



# **AGENDA**

## **Paraparaumu-Raumati Community Board Meeting**

**I hereby give notice that a Meeting of the Paraparaumu-Raumati  
Community Board will be held on:**

**Date: Tuesday, 16 August 2022**

**Time: 7.00pm**

**Location: Online via Zoom**

**Mark de Haast  
Group Manager Corporate Services**

**Kāpiti Coast District Council**

**Notice is hereby given that a meeting of the Paraparaumu-Raumati Community Board will be held Online via Zoom, on Tuesday 16 August 2022, 7.00pm.**

**Paraparaumu-Raumati Community Board Members**

Ms Kathy Spiers	Chair
Mr Guy Burns	Deputy
Mr Jonny Best	Member
Ms Grace Lindsay	Member
Cr Martin Halliday	Member
Cr Bernie Randall	Member

## Order Of Business

<b>1</b>	<b>Welcome.....</b>	<b>5</b>
<b>2</b>	<b>Apologies .....</b>	<b>5</b>
<b>3</b>	<b>Declarations of Interest Relating to Items on the Agenda .....</b>	<b>5</b>
<b>4</b>	<b>Public Speaking Time.....</b>	<b>5</b>
<b>5</b>	<b>Members' Business .....</b>	<b>5</b>
<b>6</b>	<b>Reports .....</b>	<b>6</b>
6.1	Consideration of Applications for Funding .....	6
6.2	Road Naming - 2 Ventnor Drive, Paraparaumu - Subdivision .....	18
<b>7</b>	<b>Updates .....</b>	<b>22</b>
7.1	CCTV on Council Parks and Open Spaces .....	22
<b>8</b>	<b>Confirmation of Minutes.....</b>	<b>23</b>
8.1	Confirmation of Minutes .....	23
<b>9</b>	<b>Matters Under Action.....</b>	<b>28</b>
9.1	Matters Under Action.....	28
<b>10</b>	<b>Confirmation of Public Excluded Minutes.....</b>	<b>31</b>
	Nil	



**1 WELCOME****2 APOLOGIES****3 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 PUBLIC SPEAKING TIME****5 MEMBERS' BUSINESS**

- (a) Public Speaking Time Responses
- (b) Leave of Absence
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)
- (d) Community Board Members' Activities

## 6 REPORTS

### 6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Jayne Nock, Executive Secretary to Group Manager Corporate Services**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

#### TE PŪTAKE | PURPOSE

1. To consider eligible applications to the Discretionary and Initiatives Funds and to note Accountability Reports.

#### HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

2. To consider the allocation of grants and note accountability reports.

#### TE TUKU HAEPAPA | DELEGATION

3. The Paraparaumu/Raumati Community Board has delegated authority as at section D of the 2019-2022 Governance Structure:  
*Approving criteria for, and disbursement of, community-based grant funds as approved through the LTP or Annual Plan.*

#### TAUNAKITANGA | RECOMMENDATIONS

- A. That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$..... to the Lions Club of Kāpiti Incorporated to help with printing costs for leaflets advertising their Foodbank Collection in late November 2022.
- B. That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$..... plus GST to Kidz Need Dadz to help with costs towards their annual Father Day community event at the Impact Hub, 4 September 2022.
- C. That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$..... to Christine Lenk, on behalf of Actively Coping with Cancer to cover Hall hire costs between August-December 2022 for their Tai Chi Qi Gong class as part of the Actively Coping with Cancer programme.
- D. That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$..... to Kāpiti Table Tennis Club to help with Hall hire costs to hold their extra Interclub and Club championship fixtures at the Kāpiti Uniting Church Hall in Raumati Beach.
- E. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... plus GST to The Mahara Gallery Trust to help with costs towards the completion of the redevelopment of Mahara Gallery.
- F. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to Creative Kāpiti Charitable Trust to help with costs to develop a community art plan and costs associated with obtaining and reviewing proposals for the supply of art.
- G. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to the Kāpiti Coast Rugby League Club to help with costs for replacement window catches and stays throughout their Club Rooms, Matthew Park, Menin Road, Raumati South.
- H. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... plus GST to Kāpiti Community Recreational Turf Trust to help with the purchase and installation of three external drinking fountains, two heat pumps for their Pavilion room and a memorial plaque to acknowledge members.

- I. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... plus GST to the Kāpiti Citizens Services Trust to help with costs to upgrade the toilet area in the Ocean Road Community Centre.
- J. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... plus GST to Kidz Need Dadz to help with costs towards the following:
- Kowhaiwhai Workshops 2022
  - Children's Mural Project 2022; and
  - Lighthouse Supervised Contact Pilot Programme.
- K. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to Kapiti Crop Swap to help with costs for Hall hire to hold their Crop Swaps at the Kāpiti Uniting Parish Hall and also advertising material.
- L. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to The Kai Ora Initiative to help with costs to build a garden shed with composting toilet on their community-supported urban farm on He Tangata Place, Paraparaumu.
- M. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to Nourish Trust to help with costs in providing families in need with large hampers of nourishing food.
- N. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to Jenna-Lea Philpott, as part of Creative Manaaki, to help with costs in delivering Summer Music in the Parks to the people on the Kāpiti Coast.
- O. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... to The Pickle Pot Be-In to help with costs for their annual Pickle Pot event in Paekākāriki on 7 January 2023.
- P. That the Paraparaumu/Raumati Community Board approves an Initiatives grant of \$..... plus GST to Our Lady of Kāpiti School to help with costs to hire 18-20 flushing port-a-loos for public use during the Takiri O Te Ata – Kapahaka Festival on 1 December 2022.

## TŪĀPAPA | BACKGROUND

4. This is the second Paraparaumu/Raumati Community Board meeting of the 2022/2023 financial year.
5. Discretionary Grants are allocated in accordance with established criteria, attached as Appendix 1 to this report.
6. Initiatives Grants are allocated in accordance with the established criteria, attached as Appendix 2 to this report.
7. Accountability reports on grants allocated are required two months after the event or activity for which the grant was awarded takes place.

## HE KŌRERORERO | DISCUSSION

8. The following applications for funding have been received and are attached as Appendix 3 to this report and summarised below.

### Discretionary Fund

#### Lions Clubs of Kāpiti Incorporated

9. Andrew Laing, on behalf of the Lions Club of Kāpiti Incorporated, has applied for a grant of \$500 to help with printing costs for leaflets advertising their Foodbank Collection in late November.

#### Kidz Need Dadz Wellington

10. Stuart Miller, on behalf of Kidz Need Dadz, has applied for a grant of \$500 plus GST to help with costs towards their annual Father Day community event at the Impact Hub, 4 September 2022.

Actively Coping with Cancer

11. Christine Lenk, on behalf of Actively Coping with Cancer, has applied for a grant of \$500 to cover Hall hire costs between August-December 2022 for their Tai Chi Qi Gong class as part of the Actively Coping with Cancer programme.

Kapiti Table Tennis Club

12. Bob Knight, on behalf of Kāpiti Table Tennis Club, has applied for a grant of \$500 to help with Hall hire costs to hold their extra Interclub and Club championship fixtures at the Kāpiti Uniting Church Hall in Raumati Beach.
13. The total grant applications for the Discretionary Fund under consideration in this report is \$2,000.

**Initiatives Fund**The Mahara Gallery Trust

14. Glen Wiggs, on behalf of The Mahara Gallery Trust, has applied for a grant of \$7,573 plus GST requesting help with costs towards the completion of the redevelopment of Mahara Gallery at Mahara Place, Waikanae.

Creative Kāpiti Charitable Trust

15. Liz Koh, on behalf of Creative Kāpiti Charitable Trust, has applied for a grant of \$10,000 to help with costs to develop a community art plan and costs associated with obtaining and reviewing proposals for the supply of art.

Kāpiti Coast Rugby League Club

16. Tina Simcock, on behalf of the Kāpiti Coast Rugby League Club, has applied for a grant of \$8,723.90 to help with costs for replacement window catches and stays throughout their Club Rooms, Matthew Park, Menin Road, Raumati South.

Kāpiti Community Recreational Turf Trust

17. Sue Spellacey, on behalf of the Kāpiti Community Recreational Turf Trust, has applied for a grant of \$21,181.77 plus GST asking for help with the purchase and installation of three external drinking fountains, two heat pumps for their Pavilion room and also a memorial plaque to acknowledge members.

Kāpiti Citizens Services Trust

18. Colin Anderson, on behalf of the Kāpiti Citizens Services Trust, has applied for a grant of \$5,000 plus GST to help with costs to upgrade the toilet area in the Ocean Road Community Centre.

Kidz Need Dadz Charitable Trust Wellington (Incorporated)

19. Stuart Miller, on behalf of Kidz Need Dadz, has applied for a grant of \$1,500 plus GST to help with costs towards the following:
- Kowhaiwhai Workshops 2022;
  - Children's Mural Project 2022; and
  - Lighthouse Supervised Contact Pilot Programme.

Kāpiti Crop Swap

20. Jessica Keltie, on behalf of Kapiti Crop Swap, has applied for a grant of \$1,000 to help with costs for Hall hire to hold their Crop Swaps at the Kāpiti Uniting Parish Hall and also advertising material.

The Kai Ora Initiative

21. Kay Fechny and Ripeka Thomson, on behalf of The Kai Ora Initiative, has applied for a grant of \$1,700 to help with costs to build a garden shed with a composting toilet on their community-supported urban farm on He Tangata Place, Paraparaumu.

Nourish Trust

22. Gabrielle Ralph, on behalf of Nourish Trust, has applied for a grant of \$2,000 to help with costs in providing families-in-need with large hampers of nourishing food.

Jenna-Lea Philpott

23. Jenna-Lea Philpott, as part of Creative Manaaki, has applied for a grant of \$8,018 to help with costs in delivering Summer Music in the Parks to the people on the Kāpiti Coast.



The Pickle Pot Be-In

24. Caleb Williams, on behalf of The Pickle Pot Be-In, has applied for a grant of \$5,000 to help with costs for their annual Pickle Pot event in Paekākāriki on 7 January 2023.

Our Lady of Kāpiti School

25. Viv Conroy, on behalf of Our Lady of Kāpiti School, has applied for a grant of \$2,915.25 plus GST to help with costs to hire 18-20 flushing port-a-loos for public use during the Takiri O Te Ata – Kapahaka Festival on 1 December 2022.
26. The total grant applications for the Initiatives Fund under consideration in this report is \$74,611.92.

**He take | Issues**

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

**Ngā kōwhiringa | Options**

28. There were no options to be considered within this report.

**Tangata whenua**

29. There are no tāngata whenua considerations required within this report.

**Panonitanga āhuarangi | Climate change**

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

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

31. Budget allocations for the 2022/2023 financial year for the Discretionary Grant and Initiatives Grant are as follows:

Fund	2022/23 budget allocation	Total allocated to date	Total unallocated to date
Discretionary Grant	\$23,954	3,210	\$20,744
Initiatives Grant (includes \$20,000 unspent from 21/22)	\$40,000	-	\$40,000

32. Grants approved for the 2022/23 year are as follows:

Date	Recipient	Amount	Purpose of Grant	Report Back
5/7/22	Zoe Boyd	\$500	To attend Ignite 2023, the international scouting event in Christchurch Dec-Jan 23	Report due Feb 23
5/7/22	Kāpiti Ballet Society	\$500	To help with costs to hold their four-day Dance Festival in July 22 at Southwards	Report due Sept 22
5/7/22	Kāpiti BMX Club	\$460	To purchase lime to repair erosion on their track caused by recent heavy rainstorms	Report due Sept 22
5/7/22	Mulled Wine Concerts	\$250	To help with costs to hold their Concert on 17 July at the Paekākāriki Memorial Hall	Report due Sept 22

Date	Recipient	Amount	Purpose of Grant	Report Back
5/7/22	Nikau Valley Restoration Society	\$500	To purchase plants as part of their successful community planting scheme in the Paraparaumu Scenic Reserve	Report due Sept 22
5/7/22	Kāpiti Concert Orchestra	\$500	Hall hire and expenses to hold their August 22 Concert at Te Raukura Raumati	Report due Oct 22
5/7/22	Raumati South Residents' Association	\$500	Start-up costs of a Raumati South Repair Café	Report due Sept 22
	<b>TOTAL GRANTS</b>	<b>\$3,210</b>		

33. Completed Accountability Reports received are attached as Appendix 4 to this report.

34. Grants approved during 2021/22 are detailed as Appendix 5 to this report.

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

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

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

36. Grants are allocated in accordance with established criteria, attached as Appendix 1 and 2 to this report.

### **TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**

#### **Te mahere tūhono | Engagement planning**

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

#### **Whakatairanga | Publicity**

38. Board Members play an active role around the community in promoting the discretionary grant and details are available via the Council's website.

### **NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Discretionary Grant Criteria [↓](#)
2. Initiatives Funding Criteria [↓](#)
3. Grant Applications (under separate cover) [⇒](#)
4. Accountability Report Back (under separate cover) [⇒](#)
5. Grants approved during 2021/2022 [↓](#)

**PARAPARAUMU/RAUMATI COMMUNITY BOARD  
COMMUNITY GRANTS – APPLICATION FORM**CRITERIA FOR COMMUNITY GRANTS

The purpose of the Paraparaumu/Raumati Community Board's Community Grants is to provide financial assistance for projects or activities that promote the well being of the Paraparaumu and/or Raumati community and show clear community benefit.

Eligible Organisations/Individuals

1. The organisation/individual must undertake its activities in the Paraparaumu/Raumati area. The Board may consider financial assistance for events occurring outside the Paraparaumu/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 Paraparaumu/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 Paraparaumu/Raumati Community. The Board may consider financial assistance for events occurring outside the Paraparaumu/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 Paraparaumu/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).

**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

**PARAPARAUMU/RAUMATI COMMUNITY BOARD  
COMMUNITY GRANTS – APPLICATION FORM****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.

**Maximum Grant**

The maximum grant payable is **\$500**.

**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 Paraparaumu/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 Paraparaumu/Raumati Community Board from considering any application at its discretion.***

**Applications are to be addressed to:**

Jayne Nock, Executive Secretary  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254  
  
jayne.nock@kapiticoast.govt.nz

**PLEASE NOTE:**

Applications must be received by the Kāpiti Coast District Council at least 8 working days prior to the Paraparaumu/Raumati Community Board meeting date, in order to meet the reporting deadline.

Meetings of the Paraparaumu/Raumati Community Board are held every six weeks.

**PARAPARAUMU/RAUMATI COMMUNITY BOARD  
INITIATIVES FUNDING GRANT – APPLICATION FORM**

The Paraparaumu/Raumati Community Board was granted \$20,000 in the Long-term Plan for the year 2021/22 and \$20,000 for year 2022/23.

This Initiatives funding is additional to the discretionary funding the Community Board is allocated through the existing grant processes and is an opportunity for the Community Board to use in support to meet the Wellbeing and needs of our residents that Board Members are seeing in our communities.

**General Principles**

- The funding cannot generate an asset that belongs to the Council.
- All health and safety obligations under the Health and Safety at Work Act rest solely with the beneficiary of the funding issued.
- Funding cannot be issued directly to each Community Board or the Council.
- Unallocated funds cannot be carried over to the next financial year.
- The General criteria is to 'better enable local activities, engagements and communication with communities'.

The purpose of the Paraparaumu/Raumati Community Board's Initiatives Fund is to provide financial assistance for the Wellbeing of our communities and to better enable local projects, activities and engagement.

**Criteria**

- The applicant must be non-profit making.
- The applicant must use the funding for a project or activity that supports the Wellbeing of our communities in the Paraparaumu and Raumati Communities.
- Only one application will be considered by an individual or organisation for one project/activity.

Updated July 2022

**PARAPARAUMU/RAUMATI COMMUNITY BOARD  
INITIATIVES FUNDING GRANT – APPLICATION FORM****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 Paraparaumu/Raumati Community Board requires all monies that are not used for the purpose applied for to be returned to the Initiatives 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.

***The above conditions and criteria do not preclude the Paraparaumu/Raumati Community Board from considering any application at its discretion.***

**Applications are to be addressed to:**

Jayne Nock, Executive Secretary  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

[jayne.nock@kapiticoast.govt.nz](mailto:jayne.nock@kapiticoast.govt.nz)

**PLEASE NOTE:**

Applications must be received by the Kāpiti Coast District Council at least 8 working days prior to the Paraparaumu/Raumati Community Board meeting date, in order to meet the reporting deadline.

Meetings of the Paraparaumu/Raumati Community Board are held every six weeks.



## PARAPARAUMU/RAUMATI COMMUNITY BOARD

## LIST OF GRANTS FOR THE 2021/22 YEAR

## Summary of activity:

<b>Total budget for the 2021/22 year</b>	<b>\$23,392</b>
Grants allocated during 2021/22	-\$23,392
<b>Balance as at 30 June 2022</b>	<b>\$0</b>

## Grants allocated:

Date	Recipient	Amount	Purpose of Grant	Report Back
6/7/21	Lions Club of Waikanae Inc.	\$500	Printing costs for Foodbank leaflets	Received 6/12/21
6/7/21	Kapiti Ballet Society	\$500	2021 Dance Festival at Southwards 17-20 July	Received 7/3/22
6/7/21	LOVED4LIFE™	\$500	Material for welcome quilts for newborn babies	Received 1/11/21
28/9/21	49 Squadron Air Training Corps	\$500	First Aid Training for 15 cadets	Report due May 22
28/9/21	The Kapiti Community Recreational Turf Trust	\$500	Due to lack of additional funding to install water fountains, Board Members agreed the grant money can be spent on repairing the score board.	Received 22/7/22
28/9/21	Raumati South Kindergarten	\$500	To purchase four child-sized wheelbarrows for their garden	Received 1/2/22
28/9/21	Grace Brabham	0	Application withdrawn as the National Gymnastrada in Auckland in October was cancelled due to Covid restrictions	N/A
28/9/21	Mulled Wine Concerts in Kāpiti	\$250	Hall hire, relocation of piano, programme printing costs	Received 16/3/22
28/9/21	Kapiti Basketball Association	\$500	Due to Covid restrictions the Hawkes Bay tournament was cancelled and Board Members agreed to cover the Levin tournament in October	Received 20/10/21
28/9/21	Kapiti US Marines Trust	\$500	Collection of photos and film reels set in Kapiti	Received 7/6/22
28/9/21	Cancer Society	\$500	Landscaping their outdoor multi-purpose garden space	Received 21/12/21
28/9/21	Pickle Pot Be-In	\$500	Music Festival in Paekākāriki in January 2022	Received 23/3/22
28/9/21	Kapiti Chess Club	\$500	Extra chess sets for their tournaments	Received 16/3/22
28/9/21	Kapiti Youth Support	\$500	Building projects: plant boxes, picnic tables	Received 3/2/22

Date	Recipient	Amount	Purpose of Grant	Report Back
28/9/21	Glenda Robb	\$250	Garden equipment for their Rainbow Court Community Garden	Received 29/11/21
28/9/21	MenzShed Kapiti Inc.	\$500	New resource consent	Report due June 22
23/11/21	Creative Kapiti	\$1,000	Funding for the Toharā Community Art Project	Report due May 22
23/11/21	Waterstone Community Composting	\$500	Purchase of compost bins and signage	N/A
15/12/21	Waterstone Community Composting	-\$500	Refund – The project was cancelled due to lack of further funds	N/A
15/2/22	Kāpiti Coast Rugby League Club	\$500	TAG affiliation and to implement their marketing strategy for their Junior Youth Programme	Received 15/3/22
15/2/22	Keelan Magalogo	0	Application withdrawn due to C-19 and cancellation of the NZ Youth Touch Nationals	N/A
15/2/22	Nikora Hohepa Waata	\$500	Start-up costs for Māori Warden Aotearoa and purchasing stationery, business cards, uniforms, first aid kit	Report due August 22
15/2/22	Raumati South School	\$500	As the Snow Cone machine was no longer required, due to unforeseen circumstances, Board Members agreed the grant money could be spent on sports registration fees and/or sports gear for their School.	Report due Jan 23
12/4/22	Penny Mikkelsen	\$500	New items for their Share the Warmth campaign	Report due Sept 22
12/4/22	Kapiti Softball Club	\$500	Erect fences around their batting container at Te Atiawa Park, Paraparaumu	Report due July 22
12/4/22	Feline Fix	\$500	Spay and Neutering Programme	Received 20/5/22
24/5/22	Cancer Society	\$500	Window blinds for Kapiti Support Centre	Report due Aug 22
24/5/22	Lucas Foote	\$500	Winter Baseball Tournament on Gold Coast as part of Central Sport Club	Report due Aug 22
24/5/22	Friends of the Wharemauku Stream	\$500	To purchase tools and gear for planting and maintenance work	Report due Aug 22
24/5/22	Natasha Goggin	\$500	To represent New Zealand in Tenpin Bowling Australian National Championships (July 22)	Report due Aug 22
24/5/22	Kāpiti Community Kapa Haka	\$500	Holding practice sessions as part of Kaupapa	Report due Aug 22
24/5/22	Kāpiti Judo Club	\$500	Rent costs for Dojo in Ruapehu Street, Paraparaumu	Report due Aug 22



Date	Recipient	Amount	Purpose of Grant	Report Back
24/5/22	Kāpiti Kindness Trust	\$500	To purchase 100 x Wheat bags	Report due Aug 22
24/5/22	Kāpiti Songsters Choir	\$500	Hall hire for rehearsals	Report due Aug 22
24/5/22	Karl Webber	\$500	Safety gear to assist people in the water	Report due Aug 22
24/5/22	Loved4Life	\$500	Materials for 'loved' quilts for newborn babies	Report due Aug 22
24/5/22	Ōtaki-Kapiti Principals Association	\$5,000	10 schools \$500 each for sports registration fees and/or sports gear: <ul style="list-style-type: none"> <li>• Te Ra School;</li> <li>• Raumati South School;</li> <li>• Raumati Beach School;</li> <li>• Kapiti College;</li> <li>• Paraparaumu School;</li> <li>• Kapiti Primary School;</li> <li>• Our Lady of Kapiti;</li> <li>• Kenakena School;</li> <li>• Paraparaumu Beach School; and</li> <li>• Paraparaumu College.</li> </ul>	Reports due Aug 22
24/5/22	Mason Cade Packer	\$392	Producing a film in Paraparaumu	Report due Oct 22
24/5/22	Paraparaumu Beach School	\$500	Matariki whanau evening	Report due Aug 22
24/5/22	Pics to the People (Karl Webber)	\$500	Data sticks and koha contribution	Report due Aug 22
24/5/22	Raumati Line Dancers	\$500	Hall hire For Socials (July/October/December)	Report due Jan 23
24/5/22	L'Arche Kāpiti and Society of Saint Vincent	\$500	Wheelbarrow, compost, garden shed, plants for vegetable garden	Report due Aug 22
	<b>TOTAL GRANTS</b>	<b>\$23,392</b>		

**6.2 ROAD NAMING - 2 VENTNOR DRIVE, PARAPARAUMU - SUBDIVISION**

Kaituhi | Author: **Jeffrey Clement, Information Management Team Leader**

Kaiwhakamana | Authoriser: **Mark de Haast, Group Manager Corporate Services**

**TE PŪTAKE | PURPOSE**

- 1 This report asks the Paraparaumu/Raumati Community Board to approve road name for the new road at 2 Ventnor Drive, Paraparaumu.

**HE WHAKARĀPOOTO | EXECUTIVE SUMMARY**

- 2 Not Required.

**TE TUKU HAE PAPA | DELEGATION**

- 3 The Paraparaumu/Raumati Community Board has the delegated authority to consider this matter under 'Part D Community Boards' of the Governance Structure  
*Accepting or rejecting. Officer recommendations in respect of names for local roads (excluding the former State Highway and reserves, structures and commemorative places, in accordance with existing council policy.*

**TAUNAKITANGA | RECOMMENDATIONS**

That the Paraparaumu/Raumati Community Board approves the name for the following road:

- A. Approves the name ..... for Road to Vest shown in Appendix 1 of this report.

**TŪĀPAPA | BACKGROUND**

- 4 Under the Kāpiti Coast District Council's policy, developers are required to submit three name suggestions, in preferential order, for each road to be named, whether it is public or private
- 5 Supplementary information in support of the names is to be provided by the developer and this may be consistent themes, historical connections of previous owners.
- 6 The Paraparaumu/Raumati Community Board may accept one of the proposed names within the report or reject all the suggested names and request the staff to provide alternative names in a subsequent report.
- 7 The developer is CDV Builders.

**HE KŌRERORERO | DISCUSSION**

- 8 The subdivision at 2 Ventnor Drive, Paraparaumu will create 11 new lots and a new road which will be vested to the Council.
- 9 The new road is shown as Road to vest on the attachment to this report.
- 10 The Council Road naming and Street Numbering Policy 2011: states that to ensure that road names reflect the objectives, developers (or residents of Private rights-of-way shall provide three suitable names for each road on their plans when submitting their engineering survey drawings, in order of preference with the rationale behind each name.
- 11 Proposed names should avoid the names of kin unless they have strong historical links to the geographical area.
- 12 Throughout the process local Iwi and historian have been consulted and have supported the options provided

- 13 The proposed names have been approved for use by Land Information NZ.

### He take | Issues

- 14 It is proposed the road is named after an area that has a significant relationship with the area or after people who have had a significant connection to the district.
- 15 This report was considered by the Paraparaumu/Raumati Community Board at its meeting on the 5 July 2022 but left to lie on the table until the wording of Option 2 was clarified.

#### **Option 2**

##### *Te Naihi Place*

*A name presented as an influential ancestor - Maata Te Naihi Heberley. Maata was the daughter of Chief of Ngatiawa, Aperahama Manukonga and Manupoingu Te Owaiand grand-daughter of Te Irihau. Maata married James Heberley in 1841 according to the Maori custom and he took her back to Te Awaiti where they raised their family. Coincidentally, two of the Trustees Geoff Mallinder and Steve Marshall are linked through Te Naihi, as a common ancestor, so the significance of the name and the connection to Maata is strongly felt.*

- 16 As neither Geoff Millinder or Steve Marshall have any connection to the Ventnor Drive subdivision, this reference should not have been included in the wording for option 2. Their connection was to the land at 23 Rimutaka Street.
- 17 The option of using "Te Naihi Place" as a road name was included in the Road Naming report to the Paraparaumu/Raumati Board on the 13 October 2020.
- 18 This was for the naming of the road as part of the 8-lot subdivision at 23 Rimutaka Street, Paraparaumu where the road name "He Tangata Place" was chosen.
- 19 As "Te Naihi" still has a connection to this area it was decided to submit this name for consideration for the new road at the 2 Ventnor Drive subdivision.
- 20 Option 2 has now been updated to reflect this.

### Ngā kōwhiringa | Options

- 21 The three names provided in preferential order for Road to Vest are as follows:

#### **Option 1**

##### Shanklin Place

Ventnor Drive is named Ventnor because it's on the south end of Hadfield land. The Hadfield's came from the Ventnor district of the Isle of Wright on land that lies between that town and the next village Shanklin.

#### **Option 2**

##### Te Naihi Place

A name presented as an influential ancestor - Maata Te Naihi Heberley. Maata was the daughter of Chief of Ngatiawa, Aperahama Manukonga and Manupoingu Te Owaiand granddaughter of Te Irihau. Maata married James Heberley in 1841 according to the Maori custom and he took her back to Te Awaiti where they raised their family.

#### **Option 3**

##### George Grapes Place

The subdivision is adjacent to land that was bought from the Wellington and Manawatu Railway Company by George Grapes in 1891. He was a leading orchardist, later a member of the national body of fruit growers. He was a leader in promoting the view that Paraparaumu had all the climatic and soil qualities to make it an orcharding district to rival Nelson or Hastings.

**Tangata whenua**

- 22 Local Iwi have been consulted and support the recommendations put forward by the developers.

**Panonitanga āhuarangi | Climate change**

- 23 There are no climate change considerations required within this report

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

- 24 The cost of signage is borne by the developer as per usual conditions of the Resource Consent.

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

- 25 The Council and its Community Boards can name roads, pursuant to Sections 319 and 319A of the Local Government Act 1974.

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

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

**TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT**

- 27 Consultation has been made with local iwi and recommendations are noted within this report for Board Members' decision.

**Te mahere tūhono | Engagement planning**

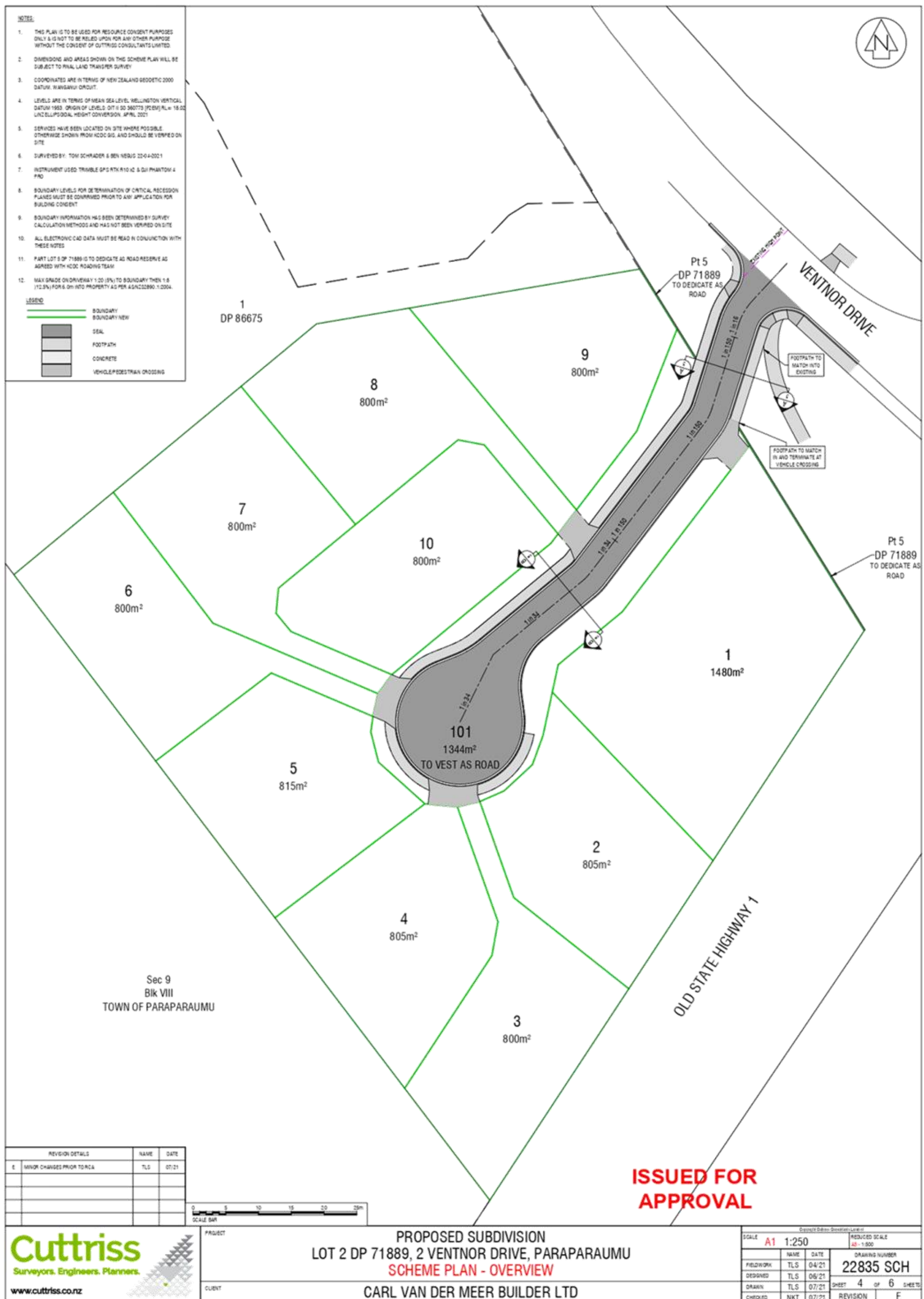
- 28 An engagement plan is not needed to implement these decisions.

**Whakatairanga | Publicity**

- 29 There are no publicity issues arising from this report

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Road to Vest - Ventnor Drive Subdivision [↓](#)



**7 UPDATES**

**7.1 CCTV ON COUNCIL PARKS AND OPEN SPACES**

**8 CONFIRMATION OF MINUTES****8.1 CONFIRMATION OF MINUTES**

**Author:** Jayne Nock, Executive Secretary to Group Manager Corporate Services

**Authoriser:** Mark de Haast, Group Manager Corporate Services

**Taunakitanga | Recommendations**

That the minutes of the Paraparaumu/Raumati Community Board meeting of 5 July 2022 be accepted as a true and correct record.

**APPENDICES**

1. Draft Minutes of the Paraparaumu/Raumati Community Board meeting of 5 July 2022 [↓](#)

---

PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETING MINUTES

5 JULY 2022

**MINUTES OF KAPITI COAST DISTRICT COUNCIL  
PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETING  
HELD ONLINE VIA ZOOM ON  
TUESDAY, 5 JULY 2022 AT 7.00PM**

**PRESENT:** Ms Kathy Spiers (Chair), Mr Guy Burns (Deputy Chair), Mr Jonny Best,  
Cr Martin Halliday, Cr Bernie Randall

**IN ATTENDANCE:** Mark de Haast, Jayne Nock, Lyndsey Craig, Elspeth McIntyre,  
Cr Sophie Handford, Cr Rob McCann  
Coastal Advisory Panel: Martin Manning, Donald Day, Kelvin Nixon, Olivia Bird

**APOLOGIES:** Ms Grace Lindsay

**LEAVE OF  
ABSENCE:** Nil

## **1 WELCOME**

The Chair welcomed everyone to the meeting.

## **2 APOLOGIES**

An apology was received from Ms Grace Lindsay.

## **3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Guy Burns declared an interest with the Raumati South Residents' Association and would not take part in voting during their grant application.

## **4 PUBLIC SPEAKING TIME**

Mary Gow

Ms Gow, on behalf of Mulled Wine Concerts, spoke to their grant application.

Fred Davy

Mr Davy requested information on:

- the plans for the older persons' playground in Maclean Park and whether the Older Persons' Council had been consulted; and
- obstructions at the Manly Street beach access

Tina Simcock

Ms Simcock, on behalf the Kāpiti Coast Rugby League Club, spoke to their grant application.

## **5 MEMBERS' BUSINESS**

### **(a) Public Speaking Time Responses**

- Mary Gow – to be discussed during the Funding report.
- Fred Davy – the Chair will follow up
- Tina Simcock – to be discussed during the Funding report.



**PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETING MINUTES****5 JULY 2022**

- (b) Leave of Absence  
Nil
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting)  
Nil
- (d) Community Board Members' Activities  
The following papers were tabled during the meeting:
- Board Members' ongoing business matters as at 5 July 2022
  - Kathy Spiers' activities as at 5 July 2022

**TABLED DOCUMENTS****COMMITTEE RESOLUTION PRCB2022/9**

Moved: Ms Kathy Spiers

Seconder: Mr Guy Burns

That the Paraparaumu/Raumati Community Board notes the following tabled documents.

**CARRIED****Appendices**

- 1 Board Members' ongoing business matters as at 5 July 2022
- 2 Kathy Spiers' activities as at 5 July 2022

**7.1 TAKUTAI KĀPITI PROJECT - COASTAL ADVISORY GROUP**

Lyndsey Craig, the Council's Coastal Manager and members of the Coastal Advisory Panel (CAP), gave a presentation showing an overview of the Takutai Kāpiti project and CAPs role with the Project. Members' questions were responded to.

**Appendices**

- 1 Takutai Kapiti Project presentation

**6 REPORTS****6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING****COMMITTEE RESOLUTION PRCB2022/10**

Moved: Mr Guy Burns

Seconder: Cr Bernie Randall

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$500 to Zoe Boyd to help with costs to attend Ignite 2023, an international scouting event in Christchurch 29 December 2022 to 8 January 2023.

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$500 to the Kāpiti Ballet Society to help with costs to hold their four-day Dance Festival in July 2022 at Southwards Theatre.

**PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETING MINUTES****5 JULY 2022**

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$460 to the Kāpiti BMX Club to cover the cost of Lime to repair erosion on their Kāpiti BMX track caused by the recent heavy rainstorms.

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$250 to the Mulled Wine Concerts in Kāpiti to help with costs (moving piano, hall hire, design and publicity) for their concert on 17 July at the Paekākāriki Memorial Hall.

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$500 to the Nikau Valley Restoration Society to help with costs to purchase more plants as part of their successful community planting scheme in the Paraparaumu Scenic Reserve.

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$500 to Kāpiti Concert Orchestra to help with costs for Hall hire and expenses to hold their August 2022 concert at Te Raukura Raumati.

**CARRIED****COMMITTEE RESOLUTION PRCB2022/11**

Moved: Cr Bernie Randall

Seconder: Cr Martin Halliday

That the Paraparaumu/Raumati Community Board approves a discretionary grant of \$500 to the Raumati South Residents' Association to help with start-up costs of a Raumati South Repair Café.

**CARRIED**

Board Members agreed for some grant applications to be left to lie on the table.

**COMMITTEE RESOLUTION PRCB2022/12**

Moved: Ms Kathy Spiers

Seconder: Mr Guy Burns

That the Paraparaumu/Raumati Community Board will meet informally to discuss and confirm its Criteria for Localities Funding and make a decision on Mahara Gallery Trust, Creative Kapiti Charitable Trust, Kapiti Coast Rugby League Club and Kapiti Community Recreational Turf Trust at the Tuesday, 16 August Community Board meeting. Once the criteria is confirmed the Community Board will socialise and promote the Initiatives Fund through Print Media, Facebook etc.

**CARRIED****6.2 ROAD NAMING - 2 VENTNOR DRIVE, PARAPARAUMU - SUBDIVISION**

Board Members agreed for this report be left to lie on the table to enable the information in Option 2 (Te Naihi Place) be checked and validated and brought back to the next meeting.

**7 UPDATES**

Item - 7.1 Takutai Kāpiti Project - Coastal Advisory Group - was moved before item 6. Reports.

**PARAPARAUMU-RAUMATI COMMUNITY BOARD MEETING MINUTES****5 JULY 2022****8 CONFIRMATION OF MINUTES****8.1 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION PRCB2022/13**

Moved: Mr Jonny Best

Seconder: Mr Guy Burns

That the minutes of the Paraparaumu/Raumati Community Board meeting of 24 May 2022 be accepted as a true and correct record.

**CARRIED****9 MATTERS UNDER ACTION****9.1 MATTERS UNDER ACTION**

Board Members' discussed and noted progress to date and comments were made on the following actions:

- Community Board Localism Fund - to be removed from matters under action.
- Kahe te Rau o te Rangi Artwork – it was commented this should be put on hold until a resource consent for Te Uruhi was finalised. This would be looked into.
- Wharemauku Park/Central Park Development – a Briefing had been held giving details on the Wharemauku Flood Hazards.
- The Chair would follow up on a Footpath priority list.
- Bus Shelters at Bus Stops – no response had been received from Greater Wellington Regional Council and the Chair would look into this.

**10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil

The Paraparaumu-Raumati Community Board meeting closed at 8.55pm.

.....  
**CHAIRPERSON**

**9 MATTERS UNDER ACTION****9.1 MATTERS UNDER ACTION**

**Author:** Jayne Nock, Executive Secretary to Group Manager Corporate Services

**Authoriser:** Mark de Haast, Group Manager Corporate Services

The updated matters under action, as attached at appendix 1, for the Board's review.

--

**APPENDICES**

1. Matters Under Action [↓](#)

## Paraparaumu/Raumati Community Board – Matters Under Action Register (as at 9 August 2022)

Item	Progress
Town Centres Project/Paraparaumu Transport Hub	The Council is negotiating with a preferred main contractor in anticipation of beginning work by September dependent on the Waka Kotahi revocation works on the road being completed. The confirmed design for the Transport Hub are available to view on the Council website.
Raumati Village Safety Improvements	The next stage of the Raumati Village safety and speed management improvement programme will be a raised table to replace the existing pedestrian crossing between the 4Square and The Boundary (across Raumati Road). Footpath and roading maintenance will take place at the same time for efficiency. Officers met with the Raumati Village business association to discuss the scope of works and preferred timing. At this stage we are aiming for the works to commence February/March 2023; depending on design and availability of contractors.
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.	When the Development is master planned, there will be a roading network along with footpaths.
Martin KauKau Memorial	A memorial will be included as part of the upgraded skatepark design. Mr Warriner is involved in the consultation and design process.
RSA Memorial	This is part of the Council's Property Team's work programme for August 2022.
Kahe te Rau o te Rangi Artwork	As part of Te Uruhi (the Gateway), Chris Gerritzen from Te Atiawa has been commissioned to provide art/cultural elements to the building and surrounds.
The following items are part of the Council's forward work programme (for noting and appropriate updates) (added 28 Sept 21):	
Te Newhanga Kapiti Community Centre	Officers are exploring partnership opportunities for the development of the community centre.
Te Uruhi (The Gateway)	<p>Resource Consent for the project was released for limited notification from 27 May to 28 June following a decision by the Independent Commissioner. Seven submissions were received and a hearing will follow once a hearing panel can be appointed.</p> <p>The designer for the visitor discovery space has continued working with mana whenua and stakeholders such as DOC, tour operators and local historians on narratives for storytelling at the site. A meeting has been held with the Tourism Advisory Board.</p> <p>Elected members have been briefed on the estimated cost increase for the project and asked staff to continue with design work whilst investigating options for funding the estimated shortfall (\$3.28m).</p>

Item	Progress
MacLean Park (skate park, amenity block, lights at the basketball court)	<ul style="list-style-type: none"> <li>An engagement page has been set up on the Council's website to gather community input to the skatepark upgrade via a survey and ideas page. The web page will remain open for input until 15 August. Over 180 surveys completed so far.</li> <li>The Council has engaged leading skatepark designers RICH Landscapes to undertake the design. A community workshop was held at the park on 30 July to gather further input for the design, with approx 40 people providing input. The design of the skatepark will involve ongoing community engagement, including a consultation on the concept design expected to be in November.</li> <li>The Council will engage separately with Te Ātiawa ki Whakarongotai and Ngāti Toa to ensure mana whenua and rangatahi have input where appropriate, in particular how artwork and storytelling are incorporated in the design.</li> <li>The new lights at the basketball court will be included as part of the Stage 2 development.</li> <li>The aim is for the Stage 2 development to be complete by December 2023. This is dependent on resourcing and minimal COVID delays.</li> </ul>
The items below for Board Members' follow up:	
Wharemauku Park/Central Park Development (including Whale song, Kaitawa Reserve Restoration Group and restoration of the Wharemauku Stream)	
Bus Shelters at Bus Stops on the Kapiti Coast - GWRC is working with the Community Board	ongoing
Bus Parking areas - GWRC/Council working together to conform to modern standards	First up will be Raumati area including Menin and Poplar Avenue – ongoing
Beach Bylaw - Notice of Motion dated 23 Nov 21 requesting the Council review Beach Bylaw around people with disabilities accessing Manly Street north accessway in vehicles	Ongoing
Paraparaumu Airport	Jonny Best to report back
Disability Beach accessways	Cr Halliday to report back
Footpath (5 Donovan Road to car park exit outside Te Ātiawa Park, Paraparaumu Beach)	

**10 CONFIRMATION OF PUBLIC EXCLUDED MINUTES**

Nil