



RĀRANGI TAKE AGENDA

Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board Meeting

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

Te Rā | Date: Tuesday, 1 April 2025

Te Wā | Time: 7:00 pm

Te Wāhi | Location: St Peter's Hall, Beach Road, Paekākāriki

**Hara Adams
Group Manager Iwi Partnerships**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board will be held in St Peter's Hall, Beach Road, Paekākāriki, on Tuesday 1 April 2025, 7:00 pm.

Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board Members

Chair Kelsey Lee	Chair
Deputy Sorcha Ruth	Deputy
Mr Sean McKinley	Member
Mr Christian Judge	Member
Cr Sophie Handford	Member

Te Raupapa Take | Order Of Business

1	Nau mai Welcome	5
2	Whakapāha Apologies	5
3	Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take Declarations of Interest Relating to Items on the Agenda	5
4	He Wā Kōrero ki te Marea Public Speaking Time	5
5	Ngā Teputeihana Deputations	5
	Nil	
6	Ngā Take a ngā Mema Members’ Business	5
7	He Kōrero Hou Updates	6
	7.1 Update on the Omnibus Reserve Management Plan.....	6
8	Pūrongo Reports	9
	8.1 Consideration of Funding Applications	9
9	Te Whakaū i ngā Āmiki Confirmation of Minutes	17
	9.1 Confirmation of Minutes	17
10	Ngā Take e Mahia ana Matters Under Action	22
	10.1 Matters Under Action.....	22
11	Karakia Whakamutunga Closing Karakia	27

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 TEPUTEIHANA | DEPUTATIONS

Nil

6 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

7 HE KŌRERO HOU | UPDATES

7.1 UPDATE ON THE OMNIBUS RESERVE MANAGEMENT PLAN

Kaituhi | Author: **Yolanda Morgan, Team Leader Open Space Planning**

Kaiwhakamana | Authoriser: **Brendan Owens, Group Manager Customer and Community**

TE PŪTAKE | PURPOSE

1. This report provides background and an update on the proposed Omnibus Reserve Management Plan (RMP).

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paekākāriki Community Board note the update, in particular the timeframe for the commencement of public engagement and feedback, beginning in May 2025.

TŪĀPAPA | BACKGROUND

- 2 Council manages 125 parks and reserves, totalling 438 ha of open space. This includes our destination parks, sports fields, esplanade reserves, neighbourhood parks and playgrounds, heritage, scenic and local purpose reserves.
- 3 The Open Space Planning team has been preparing to start the statutory process to develop an omnibus RMP, covering all 125 parks and reserves that are managed by the Council.
- 4 Hui with our iwi partners have been held to co-design our approach to the development of the RMP and we continue to work together to understand and document the values of the whenua which make up our parks and reserves.
- 5 Once the required background work has been completed, a recommendation will be put to Council to publicly notify our intention to prepare the RMP. This will start the process (stipulated in the Reserves Act) that must be followed to prepare an RMP.
- 6 Only land held as a reserve under the Act, and used for open space purposes, will be included in the management plan. Land managed primarily for other purposes (such as stormwater) and land not administered by the Kapiti Coast District Council will not be included in the Omnibus RMP.
- 7 A community consultation and engagement phase will commence in May 2025. At that stage, we will be asking our communities and stakeholders for feedback on the management and use of our reserves and what they would like to see incorporated into the management plan.

HE TAKE | ISSUES

- 8 Council is required by legislation to prepare, and keep under continuous review, a management plan for the reserves that it manages. Council currently has management plans for only 19 reserves, and many of these plans are more than 30 years old.
- 9 In late 2022, Council adopted its Open Space Strategy which paved the way for the development of management plans that are consistent with the overarching goals and objectives for open space in the district, as set out in the Strategy.
- 10 Reserve management plans provide for the use, enjoyment, maintenance, protection and preservation of reserves. Management plans provide guidance around what uses and activities

are acceptable (or not acceptable) on individual or groups of reserves and ensures transparent and consistent decision making.

- 11 The legal status of an RMP varies according to the legal status of the land it covers:
 - 11.1 For land that is held subject to the Reserves Act, and classified according to its primary purpose, it will be a statutory Reserve Management Plan under the Act.
 - 11.2 For Council land that is managed for open space purposes, that has not yet been classified, it will be a non-statutory guiding document.
- 12 As part of the RMP process, Council is also undertaking a staged process to classify unclassified parks and reserves, where that is appropriate.
- 13 Through April, we will continue to discuss and confirm those sites to be classified with our iwi partners and key stakeholders. A recommendation to classify those reserves will be taken to Council, along with the recommendation to notify Council's intention to prepare an RMP, in May.
- 14 Any unclassified reserves that need further research or additional consultation with stakeholders, and those that need to be publicly notified due to their current use or legal status, will continue to be discussed and will be included in a future recommendation.

NGĀ KŌWHIRINGA | OPTIONS

- 15 An omnibus RMP is the most efficient option to meet the Council's legislative requirements and enable both general provisions, as well as reserve specific provisions, to be provided in one document. The omnibus RMP will be made up of two sections:
 - A. General Policy Section
 - B. Reserve Specific Management Plans

While the document will be larger than an individual RMP, we intend to publish the plan using the E-plan platform to enable easy navigation. For example, users will be able to search by reserve name or address and be provided with links to all the relevant policies for that reserve.

MANA WHENUA

- 16 The development of the project to date has followed a co-design approach with the involvement of representatives from our three iwi partners.
- 17 The RMP will acknowledge the cultural values of the whenua which make up our parks and reserves and will recognise the intrinsic relationship of iwi with the land through enabling appropriate practices, management provisions and storytelling.
- 18 We will continue to work with our iwi partners to refine the scope of the RMP and in drafting the provisions of the RMP.

NGĀ MAHI PANUKU | NEXT STEPS

- 19 The preparation of an RMP must follow the process set out in the Reserves Act 1977. This includes two phases of public notification and engagement.
- 20 A recommendation will be taken to Council in May to pass a resolution to notify the intention to prepare an omnibus RMP. Once Council has passed the resolution, the public will be invited to provide feedback on those reserves that are to be included in the management plan.
- 21 The steps to prepare the RMP are as follows:

- a. Publication of the notice of intent
- b. Stakeholder and community engagement phase (first phase of public engagement) including:
 - i. Have your say platform
 - ii. Social media
 - iii. Staff “pop-ups” at community markets, coastlands and play events
 - iv. Community board meetings
 - v. Targeted stakeholder engagement
- c. Feedback period closes
- d. Analysis of public feedback and drafting of the RMP
- e. Draft RMP document publicly notified and call for submissions (second phase of public engagement)
- f. Submission period
- g. Hearing
- h. Recommendation and decision following hearings
- i. Final RMP published

NGĀ ĀPITI HANGA | ATTACHMENTS

Nil

8 PŪRONGO | REPORTS

8.1 CONSIDERATION OF FUNDING APPLICATIONS

Kaituhi | Author: **Maria Cameron, Advisor Governance**

Kaiwhakamana | Authoriser: **Hara Adams, Group Manager Iwi Partnerships**

TE PŪTAKE | PURPOSE

- 1 To consider eligible applications to the Community Grants Discretionary, and to note Accountability Reports.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The Paekākāriki Community Board has received four applications for funding for consideration at this meeting, and six Accountability Reports.

TE TUKU HAEPAPA | DELEGATION

- 3 The Paekākāriki Community Board has delegated authority as at section D of the 2022-2025 Governance Structure:
Approving criteria for, and disbursement of, community-based grant funds as approved through the LTP or Annual Plan.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paekākāriki Community Board approve a grant of \$ _____ to Holly MacPhail on behalf of **Paekākāriki Pride Incorporated** to assist with the costs of providing food and drink for their Annual General Meeting on 13 April 2025.
- B. That the Paekākāriki Community Board approve a grant of \$ _____ to **Paekākāriki Housing Trust** to assist with the costs of seed money' for a fundraiser event in the second half of 2025.
- C. That the Paekākāriki Community Board approve a grant of \$ _____ to Helen Keivom on behalf of the **Paekākāriki Anzac Day Committee** to assist with the costs of the ANZAC Day Service 2025.
- D. That the Paekākāriki Community Board approve a grant of \$ _____ to Jan Nisbet on behalf of the **Whareroa Guardians Community Trust** to assist with the costs of purchasing bamboo canes for the annual planting programme.

TŪĀPAPA | BACKGROUND

- 4 This is the fifth meeting of the 2024/25 financial year.
- 5 The Paekākāriki Community Board has one fund from which they can draw on to grant applications for funding – the Community Board Grant Fund. The board also makes recommendations on funding applications to the biannual Campe Estate Trust meetings.

Paekākāriki Community Board Grants

- 6 The purpose of the Paekākāriki Community Board Grant is to support activities that encourage the development of cultural, sports, environmental, social or educational activities within the local district.

- 7 The organisation/individual must reside in the Paekākāriki area. The Board may consider financial assistance for events occurring outside the Paekākāriki Community, where it is shown the community will benefit.
- 8 The criteria for the Paekākāriki Community Board Grants are attached in Appendix 1.
- 9 It should be noted that the conditions and criteria do not preclude the Paekākāriki Community Board from considering any application at its discretion.

HE KŌRERORERO | DISCUSSION

- 10 There are four applications for funding to be considered at this community board meeting. These are summarised below and attached as appendices 8-11.
- 11 These applications have been attached 'Under a Separate Cover' and 'Public Excluded' due to the attachments containing personal information.

11.1 Paekākāriki Pride Incorporated

Holly MacPhail, on behalf of Paekākāriki Pride Incorporated, has applied for a grant of **\$500** to assist with the costs of food and drink for their Annual General Meeting on 13 April 2025.

11.2 Paekākāriki Housing Trust

Paekākāriki Housing Trust has applied for a grant of **\$500** to assist with the costs of seed money' for a fundraiser event in the second half of 2025.

11.3 Paekākāriki Anzac Day Committee

Helen Keivom, on behalf of Paekākāriki Anzac Day Committee, has applied for a grant of **\$1,300** to assist with the costs of the ANZAC Day Service 2025.

11.4 Whareroa Guardians Community Trust

Jan Nisbet, on behalf of Whareroa Guardians Community Trust, has applied for a grant of **\$500** to assist with the costs of purchasing bamboo canes for the annual planting programme.

He take | Issues

- 12 There are no issues to be considered within this report.

Ngā kōwhiringa | Options

- 13 There were no options to be considered within this report.

Tangata whenua

- 14 There are no Tangata whenua issues to be considered within this report.

Panonitanga āhuarangi | Climate change

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

Ahumoni me ngā rawa | Financial and resourcing

- 16 A refund of \$48.31 was received from The Combined Lions Club of Kapiti of unused funds from a 2023/2024 financial year grant application. This amount has been added to the 2024/2025 budget allocation for the remainder of this financial year.
- 17 An amount of **\$6,743.00** is allocated in the 2024/25 budget for the Paekākāriki Community Board. This is summarised in the table below:

Total budget allocated for the 2024/25 year	\$6,743.00
Grants Allocated since start of financial year:	
Nourish Trust – Christmas Hampers	\$500.00
Paekākāriki School – Transport to Aquatic Centre for lessons	\$313.74
James Kilbride - 8 Paekākāriki Kāpiti College Students, Kapa Haka Trip	\$500.00
Paekākāriki Resilient – Over 65’s Meeting	\$250.00
Circle of Fifths Production of A Midsummers Night Dream	\$500.00
Paekakariki Community Trust – Christmas Fete signage	\$500.00
Wai Ata Studio – Rangi Marie Peace Festival	\$500.00
PICI – Emailed newsletter	\$483.00
Amalia Calder – Mt Fungus & Friends Show	\$400.00
KHAG/SI – Food Security Project	\$500.00
Balance as of 01 April 2025	\$2,336.57

- 18 There are six Accountability Reports received and attached as appendices two to seven of this report.

Ture me ngā Tūraru | Legal and risk

- 19 There are no legal or risk considerations in this report.

Ngā pānga ki ngā kaupapa here | Policy impact

- 20 Grants are allocated in accordance with established criteria, attached as appendix one of this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

- 22 Board members play an active role around the community in promoting the discretionary grant and details are available via the Council’s website.

NGĀ ĀPITIHANGA | ATTACHMENTS

1. PCB Community Grant Criteria and Application Form [↓](#)
2. Accountability Report - Over 65's Meeting - Public Excluded (under separate cover)
3. Accountability Report -Combined Lions Club of Kapiti - Public Excluded (under separate cover)
4. Accountability Report - Paekakariki Community Trust - Public Excluded (under separate cover)
5. Accountability Report - Benefit Advocacy Kapiti - Public Excluded (under separate cover)
6. Accountability Report - Paekākāriki Anzac Day Committee 2024 - Public Excluded (under separate cover)
7. Accountability Report - Nourish Trust - Public Excluded (under separate cover)
8. Grant Application PCB12 - Paekākāriki Pride Inc. Privacy, Section 7(2)(a) - Public Excluded (under separate cover)
9. Grant Application - Paekākāriki Housing Trust. Privacy, Section 7(2)(a) - Public Excluded (under separate cover)
10. Grant Application PCB14 - Paekākāriki Anzac Day Committee. Privacy, Section 7(2)(a) - Public Excluded (under separate cover)
11. Grant Application - Whareroa Guardians Community Trust. Privacy, Section 7(2)(a) - Public Excluded (under separate cover)

PAEKĀKĀRIKI COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

Criteria for Community Grants

The purpose of the Paekākāriki Community Board's Community Grants is to provide financial assistance for projects or activities that promote the wellbeing of the Paekākāriki community and show clear community benefit.

Eligible Organisations/Individuals

1. The organisation/individual must reside in the Paekākāriki area. The Board may consider financial assistance for events occurring outside the Paekākāriki Community, where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Paekākāriki areas.

Criteria

1. The applicant is unable to receive sufficient grants from other sources.
2. The applicant must be non-profit-making.
3. The organisation/individual must use the financial assistance for its activities in the Paekākāriki community. The Board may consider financial assistance for events occurring outside the Paekākāriki community where it is shown the community will benefit.
4. Organisations must provide the most recent financial statements, and a copy of a resolution noting the decision to apply for funding.
5. The organisation/individual has not received financial assistance from the Paekākāriki Community Board Community Grants Fund in the last 12 months.
6. Only one application will be considered by an organisation for one event (individual team member applications will not be eligible).

Please note: All applications must have full documentation to support their application (**maximum of five pages in total**).

Eligible Purposes

1. Unique or infrequent project or activity.
2. Special project or activity.
3. Meritorious project or activity.
4. To partially or fully offset the cost of any Council permit, licence or resource consent fees*.
5. The remission of hall rental*.

*Within the **current financial year** of the project or activity.

Ineligible Purposes

1. Expenses incurred for school curriculum activities.
2. Retrospective expenses**.

**Grants will not be paid retrospectively other than for hall hire or for the cost of a permit, licence or resource consent fee.

Maximum Grant

The maximum amount payable is **\$500.00**.

Updated January 2023

PAEKĀKĀRIKI COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

Accountability

1. Applicants are required to provide written confirmation or a verbal report **within two months** of completion of the activity that the money was spent for the purpose granted. Individuals are required to outline the benefits gained, and community groups are required to furnish a written report outlining the benefits gained by the community. In normal circumstances, applicants failing to meet accountability criteria will be excluded from any further applications for two years.
2. The Paekākāriki Community Board requires all monies not used for the purpose applied for be returned to the Community Grants Fund. Failure to do so may exclude the applicant from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information (maximum of five supporting pages).
2. Applications must include a bank deposit slip.
3. The applicant or a representative must attend the Paekākāriki Community Board meeting to speak in support of the application and to answer any questions arising from the application. If no representation is made at the meeting the application may not be considered on that night but could be considered at a subsequent meeting, attended by the applicant.

The above conditions and criteria do not preclude the Paekākāriki Community Board from considering any application at its discretion.

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 Paekākāriki Community Board meeting date to meet the reporting deadline.

Meetings are held every six weeks.

**PAEKĀKĀRIKI COMMUNITY BOARD
COMMUNITY GRANTS APPLICATION FORM**

Applicant Details

Name: _____

Organisation (if applicable): _____

Address: _____

Daytime Contact Phone: _____ Email: _____

Why do you need this funding? (Please attach further information that will help your application)

When do you need it? (Start date) _____

What are the expected benefits to you (the applicant)?

How can you demonstrate the benefits to the Paekākāriki Community as a result of providing you with this grant?

Costs (travel, accommodation, etc.)
(Where possible please provide written quotes)

Income (fundraising, grants, saving, etc.)

Total	\$	Total	\$

Updated January 2023

PAEKĀKĀRIKI COMMUNITY BOARD
COMMUNITY GRANTS APPLICATION FORM

How much are you applying for? Total \$ _____

Are you GST Registered? Yes / No

(If yes, and your application is successful, you will be required to provide a GST invoice before your grant can be paid)

What other funds have been sought for this project/activity?

(Please list)

[Empty box for listing other funds sought]

Have you received any grants from the Paekākāriki Community Board in the past 3 years?

(Please list)

[Empty box for listing grants received]

Declaration

I certify that the information provided above is accurate:

Signature:

Date:

Send application and supporting documentation to:

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

OR

democracy.services@kapiticoast.govt.nz

Please attach:

- ✓ A bank deposit slip, for direct credit payment if application is successful
- ✓ Any other supporting information that will help your application (maximum of five pages)

Updated January 2023

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

Author: Maria Cameron, Advisor Governance

Authoriser: Hara Adams, Group Manager Iwi Partnerships

Taunakitanga | Recommendations

That the minutes of the Paekākāriki Community Board meeting of 18 February 2025 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Unconfirmed minutes from Paekākāriki Community Board meeting 18 February 2025 [↓](#)

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

18 FEBRUARY 2025

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
PAEKĀKĀRIKI COMMUNITY BOARD MEETING
HELD IN ST PETER'S HALL, BEACH ROAD, PAEKĀKĀRIKI
ON TUESDAY, 18 FEBRUARY 2025 AT 7:00 PM**

PRESENT: Chair Kelsey Lee, Deputy Chair Sorcha Ruth, Mr Sean McKinley, Mr Christian Judge, Cr Sophie Handford

IN ATTENDANCE: Ms Hara Adams, Ms Maria Cameron

WHAKAPĀHA | APOLOGIES: Nil

LEAVE OF ABSENCE: Nil

1 NAU MAI | WELCOME

The Chair welcomed everyone to the meeting and read the Council Blessing. The Chair acknowledged the passing of local Kaumatua Karl Farrell.

2 WHAKAPĀHA | APOLOGIES

There were no apologies for the meeting.

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

There were no declarations of interest relating to items on the agenda.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Graham Coe, a member of the Museum Trust Board spoke about the potential of renaming some streets in Paekākāriki and gave historical background on some of the suggestions. Mr Coe also spoke to the board regarding the vacant BP site across the road from Paekākāriki village. Mr Coe suggested an investigation into the costs to transform it into a carpark and provide a pedestrian crossing for those who live on Paekākāriki Hill Road, as it would improve those residents' access to the village and more particularly the train station.

MOTION

COMMITTEE RESOLUTION PCB2025/1

Moved: Chair Kelsey Lee
 Seconder: Deputy Sorcha Ruth

That the Paekākāriki Community Board request Council officers to investigate the potential scope and process of renaming and correcting existing road names in Paekākāriki, and a report on the matter is brought to a future Paekākāriki Community Board meeting.

CARRIED

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES**18 FEBRUARY 2025**

5 NGĀ TEPUTEIHANA | DEPUTATIONS**5.1 KĀPITI HEALTH ADVISORY GROUP**

Ian Powell and Sandra Daly Chair from the Kāpiti Health Advisory Group provided an update on the current draft of the compelling case proposing the gradual development of the Kāpiti Health Centre into a polyclinic, providing a greater range and volume of healthcare services.

The Chair, Kelsey Lee, thanked Ian and Sandra for their presentation and advised that the Board supports the case for a polyclinic and suggested that a drop off for prescriptions in the Village would be appreciated.

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) No leaves of absence were requested during the meeting.
- (b) The Chair had not been advised of any matters of an urgent nature prior to the commencement of the meeting.
- (c) Community Board Members' Activities:

The Chair, Kelsey Lee, advised that the Community Board gave a submission on the Treaty Principles Bill and have not been called on to do an oral submission.

Kelsey met with the US Marines Trust and gave them a letter of support around their proposal to do some fundraising for signposting and sharing information about the history of the Marines in the village and surrounding area.

Cr Sophie Handford gave an update on the recent spraying of some established fruiting blackberry bushes by Greater Wellington (GW) Regional Council workers. GW admitted there was a miscommunication around the area that needed to be sprayed and some established fruiting plants were unfortunately sprayed. Those plants have been mulched and signs have been installed. GW have ensured that there won't be any further spraying happening during the fruiting season.

Cr Handford has had ongoing conversations with the residents of Northend Tilley Road about the flooding issues and notes that, further to the update in Matters Under Action, she is meeting onsite with Kiwirail in the coming weeks to discuss resolving the issues with flooding.

Cr Handford advised that the KCDC Project Management Office (PMO) is currently working through the construction review of the draft detailed design of the seawall and landscape planning. Construction is planned to begin May/June this year, which will include the section of the wall opposite Memorial Hall, and there will also be a planting trial to test out which plants will grow in the conditions.

Cr Handford advised that she (along with other Elected members) attended a Speed Management Plan briefing earlier today. It was confirmed that a raised crossing opposite Campbell park on Wellington Road which would support tamariki getting to school has been retained in the plans and will be built in the first half of 2026.

Christian Judge advised, further to Cr Handfords' Speed Management plan update, that Wellington road will have varying lower speed limits around the school by the end of this year.

Christian asked Cr Handford about the traffic management plan for when the construction of the seawall started. Cr Handford agreed to follow up with staff.

Christian also noted two other briefings which he and Cr Handford had attended that day; a Climate Strategy briefing on reducing emissions and a Water Infrastructure workshop

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

18 FEBRUARY 2025

around Councils’ response to the law, and how to deal with, Council owned and operated water infrastructure. A consultation document will be out end of March.

Sean McKinley advised that the Paekākāriki Community Board was recognised by the Helen Clark Foundation (on the LGNZ LinkedIn page) for their work with the Paekākāriki community.

7 HE KŌRERO HOU | UPDATES

There were no updates.

8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION PCB2025/2

Moved: Chair Kelsey Lee
 Seconder: Deputy Sorcha Ruth

That the minutes of the Paekākāriki Community Board meeting of 10 December 2024 be accepted as a true and correct record.

CARRIED

9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION

Taunakitanga | Recommendations

That the Paekākāriki Community Board meeting notes the matters under action.

COMMITTEE RESOLUTION PCB2025/3

Moved: Chair Kelsey Lee
 Seconder: Cr Sophie Handford

CARRIED

10 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA

The Chair closed the meeting with karakia.

The Poari ā-Hapori o Paekākāriki | Paekākāriki Community Board meeting closed at 8.32pm.

PAEKĀKĀRIKI COMMUNITY BOARD MEETING MINUTES

18 FEBRUARY 2025

.....
HEAMANA | CHAIRPERSON

UNCONFIRMED

10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

10.1 MATTERS UNDER ACTION

Author: Maria Cameron, Advisor Governance

Authoriser: Hara Adams, Group Manager Iwi Partnerships

MATTERS UNDER ACTION

Taunakitanga | Recommendations

That the Paekākāriki Community Board meeting notes the matters under action

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Matters Under Action April 2025 [↓](#)

Item	Date Raised	Target Date	Matter	Responsible Officer	Action/Progress
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Updates for 1 April 2025 meeting

1.	29/1/2013	Ongoing	Seawall Protection	Stormwater & Coastal Asset Manager	<p>No update for April meeting at time of publishing agenda.</p> <p><i>Previous notes: Cr Handford gave an update at the December 2024 meeting. Conversations happening between Tim Barlow, Hannah Zwartz and the Project Management Office (PMO) at KCDC. Art group will do a walk around the site for ideas, specifically at the beach access at Campbell Park, and also Hannah Zwartz will look at some planting options.</i></p>
2.	12/2/2019	Ongoing	Transmission Gully Project: SH59 Extension and Stream Restoration Process	Senior Policy Adviser	<p>No update for April meeting at time of publishing agenda.</p> <p>Note: Daniel Whitfield, Waka Kotahi/NZTA has been invited to attend the April meeting. Awaiting his response.</p> <p><i>Previous updates: Cr Handford has had ongoing conversations with the residents of Northend Tilley Road about the flooding issues and notes that, further to the update in Matters Under Action, she is meeting onsite with Kiwirail in the coming weeks to discuss resolving the issues with flooding.</i></p> <p><i>As of 16 December 2025, CPBHEB JV has handed over all remaining responsibilities for TG to NZTA. Contact is Daniel Whitfield for CB updates relating to TG.</i></p> <ul style="list-style-type: none"> • <i>NZTA have engaged a team to support the consenting efforts for the lower Wainui site.</i> • <i>The scheme is required to offset the environmental effects from the reclamation of the Horokiri Stream for the Transmission Gully project.</i> • <i>The purpose of the scheme is to provide environmental benefits through creating additional stream length and planting.</i> • <i>The team are currently revising existing technical reports due to a minor change to the scheme.</i> • <i>NZTA will undertake consultation with potentially impacted parties in the coming weeks including with councils.</i> • <i>The target lodgement date for the applications (required for GWRC and KCDC) is July 2025.</i> <p><i>Also note: For meetings later on this year Darren Utting may be able to provide specific updates on progress on the Tilley Rd project.</i></p>

Item	Date Raised	Target Date	Matter	Responsible Officer	Action/Progress
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3.	3/12/2020	Ongoing	Wainuiwhenua Project	GM Strategy and Growth	<p>No update for April meeting at time of publishing agenda.</p> <p>Verbal update may be given at meeting.</p> <p><i>Previous notes: Board asked Hara Adams for more feedback. Hamish could be invited back to speak to Board. The Wainuiwhenua working group is meeting in March to discuss the outcomes from last year’s workshop and next steps to progress the project, including the development of a supporting business case.</i></p>
4.	11/2/2020	Ongoing	Proposed Weigh Station/ Commercial Vehicle Safety Centre	GM Strategy and Growth	<p>No update for April meeting at time of publishing agenda.</p> <p>Verbal update may be given at meeting.</p> <p><i>Previous notes: Community Board member Sean McKinley asked for update as haven’t had on for quite a while. Hara will find out who can give an update.</i></p> <p><i>The Visual Impact review came back and required NZTA to address several things. They are busy working on these matters, and we are waiting on their response. The key matters are:</i></p> <p><i>1) To ensuring the shelterbelts are protected and maintained on an ongoing basis.</i></p> <p><i>2) Some visual mitigation in terms of the proposer larger building.</i></p> <p><i>3) Managing any potential lighting effects.</i></p> <p><i>Also - there are no flooding issues for the site.</i></p>
5.	Sept 2022	Ongoing	Paekākāriki School Road/Traffic issues raised	Transport Safety Team	<p>Update for April meeting from Ron Minnema Transport Safety Lead below:</p> <p>Following the last MUA update, the February 2025 briefing with elected members confirmed that:</p> <ul style="list-style-type: none"> - A Raised Pedestrian Zebra Crossing will be constructed on Wellington Road North-west of Tarawa Street by the end of June 2026. - Speed humps will be constructed on Wellington Road (northeast of Ocean Road & between Robertson and Cecil Roads) in 2027 – 30 <p>With respect to Design:</p>

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					<ul style="list-style-type: none"> - A professional Services agreement that includes the Raised Pedestrian Zebra Crossing referred to above is scheduled to be signed by the end of March 2025. - The process for the 30km/h Variable Speed Limit has commenced. <p><i>Previous notes: Following the last MUA update, the NZTA have clarified several matters. Elected members will be briefed on those matters and the effect on the speed management projects proposed for implementation. The briefing will replace the March 2025 Council meeting.</i></p>
6.	Aug 2023	Ongoing	Public Art Project – Paekākāriki Village Murals	Rosie Salas, Art, Museums & Heritage Advisor/ Cr Handford, SORCHA RUTH	<p>Update for April meeting from Rosie Salas below:</p> <p>The murals have been completed, and a karakia was led by Himiona Grace to bless the water tank on 14 March, with the artist, Board members and Ward Councillor, and Rosie Salas, Arts Advisor in attendance.</p> <p>Signage labels with QR codes linking to fuller interpretation on the Council website will be fixed onto the murals in the next few days. Rosie suggested signage or leaflets that tell the story of all the four murals in the village could be appropriate especially for visitors. The Board may like to advise on a suitable position in the village eg a poster on a community noticeboard.</p>
7.	21/11/23	Ongoing	Budge House Update	GM Strategy and Growth	<p>No update for April meeting at time of publishing agenda.</p> <p><i>Previous notes: KCDC does not have a further, formal update on this matter. GWRC is now progressing steps at their end, directly with the Farrell whanau. Into the future, there may be an opportunity to connect options to “Wainuiwhenua”, however, this work will progress more slowly due to changes at NZTA’s end. The community-group, led by Jenny Rowan, is engaged in discussions with the Farrell whanau and GWRC.</i></p>
8.	21/11/23	Ongoing	Vision Paekakariki Update	GM Strategy and Growth	<p>No update for April meeting at time of publishing agenda.</p> <p><i>Previous notes: The first stage of Vision Kāpiti was completed late last year. A summary of community feedback on what’s important can be found here. The next stage of work will identify key stakeholders and opportunities and constraints that could help achieve our communities’ aspirations.</i></p>

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9	11/6/24	Ongoing	Board initiatives to support Ahi Kā	Community Board members	<p>No update for April meeting at time of publishing agenda.</p> <p><i>Previous notes: Board will investigate funding avenues for Ahi Kā.</i></p>
10	11/6/24	Ongoing	Pedestrian crossing just south of the main intersection into Paekākāriki	Mark Owen Regional Manager Maintenance & Operations, Waka Kotahi/NZTA	<p>No update for April meeting at time of publishing agenda.</p> <p>Verbal update may be given at meeting.</p> <p><i>Previous notes: Christian asked for Waka Kohai/NZTA to be invited to come to a meeting to talk about the possibility of a pedestrian crossing. Hara will reach out to Sean Mallon, GM Infrastructure & Asset Management.</i></p>
11	11/6/24	Ongoing	Signs at front of village recognising Ngāti Haumia	Hara Adams, GM Iwi Partnerships	<p>No update for April meeting at time of publishing agenda.</p> <p>Verbal update may be given at meeting.</p> <p><i>Previous notes: Hara will look at the possibility of this along side the possible renaming of street names and liaise with various staff and feedback</i></p>
12	11/6/24	Ongoing	Toilets facilities at train station	Penny Gaylor	<p>Update for April meeting below:</p> <p>Penny Gaylor has accepted invitation to attend April meeting.</p> <p><i>Previous notes: Chair Kelsey has been in touch with Penny Gaylor from Greater Wellington to find a time to meet with the Board to hear about the concerns around the toilets (as well as Consenting timeframe with TG and the flooding behind Tilley Road and Budge House).</i></p> <p><i>Christian asked for a report back from GW on toilet facilities at train station as mentioned at recent briefing to Council. Governance Team have provided GW contact to Christian.</i></p>

11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA