

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
WAIKANAE COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, GROUND FLOOR, 175 RIMU ROAD, PARAPARAUMU
ON TUESDAY, 1 FEBRUARY 2022 AT 7.00PM**

PRESENT: Mr James Westbury, Cr Jocelyn Prvanov, Mr Richard Mansell

IN ATTENDANCE: Ms Michelle Lewis, Mr Mike Mendonça, Ms Tracey Waye

APOLOGIES: Mr Tonchi Begovich

LEAVE OF ABSENCE: Nil

1 WELCOME

The Chair welcomed everyone in attendance and introduced Ms Michelle Lewis who was attending the meeting remotely via Zoom.

Ms Lewis took the oath of office as an elected Community Board member.

Mr Mike Mendonça, Acting Group Manager Place and Space and Chief Executive’s Nominee, gave a general explanation of laws relevant to elected members.

6.1 DECLARATION FOR NEW ELECTED MEMBER AND EXPLANATION OF LEGISLATION

COMMITTEE RESOLUTION WCB2022/1

Moved: Cr Jocelyn Prvanov

Seconder: Mr Richard Mansell

That Waikanae Community Board members note the general explanation of legislation relevant to new elected members as provided by the Chief Executive’s Nominee.

CARRIED

2 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION WCB2022/2

Moved: Mr Richard Mansell

Seconder: Cr Jocelyn Prvanov

That the apology received from Mr Tonchi Begovich be accepted.

CARRIED

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Nil

4 PUBLIC SPEAKING TIME

Janet Bayly spoke to the grant application from the Mahara Gallery Trust for funds to assist with the cost of publicity and promotional materials, and answered questions from Board members.

Wendy Bence distributed photographs of a dying kowhai tree on her property, and explained that because it is a protected tree she has been advised she will have to apply for resource consent to have it removed which will cost a minimum of \$1,476. She thinks this cost is very high considering that the tree is dying, and asked the Board for their assistance. Mr Mendonça offered to look into the issue and see what might be able to be done.

TABLED DOCUMENTS

The following documents were tabled:

Appendices	
1	Photographs distributed by Wendy Bence

Gordon Shroff advised he was Chair of the Mahara Gallery Trust Board and gave an update on activities of the Mahara Gallery Trust, including a brief explanation of how their finances are managed. He then referred to the Waikanae Beach Residents Society Inc and informed Board members that the Executive has been frustrated by the lack of progress in the History Board project which received funding from the Waikanae Community Board in October 2020. He advised that he had recently made contact with Mr Mendonça who has endeavoured to see how progress can be made.

Mr Glen Wiggs advised he was Deputy Treasurer of the Mahara Gallery Trust and confirmed the robust financial processes they maintain. He then spoke about the Rangihiroa Domain, which he has spoken about before, and provided an update. There are six pine and 35 gum trees and the danger of tree branches falling remains as before. Mr Wiggs distributed photographs including a recent fire in the domain which he said was only put out by neighbours. He is concerned that someone could be injured or killed, and wants the issue to be taken more seriously. Mr Mendonça noted there were a large number of trees across the district, and competing resources. He confirmed a biodiversity officer would visit the site as soon as possible.

TABLED DOCUMENTS

The following documents were tabled:

Appendices	
1	Photographs distributed by Glen Wiggs

5 MEMBERS' BUSINESS

(a) Community Board Members' Activities

- **Mr Mansell** advised that as Chair of the Pharazyn Reserve Focus Group he had been waiting for a new Parks, Open Space and Environment Manager to be appointed in order to progress matters. He noted a lot of work was being done by group members behind the scenes following the recent floods. Mr Mendonça advised the new Parks Manager, Gareth Eloff, starts tomorrow.
- **Cr Prvanov** had attended a number of meetings, and a highlight was attending the Energise Ōtaki prizegiving for recipients of people who had submitted projects for reducing energy use
- **Mr Westbury** has been heavily involved in local planning for a community Covid response, including access to medicines and health care supplies, as well as ensuring social support is in place for those who need it

- **Ms Lewis** advised she is part of a group who got together in January following the Council’s support of the community-led recycling initiative in Waikanae, to start to scope out what such an initiative might look like. She will keep the Board updated
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)
 - The Chair advised that he had been asked by Cr Prvanov to raise two matters of an urgent nature for discussion. The Chair’s preference was that all Community Board members be present for discussion and the request was declined.
- (b) Leave of Absence – nil
- (a) Public Speaking Time Responses – already provided

6 REPORTS

Item 6.1 was moved to an earlier part of the agenda.

6.2 ROAD NAMING - MANU PARK, WAIKANAE

The report was taken as read and the Chair invited Board members to advise their preferences.

COMMITTEE RESOLUTION WCB2022/3

Moved: Cr Jocelyn Prvanov

Seconder: Ms Michelle Lewis

That the Waikanae Community Board approves the names for the following reports:

- A. Approves the name Kāruhiruhi Street for Road 2 shown in Appendix 1 of the report.
- B. Approves the name Tīeke Close for Road 3 shown in Appendix 1 of the report.
- C. Approves the name Kōtuku-Ngutupapa Way for Road 4 shown in Appendix 1 of the report.
- D. Approves the name Kiwi Pukupuku Close for Road 5 shown in Appendix 1 of the report.
- E. Approves the name Korimako Close for Road 6 shown in Appendix 1 of the report.
- F. Approves the name Miromiro Close for Road 7 shown in Appendix 1 of the report.

CARRIED

6.3 CONSIDERATION OF APPLICATIONS FOR FUNDING

The report was taken as read and the Chair advised that one of the applicants, Ebony Mason, had withdrawn her application as the event had been cancelled due to Covid.

COMMITTEE RESOLUTION WCB2022/4

Moved: Mr Richard Mansell

Seconder: Ms Michelle Lewis Moved: Mr Richard Mansell

Seconder: Mr James Westbury

That the Waikanae Community Board approves a Promotions Fund grant of \$3,498 (excluding GST) to the Mahara Gallery Trust, to assist with the cost of publicity and promotional materials

CARRIED

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES - 9 NOVEMBER 2021

COMMITTEE RESOLUTION WCB2022/5

Moved: Mr Richard Mansell

Seconder: Cr Jocelyn Prvanov

That the minutes of the Waikanae Community Board meeting of 9 November 2021 be accepted as a true and correct record.

CARRIED

8 MATTERS UNDER ACTION

8.1 MATTERS UNDER ACTION AT 25 JANUARY 2022

The report was taken as read and Mr Mendonça advised the following:

- A briefing is scheduled for Elected Members next week, which will provide a full update on the Waikanae Library
- There was to have been a laying of the stone to acknowledge work about to begin on the Mahara Gallery, however that event is now uncertain due to Covid. Any questions about the wGallery can possibly be answered at the Waikanae Library briefing.
- The temporary toilet in Mahara Place has been installed. Concrete has been laid for the permanent toilet and it should be finished by the end of the month.

Mr Mendonça then referred to two requests that had been made at the previous Board meeting, and advised:

- A report on the status of reserves in the Waikanae area is being prepared and will be presented at the Board meeting scheduled for 15 March 2022.
- A small number of minor maintenance works have been completed at the Waikanae Beach Hall in order to address issues of health and safety plus access. However no further significant works are planned, on the understanding there is further thinking to be done regarding the future of the hall.

These items will be added to the Matters Under Action register and Board members will be kept updated re work plans, time. The Board requested a report on the current status of the Waikanae Beach Hall be prepared, and also that they be involved in any strategic planning regarding the hall and any planned expenditure.

Regarding revocation of the old State Highway 1, and in particular the clip-on lane to the Waikanae Bridge, Mr Mendonça advised that Waka Kotahi has indicated that this work is scheduled for early in 2022. Board members asked whether Council can encourage Waka Kotahi to ensure local businesses and schools are kept advised of potential disruptions and timelines, once the work commences. Mr Mendonça agreed to follow up this suggestion with the Group Manager Infrastructure Services.

Board members then provided the following updates from their participation in various working groups:

- An update from the Mahara Gallery Trust was not available as Mr Begovich was not in attendance, however the Chair noted the information that had been provided to the

meeting via speakers in the public gallery

- The Coastal Adaptation Panel has not met recently
- The Pharazyn Reserve Focus Group has been awaiting the appointment of the new Parks, Open Space & Environments Manager and in the meantime group participants remain active in monitoring water levels etc
- Mr Mendonça noted the Board’s request that they be represented on groups advising on the Library, and that they be provided with terms or reference for any such group. Mr Mendonça noted that a briefing scheduled for 8 February would be the opportunity for participants to ask detailed questions around project working groups and input.
- Regarding the Representation Review, the Chair advised he would be speaking on behalf of the Community Board at the Local Government Commission Hearings on 3 February 2021; Mr Mansell advised he would be speaking in a personal capacity at those Hearings.

COMMITTEE RESOLUTION WCB2022/6

Moved: Mr Richard Mansell

Seconder: Cr Jocelyn Prvanov

That the Waikanae Community Board notes the Matters Under Action register updated at 25 January 2022.

CARRIED

9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

The Waikanae Community Board meeting closed at 8.38pm.

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CHAIRPERSON