



Waikanae Business Association Members Meeting Minutes

14th July 2025, 5:00pm-6:30pm, Waikanae Chartered Club

Present: As per Eventfinda listing (30 attendees including Trust Board)

Apologies: Sarah McAnulty (SM), Michael Moore (MM), Sue Scutter (SS)

1. Welcome - Sarah Yanez - website/newsletter amends are being made to stop emails from going into spam folders as this has been raised as an issue.
Noted changes in the Board - Zebunisso Alimova & Tracy Pervan have stepped down - acknowledging them and their contribution to the board. Sarah McAnulty has joined the board - Sarah is at Nga Manu and is also a Ray White real estate agent. Mike Davis is also supporting with our accounting, Sue Scutter is supporting with our legal requirements and Jess Deacon is supporting with comms and marketing. Current board members: Sarah Yanez - Chair, Charlotte Tollervey - Secretariat, Bernie McKendrey - Treasurer, Julia Palmer, Peter Avery and Sarah McAnulty. We are now a charitable trust board - this does not mean we have charitable status.
2. WREMO - Renee Santos - spoke on:
 - a. The importance of an emergency plan for a business.
 - b. The importance of sharing key information within a business so that you don't have one point of key information - but multiple people hold the info.
 - c. Work out what is your one service offering that you can continue to provide after an emergency - your core service that you can continue to generate income and how you would operate it without power, water etc.
 - d. WREMO's shared tools they have to support businesses, usb's with key templates for emergency plans that can then be shared across staff, as well as resources on business continuity planning.
 - e. Community Emergency Hubs for Waikanae are at the Waikanae Community Hall or the Waikanae Baptist Church.
 - f. Natural disasters - Waikanae River rises and falls quickly, there is some mapping available online. Fault lines locally are up the back of Elizabeth street and also



the Wellington & Wairarapa fault line. Severe weather has also seen an increase in the last few years, so being prepared for extreme weather conditions is important.

- g. It is important to also consider how you would manage if you had to operate with just cash. Do you look at having a Starlink that can be a shared resource for a community example?
3. Empty shops mitigation - Sarah Yanez on behalf of Sarah McAnulty - other councils in the country have added bylaws that protect retail spaces from being left empty. SM would like to put together a letter to the council, SS has agreed to support with previous legal examples. General agreeance for WBA to progress but feedback on being aware of other issues that may be impacting landlords and the complexity of what we are trying to achieve and realistic timelines.
4. Feedback exercise - Sarah Yanez updated on three core items WBA would like to focus on:
 - a. **Networking** - events that connect local businesses
 - b. **Communications** - bridging the information gap - communicate events
 - c. **Foot traffic** - attracting people to visit Waikanae.

Feedback sheets laid out for attendees to add their thoughts and ideas on how we can best meet the above three focus areas and any areas they are willing to volunteer or support with.

5. Potential Topics for Community Board Meeting:
 - a. Residents Meetings - agreeance that this is a good idea. Nigel Wilson to explore this further and maybe we just extend the Waikanae Beach or Reikorangi ones that already exist?
 - b. Meet the Candidate Meetings specifically for Waikanae candidates - KC News has an election page that lists all the meetings, the Kāpiti Business Chamber also has one, you could potentially do one for just the Waikanae candidates. General agreeance to progress this idea too.
6. Closing - Sarah Yanez