



RĀRANGI TAKE AGENDA

Poari ā-Hapori o Raumati | Raumati Community Board Meeting

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

Te Rā | Date: Tuesday, 20 February 2024

Te Wā | Time: 7.00pm

**Te Wāhi | Location: Te Raukura ki Kāpiti
34a Raumati Road
Raumati Beach**

**Sean Mallon
Group Manager Infrastructure Services**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Poari ā-Hapori o Raumati | Raumati Community Board will be held at Te Raukura ki Kāpiti, 34a Raumati Road, Raumati Beach, on Tuesday 20 February 2024, 7.00pm.

Poari ā-Hapori o Raumati | Raumati Community Board Members

Mr Bede Laracy	Chair
Mr Jonny Best	Deputy
Ms Tarn Sheerin	Member
Mr Tim Sutton	Member
Cr Sophie Handford	Member

Te Raupapa Take | Order Of Business

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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

(i) An update from Community Board Members on the Board's submission to the Kāpiti Coast District Council Long-term Plan 2024-2034.

6 HE KŌRERO HOU | UPDATES

Nil

7 PŪRONGO | REPORTS

7.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Jessica Mackman, Senior Advisor, Democracy Services**

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

TE PŪTAKE | PURPOSE

1. This report details applications to the Discretionary Grants Fund received by the Raumati Community Board for consideration for the 2023/2024 year; and notes accountability reports received.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

2. An executive summary is not required for this report.

TE TUKU HAEPAPA | DELEGATION

3. The Raumati Community Board has delegated authority as at section D of the Governance Structure and Delegations for the 2022-2025 Triennium, approved by Council 24 November 2022:

Approving criteria for, and disbursement of, community-based grant funds as approved through the Long Term Plan or Annual Plan.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Raumati Community Board approves a Discretionary Grant of \$..... to Mulled Wine Concerts in Kāpiti to assist with the costs of staging a performance by international pianist Nikolai Saratovsky at the Memorial Hall in Paekākāriki.
- B. That the Raumati Community Board approves a Discretionary Grant of \$..... to the Raumati South Community Orchestra to assist with the costs of recording and creating professional-quality videos of the Orchestra's performances to be published to YouTube.
- C. That the Raumati Community Board notes the accountability reports received, as attached under a separate cover as Appendices 4-15.

TŪĀPAPA | BACKGROUND

4. This is the fifth meeting of the Raumati Community Board of the 2023/2024 financial year.
5. Discretionary Grants are allocated in accordance with established criteria, appended to this report as Appendix 1.
6. The applicants have been advised by email of the meeting date and time.

HE KŌRERORERO | DISCUSSION

7. Two applications for funding have been received and are attached to this report (under separate cover) as Appendix 2-3. The applications are summarised below.
8. There is currently \$18,226.30 available for distribution from the Discretionary Grants Fund in the 2023/2024 financial year. This amount does not roll over to the next financial year.

The following two applications are seeking total funding of \$1,500.00 from the Discretionary Grants Fund.

9. Mary Gow, on behalf of Mulled Wine Concerts in Kāpiti, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of staging a performance by international pianist Nikolai Saratovsky at the Memorial Hall in Paekākāriki in March 2024.

10. Phillip Simmonds, on behalf of the Raumati South Community Orchestra, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of recording and creating professional-quality videos of the Orchestra’s performances to be published to YouTube.

He take | Issues

11. There are no issues to be considered within this report.

Ngā kōwhiringa | Options

12. There are no options to be considered within this report.

Tangata whenua

13. There has been no engagement with mana whenua regarding this report.

Panonitanga āhuarangi | Climate change

14. There are no climate change considerations required within this report.

Ahumoni me ngā rawa | Financial and resourcing

15. Budget allocation for the 2023/2024 financial year for the Raumati Community Board is summarised below:

Fund	2023/24 budget allocation	Total allocated to date	Total unallocated to date
Discretionary Grant	\$25,000.00	\$6,773.70	\$18,226.30

16. Discretionary Grants approved by the Raumati Community Board for the 2023/2024 year are as follows:

Discretionary Fund				
Date	Recipient	Amount	Purpose of Grant	Report Back
25/07/23	Kāpiti Community Patrol	\$750.00	Cost of fuel to operate the community patrols.	Awaiting report
25/07/23	Kāpiti Concert Orchestra	\$750.00	Costs associated with staging the Orchestra’s August 2023 concert.	Report received
25/07/23	Nourish Trust	\$500.00	Costs associated with providing Christmas hampers to the community.	Awaiting report
25/07/23	Pikikotuku Thomas	\$750.00	Costs associated with staging a disco for kapa haka groups from local Colleges.	Awaiting report
25/07/23	Combined Lions Clubs of Kāpiti	\$250.00	Cost of printing and advertising for Combined Lions Clubs’ Annual Foodbank Collection.	Report received
05/09/23	Raumati Village Community Garden	\$273.70	Cost of seedlings and compost for Spring planting.	Awaiting report
17/10/23	Cancer Society of New Zealand Wellington Division	\$750.00	Costs associated with maintaining garden and outdoor area at Kāpiti Support Centre.	Report received
17/10/23	Eisa Mozhdeh	\$750.00	Costs associated with competing in martial arts at the Pacific Games in the Solomon Islands.	Awaiting report

17/10/23	Raumati South Residents Association	\$500.00	Costs of the Raumati South Memorial Hall reopening event.	Report received
17/10/23	Rae Bolton	\$750.00	Cost of advertising and equipment for the Walk 4 Women Hīkoi 4 Wāhine breast cancer awareness and fundraising event.	Awaiting report
17/10/23	Kāpiti Homeschool Hub	\$750.00	Costs associated with establishing an online platform for the local homeschooling community.	Awaiting report

17. Attached to this report (under separate cover) as Appendices 4-15 are 12 accountability reports received since the last funding report to the Raumati Community Board in October 2023.

Ture me ngā Tūraru | Legal and risk

18. There are no legal or risk considerations in this report.

Ngā pānga ki ngā kaupapa here | Policy impact

19. Grants are allocated in accordance with established criteria, attached as Appendix 1 to this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

21. Board Members play an active role in the community in promoting the grant available.

22. Information on the grant and the application process is available via the Council’s website.

23. Grant applicants will be contacted via email once funding decisions have been made.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Raumati Community Board Discretionary Grants Criteria [↓](#)
2. Raumati Community Board Grant Application - Mulled Wine Concerts in Kāpiti (under separate cover) [⇒](#)
3. Raumati Community Board Grant Application - Raumati South Community Orchestra (under separate cover) [⇒](#)
4. Raumati Community Board Accountability Report Back - KEDA (under separate cover) [⇒](#)
5. Raumati Community Board Accountability Report Back - Kāpiti Big Air Rebels Cheerleading Team (under separate cover) [⇒](#)
6. Raumati Community Board Accountability Report Back - Kāpiti Songsters Choir (under separate cover) [⇒](#)
7. Raumati Community Board Accountability Report Back - Raumati South School (under separate cover) [⇒](#)
8. Raumati Community Board Accountability Report Back - Natasha Goggin (under separate cover) [⇒](#)
9. Raumati Community Board Accountability Report Back - Mitchel Goggin (under separate cover) [⇒](#)
10. Raumati Community Board Accountability Report Back - Kāpiti Cycle Action (under separate cover) [⇒](#)

11. Raumati Community Board Accountability Report Back - Combined Lions Clubs of Kāpiti (under separate cover) [⇒](#)
12. Raumati Community Board Accountability Report Back - Raumati South Residents Association (under separate cover) [⇒](#)
13. Raumati Community Board Accountability Report Back - Actively Coping With Cancer (under separate cover) [⇒](#)
14. Raumati Community Board Accountability Report Back - Raumati Village Business Association (under separate cover) [⇒](#)
15. Raumati Community Board Accountability Report Back - Cancer Society of New Zealand (Wellington Division) (under separate cover) [⇒](#)

RAUMATI COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

Criteria for Community Grants

The purpose of the Raumati Community Board's Community Grants is to provide financial assistance for projects or activities that promote the wellbeing of the Raumati community and show clear community benefit.

Eligible Organisations/Individuals

1. The organisation/individual must undertake its activities in the Raumati area. The Board may consider financial assistance for events occurring outside the Raumati Community where it is shown the community will benefit.
2. Eligible organisations include those that provide cultural, sports, environmental or social services to the Raumati areas.

Criteria

1. The applicant is unable to receive sufficient grants from other sources.
2. The applicant must be non-profit making.
3. The organisation/individual must use the financial assistance for its activities in the Raumati Community. The Board may consider financial assistance for events occurring outside the Raumati Community where it is shown the community will benefit.
4. Organisations must provide the most recent financial statements and a copy of a resolution noting the decision to apply for funding.
5. The organisation/individual has not received financial assistance from the Raumati Community Board Community Grants Fund in the last twelve months.
6. Only one application will be considered by an organisation for one event (Individual team member applications will not be eligible).

Please note: All applications must have full documentation to support their application (**maximum of five pages in total**).

Eligible Purposes:

1. Unique or infrequent project or activity;
2. Special project or activity;
3. Meritorious project or activity;
4. To partially or fully offset the cost of any Council permit, licence or resource consent fees*;
5. The remission of hall rental*.

* within **the current financial year** of the project or activity

Ineligible Purposes

1. Expenses incurred for school curriculum activities.
2. Retrospective expenses**.

**Grants will not be paid retrospectively other than for hall hire or for the cost of a permit, licence or resource consent fee.

RAUMATI COMMUNITY BOARD COMMUNITY GRANTS APPLICATION FORM

Maximum Grant

The maximum grant payable is **\$750**.

Accountability

Applicants are required to provide written confirmation or a verbal report that the money was spent for the purpose granted within 2 months of completion of the activity. Individuals are required to outline the benefits gained for them and community groups are required to furnish a written report outlining the benefits gained by the community. In normal circumstances applicants failing to meet accountability criteria will be excluded from any further applications for two years.

The Raumati Community Board requires all monies that are not used for the purpose applied for to be returned to the Community Grants Fund. Failure to do so may exclude the applicant from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information. Failure to provide all of the required information will result in the application being returned to the applicant.
2. Applications must include a bank deposit slip.

The above conditions and criteria do not preclude the Raumati Community Board from considering any application at its discretion.

Applications are to be addressed to:

Democracy Services Team
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

or

democracy.services@kapiticoast.govt.nz

Please Note: Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Raumati Community Board meeting date to meet the reporting deadline.

Meetings are held every six weeks.

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

Author: Jessica Mackman, Senior Advisor, Democracy Services

Authoriser: Sean Mallon, Group Manager Infrastructure Services

TAUNAKITANGA | RECOMMENDATIONS

That the minutes of the Raumati Community Board meeting of 28 November 2023 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Minutes of Raumati Community Board Meeting 28 November 2023 [↓](#)

RAUMATI COMMUNITY BOARD MEETING MINUTES

28 NOVEMBER 2023

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
RAUMATI COMMUNITY BOARD MEETING
HELD AT TE RAUKURA KI KĀPITI, 34A RAUMATI ROAD, RAUMATI BEACH
ON TUESDAY, 28 NOVEMBER 2023 AT 7.04PM**

PRESENT: Bede Laracy (Chair), Jonny Best, Tarn Sheerin, Tim Sutton, Cr Sophie Handford

IN ATTENDANCE: Cr Martin Halliday, Sean Mallon, Jessica Mackman

WHAKAPĀHA | APOLOGIES: There were none.

LEAVE OF ABSENCE: There were none.

1 NAU MAI | WELCOME

The Chair, Bede Laracy welcomed everyone to the meeting of the Raumati Community Board.

2 WHAKAPĀHA | APOLOGIES

There were no apologies.

3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

There were no declarations of interest made.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Isabelle Maloret tabled a statement regarding the Takutai Kāpiti process and outlined concerns with the online formats proposed for future community engagement.

Tanya Lees tabled a statement on behalf of Calm Alarmist Law Madness (C.A.L.M.) and outlined the groups concerns regarding the Takutai Kāpiti process. Ms Lees answered members' questions.

Claire Hynd, on behalf of the Raumati South Residents Association noted the success of the Raumati South Memorial Hall reopening event held recently and thanked the Board for the community grant to support the event.

TABLED DOCUMENTS

The following documents were tabled.	
Appendices	
1	Statement from Isabelle Maloret
2	Statement from Tanya Lees on behalf of C.A.L.M.

Item 8 Matters Under Action was brought forward from a later point in the agenda.

RAUMATI COMMUNITY BOARD MEETING MINUTES

28 NOVEMBER 2023

8 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

8.1 MATTERS UNDER ACTION

Cr Sophie Handford provided an update on the Vision for Raumati project and noted that work has recently begun on phase two of the project which focusses on the Vision for Raumati South. Cr Handford encouraged continued community involvement in the project and the Chair, Bede Laracy noted that a survey is available on the Our Vision for Raumati Facebook page.

The Chair provided an update on the engagement process with Kāinga Ora to date and advised that a Community Liaison Group (CLG) has now been formed with 14 members. The CLG has held its first meeting and will next meet with Kāinga Ora.

The Chair, Bede Laracy introduced Mike Doyle, elected co-Chair of the Community Liaison Group who spoke of the CLG’s purpose.

The Chair noted that the CLG will have their own Terms of Reference and will also negotiate Terms of Reference with Kāinga Ora.

5 NGĀ TAKE A NGĀ MEMA | MEMBERS’ BUSINESS

(a) Leave of Absence

There were no requests for a leave of absence.

(b) Matters of an Urgent Nature

There were no matters of an urgent nature notified to the Chair prior to the commencement of the meeting.

(c) Community Board Members’ Activities

The Chair, Bede Laracy advised that Tim Sutton would provide an update on the Takutai Kāpiti process as the Raumati Community Board representative observing meetings of the Coast Advisory Panel (CAP) and highlighted the infographic prepared by the Board.

The Chair acknowledged the members of the CAP in attendance, Kelvin Nixon, Don Day and Martin Manning who provided brief introductions.

Mr Sutton spoke to a presentation to provide an update on the Takutai Kāpiti process and members of the Board and Coastal Advisory Panel answered questions from the community.

6 HE KŌRERO HOU | UPDATES

There were no updates scheduled.

7 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION RCB2023/72

Moved: Cr Sophie Handford
 Seconder: Mr Tim Sutton

That the minutes of the Raumati Community Board meeting of 17 October 2023 be accepted as a true and correct record.

CARRIED

Item 8 Matters Under Action was moved to an earlier point in the agenda.

RAUMATI COMMUNITY BOARD MEETING MINUTES

28 NOVEMBER 2023

The Chair, Bede Laracy acknowledged the respectful dialogue and thanked the Coastal Advisory Panel members in attendance.

The Chair noted that a Raumati Seawall drop-in information session would take place Saturday 9 December 2023 from 10.00am at the Uniting Parish.

The Poari ā-Hapori o Raumati | Raumati Community Board meeting closed at 9.13pm.

.....
HEAMANA | CHAIRPERSON

Unconfirmed

9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION**9.1 MATTERS UNDER ACTION**

Author: Jessica Mackman, Senior Advisor, Democracy Services

Authoriser: Sean Mallon, Group Manager Infrastructure Services

MATTERS UNDER ACTION

Attached as Appendix 1 are the updated matters under action for the Raumati Community Board to review and note.

TAUNAKITANGA | RECOMMENDATIONS

That the Raumati Community Board notes the attached matters under action.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Raumati Community Board Matters Under Action - February 2024 [↓](#)

Raumati Community Board – Matters Under Action Register (as at February 2024)

Item	Progress
Community Liaison Group for Kāinga Ora	<p>The Raumati Community Board distributed a letter to all households in the local area early October 2023 seeking expressions of interest for members of a Community Liaison Group to work with Kāinga Ora in relation to their proposed development on Raumati Road. Expressions of interest closed 2 November 2023. A copy of the letter is available on the Board’s Facebook page or on request.</p> <p>At its meeting of 17 October 2023, the Board resolved to appoint Deputy Chair Jonny Best to the Community Liaison Group (CLG) as the Raumati Community Board representative.</p> <p>At its meeting of 28 November 2023, the Board confirmed that the CLG had been formed with 14 members and co-Chairs elected. The CLG had met and a meeting with Kāinga Ora was planned.</p>
Existing informal walking tracks linking Raumati South with the Leinster Avenue/old State Highway One area be acknowledged and protected in any future development of this land.	Staff noted that the informal track referred to crosses land owned by Kāinga Ora. If the land is developed in the future and Council has the ability to input into the design and consenting for development, then Council can recommend that these informal connections be formalised and continued to be provided. However, as this is private property and the track appears to also go through school property Council may have limited ability to influence the design. It is suggested that the Raumati Community Board follow up with Kāinga Ora as the landowner and request an undertaking from them that they will include this in any development proposed for the land.
School Road/Traffic issues around the Raumati area (information collated from the Kāpiti-Ōtaki Principals Association) for Board Members’ follow up:	
This was initiated by Cr Kathy Spiers. Board members are keen to link in with Cr Spiers to be brought up to date. The Board feel that it is important to build relationships with the schools directly to get those conversations happening.	
Kāpiti College	Waiting for further information.
Te Ra School	Waiting for further information.

10 CLOSING KARAKIA