

Minutes of the CWB Advisory Group Meeting

Tuesday 25 June 2024 at 5.00pm
Council Chambers, 175 Rimu Road, Paraparaumu

Present: Bruce Henderson (Chair) Recreational Open Space Representative (Deputy)
Asher Wilson-Goldman Walking Representative
(Deputy Chair)
Cr Shelly Warwick
Cr Rob Kofoed
Steve Lewis Off Road Cycling Representative
Ruth Halliday Equestrian Representative
John Taylor On Road Cycling (Deputy)
Allison Basire Walking Representative (Deputy)
Max Lutz Environmental Care Group Representative
Jenny Glen Older Persons' Council
Jan Nisbet Recreational Open Space Representative

Kapiti Coast District Council officers:

Gareth Eloff Parks, Open Space and Environment Manager
Fraser Miller Transport Lead - Walking & Cycling
Cat Wylde Advisor Recreational Tracks and Trails
Yolanda Morgan Team Leader Open Space Planning
Vijay Soma Team Leader Transport Planning and Safety
Mark Ward Manager Economic Development

1. Welcome / Apologies

The Chair welcomed everyone and declared the meeting open. Apologies were noted from Joanne Dacombe, Adrian McKenzie and John Taylor (for lateness).

MOVED (Jenny Glen / Steve Lewis)

That the apologies of Joanne Dacombe, Adrian McKenzie and John Taylor (for lateness) be accepted.

CARRIED

2. Minutes of the Previous Meeting

MOVED (Ruth Halliday / Cr Rob Kofoed)

That the minutes of the Cycleways Walkways Bridleways Advisory Group dated 15 May 2024 be approved as a true and accurate record.

CARRIED

3. Discussion on Subdivisions with Council officers

Fraser advised that at the first Walking Cycling Network Plan workshop, one of the issues that arose was that of subdivisions and how Council can make the most of these opportunities as they arise. To that end Fraser has invited Yolanda Morgan and Vijay Soma

to tonight's meeting in order to address these queries. Yolanda and Vijay introduced themselves, described their roles, gave a high-level overview of the resource consenting process and answered questions from Advisory Board members. This included discussion of how CWB members could provide feedback to resource consent applications.

The Chair interrupted the discussion to introduce Mark Ward, Manager Economic Development, who was also in attendance at the meeting. Mark introduced himself and invited questions, of which there were none. Bruce advised that the Steering Committee of the Kāpiti Trails Trust would be very keen to meet with Mark in due course.

The discussions around resource consents continued. With regard to how the CWB may be able to be involved with resource consent applications, Vijay advised he was unfamiliar with the Terms of Reference of the group but noted that input into applications was an operational matter. For this to go ahead would require discussion at the Senior Leadership Team level, and given there are other Advisory Boards then potentially those other groups would also need to be afforded the same opportunity.

Fraser suggested:

- All resource consents are listed on the Council website and Advisory Board members can sign up to get notifications as new applications are received;
- If the application is publicly notified then anyone has 20 days to provide a submission
- If the group wished to sign up to receive resource consent applications as they come in, Fraser will assist

Bruce suggested a sub-group could be created to discuss this issue further. He requested those Council officers who provide support to the CWB (Gareth, Fraser and Cat) to work with the group so they end up with an efficient process that enables the group to have meaningful input into resource consent applications. Gareth agreed, while noting that there is a statutory process that needed to be followed.

Gareth then acknowledged Mark Ward and his team, noting that within the economic development side of things there are also development agreements that can be entered into; this is another vehicle that sometimes gets used.

Yolanda, Vijay and Mark left the meeting at 5.52pm.

Bruce asked those CWB members who wished to be involved in the above process to email him their expressions of interest.

4. Review of Action Items

Bruce gave an update on squeeze gates, advising that Graeme Winterburn had confirmed the squeeze gate on the south side of the Ōtaki River would be fixed. However Bruce had to go back to Graeme re the ones that are currently being installed; he thought it was a 'sin of omission' that they didn't include disability access, however he is still waiting to hear back. Cat confirmed she had provided GWRC with the latest recommendations from Recreation Aotearoa on squeeze gates.

Bruce advised he had attended a couple of workshops where the question was raised about whether there is a process for feeding back issues that are not on KCDC-owned land e.g. DOC and GWRC. The issue of motorbikes on tracks was also raised and how it might be addressed.

John requested that Campbells Mill Road be added to the Action Register.

Register review:

- *Draft letter to Waka Kotahi requesting an audience with the safety auditors re M2PP*

Bruce received an email earlier in the week saying the audit still hasn't been signed off and therefore they are not prepared to release it yet.

- *Blue Bluffs*

Councillors are awaiting a report from Council officers which will outline the work to be undertaken and the timeline.

- *Follow up re public toilets at Clifden Cottage and report back*

An email from Sean Mallon received today advises that *"I believe all NZTA are proposing is to make the building weathertight and that will be it for them. This will leave a building that would require a significant amount of improvement cost to be invested to make it fit for any other use. It does have a septic tank system with capacity for public use; focus for Council is going to be upgrading the toilets at the market site, as we get a lot of feedback on the need for improvement. The other site will be the new toilets at Chyrstall's Bend. Not a lot of appetite to invest more money in another toilet when we will have two toilets so close together. It could be raised through the CWB strategy work but currently internal feedback across parks, roading and ED is that we don't need another public toilet at this destination and there are other things we could invest in with greater benefits"*.

It was agreed to leave this item on the register for discussion at the next meeting.

- *Circulate the document Gareth presented to the Council re the Trails Trust, and the response received*

Gareth advised the only document presented to Council which referenced the Trails Trust was the Asset Management Plan which went to Council in November; there was support for officers to continue the work and since then discussions have been held re how to support the establishment of the Trust. Cr Koh has put the trust in touch with a legal firm who may provide pro bono work but this is still under discussion.

Steve thought it would be helpful to clarify what type of support Council might offer? Gareth confirmed although there was support for continuing discussions with those setting it up, but there was no commitment to provide any financial support.

- *Circulate an updated chart outlining who is responsible for what within Council (in regard to CWB activities)*

Gareth circulated this document, emphasising the "three legged stool" that supports the CWB i.e. economic development, access and transport, and parks and open space. He advised he would also email the document to all CWB members.

- *Fraser to send a memo to the OPC re the crossing point on Kāpiti Road, and send a copy of that memo to Bruce*

Fraser advised Ron Minnema (Transport Safety Lead) would be attending the Older Persons' Council meeting tomorrow; he thought the memo had been circulated and would follow up, including send a copy of the memo to Bruce.

- *Raise with GWRC the issue of unhelpful bus drivers/difficult equipment (following the lacklustre response to Jenny from Cr Penny Gaylor).*

Bruce advised this his contact at GWRC has moved on. He then quoted from the GWRC Bikes on Buses regulations, which states at A(2) – *you are required to load and unload your own cycle from cycle racks on our buses.* He understood this is partly a health and safety issue i.e. bus drivers leaving their post on the drivers seat and leaving the bus poses a potential risk to the other bus passengers.

It was suggested that rather than getting the bus driver to help, some other methods be investigated to assist passengers with loading/unloading bikes onto the bike racks. It was also noted the information quoted from the regulation is now out of date.

- *Provide Jenny with GWRC contact details (for her to follow up re the free bus to Chrystalls Bend).*

This is to do with the annual river tour that used to be provided. Max advised the annual walkover is a requirement of the consent from GWRC; this is now only a small tour for the necessary stakeholders and Council staff. He said GWRC were looking at providing another tour but there was nothing confirmed.

- *Arawhata to Iver Trask Place Link – can CWBAG interact with fast track applications?*

This topic was discussed earlier in the meeting with the outcome that a sub-committee will map out a process re resource consents, and bring that back to the group for consideration.

Bruce noted that Adrian had put together a detailed analysis to show where the problem points were from a walking/cycling perspective re the above link; he would locate that and circulate.

- *Speed limits on the Expressway*

Done.

- *Uncontrolled dogs and in particular what to do when guide dogs are attacked.*

Fraser would arrange for the Animal Management Team to discuss with Joanne directly.

- *Rough piece of footpath on Elizabeth Street, Waikanae.*

Max clarified the incident happened on Ngaio Road, not Elizabeth Street. He has contacted the woman involved for information on exactly where it happened, and is waiting to hear back from her.

5. Interest Group Updates

Walking

- Nothing to report

On Road Cycling

- Nothing to report

Equestrian

- Ruth continues to pester GWRC re grazing at QE Park; she advised that GWRC are currently carrying out a survey re usage of their regional parks and encouraged group members to use the survey to ask for reinstatement of grazing at QE Park
- There was to have been a working bee on Sunday to remove gorse etc off the new track at Whareroa, but this was cancelled due to the rainy weather; they will try again in a couple of weeks' time
- The report from the Environment Court re O2NL stated that they saw no reason to put a bridleway in as riders could ride on the Expressway or the old state highway as there would not be a lot of traffic – Ruth did not agree!

Off Road Cycling

- Nothing to report

Recreational Open Space

- Jan had spoken with Darren Utting regarding the paint lines on SH59 which pushed the cyclists straight into the kerband those paint lines have now been moved; she will also be talking to him about updating road signage in the Mackays Crossing area
- She was concerned about the after-effects of logging over the Maungakotukutuku which could potentially put silt into the water – GWRC have said the laws are very loose and there is little they can do about it; Jan remains hopeful that the logging company will be interested in helping put a track through
- She noted it is an official right-of-way from Nikau Valley up towards the Maungakotukutuku river, however Council has let the space to the archery club so people can't get through there to the river – it seems a very unsafe area to allow the archery club to operate
- Gareth will look into the Archery Club lease; Cat is in touch with the logging company re the track, but has been advised it is not straightforward and is not a priority for them

Accessibility

- Joanne had provided her apologies to the meeting and advised she had nothing to report

Environmental Care groups

- The toilets at Chrystall's Bend are yet to open
- There are still problems with 4WD access at the estuary, which will be looked at in the morning with Joby
- Planting of 7,000 trees is going well
- Four weeks ago there was an incident where a woman broke her leg and there were problems for emergency services accessing the site on the river. Shelly advised the Police and the Fire Service in Ōtaki have a key to the gate but St John do not. There also seem to have been communication problems between the agencies. This led to a general discussion on the issue and the matter is to be added to the Action Items register

Youth

- Sam was not present at the meeting to provide an update

Older Persons

- They are looking at the escalation the price of rental housing
- Jenny also noted that where you get onto the cycle track near the roundabout at Ōtaki Forks, there are a couple of places where the track is rutted – this can be potentially dangerous for older riders. Jenny was advised to raise a service request to NZTA for maintenance

6. Update from KCDC Officers

- Gareth advised the group that the pink foliage that has been seen around the Expressway route and reported at length on social media, is marker dye for herbicides! The issue has been raised with Waka Kotahi because people have been picking the flowers because they are so “pretty”
- Cat has been working on her work plan for the next year, has had the big rock at Campbells Mill Road removed last week
- Gareth noted that Cat’s is a big piece of work and prioritisation will be required
- Fraser advised the second Walking and Cycling Network Plan workshop was held last week, they have also closed the “Have Your Say” with the wider public, both forums have received a huge amount of feedback. There are two more workshops to be held – one with Elected Members and one internal with Council officers. The next step is to analyse all the identified projects and by October there should be a draft Walking and Cycling Network Plan. That draft plan will be circulated for feedback and will then go to Council and Waka Kotahi for endorsement.

Asher left the meeting at 6.47pm.

7. Other Business

Speed Limits on Tracks

Ruth advised that she is hearing from people more and more that they are hesitant to use walking tracks due to the high speed of other users (mostly cyclists). She feels this needs discussion about how it can potentially be mitigated; she also thinks the issue has got worse since Covid, with many more people getting out on bikes and e-bikes. She has researched how overseas agencies manage the issue with a variety of results – some agencies enforce speed limits, others have rules such as “slower user gives way”.

Cat advised that on the northern part of the Waikanae river, coming off the bridge, work is being done to remove trees and widen the track. They are also looking at signage across the district (we have over 300 signs) – is the signage consistent, does it provide the correct information etc – and these signs can include speed guidelines where necessary. She is also looking to see how Recreation Aotearoa are managing the issue, is wanting to work with GWRC as well, and plans to walk the tracks and pinpoint the locations where there are problems.

Ruth noted that poor sightlines contributes to the problem, but removing the trees means users can go faster; she also noted that GWRC have an obligation under their flood management plan that there must be a metre-wide strip off the track for horses, but they don’t clear the vegetation frequently enough.

Item for next meeting – Cat to provide the group with a report on what she is working on.

MP Tim Costley on Shared Paths and O2NL

Bruce advised that Tim and Shelly had a chat at a recent Community Board meeting; Tim has also met with Max. In summary, the current Government's draft Policy Statement has drastically cut the budget for cycleways, quoting the Minister of Transport as saying 'cycleways are a waste of money'. There is also the possibility that the O2NL shared path will be cut. Bruce has written to Tim Costley expressing his concerns, and Kāpiti Cycling Action have arranged a meeting with him on 5 August, to express their concerns.

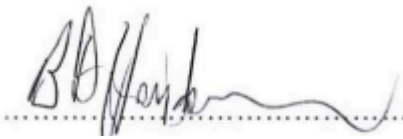
Last Friday the O2NL Expressway office had an Open Day which Bruce attended. When he raised the issue of the shared path, the team were adamant that the path is going ahead.

This matter will continue to be monitored. John will report back to the next CWB meeting on how the KCA meeting with Tim went.

Next meeting date

6 August 2024, in Council Chambers.

The meeting closed at 7.03pm.



06/08/24

Chairperson

Date

* See overleaf for updated Action Items register

** See following page for chart of "Who does what at Council re CWB activities
(to be added)

Action items register:

Item	Date raised	Assigned to	Progress @ 25/06/23
Draft letter to Waka Kotahi requesting an audience with the safety auditors re M2PP	23/05/23	Bruce	The audit has not yet been signed off so is not yet publically available
Blue Bluffs	23/05/23	Rob	Councillors are awaiting a report from Council officers which will outline the work to be undertaken and the timeline
Public toilets at Clifden Cottage	14/11/23	Shelly	An email from Sean Mallon advised there is not a lot of appetite for installing a public toilet at this location
Trails Trust	13/02/24	Gareth	Discussions are underway re how the Council may be able to support the establishment of the Trust, however there was no commitment to provide any financial support
Circulate an updated chart outlining who is responsible for what within Council (in regard to CWB activities)	14/11/23	Gareth	The chart was presented at the meeting and is attached to these minutes as an appendix
Fraser to send a memo to the OPC re the crossing point on Kāpiti Road, and send a copy of that memo to Bruce	15/05/24	Fraser	Fraser advised Ron Minnema (Transport Safety Lead) would be attending the Older Persons' Council meeting tomorrow; he thought the memo had been circulated and would follow up.
Raise with GWRC the issue of unhelpful bus drivers/difficult equipment	15/05/24	Bruce	There was discussion at the meeting on GWRC Bikes on Buses regulations, which state that cyclists are responsible for loading/unloading their own cycles. It was noted these regulations are now out date.
Provide Jenny with GWRC contact details (for her to follow up re the free busto Chrystalls Bend)	26/03/24	Bruce	This was to do with the annual river tour that used to be provided. Max advised the annual walkover is a requirement of the GWRC consent but is now only a small tour for necessary stakeholders and Council staff. GWRC were

			looking at providing another tour but nothing had been confirmed.
Arawhata to Iver Trask Place Link / how the CWB might submit on resource consent applications	15/05/24	Bruce	A sub-group is to be formed to map out a process re resource consents, and bring that back to the group for consideration.
Speed limits on the Expressway	15/05/24	Bruce	Bruce has written a submission noting the points made during the discussion at the CWB meeting on 15/05/24
Rough piece of footpath on Elizabeth Street, Waikanae	15/05/24	Max	Clarification – the incident happened on Ngaio Road, not Elizabeth Street. Max has contacted the woman involved to get the exact location, and is waiting to hear back.
New action items			
Emergency services access to Ōtaki river trails	25/06/24		This issue was highlighted when a woman broker her leg while on the Trail and the emergency services had difficulties reaching her due to lack of keys/access and communication problems between the agencies
Campbells Mill Road	26/06/24		Access to this area is an issue for ongoing monitoring.

