



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, 8 April 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 8 April 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

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1 NAU MAI | WELCOME**2 WHAKAPĀHA | APOLOGIES****3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

3.1 – any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting, and

3.2 – any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**5 NGĀ TEPUTEIHANA | DEPUTATIONS**

Nil

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

(a) Leave of Absence

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

(c) Community Board Members' Activities

7 HE KŌRERO HOU | UPDATES

7.1 UPDATE ON THE RAUMATI POOL BUILDING

Kaituhi | Author: **Kelvin Irvine, Property and Facilities Maintenance Manager**

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

TE PŪTAKE | PURPOSE

1. The purpose of this report is to inform the Raumati Community Board of the seismic strengthening required to the Raumati Pool Building which is an Earthquake Prone building.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Raumati Community Board
 - A.1 Notes the update on the Seismic Strengthening of the Raumati Pool Building.
 - A.2 Notes the building will be strengthened to a New Building Standard (NBS) rating of 70 %.
 - A.3 Notes the strengthening work being carried out and completed over two stages.
 - A.4 Notes that the strengthening is required to safeguard the building for any potential future use.

TŪĀPAPA | BACKGROUND

2. The Raumati Pool has been closed as a pool facility for over 13 years.
3. The asset was managed by the Parks team and was transferred to the Property Team in late 2022.
4. The Property Team undertook a Condition Audit Report, Asbestos Report and Seismic Assessment report of the building. Following these reports, the Seismic Assessment came back at 15% NBS rating, which means the building is Earthquake Prone.
5. As part of the legislative requirements, an Earthquake Prone notice was issued by the KCDC Building Team and was displayed on the 3 main entrances of the building.
6. The upstairs of the building is tenanted by The Waterfront Bar and Kitchen, who are a long-standing tenant.
7. The Raptors Swim Club who owned the Southern end of the building, handed over the building to KCDC in 2024.
8. The remainder of the building has been untenanted since it was closed.

HE TAKE | ISSUES

9. The Raumati Pool must be seismically strengthened as a legislative requirement. The building is an Earthquake Prone building with a NBS rating of 15%. The building is adjoined to the Waterfront Bar and Kitchen, which is used by the public, and so Council is obliged to make safe the base and foundations for the Council owned building. It is recommended to strengthen the building to 70% NBS.
10. It is recommended to strengthen the building in two stages. Stage one includes strengthening the changing rooms and toilets that are below the Waterfront Bar and the Northern end of the building. This work will be carried out in the 25/26 Financial Year. The cost of stage one is \$835k.

11. Stage two includes strengthening the structural beams over the open pool area, the eastern and western walls, and the southern end of the building formally known as the “Raptors Swim Club”. This work is to be planned and carried out in the next Long-Term Plan.
12. Strengthen the building to safeguard the facility so that it can be provided for any approved use or purpose in the future.
13. Budget constraints for the planned seismic upgrade of the Main Pool area as set out in stage 2 will be budgeted and take place in the next Long-Term Plan.
14. As the building is on Reserve Land, once demolished it cannot be rebuilt, and any works can only be carried out within the existing footprint and cannot be extended beyond this.

NGĀ KŌWHIRINGA | OPTIONS

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

NGĀ MAHI PANUKU | NEXT STEPS

16. The next step is to have stage one completed by February 2026.
17. Programme stage two to be costed, approved and completed within the next 3-year Long Term Plan.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Raumati Pool Building Seismic Strengthening Project (Presentation) [↓](#)

Raumati Pool Building Seismic Strengthening Project



Background

- **Raumati Pool has been closed as a pool facility for over 13 years**
- **The asset was managed by the Parks team and was transferred to the Property Team in late 2022**
- **A Condition Report, Asbestos Report and Seismic Assessment of the building were undertaken**
- **The Seismic Assessment came back at 15% NBS rating**
- **The Waterfront Bar and Kitchen are a long-standing tenant**

Outcomes & Constraints

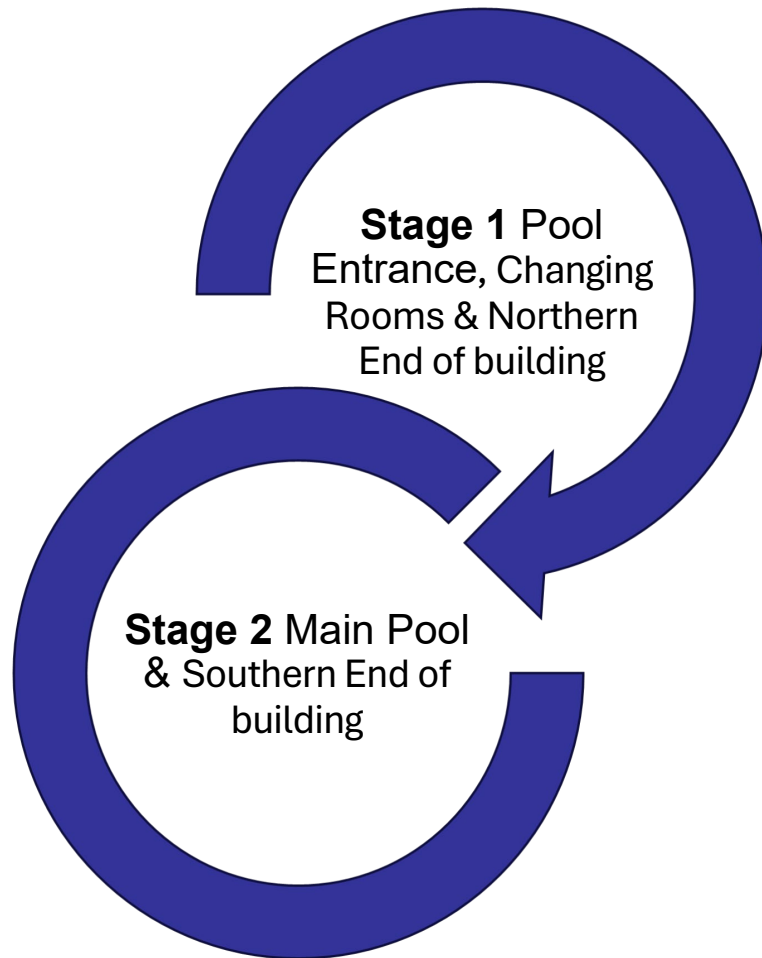
Outcomes

1. Raumati Pool must be strengthened as a legislative requirement. Being an Earthquake Prone building at 15% NBS and adjoined to the Waterfront Bar and Kitchen, Council is obliged to make safe the base and foundations for the Council owned building. Strengthening the building to 70% NBS.
2. Strengthen the building to safe guard the facility so that it can be provided for any approved use or purpose in the future.
3. The seismic strengthening work is planned to align with the proposed upgrade of the Waterfront Bar and Kitchen.

Constraints

1. Budget constraints for the planned seismic upgrade of the Main Pool area as set out in stage 2 will be budgeted and take place in the next LTP.
2. Any works can only be carried out within the existing footprint, and it cannot be extended beyond this.

Raumati Pool Building Seismic Strengthening Project



Two Stages

Stage 1: Strengthen below the Waterfront Bar and Northern end of the building. This stage also includes all the old pool service buildings. Work to be carried out in the 25/26 FNY

Stage 2: Strengthen the remainder of the building, which includes the structural beams over the open pool area, the eastern and western walls, and the southern end of the building formally known as the “Raptors Swim Club”. Work is planned for the next LTP



Details of Stage 1

- Demolition and excavation of existing concrete roof beam infill, concrete flooring, concrete block walls in specified locations
- Removal of internal framing and sections of existing ceilings etc.
- Removal of existing Fire and Building Services where required
- Installation of new concrete footings new structural steel framework
- Make good of Fire services and other Building services where required
- Make good of removed walls where steel framing is being installed
- Cost \$835k
- Project timeline of works is 6 Months for Stage 1



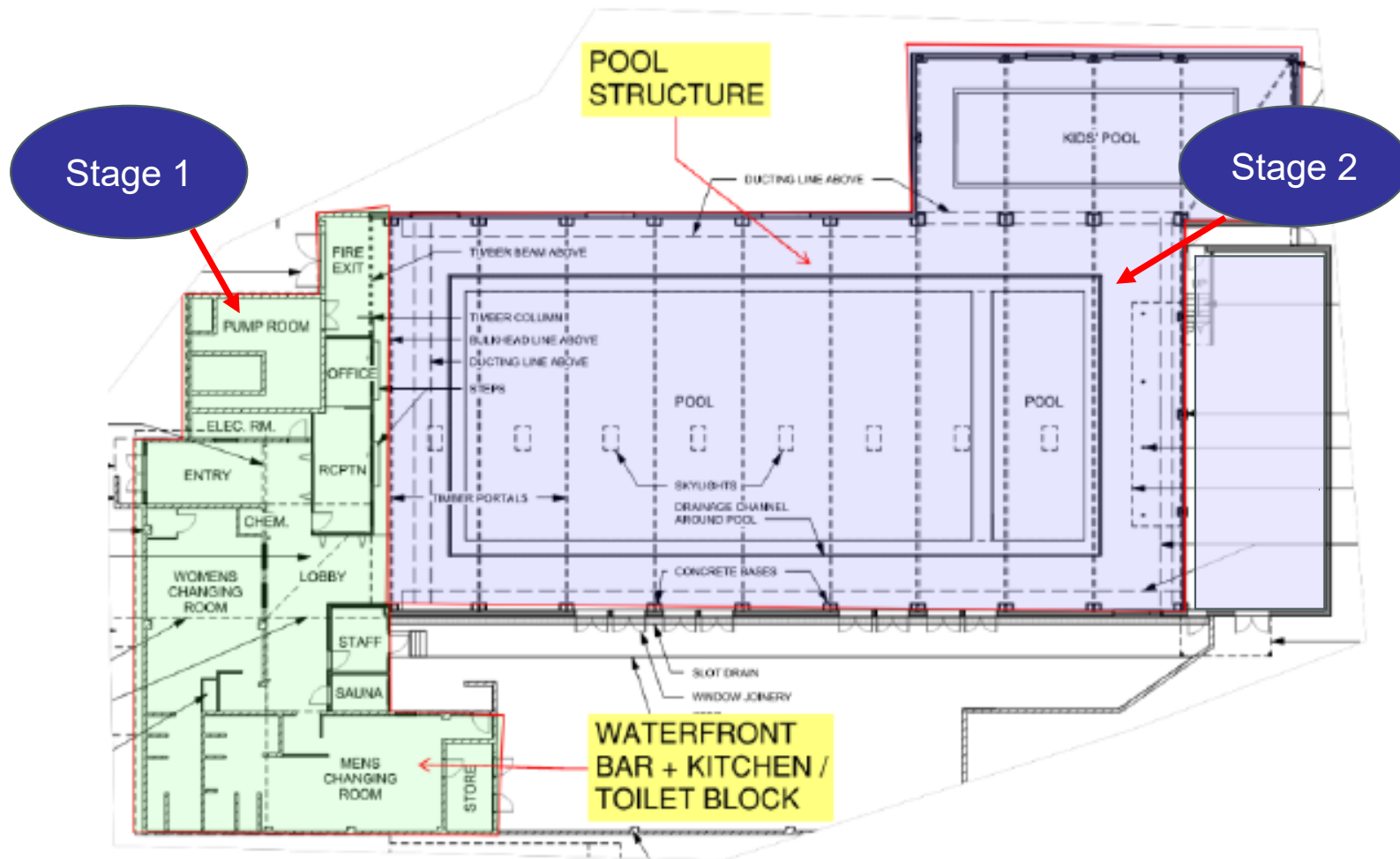
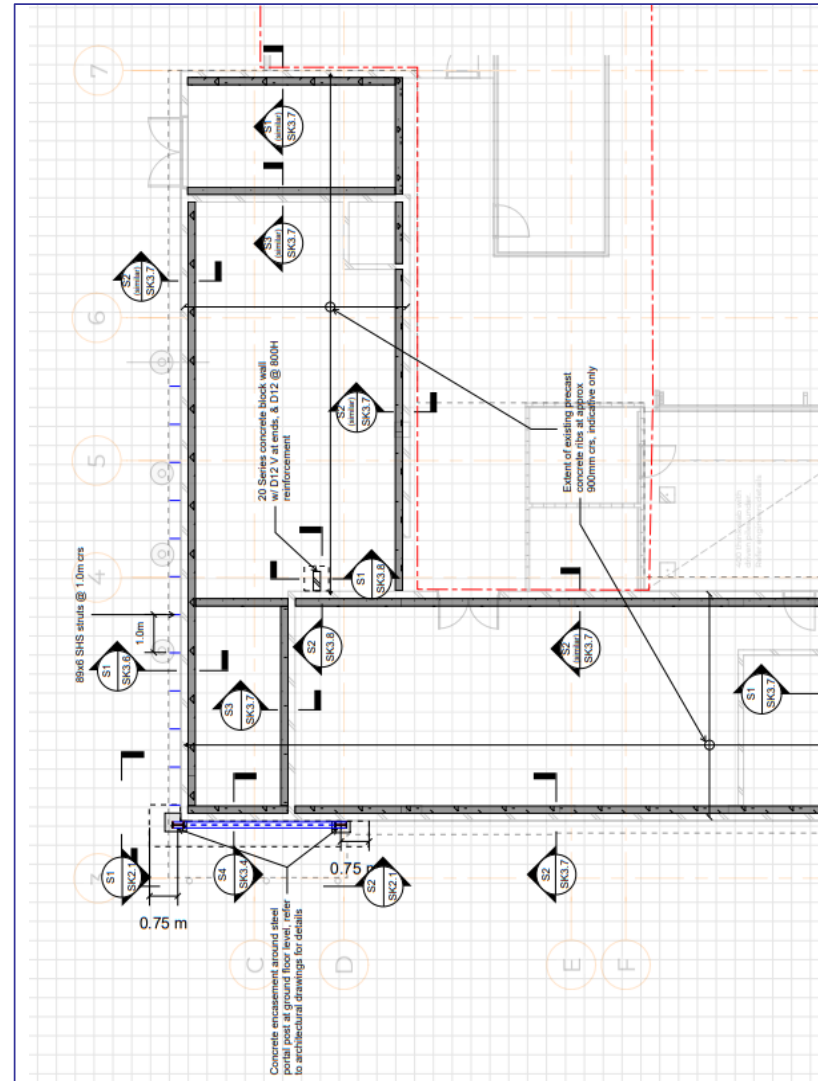
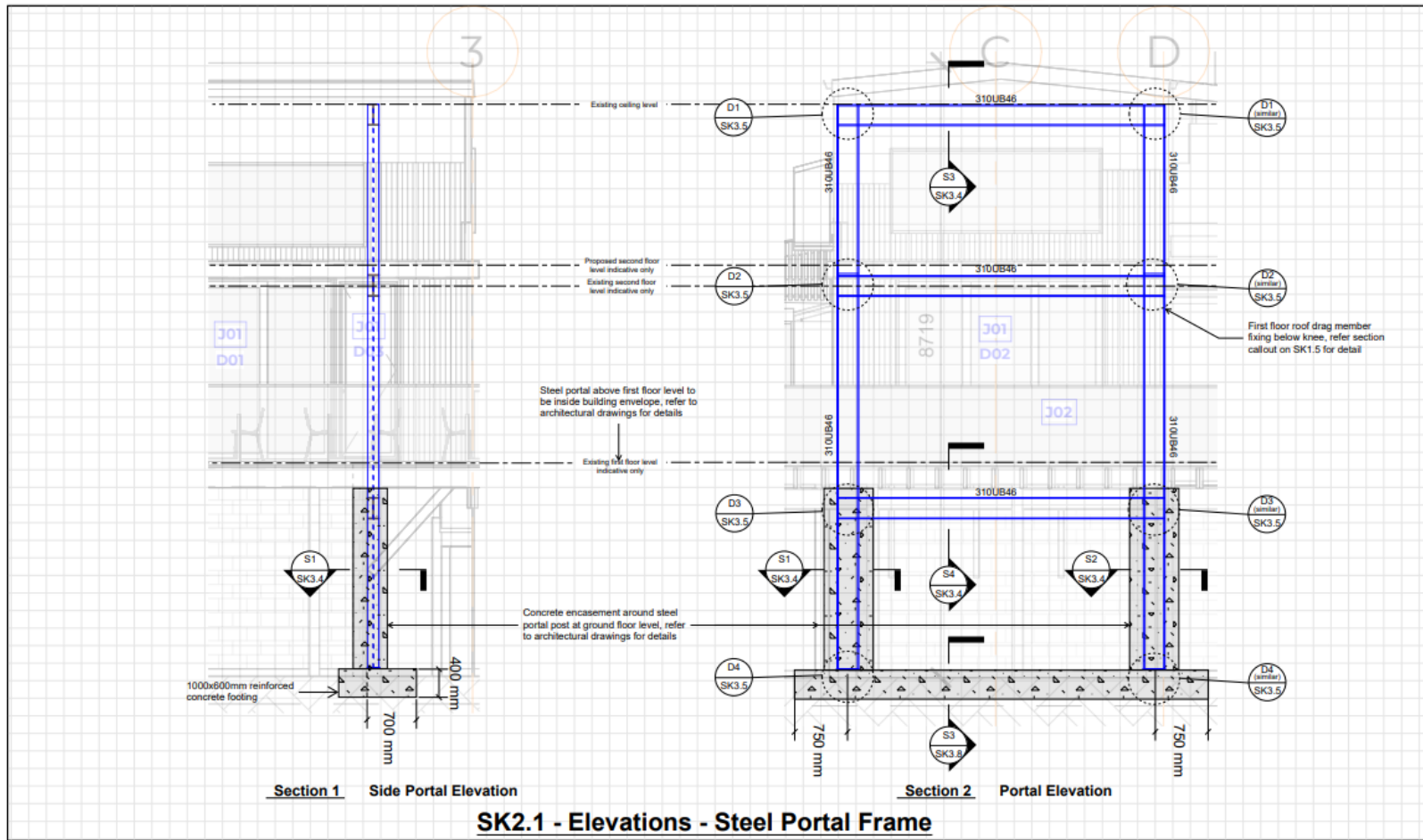


Figure 1 Existing Building Ground Floor Plan

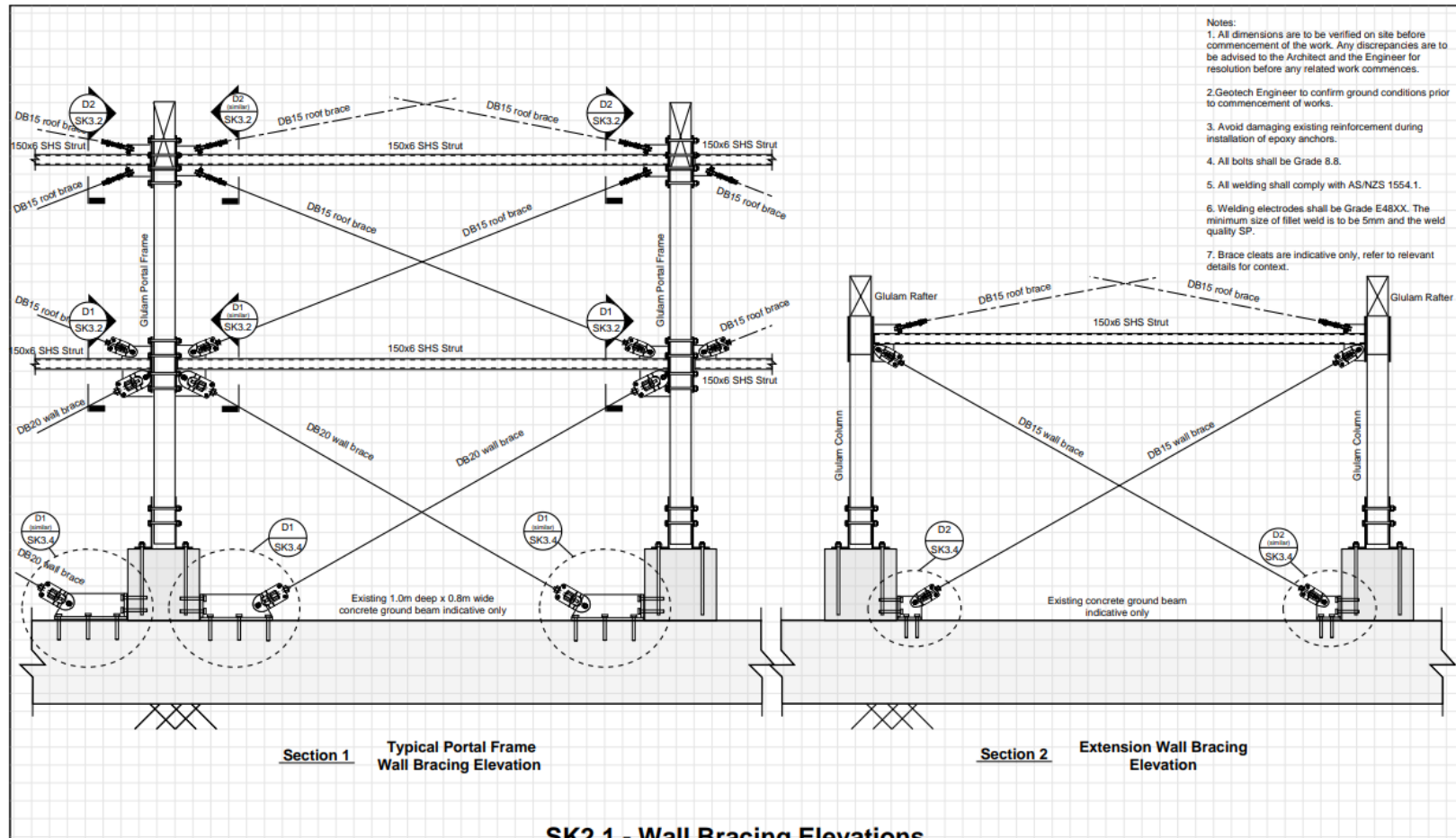
Stage 1 Pool Entrance, Changing Rooms & Northern End of Building

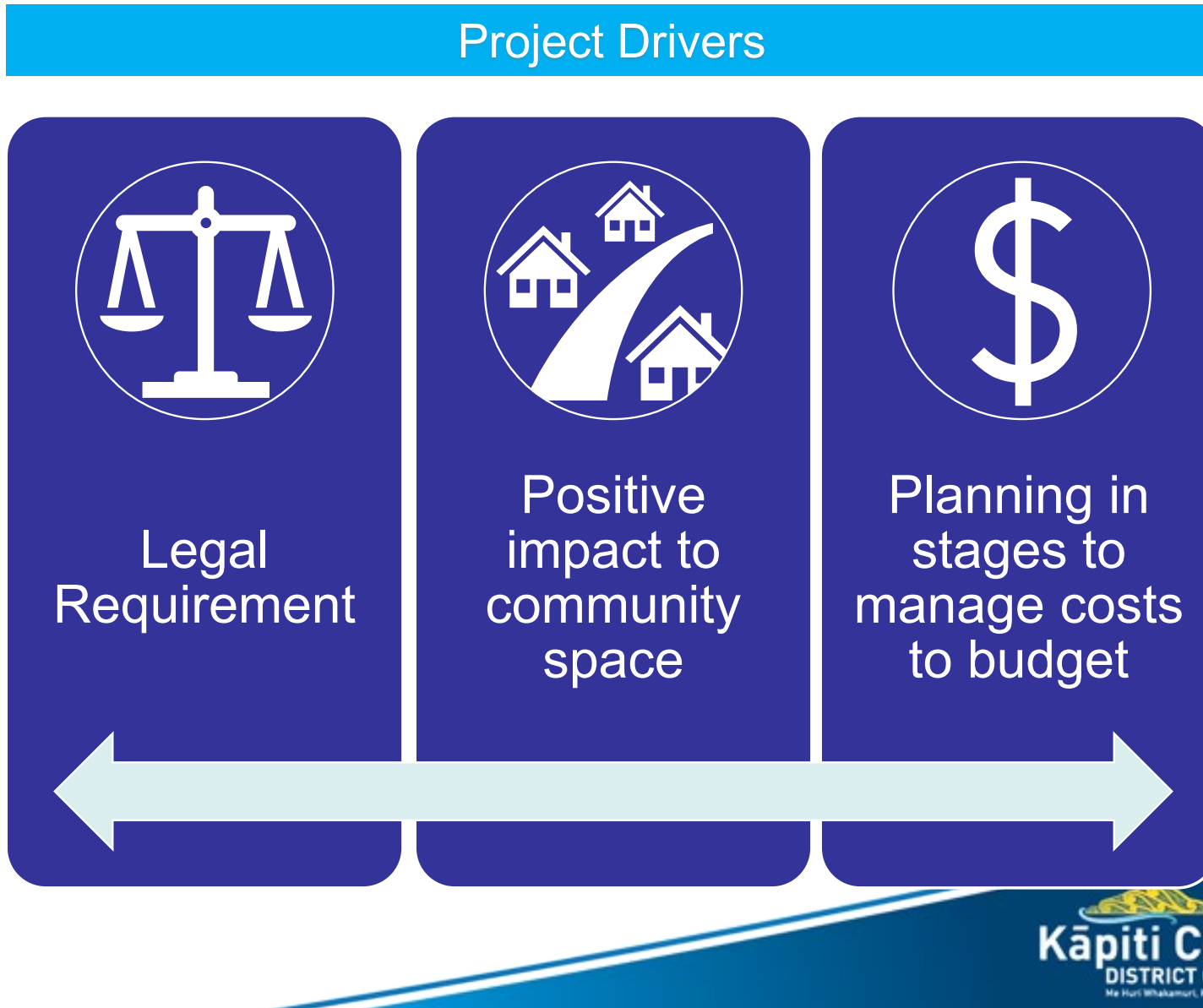




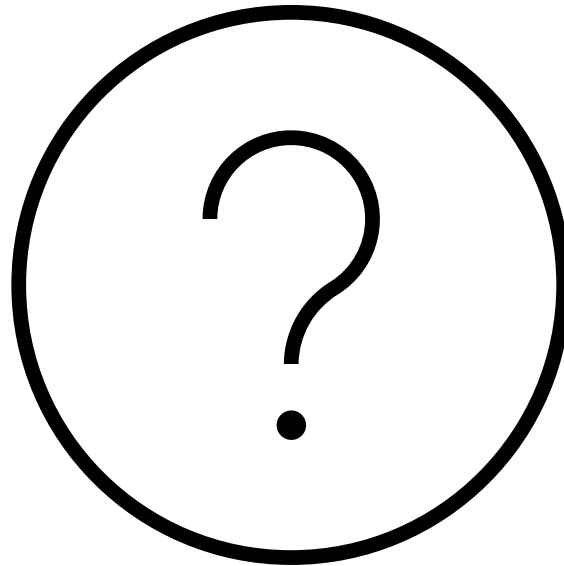
Stage 2 Main Pool & Southern End of Building







Questions



7.2 UPDATE ON THE OMNIBUS RESERVE MANAGEMENT PLAN

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

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

TE PŪTAKE | PURPOSE

1. This report provides background and an update on the proposed Omnibus Reserve Management Plan (RMP).

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Raumati Community Board note the update, in particular the timeframe for the commencement of public engagement and feedback, beginning in May 2025.

TŪĀPAPA | BACKGROUND

2. Council manages 125 parks and reserves, totalling 438 ha of open space. This includes our destination parks, sports fields, esplanade reserves, neighbourhood parks and playgrounds, heritage, scenic and local purpose reserves.
3. The Open Space Planning team has been preparing to start the statutory process to develop an omnibus RMP, covering all 125 parks and reserves that are managed by the Council.
4. Hui with our iwi partners have been held to co-design our approach to the development of the RMP and we continue to work together to understand and document the values of the whenua which make up our parks and reserves.
5. Once the required background work has been completed, a recommendation will be put to Council to publicly notify our intention to prepare the RMP. This will start the process (stipulated in the Reserves Act) that must be followed to prepare an RMP.
6. Only land held as a reserve under the Act, and used for open space purposes, will be included in the management plan. Land managed primarily for other purposes (such as stormwater) and land not administered by the Kapiti Coast District Council will not be included in the Omnibus RMP.
7. A community consultation and engagement phase will commence in May 2025. At that stage, we will be asking our communities and stakeholders for feedback on the management and use of our reserves and what they would like to see incorporated into the management plan.

HE TAKE | ISSUES

8. Council is required by legislation to prepare, and keep under continuous review, a management plan for the reserves that it manages. Council currently has management plans for only 19 reserves, and many of these plans are more than 30 years old.
9. In late 2022, Council adopted its Open Space Strategy which paved the way for the development of management plans that are consistent with the overarching goals and objectives for open space in the district, as set out in the Strategy.
10. Reserve management plans provide for the use, enjoyment, maintenance, protection and preservation of reserves. Management plans provide guidance around what uses and activities are acceptable (or not acceptable) on individual or groups of reserves and ensures transparent and consistent decision making.
11. The legal status of an RMP varies according to the legal status of the land it covers:
 - 11.1 For land that is held subject to the Reserves Act, and classified according to its primary purpose, it will be a statutory Reserve Management Plan under the Act.

- 11.2 For Council land that is managed for open space purposes, that has not yet been classified, it will be a non-statutory guiding document.
12. As part of the RMP process, Council is also undertaking a staged process to classify unclassified parks and reserves, where that is appropriate.
 13. Through April, we will continue to discuss and confirm those sites to be classified with our iwi partners and key stakeholders. A recommendation to classify those reserves will be taken to Council, along with the recommendation to notify Council's intention to prepare an RMP, in May.
 14. Any unclassified reserves that need further research or additional consultation with stakeholders, and those that need to be publicly notified due to their current use or legal status, will continue to be discussed and will be included in a future recommendation.

NGĀ KŌWHIRINGA | OPTIONS

15. An omnibus RMP is the most efficient option to meet the Council's legislative requirements and enable both general provisions, as well as reserve specific provisions, to be provided in one document. The omnibus RMP will be made up of two sections:

- A. General Policy Section
- B. Reserve Specific Management Plans

While the document will be larger than an individual RMP, we intend to publish the plan using the E-plan platform to enable easy navigation. For example, users will be able to search by reserve name or address and be provided with links to all the relevant policies for that reserve.

MANA WHENUA

16. The development of the project to date has followed a co-design approach with the involvement of representatives from our three iwi partners.
17. The RMP will acknowledge the cultural values of the whenua which make up our parks and reserves and will recognise the intrinsic relationship of iwi with the land through enabling appropriate practices, management provisions and storytelling.
18. We will continue to work with our iwi partners to refine the scope of the RMP and in drafting the provisions of the RMP.

NGĀ MAHI PANUKU | NEXT STEPS

19. The preparation of an RMP must follow the process set out in the Reserves Act 1977. This includes two phases of public notification and engagement.
20. A recommendation will be taken to Council in May to pass a resolution to notify the intention to prepare an omnibus RMP. Once Council has passed the resolution, the public will be invited to provide feedback on those reserves that are to be included in the management plan.
21. The steps to prepare the RMP are as follows:
 - a. Publication of the notice of intent
 - b. Stakeholder and community engagement phase (first phase of public engagement) including:
 - i. Have your say platform
 - ii. Social media
 - iii. Staff "pop-ups" at community markets, coastlands and play events
 - iv. Community board meetings

- v. Targeted stakeholder engagement
- c. Feedback period closes
- d. Analysis of public feedback and drafting of the RMP
- e. Draft RMP document publicly notified and call for submissions (second phase of public engagement)
- f. Submission period
- g. Hearing
- h. Recommendation and decision following hearings
- i. Final RMP published

NGĀ ĀPITI HANGA | ATTACHMENTS

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 and the Vision Raumati 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 Discretionary grant applications to consider at this meeting and three accountability reports. The Board have \$5,548.00 remaining in the Discretionary Grants Fund and \$15,000.00 in the Vision Raumati Grants Fund 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 Whareroa Guardians Community Trust to assist with the costs of plant guards to support the Trust's annual planting programme at Whareroa Farm Reserve.
- B. That the Raumati Community Board approves a Discretionary Grant of \$..... to the Kāpiti US Marines Trust to assist with the costs of the Trust's annual Memorial Day service at Queen Elizabeth Park in May 2025.
- C. That the Raumati Community Board approves a Discretionary Grant of \$..... to the Kāpiti College Hauora to assist with the costs of establishing a breakfast club for students at the College.
- D. That the Raumati Community Board notes the accountability reports received, as attached under a separate cover as Appendices 6-8.

TŪĀPAPA | BACKGROUND

4. This is the fifth meeting of the Raumati Community Board of the 2024/2025 financial year.
5. Discretionary Grants and Vision Raumati Grants are allocated in accordance with established criteria, appended to this report as Appendices 1-2.
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 Appendices 3-5.

8. The applications are public excluded under clause 7(2)(a), section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 due to the personal information contained within. The applications are summarised in this report.
9. There is currently \$5,548.00 remaining in the Discretionary Grants Fund and \$15,000.00 available in the Vision Raumati Grants Fund to disperse in the 2024/2025 financial year. These amounts do not roll over to the next financial year.
10. The following applications are seeking total funding of \$2,250.00 from the Discretionary Grants Fund.
11. Jan Nisbet, on behalf of the Whareroa Guardians Community Trust, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of plant guards to support the Trust’s annual planting programme at Whareroa Farm Reserve.
12. Sue Harris, on behalf of the Kāpiti US Marine’s Trust, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of the Trust’s annual Memorial Day service at Queen Elizabeth Park on 26 May 2025.
13. Mindy Malone, on behalf of the Kāpiti College Hauora, has applied for a grant under the Discretionary Grants Fund of \$750.00 to assist with the costs of establishing a breakfast club for students at the College managed by the Hauora Captains.

He take | Issues

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

Ngā kōwhiringa | Options

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

Mana whenua

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

Panonitanga Āhuarangi me te Taiao | Climate change and Environment

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

Ahumoni me ngā rawa | Financial and resourcing

18. The Raumati Community Board is allocated \$26,548.00 for grants funding for the 2024/2025 financial year.
19. At its meeting of 25 February 2025, the Raumati Community Board resolved to establish a new grants fund, the Vision Raumati Grants Fund, transferring \$15,000.00 from the Discretionary Grants Fund to the Vision Raumati Grants Fund to disperse in the 2024/2025 financial year.
20. 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 Grants Fund	\$11,548.00	\$6,000.00	\$5,548.00
Vision Raumati Grants Fund	\$15,000.00	\$0.00	\$15,000.00
	\$26,548.00	\$6,000.00	\$20,548.00

21. 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 Received
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
25/02/25	Actively Coping With Cancer Group	\$750.00	To assist the group with the costs of hall hire at the Kāpiti Uniting Parish.	Report Due Aug 2025
25/02/25	Theo Arraj	\$750.00	To assist with the costs of completing remedial work on the mural in Raumati Beach Village.	Report Received

22. Attached to this report as Appendices 6-8 are three accountability reports received since the last funding report to the Raumati Community Board on 25 February 2025.

23. The accountability reports have been attached under separate cover and are public excluded under clause 7(2)(a), section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 due to the personal information contained within.

Ture me ngā Tūraru | Legal and risk

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

Ngā pānga ki ngā kaupapa here | Policy impact

25. Grants are allocated in accordance with established criteria, attached as Appendices 1 - 2 to this report.

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

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

28. Information on the grants and the application process is available via the Council's website.

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

NGĀ ĀPITIHANGA | ATTACHMENTS

1. Raumati Community Board Discretionary Grants Criteria [↓](#)
2. Raumati Community Board Vision Raumati Grants Criteria [↓](#)
3. RCB Grant Application - Whareroa Guardians Community Trust - Section 7(2)(a) Privacy - Public Excluded (under separate cover)
4. RCB Grant Application - Kāpiti US Marines Trust - Section 7(2)(a) Privacy - Public Excluded (under separate cover)
5. RCB Grant Application - Kāpiti College Hauora - Section 7(2)(a) Privacy - Public Excluded (under separate cover)
6. RCB Accountability Report - Theo Arraj - Section 7(2)(a) Privacy - Public Excluded (under separate cover)
7. RCB Accountability Report - Home4All - Section 7(2)(a) Privacy - Public Excluded (under separate cover)
8. RCB Accountability Report - Kāpiti US Marines Trust - Section 7(2)(a) Privacy - 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.

Updated January 2023

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.

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

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 25 February 2025 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Minutes of the Raumati Community Board Meeting of 25 February 2025 [↓](#)

RAUMATI COMMUNITY BOARD MEETING MINUTES

25 FEBRUARY 2025

**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, 25 FEBRUARY 2025 AT 7:09 PM**

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

IN ATTENDANCE: Cr Martin Halliday, Mr Karl Webber, Mr Sean Mallon, Ms 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 first Raumatī Community Board meeting of 2025 and introduced the members of the Board and Council officers in attendance.

2 WHAKAPĀHA | APOLOGIES

There were no apologies to record.

Item 3 *Declarations of Interest Relating to Items on the Agenda* was addressed at a later point in the agenda.

3 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Meghan Stevens, resident of Raumatī South accompanied by neighbour Craig Service, shared concerns regarding the issue of dangerous driving, excessive speed and aggressive driver behaviour in the roads surrounding The Esplanade entrance to Queen Elizabeth Park. Ms Stevens and Mr Service requested the installation of traffic calming measures and improved lighting to mitigate the issues.

Ms Stevens answered members' questions and members discussed the matter alongside Sean Mallon, Group Manager Infrastructure and Asset Management.

Sue Harris, on behalf of the Kāpiti US Marines Trust requested a letter of support from the Board for the Trust's application to the Lottery Heritage Fund. The Trust have developed new walking and cycling trails through the sites of the US Marines camps in Paekākāriki and Lottery Heritage funding would enable the installation of new signage. The Board confirmed they would be pleased to provide a letter of support.

Veronika Munro, on behalf of the Raumatī South Residents' Association and as the community representative 'Emergency Management Champion' for the Raumatī Community Board, spoke to the appended document detailing a community led proposal to strengthen community resilience through the creation of open and accessible community spaces. Ms Munro answered members' questions.

RAUMATI COMMUNITY BOARD MEETING MINUTES

25 FEBRUARY 2025

TABLED DOCUMENTS

Appendices

- 1 Proposal tabled at Raumati Community Board Meeting of 25 February 2025 by Veronika Munro

4 NGĀ TEPUTEIHANA | DEPUTATIONS

5.1 KĀPITI HEALTH ADVISORY GROUP

Ian Powell of the Kāpiti Health Advisory Group provided an overview of the case for the expansion of health services in the district and spoke to the presentation contained in the agenda to detail progress and next steps.

Mr Powell answered questions from the Board and members of the community in attendance.

COMMITTEE RESOLUTION RCB2025/1

Moved: Mr Bede Laracy

Seconder: Mr Tim Sutton

That the Raumati Community Board support the Kāpiti Health Advisory Group's 'Compelling Case' for expanding services at Health New Zealand's Kāpiti Health Centre.

CARRIED

5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) There were no requests for a leave of absence.
- (b) There were no matters of an urgent nature notified to the Chair prior to the commencement of the meeting.
- (c) Item 6 (c) *Community Board Members' Activities* was moved to a later point in the agenda.

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.

The Chair, Bede Laracy wished to note his involvement with the mural in Raumati Beach village detailed in item 8.1 *Consideration of Applications for Funding* though did not deem the involvement a conflict.

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (c) Community Board Members' Activities
The Chair, Bede Laracy advised that the Board had created a website which was now live at www.raumati.net and provided an overview of the website on screen for the Board and community members present.

RAUMATI COMMUNITY BOARD MEETING MINUTES

25 FEBRUARY 2025

The Chair noted that the Board are developing a vision for the Wharemauku stream with a number of community groups and the Paraparaumu Community Board following the presentation by Whaitua Kāpiti to the Board last year.

7 HE KŌRERO HOU | UPDATES

There were no updates scheduled.

8 PŪRONGO | REPORTS

8.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

The Chair, Bede Laracy, introduced the item and members discussed the grant applications contained in the report.

COMMITTEE RESOLUTION RCB2025/2

Moved: Mr Jonny Best
 Seconder: Cr Sophie Handford

- A. That the Raumati Community Board approves a Discretionary Grant of \$750 to the Actively Coping With Cancer Group to assist the group with the costs of hall hire at the Kāpiti Uniting Parish.

CARRIED

COMMITTEE RESOLUTION RCB2025/3

Moved: Ms Tarn Sheerin
 Seconder: Cr Sophie Handford

- B. That the Raumati Community Board approves a Discretionary Grant of \$750 to Theo Arraj to assist with the costs of completing remedial work on the mural in Raumati Beach Village.

CARRIED

8.2 ESTABLISHMENT OF VISION RAUMATI GRANTS FUND

At the invitation of the Chair, Tim Sutton introduced the item and outlined the proposed Raumati Community Board community grants fund, the 'Vision Raumati Grants Fund'. Mr Sutton and the Chair, Bede Laracy answered questions from members of the community present.

COMMITTEE RESOLUTION RCB2025/4

Moved: Mr Tim Sutton
 Seconder: Ms Tarn Sheerin

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 \$20,548 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 MEETING MINUTES

25 FEBRUARY 2025

Raumati Community Board's 2025/26 total grants budget of \$27,105 to disperse in the 2025/26 financial year.

CARRIED

9 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

9.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION RCB2025/5

Moved: Mr Bede Laracy
 Seconder: Cr Sophie Handford

That the minutes of the Raumati Community Board meeting of 12 November 2024 be accepted as a true and correct record.

CARRIED

10 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

10.1 MATTERS UNDER ACTION

Members of the Board discussed the matters under action and requested an update on the matters of the Pōhutukawa at Rosetta Road and the Arawa Street Speed Issue at the Board's next meeting to be held 8 April 2025.

The Chair, Bede Laracy thanked those in attendance and the **Poari ā-Hapori o Raumati | Raumati Community Board meeting closed at 8.51pm.**

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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 April 2025) [↓](#)

Raumati Community Board – Matters Under Action Register (as at April 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>Council officers note that quotes have now been sought for potential tree maintenance.</p>	Tim Sutton & Sean Mallon
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>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 note the request was included in the Speed Management Database in November 2023. When preparation of the next Speed Management Plan commences in late 2025/early 2026, the request will be considered along with 70+ requests Council has received for traffic calming since the Speed Management Plan 2023-33 was approved by Council in October 2023.</p>	Sean Mallon
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 to the Community Liaison Group (CLG) as the Raumati Community Board representative.</p>	Jonny Best

		<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