



AGENDA

Paraparaumu-Raumati Community Board Meeting

**I hereby give notice that a Meeting of the Paraparaumu-Raumati
Community Board will be held on:**

Date: Tuesday, 18 February 2020

Time: 7.00pm

**Location: Te Newhanga Kapiti Community Centre,
15a Ngahina Street,
Paraparaumu**

**Mark de Haast
Group Manager**

Kapiti Coast District Council

Notice is hereby given that a meeting of the Paraparaumu-Raumati Community Board will be held in the Te Newhanga Kapiti Community Centre, , 15a Ngahina Street, , Paraparaumu, on Tuesday 18 February 2020, 7.00pm.

Paraparaumu-Raumati Community Board Members

Ms Kathy Spiers	Chair
Mr Guy Burns	Deputy
Mr Jonny Best	Member
Ms Grace Lindsay	Member
Cr Martin Halliday	Member
Cr Bernie Randall	Member

Order Of Business

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	Nil	

1 WELCOME

2 APOLOGIES

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Notification from Elected Members of:

3.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

3.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

4 PUBLIC SPEAKING TIME

5 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)
- (d) Community Board Members' Activities

6 REPORTS

6.1 CONSIDERATION OF APPLICATIONS OF FUNDING

Author: Jayne Nock, Executive Secretary to Group Manager Corporate Services

Authoriser: Mark de Haast, Group Manager

PURPOSE OF REPORT

- 1 To consider two eligible applications to the Community Grants Fund and to note Accountability Reports received since late 2019 for grants already made by the Community Board.

DELEGATION

- 2 The Paraparaumu/Raumati Community Board has delegated authority as at section D of the Governance Structure approved by Council on 26 October 2016:
Approving criteria for and disbursement of, community-based grant funds as approved through the LTP or annual Plan.

BACKGROUND

- 3 This is the fourth Paraparaumu/Raumati Community Board meeting of the 2019/20 financial year.
- 4 Grants are allocated in accordance with established criteria, attached as Appendix 1 to this report.
- 5 Accountability reports on grants allocated are required two months after the event or activity for which the grant was awarded takes place.

DISCUSSION

- 6 Two applications for funding have been received and these are attached as Appendix 2 to this report. These funding applications are summarised below.

George Hosking

- 7 George Hosking has applied for a grant of \$500 to help cover training costs in Jazz Ballet. This training will enable him to reach his goal of becoming part of a Jazz Performance Team with the Judith Fuge Dance School.

The above application can be considered under Eligible Purpose 2: Special project or activity.

The Widowed, Separated and Divorced Support Group Kapiti Incorporated (WSD Kapiti)

- 8 Murray Goold, on behalf of the WSD Kapiti, has applied for a grant of \$500 to cover hall hire for 10 weekly meetings at the Paraparaumu Library.

The above application can be considered under Eligible Purpose 5: the remission of hall rental.

CONSIDERATIONS**Policy considerations**

- 9 Grants are allocated in accordance with established criteria, attached as Appendix 1 to this report.

Financial considerations

- 10 An amount of \$22,777 is allocated in the 2019/20 budget for the Paraparaumu/Raumati Community Board. Detailed summary activity below:

2019/20 budget allocation	\$22,777
Total allocated to date	-\$4,400
Balance unallocated to date	\$18,377

- 11 The total of applications under consideration in this report is \$1,000.

- 12 Grants made to date in the 2019/2020 financial year are as follows:

Date	Recipient	Amount	Purpose of Grant	Report Back
13/08/19	Kapiti Chess Club	\$500	Purchase of three chess sets	Report due Oct 2019
13/08/19	Kapiti Powerlifting Club	\$500	Three members to travel to Calgary, Canada to represent NZ at the World Powerlifting Championship in October 2019.	Received 2-12-19
13/08/19	Kidz Need Dadz Wellington	\$500	Annual Fathers' Day Community Event on 1 September 2019	Report due Nov 2019
13/08/19	Mulled Wine Concerts	\$500	Delivery and removal of a piano and advertising on Beach FM	Received 16/08/19
17/09/19	Fernando Figueroa	\$500	Local rent expenses to hold a Kapiti Coast Latin America and Spanish Film Festival 4-6 Oct).	Report due Dec 2019
17/09/19	Combined Lions Club of Kapiti	\$400	Purchasing leaflets for the foodbanks at Kapiti and Otaki	Report due Dec 2019
17/09/19	Kapiti Basketball Association	\$500	Travel for two U13 teams to take part in the Basketball NZ Regional Tournament in new Plymouth during 9-12 October 2019.	Received 17-12-19
17/09/19	Raumati South Residents' Association	\$500	Costs towards the continuation of the ant baiting programme.	Report due Dec 2019
10/12/19	Kapiti Songsters Choir	\$500	To assist with hall hire for their rehearsal sessions and community concerts.	Report due March 2020
	TOTAL	\$4,400		

- 13 Accountability Reports received since late 2019 are attached as Appendix 4 to this report.





Significance policy

- 14 This matter has a low level of significance under the Significance and Engagement Policy.

RECOMMENDATIONS

- 15 That the Paraparaumu/Raumati Community Board grants George Hosking \$..... to assist with training costs in Jazz Ballet.
- 16 That the Paraparaumu/Raumati Community Board grants the Widowed, Separated and Divorced Support Group Kapiti Incorporated \$..... to cover hall hire for a 10 week course at the Paraparaumu Library.

APPENDICES

1. Discretionary Grant Criteria [↓](#) 
2. Grant Applications [↓](#) 
3. Grants made during 2018/2019 [↓](#) 
4. Accountability Report Back [↓](#) 

**PARAPARAUMU/RAUMATI COMMUNITY BOARD
COMMUNITY GRANTS – APPLICATION FORM****CRITERIA FOR COMMUNITY GRANTS**

The purpose of the Paraparaumu/Raumati Community Board's Community Grants is to provide financial assistance for projects or activities that promote the well being of the Paraparaumu and/or Raumati community and show clear community benefit.

Eligible Organisations/Individuals

1. The organisation/individual must undertake its activities in the Paraparaumu/Raumati area. The Board may consider financial assistance for events occurring outside the Paraparaumu/Raumati Community where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Paraparaumu/Raumati 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 Paraparaumu/Raumati Community. The Board may consider financial assistance for events occurring outside the Paraparaumu/Raumati 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 Paraparaumu/Raumati Community Board Community Grants Fund in the last twelve months.
6. Only one application will be considered by an organisation for one event (Individual team member applications will not be eligible).

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

**PARAPARAUMU/RAUMATI COMMUNITY BOARD
COMMUNITY GRANTS – APPLICATION FORM****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 grant payable is **\$500**.

Accountability

Applicants are required to provide written confirmation or a verbal report that the money was spent for the purpose granted within 2 months of completion of the activity. Individuals are required to outline the benefits gained for them 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.

The Paraparaumu/Raumati Community Board requires all monies that are not used for the purpose applied for to 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. Failure to provide all of the required information will result in the application being returned to the applicant.
2. Applications must include a bank deposit slip.

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

Applications are to be addressed to:

Jayne Nock, Executive Secretary
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254
jayne.nock@kapiticoast.govt.nz

PLEASE NOTE:

Applications must be received by the Kāpiti Coast District Council at least 8 working days prior to the Paraparaumu/Raumati Community Board meeting date, in order to meet the reporting deadline.

Meetings of the Paraparaumu/Raumati Community Board are held every six weeks.

6.2 THE 2009 BEACH BYLAW REVIEW PROJECT

Author: **Brandy Griffin, Principal Advisor Research & Policy**

Authoriser: **Mark de Haast, Group Manager**

PURPOSE OF REPORT

- 1 This report provides the Paraparaumu-Raumati Community Board with a progress update of the 2009 Beach Bylaw Review Project.

DELEGATION

- 2 The Paraparaumu-Raumati Community Board has the authority to consider this matter under Part D of *Governance Structure and Delegations 2019-2022 Triennium*.

BACKGROUND

- 3 Section 145 of the Local Government Act allows territorial authorities to make bylaws for one or more of the following purposes:
 - 3.1 protecting the public from nuisance;
 - 3.2 protecting, promoting, and maintaining public health and safety; and/or
 - 3.3 minimising the potential for offensive behaviour in public places.
- 4 The current Beach Bylaw was adopted on 7 May 2009, and is now up for review. The review is on the Council-approved Policy Work Programme, and commenced in February 2019.
- 5 Bylaw reviews are generally carried out in three phases:
 - 5.1 Phase 1 includes:
 - 5.1.1 pre-consultation engagement, data collection, and analysis;
 - 5.1.2 the identification of issues and options; and
 - 5.1.3 the development of proposed revisions to the existing bylaw.
 - 5.2 Phase 2 includes the development of a draft Bylaw and public consultation on any proposed revisions, carried out in accordance with the LGA 2002 requirements for special consultative procedures.
 - 5.3 Phase 3 involves the analysis of written and oral submissions, leading to a final draft of the revised bylaw, which is then presented to Council for final consideration and adoption.
- 6 This progress update provides information on the data collection and analysis that has been undertaken to date, and the proposed approach and timeframes for the remainder of the review.

DISCUSSION

Phase 1: pre-consultation data collection and analysis

- 7 The pre-consultation phase seeks to identify issues with the existing Bylaw to be considered in the review.
- 8 To date, Council Officers have completed the following:
 - 8.1 Analysis of service requests, emails, and other correspondence that Council received in relation to the existing Beach Bylaw from January 2017 to December 2019;
 - 8.2 Analysis of beach patrol data from the summer of 2016/17 to the present;

- 8.3 Initiated a legal review to better understand several aspects of the Bylaw, particularly in relation to legislative requirements and jurisdiction of other government agencies;
- 8.4 Completed a review of other coastal Councils to understand how they address similar issues; and
- 8.5 Carried out some initial discussions with New Zealand Police, Greater Wellington Regional Council (GWRC), the Department of Conservation (DOC), and the Kapiti Emergency Services Coordinating Committee (KESCC) to discuss issues related to jurisdiction and implementation.

- 9 Table 1 below lists the key issues that were identified from the review of Council's service requests.

Table 1: Issues raised in service requests, 3 years from January 2017 to December 2019

Issue	Number of service requests	Percentage of total
Vehicles on beaches - concerns about pedestrian safety and/or harm to the natural environment 91 (53%) of these were in the area between the Kapiti Boating Club and the Waikanae Boating Club.	171	77%
Beach access areas - improvements requested for beach access ways, parking, signage, and boat ramps	41	19%
Horses on beaches - some callers raising complaints about the presence of horses on the beach, while others wanted to see improvements to facilitate horse riding on the beaches	8	4%
Total number of service requests	220	-

- 10 During the summer beach patrols, Officers collected information on 281 cars and spoke to 173 drivers (62%). Of the 173 drivers, most were not familiar with the rules for cars on beaches. Common non-compliant activities included: watching the surf, fishing, surfing (further north), parking (without a disability permit or boat launch), dog walking, and freedom camping. For those that identified where they were from, 47% were from Kāpiti, 31% were from the wider Greater Wellington Region, 12% were from Horowhenua and Manawatu, and 10% were from elsewhere in New Zealand. Table 2 below lists the locations where the beach patrol data was collected.

Table 2: Beach patrol data (2016 to the present)

Location	Number of cars (n=281)	Percentage of total
Ōtaki	21	8%
Te Horo	18	7%
Waikanae (North of boating club)	16	6%
Raumati	10	3%
Paraparaumu (Boating club to WSR)	216	76%

- 11 The reviews of emails and other correspondence, as well as discussions across Council and with the New Zealand Police and GWRC, suggest that other issues requiring further consideration in this review will include:
- 11.1 Promoting safety around the use of kontiki longline fishing systems;
 - 11.2 Protection of sensitive sites;
 - 11.3 Permitting for special events; and

11.4 Implementation and enforcement.

- 12 Data collection and analysis will continue throughout the review, primarily in response to any new issues that become identified that require further information.

Partnership with iwi

- 13 It is important that early engagement occurs with our iwi partners so Council Officers have sought guidance from each of the three iwi on how they would like to work with us on this project. A representative has been appointed to provide a joint response, allowing for specific input from each iwi where necessary. This work is currently in process.

Community engagement

- 14 A detailed engagement plan has been developed for engagement with the community and key stakeholders.
- 15 Table 3 below provides a general overview of the engagement planned.

Table 3: Planned engagement and timeframes

Type of engagement	Target Timeframes
Meetings with key stakeholders	
Governance partners (e.g., GWRC, MPI, DOC, Police)	Ongoing discussions
Community Boards	Ongoing discussions
Special topic interest and/or advisory groups (AAG, CWB, OPC, etc)	Jan – Mar 2020
Mass communications + ongoing meetings with key stakeholders	
On-line survey (4 weeks), with widespread advertising and promotion	February 2020
Information pop-up(s) ¹ - Paekākāriki Market	1 February 2020
Information pop-up(s) - Waitangi Day Event	6 February 2020
Information pop-up(s) - Paraparaumu Beach Market	8 & 15 February 2020
Information pop-up - Ōtaki Kite Festival	9 February 2020
Information pop-up – Coastlands	29 February 2020
Information pop-up - Waikanae Surf Club	Exact date TBD
Beach patrols ²	Ongoing
Facilitated workshops ³ in Ōtaki, Waikanae, and Paraparaumu	Exact dates TBD

¹ An information pop-up is when a table is set up in a public setting, and information on the project is shared with passers-by.

² The environmental protection team carries out regular summer beach patrols where they talk to users on the beach and share information about our Beach Bylaw.

³ A facilitated workshop is when the public is invited to a session to learn more about the project and share their views.

Phases 2 and 3

- 16 The information collected during Phase 1 will be used to develop a draft 2020 Bylaw and Statement of Proposal that will be released for public consultation in accordance with the LGA 2002 requirements for special consultative procedures.
- 17 During this formal consultation period (Phase 2), some public drop-ins will be held to ensure the public has had sufficient opportunity to provide feedback and hearings will be held to ensure that submitters are given an opportunity to speak to their submissions. More information on the public drop-in sessions and hearings will be provided when the draft 2020 Bylaw and Statement of Proposal are presented to Council.

- 18 The information collected from the formal consultation period will then be considered and will input into a final draft 2020 Bylaw, which will be presented to Council for final consideration and adoption (Phase 3).
- 19 The proposed timeframes for Phases 2 and 3 are outlined in Table 4 below.

Table 4: Tentative timeframes for the Beach Bylaw review for Phases 2 and 3

Action	Target Dates ⁴
Briefing to Council, with a focus on the initial results of the early engagement phase and next steps	5 March 2020
Briefing to Council on the development of the Draft Bylaw and Statement of Proposal	26 March 2020
Council approves special consultative procedure on Draft 2020 Bylaw and Statement of Proposal to Council	28 May 2020
Special consultative procedure, including discussions with Community Boards and public drop-in(s)	8 June to 5 July 2020
Hearings	30 July 2020
Report to Council for adoption of Beach Bylaw 2020	23 September 2020

⁴ These dates are tentative. The nature of the feedback received during Phase 1 will impact the proposed timeframes.

CONSIDERATIONS

Policy considerations

- 20 There are no policy considerations in addition to those outlined in this report.

Legal considerations

- 21 The current Beach Bylaw was adopted on 7 May 2009. In accordance with s159 of the Local Government Act 2002 (LGA 2002), the Bylaw was due to be reviewed by 7 May 2019.
- 22 Because the review was not completed by 7 May 2019, s160A of the LGA 2002 has come into effect which states the Bylaw will be revoked automatically if the review is not completed by 7 May 2021.

Financial considerations

- 23 This review will be carried out within existing budgets.

Tāngata whenua considerations

- 24 It is important that we work with our iwi partners on this review, and we have been in contact with each of the three iwi to learn how they would like to participate in this project. Initial feedback suggests that a representative of Te Ātiawa ki Whakarongotai will provide a joint response, allowing for specific input from each iwi where necessary.

Strategic considerations

- 25 *Toitū Kāpiti* includes aspirations for strong, safe communities and a thriving environment. The Beach Bylaw assists in the attainment of these aspirations because it seeks to enhance the safety of the public on the beach, while also protecting the beach natural environment.

SIGNIFICANCE AND ENGAGEMENT

Significance policy

- 26** In accordance with the LGA 2002, a special consultative procedure will be required for this Bylaw review.

Consultation already undertaken

- 27** Conversations have started with New Zealand Police, GWRC, DOC, MPI, and emergency responders.

RECOMMENDATIONS

It is recommended that the Paraparaumu-Raumati Community Board note this progress update on the 2009 Beach Bylaw Review Project.

APPENDICES

Nil

7 UPDATES

7.1 COMMUNITY – LED COASTAL ADAPTATION PROGRAMME UPDATE

7.2 KAPITI COMMUNITY PATROL UPDATE

8 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

Author: Grayson Rowse, Democracy Services Advisor

Authoriser: Leyanne Belcher, Democracy Services Manager

RECOMMENDATIONS

That the minutes of the Paraparaumu-Raumati Community Board meeting on 10 December 2019 be accepted as a true and accurate record of the meeting.

APPENDICES

1. Draft minutes of Paraparaumu-Raumati Community Board meeting 10 December 2019 [!\[\]\(49aa2e1da5fe39294864e9598c593810_img.jpg\)](#) 

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETING
HELD AT THE COAST COMMUNITY CHURCH, 57 HINEMOA STREET, PARAPARAUMU
ON TUESDAY, 10 DECEMBER 2019 AT 7.00PM**

PRESENT: Mr Jonny Best, Mr Guy Burns, Ms Kathy Spiers, Ms Grace Lindsay, Cr Martin Halliday, Cr Bernie Randall

IN ATTENDANCE: Mark de Haast (Mr), Tracey Waye (Ms)

APOLOGIES: Nil

LEAVE OF Nil
ABSENCE:

1 WELCOME

The meeting started at 7:00pm with Mr Mark de Haast, Group Manager Corporate Services, in the role of Chair as the Chief Executive's nominee.

Mr de Haast welcomed everyone to the first Paraparaumu-Raumati Community Board meeting of the new triennium, congratulated new and returning Elected Members on their appointments, and declared the meeting open.

Declaration of Office

All Community Board members and the Ward Councillors spoke to their declarations of office and signed the appropriate declaration, which were witnessed by Mr de Haast as the Chief Executive's nominee.

Explanation of Legislation for New Elected Members

Mr de Haast read out a general explanation of laws relevant to the Elected Members' role.

1.1 EXPLANATION OF LEGISLATION FOR NEW ELECTED MEMBERS (2019-2022 TRIENNium)

MOVED (RANDALL/BURNS)

That Elected Members of the 2019-2022 Triennium note the general explanation of legislation provided by the Chief Executive pursuant to Section 21 of Schedule 7, Local Government Act 2002.

CARRIED

1.2 ELECTION OF COMMUNITY BOARD CHAIR AND DEPUTY CHAIR FOR 2019-2022 TRIENNium

MOVED (RANDALL/HALLIDAY)

That the Paraparaumu-Raumati Community Board adopts System B as outlined in clause 25 of Schedule 7 of the Local Government Act 2002 for the election of the Board's Chair and Deputy Chair for the 2019-2022 Triennium.

CARRIED

MOVED (RANDALL/BURNS)

That, using System B, Kathy Spiers is elected as Chair of the Paraparaumu-Raumati Community Board for the 2019-2022 Triennium.

CARRIED

Mr Best and Ms Lindsay abstained from voting.

Mrs Spiers chaired the meeting from this point and called for nominations for Deputy Chair.

Mr Best nominated Ms Grace Lindsay.

Cr Randall nominated Mr Guy Burns.

The Chair asked those Board members who supported Ms Lindsay as Deputy Chair to raise their hands – those in support were Mr Best, Cr Halliday and Ms Lindsay.

The Chair asked those Board members who supported Mr Burns as Deputy Chair to raise their hands – those in support were Mrs Spiers, Mr Burns and Cr Randall.

Because the numbers in support of each nominee were equal the tie was resolved by lot, with Mr Burns being successful.

MOVED (RANDALL/BURNS)

That, using System B, Guy Burns is elected as Deputy Chair of the Paraparaumu-Raumati Community Board for the 2019-2022 Triennium.

CARRIED

2 APOLOGIES

There were none.

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were none.

4 PUBLIC SPEAKING TIME

Amanda Dixon spoke to the grant application from the Kapiti Songsters Choir for funds to assist with the cost of hall hire for their rehearsal sessions and community concerts.

Josette Howell spoke about road safety on Rosetta, Garden and Matatua Roads, stating that the changes as a result of the recent speed review had not brought about the improvements required. She asked that Council management implement further speed trials, relocate speed limit signs and install pedestrian crossings; she also made suggestions for improving parking.

Cr Randall said he understood a report on this matter would be coming to Council early next year.

John Taylor and Lynn Sleath introduced themselves as members of Kapiti Cycling Action (KCA). They explained what the KCA group does, and outlined key issues the group has identified, including the need for a debrief following the completion of the Stride n Ride track installation, vehicular speeds through Raumati, and the poor setup of the cycling routes in Raumati compared with, for example, Paraparaumu Beach.

Kevin Burrows spoke on behalf of Grey Power, advising they had recently run a series of community workshops about Age Friendly Communities. He described the issues that had been identified at the Paraparaumu workshop, and advised there would be further analysis of the workshop outcomes next year. Grey Power are also keen to work with the Youth Council to see

how they can work together. He noted the Mayor's election promise to devolve more responsibility to Community Boards, and asked how that was to be done.

Mike Alexander spoke about the figures presented on agenda pages 61 and 63, saying the numbers had been transposed. [These figures were subsequently checked and Mr Alexander's comment is incorrect].

He then gave a history of the Maungakotukutuku valley and spoke of his concerns for safety caused by speeding drivers and poor visibility. He thought the speed limit needed to be reduced, signage needs to be relocated and vegetation trimmed. He then offered his property to the local 4 x 4 club and for training off-road drivers.

Jason Lisette distributed a letter and photographs outlining the current unsafe state of Maungakotukutuku Road. He described his concerns which included verge hacking, burnt out vehicles and dumping of both rubbish and vehicles. He asked for the Community Board to arrange for residents to have a meeting with the Police to discuss problems in the area. Cr Halliday advised he would be interested in meeting with Mr Lisette to discuss further.

A member of the public advised that he and a number of others in the public gallery tonight were supportive of the matters raised by Mr Alexander and Mr Lisette.

Alan Tristram spoke on behalf of the organisation ROBB (Restore Our Book Budget). He read out a letter from Christopher Ruthe, who was unable to attend the meeting, about the recent reduction in the libraries book budget. He stated the best way to get action is for the Community Board to pass a resolution demanding immediate restoration; he then read out a suggested motion.

Responses from Board members included questions about the other Council budgets which had also been reduced; that the reduced budget was only temporary; that there were a number of books currently in storage and that there are a large number of books in the wider Wellington region that were available by request.

A member of the public spoke in support of Mr Tristram.

Cr Elliott, from the public gallery, provided an explanation of why the Council made the decision about the book budget, and confirmed the full budget would be available in the next financial year; she also stated that anecdotally she had heard that the temporary pop-up library space was very popular.

Geoffrey Churchman introduced himself as a member of the Waikanae Community Board. He began by refuting the statement made by Cr Elliott, stating that Waikanae people wanted a proper library, not a tiny facility as is currently in place. He then spoke in support of Margaret Stevenson-Wright, a fellow Waikanae Community Board member, who was seeking nomination as the New Zealand Community Boards Executive Committee Zone representative.

Rob Scriven introduced himself as the Chair of the Kapiti Basketball Association, speaking on behalf of about 15 sporting groups and community clubs who were strongly advocating for the need for an indoor sports/community centre. He asked the Community Board to champion the idea of approaching the Council to carry out a feasibility report. He outlined the points the report should cover and an estimated budget and timeframe. He believed that the feasibility study would enable Council to make a fully informed evidence-based decision about whether the proposal was worth pursuing.

In answer to questions from Board members Mr Scriven advised the ideal location would be determined by the stakeholders; the college halls currently available were generally overbooked and/or needed significant repairs. Facilities that will eventually become available at Otara Park are too far in the future.

Sylvia Hill shared her vision for sharing the message of kindness and respect throughout the country. She has designed a poster and had 1,000 copies printed, and would like to make the poster available to everyone in the district. She was seeking support from the Council to have the posters displayed in a range of places such as public toilets, schools, medical centres and everywhere else that people gather. There are both posters and small cards available. She left the posters and cards at the meeting and invited people to take one.

She noted she had been told to approach the Council's Property Team but had yet to receive a reply.

Cr Halliday said he would like to introduce Ms Hill to the Kindness Trust and others.

Dale Evans spoke about the basketball court on Marine Parade, saying it should not have been placed near a street as there have been a number of occasions where a ball had gone onto the road, which was very dangerous. He then referred to two culverts on Marine Parade which he had been advised would cost \$300,000 each and asked the Board to find out whether the funding for that work had been allocated.

Cr Randall said he had been assured by Council staff that the location of the basketball court meant balls would not run out onto the road, and he agreed to follow up.

5 MEMBERS' BUSINESS

(a) Public Speaking Time Responses

Ms Dixon was advised that grant applications would be considered shortly.

Ms Howell was told that the Council was currently carrying out traffic flow surveys and were also forwarding concerns about speeding to the Police. Mrs Spiers advised there was a Community Board workshop being held next week so the matter will be raised then.

Mr Taylor and Mr Sleath were advised that Mrs Spiers intended to invite representatives from the Greater Wellington Regional Council to provide a presentation to the Board on bus stops, bus routes and patronage.

Mr Burrows was advised the Board would review the information once collated by Grey Power, and would see how they might be able to help with the Annual Plan process.

Mr Alexander was told that the Board would consider his requests, including discussion with the Police.

Mr Tristram was advised there was a Notice of Motion on the agenda which would address the matter raised.

Mr Churchman was told that Board members would consider his submission; there was only one representative on the committee and therefore all four Community Boards needed to agree on who that representative would be.

Mr Scriven was advised there was a Notice of Motion on the agenda which would address the matter raised.

Ms Hill was thanked for her initiative and confirmed that Board members would spread the word of kindness.

Mr Evans was advised that Board members would look into the matters raised.

(b) Leave of Absence

There was no leave of absence requested.

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

There were none.

(d) Community Board Members' Activities

Cr Halliday noted that the Community Board had been proactive in helping with the *Christmas Fantastical* event, which had had some consenting issues that have now been addressed.

Mr Best noted that he had been attending the park public consultation meetings.

6 REPORTS

6.3 CONSIDERATION OF APPLICATIONS FOR FUNDING

MOVED (RANDALL/BURNS)

That the Paraparaumu/Raumati Community Board grants Kapiti Songsters Choir \$500 to assist with hall hire for their rehearsal sessions and community concerts.

CARRIED

6.4 APPOINTMENT OF COMMUNITY BOARD MEMBERS TO OTHER BODIES 2019-2022 TRIENNium

MOVED (BURNS/HALLIDAY)

That the Paraparaumu-Raumati Community Board makes the following appointments for the 2019-2022 Triennium:

The appointment of Grace Lindsay to the Grants Allocation Subcommittee in respect of the Waste Levy grants programme, with Jonny Best as the alternate.

CARRIED

MOVED (BURNS/LINDSAY)

The appointment of Jonny Best to the Kāpiti Coast Aircraft Noise Community Liaison Group, with Kathy Spiers as the alternate.

CARRIED

6.5 DRAFT CALENDAR OF COMMUNITY BOARD MEETINGS 2020

MOVED (HALLIDAY/LINDSAY)

That the Paraparaumu-Raumati Community Board adopts the schedule for its meetings in 2020 as set out in Attachment 1 of this report 'Draft Calendar of Meetings 2020'.

CARRIED

6.6 COMMUNITY BOARD REMUNERATION 2019-2020

MOVED (BURNS/LINDSAY)

That the Paraparaumu-Raumati Community Board notes the information on Board remuneration in the report 'Community Board Remuneration 2019-2020'.

CARRIED

NOTICES OF MOTION

COMMITTEE RESOLUTION 2019/5

Moved: Cr Bernie Randall

Seconder: Mr Guy Burns

That the Paraparaumu-Raumati Community Board requests the Council to restore the reduction in the book budget for the Paraparaumu Library made in the last Annual Plan.

CARRIED

A division was called for:

For – Cr Randall, Cr Halliday, Mr Burns, Mrs Spiers

Against – Mr Best, Ms Lindsay

The Chair advised that as the mover of the second Notice of Motion, she had circulated an amendment for Board members' consideration. Before putting the amendment, she asked Board members whether there were any further amendments required. There were none and the motion was put but was not seconded.

The Chair asked for a Board member to move the original Notice of Motion. There was no mover.

COMMITTEE RESOLUTION 2019/6

Moved: Ms Kathy Spiers

Seconder: Cr Martin Halliday

That the Paraparaumu-Raumati Community Board requests that the Council funds a feasibility study for an Indoor Sports Stadium and Community Centre to be developed on the Kapiti Coast; and that the matter be left to lie on the table for further discussion.

CARRIED

Mr Best requested that his vote against the above resolution be recorded.

7 MATTERS UNDER ACTION

Before Board members considered the items already listed in the Matters Under Action register, they discussed the issues about the Maungakotukutuku valley raised by a member of the public at this evening's meeting. They noted two action items that had been requested of the Board:

- i) That the Community Board helps to facilitate a meeting between residents/land owners at Maungakotukutuku Valley and the NZ Police; and
- ii) That the Community Board organises a report summarising road complaints, service requests and general complaints about the Maungakotukutuku Valley that the Kapiti Coast District Council has received over the last 12 months.

Board members requested the above items be added to the Matters Under Action register, plus a third item noting that Maungakotukutuku Valley residents and land owners are to be kept informed of progress to address those matters.

Mr de Haast advised the Board that action (ii) would instead be treated as an Official Information Request and a response would be duly provided to Mr Lisette.

The Matters Under Action report was taken as read and the following points were made:

Town Centres project – Cr Randall advised that Jenny Rowan had requested a meeting with Council staff regarding bus phasing and the pedestrian crossing at the Paraparaumu railway station.

Redevelopment Plan for Maclean Park – Cr Randall noted that he was unhappy with the art work that had been selected. The Board noted Mr Evans' concern about safety of the basketball court and the Board agreed this needed looking into; this would be added to the register. Mr Evans' question about culverts would also be added. Cr Halliday noted the Board had not been consulted but felt they should have been, as key stakeholders.

Poplar Tree Plantings at Poplar Avenue – Board members noted that Greater Wellington Regional Council were to begin consultation before Christmas; they asked to be advised when the consultation would begin and whether Board members would be able to contribute.

Street improvements at Raumati Beach Village – Board members asked Mr Bede Laracy, from the public gallery, for his opinion on the work done. Mr Laracy said the work was completed within the time frames given, and with a noted lack of complaint.

Board members requested that this item be removed from the Matters Under Action register as soon as the work was confirmed to have been completed.

Saturday Market Policy – Mr de Haast advised that this was now included in Council's Policy Work Programme, commencing in March 2020 and due for completion by February 2021.

Te Newhanga Kapiti Community Centre – Mr de Haast advised that he was not aware of any new damage reported following the weekend's heavy rain. Cr Randall asked for a copy of the report showing the outcome of air quality testing which had been carried out in October. Mr de Haast agreed to follow up.

Board members asked for the time frame for the decision on the long term use of the building. Mr de Haast advised that would be coming to the a report to Council with various options for the future of the building would be tabled at some point in the new year.

Surplus NZTA Land in Raumati South – the Chair noted the process was still being worked through.

The Paraparaumu-Raumati Community Board meeting closed at 9.29pm.

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CHAIRPERSON

9 MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION


Author: Jayne Nock, Executive Secretary to Group Manager Corporate Services

Authoriser: Mark de Haast, Group Manager

The updated matters under action, as attached at appendix 1, for the Board's review.

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APPENDICES

1. Paraparaumu/Raumati Community Board - Matters Under Action [!\[\]\(49aa2e1da5fe39294864e9598c593810_img.jpg\)](#) 

Paraparaumu/Raumati Community Board – Matters Under Action Register

Date raised	Origin	Item	Officer Responsible	Progress
17/07/12	PRCB meeting	Town Centres Project	Roading / Town Centre project teams	<p>Paraparaumu town centre transformation Kapiti Road shared path and road widening now complete except planting of berm to follow in June. Opening will be held 10 February.</p> <p>NZTA SH1 Revocation project NZTA SH1 Revocation stormwater investigations and design commencing February with physical works late March/April.</p> <p>Transport hub at Paraparaumu Railway Station NZTA have programmed Paraparaumu town centre roading works June 2021. Town centres team will commence design workshops with stakeholders later in the year.</p>
09/05/18				
June 2016	Board Chair	<p>Redevelopment Plan for Maclean Park, including:</p> <ul style="list-style-type: none"> - Public Art - Gateway Centre 	Parks & Recreation Manager	<p>All hard landscaping complete. Operations team will now continue with ongoing maintenance.</p> <p>Fabrication has begun for the Maclean Park Artwork Commission <i>Tohorā</i> by Kereama Taepa. Council is working on a timeframe for installation in April/May.</p> <p>TRC Tourism have been engaged by Council to update and strengthen parts of the Gateway Centre feasibility study that they undertook in 2013.</p> <p>The following phases of this project are updated as follows:</p> <ul style="list-style-type: none"> • Site visit and partner and stakeholder engagement – occurred • Development of draft strengthened feasibility report – occurred • Further partner and stakeholder engagement on recommended option – Being completed currently • Preparation of final strengthened feasibility study – To be completed once partner discussions are complete. <p>The potential Gateway Centre is of significant interest to many in the Kapiti community and we will keep Elected Members informed as this work continues to progress.</p>
June 2016	RSRA	Poplar Tree Plantings at Poplar Avenue	Senior Parks Officer	No further update at this time.
31/07/18	PRCB meeting	Street improvements at Raumati Beach Village	Infrastructure team	There is only a small section approximately 9m2 on the southern side of the School entrance to completed this year over a future holiday period. This is non-dangerous, is a low priority and a larger job in front of Raumati South school was completed as this was deemed to be a high priority.
31/07/18	PRCB meeting (Via Notice of Motion)	Request to Council that it consider the creation of a Saturday Market Policy and that this policy be developed under the Council's Economic Development Strategy	Economic Development Manager	Initial discussions have commenced with Council officers about the implementation of either a policy or framework as there are a number of existing policies that already consider the operation of markets and other similar activities. However it is important that these different policies and bylaws are clearly coordinated for users.
14/05/19	PRCB meeting	Te Newhanga Kapiti Community Centre	Property Services Manager	Building continues to maintain safe and healthy levels. Project team will bring an update to Council and Community Board in the coming months.

Date raised	Origin	Item	Officer Responsible	Progress
21/09/19	RSRA	Surplus NZTA Land in Raumati South previously allocated for the Western Link Road	NZTA	<p>The Property Group's comments as follows: <i>Disposal of The Transport Agency's surplus land is directed by the Public Works Act 1981. The Act defines a detailed process and timeframes once land is declared surplus. For details please refer to Sections 40 – 42 of the Act.</i> <i>The following provides an overview of the process:</i></p> <ol style="list-style-type: none"> <i>Land identified by the Transport Agency as surplus</i> <i>Other Crown Agencies confirm any requirement they have for a Public Work</i> <i>If not required by a Crown Agency for:</i> <i>(a) Roading purposes; (b) any other public work; or (c) an exchange, then</i> <i>Property is to be cleared through DoC and Heritage NZPT (confirmation of any requirements: if/when cleared</i> <i>LINZ decision (section 40 PWA) is required as to whether the property is offered back to the former owner, their successors, or an adjoining owner</i> <i>If no offer back or preferential offer is required (cleared section 40 PWA), then the surplus land is offered to Iwi via:</i> <i>(a) Maori Protection Mechanism; or (b) Right of first refusal (depending on whether a Treaty Settlement has been signed)</i> <i>If not taken up or acquired by Iwi, then the property is offered to sale on the open market by public tender, private treaty, or by public application.</i> <p>This process can take between 1 to 3 years.</p> <p>The block of land is currently at various stages in the disposal process. There have been considerable delays in the disposal of this land due to various potential requirements. The majority of this block is however now being prepared for submission to the Office of Treaty Settlements for the MPM process. This submission is anticipated early next year.</p>

10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil