



# **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, 25 June 2024**

**Te Wā | Time: 7.00pm**

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

**Sean Mallon**  
**Group Manager Infrastructure and Asset Management**

**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 25 June 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

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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 TEPUTEIHANA | DEPUTATIONS**

Nil

**6 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

**7 HE KŌRERO HOU | UPDATES**

Nil

## 8 PŪRONGO | REPORTS

### 8.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Jessica Mackman, Senior Advisor Governance**

Kaiwhakamana | Authoriser: **Sean Mallon, Group Manager Infrastructure and Asset Management**

### 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 the Kapiti Table Tennis Club to assist with the costs of hall hire increases.
- B. That the Raumati Community Board approves a Discretionary Grant of \$.....to Volunteer Kapiti to assist with the costs of running their outreach programme.
- C. That the Raumati Community Board approves a Discretionary Grant of \$.....to Raumati Raptors Swimming Club to assist with the costs of trophy engraving for the Club's 2023-2024 annual prize-giving.
- D. That the Raumati Community Board approves a Discretionary Grant of \$.....to Nourish Trust, to assist with the costs of providing food hampers to families in need at Christmas in Raumati and the wider district.
- E. That the Raumati Community Board approves a Discretionary Grant of \$.....to Kapiti Horticultural Society to purchase a portable banner sign to advertise the group to increase membership and guide members to their new meeting location.

### TŪĀPAPA | BACKGROUND

4. This is the eighth 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. Five applications for funding have been received and are attached to this report (under separate cover) as Appendix 2-6. The applications are summarised below.
8. There is currently \$11,676.30 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.

9. The following five applications are seeking total funding of \$3,560.05 from the Discretionary Grants Fund.
10. Julie Midgley, on behalf of the Kapiti Table Tennis Club, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of increased hall hire charges to enable the club to retain their annual subscription costs at the current level.
11. Amy Helm, on behalf of Volunteer Kapiti, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist the group in running their volunteer outreach programme. The programme will enable Volunteer Kapiti to engage with the community via participation in events to promote volunteering opportunities and visiting organisations in order to better understand needs.
12. Marco Cecioni, on behalf of the Raumati Raptors Swimming Club, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the cost of trophy engraving for the Club’s 2023-2024 annual prize-giving.
13. Gabrielle Ralph, on behalf of Nourish Trust, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of providing food hampers to families in need at Christmas in Raumati and the wider district.
14. Sarah Webb, on behalf of Kapiti Horticultural Society, has applied for a grant under the Discretionary Grants Fund of \$560.05 to purchase a portable banner sign to advertise the group in an effort to increase membership and guide members to their new meeting location.

**He take | Issues**

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

**Ngā kōwhiringa | Options**

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

**Mana whenua**

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

**Panonitanga āhuarangi | Climate change**

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

**Ahumoni me ngā rawa | Financial and resourcing**

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

<b>Fund</b>	<b>2023/24 budget allocation</b>	<b>Total allocated to date</b>	<b>Total unallocated to date</b>
Discretionary Grant	\$25,000.00	\$13,323.70	\$11,676.30

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

<b>Discretionary Fund</b>				
<b>Date</b>	<b>Recipient</b>	<b>Amount</b>	<b>Purpose of Grant</b>	<b>Report Back</b>
25/07/23	Kāpiti Community Patrol	\$750.00	Cost of fuel to operate the community patrols.	Report received

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.	Report Received
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 Mozhdah	\$750.00	Costs associated with competing in martial arts at the Pacific Games in the Solomon Islands.	Report received
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.	Report received
17/10/23	Kāpiti Homeschool Hub	\$750.00	Costs associated with establishing an online platform for the local homeschooling community.	Report received
20/02/24	Mulled Wine Concerts Kāpiti	\$250.00	Costs associated with staging a performance by an international pianist at the Memorial Hall in Paekākāriki.	Report received
20/02/24	Raumati South Community Orchestra	\$750.00	Costs of recording and creating professional-quality videos of the Orchestra's performances for YouTube.	Report Due May 2024
19/03/24	Horowhenua Coastal Football Club Inc	\$750.00	Costs of purchasing sports equipment to deliver the Club's football programme.	Report Due June 2024
19/03/24	Raumati South Resident's Association Inc. - Predator Free Raumati	\$750.00	Costs of purchasing tools and materials to produce traps to support the eradication of pests in the area.	Report Due June 2024
14/05/24	Combined Lions Club of Kapiti	\$300.00	Advertising and printing costs associated with the Clubs' annual Foodbank collection to be held in November 2024	Report Due December 2024
14/05/24	Paraparaumu Scout Group	\$750.00	Costs associated with the purchase of new tents, repairs to the Scout Den and the cost of annual insurances.	Report Due December 2024
14/05/24	Kamal Patel	\$750.00	Costs associated with hosting an Indian Cultural Festival in the district.	Report Due December 2024
14/05/24	Natasha Goggin	\$750.00	Costs associated with representing New Zealand in ten pin bowling at the World Youth Tenpin Bowling Championships in Korea and the Australian National Championships in Queensland.	Report Due December 2024



14/05/24	Kāpiti US Marines Trust	\$750.00	Costs of holding annual Memorial Day Celebrations at Queen Elizabeth Park on May 27 2024.	Report Due December 2024
14/05/24	Louie Vatble	\$750.00	Costs of representing the Ricki Herbert Football Academy in an International football tournament in Christchurch in July 2024.	Report Due December 2024

**Ture me ngā Tūraru | Legal and risk**

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

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

22. 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**

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

**Whakatairanga | Publicity**

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

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

26. 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 - Kapiti Table Tennis (under separate cover) [⇨](#)
3. Raumati Community Board Grant Application - Volunteer Kapiti (under separate cover) [⇨](#)
4. Raumati Community Board Grant Application - Raumati Raptors Swimming Club (under separate cover) [⇨](#)
5. Raumati Community Board Grant Application - Nourish Trust (under separate cover) [⇨](#)
6. Raumati Community Board Grant Application - Kapiti Horticultural Society (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.

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****9.1 CONFIRMATION OF MINUTES**

**Author:** Jessica Mackman, Senior Advisor Governance

**Authoriser:** Sean Mallon, Group Manager Infrastructure and Asset Management

**TAUNAKITANGA | RECOMMENDATIONS**

That the minutes of the Raumati Community Board meeting of 14 May 2024 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Minutes of Raumati Community Board Meeting 14 May 2024 [↓](#)

RAUMATI COMMUNITY BOARD MEETING MINUTES

14 MAY 2024

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
RAUMATI COMMUNITY BOARD MEETING  
HELD IN PUORO 1, TE RAUKURA KI KĀPITI, 34A RAUMATI ROAD, RAUMATI BEACH  
ON TUESDAY, 14 MAY 2024 AT 7.03PM**

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

**IN ATTENDANCE:** Karl Webber, Sean Mallon, Jessica Mackman, Hamish McGillivray

**WHAKAPĀHA | APOLOGIES:** There were none.

**LEAVE OF ABSENCE:** There were none.

**1 NAU MAI | WELCOME**

The Chair, Bede Laracy welcomed everyone to the meeting.

**2 WHAKAPĀHA | APOLOGIES**

There were no apologies to record.

**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**

Lynne Sleath, on behalf of Kāpiti Cycling Action, spoke to a tabled progress report to provide an update on the Raumati Bike Bus initiative, which received funding from the Raumati Community Board and Council in 2023. Mr Sleath noted Kāpiti Cycling Action were working with Pedal Ready to provide training to local primary school users and volunteers, and police to complete vetting of volunteers as required by schools. Mr Sleath confirmed that the Northern cycling route was in operation and answered members' questions.

Sue Harris, Treasurer of the Kāpiti US Marines Trust, spoke in support of the Trust's grant application under item 8.1 Consideration of Applications for Funding and encouraged all to attend the annual Memorial Day event held at Queen Elizabeth Park at 10.00am on 27 May 2024. Ms Harris answered members' questions.

Natasha Goggin, accompanied by Lisa Goggin, spoke in support of their grant application under Item 8.1 Consideration of Applications for Funding and answered members' questions.

**TABLED DOCUMENTS**

The following documents were tabled.	
<b>Appendices</b>	
1	Raumati Bike Bus Progress Report May 2024 tabled by Lynn Sleath - Kāpiti Cycling Action

**RAUMATI COMMUNITY BOARD MEETING MINUTES**

**14 MAY 2024**

The Chair, Bede Laracy advised that Item 6 Members’ Business and Item 7.1 Review of the Freedom Camping Policy 2012, would be moved from a later point in the agenda.

Item 5 Deputations was moved to a later point in the agenda.

**6 NGĀ TAKE A NGĀ MEMA | MEMBERS’ BUSINESS**

- a) Cr Sophie Handford advised she would shortly take a leave of absence for eight weeks to travel to Tokyo on a Prime Minister’s Scholarship. Cr Handford noted she would continue to attend to Council business while abroad though would be unable to attend the Raumati Community Board meeting of 25 June 2024.
- b) There were no matters of an urgent nature notified to the Chair prior to the commencement of the meeting.
- c) Cr Sophie Handford advised she had met with constituents concerned with the suitability and safety of the rocks placed at the beach access area at Aotea Road, Raumati South. Cr Handford noted she was in discussion with Council officers to consider a solution.

The Chair, Bede Laracy highlighted the Our Vision for Raumati project and encouraged residents of Raumati South to share their thoughts and complete the survey available online to progress a vision for Raumati South.

**7 HE KŌRERO HOU | UPDATES**

**7.1 REVIEW OF THE FREEDOM CAMPING POLICY 2012**

Hamish McGillivray, Manager Research & Policy, outlined the report and presentation contained in the agenda to provide an overview of the upcoming review of the Freedom Camping Policy. Mr McGillivray answered members’ questions.

**COMMITTEE RESOLUTION RCB2024/11**

Moved: Mr Jonny Best  
 Seconder: Ms Tarn Sheerin

That the Raumati Community Board note that the Freedom Camping Policy 2012 is being reviewed in 2024.

**CARRIED**

**5 NGĀ TEPUTEIHANA | DEPUTATIONS**

**5.1 COASTAL ADVISORY PANEL**

Members of the Coastal Advisory Panel, Don Day and Dr Martin Manning spoke to the attached presentation to provide an update on the progress of the Takutai Kāpiti process and outlined the next steps, noting that the panel were preparing their report to present to Council in June 2024.

Mr Day and Dr Manning answered members’ questions and encouraged those in attendance to view the Takutai Kāpiti website for detailed information relating to the process.

The Chair, Bede Laracy thanked Mr Day and Dr Manning for their updates to the Board and acknowledged the work of the Coastal Advisory Panel to date.

**TABLED DOCUMENTS**

The following documents were tabled.

**RAUMATI COMMUNITY BOARD MEETING MINUTES**

**14 MAY 2024**

**Appendices**

- 1 Coastal Advisory Panel Presentation to Raumati Community Board 14 May 2024
- 2 Takutai Kāpiti material available for attendees of Raumati Community Board meeting 14 May 2024

Item 6 Members' Business and Item 7.1 Review of the Freedom Camping Policy 2012 were moved to an earlier point in the agenda.

**8 PŪRONGO | REPORTS**

**8.1 CONSIDERATION OF APPLICATIONS FOR FUNDING**

The Chair, Bede Laracy introduced the item and encouraged applications to the fund, noting there was one further meeting of the Raumati Community Board this financial year in which to grant funds.

**COMMITTEE RESOLUTION RCB2024/12**

Moved: Mr Jonny Best  
 Seconder: Ms Tarn Sheerin

- A. That the Raumati Community Board approves a Discretionary Grant of \$300.00 to the Combined Lions Clubs of Kapiti to assist with advertising and printing costs associated with the Clubs' annual Foodbank collection to be held in November 2024.

**CARRIED**

**COMMITTEE RESOLUTION RCB2024/13**

Moved: Mr Tim Sutton  
 Seconder: Ms Tarn Sheerin

- B. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to the Paraparaumu Scout Group to assist with the purchase of new tents, repairs to the Scout Den and the cost of annual insurances and specifies their preference that the funds be used to support youth from Raumati.

**CARRIED**

**COMMITTEE RESOLUTION RCB2024/14**

Moved: Cr Sophie Handford  
 Seconder: Mr Tim Sutton

- C. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to Kamal Patel to assist with the costs associated with hosting an Indian Cultural Festival in the district.

**CARRIED**

**COMMITTEE RESOLUTION RCB2024/15**

Moved: Cr Sophie Handford  
 Seconder: Ms Tarn Sheerin

- D. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to Natasha Goggin to assist with the costs associated with representing New Zealand in ten pin bowling at the World Youth Tenpin Bowling Championships in Korea and the Australian

**RAUMATI COMMUNITY BOARD MEETING MINUTES**

**14 MAY 2024**

<p>National Championships in Queensland.</p> <p><b>CARRIED</b></p>
<p><b>COMMITTEE RESOLUTION RCB2024/16</b></p> <p>Moved: Mr Bede Laracy                  Seconder: Mr Tim Sutton</p> <p>E. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to the Kāpiti US Marines Trust to assist with the costs holding annual Memorial Day Celebrations at Queen Elizabeth Park on May 27 2024.</p> <p><b>CARRIED</b></p>
<p><b>COMMITTEE RESOLUTION RCB2024/17</b></p> <p>Moved: Cr Sophie Handford                  Seconder: Ms Tarn Sheerin</p> <p>F. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to Louie Vatble to assist with the costs of representing the Ricki Herbert Football Academy in an International football tournament in Christchurch in July 2024.</p> <p><b>CARRIED</b></p>

**9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**

**9.1 CONFIRMATION OF MINUTES**

<p><b>COMMITTEE RESOLUTION RCB2024/18</b></p> <p>Moved: Cr Sophie Handford                  Seconder: Ms Tarn Sheerin</p> <p>That the minutes of the Raumati Community Board meeting of 19 March 2024 be accepted as a true and correct record.</p> <p><b>CARRIED</b></p>
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**10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION**

**10.1 MATTERS UNDER ACTION**

<p>Board members discussed the matters under action and removed the items relating to Kāpiti College and Te Rā School, which had been addressed in Council’s Speed Management Plan.</p>
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The Chair, Bede Laracy invited those in attendance to the next meeting of the Raumati Community Board on 25 June 2024 and closed the Poari ā-Hapori o Raumati | Raumati Community Board meeting at 8.46pm.

.....  
**HEAMANA | CHAIRPERSON**



**10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION****10.1 MATTERS UNDER ACTION**

**Author:** Jessica Mackman, Senior Advisor Governance

**Authoriser:** Sean Mallon, Group Manager Infrastructure and Asset Management

**MATTERS UNDER ACTION**

Attached as Appendix 1 are the current 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 - June 2024 [↓](#)



**11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**