

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
WAIKANAE COMMUNITY BOARD MEETING  
HELD IN THE WAIKANAE COMMUNITY CENTRE, UTAUTA STREET, WAIKANAE  
ON TUESDAY, 21 MAY 2024 AT 7.03PM**

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

**IN ATTENDANCE:** Ms Kate Coutts, Mr Brendan Owens, Mr Hamish McGillivray

**LEAVE OF ABSENCE:** Cr Jocelyn Prvanov

**1 NAU MAI | WELCOME**

The Chair welcomed everyone to the meeting and introduced Brendan Owens, Group Manager Customer and Community, who opened the meeting with karakia.

**2 WHAKAPĀHA | APOLOGIES**

There were no apologies tabled, and the Chair noted that Cr Jocelyn Prvanov is currently on a leave of absence.

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

Michelle Lewis noted that her son was employed by Kāpiti Castles, an applicant under Item 8.1 Consideration of Applications for Funding. The Chair ruled that a declaration was not required from Ms Lewis.

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

Sarah Yanez, on behalf of the Waikanae Business Association, spoke to their accountability report and grant application under Item 8.1 Consideration of Applications for Funding. Ms Yanez also provided an update on the Association's recent activities, and distributed a document to the board further detailing these activities (appended). Ms Yanez answered members' questions.

Trevor Hosking, on behalf of the Waikanae CAMEO Society, spoke to the Society's application under Item 8.1 Consideration of Applications for Funding. Mr Hosking answered members' questions.

Jenny Davis spoke to her grant application under Item 8.1 Consideration of Applications for Funding. Ms Davis answered members' questions.

Gerald Ponsford spoke to Te Moana Road safety issues, and the report that came to the Waikanae Community Board for noting at their meeting of 2 April 2024. Mr Ponsford spoke to a possible recommendation to Council from the board regarding this matter, and information provided to Mr Ponsford by Waka Kotahi NZTA. Mr Ponsford, alongside David Archer, answered members' questions.

Dave Archer spoke to a petition to reduce road noise along Te Moana Road, which has been signed by 60 households along Te Moana Road. Mr Archer noted that resealing with asphalt over the existing chip seal would lessen the road noise and improve the longevity of the road. Mr Archer, alongside Gerald Ponsford, answered members' questions.

Dale Evans spoke to the low height of disability carparking signage in Waikanae, in particular outside Toi MAHARA. Mr Evans distributed photographs to board members showing the

comparative heights of other disabled carparking signage in the district (appended). Mr Evans answered members' questions.

**Public Speaking Appendices**

- 1 Public Speaking Submission - Sarah Yanez on behalf of the Waikanae Business Association
- 2 Public Speaking Submission - Dale Evans

*Item 7 He Kōrero Hou | Updates was brought forward in the meeting.*

**7 HE KŌRERO HOU | UPDATES**

**7.1 REVIEW OF THE FREEDOM CAMPING POLICY 2012**

Hamish McGillivray, Manager Research & Policy, providing the board with an update on the review of the Freedom Camping Policy 2012. Mr McGillivray answered members' questions.

**COMMITTEE RESOLUTION WCB2024/14**

Moved: Mr Richard Mansell  
 Seconder: Mr Michael Moore

That the Waikanae Community Board note that the Freedom Camping Policy 2012 is being reviewed in 2024.

**CARRIED**

Cr Nigel Wilson left the meeting at 8.03pm and returned to the meeting at 8.03pm.

The meeting adjourned at 8.04pm and reconvened at 8.11pm.

**5 NGĀ TEPUTEIHANA | DEPUTATIONS**

There were no scheduled deputations.

**6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

- (a) There were no requests for a leave of absence.
- (b) Matters of an Urgent Nature

Michelle Lewis requested a list of scheduled works on the Waikanae forward programme over the coming year be added to the Matters under Action Register.

Ms Lewis raised Te Moana Road safety issues, and the options to improve pedestrian safety. Members discussed the options, and would arrange a meeting with board members, Council staff and residents regarding the matter.

Richard Mansell spoke to recent discussions held with Council officers regarding moving the Waikanae Capital Improvement Fund from Council to the Nikau Foundation. Mr Mansell answered members' questions, and members discussed the implications of moving the fund. Mr Mansell also raised the Waikanae Property Fund, and members discussed the possible origin and uses for the fund.

Board members discussed the current representation review, and where Te Horo may sit as a result of a possible adjustment to the Waikanae and Ōtaki ward boundary.

Michael Moore tabled recent correspondence that had been received from the Kāpiti Aero Club.

**Members' Business Appendices**

3 Michael Moore – Te Horo Low Flying Zone Correspondence

(c) Board members provided updates under Item 6(c), and where appropriate, provided further updates under Item 9.1 Matters under Action.

*Item 7 He Kōrero Hou | Updates was moved forward in the meeting.*

**8 PŪRONGO | REPORTS**

**8.1 CONSIDERATION OF APPLICATIONS FOR FUNDING**

**COMMITTEE RESOLUTION WCB2024/15**

Moved: Mr Richard Mansell

Seconder: Mr Michael Moore

- A. That the Waikanae Community Board approves a Discretionary Fund grant of \$500.00 to Ella Huff to assist with the costs of attending and competing in the New South Wales Softball U14 State Championship Tournament in September 2024.
- B. That the Waikanae Community Board approves a Discretionary Fund grant of \$500.00 to Dakota Bell to assist with the cost of attending and competing in the Global Cheerleading Games in Hawai'i in May 2024.
- C. That the Waikanae Community Board approves a Discretionary Fund grant of \$500.00 to the Waikanae CAMEO Society Inc to assist with the cost of rent and electricity charges for running the 'Come and Meet Each Other Pop in Centre'.
- D. That the Waikanae Community Board moves the remaining \$156.35 in the Discretionary Fund to the Promotion Fund.

**CARRIED**

**COMMITTEE RESOLUTION WCB2024/16**

Moved: Mr Richard Mansell

Seconder: Ms Michelle Lewis

- G. That the Waikanae Community Board approves a Promotion Fund grant to the Waikanae Business Association of \$2000.00 per year over the next three years, to assist with the cost of maintaining and updating the Association's website promoting Waikanae as a destination.

**CARRIED**

The board discussed the application from Kāpiti Castles and noted that they required further information before making their decision.

**COMMITTEE RESOLUTION WCB2024/17**

Moved: Cr Nigel Wilson

Seconder: Mr Michael Moore

- H. That the Waikanae Community Board leaves the Promotion Fund grant application from Kāpiti Castles to lie on the table and not be discussed further at this meeting and be

reconsidered at the next Waikanae Community Board meeting.

**CARRIED**

**COMMITTEE RESOLUTION WCB2024/18**

Moved: Cr Nigel Wilson  
 Seconder: Mr Richard Mansell

- E. That the Waikanae Community Board approves a Promotion Fund grant to the Combined Lions Club of Kapiti of \$500.00 per year over the next three years, to assist with the cost of advertising and printing costs for the Club's annual Foodbank Collection.

For: Mr Richard Mansell, Mr Michael Moore, Mr Tonchi Begovich, and Cr Nigel Wilson  
Against: Ms Michelle Lewis

**CARRIED 4/1**

**COMMITTEE RESOLUTION WCB2024/19**

Moved: Mr Richard Mansell  
 Seconder: Cr Nigel Wilson

- F. That the Waikanae Community Board approves a Promotion Fund grant of \$500.00 to the Cancer Society of New Zealand Wellington Division Inc. to assist with the cost of on-going maintenance of the Kāpiti Support Centre's garden and purchasing stackable folding chairs for the Centre.

**CARRIED**

**COMMITTEE RESOLUTION WCB2024/20**

Moved: Ms Michelle Lewis  
 Seconder: Mr Michael Moore

- I. That the Waikanae Community Board approves a Promotion Fund grant to Jenny Davis of \$7500.00 to assist with the cost of refitting her bird rehabilitation hospital with three new built-in veterinary cages.

**CARRIED**

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION WCB2024/21**

Moved: Mr Richard Mansell  
 Seconder: Cr Nigel Wilson

That the minutes of the Waikanae Community Board meeting of 2 April 2024 be accepted as a true and correct record.

**CARRIED**

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

**10.1 MATTERS UNDER ACTION**

Members discussed the matters under action, and Brendan Owens, Group Manager Customer and Community answered members' questions relating to items on the register.

Item 14 Kāinga Ora Activities and Item 16 Waikanae Pool Opening Season would be removed from the Matters under Action register, and Item 2 would be reorientated to deal with improvements to the Old State Highway in Waikanae.

**11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**

Brendan Owens, Group Manager Customer and Community closed the meeting with karakia.

**The Poari ā-Hapori o Waikanae | Waikanae Community Board meeting closed at 10.02pm.**

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**HEAMANA | CHAIRPERSON**