



AGENDA

Paekākāriki Community Board Meeting

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

Date: Tuesday, 23 February 2021

Time: 7.00pm

Location: St Peter's Hall, Beach Road, Paekākāriki

**James Jefferson
Group Manager Regulatory Services**

Kapiti Coast District Council

Notice is hereby given that a meeting of the Paekākāriki Community Board will be held in the St Peter's Hall, Beach Road, Paekākāriki, on Tuesday 23 February 2021, 7.00pm.

Paekākāriki Community Board Members

Ms Holly Ewens	Chair
Ms Tina Pope	Deputy
Ms Jessica Hortop	Member
Mr Dan O'Connell	Member
Cr Sophie Handford	Member

Order Of Business

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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 COMMUNITY BOARD ATTENDANCE AT THE 2021 COMMUNITY BOARDS CONFERENCE

Author: Leyanne Belcher, Democracy Services Manager

Authoriser: Janice McDougall, Group Manager People and Partnerships

PURPOSE OF REPORT

1 This report invites the Paekākāriki Community Board to approve the attendance of up to two Board members at the 2021 Community Boards Conference being held in Gore, 22 to 24 April.

DELEGATION

2 The Community Board has the authority to consider this matter under Section D of the Governance Structure and Delegations document.

BACKGROUND

3 The New Zealand Community Boards Conference takes place every two years. The biennial conference was introduced in 1997 to bring together the community boards of New Zealand to share practice and to help improve the understanding and work of community boards.

4 The conference usually takes place over two days and is host to the Community Board awards.

ISSUES

5 The conference is being hosted by the New Zealand Community Board Executive Committee and the Southland District Council at the Heartland Hotel Croydon. The theme of the 2021 conference is Interconnected Communities.

6 The conference will feature a range of keynote speakers as well as informative workshops delivered by Community Board members with stories and experience to share. Social events also allow for networking and further interconnecting.

7 The conference Programme is attached at appendix 1 of this report.

CONSIDERATIONS

Policy considerations

8 There are no policy considerations.

Legal considerations

9 There are no legal considerations.

Financial considerations

10 In 2012 Council made the decision to delegate to Community Boards an amount to enable Boards to manage their own training and development programmes. For 2020/21 the amount is \$3610. There is sufficient budget to cover the costs of attendance for two people. The costs per person are estimated to be the following:

Registration \$755 (early bird)

Flights \$500

Accommodation \$342 (based on 2 nights @ \$171 per night)

Plus transfers.

Tāngata whenua considerations

11 There are no tāngata whenua considerations.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

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

Other Considerations

13 The Board members attending the event will be expected to produce a written report on their return from the conference and this will be published in the Elected Members Bulletin.

CONCLUSION

14 Only include this section if your report is 10 or more pages long. Delete this section if the report is less than 10 pages.

RECOMMENDATIONS

15 That the Paekākāriki Community Board approves the attendance of andat the New Zealand Community Boards Conference in Gore on 22 to 24 April 2021.

16 That the Board Chair is authorised to appoint another delegate in the event that the original nominee cannot attend.

17 That the delegates will provide in a timely fashion written reports on their experience for publication in the Elected Members Bulletin.

APPENDICES

1. Programme 2021 Community Boards Conference [↓](#)

Programme *Programme subject to change*

DAY 1 Thursday 22 April 2021

Time	Session
3:00pm	Registration open <i>Venue: Heartland Hotel Croydon</i>
6:00pm	Welcome function <i>Venue: Heartland Hotel Croydon</i>
7:30pm	Free evening

DAY 2 Friday 23 April 2021

Time	Session
8:00am	Registration open <i>Venue: Heartland Hotel Croydon</i>
8.00am	Māori caucus breakfast <i>Venue: Heartland Hotel Croydon</i>
9.00am	Conference opening <i>Tracy Hicks, Gore Mayor</i>
9.30am	School Strike 4 Climate NZ <i>Sophie Handford, Councillor</i>
10.15am	From 'inconvenient truths' to disastrous misconceptions - whistle blowing on the meaning of 'sustainability' <i>Ken Ross</i>
11.00am	Morning tea
11.30am	Hokonui Huanui <i>Lisa McKenzie, Project Lead, Hokonui Huanui</i>
12.15pm	Waka Kotahi update <i>Jim Harland, Director, Waka Kotahi NZ Transport Agency</i>
1.00pm	Lunch ZONE Meetings
1.45pm	Snap shot presentations
3.00pm	Engaging iwi <i>Matu-Taera Coleman-Clarke</i>

3.45pm	Afternoon tea		
4.15pm	Concurrent session		
	Safer Communities	Engaging iwi	Connecting Communities
	<i>Mike Mills</i>	<i>Matu-Taera Coleman-Clarke</i>	<i>Jo Seddon, Nathan Beaumont,</i> <i>Steve Pettigrew</i>
5:15pm	Close		
7:00pm - 11:00pm	Conference Dinner		
	<i>Venue: Heartland Hotel Croydon</i>		

DAY3 Saturday 24 April 2021

Time	Session		
8:00am	Registration open		
9.00am	NZCBC update		
	<i>Alexandra Davids, Chair of NZ Community Boards</i>		
9.15am	LGNZ update		
	<i>Stuart Crosby, President of LGNZ</i>		
9.45am	Bead and Proceed		
	<i>Bridget Williams, Founder, Bead and Proceed</i>		
10.45am	Morning tea		
11.15am	Localism		
	<i>Malcolm Alexander</i>		
12.00pm	Concurrent session		
	Session one	Session two	Connecting Communities
			<i>Jo Seddon, Nathan Beaumont,</i> <i>Steve Pettigrew</i>
1.00pm	Lunch		
1.30pm	Sarah Colcord		

2:15pm	Taste of Gore <i>Jim Geddes, District Curator, Eastern Southland Gallery</i>
3:00pm	Conference wrap up
4:30pm	Taste of Gore <i>Venue: Eastern Southland Gallery</i>
5:30pm	Farewell dinner <i>Venue: Thomas Green Public House and Dining Room</i>

6.2 CONSIDERATION OF FUNDING APPLICATIONS

Author: Amanda Cottrell, Executive Secretary to Group Manager Regulatory Services

Authoriser: James Jefferson, Group Manager Regulatory Services

PURPOSE OF REPORT

1 Two applications for a Community Grant have been received from:

1.1 Kapiti Coast Derby Crew for \$500 to assist with the costs of the gym rental at Kapiti College for Roller Derby practice and games.

1.2 Paekākāriki Arts Walk for \$500 to assist with the costs of materials for a new mural at Pearl and Florrie's Way, Paekākāriki.

DELEGATION

2 The Paekākāriki Community Board has the authority to consider this matter under Part D of the Governance Structure for the 2019-2022 Triennium.

BACKGROUND

3 This is the fifth allocation of grants for the 2020/2021 financial year.

ISSUES AND OPTIONS**Issues**

4 Grants are allocated in accordance with established criteria (copy attached).

5 Two applications have been received for funding from the Community Grants Fund.

6 The applicants have been advised of the criteria and meeting date via email.

Applications from the Community Grants Fund:

6.1 A request from the Kapiti Coast Derby Crew for \$500 to assist with the costs of the gym rental at Kapiti College for Roller Derby practice and games.

6.2 A request from Paekākāriki Arts Walk for \$500 to assist with the costs of materials for a new mural at Pearl and Florrie's Way, Paekākāriki.

CONSIDERATIONS**Policy considerations**

7 There are no policy considerations.

Legal considerations

8 There are no legal considerations.

Financial considerations

Unspent grants carried over from 2019/2020	2020/2021 Budget Allocation	Total Allocated To Date	Total Available for Distribution
\$888.00	\$6,038.00	\$2,950.00	\$3,976.00

9 An amount of \$888 was carried over from the unspent grants in the previous financial year due to the Covid lockdown. The carryover of funding was approved by Council in resolution 2020/16.6 at the meeting on 30 April 2020.

10 For this funding round, the total amount in grants being applied for from the Discretionary Fund is \$1,000.

11 Below are the successful applicants for the 2020/2021 year for the Board's information

Date	Recipient	Amount	Purpose of Grant	Report Back
21 July 2020	Frances Broatch	\$200	Repainting the Paekākāriki Express sign	✓
25 August 2020	Kidz Need Dadz	\$250	Assist with costs of the annual Kidz Need Dadz Wellington Father's Day community event at Kapiti Ten Pin Bowling	✓
25 August 2020	Predator Free Paekākāriki	\$500	Assist with costs of supplying pest traps to Paekākāriki residents	
6 October 2020	Paekākāriki Playcentre	\$500	Assist with the costs of replacing printer cartridges for printing learning resources and compliance documents.	✓
6 October 2020	Paekākāriki Pride Incorporated Society	\$500	Assist with the costs of hall hire for the Paekākāriki Pride festival	✓
6 October 2020	Paekākāriki Informed Community Inc	\$500	Assist with the costs of creating and printing a community newssheet for the Paekākāriki community.	
30 November 2020	Pickle Pot Be-In	\$500	Assist with the costs of the Pickle Pot Be-In event at Tilley Road in Paekākāriki.	

Tāngata whenua considerations

12 There are no tāngata whenua considerations

SIGNIFICANCE AND ENGAGEMENT

Significance policy

13 This report is not significant under the Council's Significance and Engagement Policy

RECOMMENDATIONS

14 That the Paekākāriki Community Board approves a funding application from the Kapiti Coast Derby Crew for \$500 to assist with the costs of the gym rental at Kapiti College for Roller Derby practice and games.

15 That the Paekākāriki Community Board approves a funding application from Paekākāriki Arts Walk for \$500 to assist with the costs of materials for a new mural at Pearl and Florrie's Way, Paekākāriki.

APPENDICES

1. Kapiti Coast Derby Crew Community Grant Application (under separate cover) [⇒](#)
2. Paekakariki Arts Walk Community Grant Application (under separate cover) [⇒](#)
3. Paekakariki Playcentre Accountability Report [↓](#)
4. Dave Johnson Accountability Report [↓](#)
5. Paekakariki Pride Accountability Report [↓](#)

PAEKĀKĀRIKI COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Paekākāriki 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 two 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: Paekakariki Playcentre

Amount of Grant: \$500

Date Received: 06-10-2020

Project/Event for which grant was made: Cartridges for printing ECE required documentation

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

We bought 3x colored (Cyan, Magenta and Yellow) toner cartridges for our printer to be used for at least the next year. The total cost was \$579.42 (incl. 75.58 GST), so we contributed \$79.42 of our own budget.

In the last term alone, we used the printer for at least one learning story per enrolled child to add to their profile book, which records their important learning journey at Playcentre. At the beginning of the term, each parent filled out a profile/interest sheet for each child, which is also added to the profile book. It shows the current interests and challenges of the child, which was used for session planning. We will continue to write learning stories in the new year.

Every session we printed off the daily planning sheet, on which we plan and evaluate each session. On the daily sheet, we record notes from previous sessions, health and safety concerns and daily interests and areas of play of the children. These daily sheets will also be continued to be used in the new year.

Daily sheets, profile books, along with other paper-based documentation are ministry requirements to ensure a safe and healthy ECE learning environment with the best learning outcomes for our tamariki. Without these key operating requirements Paekakariki Playcentre couldn't run.

As Paekakariki Playcentre we are grateful that we can meet our key operating requirements, so that we can continue to build a community and promote social inclusion and belonging by involving all volunteer members as a part of the Playcentre parent collective.

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

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

Grant Recipient: <u>Hamilton School</u>	Second Contact: <u>Emily Russell</u>
Signature: <u>[Signature]</u>	Signature: <u>[Signature]</u>
Position: <u>Grant Coordinator</u>	Position: <u>Co ordinate.</u>
Date: <u>05/12/20</u>	Date: <u>8/12/20</u>

Please return to: Amanda Cottrell
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

6823132

From: sales@computerfood.co.nz <sales@computerfood.co.nz>
Sent: Wednesday, November 25, 2020 7:09:53 PM
To: Paekakariki Playcentre <paekakariki@playcentre.org.nz>
Subject: Order Confirmation

Ordered by:
 Kat Kahsche
 paekakariki@playcentre.org.nz
 021919227
 22 Wellington Road
 Paekakariki Playcentre
 Paekakariki
 Paekakariki 5034
 New Zealand

Shipped to:
 Kat Kahsche
 paekakariki@playcentre.org.nz
 021919227
 22 Wellington Road
 Paekakariki Playcentre
 Paekakariki
 Paekakariki 5034
 New Zealand

ComputerFood
 Shop 8, 14-28 Subway Road (The
 Zone)
 Pukekohe 2120
 0800 003 663
 09 968 2666
 sales@computerfood.co.nz
<https://www.consumables.co.nz>

Comments:
 Please leave on back porch.

ORDER CONFIRMATION

Order No: 341820

Date: Nov 25, 2020

Dear Kat Kahsche,

Thank you for your order. We hope you are completely satisfied with our products. If you have any comments or questions please call us on 0800 003 663



TK5244C Kyocera Cyan Toner
 KYTK5244C

Qty	Price Excluding GST	Price Including GST	Total
1	\$167.95	\$193.14	\$193.14



TK5244M Kyocera Magenta Toner
KYTK5244M

1

\$167.95

\$193.14

\$193.14



TK5244Y Kyocera Yellow Toner
KYTK5244Y

1

\$167.95

\$193.14

\$193.14

Subtotal: \$579.42

Total: \$579.42

Includes GST: \$75.58

Payment Received - Credit Card

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PAEKĀKĀRIKI COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Paekākāriki 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 two 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: Dave Johnson

Amount of Grant: \$ 500.00

Date Received: June 2020

Project/Event for which grant was made: Bubble Breakout community awards

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

The grant money was spent on a local Paekākāriki carver, Lenny Boonen, to carve a patu. This was awarded at the Paekākāriki Community Awards celebration to Paekākāriki Village Grocery Store as an acknowledgement of outstanding service during Covid-19 level 4 lockdown, as voted on by the community.

NOTE: If the money has not been spent please explain why, and your intentions for the money. Please sign below: (two signatories required for

Grant Recipient:
or organisation only

Signature: _____

Position: _____

Date: _____

Second

Contact

Signature: _____

Position: _____

Date: _____

PAEKĀKĀRIKI COMMUNITY BOARD COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Paekākāriki 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 two 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: Paekakariki Pride Festival Inc.

Amount of Grant: \$500

Date Received: _____

Project/Event for which grant was made: Paekakariki Pride Festival

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

-----The \$500 grant was used to hire St. Peter's Hall. This gave us the opportunity to use profits from the dance to pay Tiko Drummers for their parade performance and make a small donation to KYS.

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

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

Grant Recipient: ----- Second Contact: -----

Signature: ----- Signature: -----

Position: ----- Position: -----

Date: ----- Date: -----

Please return to: Amanda Cottrell
Kāpiti Coast District Council Private Bag 60601
Paraparaumu 5254

7 UPDATES

**7.1 UPDATE FROM GRAHAM TAYLOR OF NEW ZEALAND TRANSPORT AGENCY
REGARDING WEIGH STATION/COMMERCIAL VEHICLE SERVICE CENTRE**

8 MATTERS UNDER ACTION**8.1 MATTERS UNDER ACTION**

Author: Amanda Cottrell, Executive Secretary to Group Manager Regulatory Services

Authoriser: James Jefferson, Group Manager Regulatory Services

PURPOSE OF REPORT

- 1 To update Matters Under Action.

RECOMMENDATIONS

- 1 That the Community Board note Matters Under Action.

APPENDICES

1. Matters Under Action [↓](#)

Item	Date Raised	Target Date	Matter	Responsible Officer	Action/Progress
1.	29/1/2013	Ongoing	Coastal protection upgrade	Coastal & Stormwater Asset Manager	<p>For the Paekākāriki seawall, as part of 2018 LTP, Council has approved funds to continue with the consented option (concrete wall). Progress to-date is as follows:</p> <ul style="list-style-type: none"> • Detailed designs and tender drawings completed • Building Consent granted • Original Plan was to tender physical works in 2020/21 and carry out construction in 2021/22 and 2022/23 • In April 2020, application made under “Shovel Ready” projects requesting funds to fast track construction. • On 18 September 2020, we were advised that “Shovel Ready” funding has not been approved for this project. • The plan is to tender physical works as per original dates in May/June 2021. • Seawall meeting will take place today directly prior to this meeting.
2.	16/11/2018	Ongoing	Vacant house in Te Miti Street, Paekākāriki	Property Services Manager	Council considered the disposal of this property at its Public Excluded meeting on 6 December 2018. An offer has been made to acquire the property and officers are in discussions currently.
3.	12/2/2019	Ongoing	Transmission Gully Project	Senior Policy Adviser	No further update.
4.	12/2/2019	Ongoing	Revocation	GM Infrastructure Services	Council is awaiting a decision from NZTA regarding their aspirations for this part of SH1. No further update.

Item	Date Raised	Target Date	Matter	Responsible Officer	Action/Progress
5.	7/5/2019	Ongoing	Ian's Coffee site	Property Services Manager	The property was acquired for a future carpark. The building will be demolished when the carpark is built. Currently there is no funding allocated for this work. A decision is yet to be made about whether the carpark is to be for commuters or not. No further update.
6.	25/6/2019	Ongoing	Queen Elizabeth Beachfront	GM Regulatory Services	Railway Irons and old posts on beach in front of QE Park and ramp outside Surf Club. GM awaiting response to her email to GWRC requesting clarification of responsibility for removing unsafe items from the beach. The ramp at the Surf Club was removed by Council staff as it was dangerous. No further update.
7.	3/12/2020	Ongoing	Wainuiwhenua Project	GM Regulatory Services	The group has had discussions with both Greater Wellington Regional Council and Ngāti Toa to explore potential interests and opportunities relating to the Wainuiwhenua project. The group has also taken opportunities to seek funding from the Ministry for the Environment to support employment and environmental outcomes relating to the project. Wainuiwhenua meeting on 25 November 2020. No further update.
8.	11/2/2020	Ongoing	Proposed Weigh Station/ Commercial Vehicle Safety Centre	GM Regulatory Services	Graham Taylor will give a separate update on the CVSC at this meeting.

9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil