**Minutes of the CWB Advisory Group Meeting**

**Tuesday 11 April 2023 at 5.00pm**

**Council Chambers**

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| Present: | Bruce Henderson (Chair) | Recreational Open Space Representative (Deputy) |
|  | Asher Wilson-Goldman (Deputy Chair) | Walking Representative |
|  | Cr Shelly Warwick |  |
|  | Ruth Halliday | Equestrian Representative |
|  | Ceceil Hughes | Equestrian Representative (Deputy) |
|  | Joanne Dacombe | Accessibility Representative |
|  | Jan Nisbet | Recreational Open Space Representative |
|  | Max Lutz | Environmental Care Group Representative |
|  | Jenny Glen | Older Persons’ Council |
|  | Steve Lewis | Off Road Cycling Representative |
|  | Adrian McKenzie | On Road Cycling Representative |
|  | John Taylor | On Road Cycling Representative (Deputy) |
|  |  | |
|  | Kapiti Coast District Council officers: | |
|  | Mike Mendonça | Group Manager Place and Space (Acting) |
|  | Gareth Eloff | Parks, Open Space and Environment Manager |
|  | Janice Hill | CWB Programme Manager (Contract) |
|  | Mark Martin | Team Leader Roading Asset Management |

1. **Apologies / Welcome**

The Chair welcomed everyone and declared the meeting open. Those in attendance introduced themselves, and apologies were received from Cr Kofoed and Sam Paterson.

1. **Minutes of the Previous Meeting**

It was noted that there were still some details missing from the minutes of the meeting dated 31 January 2023, and those details were provided:

* At page 5, the name of the Trust that Adrian is a member of is the Kāpiti Community Recreational Development Trust
* **MOVED (Asher Wilson-Goldman / Ruth Halliday)**

**That with the amendments listed above, that the minutes of the Cycleways Walkways Bridleways Advisory Group dated 22 November 2022 be approved as a true and accurate record.**

**CARRIED**

1. **Review of Action Items**

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| --- | --- | --- |
| 1 | The gradient of the approach to the new bridge at Weka Park | Fraser advised that work has been carried out in Wharemauku Park, which included reducing the gradient coming off the bridge.  The group noted that parts of the path are still much steeper than 1:12 gradient, which is required in order for the path to be wheelchair accessible. For some time the group has been suggesting that the path should go around the hill, rather than over it. Fraser advised further funding would be required to achieve the 1:12 gradient and suggested the group think about submitting to either the Annual Plan and/or the Long Term Plan processes.  Update at 11/04/23 – Mark advised it was agreed that further work was required but there is currently no funding available.  The group asked that this matter remains on the Action Item list. |
| 2 | The CWB Advisory Group to write to the Minister of Conservation about Whareroa Farm and other recreational issues in Kapiti that are not receiving DOC funding | The letter was sent and the response advised that the query had been forwarded to DOC; we are still waiting for DOC’s reply. |
| 3 | Janice to look into placing a track counter at Whareroa Farm | Permission has been received from DOC, the equipment has been ordered and we are now awaiting installation. |
| 4 | Cr Kofoed to talk to DOC about having the consent for the toilets at Whareroa Farm renewed | Done, awaiting response |
| 5 | Asher to talk to Angus Hulme-Muir DOC’s Area Manager, regarding the lack of DOC funding at Whareroa Farm. | Asher advised that Angus has indicated that he intends that the consent for the toilets will be completed before the end of the current financial year, but would not commit to any further works. |
| 6 | When the Waikanae Bridge clip-on is completed, ask the KCDC comms team to publicise the information | Clip-on not yet completed, Waka Kotahi have discovered issues with aspects of the designs; no updates at present.  The completion date remains unclear. |
| 7 | That a smaller group of Advisory Group representatives review the suggestions received and present an updated draft Terms of Reference for the full group to consider. | Representatives confirmed as Bruce, Asher, Cr Warwick, Ruth and Jan.  Most of the work has been done, many of the changes are to do with KCDC staff titles and their expected attendance at CWB meetings.  Regarding iwi representation, Ra Higgott is only willing to represent his own iwi. It was noted that iwi have a voice through Te Whakaminenga O Kapiti, although this needs finalising.  There are a further few issues still being considered/discussed, it should be ready for consideration at the next CWB meeting. |
| 8 | Find out whether group members can speak to members of Waka Kotahi’s safety auditors. | No update available. Mark advised the safety audit is part of the revocation process and that work is only just starting. Fraser may be able to provide an update at the next CWB meeting. |
| 9 | Circulate next draft of walking brochure | Janice has a final draft which should be ready for circulation and review next week. |
| 10 | Advisory Group members to start thinking about what they would like to submit to the next Long-term Plan process |  |

1. **Council Updates**

Fraser Miller was unable to attend the meeting but had left notes for Mark to read out:

Physical works update (recreation/transport)

* On-road cycle lanes have been marked with green paint on Mazengarb Road and Te Roto Drive industrial areas. This improves delineation and separation of users.
* The Paekākāriki bike stand trial is complete and we are receiving good feedback
* The Wharemauku Pathway from the Expressway to Rimu Road has been completed
* The Paetawa Road pathway is currently underway
* The next site is Ratanui Road

Paekākāriki Wayfinding, reroute Tilley Road/Robertson

* Consultation with landowners went well and the proposed changes are supported. Transport are progressing the next steps.

Speed Management Plan

* The Council is now required to present a Speed Management Plan every three years
* Our Access & Transport team are about to begin public consultation on the draft SMP
* There are benefits for CWB users as the speed environment is changed. Schools will be a focus, however a wider view of the future network is needed
* CWB users are encouraged to attend the public meetings, and submissions are welcomed

PP2O Multi-Use Path Opening

* Janice advised the trail is supposed to officially open late April/early May, however people are already using it
* The trail is being referred to as *Coast35* to reflect the distance and location of the trail
* She had contacted Waka Kotahi, GWRC and Elevate Ōtaki to see if they would be interested in contributing towards the production costs of a trail map; all three agencies chipped in and the entire cost of design and production of an A3 trail map is being covered. It is hoped the map will be ready in early May, and it will replace the old Stride and Ride map which is now out of date

1. **Interest Group updates**
2. **Walking**

* Asher noted something recently on social media – someone raised that with the no cycling signs at the Waikanae estuary, the issue is that if someone wished to cycle to the estuary to go for a walk, there is nowhere safe to leave your bike

1. **On Road Cycling**

* Have had input into the meeting with Waka Kotahi
* Re Otaraua Park and the multi-purpose circuit, the feasibility study has not yet been finalised, hopefully that will be ready soon
* The green cycle path around the outside of the roundabout where Raumati Road meets old SH1, has been widened as per their recommendations

1. **Equestrian**

* Janice asked them to look at beach access along the coast, looking at suitable sites for parking and access. Also GWRC are looking at putting in a new beach access at the south end of the park
* Regarding the old SH1 end of the Waikanae River and what GWRC are doing there, Janice has been able to work through some of those issues with GWRC

1. **Off Road Cycling**

* No update, will provide comment later in the agenda

1. **Recreational Open Spaces**

* Still waiting for the green paint in QE Park – Janice advised that the safety review plan is currently under review
* In Whareroa, the farm plan which is still under discussion says it will be a free range farm (and DOC are supportive)
* On SH59, coming north, there is now a very narrow channel which only one vehicle can travel in meaning bicycles will have to ride on the road – is there someone at Waka Kotahi we can talk to?

🡪 **Action item:** Bruce to follow up

* There is a path in QE Park near where the train goes through, Jan wondered whether this path is planned to go all the way to Su’s Corner?

🡪 **Action item:** Jan to contact Fraser Miller to discuss plans for the path

🡪 **Action item:** Jan to send photographs of the path to Bruce

1. **Accessibility**

* Have been looking at beach accessways – many of them are near stormwater outlets which potentially means excess stormwater could erode the accessways, which reduces their true accessibility
* Joanne has visited all of Raumati and all of Paraparaumu Beach – she still has Raumati South and Paekākāriki to look at, plus further north
* None of the paths are overly accessible – there are different gradients, concrete is broken etc – so they are looking at where the access could potentially be improved

1. **Environmental Care Groups**

* FOTOR met with Fletchers last week, who assured them that Coast35 would be open at the end of April; they are currently working with Janice re signage around Gorge Road and through to Chrystall’s Bend
* The concrete shared path between Hautari Cross and Gorge Road needs sweeping before it is opened, as it is covered in chipseal
* They are looking at the water supply for the toilet at Chrystall’s Bend
* The other topic of conversation is completing the revocation

1. **Youth**

* No representative at the meeting

1. **Older Persons**

* Have had their first meeting in a while, although it was poorly attended
* A dearth in funding means their activities are very restricted – they are planning something for International Day for the Older Person, would like to do some sort of day of activities for older people, and would also like to be involved when bike tours to look at footpaths etc (such as the one done recently in Ōtaki) are undertaken

1. **Terms of Reference review**

Has already been discussed earlier in the meeting

1. **Proposal for Kāpiti Coast Trails Network Plan**

Janice opened by thanking Steve Lewis for working with her on this item. She advised that the proposed Trails Network Plan is based on the Council’s Open Space Strategy which is about connecting people with nature, the benefits of being out in nature and the different types of open spaces that exist.

The OSS talks specifically about:

* Developing a well connected network
* Enhancing active transport and ecological connections
* Supporting economic development within Kāpiti
* Telling the Kāpiti Coast story

With this perspective, Janice and Steve thought about and looked at the trails we already have. The proposed plan is in a very early stage, it is brought to the Advisory Group for them to consider and provide feedback. The plan stretches from Paekākāriki to north of Ōtaki.

A copy of the proposed plan was displayed and there was further explanation of the plan, trails and linkages that already exist, and benefits the trails could provide.

Questions/discussion points included:

* Ownership of the land being used – initial discussions with the different landowners have been positive so far
* How we would get income from the users (would be by concessions paid by businesses using the trail for their businesses)
* Economic benefits that could be delivered, including tourism and visitor spending
* The benefit of having an overall strategy in place before identifying specific trail locations
* The feasibility study which was set up by the Reikorangi Residents Association, and how that may be connected to this plan (it is not connected)
* Asher noted that DOC need to develop/rewrite Conservation Management Strategies across the country, currently about 90% of the Conservation Management Boards do not have strategies at all, and with current resourcing DOC are only able to create a Strategy about once every seven years – some of these plans have not been updated since the mid 90’s. Kāpiti does have one. Until that happens, getting any additional trails on DOC land will be all but impossible. Janice noted she is getting different messaging from her contact at DOC
* How the plan aligns with the Te Araroa trail – Janice is in touch with TATW (Te Araroa Trail Wellington)
* What happens next

🡪 **Action item:** All CWBAG members to send feedback on the proposed Trails Network Plan to Janice/Steve

Gareth noted that the network would have both recreational and commuter functions, and that the growth of the network might not be sequential. Having an overall strategy provides an “open space lens” on how to evaluate or measure the value of a possible recreational trail for each new subdivision as they are developed.

There was discussion about the Ōtaki Gorge Road and Mark explained what the options are going forward. Mark then acknowledged the work done on the proposed plan, and noted that this was the first time the access and transport team had seen it. The plan has a marked impact on their work programme so they will need to look over it carefully.

Group members noted that the late Leon Keel would be delighted to see the plan coming to fruition.

Group members were asked to keep details of the plan confidential at this stage.

The Chair thanked all group members, Councillors and Council staff for all their work which is much appreciated.

The next CWB meeting is scheduled for Tuesday 23 May, and will be held at the Paraparaumu Library meeting room.

The meeting closed at 6.56pm.

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| **Chairperson** |  | **Date** |

*\* See overleaf for updated Action Items register*

**Action items register:**

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| --- | --- | --- | --- |
| **Item** | **Date raised** | **Assigned**  **to** | **Progress @ 11/04/23** |
| Look at the gradient of the approach to the new bridge at Weka Park  (Although some works have been done, in parts the gradient of the path is much steeper than 1:12 gradient which is required for the path to be wheelchair accessible. The group has asked that this item remain on the Action Item list). | 2021? | Fraser | No current budget for this work |
| The CWB Advisory Group to write to the Minister of Conservation about Whareroa Farm and other recreational issues in Kāpiti that are not receiving DOC funding. Letter has been sent and a reply is awaited. | 04/10/22 | Bruce (on behalf of the CWBAG) | Waiting for a response from DOC |
| Look into placing a track counter at Whareroa Farm | 31/01/23 | Janice | Permission has been received from DOC and the equipment has been ordered; we are now awaiting installation |
| Contact DOC with a view to having the consent for the toilet at Whareroa Farm to be renewed | 31/01/23 | Cr Kofoed | Done, awaiting response |
| Talk to Angus Hulme-Moir regarding the lack of DOC funding at Whareroa Farm | 31/01/23 | Asher | Angus has indicated he intends that the consent for the toilets will be completed before the end of the current financial year, but would not commit to any further works |
| When the Waikanae Bridge clip-on is completed, ask the KCDC comms team to publicise the information | 04/10/22 | CWBAG | Clip-on not yet completed |
| That a smaller group of Advisory Group representatives review the suggestions and present an update draft Terms of Reference for the full group to consider. | 22/11/22 | Bruce (on behalf of CWB) | Representatives confirmed as Bruce, Asher, Cr Warwick, Ruth and Jan.  See notes at page 3 of the minutes.  The updated TOR will be on the agenda for discussion at the next CWBAG meeting on 24/05/23. |
| Find out whether group members can speak to members of Waka Kotahi’s safety auditors | 22/11/22 | Glen | No update |
| Write to GWRC re grazing in QE Park. | 22/11/22 | Bruce (on behalf of CWBAG) | Letter has been sent, awaiting for a response from GWRC |
| Circulate next draft of walking brochure | 31/01/23 | Janice | A final draft should be available for distribution next week. |
| **New action items** | | | |
| Talk to Waka Kotahi about the very narrow channel on SH59 coming north | 11/04/23 | Bruce (on behalf of CWB) |  |
| Contact Fraser Miller to discuss plans for the path in QE Park near where the train goes through – is it intended to go all the way to Su’s Corner? | 11/04/23 | Jan |  |
| Send photographs of the above path to Bruce | 11/04/23 | Jan |  |
| Send feedback to Janice/Steve re the proposed Kāpiti Coast Trails Network Plan | 11/04/23 | Everyone |  |