

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
WAIKANAE COMMUNITY BOARD MEETING  
HELD AT THE TE HORO COMMUNITY HALL, SCHOOL ROAD, TE HORO  
ON TUESDAY, 2 MAY 2023 AT 7.01PM**

**PRESENT:** Mr Richard Mansell, Mr Michael Moore, Mr Tonchi Begovich, Ms Michelle Lewis, Cr Nigel Wilson

**IN ATTENDANCE:** Cr Jocelyn Prvanov, Mr Mike Mendonça, Ms Andrea Healy, Mr Dave Hardy, Cr Martin Halliday, Ms Kate Coutts

**WHAKAPĀHA | APOLOGIES:** Nil

**LEAVE OF ABSENCE:** Nil

**1 NAU MAI | WELCOME**

The Chair welcomed everyone to the meeting and Mike Mendonça, Acting Group Manager Place and Space, opened the meeting with karakia.

**2 WHAKAPĀHA | APOLOGIES**

There were none.

**3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

There were none.

*Item 6.1 Update from Police was brought forward.*

**6.1 UPDATE FROM POLICE**

Sergeant Phil Grimstone introduced himself and opened the floor for questions from the board and community members present, which covered:

- The scope of the area that the Ōtaki Police Station services, being Peka Peka Road through to Himatangi Beach and Shannon; and the collaboration between Kāpiti and Ōtaki Police.
- The staffing, recruitment and retention challenges at the Ōtaki Police Station, which was still manned.
- CCTV as a prevention tool, and the importance of placement and quality of the footage.
- Fourwheel drives and motorbikes on Te Horo Beach – action is limited due to the inability to chase offending vehicles, and availability of staff; therefore photos and videos are especially useful in these situations as they can be used as evidence for issuing fines, especially if the date and time is recorded.

**4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**

Andrew Annakin, Chair of the Te Horo Hall Society Management Committee, welcomed the board to the Te Horo Community Hall, and spoke in regard to the history of the Te Horo Community Hall, current events, as well as the updates and future of the hall; and answered members’ questions.

Rob Burrows, on behalf of the Waikanae Bowling Club, spoke in support of the Club’s grant application, and answered members’ questions.

Sarah Yanez spoke in regard to the potential establishment of a Waikanae Business Association, and the support from local Waikanae businesses for this, and answered members’ questions.

Gerard Zwartjes spoke in regard to the 290 Metlink bus service not stopping at Te Horo, and his attempted communications with Greater Wellington Regional Council regarding this. The board discussed the matter, and Mr Zwartjes answered members’ questions.

John Draper spoke in regard to Mirek Smíšek and The Kilns at Te Horo, and answered board and community members questions.

Nikki McGill, on behalf of Friends of Te Horo Beach, spoke in regard to the background, primary purpose and activities of the society, and answered board and community members questions.

Marilyn Stevens spoke in regard to the environmental and electoral boundaries within Te Horo, and the potential collaboration of the Ōtaki and Waikanae Community Boards to traverse said boundaries. Ms Stevens answered members’ questions.

*Item 7.1 Proposed New Mobility Parking Spaces, Marae Lane Carpark, Waikanae was brought forward, and Item 5 Members’ Business was moved to another part of the minutes.*

**7.1 PROPOSED NEW MOBILITY PARKING SPACES, MARAE LANE CARPARK, WAIKANAĒ**

Andrea Healy, Project Coordinator and Dave Hardy, Manager Project Management Office, spoke to the report and answered members’ questions.

**COMMITTEE RESOLUTION WCB2023/8**

Moved: Ms Michelle Lewis  
 Secunder: Mr Tonchi Begovich

That the Waikanae Community Board approve converting two standard parking spaces in Marae Lane carpark (close to the Countdown supermarket) into two mobility parking spaces as shown on the plans at Attachments 3 and 4.

**CARRIED**

**6 HE KŌRERO HOU | UPDATES**

*Item 6.1 Update from Police was moved to another part of the minutes.*

**6.2 UPDATE FROM WELLINGTON REGIONAL EMERGENCY MANAGEMENT OFFICE**

Renee Corlett, Emergency Management Advisor – Community Resilience from the Wellington Region Emergency Management Office, introduced herself and provided an update to the meeting, and answered members’ questions regarding:

- The uptake in community interest around preparedness and resilience; and the planning and meeting of community groups in Te Horo.
- The Community Hubs in Waikanae and Te Horo, being located at the Waikanae Memorial Hall, the Waikanae Baptist Church and the Te Horo Community Hall.
- The Hub drill in early December 2022 at Memorial Hall.

- Community response planning conducted in 2016.

### 6.3 INITIATIVES FUND

The board discussed the proposed use of the fund, which needed to be allocated in accordance with the Long-term Plan criteria by 30 June 2023.

#### COMMITTEE RESOLUTION WCB2023/9

Moved: Cr Nigel Wilson  
 Seconder: Mr Michael Moore

That the Waikanae Community Board, on the basis that each association enables activities, engagement and communication with communities, and each association provides to the Board annual accountability reports outlining where the funding is spent, approves the:

- A. Initiatives Funding allocation of \$20,000.00 to the Waikanae Business Association subject to their formation for operational costs incurred during the establishment of the association, and for any ongoing operational costs
- B. Initiatives Funding allocation of \$5378.00 each to the Waikanae Beach Residents Society, Reikorangi Residents Association, the Friends of Te Horo Beach Incorporated, and the Te Horo Hall Society Incorporated for ongoing operational costs for each association.
- C. The Board notes that there is currently no residents association that covers central Waikanae.

**CARRIED**

## 7 PŪRONGO | REPORTS

*Item 7.1 Proposed new mobility parking spaces, Marae Lane Carpark, Waikanae was moved to another part of the minutes.*

### 7.2 CONSIDERATION OF APPLICATIONS FOR FUNDING

#### COMMITTEE RESOLUTION WCB2023/10

Moved: Mr Richard Mansell  
 Seconder: Ms Michelle Lewis

That the Waikanae Community Board approves a Promotional Fund grant of \$4858.00 to the Waikanae Bowling Club, to assist with the cost of purchasing smaller bowls for “Kids in Bowls” events and tournaments for primary school aged children.

That the Waikanae Community Board notes the accountability reports received, as attached under a separate cover as Attachments 3-6.

**.CARRIED**

## 5 NGĀ TAKE A NGĀ MEMA | MEMBERS’ BUSINESS

- (a) Leave of Absence

The Chair noted he would be on a leave of absence from 20 May to 18 June, and that Mr Moore as Deputy Chair would be chairing the 13 June board meeting.

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

Cr Nigel Wilson raised the flooding of the Mangaone Stream at Te Horo Beach Road last month as a matter of an urgent nature, and the actions being taken regarding this event. Cr Wilson proposed that the board convene an on-site meeting with Greater Wellington Regional Council, Kāpiti Coast District Council and Friends of Te Horo Beach to discuss a course of action.

The proposed on-site meeting would be organised, and the minutes from the last meeting of these entities regarding this issue would be circulated to the board. The matter would be added to the matters under action register, with Michael Moore nominated to work on the issue.

- (c) Community Board Members’ Activities

Members’ gave updates on their activities where appropriate during Item 9.1 Matters under Action.

## 8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

### 8.1 CONFIRMATION OF MINUTES

#### COMMITTEE RESOLUTION WCB2023/11

Moved: Mr Richard Mansell  
 Seconder: Mr Tonchi Begovich

That the minutes of the Waikanae Community Board meeting of 22 November 2022 be accepted as a true and correct record with the amendment to the motion under Item 9.4 Consideration of Applications for Funding as follows:

#### MOTION

Moved: Cr Nigel Wilson  
 Seconder: Mr Michael Moore

Subject to Council’s approval of the Governance Structure and Delegations for the Waikanae Community Board, the Waikanae Community Board approves a Discretionary Fund grant of \$500.00 to the Kāpiti Art Studio, to assist with the cost of printing and sharing an educational children’s book about normalising and believing in those with differences.

**LOST**

**CARRIED**

#### COMMITTEE RESOLUTION WCB2023/12

Moved: Cr Nigel Wilson  
 Seconder: Mr Michael Moore

That the minutes of the Waikanae Community Board meeting of 28 February 2023 be accepted as a true and correct record.

**CARRIED**

**9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION**

**9.1 MATTERS UNDER ACTION**

The board discussed the matters under action, and Mr Mendonça and members gave updates where applicable.

Michelle Lewis, when providing an update on the activities of the Pharazyn Reserve Focus Group, noted that Margaret Stevenson-Wright had volunteered to liaise with local schools to assist the focus group for Arbor Day (5 June).

The following matters would be added to the register:

- As noted under Item 5(b), the flooding of Mangaone Stream at Te Horo Beach Road.
- The potential of the Waikanae Beach Hall to become a community owned venue.
- Stones from the disassembled Brown Stone Wall.

The Board would work on a submission to the Speed Management Plan, which would need to be completed prior to the 9 June 2023; with board member Michelle Lewis taking the lead on this.

**COMMITTEE RESOLUTION WCB2023/13**

Moved: Mr Michael Moore

Seconder: Cr Nigel Wilson

That the Waikanae Community Board notes the matters under action.

**CARRIED**

Mike Mendonça gave the closing karakia.

**The Poari ā-Hapori o Waikanae | Waikanae Community Board meeting closed at 9.47pm.**

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**HEAMANA | CHAIRPERSON**