**Minutes of the CWB Advisory Group Meeting**

**Tuesday 10 December 2024 at 5.00pm**

**Council Offices, 175 Rimu Road, Paraparaumu**

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| Present: | Bruce Henderson (Chair) | Recreational Open Space Representative (Deputy) |
|  | Cr Shelly Warwick |  |
|  | Cr Rob Kofoed |  |
|  | Steve Lewis | Off Road Cycling Representative |
|  | John Taylor | On Road Cycling Representative (Deputy) |
|  | Jenny Glen | Older Persons’ Council Representative |
|  | Allison Basire | Walking Representative (Deputy) |
|  | Joanne Dacombe | Accessibility Representative |
|  | Asher Wilson-Goldman | Walking Representative |
|  | Max Lutz | Environmental Care Groups Representative |
|  |  | |
|  | Kapiti Coast District Council officers: | |
|  | Cat Wylde | Advisor Recreational Tracks and Trails |
|  | Gareth Eloff | Manager Parks Open Space and Environment |
|  | Brendan Owens | Group Manager Customer and Community |

1. **Welcome / Apologies**

The Chair welcomed everyone and opened the meeting.

**MOVED (Asher Wilson-Goldman / Steve Lewis)**

**That apologies be accepted from Adrian McKenzie, Jan Nisbet, Ruth Halliday, Kelly Smith and Kirsten Slade.**

**CARRIED**

1. **Minutes of the Previous Meeting**

**MOVED (John Taylor / Max Lutz)**

**That the minutes of the Cycleways Walkways Bridleways Advisory Group dated 29 October 2024 be approved as a true and accurate record.**

**CARRIED**

1. **Interest Group updates:**

The Chair asked that people restrict their updates just to urgent or time-specific items, in order to have enough time to discuss “desire lines” later in the meeting.

Walking (Asher)

DOC’s new 5 year strategic plan is likely to be released in late January – Asher will forward that to Bruce and it would be good to get feedback from the group.

On-road Cycling (John)

Nothing to report.

Equestrian (Shelly)

After a lot of work carried out by Jan, Ruth and others, the track on the north side of Whareroa Farm has been opened up to horses.

Off-road Cycling (Steve)

Nothing to report re off-road cycling.

Regarding the Trails Trust, Steve advised that the bank account, charitable status etc are in progress and they are almost ready to start looking at the actual tracks. Preliminary work has been done regarding a web / social media presence, and regular meetings are under way. They have had contact with local iwi and have had a very good response from them.

Discussion then turned to the cost of opening the Ōtaki Gorge Road, and who would be funding it. Shelly confirmed that Waka Kotahi were paying 75% of the cost and KCDC were paying the balance.

Recreational Open Space

Although she was unable to attend the meeting, Jan had sent an update to Bruce about the horse track at Whareroa Farm (which Shelly has already discussed).

Accessibility (Joanne)

Joanne has met with Coastlands and an architect to discuss access to the MSD building which is being relocated to Rimu Road, noting that accessibility for pedestrians is dangerous and that blind and disabled people are particularly at risk. One outcome of these discussions is that a diamond will be placed on the road before the zebra crossing so motorists are aware the crossing is there.

Joanne wondered whether the Council had progressed work on beach accessibility? Cat advised they had put out for tender and met onsite yesterday, this financial year they will be carrying out consultation and planning and building will start in the following year. To start with they will be working on Ōtaki and Maclean Park in Paraparaumu. Gareth noted that these are the first two of six beach accessways that had been flagged for accessibility work.

Environmental Care Groups (Max)

The Ōtaki river alarmed on Monday morning, the Waitohu and Waikanae rivers both alarmed as well. There are two major areas of erosion on the Ōtaki river which they looked at this morning with Graeme Winterburn of GWRC. The bridge clip-on is coming along but won’t be finished until next year.

Youth Council

As there was no representative present, there was no update

Older Persons Council (Jenny)

The last meeting was very well attended, which is a good sign. They are currently reviewing their Terms of Reference.

Small Wheels

As there was no representative present, there was no update

1. **Review of Action Items**

* *M2PP Safety Audit*

Bruce, John and Adrian are looking through the report and building up a list of items that can potentially be addressed.

* *Blue Bluffs*

Already discussed. It was noted that the road will be closed for about four months while repairs are underway.

Rob then advised the group that the Council was establishing an ‘Urban Panel’, where developers sit down with a group of specialists (town planners, landscape architects etc) to look at a good way to do a development. This will be a good opportunity for the CWB Advisory Group to get involved in that process.

* *Raise with GWRC the issue of unhelpful bus drivers/difficult equipment*

Bruce noted this was a national issue. He said GWRC were hoping to have the matter resolved by April of next year as they look into a different bike rack design.

The rest of the Action Items were held over for discussion at the next meeting.

1. **Update from KCDC Officers**

Cat (Advisor Recreational Tracks and Trails)

* Attended a regional trails meeting today, there was a presentation on the mountain bike guidelines auditing work that was being done with Recreation Aotearoa.
* Working on the Waikanae River Trail, including planning an alternative route in case of further flooding which might take out more of the river trail
* Ongoing maintenance on open spaces, including beach accessways
* Gareth acknowledged the hard work being done by Cat

1. **Other Business**Election of a new Deputy Chair

**MOVED (Shelly Warwick / Rob Kofoed)**

**That Steve Lewis be nominated as the Deputy Chair of the CWB Advisory Group, replacing Asher Wilson-Goldman who has stepped down from the role.**

**CARRIED**

New Walking representative

Allison confirmed she was keen to continue as Deputy Representative.

Asher advised he had received an expression of interest from Gwynn Compton. Gwynn has experience as a trail runner and a dog walker, and is also an ex Councillor so has a lot of experience with Council processes.

Bruce advised that he had been contacted by the Deputy Mayor in July last year, as Gwynn had contacted him then to suggest there be a running representative on the CWB. At the time the Terms of Reference for the group had already been confirmed, they will be up for review at the next election so this can be considered then.

**MOVED (Asher Wilson-Goldman / John Taylor)**

**That Gwynn Compton be nominated as the Walking representative on the CWB Advisory Group, replacing Asher Wilson-Goldman who has stepped down from the role.**

**CARRIED**

Bruce would get in touch Gwynn and would provide his contact details to Tracey.

Max noted the contribution Asher brought to the Advisory Group, particularly in regards to role of the Walking Commission.

Other business

Shelly asked whether there were any plans to put counters on tracks over the summer, to see what the volume is? This would be really useful for the Trails Trust. Cat advised that just this week the counter had been moved from Hemi Matenga to Whareroa Farm, in order to support the Trust with some data. There is also a counter on the Waikanae River trail, and Cat will be looking to place a few other counters out.

Cat also advised that GWRC have created a role for a River Ranger which will be shared across the Ōtaki and Waikanae rivers, to have a person on the ground.

Gareth noted that we also have access to Strava data, which is helpful.

There was brief discussion of the O2NL shared path, and it was noted that work continues albeit with “no frills”.

1. **Next meeting date**

4 February 2025, in Council Chambers. Dates for the rest of the year will be set at that meeting.

Bruce thanked everyone for their hard work this year, noting that a lot has been achieved and the network has come a very long way over the years. He thanked Council staff for their support and a made a special thanks to Asher for his work, dedication and support.

Gareth and Tracey left the meeting at 6.50pm.

The formal meeting closed at 6.50pm and those who were interested stayed on for the discussion of desire lines.

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

*\* See overleaf for updated Action Items register*

**Action items register:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Date raised** | **Assigned**  **to** | **Progress @ 10/12/24** |
| M2PP safety audit | 23/0 /23 | Bruce | Bruce, John and Adrian are looking through the report and building up a list of items that can potentially be addressed.  The intent is to draft a list/action plan to take back to NZTA. |
| Blue Bluffs | 23/05/23 | Rob | The slips are to be cleared once the drier weather arrives. NZTA are paying 75% of the cost and KCDC are paying the balance. The road will be closed for approximately 4 months while the work is undertaken. |
| Public toilets at Clifden Cottage | 14/11/23 | Shelly | No action currently required from CWBAG, Shelly to provide update after the next Ōtaki Community Board meeting. |
| Trails Trust | 13/02/24 | Gareth | The Trust Deed should be registered in the next few days. Meetings for the Trust have been booked up to the end of June 2024. |
| Raise with GWRC the issue of unhelpful bus drivers/difficult equipment | 15/05/24 | Bruce | Bruce noted this was a national issue and that GWRC were hoping to have the matter resolved by April 2025 as they look into a different bike rack design. |
| How the CWB might submit on resource consent applications | 15/05/24 | Bruce | Bruce confirms there is now a system in place where he can get access to any application he needs or wants to see – noting that some applications are fast-tracked, meaning there is little opportunity for anyone to provide feedback. |
| Campbells Mill Road | 26/06/24 |  | Access to this area is an issue for ongoing monitoring. |
| Organise a visit to the gasline track | 06/08/24 | Cat and Jan | Waiting for drier weather. |
| Send to Bruce details of the incident where one of the cycling action network members got physically moved off the bus by the driver and their bike was thrown to the ground | 17/09/24 | John | Will keep a watching brief open on this item. |
| Look on the PP2O website at plans for upgrading Waerenga Road, and provide feedback to Bruce | 17/09/24 | Joanne | Shelly to send link to Joanne. |
| Cat and Steve to continue the discussion (offline) re the southern recreation area. | 29/10/24 | Cat and Steve | In progress. |