



# **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, 28 November 2023**

**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 in the Te Raukura ki Kāpiti, 34a Raumati Road, Raumati Beach, on Tuesday 28 November 2023, 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 TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

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

(c) Community Board Members' Activities

**6 HE KŌRERO HOU | UPDATES**

Nil

**7 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES****7.1 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 17 October 2023 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Raumati Community Board Meeting Minutes 17 October 2023 [📎](#)

## RAUMATI COMMUNITY BOARD MEETING MINUTES

17 OCTOBER 2023

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
RAUMATI COMMUNITY BOARD MEETING  
HELD AT THE RAUMATI BOWLING CLUB, 1 MATATUA ROAD, RAUMATI BEACH  
ON TUESDAY, 17 OCTOBER 2023 AT 7.00PM**

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

**IN ATTENDANCE:** Karl Webber, 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**

Clare Hynd, Chair of the Raumati South Residents Association spoke to the Association's grant application and outlined the details of the group's upcoming event.

Ms Hynd noted the challenge the Association has experienced in accessing storage at the Raumati South Hall and answered members' questions. The Chair, Bede Laracy, advised he would liaise with the relevant Council officer regarding the matter.

Martin Whyte questioned the communication of Coastal Advisory Panel (Takutai Kāpiti) community engagement events and suggested that local noticeboards are used to publicise the events. Mr Whyte also requested an update on Te Newhanga Kāpiti Community Centre and queried the venues used for meetings of the Raumati Community Board to date.

The Chair, Bede Laracy, Tim Sutton and Sean Mallon, Group Manager Infrastructure Services, provided updates on the matters raised by Mr Whyte.

# **5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

There were no leaves of absence requested.

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

## RAUMATI COMMUNITY BOARD MEETING MINUTES

17 OCTOBER 2023

The Chair, Bede Laracy, introduced a matter of an urgent nature and invited Jonny Best to speak to the item. Mr Best noted the need for organisations that provide advice to Council to be subject to a code of conduct. Members discussed the matter.

**MOTION****COMMITTEE RESOLUTION RCB2023/58**

Moved: Mr Jonny Best

Seconder: Mr Tim Sutton

That the Raumati Community Board recommends to Council to consider the introduction of a code of conduct for members of advisory panels or members of any other groups that are engaged with providing advice to Council.

**CARRIED****(c) Community Board Members' Activities**

The Chair, Bede Laracy, spoke in regards to the work he and Councillor Sophie Handford have been doing with Kāinga Ora in establishing a Community Liaison Group. The Chair noted that a letter was recently distributed to all households in the local area seeking expressions of interest for members of a Community Liaison Group and advised that expressions close 2 November 2023. A copy of the letter is available on the Board's Facebook page or on request.

**MOTION****COMMITTEE RESOLUTION RCB2023/59**

Moved: Mr Bede Laracy

Seconder: Mr Tim Sutton

That the Raumati Community Board:

- A. Acknowledge the importance of the Community Liaison Group being established to work with Kāinga Ora in Raumati
- B. Appoint Raumati Community Board Deputy Chair Jonny Best to the Community Liaison Group as the Raumati Community Board representative.

**CARRIED**

Jonny Best did not participate in the vote on the matter.

**6 HE KŌRERO HOU | UPDATES****6.1 UPDATE ON THE RAUMATI SEAWALL PROJECT AND OUTLINE OF PLANS**

Sean Mallon, Group Manager Infrastructure Services, advised there will be an open engagement session on the Raumati Seawall Project the morning of Saturday 9 December 2023. The venue is to be confirmed.

The session will include visuals of the proposed design and will provide the community with an opportunity to talk directly to staff involved in the design and provide feedback.

Mr Mallon answered questions from members of the community and the Board. The Chair thanked Mr Mallon for the proactive engagement.



## RAUMATI COMMUNITY BOARD MEETING MINUTES

17 OCTOBER 2023

## 7 PŪRONGO | REPORTS

## 7.1 ADOPTION OF NEW CODE OF CONDUCT 2022-2025 TRIENNIUM

The Chair, Bede Laracy, introduced the report and took the report as read. Members discussed the item.

**COMMITTEE RESOLUTION RCB2023/60**

Moved: Mr Bede Laracy

Seconder: Mr Tim Sutton

- A. That the Raumati Community Board adopt the Code of Conduct appended at Appendix 1 for the 2022-2025 triennium as adopted by Council on 31 August 2023.

**CARRIED**

**COMMITTEE RESOLUTION RCB2023/61**

Moved: Mr Bede Laracy

Seconder: Cr Sophie Handford

- B. That the Raumati Community Board adopt a two-step complaints of alleged breaches assessment process.

**CARRIED**

**COMMITTEE RESOLUTION RCB2023/62**

Moved: Mr Bede Laracy

Seconder: Ms Tarn Sheerin

- C. That the Raumati Community Board adopt that recommendations from independent investigators are not binding in the resolution of a Code of Conduct complaint and will be brought back to the Board for consideration of resolution.

**CARRIED**

## 7.2 DRAFT CALENDAR OF MEETINGS 2024

The Chair, Bede Laracy, introduced the report and took the report as read.

**COMMITTEE RESOLUTION RCB2023/63**

Moved: Mr Tim Sutton

Seconder: Cr Sophie Handford

That the Raumati Community Board approves the following dates for the Raumati Community Board meetings in the 2024 calendar year:

- Tuesday, 20 February 2024
- Tuesday, 19 March 2024
- Tuesday, 14 May 2024
- Tuesday, 25 June 2024
- Tuesday, 13 August 2024
- Tuesday, 17 September 2024
- Tuesday, 12 November 2024

## RAUMATI COMMUNITY BOARD MEETING MINUTES

17 OCTOBER 2023

CARRIED

## 7.3 CONSIDERATION OF APPLICATIONS FOR FUNDING

The Chair, Bede Laracy, introduced the report and took the report as read.

**COMMITTEE RESOLUTION RCB2023/64**

Moved: Mr Bede Laracy

Seconder: Ms Tarn Sheerin

- A. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to the Cancer Society of New Zealand Wellington Division to assist with the costs of maintaining the garden and outdoor area at their Kāpiti Support Centre.

CARRIED

**COMMITTEE RESOLUTION RCB2023/65**

Moved: Ms Tarn Sheerin

Seconder: Cr Sophie Handford

- B. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to Eisa Mozhdah to assist with the costs of competing at the Pacific Games in the Solomon Islands.

CARRIED

**COMMITTEE RESOLUTION RCB2023/66**

Moved: Cr Sophie Handford

Seconder: Ms Tarn Sheerin

- C. That the Raumati Community Board approves a Discretionary Grant of \$500.00 to the Raumati South Residents Association to assist with the costs of the Raumati South Memorial Hall reopening event.

CARRIED

Councillor Sophie Handford and the Chair, Bede Laracy acknowledged Clare Hynd for the work of the Raumati South Residents Association.

**COMMITTEE RESOLUTION RCB2023/67**

Moved: Mr Bede Laracy

Seconder: Cr Sophie Handford

- D. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to Rae Bolton to assist with advertising and equipment costs for the Walk 4 Women Hīkoi 4 Wāhine breast cancer awareness and fundraising event.

CARRIED

**COMMITTEE RESOLUTION RCB2023/68**

Moved: Mr Jonny Best

Seconder: Cr Sophie Handford

- E. That the Raumati Community Board approves a Discretionary Grant of \$750.00 to Kāpiti Homeschool Hub to assist with the costs of establishing an online platform for the local

## RAUMATI COMMUNITY BOARD MEETING MINUTES

17 OCTOBER 2023

homeschooling community.

**CARRIED**

**COMMITTEE RESOLUTION RCB2023/69**

Moved: Mr Bede Laracy

Seconder: Cr Sophie Handford

- F. That the Raumati Community Board notes the accountability reports received, as attached under a separate cover as Appendices 7-13.

**CARRIED**

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

**8.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION RCB2023/70**

Moved: Ms Tarn Sheerin

Seconder: Mr Jonny Best

That the minutes of the Raumati Community Board meeting of 5 September 2023 be accepted as a true and correct record.

**CARRIED**

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

**9.1 MATTERS UNDER ACTION**

**COMMITTEE RESOLUTION RCB2023/71**

Moved: Mr Bede Laracy

Seconder: Mr Jonny Best

That the Raumati Community Board meeting notes the attached matters under action and adds the item 'Kāinga Ora Community Liaison Group'.

**CARRIED**

The Poari ā-Hapori o Raumati | Raumati Community Board meeting closed at 8.14pm.

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**HEAMANA | CHAIRPERSON**

**8 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION****8.1 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 - November 2023 [↓](#)

**Raumati Community Board – Matters Under Action Register (as at November 2023)**

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 as the Raumati Community Board representative.</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.	<p>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.</p>
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.

**9 CLOSING KARAKIA**