



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, 12 November 2024

Te Wā | Time: 7.00pm

**Te Wāhi | Location: Puoro 1
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 in Puoro 1, Te Raukura ki Kāpiti, 34A Raumati Road, Raumati Beach, on Tuesday 12 November 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

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 Relating to Items on the Agenda	5
4	He Wā Kōrero ki te Marea Public Speaking Time	5
5	Ngā Teputeihana Deputations.....	6
5.1	Kāpiti Whaitua Committee	6
6	Ngā Take a ngā Mema Members' Business	7
7	He Kōrero Hou Updates.....	7
	Nil	
8	Pūrongo Reports.....	8
8.1	Reserve naming - Leon Kiel Reserve	8
8.2	Draft Calendar of Meetings 2025.....	16
8.3	Consideration of Applications for Funding	19
9	Te Whakaū i ngā Āmiki Confirmation of Minutes	24
9.1	Confirmation of Minutes	24
10	Ngā Take e Mahia ana Matters Under Action	29
10.1	Matters Under Action.....	29

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

5.1 KĀPITI WHAITUA COMMITTEE

Author: Jessica Mackman, Senior Advisor Governance

Authoriser: Sean Mallon, Group Manager Infrastructure and Asset Management

TE PŪTAKE | PURPOSE

- 1 Members of the former Kāpiti Whaitua Committee will speak to the Raumati Community Board regarding Te Whaitua o Kāpiti Implementation Programme.

NGĀ ĀPITIHANGA | ATTACHMENTS

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 RESERVE NAMING - LEON KIEL RESERVE

Kaituhi | Author: **Yolanda Morgan, Team Leader Open Space Planning**

Kaiwhakamana | Authoriser: **Brendan Owens, Group Manager Customer and Community**

TE PŪTAKE | PURPOSE

- 1 This report discusses and makes a recommendation on the naming of a parcel of land at the intersection of Poplar Avenue and Renown Road in memory of the late Leon Kiel, a respected community member who made significant contributions to the Raumati community.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 This report recommends that the Board consider naming the proposed reserve land at the intersection of Poplar Avenue and Renown Road, in memory of the late Leon Kiel. Mr. Kiel was a respected community member who made significant contributions to the Raumati community.
- 3 The land is not currently held as a reserve under the Reserves Act 1977. It is proposed that a recommendation is made to Council in early 2025 to pass a resolution to declare and classify this land as a reserve under the Act. If the decision is made to declare and classify the land as a reserve, the name can be applied to the land as part of the classification process, if approved by this Board.

TE TUKU HAE PAPA | DELEGATION

- 4 The Raumati Community Board (Community Board) has the delegated authority to consider the naming of a reserve 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 any reserves, structures and commemorative places, in accordance with existing council policy'

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Raumati Community Board agrees in principle to name Section 110 Wainui District, under title WN27B/669, Leon Kiel Reserve, if Council passes a resolution to declare and classify the land as a reserve, in accordance with the Reserve Act 1977.

TŪĀPAPA | BACKGROUND

- 5 On 22 August 2024, Raumati Community Board Chair, Bede Laracy, enquired with Council's Parks, Open Space and Environment Team regarding the land status of a parcel of land at the location of Raumati South's old post office, on the corner of Poplar Ave and Renown Rd, with a suggestion to name the land "Leon Kiel Reserve". A map of the land is provided in Appendix 3.
- 6 Leon Kiel, a respected artist and community member, passed away on Friday, March 13, 2009, at the age of 50. He was instrumental in the creation of Whareroa Farm Reserve as a member of the Open Space Gateway group. Appendix 1 includes a list of Mr Kiel's community activities, provided by his family and members of the community. Appendix 2 contains a letter of support from former Kāpiti Coast District Council Mayor Jenny Rowan.
- 7 Council officers conducted a review of the land's status and determined the land was vested in the Kāpiti Borough Council, from the Crown, as Fee Simple land in 1985. For the land to be named as Leon Kiel Reserve, Council would need to pass a resolution to declare the land as a reserve and classify it for one of the purposes contained within the Act. As part of this process, a name in recognition of an individual, can be included in the gazette notice.

HE KÖRERORERO | DISCUSSION

He take | Issues

- 8 Before naming the land, Council must declare and classify it as a reserve in accordance with Section 14 of the Reserves Act 1977. If the land is declared a reserve and its purpose classified through a notice in the Gazette, the Council can simultaneously name the reserve.
- 9 Should Council decide not to pass a resolution to declare and classify the land as a Reserve, a decision can be made by the Board to name the land "Leon Kiel Park" in accordance with the Local Government Act 2022. In this case, the land would not be afforded the full protection of a reserve under the Reserves Act 1977.

Ngā kōwhiringa | Options

- 10 Do nothing - In accordance with Council's Reserves, Structures and Commemorative Places Naming Policy, an unnamed reserve, once declared a reserve, will take on the name of the street on which it is located.

'By default a reserve will inherit the name of the road it is on and a suffix related to its primary use, and will not have signage installed.'

Mana whenua

- 11 Initial discussions with Ātiawa ki Whakarongatai Charitable Trust staff have been undertaken with no initial concerns raised. The matter is to be discussed at the next Taiao Committee meeting and an update should be available when the Community Board meets on the 15th November.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 12 No relevant impact.

Ahumoni me ngā rawa | Financial and resourcing

- 13 Should the land be declared a reserve and be named after Leon Kiel, a new sign will be on crafted and installed on site. This would be at a cost of approximately \$1,200 and can be covered within existing budget.

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

- 14 Land can only be declared as a reserve and classified, by resolution of full Council. Should the land not be declared a reserve, it cannot be named as Leon Kiel Reserve. Declaring, classifying and naming the reserve must follow the process stipulated in the Reserves Act 1977.
- 15 If a resolution is not passed to declare the land as a reserve, the land could be named Leon Kiel Park.

Ngā pānga ki ngā kaupapa here | Policy impact

- 16 The Reserves, Structures and Commemorative Places naming policy 2011 provides a framework for commemorative places owned or managed by the Kāpiti Coast District Council. This policy states:

'An un-named reserve, new structure, newly acquired structure or a commemorative place can be named:

In recognition of an individual, family, hapū or iwi with strong historical links to the area or outstanding contributions to the District or New Zealand, and in those cases shall only have one name'

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

- 17 An engagement plan is not needed to implement this decision. Council will communicate this decision through its established communication channels.

Whakatairanga | Publicity

- 18 Should the naming of the proposed reserve be accepted by the Community Board, Council officers will include the decision in the paper to Council seeking resolution to declare the land a reserve under the Reserves Act. Following that process, officers will work with the family to organise an appropriate naming ceremony.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Emails of support [↓](#)
2. Letter of support from Jenny Rowan [↓](#)
3. Aerial map of area to be named [↓](#)

From: [Hoani Te Pou](#)
To: [Hoani Te Pou](#)
Subject: FW: Leon Kiel Park
Date: Friday, 25 October 2024 9:02:01 am

From: Community Board Member Bede Laracy <Bede.Laracy@kapiticoast.govt.nz>
Sent: Friday, October 18, 2024 2:17 PM
To: Yolanda Morgan <yolanda.morgan@kapiticoast.govt.nz>
Subject: FW: Leon Kiel Park

Hi Yolanda,

One further piece of input on this matter below from Phill Simmonds.

Do you think we will be able to have this come to the RCB meeting on 12 November?

We have Whaitua Kapiti coming that night, and it would be an amazing bit of synergy to have the two on the same agenda.

Regards,
Bede



Hi Bede, sorry for dragging the chain. How's this... Leon Kiel was a Raumati South identity. He was a stonemason, musician and environmental activist. He had a passion for his local community, was one of the community leaders who saved Whareroa Farm, was very involved with Friends of QE Park. His enormous influence on the area is still keenly felt 15 years after his death and he contributed hugely to Raumati South's reputation as a musical and creative hotspot. Soon after he died locals started referring to the small village park as Leon Kiel Park and musical events are held there on occasions.

From: Community Board Member Bede Laracy
Sent: Monday, 23 September 2024 9:49 am
To: Yolanda Morgan <yolanda.morgan@kapiticoast.govt.nz>
Cc: Brendan Owens <Brendan.Owens@kapiticoast.govt.nz>
Subject: Leon Kiel Park

Hi Yolanda,

I've been in touch with Leon Kiel's family, and their email response is below.

They are very touched by the thought of this, as are a number of old-time Raumati South locals, so it would be great to see it happen.

I also have something from Jenny Rowan – attached.

Would be great to have staff present this to our next Community Board meeting on 12 November if that works with your timeframe.

Let me know if you need anything else

Regards,
Bede

Hi Bede,

I've consulted with a few people and made a list of community work Leon was involved in below. There will be others that I have forgotten but I think this covers the gist of it.

- Involved with the design of the Western Link Road concept that was vetoed by the transport minister of the time, Steven Joyce. However the focus on native plantings and non-vehicular pathways did heavily influence the final speedway design.
- A founding member of the original community group that saved Whareroa Farm from private subdivision.
- Helped KCDC set up the Cycleways and Bridleways group and he and landscape architect, Linda Kerkmeister mapped all the critical pathway links in the whole district so that the information could be filed on council computer and be protected for the community when developments were being planned.
- A founding member of the Raumati South Residents Association which was invited to be a partner with council in the design and plantings in Raumati South village, including the park. (The rock traffic islands and some of the plantings were implemented by council)
- Founding member of the Friends of Queen Elizabeth Park group formed to protect the park from a raceway being lobbied for by some councillors and car racing enthusiasts.
- Involved in the lobbying of council to protect the land that is now a community orchard in Raumati South from sale for private subdivision.
- Advocated for Te Rā school to be protected from the encroachment of the Kapiti Speedway.
- Involved in many other environmental projects in his role as a member of the Kapiti Environmental Action group and was particularly skilled in negotiating with developers to create community spaces and natural areas as part of new developments. For example: negotiating for wetlands, native plantings, and walking

tracks around the airport land development.

- Conceptualised the Kapiti Gateway Project that was formally recognised by KCDC and there is still ongoing work to bring it to fruition.
- As a musician he initiated many community events and was generally motivated by a desire to create a healthy community that was inclusive of everyone.
- As a landscaper he was the driver of a utility vehicle and had a saying 'UTE' which meant 'Under tree experience'. He believed that people needed this experience to be fully healthy.
- Was the recipient of a government Department of Conservation award for 'innovation in environmental protection'.

Quote from a community member:

"He was a well-loved member of the community, always prepared to lend a helping hand."

I hope this is what you need and thanks so much for your work on this.

Best regards
Rachel

Bede Laracy
Chair - Raumati Community Board
0274473779

The material in this email is confidential to the individual or entity named above, and may be protected by legal privilege. If you are not the intended recipient please do not copy, use or disclose any information included in this communication without Kāpiti Coast District Council's prior permission.

Leon Keil.

Leon Keil was a mover and shaker, he was an amazing creative thinker, we became very close friends, in fact I considered him as a brother.

He was also a “doer”, bringing his own thoughts and creative work into play, with every skill he had. His many stone walls and other sculptures around our district are still testament to him today. But it was his capacity to have the wider visions for our district that made him stand out from the rest of us.

He was a big strong man with very strong opinions, people loved him and we all worked with his ideas and energy to make this place more interesting to live in. He was very conscious of the environment, and very respectful of the local mana whenua needs.

For me his major legacy, along with Rachels, would be the ongoing huge benefit that Whareroa Farm has given us, not only this district, but also the region. Their vision, when eventually actioned has allowed us all the opportunity to experience the recreational open space that is becoming more and more difficult to protect. This farm along side QEP, is a fantastic asset for us all and future generations.

Leon did maintenance work on the little village green, he helped clear the bamboo, and had a wee vision for its space. We talked about the village green being named after him at his tangi, so it is very timely now to action this and get it formalized.

This is a very worthy cause, Leon has all the attributes of a good decent human being, and to keep his energy in the village is totally appropriate in my view.

You have my full support, and if you need anything further, please let me know.

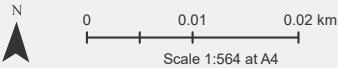
Kind Regards, Jenny Rowan.

Kapiti Coast District Council



Key to map symbols

- Title
- Legal Description
- Property
- Parcel Boundaries
- Road Parcels



Date Printed: October 9, 2024

Kapiti Coast District Council accepts no responsibility for incomplete or inaccurate information contained on this map. Use of this website is subject to, and constitutes acceptance of the conditions set out in our disclaimer. This publication is copyright reserved by the Kapiti Coast District Council. Cadastral and Topographic information is derived from Land Information New Zealand, CROWN COPYRIGHT RESERVED.

Map credits:

8.2 DRAFT CALENDAR OF MEETINGS 2025

Kaituhi | Author: **Kate Coutts, Advisor Governance**

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

TE PŪTAKE | PURPOSE

- 1 This report seeks the Raumati Community Board's approval of the appended meeting schedule for 2025.

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

- 2 Not required for this report.

TE TUKU HAE PAPA | DELEGATION

The Raumati Community Board has the authority to set its meeting schedule.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Raumati Community Board approves the following dates for their 2025 meetings for the 2025 calendar year, as shown in the appended calendar of meetings 'Draft Calendar of Meetings 2025':
 - Tuesday, 25 February 2025
 - Tuesday, 8 April 2025
 - Tuesday, 20 May 2025
 - Tuesday, 15 July 2025
 - Tuesday, 26 August 2025

TŪĀPAPA | BACKGROUND

- 3 The calendar of meetings for 2025 covers the meeting cycle for Council, committee and subcommittee meetings and briefings; and includes other meetings, such as meeting dates for the five community boards.
- 4 While there is no statutory requirement to adopt a calendar of meetings, it is practical and transparent to do so.

HE KŌRERORERO | DISCUSSION

He take | Issues

- 5 In accordance with the Governance Structure and Delegations for the 2022-2025 triennium, the calendar of meetings lists an approximate six to seven-weekly cycle for the Raumati Community Board, which is the same for all other community boards.
- 6 Provisions in the Local Government Official Information and Meetings Act 1987 and Council's Standing Orders prescribe that meeting agendas must be received by meeting participants at least two clear working days ahead of the meeting date. This prescribed standard is exceeded by distributing the agendas five working days in advance of the meeting to give elected members, mana whenua representatives and independent members adequate time to consider the reports and associated information within meeting agendas.

- 7 No meetings or briefings have been scheduled for the first week of the school holidays; these periods are shown as 'Keep Free' days. During the second week of the holidays only briefing placeholders have been scheduled on Tuesdays and Thursdays.

Ngā kōwhiringa | Options

Meeting start times

- 8 The first meeting of the Raumati Community Board is set for the first week of March.
- 9 Raumati Community Board meetings are currently scheduled to take place on Tuesday evenings beginning at 7.00pm.
- 10 Community boards are free to decide on a different dates, days and times for their meetings.
- 11 Council, committee and subcommittee meetings, where community board members are participating or voting members, are scheduled to begin at 9.30am on Tuesdays or Thursdays.
- 12 The other community board meetings are currently scheduled to take place on Tuesday evenings at 7.00pm; with the exception of the Paraparaumu Community Board, whose meetings are proposed to begin at 6.30pm on Tuesday evenings.

Briefings, workshops, and training

- 13 Briefings and workshop placeholders have been scheduled on Tuesdays, with some exceptions of placeholders scheduled for a Thursday.
- 14 Briefings and workshops are intended to keep elected members' up to date with key projects and issues and in line with the provisions set in the Local Government Official Information and Meetings Act 1987, decisions must not be made in these sessions.
- 15 Elected member training events will also be scheduled on Tuesdays or Thursdays as required.

Other meetings

- 16 The Appeals Hearing Committee and the District Licensing Committee meet as required and no placeholders are included in the calendar of meetings.
- 17 The draft calendar includes meeting date placeholders for Te Whakaminenga o Kapiti and the other community boards; however, as Te Whakaminenga o Kāpiti and each of the boards are free to set and approve their own meeting schedule, the placeholders may be subject to change.
- 18 Dates for Local Government New Zealand's Zone 4 meetings are not confirmed yet. Zone 4 meetings usually take place quarterly on a Friday.

Changes to the calendar

- 19 Occasionally unforeseen circumstances arise, and it becomes necessary to add, reschedule, or cancel meetings in the calendar. In such cases, the matter is first addressed with the Mayor or Chair of the relevant committee prior to informing elected members about the proposed alternative meeting dates.
- 20 Any changes to meeting dates are publicly communicated through Council's Calendar of Meetings webpage. Elected members are also promptly alerted of changes via Karanga Mai (Outlook) calendar invites, alongside being notified via the weekly Elected Members' Bulletin 'Schedule of Meetings' section. Cancellation notices will include reasons for cancelling.

Proposed meeting dates for the 2025-2028 triennium

- 21 Tentatively proposed meeting dates, including the inaugural meeting of the Raumati Community Board, for the months immediately after the Local Body Elections in October 2025 have also been incorporated into the appended meeting schedule.

Mana whenua

- 22 The appended calendar of meetings includes meeting placeholders for Te Whakaminenga o Kapiti; however, these dates are subject to change following formal adoption by Te Whakaminenga o Kapiti.

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

- 23 There are no climate change and environmental considerations within this report.

Ahumoni me ngā rawa | Financial and resourcing

- 24 The proposed timetable of meetings can be delivered within existing budgets.

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

- 25 Adopting a schedule of meetings assists with fulfilling the requirement under the Local Government Official Information and Meetings Act 1987 (section 46) to publicly notify meetings.

Ngā pānga ki ngā kaupapa here | Policy impact

- 26 There are no policy considerations within this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**Te mahere tūhono | Engagement planning**

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

Whakatairanga | Publicity

- 28 Meetings will be publicly advertised in advance each month in the local newspapers as required by the Local Government Official Information and Meetings Act 1987, and Council's Standing Orders.
- 29 Meeting dates will also be published to Council's Calendar of Meetings webpage.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Draft Calendar of Meetings 2025 (under separate cover) [⇒](#)

8.3 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 2024/2025 year; and notes any accountability reports received.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

2. The Raumati Community Board has three grant applications to consider at this meeting and one accountability report. The Board have \$23,548.00 remaining to disperse in the 2024/2025 year.

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 Cancer Society of New Zealand Wellington Division Inc. to assist with the cost of garden maintenance supplies and foldable chairs for their Kāpiti Support Centre.
- B. That the Raumati Community Board approves a Discretionary Grant of \$..... to Wai Ata to assist with the costs of staging a community music festival in Queen Elizabeth Park, Paekākāriki on 22 and 23 November 2024.
- C. That the Raumati Community Board approves a Discretionary Grant of \$..... to the Kāpiti Waldorf Trust to assist with the costs of commissioning a mural.
- D. That the Raumati Community Board notes the accountability report received, as attached under a separate cover as Appendix 5.

TŪĀPAPA | BACKGROUND

4. This is the third meeting of the Raumati Community Board of the 2024/2025 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. Three applications for funding have been received and are attached to this report (under separate cover) as Appendix 2-4. The applications are summarised below.
8. There is currently \$23,548.00 available for distribution from the Discretionary Grants Fund in the 2024/2025 financial year. This amount does not roll over to the next financial year.

9. The following applications are seeking total funding of \$3,500.00 from the Discretionary Grants Fund.
10. Claire Sonntag, on behalf of the Cancer Society of New Zealand Wellington Division Inc., has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the cost of garden supplies to maintain the garden and expand fruit and vegetable production at their Kāpiti Support Centre, and the purchase of stackable folding chairs.
11. Julia Truscott and Himiona Grace, on behalf Wai Ata Studio, have applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of staging Rangi Mārie Peace Festival, a community music festival in Queen Elizabeth Park, Paekākāriki on 22 and 23 November 2024.
12. Toni Weir, on behalf of the Kāpiti Waldorf Trust (Te Rā School) has applied for a grant under the Discretionary Grants Fund of \$2000.00 to assist with the costs of commissioning a mural on the fence that borders their playgroup and a public walkway in Paraparaumu Beach.

The Paraparaumu Community Board encouraged the applicant to apply to the Raumati Community Board for funding after the Paraparaumu Community Board resolved to decline to fund their application at its meeting of 18 June 2024.

The application was left to lie on the table at the Raumati Community Board meeting of 17 September 2024 pending further discussion with the applicant.

He take | Issues

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

Ngā kōwhiringa | Options

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

Mana whenua

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

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

16. There are no climate change and environment considerations required within this report.

Ahumoni me ngā rawa | Financial and resourcing

17. Budget allocation for the 2024/2025 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	\$26,548.00	\$3000.00	\$23,548.00

18. Discretionary Grants dispersed by the Raumati Community Board for the 2024/2025 year are as follows:

Discretionary Fund				
Date	Recipient	Amount	Purpose of Grant	Report Back
13/08/24	Loss and Grief Centre Kāpiti	\$750.00	To assist with the costs of delivering a second WAVES Bereaved by Suicide Support Group programme.	Report Due Dec 2024

13/08/24	Te Ara Korowai	\$750.00	To assist with the costs of purchasing art supplies for the Centre's community art classes.	Report Due Dec 2024
13/08/24	Raumati South Residents' Association	\$750.00	To assist with the costs of repairing the Raumati South Community noticeboard.	Report Due Dec 2024
13/08/24	Home4All	\$750.00	To assist with the cost of purchasing a trailer for the group's Duo-bike.	Report Due Dec 2024

19. Attached to this report (under separate cover) as Appendix 5 is one accountability report received since the last funding report to the Raumati Community Board on 17 September 2024.

Ture me ngā Tūraru | Legal and risk

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

Ngā pānga ki ngā kaupapa here | Policy impact

21. 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

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

Whakatairanga | Publicity

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

24. Information on the grant and the application process is available via the Council's website.

25. 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 - Cancer Society of NZ Wellington Division Inc. (Kāpiti Support Centre) - Public Excluded (under separate cover)
3. Raumati Community Board Grant Application - Wai Ata - Public Excluded (under separate cover)
4. Raumati Community Board Grant Application - Kāpiti Waldorf Trust - Public Excluded (under separate cover)
5. Raumati Community Board Accountability Report - Louie Vatble - Public Excluded (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 17 September 2024 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Raumati Community Board Meeting Minutes of 17 September 2024 [↓](#)

RAUMATI COMMUNITY BOARD MEETING MINUTES

17 SEPTEMBER 2024

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
RAUMATI COMMUNITY BOARD MEETING
HELD AT TE RAUKURA KI KĀPITI, 34A RAUMATI ROAD, RAUMATI BEACH
ON TUESDAY, 17 SEPTEMBER 2024 AT 7.04PM**

PRESENT: Mr Bede Laracy (Chair), Mr Jonny Best, Ms Tarn Sheerin, Mr Tim Sutton

IN ATTENDANCE: Mr Cam Butler, Mr Simon Black, Mrs Jackie Elliott, Mr Karl Webber, Mr Sean Mallon, Mr Roddy Hickling, Mr Aaron Cronin, Ms Jessica Mackman, Mr Alistair Bache (Wellington Regional Emergency Management Office)

WHAKAPĀHA | APOLOGIES: Cr Sophie Handford

LEAVE OF ABSENCE: There were none.

1 NAU MAI | WELCOME

The Chair, Bede Laracy, welcomed everyone to the meeting.

2 WHAKAPĀHA | APOLOGIES

The Chair noted that Cr Sophie Handford was unable to attend the meeting due to illness.

APOLOGY

COMMITTEE RESOLUTION RCB2024/36

Moved: Mr Tim Sutton

Seconder: Ms Tarn Sheerin

That the apology received from Cr Sophie Handford be accepted.

CARRIED

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 relating to items on the agenda.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Clare Hynd, Chair of the Raumati South Residents' Association, spoke on behalf of Predator Free Raumati to provide a verbal report on the group's progress following receipt of a Raumati Community Board grant earlier in the year. Ms Hynd noted that trap making workshops for Raumati and Raumati South residents would be held in November 2024 and answered members' questions.

RAUMATI COMMUNITY BOARD MEETING MINUTES
17 SEPTEMBER 2024

Ms Hynd also spoke on behalf of Raumati South School, in regards to the maintenance of the firebreaks on the Council and Ministry of Housing and Urban Development land surrounding the school.

Sorcha Adams, Co-Chair of the Kāpiti Coast Youth Council and Student Representative on the Kāpiti College Board of Trustees, highlighted the work of the Youth Council and invited the Board and members of the community to attend a future meeting. Ms Adams also noted the impending retirement of Kāpiti College principal Tony Kane and advised that Trustees were in support of a community farewell should the community desire this.

Ms Adams answered members' questions.

Veronika Munro, resident of Raumati South and member of the Raumati South Residents' Association, spoke to the Board regarding her interest in community resilience and recovery. Ms Munro noted that the Residents' Association was assisting to organise a community workshop on resilience at 1.00pm on 13 October 2024 at the Raumati South Memorial Hall.

Ms Munro answered members' questions.

Isabelle Maloret, spoke on behalf of Louie Vatble to provide a verbal report on Mr Vatble's football accomplishments following receipt of a Raumati Community Board grant earlier in the year and thanked the Board for their support.

Alison, resident of Raumati Beach, spoke to the Board regarding the recent theft of her electric bicycle from a bicycle rack on Council owned land in the Coastlands complex and noted she has requested Council install a sign to highlight the risk of theft in the area. Members' discussed the matter.

5 NGĀ TEPUTEIHANA | DEPUTATIONS
5.1 ŌTAKI COMMUNITY BOARD

Ōtaki Community Board members Cam Butler, Simon Black and Jackie Elliott spoke to the presentation contained in the agenda to update the Board on the issue of anti-social and illegal driving activity in the district, potential measures for mitigation and the Ōtaki Community Board's progress on the issue to date.

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) There were no leaves of absence requested.
- (b) 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 noted the recent resealing of sections of Raumati Road and acknowledged the speed at which the work was completed without disruption to local businesses.

The Chair advised that he and Tarn Sheerin had attended the Local Government New Zealand (LGNZ) Community Board Conference in August 2024 and noted that the Raumati Community Board received LGNZ's 'Engaging with Communities' award for their Raumati Vision work.

7 HE KŌRERO HOU | UPDATES
7.1 EMERGENCY MANAGEMENT UPDATE – THE COMMUNITY APPROACH

Roddy Hickling, Manager Emergency Management introduced the item alongside Aaron Cronin,

RAUMATI COMMUNITY BOARD MEETING MINUTES

17 SEPTEMBER 2024

Advisor Connected Communities and Alistair Bache, Emergency Management Advisor - Wellington Region Emergency Management Office (WREMO).

Mr Hickling and Mr Cronin spoke to the presentation contained in the agenda to provide an update on local emergency management functions and Council's emergency management work programme.

Members discussed the matter and Mr Hickling and Mr Cronin answered members' questions.

The Board acknowledged the interest of local resident, Veronika Munro in the emergency management and resilience space and it was agreed that Tim Sutton and Ms Munro would champion emergency management.

COMMITTEE RESOLUTION RCB2024/37

Moved: Mr Tim Sutton

Seconder: Ms Tarn Sheerin

- A. That the Raumati Community Board note the Emergency Management update.

CARRIED

COMMITTEE RESOLUTION RCB2024/38

Moved: Mr Bede Laracy

Seconder: Ms Tarn Sheerin

- B. That the Raumati Community Board appoint Tim Sutton to be an 'Emergency Management Champion' who will have a proactive relationship with the Kāpiti Coast District Council Emergency Management team and seek to be an informed source of local Emergency Management activity and personnel.

CARRIED

COMMITTEE RESOLUTION RCB2024/39

Moved: Mr Tim Sutton

Seconder: Mr Bede Laracy

- C. That the Raumati Community Board, in consultation with Veronika Munro, appoint Ms Munro to be a community representative 'Emergency Management Champion' who will have a proactive relationship with the Kāpiti Coast District Council Emergency Management team.

CARRIED

8 PŪRONGO | REPORTS**8.1 CONSIDERATION OF APPLICATIONS FOR FUNDING**

The Chair, Bede Laracy introduced the report and members discussed the grant application under consideration.

COMMITTEE RESOLUTION RCB2024/40

Moved: Ms Tarn Sheerin

Seconder: Mr Tim Sutton

That the Raumati Community Board agree that the grant application received from Kāpiti Waldorf

RAUMATI COMMUNITY BOARD MEETING MINUTES

17 SEPTEMBER 2024

Trust (Te Rā School) being discussed should lie on the table and not be discussed further at this meeting.

CARRIED

9 TE WHAKAU I NGĀ ĀMIKI | CONFIRMATION OF MINUTES**9.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION RCB2024/41**

Moved: Ms Tarn Sheerin

Seconder: Mr Tim Sutton

That the minutes of the Raumati Community Board meeting of 13 August 2024 be accepted as a true and correct record.

CARRIED

The Chair, Mr Bede Laracy abstained from voting on this matter.

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

Board members' discussed the matters under action and Sean Mallon, Group Manager Infrastructure and Asset Management provided updates where appropriate.

The Chair, Bede Laracy, highlighted the Whaitua Kāpiti project and advised that members of the Whaitua Kāpiti Committee would present at a future Raumati Community Board meeting.

The Poari ā-Hapori o Raumati | Raumati Community Board meeting closed at 8.53pm.

.....
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 - as at November 2024 [↓](#)

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

Matter	Date Added	Action/Progress	Responsible Board Member/Officer
Pōhutukawa at Rosetta Road & Poplar Avenue	13 August 2024	<p>At its meeting of 13 August 2024 during public speaking, a resident of Raumati South shared concerns that a large pōhutukawa on Council land on the corner of Rosetta Road and Poplar Avenue is shading nearby properties and impacting the wellbeing of residents.</p> <p>Sean Mallon, Group Manager Infrastructure and Asset Management confirmed Council recently had the tree assessed though there were no plans for maintenance at this time. The tree could be reassessed at end of the 2024/2025 financial year if budget allowed.</p> <p>At its meeting of 17 September 2024, Tim Sutton confirmed he had been in contact with the Group Manager Infrastructure and Asset Management in regards to the prioritisation of this matter.</p> <p>The Board agreed to follow up with Council officers in April 2025.</p>	<p>Tim Sutton & Sean Mallon</p> <p>Revisit April 2025.</p>
Raumati South Memorial Hall	25 June 2024	<p>At its meeting of 25 June 2024, the Raumati Community Board agreed to progress planning and work at the Raumati South Memorial Hall in collaboration with the Raumati South Residents' Association and Council officers.</p> <p>At the Raumati Community Board meeting of 13 August 2024, Tarn Sheerin noted the matter was a work in progress and she felt the hall required further work. Tarn recommended improvements to the fire door, some areas of flooring and the skate park. Tarn also suggested the installation of a mural and a legal graffiti wall.</p>	Tarn Sheerin
Arawa Street Speed Issue	19 March 2024	<p><i>There is no update from Council officers on this matter.</i></p> <p>At its meeting of 19 March 2024 during public speaking, a resident of Arawa Street shared concerns that a lack of traffic calming measures in Arawa Street, which has no footpaths, is compromising the safety of residents and others that use the street to access Raumati beach. Enquiries had been made to Council seeking the installation of a speed bump and signage.</p> <p>Council officers have assessed the request and note this will be added to the list of additional safety work requested to be reviewed once speed management improvements have been delivered. Due to existing works and financial restraints this is unlikely to progress until the 2025/2026 financial year.</p>	<p>Sean Mallon</p> <p>Revisit April 2025.</p>
Community Liaison Group for Kāinga Ora	17 October 2023	<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</p>	Jonny Best

		<p>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> <p>At its meeting of 14 May 2024, the Board noted that Tarn Sheerin had attended a meeting of the CLG though the group were still awaiting a meeting with Kāinga Ora.</p>	Ongoing
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.		<p><i>There is no update from Council officers on this matter.</i></p> <p>Council officers 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.</p>	.