



RĀRANGI TAKE AGENDA

Hui Poari ā-Hapori o Waikanae | Waikanae Community Board Meeting

**I hereby give notice that a Meeting of the Poari ā-Hapori o Waikanae |
Waikanae Community Board will be held on:**

Te Rā | Date: Tuesday, 1 August 2023

Te Wā | Time: 7.00pm

**Te Wāhi | Location: Waikanae Beach Community Hall, 24
Rauparaha Street, Waikanae Beach**

**Mike Mendonça
Acting Group Manager Place and Space**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Poari ā-Hapori o Waikanae | Waikanae Community Board will be held in the Waikanae Beach Community Hall, 24 Rauparaha Street, Waikanae Beach, on Tuesday 1 August 2023, 7.00pm.

Poari ā-Hapori o Waikanae | Waikanae Community Board Members

Mr Richard Mansell	Chair
Mr Michael Moore	Deputy
Mr Tonchi Begovich	Member
Ms Michelle Lewis	Member
Cr Nigel Wilson	Member

Te Raupapa Take | Order Of Business

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1 NAU MAI | WELCOME

2 WHAKAPĀHA | APOLOGIES

**3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
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 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

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

(c) Community Board Members' Activities

6 HE KŌRERO HOU | UPDATES

Nil

7 PŪRONGO | REPORTS

7.1 ROAD NAMING - STAGE 2 OF 2 FOR A NEW SUBDIVISION AT 104 NGARARA ROAD, WAIKANAĒ

Kaituhi | Author: **Jeffrey Clement, Information Management Team Leader**

Kaiwhakamana | Authoriser: **Ewen Church, Acting Group Manager Corporate Services**

TE PŪTAKE | PURPOSE

- 1 This report asks the Waikanae Community Board to approve a road name for the new road created in the Stage 2 of 2 subdivision at 104 Ngarara Road, Waikanae.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required.

TE TUKU HAEPAPA | DELEGATION

- 3 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 reserves, structures and commemorative places, in accordance with existing council policy.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Waikanae Community Board approves the name for the Road to Vest in the Stage 2 of 2 subdivision at 104 Ngarara Road, Waikanae shown in Appendix 1 of this report.

TŪĀPAPA | BACKGROUND

- 4 Under the Kāpiti Coast District Council's policy, developers are required to submit three name suggestions, in preferential order, for each road to be named, whether it is public or private.
- 5 Supplementary information in support of the names is to be provided by the developer and this may be consistent themes, historical connections of previous owners.
- 6 The Council Road Naming and Street Numbering Policy 2011 states that to ensure the road names reflect the objectives, developers (or residents) of Private rights-of-way shall provide three suitable names for each road on their plans when submitting their engineering survey drawings, in order of preference with the rationale behind each name.
- 7 The Developer is Anderson Park Estate.

HE KŌRERORERO | DISCUSSION

- 8 Stage 2 of the subdivision at 104 Ngarara Road, Waikanae will create 38 new lots and a new road which will be vested to the Council.
- 9 The new road is shown as Road 2 in Appendix 1 of this report.
- 10 Proposed names should avoid the names of kin unless they have strong historical links to the geographical area.
- 11 Throughout the process local Iwi and historian have been consulted and have supported the options provided.
- 12 The proposed names have been approved for use by Land Information NZ.

He take | Issues

- 13 It is proposed that the Road (Road 2) is named after persons who have had a strong connection to the land.

Ngā kōwhiringa | Options

- 14 The three names provided in preferential order (as supported by Te Ātiawa ki Whakarongotai and the Developer) for Road to Vest are as follows:

Option 1 - Mata Te Hawe Place

Mata Te Hawe was an original owner of the land from around the late 1800s 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 two other parcels of land in the Waikanae beach area known as Ngarara West A, Block 14 and 15.

Option 2 - Mata Place

Shorter version of Option 1.

Option 3 - Helen Way

To acknowledge and commemorate Helen Anderson, the last member of the Anderson family to have farmed on this land. Helen still lives on land adjoining the subdivision.

Mana whenua

- 15 Local iwi have been consulted and support the recommended option.

Panonitanga āhuarangi | Climate change

- 16 There are no climate change considerations required within this report.

Ahumoni me ngā rawa | Financial and resourcing

- 17 The cost of signage is borne by the Developer, a usual resource consent condition.

Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

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

Ngā pānga ki ngā kaupapa here | Policy impact

- 19 This matter is *low significance* under Council's Significance and Engagement Policy.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 20 Consultation has been made with local iwi and recommendations are noted within this report for Board Members' decision.

Te mahere tūhono | Engagement planning

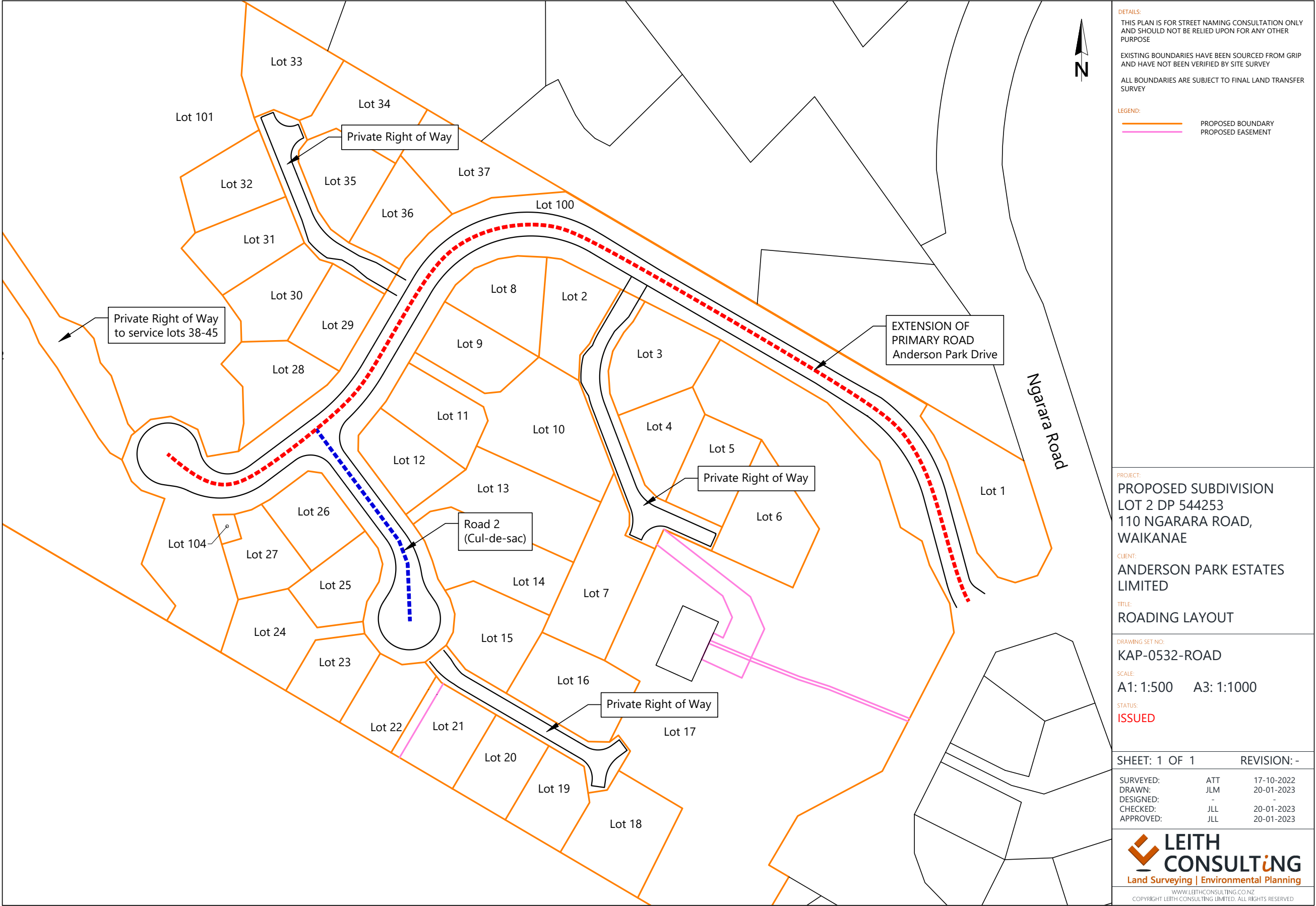
- 21 An engagement plan is not needed to implement these decisions.

Whakatairanga | Publicity

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

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Subdivision at 104 Ngarara Road, Waikanae. Road to Vest - Road 2 [↓](#)



7.2 CONSIDERATION OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Kate Coutts, Democracy Services Advisor**

Kaiwhakamana | Authoriser: **Mike Mendonça, Acting Group Manager Place and Space**

TE PŪTAKE | PURPOSE

- 1 This report asks the Waikanae Community Board to consider grant applications for the Promotion Fund and the Discretionary Fund.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required.

TE TUKU HAE PAPA | DELEGATION

3. The Waikanae Community Board has the delegated authority as at Section D of the Governance Structure approved by Council on 24 November 2022:

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

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Waikanae Community Board approves a Promotional Fund grant to the Lions Club of Waikanae of \$..... per year over the next three years, to assist with the cost of promoting the Super Garden Trail held in January each year.
- B. That the Waikanae Community Board approves a Discretionary Fund grant of \$..... to Alana Reardon, to assist with the cost of attending and competing in the International Scooter Federation's World Scooter Championships in Sydney, Australia.
- C. That the Waikanae Community Board approves a Discretionary Fund grant of \$..... to the Paraparaumu College First XI Boys' Football Team, to assist with the cost of attending and competing in the Winter Football Tournament in Auckland.
- D. That the Waikanae Community Board approves a Discretionary Fund grant of \$..... to the Waikanae Badminton Club, to assist with the cost of hall hire and shuttle supplies.

TŪĀPAPA | BACKGROUND

- 4 This is the first Waikanae Community Board meeting of the 2023/2024 financial year.
- 5 Grants are allocated in accordance with specific evaluation criteria (at Attachment 1). Criteria include that accountability reports on grants allocated are required to be submitted six months after the event or activity for which the grant was awarded takes place.
- 6 All applicants have been advised by email of the meeting date and time.

HE KŌRERORERO | DISCUSSION

- 7 Four applications for funding have been received and are attached to this report (under separate cover) as Attachments 2-5. The applications are summarised below.

Promotion Fund

- 8 There is currently \$38,477.00 available for distribution from the Promotion Fund in the 2023/2024 financial year. This amount does not roll over into the next financial year.
- 9 One new grant application in the amount of \$6000.00 (per year for three years) is presented for the Board's consideration:

Lions Club of Waikanae

- 10 Funding of \$6000.00 per year, for the next three years, sought to assist with the cost of promoting the Super Garden Trail held in Waikanae each January.
- 11 This application could be considered under all four of the criteria: *Contributing to making Waikanae a Good Place to live; Contributing to making Waikanae an Active Community; Attracting visitors to the area; Promoting Waikanae as a visitor destination.*

Discretionary Fund

- 12 There is currently \$5,371.00 available for distribution from the Discretionary Fund in the 2023/2024 financial year.
- 13 Three grant applications to the amount of \$1500.00 are presented for the board's consideration, of which can be considered under Eligible Purpose 1: *Community, cultural or sports purposes, including travel both within New Zealand and overseas:*

Alana Reardon

- 14 Funding of \$500.00 is sought to assist with the cost of attending and competing in the International Scooter Federation's World Scooter Championships in Sydney, Australia.

Paraparaumu College First XI Boys' Football Team

- 15 Funding of \$500.00 is sought to assist with the cost of attending and competing in the Winter Football Tournament in Auckland.

Waikanae Badminton Club

- 16 Funding of \$500.00 is sought to assist with the cost of hall hire and shuttle supplies.

He take | Issues

- 17 There are no issues to be considered.

Ngā kōwhiringa | Options

- 18 There are no options to be considered.

Tangata whenua

- 19 There are no tangata whenua matters to be considered.

Panonitanga āhuarangi | Climate change

- 20 There are no climate change matters to be considered.

Ahumoni me ngā rawa | Financial and resourcing

- 21 Budget allocations for the 2023/2024 financial year for the Promotions Fund, the Discretionary Fund and the Capital Improvement Fund are as follows:

Fund	2023/24 budget allocation	Total allocated to date ¹	Total unallocated to date
Discretionary Grants Fund	\$6,871.00	\$1500.00	\$5,371.00

¹ Includes 3 yearly grant payments previously approved

Waikanae Promotion Fund	\$38,477.00	\$ -	\$38,477.00
Waikanae Capital Improvement Grant	\$38,477.00	\$ -	\$38,477.00

- 22 An amount of approximately \$930,000 is held in the Waikanae Capital Improvement Fund, and this is expected to increase to \$942,000 by the end of the current financial year, as shown in the table below:

Amount	Commentary
\$913,000	Balance as at 30 June 2022 as per Annual Report
-\$25,000	Grants paid in 2022/23
\$42,000	Interest earnings for the 2022/23 year
\$930,000	Balance as at 30 June 2023 as per Annual Report (<i>subject to audit</i>)
-\$38,000	Forecast grants for 2023/24
\$50,000	Estimated interest earnings for the 2023/24 year
\$942,000	Forecast Balance as at 30 June 2024

Ture me ngā Tūraru | Legal and risk

- 23 There are no legal or risk matters to be considered.

Ngā pānga ki ngā kaupapa here | Policy impact

- 24 As noted previously, grants are allocated in accordance with established criteria (at Attachment 1).

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 25 Board members actively engage with the community to promote the various grants available.
- 26 Information on grants and the application process are also available via the Council's website.
- 27 All applicants will be contacted via email once decisions around funding have been made.

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

- 29 Successful grants are published through Council's established communication channels.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Waikanae Community Board Grant Criteria [↓](#)
2. Promotional Grant Application - Lions Club of Waikanae (under separate cover) [⇒](#)
3. Discretionary Grant Application - Alana Reardon (under separate cover) [⇒](#)
4. Discretionary Grant Application - Paraparaumu College First XI Boys' Football Team (under separate cover) [⇒](#)
5. Discretionary Grant Application - Waikanae Badminton Club (under separate cover) [⇒](#)

Attachment 1 - Grant Criteria and Accountability Report Form

WAIKANAĒ COMMUNITY BOARD PROMOTION FUND GRANT APPLICATION FORM

Criteria for Promotion Fund Grants

The purpose of the Waikanae Community Board's Promotion Fund is to provide financial assistance for 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.

Ineligible Purposes

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.

Applications will not be considered retrospectively.

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 PROMOTION FUND GRANT APPLICATION FORM

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

1. Applications must be made on the approved application form and must contain all supporting information.
2. Applications must include a bank deposit slip.

Applications are to be addressed to:

Democracy Services Team Kāpiti Coast District Council Private Bag 60601 Paraparaumu 5254	or	democracy.services@kapiticoast.govt.nz
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Please Note: Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Waikanae Community Board meeting date to meet the reporting deadline.

WAIKANAĒ COMMUNITY BOARD DISCRETIONARY FUND GRANT APPLICATION FORM

Criteria for Discretionary Grants

The purpose of the Waikanae Community Board's Discretionary Fund is to provide financial assistance for 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 FUND GRANT APPLICATION FORM

Grant allocation guidelines

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

1. Applications must be made on the approved application form and must contain all supporting information.
2. Applications must include a bank deposit slip.

Applications are to be addressed to:

Democracy Services Team
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

or

democracy.services@kapiticoast.govt.nz

Please Note: Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Waikanae Community Board meeting date to meet the reporting deadline.

WAIKANAE 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 below.

Please Note: You must return this form to be considered for future funding.

Name of Individual/Organisation: _____

Amount of Grant: \$ _____ Date Received: _____

Project/Event for which grant was made: _____

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:

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 accountability report to:

Democracy Services Team
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

OR

democracy.services@kapiticoast.govt.nz

8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

Author: Kate Coutts, Democracy Services Advisor

Authoriser: Mike Mendonça, Acting Group Manager Place and Space

TAUNAKITANGA | RECOMMENDATIONS

That the minutes of the Waikanae Community Board meeting of 27 June 2023 be accepted as a true and correct record.

APPENDICES

1. Confirmation of Minutes - 27 June 2023 [↓](#)

WAIKANAĒ COMMUNITY BOARD MEETING MINUTES

27 JUNE 2023

MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
WAIKANAĒ COMMUNITY BOARD MEETING
HELD AT THE WAIKANAĒ COMMUNITY CENTRE, UTAUTA STREET, WAIKANAĒ
ON TUESDAY, 27 JUNE 2023 AT 7.03PM

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

IN ATTENDANCE: Cr Jocelyn Prvanov, Ms Steffi Haefeli, Mr Mike Mendonça, Mr Karl Webber,
Ms Tarn Sherrin, Mr Cam Butler

WHAKAPĀHA | APOLOGIES: Mr Tonchi Begovich and Mayor Janet Holborow

LEAVE OF ABSENCE: Nil

1 NAU MAI | WELCOME

The Chair, Richard Mansell, welcomed everyone to the last meeting of the financial year.

2 WHAKAPĀHA | APOLOGIES

APOLOGY

COMMITTEE RESOLUTION WCB2023/14

Moved: Mr Michael Moore

Seconder: Cr Nigel Wilson

That the apology received from Mayor Janet Holborow and Tonchi Begovich be accepted.

CARRIED

The Chair invited Community Board Member Karl Webber to open the meeting with karakia. The Chair proceeded to welcome community board members Karl Webber from Paraparaumu Community Board, Tarn Sheerin from the Raumati Community Board and Cam Butler, Chair of the Ōtaki Community Board.

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

None to declare.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Jeanette Manson from the Waikanae Beach Tennis Club spoke to the funding application and provided a background to how the club has developed over the years. She answered members' questions.

Gordon Shroff from the Waikanae Beach Residents' Society thanked the board for the funding they had received from the Board and provided the Board with an update on what the funding will be

WAIKANAE COMMUNITY BOARD MEETING MINUTES

27 JUNE 2023

used towards. He spoke to the Treaty of Waitangi History Board that they have commissioned to be installed. He answered members' questions.

Andrew Annakin, Chair of the Te Horo Hall Committee, spoke about their funding application. He spoke about the earthquake strengthening requirements of the hall and that the Committee is able to cover ongoing maintenance costs but that large one-off capital costs they are not able to cover. He answered members' questions.

Glenn McGregor, Chair of Benefit Advocacy Kāpiti, spoke to his grant application to assist the group's accommodation cost and advertising so they can continue to provide their assistance services. He answered members' questions.

5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) Leave of Absence
None requested.
- (b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)
None provided.
- (c) Community Board Members' Activities
None provided.

6 HE KŌRERO HOU | UPDATES

Nil

7 PŪRONGO | REPORTS

7.1 TE MOANA ROAD - SAFETY AND SPEED RELATED MATTERS

Mike Mendonça, Acting Group Manager Place and Space advised the Community Board that Ron Minnema, Transport Safety Lead and Sean Mallon, Group Manager Infrastructure Services are unable to attend today's meeting and that any questions be directed through him.

Michelle Lewis, through the Chair, requested that the Board be allowed to have an open discussion around the table to discuss the topic. Mike Mendonça answered members' questions.

COMMITTEE RESOLUTION WCB2023/15

Moved: Cr Nigel Wilson
Seconder: Ms Michelle Lewis

That the Waikanae Community Board:

- Receives the Te Moana Road – Safety and Speed Related Matters report.
- Recommends to Council to allocate funds in the first three years of the Long-Term Plan for the design and implementation of safety measures for pedestrian safety on Te Moana Road.

CARRIED

7.2 CONSIDERATION OF APPLICATIONS FOR FUNDING

COMMITTEE RESOLUTION WCB2023/16

WAIKANAĒ COMMUNITY BOARD MEETING MINUTES

27 JUNE 2023

Moved: Mr Richard Mansell

Seconder: Cr Nigel Wilson

That the Waikanae Community Board approves the following grants payable from the Discretionary Grant Fund:

- \$77.00 to New Zealand National Refugee Youth Council Inc., to assist with the cost of holding the Kāpiti Coast Refugee Youth leadership camp at El Rancho, Waikanae Beach.
- \$419.00 to Ōtaki-Waikanae Presbyterian Parish, to assist with the cost of purchasing a BBQ for their free weekly sausage sizzle for children in Ōtaki.
- \$183.80 to Kāpiti Chorale Inc, to assist with the cost of hiring Te Raukura ki Kāpiti to hold the Chorale's 40th anniversary concert, "Pirate Girls."
- \$1,220.00 to the Kāpiti Vaulting Club, to assist with the cost of ten of the Club's staff and volunteers completing a Comprehensive First Aid Course.
- \$1,000.00 to Te Kura Waka o Whatonga Waka Ama Club, to assist with the costs of promoting and hosting the Club's inaugural community/club day.

For: Richard Mansell, Michael Moore and Cr Nigel Wilson

Against: Michelle Lewis

CARRIED 3/1

Michelle Lewis noted that she voted against the motion due to applications being considered that do not meet the funding criteria.

COMMITTEE RESOLUTION WCB2023/17

Moved: Mr Richard Mansell

Seconder: Mr Michael Moore

That the Waikanae Community Board approves that the surplus \$24.80 remaining in the Discretionary Fund be moved to the Promotion Grant Fund.

CARRIED

COMMITTEE RESOLUTION WCB2023/18

Moved: Mr Richard Mansell

Seconder: Cr Nigel Wilson

A. That the Waikanae Community Board approves the following grants payable from the Promotion Grant Fund:

- \$1,000.00 to New Zealand National Refugee Youth Council Inc., to assist with the cost of holding the Kāpiti Coast Refugee Youth leadership camp at El Rancho, Waikanae Beach.
- \$2,000.00 to Waikanae Chartered Club – 8 Ball Adjunct, to assist with the cost of holding a coaching, training and exhibition event for local players.
- \$1,000.00 to Good Bitches Baking Trust, to assist with the cost of delivering the Baking it Better Programme.
- \$500.00 to Benefit Advocacy Kāpiti, to assist with the ongoing operational costs for phone services, accommodation, computers, and stationery.
- \$500.00 to Verena Fiess and Jasmyn Rodriguez, to assist with the cost of attending the World Championships for Young Vaulters in Sweden, as the New Zealand

WAIKANAĒ COMMUNITY BOARD MEETING MINUTES

27 JUNE 2023

<p>representative.</p> <ul style="list-style-type: none"> \$2,300.00 to Friends of Te Horo Beach Inc, to assist with the cost of creating a picnic area at Te Horo Beach and commissioning a mural for the Te Horo Beach public toilets. <p>B. That the Waikanae Community Board approves that a sum of \$4329.75 be moved to the Discretionary Fund and that the board approves a Discretionary Fund grant of \$4329.75 to the Reikorangi Residents' Society to assist with the cost of purchasing and installing a defibrillator at the Reikorangi Hall.</p> <p><u>For:</u> Richard Mansell, Michael Moore and Cr Nigel Wilson</p> <p><u>Against:</u> Michelle Lewis</p> <p>CARRIED 3/1</p>
<p>COMMITTEE RESOLUTION WCB2023/19</p> <p>Moved: Mr Richard Mansell Seconder: Cr Nigel Wilson</p> <p>That the Waikanae Community Board approves a Capital Improvement Fund grant of \$10,000.00. to the Waikanae Beach Tennis Club, to assist with the cost of resurfacing one of the four tennis courts.</p> <p>CARRIED</p>
<p>COMMITTEE RESOLUTION WCB2023/20</p> <p>Moved: Ms Michelle Lewis Seconder: Mr Richard Mansell</p> <p>That the Waikanae Community Board approves a Capital Improvement Fund grant of \$5,000.00 to Waikanae Montessori, to assist with the cost of a bathroom upgrade.</p> <p>CARRIED</p>
<p>COMMITTEE RESOLUTION WCB2023/21</p> <p>Moved: Cr Nigel Wilson Seconder: Mr Michael Moore</p> <p>That the Waikanae Community Board approves a Capital Improvement Fund grant of \$10,000.00 to the Te Horo Hall Society Inc, to assist with the cost of purchasing and installing curtains and heat pumps within the hall.</p> <p><u>For:</u> Richard Mansell, Michael Moore and Cr Nigel Wilson</p> <p><u>Against:</u> Michelle Lewis</p> <p>CARRIED 3/1</p>

WAIKANAĒ COMMUNITY BOARD MEETING MINUTES

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8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION WCB2023/22

Moved: Mr Richard Mansell
 Seconder: Mr Michael Moore

That the minutes of the Waikanae Community Board meeting of 2 May 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 Waikanae Community Board discussed the matters under action and added an additional item to receive further updates on the re-establishment of the bus route between Waikanae and Ōtaki. It was noted that Metlink presented at a Briefing to Elected Members recently and that the issue had been raised a number of times. Cr Thomas Nash from Greater Wellington Regional Council had noted the comment and will take it back to the Regional Council for consideration.

The Poari ā-Hapori o Waikanae | Waikanae Community Board meeting closed at 8.48pm.

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HEAMANA | CHAIRPERSON

9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION

Author: Kate Coutts, Democracy Services Advisor

Authoriser: Mike Mendonça, Acting Group Manager Place and Space

TE PŪTAKE | PURPOSE

The purpose of this report is to present the Waikanae Community Board with the updated matters under action (as of 26 July 2023) to review and note.

TAUNAKITANGA | RECOMMENDATIONS

That the Waikanae Community Board notes the following matters under action.

Item	Date Raised	Target Date	Matter	Progress
1	Ongoing	2023	Waikanae Town Centres project: - Library and Service Centre - Mahara Gallery	Updates to be provided as standing item at each Board meeting: Library and Service Centre Community engagement has been completed as of 22 July. There has been a significant amount of input from the community, which is currently being analysed and will be reported to Council at the end of August.
2	22/06/21		Old State Highway 1 revocation (including widening of Waikanae Bridge once work commences)	The Waikanae Bridge Pedestrian/Cycleway remains incomplete. The SH1 revocation work scope is now complete, and currently construction defects are being rectified prior to handover of the road.
3	22/06/21		Old State Highway 1 road naming	This is still to come before Council and is not likely to occur until after completion of works.
4	09/11/21		Mahara Gallery Trust	Update from board representative Tonchi Begovich to be provided as a standing item at each board meeting.

5	09/11/21		Takutai Kāpiti Coastal Adaptation Panel	Update from board representative Richard Mansell to be provided as a standing item at each board meeting.
6	09/11/21		Pharazyn Reserve Focus Group	Update from board representative Michelle Lewis to be provided as a standing item at each board meeting.
7	09/11/21		Library Working Group	Update from board representative Tonchi Begovich to be provided as a standing item at each board meeting.
8	01/02/22		Status of reserves in Waikanae	The 'omnibus' Reserve Management Plan project continues. This is a statutory process that is likely to take at least one year to complete.
9	01/02/21		Work planned for Waikanae Park	<p>Planning remains underway for Waikanae Park; this is linked to other initiatives including:</p> <ul style="list-style-type: none"> • Prioritisation of our Destination Parks through Reserve(s) Management Plans (Currently aiming to hold our first mana whenua planning hui in August) • A needs assessment of sports fields across the District which is now underway <p>Officers are currently engaging with Park stakeholders and have had initial meetings with the Rugby and Football clubs already. Both are eager to contribute as required and are keen to play an active role in ongoing development discussions. Internal discussions with the PMO have commenced with further, more detailed scoping work planned.</p>
10	01/06/22		Waikanae Beach Hall future plans	On 20th July the Council approved in principle an Asset Management Plan (AMP) for community halls. The AMP forms the basis for long term planning. It was noted that there is currently no plan or significant budget to address the existing beach hall, which is not fit for purpose. If the hall is to be renewed, upgraded or replaced by a new asset, this will need to be identified via the 2024 Long-Term Plan process.
11	22/11/22		Beach Access	<p>Asset management planning is underway and is due to be presented to Council late in 2023.</p> <p>The specific issue around beach access at Te Horo beach remains under constructive discussion.</p>

12	2/5/23		Mangaone Stream at Te Horo Beach Road	Update from Deputy Chair Michael Moore, who was nominated to work on this issue.
13	27/6/23		Re-establishment of a bus stop in Te Horo for Route 290	Metlink liaison officers are currently working through items, including this matter, that were raised during the Metlink briefing in June.