



# **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 February 2025**

**Te Wā | Time: 7:00 pm**

**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 25 February 2025, 7:00 pm.**

**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**

<b>1</b>	<b>Nau mai   Welcome .....</b>	<b>5</b>
<b>2</b>	<b>Whakapāha   Apologies.....</b>	<b>5</b>
<b>3</b>	<b>Te Tauākī o Te Whaitake ki ngā Mea o te Rārangi Take   Declarations of Interest Relating to Items on the Agenda .....</b>	<b>5</b>
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<b>5</b>	<b>Ngā Teputehana   Deputations.....</b>	<b>6</b>
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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

### 5.1 KĀPITI HEALTH ADVISORY GROUP

#### TE PŪTAKE | PURPOSE

- 1 Sandra Daly and Ian Powell of the Kāpiti Health Advisory Group will provide an update on the current draft of the compelling case proposing the gradual development of the Kāpiti Health Centre into a polyclinic providing a greater range and volume of healthcare services.
- 2 The current draft of the “Kāpiti Health Centre polyclinic compelling case” is attached (under separate cover) for the Board’s information.

#### NGĀ ĀPITIHANGA | ATTACHMENTS

1. Kāpiti Health Advisory Group - Compelling Case for Polyclinic (Presentation) [↓](#)
2. Kāpiti Health Advisory Group - Draft Kāpiti Health Centre Polyclinic Compelling Case (under separate cover) [⇒](#)

# Compelling Case Presentation

Ian Powell  
Raumati Community Board  
25 February 2025

1

## What it isn't and what it is

- **No** extra cost to ratepayers
- KCDC **not** a health provider
- **Not** a hospital – not surgical; not acute care
- **Mix** of community (include GP), 24/7 urgent care, and less complex non-acute hospital services (including visiting specialist outpatient services)
- **Gradually** expanding services at HNZ facility (Kapiti Health Centre)
- Ultimate destination: a **polyclinic** – many integrated services across community-hospital divide

2

### Starting Point

- Function before form: need to improve health service access in Kapiti
- 2018 petition – increase access to locally provided services
- Form (structure) – incrementally expand HNZ health services at KHC
- Based on what makes good clinical sense

3

### Health Needs Disadvantage

- 35,000 population increase over next 20 years
- Only urban area with 50k+ population without 24/7 emergency and acute hospital
- Higher health conditions need than greater Wellington region
- Similar to Wairarapa but....

4



### Aligned with Government Policy

- Government Policy Statement on Health (2024-27) including health targets
- Rural Health Strategy (30 minutes from 24/7 acute hospital)
- Also: KCDC draft health strategy

5

### Current KHC Services

- District health nurses
- General practice (Hora Te Pai)
- Maternity beds
- Outpatient clinics – allied health professionals; mental health; geriatric active rehabilitation; nursing
- Per week (50) 1/7/23-30/6/24: 69 clinics; 285 patients; 371 hours
- Scope for far greater expansion – numbers and range
- Potential service expansion; p.33
- Over time build outwards and upwards

6

### Benefits to Wellington Hospital ED & Wellington Free Ambulance, 2019-23

- 7,644 people (small increase) from Kapiti travelled to Wellington ED in 2023
- 3,900 (30% increase) were treated and discharged (ie, did not need to be admitted to hospital)
- Many of these 3,900 could have been effectively treated in a Kapiti 24/7 urgent care
- Over half total Kapiti presentations came by ambulance service direct contact (contrast with about one-third for total ED presentations)
- 24/7 urgent care has potential to significantly reduce pressure on ED and WFA

7

### Integrated & Collaborative Part of Kapiti Health System

- General practices
- Pharmacies
- Kapiti Youth Support
- Wellington Free Ambulance (paramedics 'extended care')
- Palliative care – Mary Potter Hospice

8

### Integrated & Collaborative Part of wider Te Whatu Ora (HNZ)

- Regionally (eg; outpatient clinics, emergency departments, Kenepuru)
- Innovation and professional development hub
- Mobile Health (Surgical Bus and more)

9

### Recommendation 1

That Health New Zealand and Kāpiti Coast District Council enter into a **joint memorandum of agreement to incrementally expand services** at the Kāpiti Health Centre in order for it to **evolve into the Kāpiti Polyclinic** providing an **integrated health service** covering community (including primary), 24/7 urgent care, non-acute hospital diagnosis and treatment, and other support including telehealth.

10

### Recommendation 2

That the implementation of this memorandum of agreement be **co-designed and planned** by Health New Zealand and Kāpiti Coast District Council in accordance with their respective statutory roles.

11

### KCDC population engagement

- Brochure
- Public meetings

12

### Timeframe

- Social Sustainability Committee

8 May

- Council

29 May

13

### Recommendation to Community Board

That the Board support KHAG's 'Compelling Case' for expanding services at Health New Zealand's Kapiti Health Centre.

14

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

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

2. The Raumati Community Board has two grant applications to consider at this meeting and seven accountability reports. The Board have \$22,048.00 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 Actively Coping With Cancer Group to assist the group with the costs of hall hire at the Kāpiti Uniting Parish.
- B. That the Raumati Community Board approves a Discretionary Grant of \$..... to Theo Arraj to assist with the costs of completing remedial work on the mural in Raumati Beach Village.
- C. That the Raumati Community Board notes the accountability reports received, as attached under a separate cover as Appendices 4-10.

#### TŪĀPAPA | BACKGROUND

4. This is the fourth 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. 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 \$22,048.00 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 two applications are seeking total funding of \$1,500.00 from the Discretionary Grants Fund.

- 10. Christine Lenk, on behalf of the Actively Coping With Cancer Group, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of hall hire at the Kāpiti Uniting Parish where the group meet weekly to support those who have or have had, cancer.
- 11. Theo Arraj has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of materials, petrol and storage of materials required to complete remedial work on the ‘Kotahitanga’ mural created in Raumati Village.

**He take | Issues**

- 12. There are no issues to be considered within this report.

**Ngā kōwhiringa | Options**

- 13. There are no options to be considered within this report.

**Mana whenua**

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

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

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

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

- 16. Budget allocation for the 2024/2025 financial year for the Raumati Community Board is summarised below:

Fund	2024/25 budget allocation	Total allocated to date	Total unallocated to date
Discretionary Grant	\$26,548.00	\$4,500.00	\$22,048.00

- 17. 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.	Received
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 Feb 2025
13/08/24	Raumati South Residents' Association	\$750.00	To assist with the costs of repairing the Raumati South Community noticeboard.	Verbal Report Received
13/08/24	Home4All	\$750.00	To assist with the cost of purchasing a trailer for the group’s Duo-bike.	Report Due Feb 2025
12/11/24	Cancer Society of NZ (Wellington Division)	\$750.00	To assist with the cost of purchasing garden maintenance supplies and foldable chairs for the Kāpiti Support Centre	Report Due Jun 2025
12/11/24	Wai Ata	\$750.00	To assist with the cost of running the Rangī Mārie Peace Festival in Queen Elizabeth Park in November 2024.	Report Due Jun 2025



18. Attached to this report (under separate cover) as Appendices 4-10 are seven accountability reports received since the last funding report to the Raumati Community Board on 12 November 2024.

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

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

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

20. 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**

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

#### **Whakatairanga | Publicity**

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

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

24. 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. RCB Grant Application - Actively Coping With Cancer Group - Public Excluded (under separate cover)
3. RCB Grant Application - Theo Arraj - Public Excluded (under separate cover)
4. RCB Accountability Report Back - Raumati South Residents' Association - Public Excluded (under separate cover)
5. RCB Accountability Report Back - Kāpiti Loss and Grief Centre - Public Excluded (under separate cover)
6. RCB Accountability Report Back - Combined Lions Club of Kapiti - Public Excluded (under separate cover)
7. RCB Accountability Report Back - Raumati Swimming Club - Public Excluded (under separate cover)
8. RCB Accountability Report Back - Paraparaumu Scout Group - Public Excluded (under separate cover)
9. RCB Accountability Report Back - Horowhenua Coastal Football Club - Public Excluded (under separate cover)
10. RCB Accountability Report Back - Nourish Trust - 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 Raumatī 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 Raumatī 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 Raumatī Community Board meeting date to meet the reporting deadline.

Meetings are held every six weeks.

## 8.2 ESTABLISHMENT OF VISION RAUMATI GRANTS FUND

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

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

### TE PŪTAKE | PURPOSE

- 1 This report asks the Raumati Community Board to consider the establishment of a further community grants fund, named Vision Raumati Grants Fund, to benefit the Raumati community and if established, to adopt appropriate grant criteria.

### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 The Raumati Community Board are seeking to establish a further community grants fund, the Vision Raumati Grants Fund, to provide financial assistance for projects or activities that develop or implement a vision to enhance the Raumati area.
- 3 The proposed Vision Raumati Grants Fund will be funded from the Board's existing community grant budget as allocated in Council's Long-Term Plan 2024-2034.

### TE TUKU HAEPAPA | DELEGATION

- 4 The Raumati Community Board has delegated authority to approve criteria for, and disbursement of, community-based grant funds as approved through the Long-Term Plan or Annual Plan under section D.2 of the 2022-2025 Governance Structure and Delegations.

### TAUNAKITANGA | RECOMMENDATIONS

That the Raumati Community Board:

- A. Agree to establish the Vision Raumati Grants Fund.
- B. Adopt the Vision Raumati Grants Fund criteria as attached to this report as Appendix 1 (Raumati Community Board Vision Raumati Grants Fund Criteria and Application Form).
- C. Agree that \$15,000 be transferred from the Raumati Community Board's Discretionary Grants Fund (currently \$22,048 remaining) to the Vision Raumati Grants Fund to disperse in the 2024/25 (current) financial year.
- D. Agree that \$15,000 be made available to the Vision Raumati Grants Fund from the Raumati Community Board's 2025/26 total grants budget of \$27,105 to disperse in the 2025/26 financial year.

### TŪĀPAPA | BACKGROUND

- 5 As specified in the 2022-2025 Governance Structure and Delegations, the Raumati Community Board has delegated authority to approve criteria for, and disbursement of, community-based grant funds as approved through Council's Long-Term Plan or Annual Plan.
- 6 The Raumati Community Board currently manages one community grants fund, the Discretionary Grants Fund.
- 7 The Discretionary Grants Fund provides financial assistance of up to \$750 to individuals or organisations for projects or activities that promote the wellbeing of, and demonstrate clear community benefit to, the Raumati community.
- 8 At its meeting of 12 November 2024, the Raumati Community Board announced its intention to establish a further community grants fund, the Vision Raumati Grants Fund.

- 9 The proposed Vision Raumatī Grants Fund would provide financial assistance of up to \$5000 to eligible individuals or organisations for projects or activities that develop or implement a vision to enhance the Raumatī community.

## HE KŌRERORERO | DISCUSSION

- 10 The Vision Raumatī Grants Fund eligibility criteria, accountability requirements and application process have been drafted in consultation with the Board and are outlined at Appendix 1 of this report.
- 11 The Vision Raumatī Grants Fund would be funded from the Raumatī Community Board's existing grants budget by transferring an agreed amount from the Discretionary Grants Fund to establish the new Vision Raumatī Grants Fund.

## He take | Issues

- 12 In the current Long-term Plan and Annual Plan, the Raumatī Community Board is allocated \$26,548 in financial year 2024/25 and \$27,105 in financial year 2025/26 to allocate and disperse at the Board's discretion to applicants that meet the Discretionary Grants criteria.
- 13 To date, there is currently \$22,048 remaining in the Board's Discretionary Grants Fund to disperse in the 2024/25 financial year.
- 14 It is proposed that \$15,000 be transferred from the Discretionary Grants Fund to the newly established Vision Raumatī Grants Fund, leaving \$7,048 remaining in the Discretionary Grants Fund to disperse before the end of the 2024/25 financial year ending 30 June 2025.
- 15 Going forward, in future financial years, it is proposed that \$15,000 be made available in the Vision Raumatī Grants Fund and \$12,105<sup>1</sup> in the Discretionary Grants Fund for the Board to disperse as appropriate in line with the relevant grant criteria.
- 16 It should be noted that however the Board decides to initially apportion their grants budget between the Discretionary Grants Fund and the Vision Raumatī Grants Fund, the Board retains the ability to transfer money between the Funds by way of resolution should the Board deem this necessary at any point.
- 17 Amounts remaining in the Discretionary Grants Fund and the Vision Raumatī Grants Fund at the close of any financial year do not roll over to the next financial year.

## Ngā kōwhiringa | Options

- 18 As proposed in this report, the Raumatī Community Board can establish a new community grants fund, the Vision Raumatī Grants Fund, re-apportioning the existing Raumatī Community Board grants budget.
- 19 Alternatively, the Board could:
- 19.1 Explore a different community grants fund arrangement, fund criteria or distribution of existing grants budget however the feasibility of a different arrangement would need to be investigated by Council officers prior to adoption.
- 19.2 Retain the status quo and continue to manage a single community grants fund, the Discretionary Grants Fund.

## Mana whenua

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

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<sup>1</sup> This amount will be determined in future Long-Term Plans and Annual Plans and may be subject to change as community grants budget is based on rates monies received from Raumatī residents.

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

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

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

22 As outlined earlier in the report, the Vision Raumati Grants Fund will be funded from existing Raumati Community Board grant fund budget and there is no further impact on existing budgets.

23 There are no further finance and resourcing considerations required within this report.

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

24 The Raumati Community Board have delegated authority to approve criteria for, and disbursement of, community-based grant funds as approved through the Long-Term Plan or Annual Plan.

25 There are no further legal or risk considerations within this report.

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

26 If the Raumati Community Board resolve to establish the Vision Raumati Grants Fund, Vision Raumati grants will be 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**

27 This matter has a low level of significance under the Council's Significance and Engagement Policy and no community engagement has taken place.

**Whakatairanga | Publicity**

28 Should the Raumati Community Board resolve to establish the Vision Raumati Grants Fund, information on the fund, its adopted criteria and the application process will be made available to members of the community via the Kāpiti Coast District Council website.

29 Board Members also play an active role in the community in promoting the grants available.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Raumati Community Board Vision Raumati Grants Fund Criteria and Application Form [↓](#)

## RAUMATI COMMUNITY BOARD VISION RAUMATI GRANT APPLICATION FORM

### Criteria for Vision Raumati Grants

The purpose of the Raumati Community Board's Vision Raumati Grant is to provide financial assistance for projects or activities that sustainably enhance the Raumati community, that implement or develop a vision and will be implemented within 12 months of receipt of funding.

#### Eligible Organisations/Individuals

1. The organisation/individual must undertake its activities in the Raumati area.
2. Eligible organisations/individuals include those that provide cultural, sports, environmental, or social services to the Raumati areas.
3. Eligible organisations/individuals must be able to demonstrate community membership, the ability to manage and implement grant funding and organisations must be able to demonstrate an established governance structure.
4. Eligible organisations must provide their most recent financial statements and a copy of a resolution noting the decision to apply for funding.

#### Criteria

1. The activity must be non-profit making.
2. The applicant should demonstrate that the funding will be used to implement or develop a vision for Raumati.
3. The applicant should show how this funding would be used to catalyse further funding to further support, expand, and sustain the activity beyond the initial project period.
4. The applicant, whether an individual or an organisation, should be based in Raumati.
5. The applicant must use the financial assistance for its activities in the Raumati community. The Board may consider financial assistance for events or activities occurring outside the Raumati community where it is shown the Raumati community will benefit significantly.
6. The applicant has not received Vision Raumati grant funding in the last 24 months.
7. Only one application will be considered for any single event or project. Separate individual member applications will not be eligible.

Please note: All applications must have full documentation to support their application.

#### Eligible Purposes:

1. A project that develops a Vision for Raumati, however big or small;
2. Unique or infrequent project or activity;
3. Special project or activity;
4. Meritorious project or activity;

#### Ineligible Purposes

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

Updated January 2025

## RAUMATI COMMUNITY BOARD VISION RAUMATI GRANT APPLICATION FORM

### Maximum Grant

The maximum grant payable is **\$5000**.

### Accountability

Applicants are required to provide written confirmation that the money was spent for the purpose granted within 2 months of completion of the activity.

This will include a financial report detailing how the funds were spent, details of other funds mobilised for the activity, a detailed account of the activity including photos, the benefits accrued to the Raumati community and plans for the ongoing sustainability of the project. The applicant shall provide further information should the Raumati Community Board request them to do so.

The Raumati Community Board requires all monies that are not used for the purpose applied for to be returned to the Vision Raumati Fund.

Failure to complete the required accountability reporting will exclude the applicant from any future 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:

Governance Team  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

or

[governance@kapiticoast.govt.nz](mailto:governance@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.



**RAUMATI COMMUNITY BOARD  
VISION RAUMATI GRANT APPLICATION FORM**

**Applicant Details**

Name: \_\_\_\_\_

Organisation (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Detail your vision for Raumati - why do you need this funding?** (Please attach further information that will help your application)

**When do you need it?** (Start date) \_\_\_\_\_

**What are the expected benefits to you (the applicant)?**

**How can you demonstrate the benefits to the Raumati area as a result of providing you with this grant?**

**Costs** (travel, accommodation, etc.)  
(Where possible please provide written quotes)

**Income** (fundraising, grants, saving, etc.)

<b>Total</b>	<b>\$</b>	<b>Total</b>	<b>\$</b>

Updated January 2025



**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 12 November 2024 be accepted as a true and correct record.

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Minutes of the Raumati Community Board Meeting of 12 November 2024 [↓](#)

## RAUMATI COMMUNITY BOARD MEETING MINUTES

12 NOVEMBER 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, 12 NOVEMBER 2024 AT 7.00PM**

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

**IN ATTENDANCE:** Mayor Janet Holborow, Cr Jocelyn Prvanov, Cr Martin Halliday, Mr Karl Webber, Mr Sean Mallon, Ms Jessica Mackman, Ms Yolanda Morgan

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

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

### 1 NAU MAI | WELCOME

The Chair, Bede Laracy, welcomed everyone to the final Raumati Community Board meeting of the year and acknowledged the elected members and guests in attendance.

### 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 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 the Association in support of *Item 8.1 Reserve Naming - Leon Kiel Reserve*, and noted the Association would welcome involvement in any co-design of the reserve. Ms Hynd thanked the Board for the recent grant to refurbish the South Beach Community Noticeboard and encouraged all present to attend the Association's Annual General Meeting following the Raumati South Repair Café on 17 November 2024.

Ms Hynd answered members' questions and the Board acknowledged Ms Hynd and the Association for their work.

Marco Zeeman, Chair of the Whale Song Pakake Waiata Charitable Trust (Whale Song) provided an update on the Whale Song project and The Wellington Company's Central Park development in Paraparaumu. Mr Zeeman noted that Ātiawa ki Whakarongotai Charitable Trust had joined Whale Song as formal partners and tabled the appended images.

Chris Harwood, resident of Raumati Beach and member of newly formed community group, Concerned Ratepayers of Kāpiti, informed the Board of the group's purpose and shared the group's concerns regarding the cost of rates across the district. Ms Harwood acknowledged that some members of the Raumati Community Board attended the group's first meeting held 19 October 2024 and noted that the group would hold a public meeting to hear concerns at the

**RAUMATI COMMUNITY BOARD MEETING MINUTES**

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Waikanae Community Hall at 3.00pm on 1 December 2024. Ms Harwood answered members' questions.

Andrea Broadhurst, Co-Chair of Predator Free Raumatī introduced the group to the community members present and provided an update to the Board on the group's progress to date.

**TABLED DOCUMENTS**

The following documents were tabled.	
Images of WhaleSong and Central Park Development tabled by Marco Zeeman - 12 November 2024	
<b>Appendices</b>	
1	Images of WhaleSong and Central Park Development tabled by Marco Zeeman - 12 November 2024

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

**8 PŪRONGO | REPORTS**

**8.1 RESERVE NAMING - LEON KIEL RESERVE**

Yolanda Morgan, Team Leader Open Space Planning, introduced the item and outlined the process for declaring the land a reserve in order to potentially name the land after the late Leon Kiel.

At the invitation of the Chair, Mr Kiel's family members, Rachel and Gina Kiel thanked the Board for pursuing the commemorative naming of the park after a proposal initiated many years ago did not eventuate.

Mayor Janet Holborow affirmed her support of the proposal and acknowledged Mr Kiel's legacy, particularly at Whareroa.

Members discussed the matter and Ms Morgan answered questions from the Board and community members.

**COMMITTEE RESOLUTION RCB2024/42**

Moved: Mr Tim Sutton  
 Seconder: Ms Tarn Sheerin

That the Raumatī 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.

**CARRIED**

**5 NGĀ TEPUTEIHANA | DEPUTATIONS**

**5.1 KĀPITI WHAITUA COMMITTEE**

The Chair, Bede Laracy introduced Cr Penny Gaylor, Greater Wellington Regional Council Kāpiti representative on Kāpiti Whaitua, Dr Aroha Spinks, Ngā Hapū o Ōtaki representative on Kāpiti Whaitua and Cr Jocelyn Prvanov, Kāpiti Coast District Council representative on Kāpiti Whaitua.

Cr Gaylor, Dr Spinks and Cr Prvanov provided an update to the Board on the former Kāpiti Whaitua Committee, the Tiriti (Treaty) House Model used to prepare Te Whaitua o Kāpiti Implementation Programme, the recommendations and next steps.

**RAUMATI COMMUNITY BOARD MEETING MINUTES**

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Crs Gaylor and Prvanov, Dr Spinks, and Sean Mallon, Group Manager Infrastructure Services and Asset Management, answered questions from the Board and members of the community. The Board acknowledged the work of the Kāpiti Whaitua and thanked the members for attending.

The meeting was adjourned at 8.42pm and reconvened at 8.48pm.

**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) There were no updates provided on Community Board Members' activities.

**7 HE KŌRERO HOU | UPDATES**

There were no updates scheduled on the agenda.

**8 PŪRONGO | REPORTS**

*Item 8.1 'Reserve naming - Leon Kiel Reserve' was brought forward to an earlier point in the agenda.*

**8.2 DRAFT CALENDAR OF MEETINGS 2025**

The Chair, Bede Laracy introduced the item.

**COMMITTEE RESOLUTION RCB2024/43**

Moved: Ms Tarn Sheerin  
 Seconder: Cr Sophie Handford

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

**CARRIED**

**8.3 CONSIDERATION OF APPLICATIONS FOR FUNDING**

The Chair, Bede Laracy introduced the item. Members discussed the grant applications and acknowledged the accountability report received.

**COMMITTEE RESOLUTION RCB2024/44**

Moved: Mr Jonny Best  
 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 Inc. to assist with the cost of garden

**RAUMATI COMMUNITY BOARD MEETING MINUTES**

**12 NOVEMBER 2024**

maintenance supplies and foldable chairs for their Kāpiti Support Centre.  
**CARRIED**

**COMMITTEE RESOLUTION RCB2024/45**  
 Moved: Cr Sophie Handford  
 Seconder: Ms Tarn Sheerin  
 B. That the Raumati Community Board approves a Discretionary Grant of \$750.00 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.  
**CARRIED**

**COMMITTEE RESOLUTION RCB2024/46**  
 Moved: Mr Bede Laracy  
 Seconder: Mr Tim Sutton  
 C. That the Raumati Community Board declines to grant funds to the Kāpiti Waldorf Trust to assist with the costs of commissioning a mural.  
**CARRIED**

Tim Sutton noted that the Board are undertaking a review of the grant fund criteria and have requested Council officers explore whether the grant fund could be apportioned into two different funds.

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

**9.1 CONFIRMATION OF MINUTES**

**COMMITTEE RESOLUTION RCB2024/47**  
 Moved: Mr Tim Sutton  
 Seconder: Mr Jonny Best  
 That the minutes of the Raumati Community Board meeting of 17 September 2024 be accepted as a true and correct record.  
**CARRIED**

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

**10.1 MATTERS UNDER ACTION**

Members noted there were no new matters to be raised.

The Chair, Bede Laracy, thanked all in attendance and relayed his wishes for a safe and festive Christmas season.

**The Poari ā-Hapori o Raumati | Raumati Community Board meeting closed at 8.42pm.**

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HEAMANA | CHAIRPERSON

Unconfirmed



**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 February 2025) [↓](#)

**Raumati Community Board – Matters Under Action Register (as at February 2025)**

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 &amp; 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>	<p>Ongoing</p>
<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>		<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>	

**11 KARAKIA WHAKAMUTUNGA | CLOSING KARAKIA**