2017)	\$500 (paid June 2018)	\$500 (paid Aug 2019)	X
Waikanae Boating Club (Feb/Mar event)	Promotion	\$3,000 (paid Sept 2017)	\$3,000 (paid Oct 2018)	\$3,000 (paid Oct 2019)	X
Waikanae Music Society (October event)	Promotion	\$1,700 (paid Oct 2017)	\$1,800 (paid Oct 2018)	\$1,900 (paid Oct 2019)	X
Lions Club of Waikanae Inc (January event)	Discretionary	X	\$400 (paid Aug 2018)	\$400 (paid Aug 2019)	\$400 (payment due Aug 2020)

#4026129

ATTACHMENT 3

WAIKANAĒ COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Waikanae Community Board recently. As part of the acceptance of this grant we require you to complete the Accountability Report Back form and attach copies of receipts of payments and any other financial information as applicable.

Please complete this form within **six months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation: *Kidz need dadz Kapiti*

Amount of Grant: \$500

Date Received: 20 September 2019

Project/Event for which grant was made: Fathers Day at Kapiti 10 Pin Bowling

Please give details of how money was spent, the benefits you received and the benefits to the Waikanae Ward as a result of the grant.

The money was spent as per the attached budget that enabled the event to be free. There were 2X sessions (this included bowling and golf) both full with 224 participants. Approx. 150 copies of the Blokes Book Wellington a men's healthbook were also distributed.

What benefits did you receive from this grant money? For Kidz Need Dadz Kapiti the benefits were a fun, free Father and family focused event, that is planned to be annual.

The benefits for the Waikanae Ward was as per the proposed application: An annual Fathers day event on 1 September 2019.

NOTE: If the money has not been spent please explain why and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient: Stuart J Miller	Second Contact: <i>Bruce Tichbon</i>
Signature: <i>S J Miller</i>	Signature: <i>[Signature]</i>
Position: Chair	Position: <i>Trustee</i>
Date: 29 June 2020	Date: <i>30/6/20</i>

Please return to: Marguerita Harris
Kāpiti Coast District Council
Private Bag 60 601
Paraparaumu 5254
marguerita.harris@kapiticoast.govt.nz

#1095956



Kids Need Dadz
22 Margaret Road
Raumati Beach 5032
New Zealand

Invoice Receipt

18 Cashew Street, Grenada North,
Wellington 5028
PO Box 6541, Marion Square,
Wellington 6141
P: 04 232 7653 F: 04 232 7656
nz.accounts@redshift.nz
A trading arm of PrintStopPlus Limited
GST Registration Number 85-951-513

Invoice No.	INV002364
Pages	1 of 1
Attention	Luke Tiller
Account Type	Online Credit Card
Issue Date	23/08/19
Due Date 23/08/19	
Amount Paid \$295.55	

Invoice Receipt Summary

Inv ref: J002851

Jet Pen (White Barrels) 104262

Quote No. Q008223	Job No. J002851	PO No.	Quantity	Amount
Jet White Barrel - Full Colour - 104262 Position D - One Side File Attached			250	\$257.00

Subtotal	\$257.00
GST	\$38.55
Total Price	\$295.55

PAYMENT TERMS
Online Credit Card

BANK PAYMENTS
Printstop Plus Ltd t/a Printing.com
Account No. 01-0505-0210716-00
Remittance -nz.accounts@redshift.nz

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See www.redshift.nz/terms for full terms and conditions

02-Sep-19

9:37 AM



Arataki Park Ltd, T/A Kapiti Terpin
 (04) 2983674
 GST 92-812-847
 Tax Invoice

POS	840.00
Net total	840.00 \$

Grand total	840.00 \$
EFTPOS	840.00 \$
Transaction no.	2-1-1
Receipt no.	1
Tax invoice no.	157487
Operator	Steven

Batavian

Batavian Rubber International Ltd
PO Box 26, Featherston 5710, New Zealand
22-30 Birdwood Street, Featherston, New Zealand
Phone 06 308 9337, Fax 06 308 8890
admin@batavian.co.nz, www.batavian.co.nz

Tax Invoice 46638

GST No : 103-623-855

Invoice to:

Cash Sales - Kidz Need Dadz
Delivery Address tba

Deliver to:

KIDZ NEED DADZ
DELIVERY ADDRESS TO BE ADVISED

Order No : KIDZ NEED Date : 23/08/2019 Account : 10160 Reference : Page No. : 1

Product Code	Description	Supplied	Rate	Total
B30FLGP21	Balloon Fash Lime Grn Printed 2Col 1Side	5.0000	38.0000	190.00
BSR	Balloon Screen Charge - Repeat	2.0000	45.0000	90.00
ZF	Freight	1.0000	10.0000	10.00

(KIDZ NEED DADZ)
PRINTED PMS 136 & PMS 2935 - 1 SIDE - NECK DOWN

PLEASE NOTE: Your order can be processed once payment has been received. Please email admin@batavian.co.nz to advise payment receipt.

Thank you for your business.

GST Exclusive	290.00
GST	43.50
Rounding	0.00
GST Inclusive	333.50

TO PAY BY DIRECT CREDIT:
ANZ Bank 06-0507-0166237-00
Visa and Mastercard are also accepted.

Please note that this invoice is due for payment on or before the 23/08/2019



289 Queen Street
PO Box 64, Masterton
p: +64 6 370 8134
fp: 0800PRINTER
e: sales@printcraft.co.nz
w: printcraft.co.nz

TAX INVOICE

LUKE TILLER
0210363016

INVOICE 121445

Invoice Date: 09/08/2019
GST No: 41-785-950
Customer Code: CASH
Page: 1 of 1

Code	Description	A/C Code	Quantity	Net
Order ID: 10071531 Order Reference: LUKE				
Job: 204423	TAKE DAD BOWLING DL - 2 TYPES PRINTED CMYK 1 SIDE 2 TYPES X 1000 OF EACH *CHANGES REQUIRED - ESTIMATE OF 0.25 HOURS INCLUDED - PROOF WILL BE SUPPLIED* PLUS \$20.00 INCLUDING GST FOR ADDITIONAL A4 PRINTING		2000	\$267.40

Net	\$267.40
G.S.T	\$40.11

Bank Details

Account Name: PrintCraft '81 Ltd
Account Number: 03 0687 0212615 00

Unpaid accounts will incur late payment fees and collection costs.

Total	\$307.51
--------------	-----------------



warehouse
stationery

● work ● study ● create ● connect

Warehouse Stationery

Johnsonville, 120 Johnsonville Road
Johnsonville, Wellington
Phone: (04)212-0301

T111: 39413

Tax Invoice GST # 41-482-354

DK: 33594 SP:Vijyeta 01-Sep-19 10:11am

Product	Unit	Qty	Total
9400994458657 PCC A4 Provided	\$1.99	45	\$89.55
9414288147509 Trophoe Card 16	\$5.99	1	\$5.99
9414288147608 Trophoe Card 16	\$5.99	1	\$5.99
9414288147592 Trophoe Card 16	\$5.99	1	\$5.99
71662032807 Crayola Washabl	\$5.99	1	\$5.99
71662000240 Crayola Crayons	\$3.99	2	\$7.98

Subtotal \$121.49
less Teacher-Student Disco P&CC-10% \$8.96
Total \$112.53
includes GST of \$14.68
EFTPOS \$112.53

WSL Johnsonville
120 Johnsonville Road
Johnsonville

-----EFTPOS-----
TERMINAL 0003
01-Sep-19 10:11
ICC CONTACT EFTPOS
AID A0000000031010
APP LABEL Visa Debit
CARD *****9206
PAN SEQ Number 00
AUTHORISATION
REFERENCE 129484
PURCHASE NZD112.53
TOTAL NZD112.53

APPROVED

PIN VERIFIED

CUSTOMER COPY

PLEASE RETAIN
FOR YOUR RECORDS

DISCOUNT SUMMARY

9400994458657 \$89.55 45.00 \$80.59 10.01%





Kids Need Dadz
22 Margaret Road
Raumati Beach 5032
New Zealand

Invoice Receipt

18 Cashew Street, Grenada North,
Wellington 5028
PO Box 6541, Marion Square,
Wellington 8141
P: 04 232 7653 F: 04 232 7656
nz.accounts@redshift.nz
A trading arm of PrintStopPlus Limited
GST Registration Number 85-951-513

Invoice No.	INV002362
Pages	1 of 1
Attention	Luke Tiller
Account Type	Online Credit Card
Issue Date	23/08/19
Due Date	23/08/19
Amount Paid	\$675.75

Invoice Receipt Summary

Inv ref: J002850

Avanti Tote Bag - Lime Green 106964

Quote No. Q008301	Job No. J002850	PO No.	Quantity	Amount
80gsm non-woven polypropylene material. Bright Green H 420mm x W 380mm x Gusset 90mm (excludes handles). Handle Length: 570mm.			250	\$579.69
Delivery			1	\$7.92

Subtotal	\$587.61
GST	\$88.14
Total Price	\$675.75

PAYMENT TERMS
Online Credit Card

BANK PAYMENTS
Printstop Plus Ltd t/a Printing.com
Account No. 01-0505-0210716-00
Remittance -nz.accounts@redshift.nz

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INVOICE

Kārearea Consulting - Luke Tiller
172 Haringa Road
RD1 Carrington
CARTERTON, 5791
New Zealand

Phone: 063797106
Mobile: 0210363016

BILL TO
Kidz Need Dadz Charitable Trust
Wellington
Stuart Miller
22 Margaret Road Raumati
Wellington,
New Zealand

wellington@knd.org.nz

Invoice Number: 1721

Invoice Date: August 7, 2019

Payment Due: August 7, 2019

Amount Due (NZD): \$100.00

Items	Quantity	Price	Amount
Services	4	\$25.00	\$100.00
For period 15-31 July 4 Hours			
Total:			\$100.00
Amount Due (NZD):			\$100.00

Notes

Bank Account Details
02-0536-0184792-002



INVOICE

Kārearea Consulting - Luke Tiller
172 Haringa Road
RD1 Carrington
CARTERTON, 5791
New Zealand

Phone: 063797106
Mobile: 0210363016

BILL TO
Kidz Need Dadz Charitable Trust Wellington
Stuart Miller
22 Margaret Road Raumati
Wellington
New Zealand

wellington@knd.org.nz

Invoice Number: K003
Invoice Date: September 30, 2019
Payment Due: October 20, 2019
Amount Due (NZD): \$200.00

Items	Quantity	Price	Amount
Facebook Page Management for KND Wellington Facebook	4	\$25.00	\$100.00
KND Event Fathers Day 2019	4	\$25.00	\$100.00
Total:			\$200.00
Amount Due (NZD) :			\$200.00



INVOICE

Kārearea Consulting - Luke Tiller
172 Haringa Road
RD1 Carrington
CARTERTON, 5791
New Zealand

Phone: 063797106
Mobile: 0210363016

BILL TO
Kidz Need Dadz Charitable Trust
Wellington
Stuart Miller
22 Margaret Road Raumati
Wellington,
New Zealand

wellington@knd.org.nz

Invoice Number: K002

Invoice Date: September 10, 2019

Payment Due: September 20, 2019

Amount Due (NZD): \$400.00

Items	Quantity	Price	Amount
Services	16.	\$25.00	\$400.00
For period 1-31 August x4 hours per week			
FD'19 event prep			
Online promo activity			
Total:			\$400.00
Amount Due (NZD):			\$400.00

Notes

Hi Stuart,
Please let me know if all correct.

BUDGET FOR FATHERS DAY EVENT 1 SEP 2019 - 10 PIN BOWLING

INCOME

Otaki Community Board	\$500.00
Waikanae Community Board	\$500.00
Paekākāriki Community Board	\$150.00
Raumati Community Board	\$500.00
Sponsorship	\$750.00
Donations	\$350.00
KND Wgtn Funds	\$414.94

TOTAL	<u>\$3,164.94</u>
--------------	-------------------

EXPENDITURE

Wages 1	\$100.00
Wages 2	\$400.00
Wages 3	\$100.00
Venue Hire	\$840.00
Advert	\$307.61
Coloring Books	\$112.53
Bags	\$295.55
Balloons	\$333.50
Pens	\$675.75

TOTAL	<u>\$3,164.94</u>
--------------	-------------------

NET SURPLUS/(DEFICIT)	<u><u>\$0.00</u></u>
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Received by
Kapiti Coast District Council
Paraparaumu

**WAIKANAĒ COMMUNITY BOARD
COMMUNITY GRANTS**

Accountability Report Back

You/your organisation received a grant from the Waikanae Community Board recently. As part of the acceptance of this grant we require you to complete the Accountability Report Back form and attach copies of receipts of payments and any other financial information as applicable.

Please complete this form within **six months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation: FERNANDO FIGUEROA

Amount of Grant: \$ 500

Date Received: SEP 2019

Project/Event for which grant was made: LATIN AMERICA SPAIN FILM FESTIVAL

Please give details of how money was spent, the benefits you received and the benefits to the Waikanae Ward as a result of the grant.

THE GRANT WAS USED TO PROMOTE THE FESTIVAL EG. MAKING PHOTOCOPIES, PRINTING, POSTERS AND FLYERS, PROGRAM BOOKS, FOOD AND DRINKS, SOUND EQUIPMENT FOR LIVE MUSIC AT THE LAUNCH DAY, KOHA/PETROL MONEY FOR VOLUNTEERS AND MUSICIANS DEcoration AND EXTRA EXPENSES.

WITH THE GRANT I WAS ABLE TO MAKE THE FESTIVAL HAPPEN, SHARE SOME OF MY CULTURE AND BRING A NEW FESTIVAL TO THE KAPITI COAST.

THE FILM FESTIVAL HELD IN OCTOBER 2019 AND WAS ATTENDED BY APPROXIMATELY 800 PEOPLE OVER THE EXTENDED WEEKEND. FILM, MUSIC, FOOD, DRINKS FOR FREE ENTRANCE.

NOTE: If the money has not been spent please explain why and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient: FERNANDO FIGUEROA Second Contact: _____

Signature: [Signature] Signature: _____

Position: PRODUCER Position: _____

Date: 30/09/2020 Date: _____

Please return to: Tracey Wye
Kāpiti Coast District Council
Private Bag 60 601
Paraparaumu 5254
tracey.wye@kapiti.coast.govt.nz

#1095956



9460 Paraparaumu Pk: 04 296 1383
Coastlands Shopping Centre
Tax Invoice/Credit Note - GST No. 44-893-930

		\$
Avocado Hass Medium		
Qty 24 @ \$1.95 each	46.80	
Avocado Hass OFFER	-4.80	
Fresh Grower Coriander 100g		
Qty 5 @ \$3.99 each	19.95	
Lindemur Special Reserve Rose 750ml	15.99	
30 SUBTOTAL	\$77.94	
TOTAL	\$77.94	

COUNTDOWN PARAPARAUMU
PARAPARAUMU NZ
REACH ID: 611000509009460
TEAM ID: N9460005
CARD:1440 T
Visa Debit CREDIT
AID A0000000031010
AROC 2862A5R040E51094
TVR 0000000000
PURCHASE NZ\$77.94

TOTAL NZ\$77.94
APPROVED 00
03/10/19 15:19 003172

EFT \$77.94
Change \$0.00

TOTAL includes GST \$10.17
OTHER SAVINGS: \$4.80

TOTAL SAVINGS \$4.80

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for a CHANCE TO WIN a
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to be won monthly.

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www.countdownlistens.co.nz

You have earned a TOTAL of 2 Disney Word Tiles
to add to your collection

Thank you for shopping with us

STORE 9460 POS 005 TRANS 3172 16:19 03/10/2019



62994600053172031019



*** PAK n SAVE KAPITI ***
*** RINU ROAD PARAPARAUMU ***
*** HARRYATT HOLDINGS LIMITED ***
PH: (04)2966222
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Order online and collect from the store
Go to paknsaveonline.co.nz

Supervisor #111		
PANS BEANS RED KIDNEY 400G		\$1.19
Supervisor #111		
PANS BEANS RED KIDNEY 400G		
11 @ \$1.19		\$13.09
PANS BLACK BEANS IN BRINE 400G		\$1.19
Supervisor #111		
PANS BLACK BEANS IN BRINE 400G		
11 @ \$1.19		\$13.09
PANS FOUR BEAN MIX IN BRINE 400G		
24 @ \$1.19		\$28.56
PANS OIL OLIVE PURE 500L		\$4.48
SIMPLY PURE CANOLA OIL 2L		\$4.98
VALUE RICE WHITE LONG GRAIN 10KG		\$13.99
CAPSICUM GREEN		
4 @ \$1.48		\$5.92
CAPSICUM RED (NZ)		
4 @ \$1.48		\$5.92
GROPAK ONION BROWN VALUE PACK 2KG		\$3.49
SPRING ONIONS (NZ)		
2 @ \$1.89		\$3.78
TG VINE SWEET MINI PEPPERS PP 175G		\$5.29
ANCHOR SOUP CREAM ORIGINAL 500G		
6 @ \$5.48		\$32.88
GROVE APPLE JUICE 2L		
9 @ \$3.48		\$31.32
MEADOWLEA SPREAD 500G		
2 @ \$2.70		\$5.56
PHILADELPHIA SPREADABLE 250G		
4 @ \$3.48		\$13.92
Supervisor #111		
BRB AMERICAN PALE ALE 330ML CAN 6 PACK		\$10.99
85 BALANCE DUE		\$199.64
EFTPOS		\$199.64
*****1440		
Auth Code = 122726		
SUB TOTAL		\$173.60
TOTAL GST		\$26.04
TOTAL		\$199.64
CHANGE		\$0.00

PAK N SAVE KAPITI
110 RINU ROAD
PARAPARAUMU

*****EFTPOS*****
TERMINAL 31887107
TIME 03oct19 14:37
TRAN 022012 CREDIT
VISA
CARD1440
CONTACTLESS
Visa Debit
AID: A000000003
PIX: 1010
AROC: 7A538F71A4979598
TVR 0000000000
ATC 0071
TSI 0000
AUTH 122726
PURCHASE NZD199.64
TOTAL NZD199.64

ACCEPTED

CUSTOMER COPY
CASHIER NAME: Kyra
03/10/2019 14:37:05 05068 007 4367.0143
***** TAX INVOICE *****
**** GST No: 20-893-737 ****

All items GST inclusive

countdown
countdown.co.nz
9460 Paraparaumu PH: 04 296 1383
Coastlands Shopping Centre
Tax Invoice/Credit Note - GST No. 44-833-938

Potato Cd 2.5kg Boiling 5.59
PRICE REDUCED BY \$2.40 each
^ Big Paddock Free Range Eggs Mxd 10pk 6.50
2 SUBTOTAL \$12.09
TOTAL \$12.09

COUNTDOWN PARAPARAUMU
PARAPARAUMU NZ
MERCH ID: 611000609009460
TERM ID: N9460084
CARD: 1440 T
Visa Debit CREDIT
AID A0000000031010
ARQC 9585288A30388CA3
TVR 0000000000
PURCHASE NZ\$12.09
TOTAL NZ\$12.09
APPROVED 00
01/10/19 15:08 001148

EFT \$12.09
Change \$0.00

*Promotional Price

TOTAL includes GST \$1.58
OTHER SAVINGS: \$0.50

TOTAL SAVINGS \$0.50

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STORE 9460 POS 084 TRANS 1148 16:08 01/10/2019



62994600841148011019



The Warehouse
Paraparaumu, Coastlands Shopping Centre
Paraparaumu

Phone 04 296 1383

the Warehouse.co.nz
Till: 135AD

Tax ID: 482-354
WK 2307 02-Oct-19 6:55pm

	Unit	Qty	Total
Unique Rainbow	\$3.00	1	\$3.00
Meteor Cape St	\$1.50	8	\$12.00

Total \$36.00
includes GST of \$4.70
EFTPOS :ISA \$36.00

-----EFTPOS-----
TERMINAL 1001
02 Oct 19 18:54
VISA Contactless
AID A0000000031010
APP LABEL Visa Debit
CARD *****1440
PAN SEQ Number 00
AUTHORISATION 106847
REFERENCE 440351
PURCHASE NZD36.00
TOTAL NZD36.00

APPROVED

NO CARDHOLDER VERIFICATION

CUSTOMER COPY

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survey code 135X023679
Full details at www.thewarehouse.co.nz

PLEASE KEEP THIS DOCKET AS PROOF OF PURCHASE

Total units sold: 16

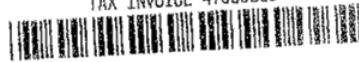
CUSTOMER

trade aid

TRADE AID KAPITI
 41 COASTLANDS SHOPPING
 CAVE HIGHWAY 1
 PAKAPARAUMU
 KAPITI COAST 5032
 PH: 04 282 1465

GST 118-058-321

TAX INVOICE 47050869



2019 Asst: Rachael

CASH SALE

DECAFFEINATED 200G	1.00	\$9.99
DARK RASP CHOC 100G	1.00	\$4.99
MINI WHITE ELEPHANT	1.00	\$4.99
JUTE BAG	1.00	\$4.99
Invoice Total		\$24.96
Cash Rounding		\$0.04
Balance Payable		\$25.00
Includes GST	3.26	
CASH Tendered	\$30.00	
Change Given	\$5.00	

THANK YOU FOR SUPPORTING OUR
 PRODUCER PARTNERS.

CAFE SIXTY SIX
 66 MAIN STREET
 OTAKI

-----EFTPOS-----
 TERMINAL 05829701
 TIME 03OCT 12:07
 TRAM 002255 CHEQUE
 EFTPOS
 CARD1440
 Visa Debit
 RID: A0000000003
 PIX: 1010
 TC: 75146FECAF9FB3C1
 TUR: 008004B000
 ATC: 0070
 TSI: F800
 PURCHASE NZ\$9.80
 TOTAL NZ\$9.80
 ACCEPTED

MERCHANT COPY

BP Connect Paraparaumu
 17 Amohia St.
 Paraparaumu, Paraparaumu 5032
 Site No. 11001484 Tel. (04) 902 745
 (04) 902 7451
 GST : 10-149-754
 B or C denotes GST inclusive items

TAX INVOICE

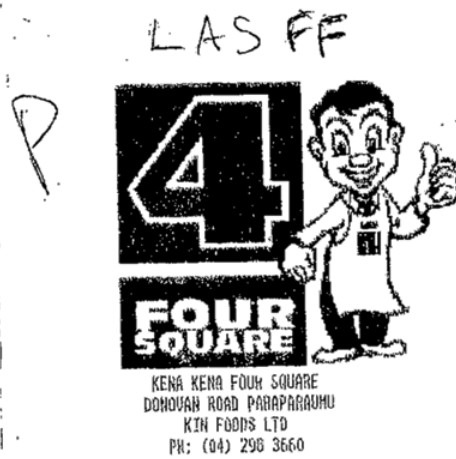
Qty Name	EA	Total\$
1 U/L91		95.16 B
Pump: 3 42.27 litre	2.329\$/L	
-1 AA SMARTFUEL 6cpl	0.00	-2.54 B
-1 BP Disc 6cpl	0.00	-2.54 B

Total \$ 95.16

MEMBERSHIP 0.00
 Serial 3061144090
 GST Amount 12.18

ANZ
 BP CONNECT PARAPARAUMU
 PARAPARAUMU 5032
 Zealand
 39689700001
 INE 13/11/19 18:16
 PAN 28/04/19 CREDIT
 RD.1440
 A0000000003
 0000000000
 0000000000
 921250
 PURCHASE NZD93.18
 TOTAL NZD93.18
 (000) APPROVED
 CUSTOMER COPY*

13/10/2019 18:18
 ORIGINAL
 13/10/2019 18:18



AVOCADO (NZ)
3 @ \$1.89 \$5.67

3 BAKLAKI DUE \$5.67
EFTPOS \$5.67
*****1440
Auth Code - 194432

SUB TOTAL \$4.93
TOTAL \$0.74
TOTAL \$5.67

CASH \$0.00

FOUR SQUARE KENA KEN
KENA KENA SHOPPING C
PARAPARAUMU

*----- EFIPUS *-----
TERMINAL 78043502
TIME 03Oct19 15:50
TRAN 02/000 CREDIT
VISA
CARD1440
CONTACTLESS
Visa Debit
RID: 0000000003
PIX: 1010
AROC:0130126FC64539C9
TUR 0000000000
ATE 0072
TSI 0000
AUTH 194432
PURCHASE NZ\$5.67
TOTAL NZ\$5.67

ACCEPTED

CUSTOMER COPY
CASHIER NAME: TILL 2
03/10/2019 15:50:40 06162 002 6800 0200
***** TAX INVOICE *****
*** GST No. 101-806-898 ***
All items GST inclusive
unless otherwise specified by (*)
All promotions exclude tobacco, gift
card, christmas card purchases and
payments on account. Please
retain receipt as proof of purchase
THANK YOU FOR SHOPPING AT FOUR SQUARE
www.foursquare.co.nz

P L A S F F

Hell Pizza Kapiti
GST No. 115-241-001
Tax Invoice #37917224

PRICE \$57.00

WEBSITE ORDER
SPECIFIED TIME
DELIVERY

Fernando
02108804995
5 Michael Road
Paraparaumu Beach
Paraparaumu 5032

Call 02108804995

Order Placed: 2019-10-03 4:58pm

DUE 5:40pm

ACTUAL TIME

1 Veggie Saviour (Double) GF Seed
Base \$25.00
+ Quorn BOTH

1 The Buffalo (Double) Thin Stret
ched \$24.00

Total Pizza: 2

Subtotal: \$57.00
Delivery Fee: \$8.00
Included GST Amount: \$7.43
Online Payment: \$57.00
Total Tendered: \$57.00

Paid

Ticket 15

TAX INVOICE

MusicWorks Wellington
31 Ghuznee St
Chr Ghuznee & Marion Sts
Wellington
Ph: 04 3897012

www.musicworks.co.nz

GST NO 78-655-119

Receipt No 0400030066974
Date 25/10/2019 Time 11:05:40 a.m
Salesperson Frank Talbot

0400020008539
Fernando Figueroa

Wellington

- 1 CJP20
Cable Microphone Ashton Xlr>TR
1 @ \$29.95 = \$29.95
- 2 SI20BG
Cable Guitar Ibanez 20ft Woven
2 @ \$26.95 = \$53.90
- 3 MAN_DISCOUNT
SALE DISCOUNT
1 @ -\$8.38 = -\$8.38

Total Transaction Value \$75.47

CARD \$75.47

All prices include GST
Thank you for shopping at MusicWorks
New Zealand's largest Music Retail Chain



The Warehouse
Paraparaumu, Coastlands Shopping Centre
Paraparaumu

Phone: (04)296-2056

thewarehouse.co.nz

Till: 135XD

Tax Invoice GST # 41-482-354
OK: 35130 SP:Charmaine 28-Oct-19 12:24pm

Buy 1 get 1 HALF PRICE

Bethells,Maze,Rova,Thorndon,Urban,West Bay & Calico

Product	Unit	Qty	Total
9400994835014 Living & Co Cur	\$74.98	1	\$74.98
9400994835021 Living & Co Cur	\$54.98	1	\$27.49

Total \$102.47
includes GST of \$13.37
EFTPOS \$102.47

-----EFTPOS-----

TERMINAL 0001
28 Oct 19 12:23 CHEQUE
EFTPOS ICC CONTACT
AID A0000000031010
APP LABEL Visa Debit
CARD *****1440
PAN SEQ Number 00
AUTHORISATION
REFERENCE 471923
PURCHASE NZD102.47
TOTAL NZD102.47

APPROVED

PIN VERIFIED

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survey code 135005130
Full details at www.thewarehouse.co.nz

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Total units sold: 2

CUSTOMER

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9498 Otaki PH: 06 364 9001
Cnr Hill and Otaki Streets,
Tax Invoice/Credit Note - GST No. 44-833-938

1.epak Ice 3kg
Qty 6 @ \$3.00 each 18.00
6 subTOTAL \$18.00
TOTAL \$18.00
Cash \$20.00
Change \$2.00
TOTAL included GST \$2.35

ONECARD REWARDS

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1498 POS 002 TRANS 770 16:10 04/10/2019



62994980020770041019

LASFF

KIWI BANK
Banking New Zealand

KIWI BANK LTD
PARAPARAUMU KIWI BANK
04-OCT-2019 10:54:34

TXN NO. : W5246020 60222
Teller Id : BANK2

Acknowledgement of KiwiBank transactions

PRODUCT QTY \$ AMOUNT

WITHDRAWAL 1 -1,500.00

Account Number

080170596956-00

Amount

\$1,500.00

Cheque Number

SUBTOTAL -1,500.00

TRANSACTION TOTAL -1,500.00

Cash (1) -1,500.00

KIWI BANK

PLEASE RETAIN AS PROOF OF PURCHASE

FOOD TOTAL \$21.00
BEVERAGE TOTAL \$24.00
Other Categories TOTAL \$0.00
COVERS TOTAL 453

CASH

\$45.00

TOTAL

\$66.00

TOTAL 34
EMERSONS PLUS PINT
2 @ \$12.00 ea
VEGGIE BURGER

Subtotal

\$45.00

04/10/19 14:27:20

EX INVOICE

NO: 94-632-103

INVOICE

INVOICE

INVOICE

CASH

INVOICE

Rural Fuel Limited
Kapiti
Cnr MacLean St & Seaview Road
New Zealand
0800 383 582

27/10/2019 10:25AM
Transaction No. 117656
*** TAX INVOICE ***
GST INCLUSIVE
GST No. 070-473-283

1 Regular \$88.87
40.780 ltr @ \$2.179/ltr
TOTAL \$88.87
Tax amount \$11.59

-----EFTPOS-----
TERMINAL 09921501
TIME 27OCT19 10:24
TRAN 066978 CHEQUE
CARD 1202
Debit MasterCard
RID: a000000004
PIX: 1010
TC: D494201E7F111DDA
TVR: 0000048000
ATC: 02A5 TSI: E800
PURCHASE NZ\$88.87
APPROVED

Thank you for
Visiting
Rural Fuel Limited

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countdown.co.nz

9460 Paraparaumu PH: 04 296 1383
Coastlands Shopping Centre
Tax Invoice/Credit Note - GST No. 44-833-938

Chicken Breasts B/less S/less T117 \$11.99
Ciabatta Pocket Sesame 6pk 5.50

2 SUBTOTAL \$17.49
Rounding \$0.01
TOTAL \$17.50

Cash \$20.00
Change \$2.50

TOTAL Includes GST \$2.28

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STORE 9460 POS 084 TRANS 4408 22:22 08/10/2019



62994600844408081019

KHANSAMA CURRY
STATE HIGHWAY 1
PARAPARAUMU

----- EFTPOS -----
TERMINAL 10196201
TIME 30OCT 12:48
TRAN 000909 CHEQUE
EFTPOS
CARD1440

Visa Debit
RID: A000000003
PIX: 1010
IC: 7FB95CAABBC069C2
IVR: 00 00 04 00 00
YSL: F8 00
ATC: 009F

PURCHASE NZ\$ 15.00
TOTAL NZ\$ 15.00

ACCEPTED

INVOICE NUM 000884
CUSTOMER COPY

countdown 
countdown.co.nz

9460 Paraparaumu PH: 04 296 1383
Coastlands Shopping Centre
Tax Invoice/Credit Note - GST No. 44-833-938

	\$
Lamb Shoulder Chops Marinated T117	8.40
Fresh Grower Sweet Potato Cos Lettuce	3.99
Avocado Hass Medium	
Qty 2 @ \$2.20 each	4.40
Avocado Hass OFFER	-0.40
4 SUBTOTAL	\$16.39
Rounding	\$0.01
TOTAL	\$16.40
Cash	\$16.40
Change	\$0.00
TOTAL incl. inc. GST	\$2.14
OTHER SAVINGS :	\$0.40

TOTAL SAVINGS \$0.40

ONECARD REWARDS

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=====

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Thank you for shopping with us

STORE 9460 POS 081 TRANS 1788 22:44 07/10/2019



94600811788071019

WAIKANAĒ COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Waikanae Community Board recently. As part of the acceptance of this grant we require you to complete the Accountability Report Back form and attach copies of receipts of payments and any other financial information as applicable.

Please complete this form within **six months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation: _____ The Mahara Gallery
Trust _____

Amount of Grant: \$3,291

(Note: This is the second half of the 2019 grant made to The Mahara Gallery Trust, the first half was for our Matariki programme and has previously been reported on). _____

Date Received: 16 July 2019 _____

Project/Event for which grant was made: _____

Design and printing of monthly Kapiti News columns for July 2019-June 2020

Please give details of how money was spent, the benefits you received and the benefits to the Waikanae Ward as a result of the grant.

We produced eleven Mahara columns in 2019-20, with one not printed due to the gallery and Kapiti News being closed for business during Covid-19 lockdown.

During this year we attracted 10,131 visitors to the gallery and Waikanae, including 2,410 for 60 special events, workshops and performances, which is what the column is used to promote.

This annual record is lower than our usual attendance figures which reflects the closure of the gallery for two months during Covid-19 lockdown.

Visitor numbers were also affected in the previous year due to the major construction works taking place outside the gallery entrance in Mahara Place and they took awhile to return after the works were finished in late August, early September.

Despite this visitors continue to report a high level of satisfaction with the gallery programmes. They also spend money in other local businesses and cafes during their visits to us, as reported in the Cost Benefit Analysis previously supplied for the Matariki report.

This grant was underspent by \$229 due to one column not being produced. For this reason we are only applying for the costs of producing 11 columns this coming year, and have used the shortfall to cover the costs of producing the first column first month of our new financial year.

NOTE: If the money has not been spent please explain why and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient: Janet Bayley

Second Contact: Kathryn Simons

Signature: [Signature]

Signature: [Signature]

Position: Director

Position: Administrator

Date: 22/7/20

Date: 24/7/20

Please return to: Tracey Waye
Kāpiti Coast District Council
Private Bag 60 601

#1095956

Kapiti News
The Mahara Gallery Trust
Waikanae Community Board
From 1 Jul 2019 to 31 Jul 2020

Date	Type	Transaction	Reference	excl gst	incl gst *
23/09/2019	INV	Amanda Smart art & design	INV 21	\$96.00	\$96.00
10/10/2019	INV	Amanda Smart art & design	INV 23	\$96.00	\$96.00
5/11/2019	INV	Amanda Smart art & design	INV 24	\$96.00	\$96.00
28/11/2019	INV	Amanda Smart art & design	INV 26	\$72.00	\$72.00
18/12/2019	INV	Amanda Smart art & design	INV 27	\$96.00	\$96.00
17/01/2020	INV	Amanda Smart art & design	INV 28	\$72.00	\$72.00
7/02/2020	INV	Amanda Smart art & design	INV 29	\$72.00	\$72.00
11/03/2020	INV	Amanda Smart art & design	INV 30	\$72.00	\$72.00
23/06/2020	INV	Amanda Smart art & design	INV 32	\$96.00	\$96.00
31/07/2019	INV	NZME Publishing Ltd - 31839003	31839003	\$150.00	\$172.50
5/09/2019	INV	NZME Publishing Ltd - Kapiti News monthly column	INV 31960413	\$150.00	\$172.50
4/10/2019	INV	NZME Publishing Ltd - INV 3207091	INV 3207091	\$300.00	\$345.00
6/11/2019	INV	NZME Publishing Ltd - Advertising	INV 32185295	\$345.00	\$396.75
11/12/2019	INV	NZME Publishing Ltd - INV 32303874	INV 32303874	\$150.00	\$172.50
11/01/2020	INV	NZME Publishing Ltd - INV 32396648	INV 32396648	\$150.00	\$172.50
7/02/2020	INV	NZME Publishing Ltd - INV 32529360	INV 32529360	\$150.00	\$172.50
4/03/2020	INV	NZME Publishing Ltd - INV 32637537	INV 32637537	\$150.00	\$172.50
3/04/2020	INV	NZME Publishing Ltd - INV 32744467 - Kapiti News	INV 32744467	\$150.00	\$172.50
5/06/2020	INV	NZME Publishing Ltd - INV 32966209 - Kapiti News	INV 32966209	\$150.00	\$172.50
9/07/2020	INV	NZME Publishing Ltd - INV 33070269 - Kapiti News	INV 33070269	\$150.00	\$172.50
Total				\$2,763.00	\$3,062.25

* Amanda Smart art & design not GST registered

Visitor Numbers 10,131
Event Numbers 2,410
Number of Events 61

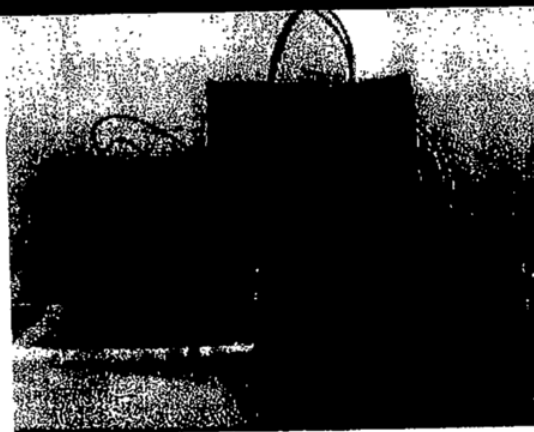
Note level 4 lockdown

Mahara Gallery

Kāpiti Coast District Gallery

GALLERY NEWS

Our new exhibition for Matariki is stunning, we urge you to visit and support our exceptional carvers and weavers from *Te Wānanga o Raukawa*. They will be demonstrating their mahi in the gallery over five Thursdays, and *Koro Don Te Maipi and nga pakeke o Kāpiti* performing waiata. The gallery feels very warm with people, mahi and wairua during this season when we remember those we have lost and come together to renew ourselves, share stories, friendship and enjoy waiata. Stay safe and be kind.



Sonja Snowden, *Tātai Whetū ki Te Rangi*

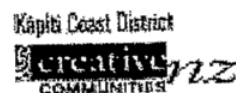
EXHIBITION 7 July – 29 August

Toi Whakarākau: Ngā Aho o te Whenua. Te Wānanga o Raukawa staff and taura, past and present.

EVENTS

Tutors and students of *Toi Whakarākau* demonstrating in the gallery.

Thursday July 9, Thursday July 16,
10am – 3pm, entry free.



Koro Don Te Maipi and nga pakeke o Kāpiti perform *He waiata mo Jacinda Ardern* and others. Tuesday 14 July, 11am, entry free. Nau mai haere mai.

Ngā Manu Tree Workshop. Drawing trees with artist *Harriet Bright* with tea break and free time to visit the Bird Sanctuary afterwards. Thursday July 23, 10am – 1pm at *Ngā Manu Nature Reserve*. Cost \$10 (entry fee to Ngā Manu). Limited to 15 people, call or text Harriet on 027 281 4040.

COMING UP

Toi Whakarākau tutors and artists demonstrating in gallery.

Thursdays August 13, August 20, August 27, 10am – 3pm, entry free.

Dulcis Tibea recorder quartet concert.

Saturday 29 August at 3.30pm, entry by donation.

We gratefully acknowledge the support of Waikanae Community Board and the Philipp Family Foundation.



Mahara Gallery, 20 Mahara Place, Waikanae
info@maharagallery.org.nz, www.maharagallery.org.nz
ph. 04 902 6242, Tues-Sat 10am-4pm, free entry



Mahara Gallery

Kāpiti Coast District Gallery

GALLERY NEWS

Welcome back to our new shows or visit them at www.maharagallery.org.nz. We offer free weekly workshops and events on Thursdays from now on with artist Harriet Bright, contact gallery for further info or follow us on facebook. Social distancing, contact tracing and health precautions in place, while we remain very friendly, welcoming and free!



EXHIBITIONS All shows run till 27 June

Jack Register, Waring Taylor Cnr

re-framed//lockdown **mainSPACE**, supporting local artists and the gallery redevelopment: | Nancy Anderson | Peter Augustin | Sara Boland | Rebecca Bond | Harriet Bright | Gillian Cronin | Alyth Darwin | Yvonne de Mille | Rosalind Derby | Jim Gorman | Peter Hammond | Jojo Hare | Kate Hartmann | Carole Hirst | John Jensen | Robyn Kahukiwa | Lady Lacuna | Gerda Leenards | Jenn Leov | Heather Lopdell | Lynda Mapplebeck | Jaki Marston | Acacia McFadgen | Cushla McGaughey | Julie Midgley | Vicky Millman | Lindsay Missen | Birgit Moffatt | Angelique Monaghan | Audrey Moore | Rosemary Mortimer | Anna-Maria O'Brien | Ramila Parbhu | Debbie Pinton | Trevor Pye | Dianne Register-Stout | Gabrielle Ridgway Evans | Robin Rogerson | Claire Rosenfeld | Jane Santos | Sophie Saunders | Margaret Simpson | Amanda Smart | Rachael Steele | Frances Jill Studd | Kaz Tindall | Bodhi Vincent | Jane Woodhall

Capital Views, Jack Register in **newSPACE**

Metamorphosis, Gabrielle Ridgway Evans in **cabinetSPACE**

Please send **cabinetSPACE** proposals to director@maharagallery.org.nz

EVENTS

Live musician drawing in the gallery with artist Harriet Bright. Learn to bring movement and rhythm into your drawings, and enjoy the music while you work. Please bring all your own drawing materials, paper, and easel if you use one.

Thursday 11 June, 1pm to 3pm Entry free.

Senses workshop with artist Harriet Bright. Synaesthesia exercises, using abstract drawing techniques and games. Drawing on our experiences of touch, taste, smell and sound, working with music, textured objects, fruit and spices. Adult workshop, no previous experience of drawing needed. Drawing materials supplied. **Thursday 18th June 1 to 3pm, entry free,** call 902 6242 for bookings. Limited to 10.

We gratefully acknowledge the support of Waikanae Community Board and the Philipp Family Foundation.



Mahara Gallery, 20 Mahara Place, Waikanae
info@maharagallery.org.nz, www.maharagallery.org.nz
ph. 04 902 6242, Tues-Sat 10am-4pm, free entry



Mahara Gallery

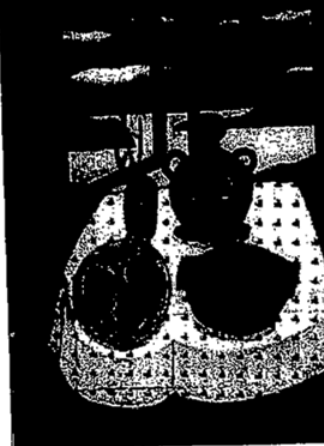
Kāpiti Coast District Gallery

We hope you are all staying safe and well in these extraordinary times. At Level 2 we will have a 'soft re-opening' but are taking things slowly. There will be no big events or group visits over the next few months, and we will not be opening on Sundays till further notice.

The health and safety of our volunteers, staff and visitors is our first priority. Please stay away if you are unwell. We will maintain rigorous cleaning and hygiene practices, collect visitor's details for contact tracing, maintain 2 metres physical distance between visitors, and use contactless payment for purchases.

We are thrilled to have got all our exhibitions up on our website, including new show *re-framed//lockdown* and also on our Facebook page and Instagram. We urge you to support our local artists and your district gallery by buying from the show in person or online. A blog about the gallery and redevelopment project describes our current and future goals on <https://KapitiCreativeIndustries.blogspot.com/> thank you to Jenna-Lea Philpott of KACI for her support.

We are also thrilled that Kate Hartmann and Ruth Robertson-Taylor have restarted painting their Waikanae library mural opposite us. It celebrates famous New Zealand artist Frances Hodgkins, who is deeply connected to Mahara Gallery and Kāpiti. Thank you to Kāpiti Coast District Council and Wellington Scaffolding Co for supporting this exciting project. Buy a local coffee in Mahara Place and check out the building's transformation, or follow regular updates on our Facebook and Instagram pages.



Trevor Pye, *Solitary Bird with Still Life*, 2020

EXHIBITIONS on gallery walls, and our website ongoing

mainSPACE

Erena Baker and Reweti Arapere, *AMOKURA*, until 30 May

Re-framed//lockdown: 38 Kāpiti artists supporting the Mahara Gallery redevelopment project until 28 June

newSPACE

Robyn Kahukiwa, *Let's NOT celebrate Cook*, until 30 May

Jack Register, *Capital Views*, until 28 June

cabinetSPACE

Diane Connal works, until 30 May

Gabrielle Ridgway Evans, until 28 June



Mahara Gallery, 20 Mahara Place, Waikanae
info@maharagallery.org.nz, www.maharagallery.org.nz
 ph. 04 902 6242, Tues-Sat 10am-4pm, free entry

We gratefully acknowledge the support of Waikanae Community Board and the Philipp Family Foundation.



Mahara Gallery

Kāpiti Coast District Gallery

GALLERY NEWS

Our current shows by Erena Baker and Reweti Arapere as part of *NZ Festival of Arts* and Robyn Kahukiwa are attracting strong audience engagement and great korero in the gallery, don't miss them! We have created a new exhibition space in our entrance called **cabinetSPACE** comprising four enclosed glass shelves suitable for smaller artworks. Please contact us to discuss your ideas.



Riki Kahukiwa, Reweti Arapere and Erena Baker.
Photograph: Kevin Ramshaw.

REDEVELOPMENT

This year we are marking the gallery's first 25 years as the district gallery. All this time however we have been in temporary premises designed originally for Waikanae Library. We need to upgrade these to ensure a strong future in professional gallery facilities with more space for local artists and touring shows. This will also enable us to house the famous Field Collection and display more cultural heritage. Council is contributing one third of the \$5.2 million rebuild. Athfield Architects' design has Resource Consent. Mahara Gallery Trust needs to raise the other two thirds through naming rights, community fundraising and government sources. We are applying to the Regional Museums Fund closing on 20 March. We would love to receive further letters or emails to support our applications or offers of help in other ways.

The **FRAME UPS** exhibition is a gallery fundraiser and will include artworks for sale in various media by terrific artists from Kāpiti and elsewhere in donated gallery frames. Please contact us if you would like to be included. The deadline to receive work is **Tuesday April 14.**

CURRENT SHOWS until 12 April

AMOKURA, Erena Baker and Reweti Arapere. **newSPACE**: *Let's NOT celebrate Cook*, Robyn Kahukiwa. **cabinetSPACE**: Diane Connal.

UPCOMING SHOWS: 19 April – 14 June

FRAME UPS, a gallery fundraising exhibition. **newSPACE**, *Capital Views*, Jack Register.

EVENTS

OPENING for **FRAME UPS** and *Capital Views*. **Saturday 18 April, 5pm, all welcome.**

Remembering the Field Family. Come to the gallery to share your memories of the Field family in Waikanae with tea, coffee and cake for Frances Hodgkins' 151st birthday.

April 28th, 10.30am-12 noon, entry free, all welcome.

We gratefully acknowledge the support of Waikanae Community Board and the Philipp Family Foundation.



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info@maharagallery.org.nz, www.maharagallery.org.nz
ph. 04 902 6242, Tues-Sat 10am-4pm, Sun 1-4pm, free entry



Mahara Gallery

Kāpiti Coast District Gallery

GALLERY NEWS

We wish all of our artists, supporters, lenders, Friends, volunteers, educators, board, funders, sponsors, donors, patron and visitors good health, good friends and good art for 2020, as we celebrate our 25th year as the district gallery.

Our current exhibitions by Michelle Walton and gallery founders Robin Rogerson, Mary Zohrab and Bob Gibbs are drawing lots of interest. We still have thirty 41cm sq frames for *Frame Ups*, our fundraising exhibition in April, to which artists are asked to donate 50% or all of their sale.

We have Robyn Kahukiwa's new *Maramataka* 2020 in our retail area, plus Bodhi Vincent's artist's book; the *He whenua ora* children's art calendar; new jewellery by Sarah Shaw, Rebecca Bond, and pounamu by Clarence Collier.

EXHIBITIONS UNTIL 16 FEBRUARY

Michelle Walton (Backhouse), *In one place*.
Mahara marks 25 years, Robin Rogerson, Mary Zohrab, Bob Gibbs.

EVENTS

Discover Kāpiti Heritage Weekend. Frances Hodgkins' *The Fortune Teller* 1896 is here for Discover Kāpiti Heritage Weekend only, courtesy of the Field Collection Trust, Sat 18 & Sun 19 January.

FREE Summer workshops with local artists Harriet Bright & Yvonne de Mille. **Tues 21 & Wed 22 January**
10.30am-12.30pm Collage birds, 1.30-3.30pm
Shadow puppets. **Tues 28 & Wed 29 January**
10.30am-12.30pm Still-life drawing, 1.30-3.30pm
Orizome-dyed paper. For all ages, with own supervision for under 7s. Ph 04 902 6242; or email info@maharagallery.org.nz for bookings.

FRIENDS OF MAHARA, Mahara marks 25 years
Sharing reflections on Mahara's history with community founders and artists, social get-together from 4pm.
Friends entry free, guests of Friends \$10.
Sun 2nd February, 4 - 5.30pm



Frances Hodgkins *A Fortune Teller* (The Fortune Teller) 1896. The Field Collection. Photograph by Paddy Riley.

We gratefully acknowledge the support of Waikanae Community Board and the Phillip Family Foundation.



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Mahara Gallery

Kāpiti Coast District Gallery

GALLERY NEWS

Over 1,500 visitors loved the *Mahara Arts Review* featuring 78 Kāpiti and Horowhenua artists, many of whom voted for their favourite work. *The People's Choice Award* sponsored by *Kapiti Coffee Company* was presented to *Jane Santos* in Mahara Place during a pop-artist's fair on **Saturday 7 December**.

We are continuing gallery fundraising next year with *Frame Ups*. The gallery has 75 beautiful 41cm square frames (inside dimensions) to donate to the sales of artist's work. Artists can choose to donate all or 50% of their sale to the gallery redevelopment. Contact us for further details at info@maharagallery.org.nz

We have several new artist's books by *Robyn Kahukiwa* and *Bodhi Vincent*, and our new children's art calendar in our retail area which would make great Christmas gifts, plus our usual quality carving, weaving, ceramics, glass and jewellery. Thank you for your support for the gallery and our many local artists throughout the year. We wish you all a safe, restful holiday period filled with good company and creative blessings.



Blue-Fossilisation, Michelle Walton (Backhouse)

EVENTS

Opening for our summer shows. *In One Piece*, (Michelle Walton (Backhouse) & Mahara marks 25 years, Robin Rogerson, Mary Zohrab, Bob Gibbs with special guest, Joy Wilkie, and founding chairman of the Mahara Gallery Trust, Chris Turver. **Saturday 14 December, 5pm**, all welcome.

Discover Kāpiti Heritage weekend. One of Frances Hodgkins' best-loved paintings will be brought out of storage for *Discover Kāpiti Heritage weekend* on **Saturday 18 & Sunday 19 January 2020** only.

FREE Summer workshops with local artists Harriet Bright & Yvonne de Mille.

Tuesday 21 & Wednesday 22 January 2020

10.30am-12.30pm Collage birds

1.30-3.30pm Shadow puppets

Tuesday 28 & Wednesday 29 January 2020

10.30am-12.30pm Still-life drawing

1.30-3.30pm Orizome-dyed paper

For all ages, but under 7s will need own supervision. To ensure a place, please phone: 04 902 6242; or email: info@maharagallery.org.nz

We gratefully acknowledge the support of Waikanae Community Board.



Mahara Gallery, 20 Mahara Place, Waikanae
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ph. 04 902 6242, Tues-Sat 10am-4pm, Sun 1-4pm, free entry



Mahara Gallery

Kāpiti Coast District Gallery

GALLERY NEWS

The biennial *Mahara Arts Review* showcasing 78 Kāpiti and Horowhenua artists received hundreds of visitors for opening weekend of the Kapiti Arts Trail. People are really enjoying the eclectic range of work and voting for the *People's Choice Award* is very lively. Congratulations to the artists who received awards at the opening:

Ben Caldwell: *John Mowbray Open Award*, \$1,000. Trevor Pye: *Jean Fleming Highly Commended Award*, \$500.

Carina Toscano: *Barry Herbert Student Award*, \$300. Judith Le Harivel: *Jane Hyder 3D Award*, \$200. Kate Hartmann: *Kapiti Signs 2D Award*, \$200. Nathan Miller: *Picture Perfect Framing Special Merit Award*, \$200.



Selectors Vicki Robson and Jim Gorman with artist Ben Caldwell, Photo Jack Penman

FRIENDS OF MAHARA

Sunday 17 November, 4-5.30pm. Please join us to hear our gallery Patron and No 1 Friend, Gillian, Lady Deane; new Mahara Board trustee Glen Wiggs; new Friend of Mahara Roni Fitzmaurice; and Friends Convenor Julie Sperring discussing an artwork that is precious to them. **Starts at 4pm** with drinks and nibbles. Friends of Mahara free, new Friends welcome. Guests of Friends \$10.

MAHARA ARTS REVIEW - FINAL WEEKEND

Saturday 7 December, 10.30am-12.30pm. Live music by Shayn 'Hurricane' Wills, 10.30-11.30am & Presentation of the *People's Choice Award* for \$200 sponsored by Kapiti Coffee Company at 11am. **Pop-up artist's fair** in Mahara Place - contact us for further details.

COMING UP

Michelle Walton, In one piece.

newSPACE: Mahara marks 25 years with Fay Beyer, Robin Rogerson, Mary Zohrab and Bob Gibbs. Opening on **Saturday 14 December, 5pm.**

Exhibitions run **15 December 2019 - February 16, 2020.**

We gratefully acknowledge the support of Waikanae Community Board.



Mahara Gallery, 20 Mahara Place, Waikanae
info@maharagallery.org.nz, www.maharagallery.org.nz
ph. 04 902 6242, Tues-Sat 10am-4pm, Sun 1-4pm, free entry



<p>SCANNED</p> <p>Doc# 6935911</p>	<p>Received by Kāpiti Coast District Council at Paraparaumu 18 JUN 2020</p>
<p>WAIKANAĒ COMMUNITY BOARD COMMUNITY GRANTS</p>	<p>By <u>[Signature]</u> Time <u>4:45</u></p>

Accountability Report Back

You/your organisation received a grant from the Waikanae Community Board recently. As part of the acceptance of this grant we require you to complete the Accountability Report Back form and attach copies of receipts of payments and any other financial information as applicable.

Please complete this form within six months of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation: ROTARY CLUB OF WAIKANAĒ CHARITABLE TRUST
 Amount of Grant: \$ 500
 Date Received: NOVEMBER 2019
 Project/Event for which grant was made: ROTARY SCIENCE AND TECHNOLOGY FORUM JANUARY 2020

Please give details of how money was spent, the benefits you received and the benefits to the Waikanae Ward as a result of the grant.

THE GRANT WAS USED AS PART PAYMENT FOR PAIGE CULL AND LIVIA MUHAMMAD-BLOOD TO ATTEND THE 2020 ROTARY SCIENCE AND TECHNOLOGY. THIS EVENT TOOK PLACE IN JANUARY 2020 AND WAS BASED AT AUCKLAND UNIVERSITY. THE TWO STUDENTS HAVE REPORTED THAT THE FORUM WAS A GREAT EXPERIENCE WITH A WIDE RANGE OF LECTURES, WORKSHOPS AND VISITS TO SCIENCE/TECHNOLOGY BASED INDUSTRIES AND INSTITUTIONS. THEY ENJOINED MEETING WITH AN MIXING ALONG WITH LIKE MINDED STUDENTS. THERE WERE ABOUT 160 STUDENTS FROM THROUGHOUT NZ ON THE COURSE. ATTENDING THE FORUM HAS WIDENED THEIR HORIZONS AND GIVEN THEM FURTHER THOUGHTS ABOUT TERTIARY COURSES IN 2021.

NOTE: If the money has not been spent please explain why and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient: <u>RICHARD CAMPBELL</u>	Second Contact: <u>[Signature]</u>
Signature: <u>R.A. Campbell</u>	Signature: <u>[Signature]</u>
Position: <u>YOUTH DIRECTOR / TRUSTEE</u>	Position: <u>DIRECTOR</u>
Date: <u>17.06 2020</u>	Date: <u>17.06 2020</u>

Please return to: Tracey Waye
 Kāpiti Coast District Council
 Private Bag 60 601
 Paraparaumu 5254
 tracey.waye@kapiticoast.govt.nz

W1095656

6.3 UPDATE ON THE 2009 BEACH BYLAW REVIEW

Author: Aston Mitchell, Policy Advisor

Authoriser: Mark de Haast, Group Manager Corporate Services

PURPOSE OF REPORT

- 1 This report provides the Board with a progress update on the 2009 Beach Bylaw Review Project, including the high level results from the Beach Bylaw Survey for the Waikanae Ward.
- 2 The Beach Bylaw Survey results for the Waikanae Ward are attached as Appendix 1 to this report.

DELEGATION

- 3 Under section D of the Governance Structure and Delegations for the 2019-2022 Triennium community boards have the “authority to listen, articulate, advise, advocate and make recommendations to Council on any matter of interest or concern to the local community”.

BACKGROUND

- 4 The 2009 Beach Bylaw Review is on the Council-approved Policy Work Programme, and commenced in February 2019.
- 5 Bylaw reviews are generally carried out in three phases:
 - Phase 1 includes:
 - pre-consultation engagement, data collection, and analysis
 - the identification of issues and options, and
 - the development of proposed revisions to the existing bylaw.
 - Phase 2 includes development of, and consultation on, a draft Bylaw, in accordance with the Local Government Act 2002 (LGA 2002) special consultative procedure.
 - Phase 3 involves the analysis of submissions, leading to a final draft of the revised Beach Bylaw, which is then presented to Council for final consideration and adoption.
- 6 Phase 1 pre-consultation engagement activities were underway but have been delayed due to the Covid-19 restrictions. This report provides an update on the phase 1 work that was completed prior to Covid-19 lockdown, the phase 1 activities that still need to be done and the amended timeframes that are now necessary to complete the Beach Bylaw review.

DISCUSSION

- 7 Before the Covid-19 lockdown, Council Officers held a number of information sessions, workshops and meetings with stakeholders across the District, to source direct input on specific issues and encourage participation in the Beach Bylaw Survey.
- 8 A number of additional engagement activities were planned for Phase 1, but could not proceed under the Covid-19 restrictions. Now that New Zealand has moved to a lower alert level, Council Officers can progress the planned engagement activities that had to be deferred. Officers have already met with a number of parties but there are a number of conversations that still need to take place.
- 9 Council Officers are developing a good understanding of how our community uses our beaches and the issues integral to both supporting these activities and protecting the health and safety of beach users. Remaining engagements will further inform Officers of any issues and/or options necessary to develop proposed revisions (if any), to the existing Beach Bylaw.

- 10 The information collected during Phase 1 will be used to develop a draft 2021 Beach Bylaw and Statement of Proposal that will be released for public consultation in accordance with the LGA 2002 requirements for special consultative procedures.
- 11 The information collected from the formal consultation period will then be considered and will input into a final draft 2021 Beach Bylaw, which will be presented to Council for final consideration and adoption in Phase 3.

Revised Timeframes for the Review

- 12 In January 2019, the proposed timeframe for the phase 2 consultation stage was re-scheduled until after the October 2019 election (previously targeted for May 2019), because Officers were concerned that the election would result in a large time-gap between the public consultation period and the final Beach Bylaw adoption.
- 13 In December 2019, the Committee approved the Phase 2 consultation stage to occur in May 2020. However, due to delays to phase 1 caused by Covid-19 restrictions, the timeframe to complete this Bylaw review needs to be further revised.
- 14 Phase 2 consultation is now scheduled to start in October 2020, and will result in the presentation of a new Beach Bylaw for Council adoption in early 2021.
- 15 Table 1 below outlines the key changes to the target dates for the review.

Table 1: Updated tentative timeframes for the Beach Bylaw review

Action	Previous dates	Revised dates ¹
Council Briefing: Results of the early engagement phase, key issues and options, and next steps	27 Feb 2020	14 Aug 2020
Council Briefing: Draft 2021 Bylaw and Statement of Proposal	26 Mar 2020	15 Sep 2020
Council Report: Approval for special consultative procedure on Draft 2021 Bylaw and Statement of Proposal	28 May 2020	24 Sep 2020
Special consultative procedure including discussions with Community Boards (24 days duration instead of the 20 days requirement)	8 Jun - 5 Jul 2020	12 Oct – 13 Nov 2020
Hearings and deliberations	30 Jul 2020	Late Nov 2020 to early Dec 2020
Council Report: Adoption of Beach Bylaw 2021	23 Sep 2020	Feb - Mar 2021

¹ These target dates are tentative. The nature of the feedback received in the remaining Phase 1 engagements may impact the proposed timeframes.

Insights from the Districtwide Beach Bylaw survey

- 16 One of the pre-engagement activities completed in Phase 1, was the two-part Kāpiti Coast Beach Bylaw Survey. The survey sought to discover (a) how people felt about activities on the beach and (b) what people thought about the existing Beach Bylaw and beach access-ways.
- 17 The survey opened on 30 January 2020 and closed on 30 April 2020. There were 1,724 responses to the survey and 91% of all respondents completed the entire survey. The Districtwide Survey results are available on the Council's website.
- 18 Detailed analysis of the survey results is outside the scope of this report. However, respondents' trends and issues are noted briefly below.
- 19 The survey's 1724 respondents were mainly:
 - living in Paraparaumu Beach, followed by Waikanae Beach, and then Ōtaki Beach
 - between 40 and 69 years of age, and
 - either not of Māori descent or chose not to answer.

- 20 Although there appears to be a wide range of thoughts in regards to what the respondents want for our beaches, overall, the majority of them were comfortable with the current Beach Bylaw rules and their beach experiences. For example, the majority of respondents:
- are aware of the multiple pedestrian access points which allow them to park and walk a short distance to the beach.
 - think the current rules about vehicles on beaches are right.
 - think the current rules about riding horses on beaches are right.
 - are not happy with two-wheeled motor bikes being on the beach.
 - think the rules should cover longlines and kontiki systems.
- 21 There were strong opinions in several areas. For example, for specific questions:
- 86% of respondents were angry or annoyed about 'reckless driving' and 72% were angry or annoyed about 'people driving cars in non-permitted areas'
 - 51% were angry or annoyed about 'longlines in swimming areas'.
- 22 There were also differing opinions based on locality. For example:
- for vehicles on the beach - respondents from Waikanae were concerned about vehicles driving through the estuary, while respondents in the northern beaches were less concerned unless it involved reckless driving.
- 23 • for longlines - respondents in the longer northern beaches were okay with longline use as long as the lines were monitored, while respondents from Paekākāriki were very concerned about the impact of longline use on swimmers.

Insights from the Waikanae Ward Beach Bylaw survey

- 24 The survey results for the Waikanae Ward are attached as Appendix 1 to this report.

CONSIDERATIONS

Policy considerations

- 25 There are no policy considerations in addition to those outlined in this report.

Legal considerations

- 26 The current Beach Bylaw was adopted on 7 May 2009 and was, in accordance with s159 of the LGA 2002, due to be reviewed by 7 May 2019. As the review was not completed by 7 May 2019, s160A of the LGA 2002 came into effect which requires that the Beach Bylaw will be revoked automatically if the review is not completed within two years, being by 7 May 2021.
- 27 This final date for statutory review was further extended to 30 June 2021, by provisions in the COVID-19 Response (Further Management Measures) Legislation Act 2020, which temporarily suspend s160A of the LGA 2002 until 30 June 2021. This means that any bylaws that would be automatically revoked before this date will continue in force until then.
- 28 A public complaint has been made to the Human Rights Commission, on the basis that the questions in the survey about disability access were biased and discriminated by way of age and disability. A Council response has been provided to the Human Rights Commission and we have recently received a request for mediation on the matter.

Financial considerations

- 29 This review will be carried out within existing Annual Plan budgets.

Tāngata whenua considerations

- 30 Council Officers will work alongside each of our Iwi partners to understand their aspirations with regards to the Beach Bylaw review. Where Council Officers have received previous

relevant guidance from our Iwi partners, such as 'Whakarongotai o te moana, Whakarongotai o te wā' the Iwi Kaitiakitanga Plan of Te Ātiawa ki Whakarongotai, this will be used as foundational guidance to inform further work with Iwi.

Strategic considerations

- 31 *Toitū Kāpiti* includes aspirations for strong, safe communities and a thriving environment. The Beach Bylaw assists in the attainment of these aspirations because it seeks to enhance the safety of the public on the beach, while also protecting the beach natural environment.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 32 In accordance with the LGA 2002, a special consultative procedure will be required for this Beach Bylaw review.

Consultation already undertaken

- 33 As noted above, conversations have already occurred with a variety of key stakeholders and further discussions to best inform Phase 1 still need to take place.

Publicity

- 34 The Beach Bylaw Survey results (both Districtwide and by each Ward) are all publically available on the Council's website. The revised timeframes to complete the 2009 Beach Bylaw review are also available on the Council's website.

RECOMMENDATIONS

- 35 That the Waikanae Community Board receives and notes this report, including Appendix 1 to this report.
- 36 That the Waikanae Community Board notes that the Beach Bylaw survey results (both Districtwide and by Ward), will be made publically available on the Council's website.

APPENDICES

1. Survey Results for the Waikanae Ward



Kāpiti Coast District Beach Survey

The Council is reviewing the Kāpiti Coast District Council Beach Bylaw. The bylaw creates the rules for Council-managed areas of beach for important things like health and safety, litter, access, vehicles, horses, motorised watercrafts and environmental protections. For more information on the refer, please go to: <https://www.kapiticoast.govt.nz/beachbylaw>.

The Council sought the community's input on how our beaches are managed and protected ahead of the formal review and consultation stage. This report provides results from that survey.^{1,2}

SURVEY RESULTS: Waikanae Ward (including selected results by suburb)

30 January 2020 to 30 April 2020

Total responses: 383 (361 completed the entire survey)

Contents

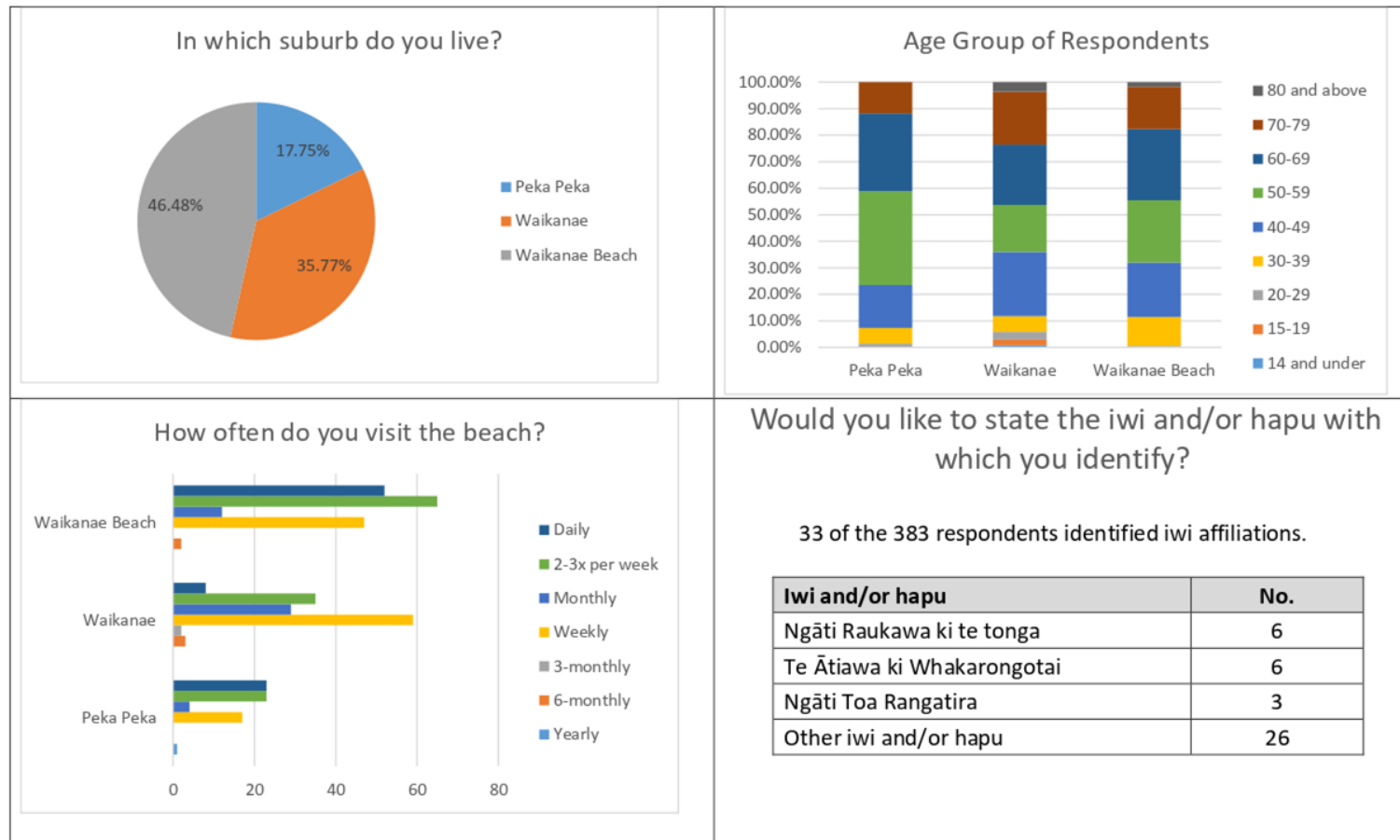
Part 1: Information about respondents	2
Part 2: opinions on beach activities	3
Part 3: opinions on beach bylaw rules	8
Authorised boat launch areas	8
Vehicles on beaches	9
Horses on the beach	10
Surfcasting, longlines and kontiki systems	11
Appendix 1: Survey data in tables	12

¹ Note that question numbering does not necessarily match the numbers in the hard copy version of the survey.

² Note that in the survey questions:

- GWRC = the Greater Wellington Regional Council's Proposed Natural Resources Plan
- DOC = the Department of Conservation's Waikanae Estuary Scientific Reserve Bylaw
- KCDC = the existing Kāpiti Coast District Council Beach Bylaw 2009, and
- the coastal marine area is on the seaward side of mean high water springs (i.e. the average of the high tides, and generally identified by the line of seaweed and driftwood on the beach).

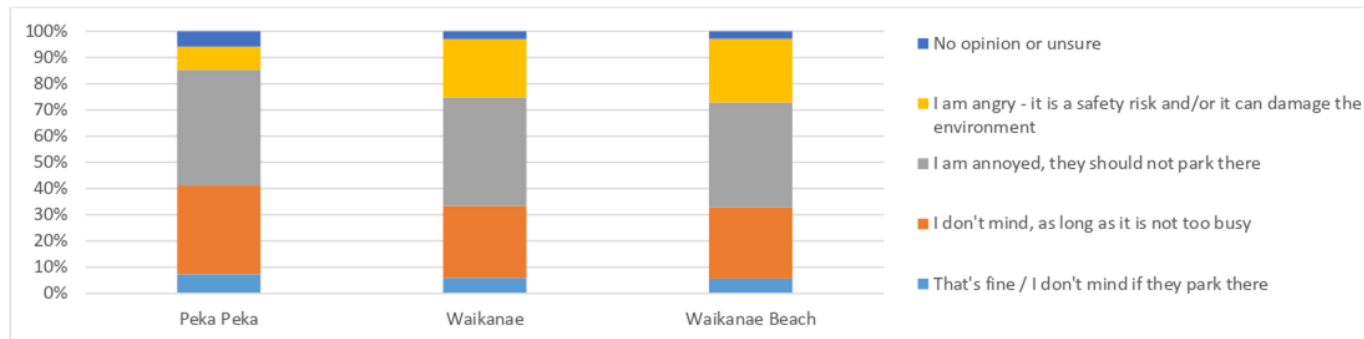
Part 1: Information about respondents¹



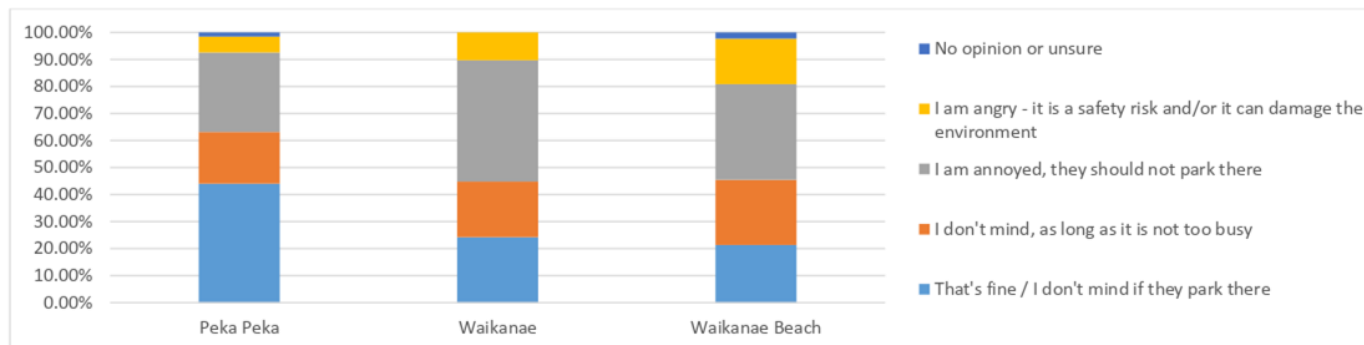
¹ There were 16 responses received from Reikorangi. Those have been included in 'Other - Kapiti'.

Part 2: opinions on beach activities

- Someone has parked at a busy boat launch and retrieve site in the coastal marine area, even though they are not launching or retrieving a boat (which means this action is not permitted by GWRC). Which statement best describes how you feel about where they have parked? (n=380)

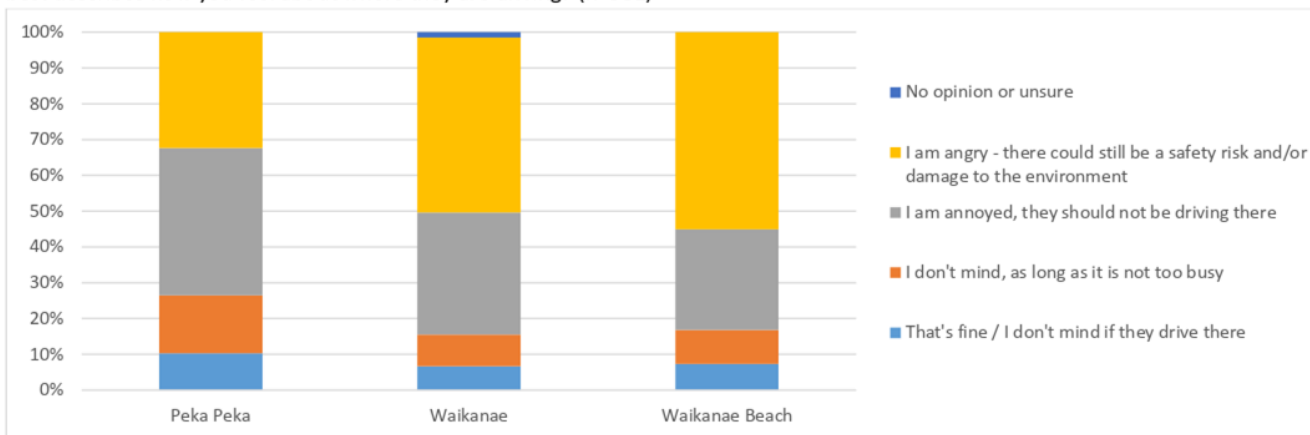


- Someone has parked on the beach with a disability permit in an area where cars are not permitted by either GWRC or DOC. Which statement best describes how you feel about where they have parked? (n=382)

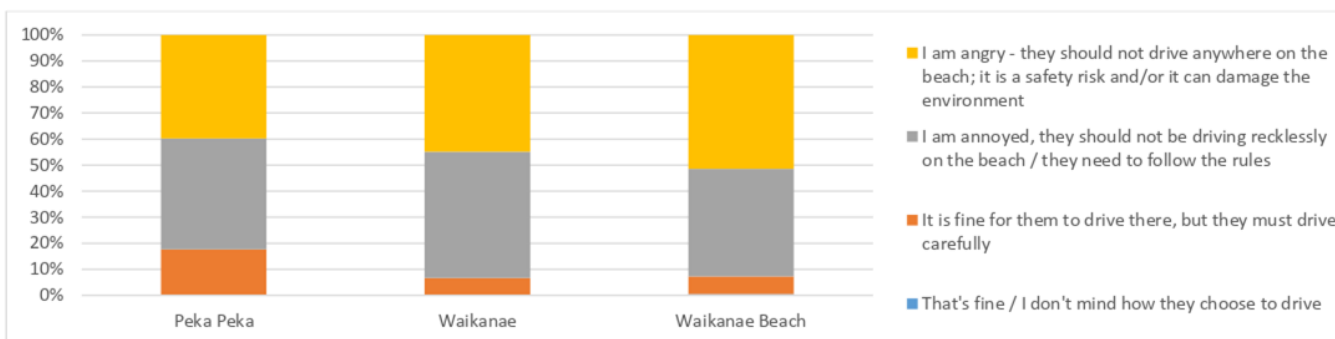


Note: The intention of this question was to gauge the community's views, as consideration is being given to providing Designated Disability Parking areas (and, in some areas, Council may need to apply for a resource consent from another agency to allow for this situation).

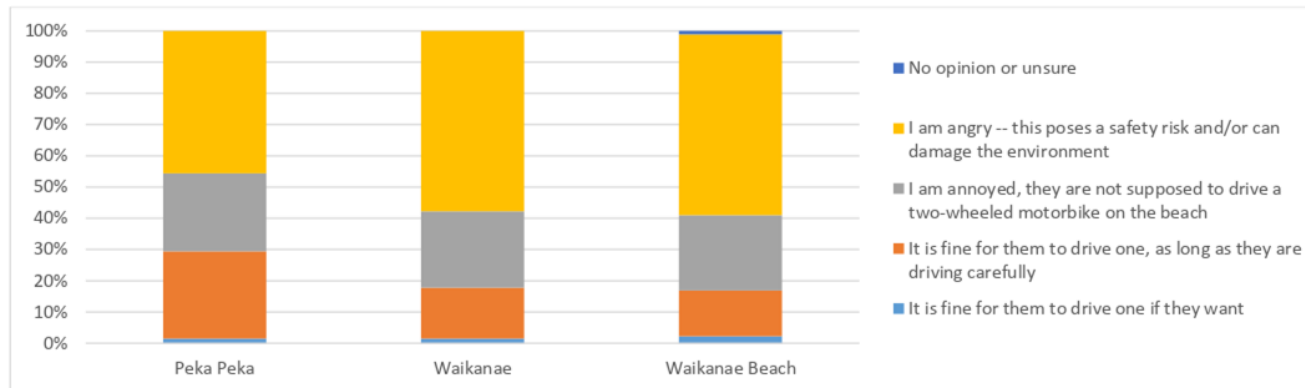
3. Someone is driving on the beach slowly and carefully, but in a section where driving is not permitted by either GWRC, DOC, or KCDC. Which statement best describes how you feel about where they are driving? (n=381)



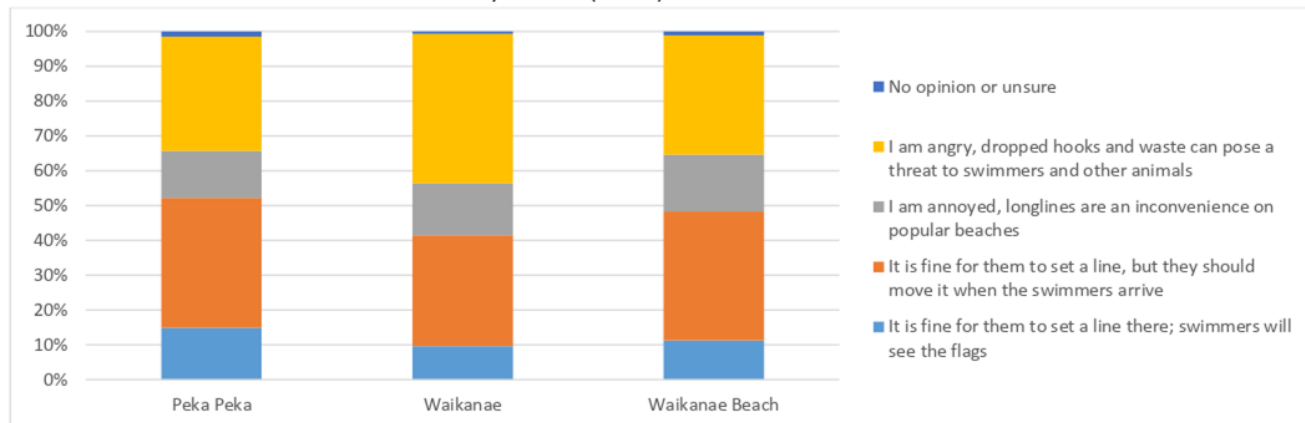
4. Someone is driving on the beach in a section where driving is allowed by KCDC (i.e., parts of Peka Peka, Te Horo, and Ōtaki), but they are driving recklessly. Which statement best describes how you feel about how they are driving? (n=379)



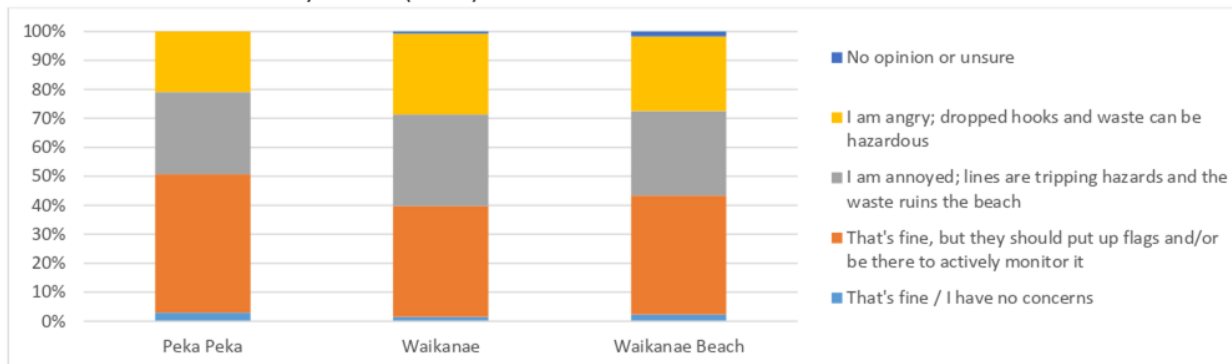
5. Someone is driving a two-wheeled (road or off-road) motorbike, even though these are not allowed on any Kāpiti beach by GWRC, DOC, or KCDC. Which statement best describes how you feel about this driving of a two-wheeled motorbike on the beach? (n=381)



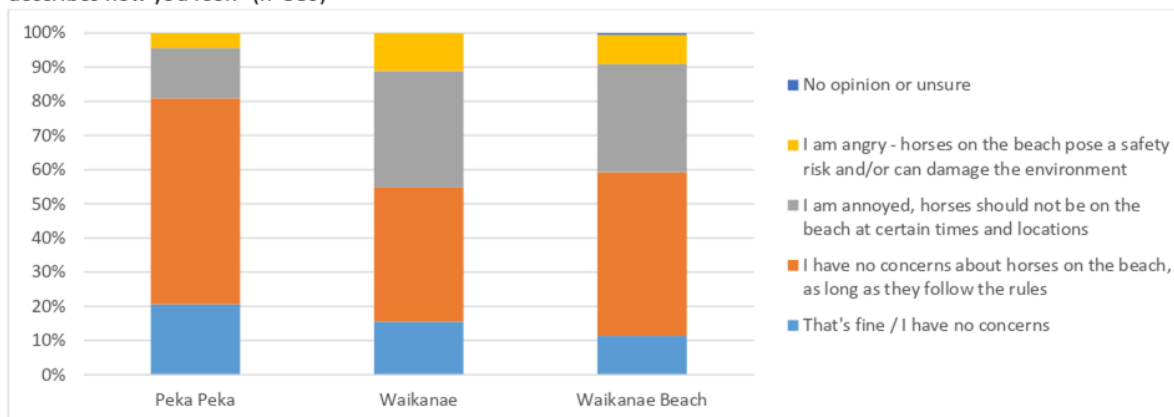
6. Someone has set a longline on the beach close to the sea with flags so that it can be seen, but they have set it in an area that is popular with swimmers. Which statement best describes how you feel? (n=380)



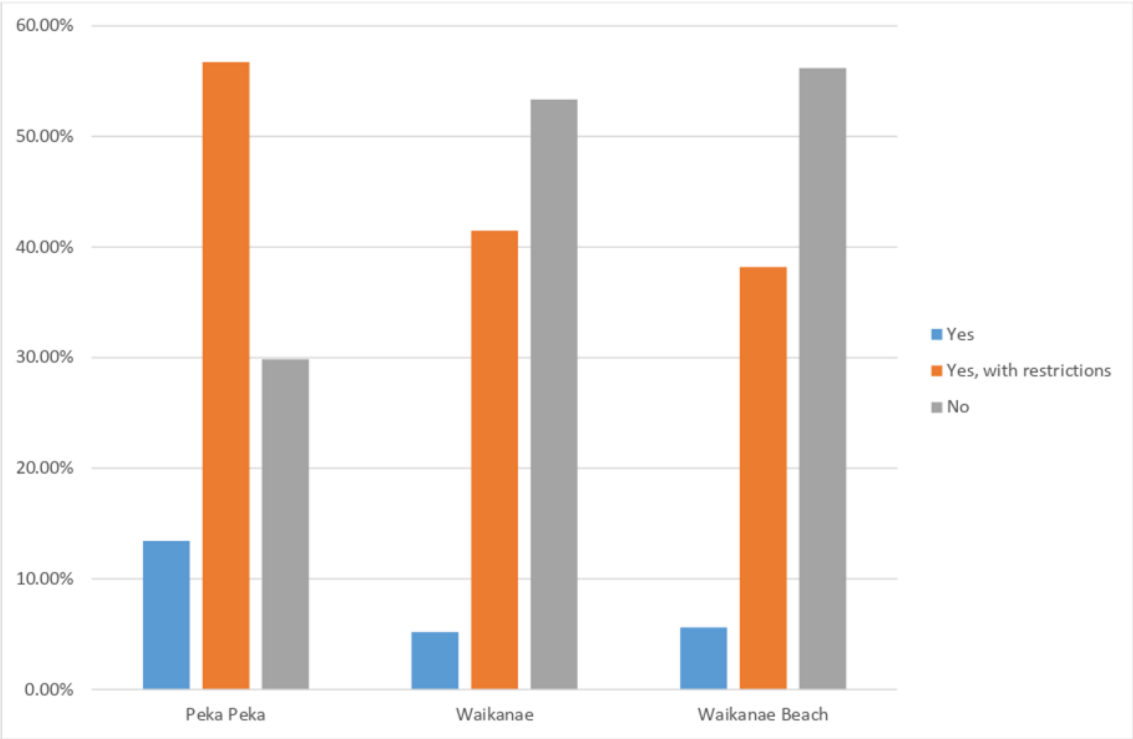
7. Someone has set a longline on the beach, starting back near the sand dunes without any flags, but in an area where there are few people. Which statement best describes how you feel? (n=375)



8. Someone is riding horses on the beach, in an area or within a timeframe that is not currently allowed by either DOC or KCDC. Which statement best describes how you feel? (n=380)



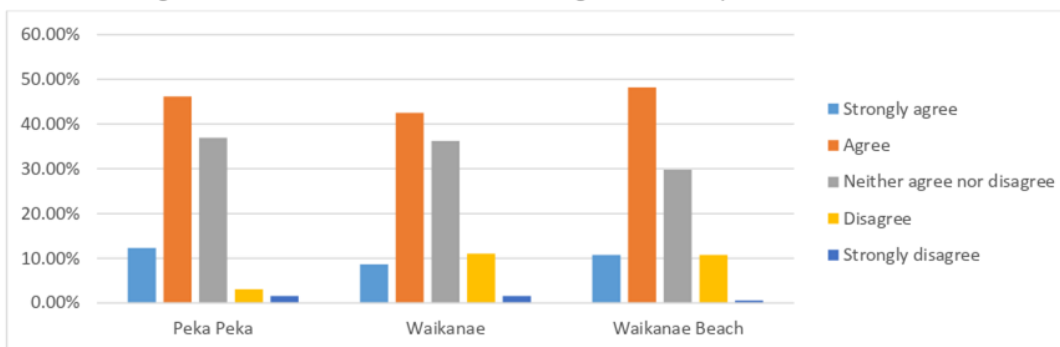
9. Do you support driving anywhere on the beach in the Kāpiti Coast District? (n=380)



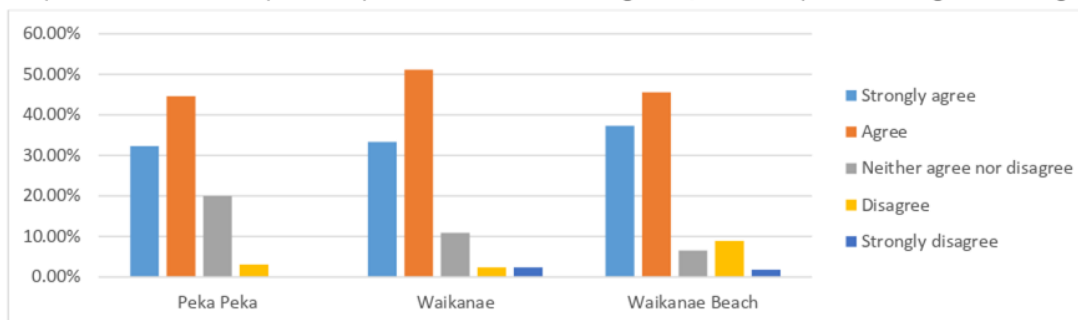
Part 3: opinions on beach bylaw rules

Authorised boat launch areas

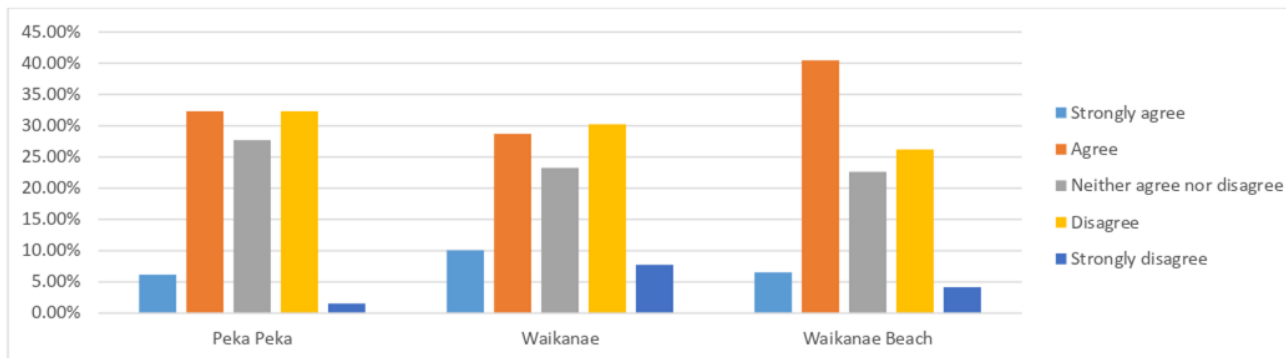
10. The rules and regulations around Authorised Boat Launching areas are easy to understand and the information is easy to find. (n=360)



11. People should not drive or park in any Authorised Boat Launching areas, unless they are launching or retrieving a boat. (n=363)



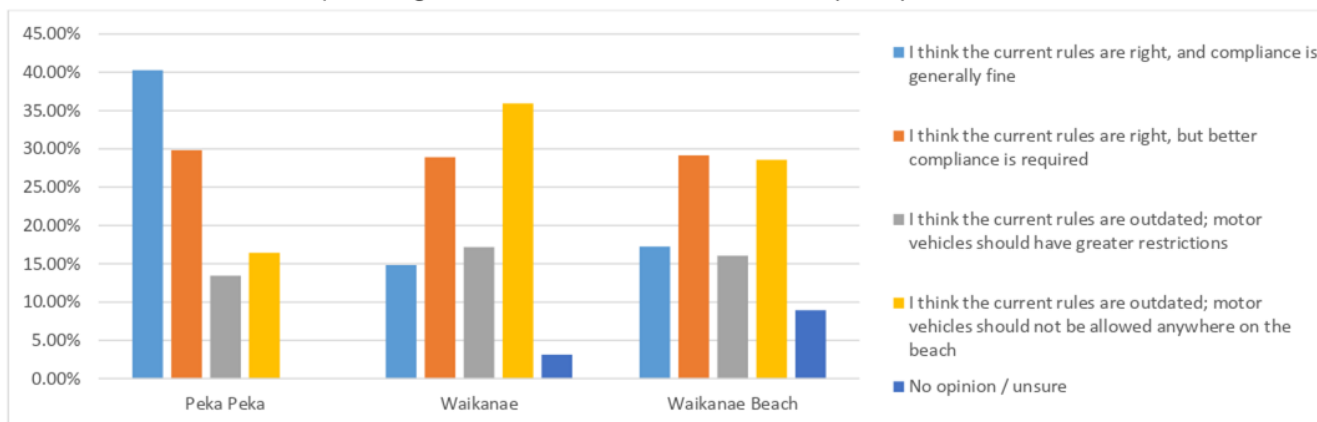
12. I think people should be allowed to park in any Authorised Boat Launching areas if they are displaying a disability permit. (n=362)



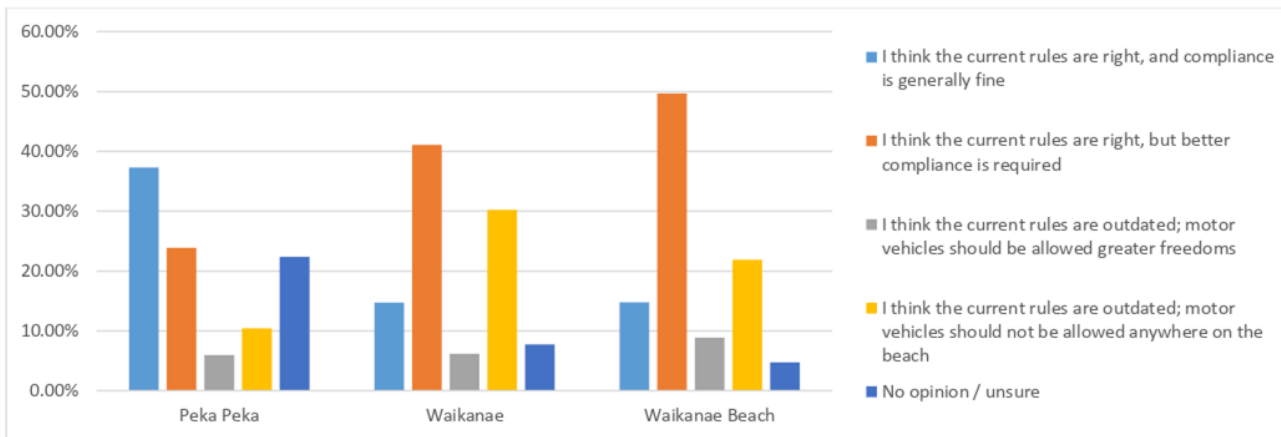
Note: The intention of this question was to gauge the community's views about the co-location of the two activities, as consideration is being given to providing Designated Disability Parking areas (within Authorised Boat Launching areas).

Vehicles on beaches

13. Which statement best describes your thoughts on the rules from Peka Peka to Ōtaki? (n=363)

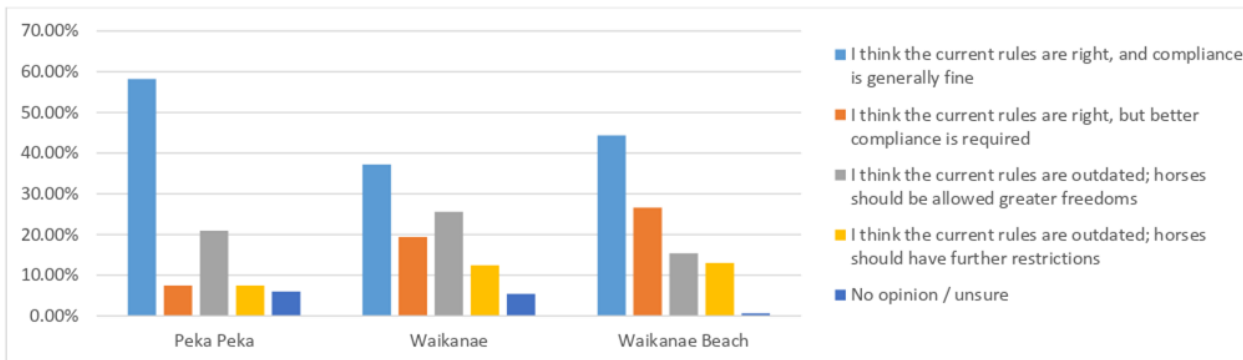


14. Which statement best describes your thoughts on these rules between Fisherman's Table Restaurant and Waikanae? (n=365)



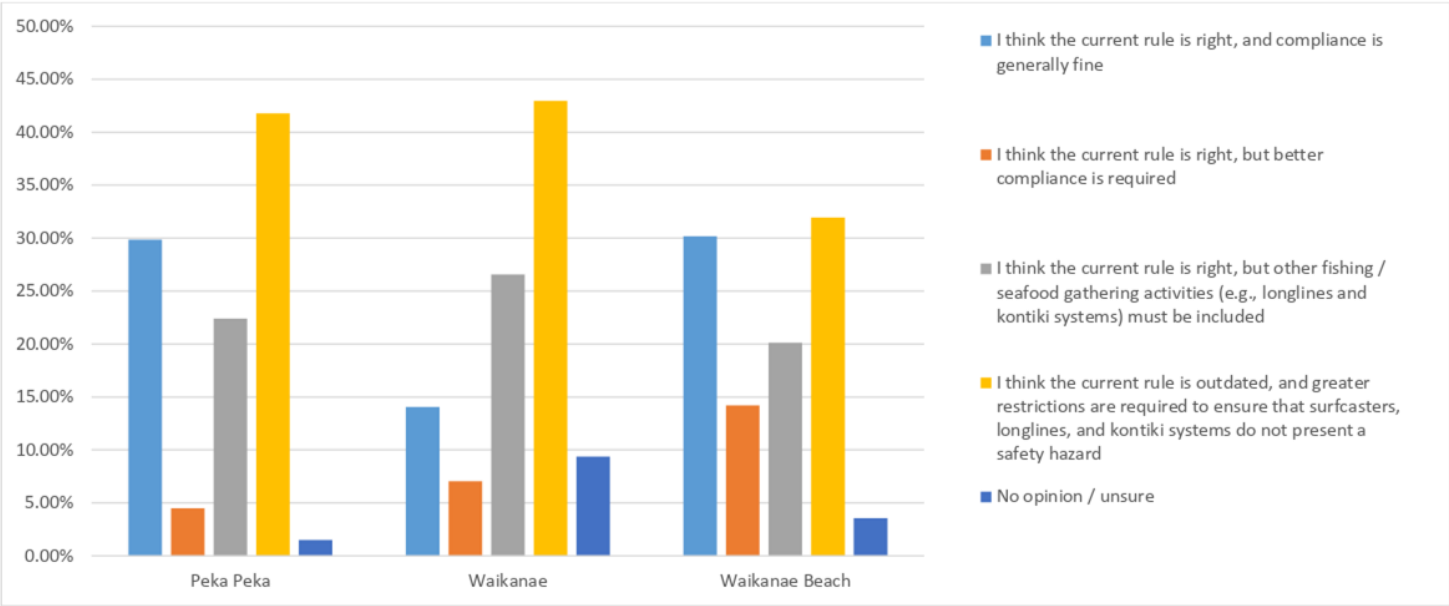
Horses on the beach

15. Which statement best describes your thoughts on these rules about horses? (n=365)



Surfcasting, longlines and kontiki systems

16. Which statement best describes your thoughts on this rule about surfcasting? (n=364)



Appendix 1: Survey data in tables

Imagine that ... someone has parked at a busy boat launch and retrieve site in the coastal marine area, even though they are not launching or retrieving a boat (which means this action is not permitted by GWRC). Which statement best describes how you feel about where they have parked?

	Peka Peka	Waikanae	Waikanae Beach	Grand Total
That's fine / I don't mind if they park there	5	8	10	23
I don't mind, as long as it is not too busy	23	37	48	108
I am annoyed, they should not park there	30	56	71	157
I am angry - it is a safety risk and/or it can damage the environment	6	30	43	79
No opinion or unsure	4	4	5	13
Grand Total (for each geographic area)	68	135	177	380

Someone has parked on the beach with a disability permit in an area where cars are not permitted by either GWRC or DOC. Which statement best describes how you feel about where they have parked?

	Peka Peka	Waikanae	Waikanae Beach	Grand Total
That's fine / I don't mind if they park there	30	33	38	101
I don't mind, as long as it is not too busy	13	28	43	84
I am annoyed, they should not park there	20	61	63	144
I am angry - it is a safety risk and/or it can damage the environment	4	14	30	48
No opinion or unsure	1	0	4	5
Grand Total (for each geographic area)	68	136	178	382

Someone is driving on the beach slowly and carefully, but in a section where driving is not permitted by either GWRC, DOC, or KCDC. Which statement best describes how you feel about where they are driving?

	Peka Peka	Waikanae	Waikanae Beach	Grand Total
That's fine / I don't mind if they drive there	7	9	13	29
I don't mind, as long as it is not too busy	11	12	17	40
I am annoyed, they should not be driving there	28	46	50	124
I am angry - there could still be a safety risk and/or damage to the environment	22	66	98	186
No opinion or unsure		2		2
Grand Total (for each geographic area)	68	135	178	381

Someone is driving on the beach in a section where driving is allowed by KCDC (as in parts of Peka Peka, Te Horo, and Ōtaki), but they are driving recklessly. Which statement best describes how you feel about how they are driving?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
That's fine / I don't mind how they choose to drive			1	1
It is fine for them to drive there, but they must drive carefully	12	9	12	33
I am annoyed, they should not be driving recklessly on the beach / they need to follow the rules	29	65	73	167
I am angry - they should not drive anywhere on the beach; it is a safety risk and/or it can damage the environment	27	60	91	178
No opinion or unsure				0
Grand Total (for each geographic area)	68	134	177	379

Someone is driving a two-wheeled (road or off-road) motorbike, even though these are not allowed on any Kāpiti beach by GWRC, DOC, or KCDC. Which statement best describes how you feel about this driving of a two-wheeled motorbike on the beach?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
It is fine for them to drive one if they want	1	2	4	7
It is fine for them to drive one, as long as they are driving carefully	19	22	26	67
I am annoyed, they are not supposed to drive a two-wheeled motorbike on the beach	17	33	43	93
I am angry -- this poses a safety risk and/or can damage the environment	31	78	103	212
No opinion or unsure			2	2
Grand Total (for each geographic area)	68	135	178	381

Someone has set a longline on the beach close to the sea with flags so that it can be seen, but they have set it in an area that is popular with swimmers. Which statement best describes how you feel?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
It is fine for them to set a line there; swimmers will see the flags	10	13	20	43
It is fine for them to set a line, but they should move it when the swimmers arrive	25	43	66	134
I am annoyed, longlines are an inconvenience on popular beaches	9	20	29	58
I am angry, dropped hooks and waste can pose a threat to swimmers and other animals	22	58	61	141
No opinion or unsure	1	1	2	4
Grand Total (for each geographic area)	67	135	178	380

Someone has set a longline on the beach, starting back near the sand dunes without any flags, but in an area where there are few people. Which statement best describes how you feel?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
That's fine / I have no concerns	2	2	4	8
That's fine, but they should put up flags and/or be there to actively monitor it	32	51	72	155
I am annoyed; lines are tripping hazards and the waste ruins the beach	19	42	51	112
I am angry; dropped hooks and waste can be hazardous	14	37	45	96
No opinion or unsure		1	3	4
Grand Total (for each geographic area)	67	133	175	375

Someone is riding horses on the beach, in an area or within a timeframe that is not currently allowed by either DOC or KCDC. Which statement best describes how you feel?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
That's fine / I have no concerns	14	21	20	55
I have no concerns about horses on the beach, as long as they follow the rules	41	53	85	179
I am annoyed, horses should not be on the beach at certain times and locations	10	46	56	112
I am angry - horses on the beach pose a safety risk and/or can damage the environment	3	15	15	33
No opinion or unsure			1	1
Grand Total (for each geographic area)	68	135	177	380

Do you support driving anywhere on the beach in the Kāpiti Coast District?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
Yes	9	7	10	26
Yes, with restrictions	38	56	68	162
No	20	72	100	192
Grand Total (for each geographic area)	67	135	178	380

The rules and regulations around Authorised Boat Launching areas are easy to understand and the information is easy to find.				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
Strongly agree	8	11	18	37
Agree	30	54	81	165
Neither agree nor disagree	24	46	50	120
Disagree	2	14	18	34
Strongly disagree	1	2	1	4
Grand Total (for each geographic area)	65	127	168	360

People should not drive or park in any Authorised Boat Launching areas, unless they are launching or retrieving a boat.				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
Strongly agree	21	43	63	127
Agree	29	66	77	172
Neither agree nor disagree	13	14	11	38
Disagree	2	3	15	20
Strongly disagree		3	3	6
Grand Total (for each geographic area)	65	129	169	363

I think people should be allowed to park in any Authorised Boat Launching areas if they are displaying a disability permit.				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
Strongly agree	4	13	11	28
Agree	21	37	68	126
Neither agree nor disagree	18	30	38	86
Disagree	21	39	44	104
Strongly disagree	1	10	7	18
Grand Total (for each geographic area)	65	129	168	362

Which statement best describes your thoughts on the rules from Peka Peka to Ōtaki?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
I think the current rules are right, and compliance is generally fine	27	19	29	75
I think the current rules are right, but better compliance is required	20	37	49	106
I think the current rules are outdated; motor vehicles should have greater restrictions	9	22	27	58
I think the current rules are outdated; motor vehicles should not be allowed anywhere on the beach	11	46	48	105
No opinion / unsure		4	15	19
Grand Total (for each geographic area)	67	128	168	363

Which statement best describes your thoughts on these rules between Fisherman's Table Restaurant and Waikanae?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
I think the current rules are right, and compliance is generally fine	25	19	25	69
I think the current rules are right, but better compliance is required	16	53	84	153
I think the current rules are outdated; motor vehicles should be allowed greater freedoms	4	8	15	27
I think the current rules are outdated; motor vehicles should not be allowed anywhere on the beach	7	39	37	83
No opinion / unsure	15	10	8	33
Grand Total (for each geographic area)	67	129	169	365

Which statement best describes your thoughts on these rules about horses?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
I think the current rules are right, and compliance is generally fine	39	48	75	162
I think the current rules are right, but better compliance is required	5	25	45	75
I think the current rules are outdated; horses should be allowed greater freedoms	14	33	26	73
I think the current rules are outdated; horses should have further restrictions	5	16	22	43
No opinion / unsure	4	7	1	12
Grand Total (for each geographic area)	67	129	169	365

Which statement best describes your thoughts on this rule about surfcasting?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
I think the current rule is right, and compliance is generally fine	20	18	51	89
I think the current rule is right, but better compliance is required	3	9	24	36
I think the current rule is right, but other fishing / seafood gathering activities (e.g., longlines and kontiki systems) must be included	15	34	34	83
I think the current rule is outdated, and greater restrictions are required to ensure that surfcasters, longlines, and kontiki systems do not present a safety hazard	28	55	54	137
No opinion / unsure	1	12	6	19
Grand Total (for each geographic area)	67	128	169	364

Do you currently drive or park on the beach?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
No	35	109	135	279
Yes	31	19	35	85
Grand Total (for each geographic area)	66	128	170	364

What is your age group?				
	Peka Peka	Waikanae	Waikanae Beach	Grand Total
14 and under		1		1
15-19		3		3
20-29	1	4	1	6
30-39	4	8	19	31
40-49	11	33	36	80
50-59	24	24	41	89
60-69	20	31	47	98
70-79	8	27	28	63
80 and above		5	3	8
Grand Total (for each geographic area)	68	136	175	379

6.4 ROAD NAMING - STAGE 1 OF 2 FOR A NEW SUBDIVISION RM190153 AT 104 NGARARA ROAD, WAIKANAĒ.

Author: Racquel Thomson, Senior Records Officer - Property

Authoriser: James Jefferson, Group Manager Place and Space

PURPOSE OF REPORT

- 1 The report asks the Waikanae Community Board to approve two new road names for a 17 lot subdivision at 104 Ngarara Road, Waikanae. This subdivision is Stage 1 of 2.

DELEGATION

- 2 The Waikanae Community Board has the delegated authority to consider this matter under 'Part D Community Boards' of the Governance Structure:

*Accepting or rejecting officer recommendations in respect of **names for local** roads (excluding the former State Highway) and any **reserves, structures and commemorative places**, in accordance with existing council policy.*

BACKGROUND

- 3 Under the Kāpiti Coast District Council's (Council) policy, developers are required to submit three name suggestions, in preferential order, for each road to be named, whether it is public or private.
- 4 Supplementary information in support of the names is to be provided by the developer in writing, and this may be consistent themes, historical connections or names of previous owners.
- 5 The Waikanae Community Board has a responsibility to ensure that the road names are unique to the district. This is for public safety and avoidance of confusion for emergency and utility services, as call centres are often located away from the district.
- 6 The Waikanae Community Board may accept one of the proposed names within the report or reject all suggested names and request that staff provide alternative names in a subsequent report.
- 7 The developer is Leith Consulting Limited.

ISSUES AND OPTIONS

Issues

- 8 The complete proposed development is for 17 new residential allotments and the creation of two new roads. This report refers to the naming of the roads required for Stage 1 of 2, shown as New Road 1 (Primary) and New Road 2 (Cul-de-sac), shown on Appendix 1 to this report.
- 9 The options submitted are all acceptable as per the Australian/New Zealand Standard rural and urban addressing – AS/NZS 4819:2011.
- 10 The developers from Leith Consulting Limited wish to collaborate with mana whenua to offer names which contribute to the visibility and recognition of the area's history, and also suggesting names of iwi significance. They would like to incorporate a theme whereby a hybrid of names be put forward from mana whenua and the developer.
- 11 The overall development is to be known as 'Anderson Park' and a sign is proposed at the entrance off Ngārara Road. A new pedestrian accessway is also being formed within the subdivision and will provide a direct link through to Waikanae park.

- 12 The three names provided in preferential order for **New Road 1 (Primary)** are as follows:

Option 1

Anderson Park Drive

The preferred name for the new subdivision is Anderson Park Drive. This road name would commemorate the Anderson family who have farmed the property for the last 70 years. Hugh Mainland Anderson was the first family member to obtain the land in the Ngarara West A, Section 41. The name 'Anderson Park Drive' would be unique nationwide.

Option2

Anderson Drive

Again, commemorating the Anderson family who have farmed the property for the last 70 years. 'Anderson Drive' appears to be unique nationwide with the nearest similar name being 'Anderson Grove' in Lower Hutt.

Option 3

Helen Way

To acknowledge and commemorate Helen Anderson, who is the last member of the Anderson family to have farmed on this land. Helen still lives on land adjoining the subdivision. 'Helen Way' appears to be unique nationwide, with the nearest similar name being 'Helen Street' in Wellington, and 'Helena Place' in Fielding.

- 13 The three names provided in preferential order for **New Road 2 (Cul-de-sac)** are as follows:

Option 1

Mata Te Hawe Place

Mata Te Hawe was an original owner of the land from around the late 1800's and the parcel of land was known as Ngarara West A, Section 41. To name the second road after Mata Te Hawe would be a strong reference to those ancestors who lived in the area and also acknowledge her land ownership. Mata Te Hawe also owned 2 other parcels of land in the Waikanae beach area known as Ngarara West A, Block 14 and 15.

Option 2

Kaiwaru Place

'Kaiwaru', is the name of the trig station now within the adjoining Waikanae Park. The new pedestrian accessway that is being created within the subdivision will not only provide a direct link to Waikanae Park but also to the dune on which Kaiwaru is situated.

Option 3

Sandhills View

Is a prominent ridge of sand dunes that is visible from within the subdivision. The reference 'Sand Hills' is also noted on a re-drawn version of a survey plan - ML 1491 that is dated from around the late 1890's. The start of Sand Hills was from the mouth of the Waikanae River, on the North side encompassing approximately 260 acres of the foreshore.

CONSIDERATIONS

Policy considerations

- 14 The Council Road Naming and Street Numbering Policy: 2011 states that to ensure that road names reflect the objectives, developers (or residents of private right-of-ways) shall provide three suitable names for each road on their plans when submitting their engineering survey drawings, in order of preference and with rationale behind each name.

- 15 Developers shall consult with Iwi or hapū prior to submitting proposed names to the Council (contact names will be provided by Council). Developers must state what consultation they have had with hapū or Iwi, the Historical Society or other community groups for the names proposed to help ensure accuracy and consistency.
- 16 Proposed names should avoid the names of kin unless they have strong historical links to the geographical area.
- 17 Throughout the naming process Te Āti Awa ki Whakarongotai have been consulted as has Anthony Dreaver who is a representative for the Historical Society. The Trust and Mr Dreaver have supported the options provided.

Legal considerations

- 18 The Council and its Community Boards can name roads, pursuant to Sections 319 and 319A of the Local Government Act 1974.

Financial considerations

- 19 The cost of signage is borne by the developer as per usual conditions of the Resource Consent.

Tāngata whenua considerations

- 20 There are no additional iwi or Treaty of Waitangi issues arising from this report.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 21 This matter has a low level of significance under the Council's Significance and Engagement Policy.


Publicity

- 22 There are no publicity issues arising from this report.

RECOMMENDATIONS

- 23 That the Waikanae Community Board approves the name_____ for the **New Road 1 – (Primary)** shown in Appendix 1 of this report.
- 24 That the Waikanae Community Board approves the name_____ for the **New Road 2 – (Cul-de-sac)** shown in Appendix 1 of this report

APPENDICES

1. Appendix 1 - Site plan for 2 new roads requiring road names at 104-110 Ngarara Road, Waikanae [↓](#) 



7 UPDATES

7.1 TE MOANA ROAD SAFETY IMPROVEMENTS

7.2 TRANSPORT AND PARKING ISSUES IN WAIKANAĒ

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

Author: Grayson Rowse, Democracy Services Advisor

Authoriser: James Jefferson, Group Manager Place and Space

RECOMMENDATIONS

That the minutes of the Waikanae Community Board meeting on 23 June 2020 be accepted as a true and accurate record of the meeting.

APPENDICES

1. Waikanae Community Board minutes 23 June 2020 [↓](#) 

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
WAIKANAĒ COMMUNITY BOARD MEETING
HELD AT THE WAIKANAĒ COMMUNITY CENTRE, UTAUTA STREET, WAIKANAĒ
ON TUESDAY, 23 JUNE 2020 AT 7.00PM**

PRESENT: Mr James Westbury, Ms Jill Griggs, Ms Margaret Stevenson-Wright, Mr Geoffrey Churchman, Cr Jocelyn Prvanov

IN ATTENDANCE: Mr James Jefferson, Ms Tracey Waye

APOLOGIES: Mayor Gurunathan

LEAVE OF ABSENCE: Nil

1 WELCOME

The Chair welcomed everyone to the meeting.

2 APOLOGIES

An apology was noted from Mayor Gurunathan.

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Jill Griggs declared an interest in the Waikanae Saturday market.

4 PUBLIC SPEAKING TIME

Kevin Sheppard spoke to the grant application from the Waikanae Lions Club, for three years of funding to assist with the cost of the Super Spring Garden Trails which are held in January each year.

Quentin Poole spoke about the application made by Council to the Provincial Growth Fund to assist with the redevelopment of the Waikanae Library. He was pleased to see the application made, disappointed to see that it was unsuccessful and stressed the need to explore every avenue to reopen the library.

The Chair advised the reason the application was unsuccessful was because it was not “shovel ready” however a project group has been set up which includes the Chair and Ms Stevenson-Wright. That group is looking at how the library might be re-established and hopes to be able to advise of progress in the near future. Mr Jefferson reassured the community that the Waikanae Community Board had advocated strongly to the Council re the importance of the library to the community, and noted there may be more opportunities in the future for funding from central government. Cr Prvanov reiterated the Board’s desire to see the library reinstated.

Glen Wiggs voiced his concern about the danger from falling trees and branches at the Rangihiroa Domain. This is the same issue which he spoke about at the Waikanae Community Board meeting on 17 March 2020 (paper was tabled and attached to these minutes as **Appendix 1**).

Mr Jefferson advised he would request the Parks team to inspect the trees and provide an update to the next Board meeting.

5 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
Responses to speakers had already been provided.
- (b) Leave of Absence

LEAVE OF ABSENCE

COMMITTEE RESOLUTION 2020/14

Moved: Ms Margaret Stevenson-Wright
 Seconder: Cr Jocelyn Prvanov

That a request from Jill Griggs for a leave of absence from 10 – 27 July 2020 be accepted and the leave of absence be granted

CARRIED

COMMITTEE RESOLUTION 2020/15

Moved: Mrs Jill Griggs
 Seconder: Ms Margaret Stevenson-Wright

That a request from Cr Prvanov for a leave of absence from 28 June – 5 July 2020 be accepted and the leave of absence be granted

CARRIED

- (c) Matters of an Urgent Nature (advise to be provided to the Chair prior to the commencement of the meeting)

The Chair raised the following matters:

- Correspondence was received today from the Mayor, suggesting a workshop with Community Board Chairs to discuss how Community Boards might work more effectively with Council. Mr Westbury would like Board members to meet and discuss what points and priorities they would like to see put forward, and advised he would send a meeting request.
- The Chair also advised he would like to use the Board's draft Strategic Plan, as drafted with Anne Pattillo, as the basis of community consultation to ensure the Board has its priorities right. He suggested socialising the draft document with the community, and Board members were in agreement. Mr Jefferson agreed to find out whether the Council's communications and engagement team could assist with this. It was noted this needs to be done before the LTP workshops begin in August and the Chair suggested feedback could be discussed, and the document ratified, at the next Board meeting.

- (d) Community Board Members' Activities

The Chair thanked Board members for enabling him to take leave of absence during Covid 19, with particular thanks to Ms Griggs for being Acting Chair during this time. The Board Secretary confirmed that written activity reports had been received by some Board members, which would be attached to these minutes as **Appendix 2**.

The Chair then invited Board members to share highlights:

- Ms Griggs was happy to have provided support as Acting Chair. She has enjoyed working with the Mahara Gallery, is working with the Waikanae Saturday market to ensure they will be operating legally, and is also working with the focus group at Waimanu Lagoon.
- Cr Prvanov advised that the Waikanae Mountains to Sea project is progressing well, there is now a group made up of various community representatives who met recently for the first time (following a number of Zoom meetings).

- Mr Churchman advised he had been invited by the Waikanae mobility scooter group to do a tour of Waikanae on a mobility scooter. Once he has done so he will provide a report re street hazards etc that need amelioration. The Chair requested that someone from the Council's regulatory team attend a Board meeting to advise about requirements in new subdivisions and to hear the Board's concerns.

Cr Prvanov suggested Ms Sue Emirali, a member of Council's accessibility group, would be interested in attending the footpath tour. The Board Secretary agreed to send Ms Emirali's contact details to Mr Churchman.

- Ms Stevenson-Wright has attended a number of Zoom meetings. Both she and Mr Churchman are on the Pharazyn Reserve Focus Group – there was a successful planting day on Arbour Day even though the children were unable to attend this year due to the wet weather. Both she and Mr Westbury are on the Project Advisory Group (PAG) for the Waikanae Library, and have attended a number of meetings.
- The Chair advised that involvement with the Library PAG is the most substantive activity he has undertaken recently.

6 REPORTS

The Chair advised that the Board had met previously and informally approved a number of applications, which now needed to be formally approved.

6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

COMMITTEE RESOLUTION 2020/16

Moved: Cr Jocelyn Prvanov

Seconder: Ms Margaret Stevenson-Wright

That the Waikanae Community Board approves a Promotion Fund grant which was made during the Covid-19 lockdown, of \$500 (plus GST) to the Otaki & Districts Memorial RSA, to assist with the Poppy Day appeal fund.

That the Waikanae Community Board approves a Promotion Fund grant which was made during the Covid-19 lockdown, of \$1,000 (plus GST) to the Kapiti Women's Centre, to assist with the cost of providing support, information and other services to its clients.

That the Waikanae Community Board approves a Promotion Fund grant which was made during the Covid-19 lockdown, of \$8,000 to the Waikanae Saturday Market, to assist with the cost of re-establishing the Waikanae Saturday market, including any legal, insurance or compliance costs.

CARRIED

COMMITTEE RESOLUTION 2020/17

Moved: Ms Margaret Stevenson-Wright

Seconder: Mrs Jill Griggs

That the Waikanae Community Board grants the Waikanae Lions Club a Promotion Fund grant of \$4,500 per year over the next three years, to assist with the costs of the Super Spring Garden Trails held in January each year.

CARRIED

COMMITTEE RESOLUTION 2020/18

Moved: Cr Jocelyn Prvanov

Seconder: Mr Geoffrey Churchman

That the Waikanae Community Board notes, following a 30 April 2020 Council resolution, that any unspent money from the 2019/20 financial year will be carried over to the 2020/21 financial year.

CARRIED

7 UPDATES

7.1 NGA MANU UPDATE

The Chair welcomed Patricia Stuart, Chair of the Nga Manu Trust, and Matu Booth, Manager of the Reserve. Patricia and Matu gave a presentation on the history of the reserve, the range of activities available and its plans for the future.

Board members expressed their appreciation of the facility, describing it as a “crown jewel” in the district, and confirmed the Board was keen to support Nga Manu where possible.

A copy of the presentation is attached to these minutes as **Appendix 3**.

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION 2020/19

Moved: Ms Margaret Stevenson-Wright

Seconder: Mrs Jill Griggs

That the minutes of the Waikanae Community Board meeting on 4 February 2020 be accepted as a true and accurate record of the meeting.

That the minutes of the Waikanae Community Board meeting on 17 March 2020 be accepted as a true and accurate record of the meeting.

CARRIED

MATTERS ARISING

Cr Prvanov asked about her previous request to have a forward programme of significant works planned for Waikane to be added to the Matters Under Action register. Mr Jefferson agreed to discuss the request with Mr Sean Mallon.

With regard to the roading workshop which had been previously discussed, Mr Jefferson referred to the update on revocation work which had been previously circulated (attached to these minutes as **Appendix 4**). He then agreed to ask Mr Glen O'Connor to circulate further possible workshop dates.

With regard to the parks workshop which had been previously discussed, Mr Jefferson agreed to follow up with Ms Alison Law and ask her to circulate possible dates.

It was noted that Board members had previously requested that a representative from the NZ Transport Agency attend a Board meeting to provide an update on their report from March 2020 and to discuss issues pertinent to Waikanae. The Board Secretary noted the request and agreed to follow up.

The Chair advised he had made contact with a person from Greater Wellington Regional Council for them to attend a Board meeting, but the arrangement had been interrupted by Covid. He would follow up.

It was noted that Ms Renee Corlett from WREMO was to have provided the Board with information on who owns the sirens at Waikanae Beach, who maintains them and what their purpose is. The Board Secretary agreed to follow up. Mr Jefferson also noted the request for Board members to have a better understanding of their role during an emergency event.

The question was asked about grants that had been made immediately pre-Covid, and how they had been managed as a result of the Covid response. The Board Secretary provided that explanation.

The Board Secretary also advised that Information Waikanae were not continuing as a result of Covid, and they had returned \$185 of the amount originally granted them.

9 MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION

Board members noted the following:

- Item 1: The hearing for the variation to the Proposed District Plan had been delayed due to Covid and was now scheduled for August/September 2020
- Item 2: An update about revocation had been circulated; other traffic-related issues can be discussed at the workshop to be set up
- Item 3: Work is currently underway to identify how the library should look/feel/fit in the community. Council will assist with ensuring a viable business case is established, in order to secure funding and to inform the Long Term Plan.

RECOMMENDATIONS

That the Waikanae Community Board notes the Matters Under Action attached.

10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

The Waikanae Community Board meeting closed at 9.07pm.

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CHAIRPERSON

11 ATTACHMENTS

Appendices

- 1 WCB 23 06 20 Appendix 1
- 2 WCB 23 06 20 Appendix 2
- 3 WCB 23 06 20 Appendix 3
- 4 WCB 23 06 20 Appendix 4

9 MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION @ 4 AUGUST 2020

Author: Tracey Waye, Executive Secretary to Group Manager Place and Space

Authoriser: James Jefferson, Group Manager Place and Space

RECOMMENDATIONS

That the Waikanae Community Board notes the Matters Under Action register updated at 4 August 2020.

APPENDICES

1. Matters Under Action @ 4 August 2020 [↓](#) 

Item	Date Raised	Target Date	Matter	Progress
2		October 2019	Future Waikanae Beach Vision and Action Plan	<p>Variation 2 to the KCDC Proposed District Plan:</p> <ol style="list-style-type: none"> 1. To Rezone Part of Waikanae Beach from Residential Zone to Beach Residential Zone; and 2. To make amendments to the Beach Character Setback Margin Provisions (which apply to all Beach Residential Zone properties). <p>Variation 2 was publicly notified for submissions on 14 August 2019, with the submission period closing on 12 September. A total of 19 submissions were received, with 16 in support, two requesting amendments and one in opposition.</p> <p>A summary of submissions was publicly notified on 25 September to allow for further submissions, and four further submissions were received.</p> <p>A hearing was held at on 3 August 2020. Upon the formal closing of hearing (which will be after the Hearings Panel has all the information it needs), a recommendation will be made to the Council on the variation and submissions. It is hoped the recommendation will be received by the end of October.</p> <p>All relevant information on the variation can be found at https://www.kapiticoast.govt.nz/your-council/planning/district-plan-review/variation-2/</p>
3		2033	Waikanae Town Centres project	<p>NZTA's SH1 revocation project is scheduled to start in the Waikanae town centre in April 2021. Council staff continue to work closely with the agency to ensure good communications with the community prior to starting physical works.</p> <p>The Town Centres project team have progressed concept design options for SH1 Revocation related projects which include the main road streetscapes, landscaping at the Transport Hub and connections from the river to the town centre. We are planning to engage with the community and business owners in October.</p>
8	17/09/19		Waikanae Library Project	<p>The Project Advisory Group (PAG) completed two workshops to discuss site options for the Library. A briefing for Councillors will be held on 18th August to discuss the strategic review of future library and customer services and resources as well as the Library building options.</p>

10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil