

Pāuatahanui Residents Association

Minutes of Committee Meeting



Date of meeting:	7 October 2025
Time:	7.30pm
Venue:	483 Paekākāriki Hill Road (Jo's Home)
Present	Ken McAdam [Chairperson] Diane Strugnell [Secretary] Jo Cross [Treasurer] Stephanie Manning Micky Reilly Richard Bourne Pim Engels Mary Jones
In Attendance	Sam Dearsly
Apologies	Lisa Dymond Moira Lawler

Item	Minutes
1. Welcome	Ken welcomed attendees to the meeting.
2. Apologies	The apologies were noted.
3. Approval of Previous Minutes	Motion: That the minutes from the previous Committee meeting held on 2 September 2025 are a true and correct record. Moved: Steph Seconded: Richard Carried
4. Matters Arising	New Constitution The new Constitution was adopted at the Special General Meeting held on Tuesday 23 September. The formal documentation has been signed and the Constitution will now be filed with the Companies Office and Charities Commission as required Incorporated Societies Act 2022. WH Carter Historic Painting The historic painting by WH Carter and gifted to PRA by the artist's family is now on display at the Light House Cinema.

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<p>5. Treasurer's Report</p>	<p>It was agreed that all other matters and action items arising would be addressed within the agenda.</p> <p>Jo presented the Treasurer's report for September</p> <p>PRA General a/c \$7966.36 includes:- PRA \$6290.66 Pest Free Pāuatahanui \$875.78 Freshwater Catchment \$799.85</p> <p>History a/c \$9091.72 History term deposit \$13,059.47</p> <p>Transactions PRA a/c Income Subs \$40.00 Traps \$200 Interest \$2.06</p> <p>Expenses Bank fees \$10</p> <p>History a/c Income Book sales \$69.93 Interest income \$2.37</p> <p>Term Deposit Interest income \$157.31</p>
<p>6. Topical Issues</p>	<p>AGM Notices of Motion</p> <p>Two Notices of Motion were passed at the AGM. The first was a request for PRA to work with Council to develop a clear process for residents wishing to query inaccuracies in information held by Council. In response, Nic Etheridge, General Manager, Policy, Planning & Regulatory Services, will attend PRA's November meeting to discuss this further.</p> <p>In preparation for that meeting, the Committee discussed what the key elements of such a Council process might look like. It was noted that there are currently several areas where a clearly documented process would assist residents, including LIMs, flood hazard mapping already in the District Plan, subdivision in the Lifestyle Zone, esplanade reserves, and SNAs. Pim will prepare a document summarising the Committee's thoughts on what residents might expect from a Council process, to be circulated prior to next month's meeting.</p> <p>The second Notice of Motion asked Council to openly publicise to the Pāuatahanui community its legal requirement to issue Section 71, 72, 73, and 74 Notices under the Building Act 2004, and to explain the implications these Sections can have for property owners. This matter was discussed with Leonie McPhail, PCC Manager Building Assurance, when she met with Mary and Diane on 4 September.</p> <p>These Sections of the Act relate to the Natural Hazard Provisions within the Building Act. Following the meeting, Leonie provided PRA with a summary of the steps Council follows when considering a building consent where a natural hazard may be present, along with a copy of the <i>Natural Hazard Provisions Guidance</i>. Leonie has also indicated she is happy to review information intended for the Pāuatahanui website, noting that PCC is currently improving its own website. Once those updates are complete, PRA will provide links to the relevant Council information on the PRA website</p> <p>The Committee agreed that the actions already undertaken will address the AGM Notices of Motion, and that PRA will acknowledge this to Council.</p>

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	<p>LIM reports & Flood Hazard Mapping</p> <p>On 4 September, Mary and Diane attended a meeting with Leonie McPhail, PCC Manager Building Assurance, to discuss information on LIM reports including what flood hazard information is being used, how this fits with information in the District Plan and what criteria Council has for the inclusion of any independent reports into a LIM. Of note from this meeting was that Council was considering the inclusion of the maps provided by Wellington Water through the community consultation as they are now 'known' to the Council. Leonie has subsequently provided wording that would be considered for a LIM regarding the preliminary flood maps as well as a link to the flood hazard information on the Council website, updated this month.</p> <p>https://porirua.govt.nz/your-council/city-planning-and-reporting/district-plan/proposed-district-plan/past-consultations/porirua-flood-mapping/</p> <p>Although she did not attend the meeting on 4 September, Helen Oram, PCC Manager Climate and Environmental Planning, has since provided an outline of the steps that Council will be taking with regard to the flood hazard modelling. She also noted that "Porirua City has promised the community that draft flood depth maps will be available before the end of the year."</p> <p>On 5 September, Mary, Richard and Diane met with Barbara Edmonds, Member of Parliament, to discuss PRA's concerns regarding how PCC is applying Section 44A of the LGOIMA, particularly in relation to flood hazard mapping. Barbara suggested that one possible solution could be to require councils, where there is a dispute over information on a LIM, to record this disagreement formally on the LIM itself. She has since met with Tangi Utikere, Labour Party Spokesperson for Local Government, to discuss the matter further. Mr Utikere will investigate potential actions, noting his understanding that local councils have the discretion to include explanatory notes on Land Information Memoranda. He indicated that, in this case, the council should exercise that discretion to note that the information is inaccurate. Barbara will continue to liaise with Mr Utikere to determine whether introducing a Member's Bill to this effect may be warranted and will keep PRA informed of progress.</p> <p>PRA has now received a more comprehensive response from Hon Simon Watts, Minister for Local Government, to our earlier email regarding the intent of Section 44A of the LGOIMA Act and the presence of inaccurate information being included in LIMs. Whilst PRA acknowledges that this second response is more appropriate, it still does not provide any useful way forward aside from the suggestion to continue liaising with Council or to approach the Ombudsman. The Committee agreed that, at this stage, there is no further action required specific to LIMs and flood hazard mapping. The Committee acknowledged that Council's more recent responses have been helpful.</p> <p>PRA will continue to work with residents engaging in the Horokiri Stream flood modelling process being carried out by Awa Environmental and Wellington Water on behalf of the Council.</p> <p>Esplanade Reserves & Esplanade Strips</p> <p>PRA has had contact with an increasing number of residents experiencing Council officers focused on requiring an Esplanade Reserve whenever a waterway is involved in a subdivision application in the Rural Lifestyle Zone. Mary has now met with a number of these affected landowners and tabled a summary of the specific concerns. As the requirement by Council to create an Esplanade Reserve has led some residents to withdraw their subdivision application, Mary suggested that PRA write an OIA to Council asking how many subdivision applications</p>

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7. Reports	<p>have been received for a less than 4 hectare subdivision, how many have included an Esplanade Reserve requirement and how many have subsequently been withdrawn.</p> <p>Esplanade reserves versus Esplanade strips was the topic of Ken's address to the Council meeting of 28 August, following which PRA sent a letter to the Mayor and all Councillors providing further information on PRA's concerns. As a result this topic has also been added to the agenda for the Committee meeting with Nic Etheridge in November. Ken's address to Council and the follow up letter will be circulated to the Committee for any additional thoughts or questions in preparation for the meeting.</p> <p>State Highway 58 Safety Upgrade</p> <p>Progress on the SH58 Safety Upgrade is continuing, however traffic safety concerns are being raised by residents, particularly of Flightys Road and Mulhern Road. When a vehicle is waiting to turn in from SH58 no other traffic is able to pass. Downer has suggested using the interchange roundabout but this is not seen as a helpful suggestion. With the change to the Flightys Road intersection visibility for vehicles exiting the road is also a major concern. Ken will follow up with Downer.</p> <p>The bus shelter at the Moonshine Road intersection held panels showing the history of the US Marines camps at Judgeford. The panels were removed and are being stored by the Council. PRA has been contacted by the Kapiti US Marines Trust which has an archive of Marines heritage and are keen to work with NZTA, PCC and PRA to "rework the existing material and turn it into an interesting contemporary sign". Diane is liaising with the Trust Secretary.</p> <p>Transmission Gully Interchange Roundabouts</p> <p>Work on the roundabouts at the interchange was noted.</p> <p>Quotable Value NZ</p> <p>In QV's first response to PRA's correspondence regarding how rural properties within Porirua City are valued, some of the more specific questions were not fully answered. PRA has therefore sent a request for further information specifically regarding which inputs are used for calculation and what weight is given to these inputs in determining the final valuation for each property. A response is yet to be received.</p> <p>Pāuatahanui Public Burial Ground</p> <p>Micky reported that the Council have been doing the required gardening and have developed the work plan for the coming year. The Burial Ground is included in the Plimmerton Rotary Garden Tour on 1 November.</p> <p>Pest Free Pāuatahanui</p> <p>Jo provided a report on Pest Free Pāuatahanui (PFP) activities including</p> <ul style="list-style-type: none"> - Predator Free Porirua are making a video incorporating all the Porirua groups including a Pāuatahanui trapper - The inventor of the Trapscan cards is being invited to the next PFP meeting to present an update on the product and how it will work with TrapNZ which PFP currently uses to record catches - The Village project has been completed. This involved revisiting all the properties that had been provided with a modified Victor rat trap. - The SNA bait station project has been presented to PCC. While we wait for an opportunity to get funding we will proceed with a test/ pilot of 3 or 4 properties that are

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	<p>currently untrapped. The trial will use trail cameras, bait stations and AT220's to establish a baseline to identify the type and volume of pests and lead to a better opportunity for funding.</p> <ul style="list-style-type: none"> - PFP has jars of contaminated peanut butter donated by Pics, to be given away free as bait. Jo is planning activities to distribute this. - Thermometer - Jo is looking for a site to display a "thermometer" showing the number of traps and catches - Mural - Although PCC won't assist with the thermometer they have suggested a mural in the Village. The only probable place is the end wall on the toilet block. - Quiz - A fundraising quiz night for PFP is booked for Thursday 26 March 2026 at Judgeford Golf Club. <p>Freshwater Catchment Community</p> <p>Diane reported that funding for a second eDNA project has been approved by the Environmental Protection Authority. The first eDNA project involved collecting samples from six sites along the Pāuatahanui Stream, identifying the different fish and invertebrate species present, and sharing this information with the wider community through two evening workshops. The second project will enable the Catchment Group to collect samples from six sites along the Horokiri Stream and share the results in a similar format.</p> <p>Willowbank Quarry Community Liaison Group</p> <p>Diane attended the Willowbank Quarry Community Liaison Group meeting held on Monday 15 September. Over the next 2 months the blasting monitoring plinth will be concreted into place, allowing monitoring to be completed as per consent requirements. Once suitable (hard) rock is unearthed, the trial blasts have been completed and the results assessed to prove blasting designs sit within the design parameters, production blasting will be able to commence. There is no time frame for this as, to date, no suitable rock has been unearthed for the trials.</p> <p>The quarry is planning to hold an Open Day in mid-November on a Saturday from 3.00pm to 5.00pm. More information will be provided.</p> <p>A copy of the meeting minutes are on the website https://www.fultonhogan.com/quarries/willowbank-quarry-new-zealand/</p>
8. General Business	<p>Emergency Communications</p> <p>Following on from the WREMO radio communications exercise held earlier in the year, Rex Aubrey loaned PRA some radios to use for trialling communications within Pāuatahanui. Plimmerton Residents Association has recently purchased some new radios for their community use and has gifted two of their older radios to PRA to use until it is decided if we will be purchasing some to be held by members of the Pāuatahanui community.</p> <p>PRA is also interested in discussing with Willowbank Quarry the possibility of the quarry playing a role in disaster or regional emergency situations, given the quarry's location and elevation.</p> <p>Defibrillator at Light House Cinema</p> <p>In 2014 the defibrillator was installed on the exterior wall of the Light House Cinema. The equipment, which is owned by PRA, was funded by Plimmerton Rotary, and has been maintained by Wellington Free Ambulance. The defibrillator is now beyond the recommended 10-year replacement date and the manufacturer will no longer be producing replacement parts for it. Wellington Free Ambulance has recommended to Plimmerton Rotary that it be replaced with a likely cost of \$4,000. The Committee agreed that this is of benefit to</p>

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	<p>the community and that it is appropriate that PRA contribute to the replacement cost.</p> <p>Motion: That PRA contributes 50% of the cost of replacement for the defibrillator at the Light House Cinema.</p> <p>Moved: Ken Seconded: Jo Carried</p> <p>Boy Racers on Grays Road</p> <p>Over recent months there have been several gatherings of boy racers along Grays Road, using the intersection with Motukaraka Point as a site to do donuts in the early hours of the morning. Although residents have notified Police, they generally arrive too late to prevent the activity. In response to a letter from Christine Stanley requesting action to deter this behaviour, Council has advised that, from a Safe System perspective, some form of physical intervention is appropriate. As a result, Council will include this location in its Minor Safety Package of works for the current financial year. At this stage, options such as a splitter island or other treatments (e.g. hit sticks) are being considered, with the final approach to be determined based on design and programme considerations.</p> <p>St Joseph's Church</p> <p>St Joseph's Church has been in discussion with NZTA regarding the area at the entrance to the church. It has been agreed that this area will be marked for church use and a chain placed across the entrance. It is anticipated that some angle parking will also be made available within the area closer to the Transmission Gully off-ramp.</p> <p>Porirua City's 60th birthday</p> <p>On Thursday 2 October, Mary and Diane represented PRA at Porirua City's 60th Birthday Cake Cutting Ceremony.</p>
<p>9. Still "on the radar"</p>	<p>The following are still being considered by PRA but with nothing active to report</p> <ul style="list-style-type: none"> - Village culverts - Engine braking within the Village - Security and community resilience - Transmission Gully consent conditions including noise, Lanes Flat
<p>10. Correspondence</p>	<p>The following correspondence was noted</p> <p>Hon Simon Watts, Minister for Local Government - Section 44A LGOIMA</p> <p>MP Barbara Edmonds - Section 44A LGOIMA</p> <p>MP Tim Costley - Section 44A LGOIMA</p> <p>Hoa Quan, Wellington Manager, Quotable Value NZ - OIA Valuations of rural Properties</p> <p>Guardians of Pāuatahanui Inlet (GOPI) - Cockle count</p> <p>Andrew Frazer - Village culvert</p> <p>Donald Love - SH58 Safety upgrade OIA, Flood mapping</p> <p>Christine Stanley - Pearce Bridge signs, Boy racers on Grays Road</p> <p>Denise Landow, NZTA - SH58 Safety Upgrade works</p> <p>Belinda McKenzie-Dodds - Roadworks notices</p> <p>Alisha Henderson, Wellington Transport Alliance - Roadworks notices</p> <p>Phillip Reidy - Defibrillator at Light House Cinema</p> <p>Allie Webber, Kapiti US Marines Trust - Moonshine signs</p> <p>Shelby Lockwood, Ngahere Korowai Collective - Newsletter</p> <p>Wellington Heritage - Focus weekend 18-19th October</p>

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	<p>Te Wāhi Tiaki Tātou, Te Rūnanga o Toa Rangatira - Newsletter John Spence - Willowbank Community Liaison Group meeting Rex Aubrey - Emergency communication radios</p> <p>PCC - Nic Etheridge - General Manager, Policy, Planning & Regulatory Services - Council processes, Esplanade Reserves & strips Dougall Morrison, Riparian Operations Advisor - Planting at Pāuatahanui roundabout Leonie McPhail, Manager Building Assurance - Meeting re LIM information</p> <p>Mayor - Invitation to 60th Birthday cake cutting ceremony</p> <p>PCC Democratic Services – Council meeting documents, Supplier information</p> <p>To Community September Minutes Local body elections Road notifications SH58 Updates Power outage notification Planting invitation</p> <p>Total emails inwards 206 Total emails outwards 149</p>

11. Meeting Close 9.30 pm

12. Next Committee Meeting Tuesday 4 November 7.30pm

Approved by: Ken McAdam Chairperson, Pāuatahanui Residents Association Committee