

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
WAIKANAE COMMUNITY BOARD MEETING
HELD ONLINE VIA ZOOM
ON TUESDAY, 3 MAY 2022 AT 7.00PM**

PRESENT: Mr James Westbury, Cr Jocelyn Prvanov, Mr Richard Mansell, Mr Tonchi Begovich, Ms Michelle Lewis

IN ATTENDANCE: Cr Martin Halliday, Mr Mike Mendonça, Ms Fiona Story, Ms Tracey Waye, Ms Steffi Haefeli

APOLOGIES: Nil

LEAVE OF ABSENCE: Nil

1 WELCOME

The Chair welcomed everyone in attendance, including Cr Halliday, and declared the meeting open.

2 APOLOGIES

Nil

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Nil

The Board noted that the public speaker had not yet joined the meeting so they agreed to move to Item 5 – Members’ Business, and returned to Public Speaking Time once the speaker joined the meeting.

4 PUBLIC SPEAKING TIME

Having completed Members’ Business the Board returned to Public Speaking Time.

Ms Mandy Savage spoke to the grant application from the Cancer Society of New Zealand Wellington Division Inc, for funds to assist with the cost of creating a landscaped, multi-purpose garden at their Paraparaumu premises, for use by clients and their visitors.

5 MEMBERS’ BUSINESS

(a) Public Speaking Time Responses – these had already been provided

(b) Leave of Absence

Nil

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

Cr Prvanov referred to an email she had sent earlier in the day, raising three issues for urgent discussion:

- (i) Requesting a high level options analysis and potential funding reallocation for the Waikanae Beach Hall – it was noted that a report back will be coming to the

Waikanae Community Board meeting of 14 June 2022, and discussion on this item was deferred until then

- (ii) Requesting an update on the Summerset development, including changes to resource consents and timelines – Mr Mendonça advised he would arrange a meeting with representatives from Summerset to address these queries
- (iii) Requesting ratification of the Waikanae Community Board’s submission on the proposed changes to the District Plan – the Chair advised he would circulate the document to Board members, for ratification at the meeting of 14 June 2022

(d) Community Board Members’ Activities

- Cr Prvanov circulated an Activity Report via email to Board members prior to the meeting
- Mr Begovich circulated the minutes of the last Waimanu Lagoons Focus Group meeting to Board members prior to the meeting

6 REPORTS

6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

COMMITTEE RESOLUTION WCB2022/7

Moved: Cr Jocelyn Prvanov
 Secunder: Ms Michelle Lewis

That the Waikanae Community Board approves a Discretionary Fund grant of \$500 to Nadi Figur-Ambler, to assist with the cost of representing New Zealand as a member of the Shakespeare Globe Centre New Zealand Young Shakespeare Company 2022.

CARRIED

COMMITTEE RESOLUTION WCB2022/8

Moved: Mr Richard Mansell
 Secunder: Mr Tonchi Begovich

That the Waikanae Community Board approves a Discretionary Fund grant of \$500 to the Cancer Society of New Zealand Wellington Division, to assist with the cost of creating a landscaped, multi-purpose garden at their Paraparaumu premises, for use by clients and their visitors.

CARRIED

6.2 AMENDED ROAD NAMES - MANU PARK

COMMITTEE RESOLUTION WCB2022/9

Moved: Cr Jocelyn Prvanov
 Secunder: Ms Michelle Lewis

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

Approves the name **Pīhoihoi Close** for Road 3 shown in Appendix 1 of this report.

Approves the name **Toutouwai Close** for Road 7 shown in Appendix 1 of this report.

CARRIED

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES - 15 MARCH 2022

COMMITTEE RESOLUTION WCB2022/10

Moved: Mr Richard Mansell

Seconder: Cr Jocelyn Prvanov

That the minutes of the Waikanae Community Board meeting of 15 March 2022 be accepted as a true and correct record.

CARRIED

8 MATTERS UNDER ACTION

8.1 MATTERS UNDER ACTION

Mr Mendonça spoke to this item and made the following key points:

- The update for both the Waikanae Library and the Mahara Gallery has been replicated from the monthly reports presented to the Council’s Senior Leadership Team
- The issue regarding opex for the Gallery is being worked through with the Trust, and Mr Mendonça would report when it comes to a conclusion
- Mr Begovich updated the Board on the activities of the Library Working Group. Board members asked Mr Begovich to circulate the Working Group’s membership and Terms of Reference and Mr Mendonça agreed to follow up.
- Regarding the revocation of Old State Highway 1, and specifically the widening of the Waikanae Beach, Board members stressed the importance of getting information to the public as soon as possible regarding potential disruptions
- Board members asked whether they would be involved in the naming of the section of the old highway that passes through Waikanae. Mr Mendonça agreed to follow up and would advise the Board accordingly
- Regarding the Mahara Gallery, Mr Begovich provided a further update. He suggested that entities in the wider community that might benefit from the Gallery could be approached for financial support. Mr Begovich agreed to take this suggestion back for discussion.
- Mr Westbury advised he would provide an update on the Coastal Adaptation Panel at the next Board meeting
- Mr Mansell advised that although there had been no meetings of the Pharazyn Reserve Focus Group, there was a lot of work underway on items such as budgets, work to be done at the reserve, resource consents required. He also confirmed that planning for Arbor Day activities was underway.
- One of the outcomes of the recent Representation Review is that Waikanae will now have two representatives; Board members thanked those in the community who had made submissions and helped to secure greater representation for Waikanae. Clarification was sought regarding the boundary between the Waikanae and Ōtaki wards – this is expected to be communicated in due course by the Local Government Commission.
- Regarding the status of reserves in Waikanae, Board members clarified that what they were seeking was for Council officers to check that all reserves have been identified, given reserve status and classified correctly. They do not need to be kept apprised of the status of reserves outside the Waikanae ward. Mr Mendonça agreed to follow up.

- Board members noted that work on Waikanae Park will start in the new financial year but wanted assurance the funding would not be lost due to the local election or other reasons. Mr Mendonça confirmed the funds were committed in the Long-term Plan.
- Mr Mendonça then suggested that the Matters Under Action register is rationalised so items only appear once; he also noted that the items on the Temporary Toilet at Mahara Square and the Representation Review could be removed as they were now complete. Board members agreed to both suggestions.
- It was suggested that development of the Summerset Retirement Village be added to the Matters Under Action, in order that Board members be kept up-to-date with progress. After discussion it was agreed that an off-site meeting with representatives from Summerset would be the best way forward.
- Board members then asked about work plans for the Waikanae Beach toilets and changing rooms, which were in need of improvement. Mr Mendonça agreed to have a look at where those facilities sit on the renewal/maintenance programme, and report back to the Board.

Mr Mendonça then referred to the 'Localism Fund' in the Long-term Plan, which provides \$20,000 to each Community Board to fund activities as it sees fit. He advised guidelines on using the fund were about to be released and that he would provide that advice as soon as it was available.

Board members asked what was happening regarding the Capital Improvement Fund. Ms Waye confirmed that the Council website had been updated, newspaper advertisements had been booked and all that remained was for Board members to update their Facebook page and to promulgate information about the fund. The Council's communications team was working on wording for Board members to use, which would be sent as soon as it was completed. Timing was such that consideration of applications to the fund would take place at the Board meeting scheduled for 14 June 2022.

9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil

The Waikanae Community Board meeting closed at 9.03pm.

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CHAIRPERSON