



# **RĀRANGI TAKE AGENDA**

## **Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board Meeting**

**I hereby give notice that a Meeting of the Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board will be held on:**

**Te Rā | Date: Tuesday, 18 July 2023**

**Te Wā | Time: 7.00pm**

**Te Wāhi | Location: Council Chamber  
Ground Floor, 175 Rimu Road  
Paraparaumu**

**Ewen Church  
Acting Group Manager Corporate Services**

**Kāpiti Coast District Council**

**Notice is hereby given that a meeting of the Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board will be held in the Council Chamber, Ground Floor, 175 Rimu Road, Paraparaumu, on Tuesday 18 July 2023, 7.00pm.**

**Poari ā-Hapori o Paraparaumu | Paraparaumu Community Board Members**

|                   |        |
|-------------------|--------|
| Mr Glen Olsen     | Chair  |
| Mr Guy Burns      | Deputy |
| Mr Bernie Randall | Member |
| Mr Karl Webber    | Member |
| Cr Glen Cooper    | Member |
| Cr Kathy Spiers   | Member |

## Te Raupapa Take | Order Of Business

|     |  |    |
|-----|--|----|
| 1   | Nau mai   Welcome .....  | 5  |
| 2   | Whakapāha   Apologies.....   | 5  |
| 3   | Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take   Declarations of Interest<br>Relating to Items on the Agenda ..... | 5  |
| 4   | He Wā Kōrero ki te Marea   Public Speaking Time .....  | 5  |
| 5   | Ngā Take a ngā Mema   Members' Business .....  | 5  |
| 6   | He Kōrero Hou   Updates.....   | 6  |
| 6.1 | Paraparaumu Transport Hub.....   | 6  |
| 7   | Pūrongo   Reports.....   | 7  |
| 7.1 | Renaming Private right-of-way - Jean Vanier Way, Paraparaumu .....   | 7  |
| 7.2 | Road Naming - Corner of Te Roto Drive and Guildford Drive, Paraparaumu .....   | 15 |
| 7.3 | Considerations of Applications for Funding .....   | 19 |
| 8   | Te Whakaū i ngā Āmiki   Confirmation of Minutes .....  | 29 |
| 8.1 | Confirmation of Minutes .....  | 29 |
| 9   | Ngā Take e Mahia ana   Matters Under Action .....  | 35 |
| 9.1 | Matters Under Action.....  | 35 |
| 10  | Te Whakaūnga o Ngā Āmiki Kāore e Wātea ki te Marea   Confirmation of Public<br>Excluded Minutes .....                    | 40 |
|     | Nil  |    |



**1 NAU MAI | WELCOME****2 WHAKAPĀHA | APOLOGIES****3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |  
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

3.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

3.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

**4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME****5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

(b) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)

(c) Community Board Members' Activities

**6 HE KŌRERO HOU | UPDATES**

**6.1 PARAPARAUMU TRANSPORT HUB**

**Author:** Dave Hardy, Manager Project Management Office

**Authoriser:** Sean Mallon, Group Manager Infrastructure Services

**TE PŪTAKE | PURPOSE**

An update was requested via the Paraparaumu Community Board Matters Under Action on this joint project between Kāpiti Coast District Council and Metlink.

**NGĀ ĀPITIHANGA | ATTACHMENTS**

Nil

## 7 PŪRONGO | REPORTS

### 7.1 RENAMING PRIVATE RIGHT-OF-WAY - JEAN VANIER WAY, PARAPARAUMU

Kaituhi | Author: **Jeffrey Clement, Information Management Team Leader**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

#### TE PŪTAKE | PURPOSE

- 1 This report asks the Paraparaumu Community Board to approve the renaming of the Private Right-of-way - Jean Vanier Way, Paraparaumu.

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required.

#### TE TUKU HAEPAPA | DELEGATION

- 3 The Paraparaumu Community Board has the delegated authority to consider this matter under 'Part D Community Boards' of the Governance Structure  
*Accepting or rejecting. Officer recommendations in respect of names for local roads (excluding the former State Highway and reserves, structures and commemorative places, in accordance with existing council policy.*

#### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paraparaumu Community Board approves the name ..... for the Private Right-of-way shown in Appendix 1 of this report.

#### TŪĀPAPA | BACKGROUND

- 4 The Private Right-of-way was named 'Jean Vanier Way' in October 2017 and a copy of the Road Naming report is attached at Appendix 2 of this report.
- 5 The Right-of-way was named after the founder of the L'Arche movement - Jean Vanier.
- 6 After his death in 2019 a report in 2023 found that he had abused at least 25 women. In Canada and Europe, his name has been taken off many names of roads and schools.
- 7 L'Arche Kapiti who own all the properties in Jean Vanier Way have requested that the Road name be changed.
- 8 Under the Kāpiti Coast District Council's policy, if a member of the community wishes to change a name of a road:
  - the proposed names must be validated by Council staff for uniqueness and appropriateness, including consultation with appropriate iwi if required; and
  - affected residents must be consulted by the person or group proposing the change and a minimum of 75% of responses must be in favour of the change.and these conditions have been met.
- 9 The Paraparaumu Community Board may accept one of the proposed names within the report or reject all the suggested names and request staff to provide alternative names in a subsequent report.

## HE KÖRERORERO | DISCUSSION

- 10 The Council Road Naming and Street Numbering Policy 2011 states that to ensure that road names reflect the objectives, developers (or residents of Private rights-of-way shall provide three suitable names for each road, in order of preference with the rationale behind each name.
- 11 Proposed names should avoid the names of kin unless they have strong historical links to the geographical area.
- 12 Throughout the process local Iwi and historian have been consulted and have supported the options provided.
- 13 The proposed names have been approved for use by Land Information NZ.

## He take | Issues

- 14 It is proposed that the name of the Right-of-way reflects their values and community spirit.
- 15 Their community song has been “Te Aroha” for many years, hence why something with Aroha comprises their top two choices.
- 16 They are part of an international community where mutuality and interdependence are key values, hence Hapori (community) was chosen as one of the options.

## Ngā kōwhiringa | Options

- 17 The three names provided in preferential order for Road to Vest are as follows:

### Option 1

**Te Aroha Way.**

### Option 2

**Aroha Way.**

### Option 3

**Hapori Way.**

## Mana whenua

- 18 Local Iwi have been consulted and support the recommendations put forward by L’Arche Kapiti.

## Panonitanga āhuarangi | Climate change

- 19 There are no climate change considerations required within this report.

## Ahumoni me ngā rawa | Financial and resourcing

- 20 The cost of signage is borne by L’Arche Kapiti.

## Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 21 The Council and its Community Boards can name roads, pursuant to Sections 319 and 319A of the Local Government Act 1974.

## Ngā pānga ki ngā kaupapa here | Policy impact

- 22 This matter has a low level of significance under the Council’s Significance and Engagement Policy.



**TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**

23 Consultation has been made with local iwi and recommendations are noted within this report for Board Members' decision.

**Te mahere tūhono | Engagement planning**

24 An engagement plan is not needed to implement these decisions.

**Whakatairanga | Publicity**

25 There are no publicity issues arising from this report.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Map showing location of Jean Vanier Way [↓](#)
2. Road Naming report from October 2017 [↓](#)











## 7.2 ROAD NAMING - CORNER OF TE ROTO DRIVE AND GUILDFORD DRIVE, PARAPARAUMU

Kaituhi | Author: **Jeffrey Clement, Information Management Team Leader**

Kaiwhakamana | Authoriser: **Ewen Church, Acting Group Manager Corporate Services**

### TE PŪTAKE | PURPOSE

- 1 This report asks the Paraparaumu Community Board to approve two new road names for the subdivision at the corner of Te Roto Drive and Guildford Drive, Paraparaumu.

### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required.

### TE TUKU HAEPAPA | DELEGATION

- 3 The Paraparaumu Community Board has the delegated authority to consider this matter under 'Part D Community Boards' of the Governance Structure  
*Accepting or rejecting. Officer recommendations in respect of names for local roads (excluding the former State Highway and reserves, structures and commemorative places, in accordance with existing council policy.*

### TAUNAKITANGA | RECOMMENDATIONS

That the Paraparaumu Community Board approves the names for the following roads:

- A. Approves the name ..... for Road One shown in Appendix 1 of this report.
- B. Approves the name ..... for Road Two shown in Appendix 1 of this report.

### TŪĀPAPA | BACKGROUND

- 4 Under the Kāpiti Coast District Council's policy, developers are required to submit three name suggestions, in preferential order, for each road to be named, whether it is public or private.
- 5 Supplementary information in support of the names is to be provided by the developer and this may be consistent themes, historical connections of previous owner.
- 6 The Paraparaumu Community Board may accept one of the proposed names within the report or reject all the suggested names and request staff to provide alternative names in a subsequent report.
- 7 The developer is Ballinger Industries Ltd.

### HE KŌRERORERO | DISCUSSION

- 8 The subdivision of Pt Lot 2 DP 77778 (Corner of Te Roto Drive and Guildford Drive) will create 42 Lots (26 Industrial lots – shown in purple on the attachment and 14 Residential Lots – shown in yellow on the attachment) and two new roads (shown as Road 1 and 2 on the attachment) which will be vested to the Council.
- 9 The Council Road Naming and Street Numbering Policy 2011 states that to ensure road names reflect the objectives, developers (or residents of Private rights-of-way) shall provide three suitable names for each road, in order of preference with the rationale behind each name.
- 10 Proposed names should avoid the names of kin unless they have strong historical links to the geographical area.

- 11 Throughout the process local Iwi and historian have been consulted and have supported the options provided.
- 12 The proposed names have been approved for use by Land Information NZ.

### He take | Issues

- 13 The two new roads are being formed on part Lot 3 DP 77778 located at the North end of Te Roto Drive, Paraparaumu. This will be the final subdivision of what was the Te Roto Farm that was farmed by the MacLean family. The farm was sold to a company called Te Roto Properties Ltd in 1965 and subdivision commenced soon after. Te Roto Properties Ltd became a subsidiary of Ballinger Industries Ltd in 1978. The major industrial road subdivided was Te Roto Drive (translation "The lake") named for the Te Roto farm.
- 14 The road naming theme adopted for the subdivision has been to use British industrial cities as names for the industrial roads and English non-industrial towns and cities for the residential roads.
- 15 Thus Sheffield St, Manchester St and Birmingham St for industrial roads and Guildford Drive, Henley Way, Cambridge Cres, Malvern Way, Cheltenham Drive, Lincoln Court, Arundel Ave, Somerset Cres, St Ives Court, Polperro Place, Watford Drive and Oxford Court for residential roads.
- 16 The proposed names for the two new roads are consistent with this theme.

### Ngā kōwhiringa | Options

- 17 The three names provided in preferential order for the two Roads to Vest are as follows:

#### **ROAD 1**

**Option 1 - Bradford Street**

**Option 2 - Newcastle Street**

**Option 3 - Belfast Street**

#### **ROAD 2**

**Option 1 - Chelmsford Place**

**Option 2 - Banbury Place**

**Option 3 - Colchester Place**

### Mana whenua

- 18 Local Iwi have been consulted and support the recommendations put forward by Ballinger Industries Ltd.

### Panonitanga āhuarangi | Climate change

- 19 There are no climate change considerations required within this report.

### Ahumoni me ngā rawa | Financial and resourcing

- 20 The cost of signage is borne by the developer.

### Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 21 The Council and its Community Boards can name roads, pursuant to Sections 319 and 319A of the Local Government Act 1974.



**Ngā pānga ki ngā kaupapa here | Policy impact**

- 22 This matter has a low level of significance under the Council's Significance and Engagement Policy.

**TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**

- 23 Consultation has been made with local iwi and recommendations are noted within this report for Board Members' decision.

**Te mahere tūhono | Engagement planning**

- 24 An engagement plan is not needed to implement these decisions.

**Whakatairanga | Publicity**

- 25 There are no publicity issues arising from this report

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Roads 1 and 2 - Corner of Te Roto Drive and Guildford Drive [↓](#)



### 7.3 CONSIDERATIONS OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Steffi Haefeli, Manager Democracy Services**

Kaiwhakamana | Authoriser: **Ewen Church, Acting Group Manager Corporate Services**

#### TE PŪTAKE | PURPOSE

- 1 For the Paraparaumu Community Board to consider applications to the Discretionary Fund and to note Accountability Reports of previous funding recipients.

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 Not required for this report.

#### TE TUKU HAEPAPA | DELEGATION

3. The Paraparaumu Community Board has delegated authority under section D of the 2022-2025 Governance Structure to consider and approve grant funding applications. The section states that the community board has the delegation to: *Approve criteria for, and disbursement of, community-based grant funds as approved through the Long-Term Plan or Annual Plan.*

#### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to Kāpiti Chorale to assist with the cost of their 40th anniversary concert to be held at Te Raukura ki Kāpiti on Saturday 12 August 2023.
- B. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to the 1<sup>st</sup> XI Boys Football Team, Paraparaumu College to assist with the team attending the winter Tournament in Auckland in August 2023.
- C. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to the Loss and Grief Centre to assist with the set up of a Bereaved by Suicide Support Group launching in August 2023.
- D. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to the Paraparaumu College 1st XI Boys Hockey team to assist with attend the Rankin Cup/India Shield competition held in Wellington between 28 August and 2 September 2023.
- E. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to the Nourish Trust to assist their mission to support the community through giving out hampers of food at Christmas.
- F. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to the Kāpiti Underwater Club to assist with hosting the North Island Spearfishing Championships.
- G. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to the Paraparaumu Beach School to assist with the girls' hockey team to the Zespri AIMS (Association of Intermediate Middle Schooling) Games in Tauranga in September 2023.
- H. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to Euan Mason to assist with the cost of him representing Paraparaumu College at various upcoming cycling events.

1. That the Paraparaumu Community Board approves a Discretionary grant of \$..... to Loved4Life to assist with the cost of providing volunteers with the materials for making quilts for new babies in the community.

## TŪĀPAPA | BACKGROUND

4. This is the first Paraparaumu Community Board meeting of the 2023/2024 financial year.
5. To allocate Discretionary Grants, the board should duly consider the established criteria, attached as Appendix 1 to this report.
6. Once funding has been approved and allocated to applicants, accountability reports will be required two months after the event or activity for which the grant was awarded takes place.

## HE KŌRERORERO | DISCUSSION

7. The following applications for funding have been received and are attached as Appendix 2 to this report and summarised below.

### Kāpiti Chorale

8. Irene McShane, on behalf of Kāpiti Chorale, has applied for a grant of \$183.80 to assist with the cost of their 40th anniversary concert "Pirate Girls" to be held at Te Raukura ki Kāpiti on Saturday 12 August 2023.

### 1<sup>st</sup> XI Boys Football Team, Paraparaumu College

9. The 1st XI Boys Football Team, Paraparaumu College has applied for a grant of \$750.00 to assist with the team attending the winter Tournament in Auckland in August 2023.

### Loss and Grief Centre

10. Letitia Geldenhuis, on behalf of the Loss and Grief Centre, has applied for a grant of \$1,500.00 to assist with the set-up of a Bereaved by Suicide Support Group launching in August 2023.

### Paraparaumu College 1<sup>st</sup> XI Boys Hockey Team

11. Christopher Brown, on behalf of the Paraparaumu College 1<sup>st</sup> XI Boys Hockey Team, has applied for a grant of \$836.00 to assist with representing New Zealand at the Under 18 and Under 21 Tenpin Bowling Australian National, Asian Youth and Asian Junior Championships in 2023.

### Nourish Trust

12. Gabrielle Ralph, on behalf of the Nourish Trust, has applied for a grant of \$1,000.00 to assist their mission to support the community through giving out hampers of food at Christmas.

### Kāpiti Underwater Club

13. Geoff McDonnell, on behalf of the Kāpiti Underwater Club, has applied for a grant of \$2000.00 to assist with hosting the North Island Spearfishing Championships.

### Paraparaumu Beach School

14. Susan Corin and Rachel Steinmetz, on behalf of Paraparaumu Beach School, has applied for a grant of \$2,500.00 to assist with the girls' hockey team to the Zespri AIMS (Association of Intermediate Middle Schooling) Games in Tauranga in September 2023.

### Euan Mason

15. Euan Mason has applied for a grant of \$750.00 to assist with the cost of him representing Paraparaumu College at various upcoming cycling events.

### Loved4Life

16. Jill Lane, on behalf of Loved4Life, has applied for a grant of \$500.00 to assist with the cost of providing volunteers with the materials for making quilts for new babies in the community.
17. The total discretionary grant applications under consideration in this report is \$10,019.80.

18. The applications received from the Loss and Grief Centre, the Nourish Trust, the Kāpiti Underwater Club, the Paraparaumu Beach School and Loved4Life were received as initiatives (localism) fund applications. This fund has now closed and all funds have been dispersed by the Board and the applications will instead be considered under the discretionary fund criteria.

### He take | Issues

- 19 There are no issues to consider.

### Ngā kōwhiringa | Options

- 20 There are no options to consider for this report.

### Mana whenua

- 21 Mana Whenua have not been consulted as part of this report. The funding allocation is fully within the delegation of the community board to consider.

### Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 22 There are no over-arching climate change and environment considerations within this report.

### Ahumoni me ngā rawa | Financial and resourcing

23. Budget allocations for the 2023/2024 financial year for the Paraparaumu Community Board Discretionary Grant is as follows:

| 2023/24 budget allocation | Total allocated to date | Total unallocated to date |
|---------------------------|-------------------------|---------------------------|
| \$23,954                  | \$0.00                  | \$23,954                  |

24. Discretionary and Initiatives Grants approved by the Paraparaumu/Raumati Community Board ahead of the 2022 Local Body Elections for the 2022/23 year are attached as Appendix 3 to this report.
25. Completed Accountability Reports of grants approved by the former Paraparaumu/Raumati Community Board ahead of the 2022/23 financial year, are attached as Appendix 4.
26. Discretionary and Initiatives Grants approved by the Paraparaumu Community Board since the 2022 Local Body Elections for the 2022/2023 financial year are attached as Appendix 5 of this report.
27. Completed Accountability Reports of grants approved by the Paraparaumu Community Board for the 2022/23 financial year, are attached as Appendix 6.

### Tūraru ā-Ture me te Whakahaere | Legal and Organisational Risk

- 28 There are no legal or risk considerations in this report.

### Ngā pānga ki ngā kaupapa here | Policy impact

- 29 Grants are allocated in accordance with the established criteria as attached in Appendix 1.

## TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

### Te mahere tūhono | Engagement planning

- 30 This matter has a low level of significance under Council's Significance and Engagement Policy and engagement is not conducted prior to decision making.

**Whakatairanga | Publicity**

- 31 Board Members play an active role around the community in promoting the discretionary grants available. Details are also made available on Council's website.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Appendix 1 - Discretionary Grant Criteria [↓](#)
2. Appendix 2 - Discretionary Grant Applications (under separate cover) [⇒](#)
3. Appendix 3 - Accountability Reports approved by the Paraparaumu/Raumati Community Board (under separate cover) [⇒](#)
4. Appendix 4 - Grants approved by the former Paraparaumu/Raumati Community Board [↓](#)
5. Appendix 5 - Discretionary and Initiatives Funds approved by the Board in 2022-2023 [↓](#)
6. Appendix 6 - Accountability Reports Paraparaumu Community Board (under separate cover) [⇒](#)















**8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****8.1 CONFIRMATION OF MINUTES**

**Author:** Anna Smith, Senior Democracy Services Advisor

**Authoriser:** Ewen Church, Acting Group Manager Corporate Services

**Taunakitanga | Recommendations**

That the minutes of the Paraparaumu Community Board meeting of 23 May 2023 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Paraparaumu Community Board Meeting Minutes - 23 May 2023 [↓](#)













## 9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

### 9.1 MATTERS UNDER ACTION

**Author:** Steffi Haefeli, Manager Democracy Services

**Authoriser:** Ewen Church, Acting Group Manager Corporate Services

Attached as appendix to this report are the updated Matters Under Action for the Paraparaumu Community Board, to review and note.

#### TAUNAKITANGA | RECOMMENDATIONS

That the Paraparaumu Community Board note the attached matters under action.

#### APPENDICES

1. Matters under Action Document [↓](#)









**10 TE WHAKAŪNGA O NGĀ ĀMIKI KĀORE E WĀTEA KI TE MAREA |  
CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil