



AGENDA

Ōtaki Community Board Meeting

I hereby give notice that a Meeting of the Ōtaki Community Board will be held on:

Date: Tuesday, 8 February 2022

Time: 7.00pm

Location: Online via Zoom

**Janice McDougall
Group Manager People and Partnerships**

Kapiti Coast District Council

Notice is hereby given that a meeting of the Ōtaki Community Board will be held Online via Zoom, on Tuesday 8 February 2022, 7.00pm.

Ōtaki Community Board Members

Ms Christine Papps	Chair
Ms Marilyn Stevens	Deputy
Ms Shelly Warwick	Member
Cr James Cootes	Member
Mr Cam Butler	Member

Order Of Business

1	Welcome.....	5
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3	Declarations of Interest Relating to Items on the Agenda	5
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7.1	Confirmation of Minutes	35
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9	Confirmation of Public Excluded Minutes.....	45
	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: **Samara Shaw, Executive Secretary to Group Manager People and Partnerships**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

TE PŪTAKE | PURPOSE

- 1 This report details a funding application that has been received by the Ōtaki Community Board for consideration for the 2021/2022 year.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 As above.

TE TUKU HAE PAPA | DELEGATION

- 3 The Ōtaki Community Board has the authority to: *“consider this matter under Part D of the Governance Structure for the 2019-2022 Triennium”*.

→

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Ōtaki Community Board approves a Community Grant of \$..... to Otaki Free Food Pantry to assist with transport and administration costs.

TŪĀPAPA | BACKGROUND

- 4 This is the fourth Ōtaki Community Board meeting of the 2021/2022 financial year, with three further meetings scheduled before the end of the year.
- 5 Grants are allocated in accordance with specific evaluation criteria (at Attachment 1).
- 6 All applicants have been advised by email of the meeting day, time and location.

HE KŌRERORERO | DISCUSSION

- 7 One application for funding has been received and is attached to this report (under separate cover) as Attachment 2. The application is summarised below.
- 8 Otaki Free Food Pantry has applied for a Community Grant of \$500.00 to assist with the transport and administration costs.

He take | Issues

- 9 There are no issues to be considered.

Ngā kōwhiringa | Options

- 10 There are no options to be considered.

Tangata whenua

- 11 There are no tangata whenua matters to be considered.

Panonitanga āhuarangi | Climate change

- 12 There are no climate change matters to be considered.

Ahumoni me ngā rawa | Financial and resourcing

- 13 Budget allocations for the 2021/2022 financial year for the Community Grants Fund, Sporting Activity Grants Fund and Building & Resource Consent Grants Fund are as follows:

Fund	2021/2022 budget allocation	Total allocated to date	Grant Money returned	Total unallocated to date
Community Grants Fund	\$13,419.00	\$2,900.00	\$127.50	\$10,646.50
Sporting Activity Grants Fund	\$6,156.00	\$1,000.00		\$5,156.00
Building & Resource Consent Grants Fund	\$6,156.00	\$500.00		\$5,656.00

Ture me ngā Tūraru | Legal and risk

- 14 There is no legal or risk matters to be considered.

Ngā pānga ki ngā kaupapa here | Policy impact

- 15 As noted previously, grants are allocated in accordance with established criteria (attached to this report as Attachment 1)

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

- 16 Board members actively engage with the community to promote the various grants available.
- 17 Information on grants and the application process are also available via the Council's website.
- 18 All applicants will be contacted via email once decisions around funding have been made.

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

- 20 Successful grants are communicated through the Council's usual communication channels.

NGĀ ĀPITI HANGA | ATTACHMENTS

- Criteria - Community Grants Fund [↓](#)
- Grant Application - Otaki Free Food Pantry (under separate cover) [⇒](#)
- Grants made in the current year [↓](#)
- Accountability report backs [↓](#)

ŌTAKI COMMUNITY BOARD
COMMUNITY GRANTS FUND CRITERIA

Community Grants

The Ōtaki Community Board will consider the applications that support:

- community groups contributing directly to wider community wellbeing – environmental, social, cultural and economic.
(this relates to community groups specifically set up to help people in the community and/ or improve the local environment. It does not include business development initiatives.)
- individual young people or youth organisations where there is an opportunity to excel at a range of cultural, community, environmental or educational achievements
- progressing the activities of community groups in the areas of culture, social or economic that advance the general enjoyment and wellbeing of the community.
(this relates to groups that while not having a particular focus on improving social wellbeing, do contribute to the general feel and enjoyment of the community – for example, a Music Society, a group set up to put on a concert or event, a sports club.)

Eligible Groups

1. Applicants must reside in the Ōtaki Ward and can include individuals or groups.
2. Groups that provide cultural, environmental or social services will be eligible.
3. Churches and schools will also be eligible in special circumstances.
4. Groups that are unable to receive sufficient grants from other sources because of the timeframe or because they are otherwise ineligible.
5. Groups must be non-profit making.
6. Purely recreational groups shall be eligible in relation to youth, the aged, people with disabilities or the socially disadvantaged or for unique historic occasions.

Eligible Purposes

1. Unique or infrequent events that are historically important to the town.
2. Special events that will promote the town and enhance opportunities within the town.
3. Activities that encourage the development of cultural, environmental, social or educational activities within the local district.
4. Unique and specially meritorious events that meet none of these criteria, at the discretion of the Board.

Ineligible Purposes

1. Expenses incurred for school curriculum activities.
2. The Board will not approve any retrospective grants.
3. The Board will not consider applications relating to sporting activities where there is potential for these to be funded by Sport New Zealand or a national sporting body to which the applicant is affiliated.

Maximum Grant

The maximum amount payable is **\$500.00**. Applicants can receive only one grant within a 12 month period.

Accountability

1. All applicants are required to provide a short, simple report back on use of the funds. This can be done either by attending a meeting of the Board and reporting verbally or sending an "Accountability Report Back" form to Samara Shaw outlining the benefits gained, and to attaching copies of receipts of payments and any other financial information if applicable. Applicants failing to meet this accountability requirement will be excluded from any further applications for a period of two years.
2. Any money **NOT** used for the purpose applied for is required to be immediately repaid to the Ōtaki Community Board Community Grants Fund. Failure to do so will exclude the applicant for two years from any further application.

Procedure for Applications

Applications must be made on the approved application form and addressed to:

Samara Shaw
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu

Please Note:

Applications must be forwarded to the Kāpiti Coast District Council at least 8 working days prior to the Ōtaki Community Board meeting date in order to meet the report deadline.

No individual or group can lodge more than one application in any 12 month period.

**Ōtaki Community Board
List of Grants made in the 2021/22 Year**

Community Grants (59032097)

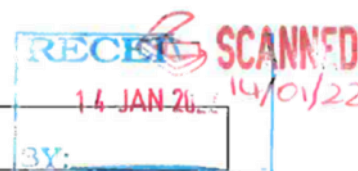
Meeting Date	Recipient	Amount	Purpose of Grant	Report Back Received
3/8/21	Music Matters – Ann-Marie Stapp	\$400.00	To assist with the costs of the annual spring sing.	Received 12/12/21
3/8/21	Kidz Need Dadz Wellington	\$500.00	To assist with the costs of the Fathers Day event on 5 September 2021.	
2/11/21	Te Puna Oranga o Otaki	\$500.00	To assist with the costs of running Friday night sessions for Rangatahi.	
2/11/21	Kapiti Concert Orchestra	\$500.00	To assist with the costs of having a concert in Otaki in November.	Received 13/12/21
2/11/21	Birthright Otaki	\$500.00	To assist with the costs of organising a Christmas party.	
2/11/21	Otaki Promotions Group	\$500.00	To assist with the costs of Light up Otaki Business Light Challenge and residential Lights map.	
24/12/21	Refund – Music Matters – Ann Marie Stapp	\$127.50	Refund of grant received 3/8/21	
Total Budget 2020/2021		\$13,419.00		
Total Granted to date		\$2,900.00		
Grant money returned		\$127.50		
Total Remaining		\$10,646.50		

Sporting Activity Grants (59037097)

Meeting Date	Recipient	Amount	Purpose of Grant	Report Back Received
3/8/21	Junior Interclub Tennis – Otaki Sports Club	\$500.00	To assist with the costs of purchasing tennis balls.	Received 16/10/21
2/11/21	Kapiti Coast Harness Racing	\$500.00	To assist with the costs of children's entertainment at the Community race meeting in January 2022.	
Total Budget 2020/2021		\$6,156.00		
Total Granted to date		\$1,000.00		
Total Remaining		\$5,156.00		

Building and Resource Consent Grants (59036097)

Meeting Date	Recipient	Amount	Purpose of Grant	Report Back Received
2/11/21	Otaki Community Network Group	\$500.00	To assist with the costs of room rental for the Community Network meetings.	
Total Budget 2020/2021		\$6,156.00		
Total Granted to date		\$500.00		
Total Remaining		\$5,656.00		



ŌTAKI COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Ōtaki Community Board recently. As part of the acceptance of this grant we require you to:

- attend a meeting of the Ōtaki Community Board and give a verbal report on how the money was spent; and/or
- complete the Accountability Report Back and attach copies of receipts of payments and any other financial information if applicable.

Could you please complete this form within **two months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation: OTAKI GOLF CLUB

Amount of Grant: \$500.00

Date Received: May 2020

Project/Event for which grant was made: Supporting our junior coaching programme

Please give details of how money was spent, the benefits you received and the benefits to the Ōtaki Ward as a result of the grant.

Report is attached.

Please note that the coaching programme did not finish until mid December, thus the delay in completing/returning this report

NOTE: If the money has not been spent please explain why, and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient: Graeme Baumgart

Second Contact: Fiona McBride

Signature: Graeme Baumgart

Signature: Fiona McBride

Position: Convener of Junior Golf

Position: ADMINISTRATOR

Date: 21/12/2020

Date: 21/12/21

Please return to: Samara Shaw
Kāpiti Coast District Council
Private Bag 60601

File No. 8.7.9.1



To: Samara Shaw
Kapiti Coast District Council
Private Bag 60601
Paraparaumu

Re: OTAKI COMMUNITY BOARD COMMUNITY GRANT: Accountability Report

The funding was used to help us employ Kevin Smith (NZPGA Coach) to be the lead coach for our 'Tiki Golf' programme for our juniors (aged 6 – 16). During Term 4 of 2020, we had over 40 local youngsters attend the sessions on a Monday afternoon from 4.00 – 6pm. The total number of coaching hours involved was 18 (finishing on December 13th 2020). Each session began with an introduction to a particular skill which was the focus for the day. The participants were then split into groups and were given the opportunity to practise the skill focus, with volunteer coaches from the Otaki Golf Club being present to assist with the coaching and ensure personal safety.

Given our lower socio-economic community, we try to keep the costs of this programme as low as possible for our juniors (we charge them \$25 for the whole term programme), and funding such as yours helps us to achieve this. We have been fortunate also in having a dedicated group of volunteer coaches who assist us each week.

We believe this coaching programme is vital for us to ensure our juniors have the opportunity to get interested and involved in a sporting activity which can last them a lifetime. As a result of our quality coaching programme, some of our juniors are now competing at regional and national competitions and this is particularly pleasing, but equally pleasing is simply seeing the joy in the expressions of our young golfers as they develop their skills

On behalf of the Otaki Golf Club, thank you so much for your support given to our programme and we trust this can continue in the years to come.

Graeme Baumgart
(Convener of junior golf)

Accountability Report - Email

SpringSing4 was cancelled for its September date and it was a struggle to find a replacement date amongst all the other groups rescheduling. I did land on 5 December. But because of COVID I only had 4 out of 7 groups able to transfer over, and in those 4 groups, only 40% attendance in the first 4 weeks of this term.

There were many logistical issues around mask wearing while singing or not and the effect of mandated vaccination. Issues I will still have to resolve before we start up again in 2022 but we're too pressured at the moment and with so much uncertainty of expectation around the new COVID protection system.

I made the hard and sad decision again to not put on the event this year. It's shifted five dates since last year.

I had thought of going for an autumn sing but then decided to keep the theme of it being a springsing thing. I've set a date for Sunday 2 of October 2022.

The piano was tuned ready for spring (145) and the hall is paid for (127.50). So, that's \$272.50 out of the \$400 plus gst grant used.

On a side note, the piano is being used for a Kapiti concert orchestra performance next Saturday. This was always the plan, that having the donated good quality piano, would be used by other community groups, so this year's tuning has not gone to waste.

ŌTAKI COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Ōtaki Community Board recently. As part of the acceptance of this grant we require you to:

- attend a meeting of the Ōtaki Community Board and give a verbal report on how the money was spent; and/or
- complete the Accountability Report Back and attach copies of receipts of payments and any other financial information if applicable.

Could you please complete this form within **two months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation:

Ō Te Runa Whangā o Ōtaki

Amount of Grant:

\$ 500

Date Received:

16.6.20

Project/Event for which grant was made: to make a video to showcase Ōtaki to entice CIPs to move here

Please give details of how money was spent, the benefits you received and the benefits to the Ōtaki Ward as a result of the grant.

We hired a local contractor to capture the beauty of living in Ōtaki and benefits to a whānau. Filmed at the OMC/TWOR and local natural beauties such as the river and moana, it captured a wider perspective.

This was distributed through Social Media and widely shared. The result was the OMC had a few CIPs visit and express interest to the point of having to move. It was a worthwhile exercise and was very appreciated.

OMC contributed \$500

OCB = \$500

Te Runa Whangā contributed \$500

NOTE: If the money has not been spent please explain why, and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient:

Mako Morris

Second Contact:

Signature:

[Signature]

Signature:

Position:

Project Manager

Position:

Date:

19.05.21

Date:

Please return to:

Samara Shaw
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

File No. 8.7.9.1

Email:

I missed the Community Board meeting that happened directly after the sporting event that my son was supported for via the Otaki Community Board Grant. And then the Covid situation cropped up so I haven't made it to a meeting to acknowledge and thank the Community Board. Please accept this email as our acknowledgement and thanks. The support is very much appreciated.

Manawanui Rikihana is my son's name. He received a \$500 grant for attending the NZ Touch Nationals as a representative of the Kapiti Horowhenua U16 Mixed Touch Team. The money contributed towards his registration, some travel, uniform, accommodation and food costs. These included:

UCH NZ JUNIOR NATIONALS NEWSLETTER

Congratulations on your selection to play for Touch Kapiti Horowhenua at the 2021 Touch NZ Junior National Tournament at Bruce Pulman Park, Papakura Auckland 12th – 14th February 2020.

Item Cost Per Player
 Accommodation \$170
 Food \$115
 Transport -Vans \$94
 Fuel Costs \$32
 TKH Singlet, Shorts, Tee
 Other items will be an optional purchase \$110
 Team Registration \$107
 Tour Costs \$35
 Team Incidentals \$12
 Total \$675

Please let me know if you need any other information.

Kind regards

Ngā mihi

Emma (Mum of Manawanui)

Kapiti Chorale Incorporated

Grant Accountability Report for Otaki Community Board

I am pleased to report on the application of the \$300 granted to assist the Chorale with the costs of hall-hire for rehearsals this year.

Amount Spent

I can report that the Chorale spent a total of \$1,822.49 (incl GST) on hall-hire for rehearsals and that this amount was paid to the Anglican Parish of St Paul's along with costs for the hire of the Church for concerts. A spreadsheet summarising the invoice details for the year is attached. Also attached is a copy of hall-hire invoices received for the year ended 31 December 2021.

Benefits of the Grant to the Kapiti Chorale

As noted in our application, assistance with the costs of weekly hall-hire for rehearsals has meant that our members could keep singing and reap the social, mental and general health benefits of that activity. This was particularly important for our older members. We were also able to keep our membership subscriptions at the same rate as the prior year. The Community Grant assistance also meant that we could retain some of our reserves for concert costs as there is always a risk that a concert will not break-even.

Benefits of the Grant to the Kapiti Community

With the financial support and encouragement of the Kapiti Coast District Council through its Community Grants we were able to produce three concerts this year as usual. Admittedly one concert had to be limited because of a late start to Session 3 as Covid Alert Level 2 came into effect from August 17. Our rehearsals for the Session 3 concert did not commence until early October.

Concert ticket costs remained the same as in the previous year for the benefit of our faithful local audience. The concerts were very well received by our audiences and thoroughly enjoyed by our performers. The dates of the concerts are as follows:

Session 1: "The Glory of Brass" held Saturday 8 May and Sunday 9 May 2021 with Kapiti Brass Band

Session 2: "Handel with a dash of Purcell" held on Saturday 7 August 2021

Session 3: "Potpourri" held on Sunday 21 November 2021

Appreciation

The Committee and members of the Kapiti Chorale are very grateful for the financial support that we have received from the Community Board. It has helped us to keep on singing for our personal benefit and to hold concerts for the entertainment of our local community. Additionally, by holding concerts we have created business for other organisations in the community such as the Anglican Parish of St Paul's and for other supplier businesses that we use, such as Spectro Print. We also contract and pay individual soloists and instrumentalists to perform with us to present a well-rounded musical experience.

Irene McShane

Attachments: 1. Invoice copies

Treasurer

2. Invoice summary spreads

Kapiti Chorale Incorporated

14 December 2021

Kapiti Chorale Incorporated
Hall hire costs
for the year ended 31 December 2021

Anglican Parish of Kapiti Invoices

Inv no	Date	Month	Hall Hire	Church Hire for Concert	Verger	GST	Invoice Totals
530	4/03/21	Feb	156.52			23.48	180.00
535	1/04/21	Mar	208.70			31.30	240.00
542	28/04/21	Apr	117.39			17.61	135.00
548	4/06/21	May	215.21	521.74	139.14	131.41	1,007.50
551	9/07/21	Jun	221.74			33.26	255.00
555	29/07/21	Jul	208.7			31.3	240.00
566	29/09/21	Aug	78.26	260.87	69.57	61.3	470.00
	Sep						0.00 Session 3 delayed start
571	4/11/21	Oct	156.52			23.48	180.00
576	9/12/21	Nov	221.73	86.96	69.57	56.74	435.00
Subtotal			1,584.77	869.57	278.28		
GST			237.72	130.43	41.74		
Total			1,822.49	1,000.00	320.02		3,142.50

Anglican Parish of Kapiti 1 Langdale Avenue Paraparaumu 5032 Phone: 04 904 7300 Email: office@kapitianglican.org.nz	TAX INVOICE 530
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To: Kapiti Chorale treasurer@kapitichorale.org.nz	Invoice Number: GST Number: Invoice Date:	16-261-815 4-Mar-21
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Attention:
Treasurer

Description	Date	Quantity	Rate excl GST	Amount
Hall hire (St Paul's)		Hours		
Hall	1-Feb	3	\$13.04	\$39.13
Hall	8-Feb	3	\$13.04	\$39.13
Hall	15-Feb	3	\$13.04	\$39.13
Hall	22-Feb	3	\$13.04	\$39.13
			Nett	\$156.52
			GST	\$23.48
			Total	\$180.00

Note:

Payment can be made directly to the Treasurer.

Anglican Parish

Please enter the invoice number in the reference field.

Paid 23/03/21

Anglican Parish of Kapiti
1 Langdale Avenue
Paraparaumu 5032
Phone: 04 904 7300
Email: office@kapitianglican.org.nz

TAX INVOICE
535

To:
Kapiti Chorale
treasurer@kapitichorale.org.nz

Invoice Number:
GST Number: 16-261-815
Invoice Date: 1-Apr-21

Attention:
Treasurer

Description	Date	Quantity	Rate excl GST	Amount
Hall hire (St Paul's)		Hours		
Hall	1-Mar	3	\$13.04	\$39.13
Hall	8-Mar	3	\$13.04	\$39.13
Hall	15-Mar	3	\$13.04	\$39.13
Hall	22-Mar	3	\$13.04	\$39.13
Hall (Saturday)	20-Mar	4	\$13.04	\$52.17
Nett				\$208.70
GST				\$31.30
Total				\$240.00

Note:

Payment can be made directly to

Please enter the invoice number in the reference field.

pd 20/04/21
SMC

PB 190421

gms

5 April	No	schussel Powder Blend
12 April	No	schussel & 24 Ponds

Anglican Parish of Kapiti
1 Langdale Avenue
Paraparaumu 5032
Phone: 04 904 7300
Email: office@kapitianglican.org.nz

TAX INVOICE
548

To:
Kapiti Chorale
treasurer@kapitichorale.org.nz

Invoice Number:
GST Number: 16-261-815
Invoice Date: 4-Jun-21

Attention:
Treasurer

Description	Date	Quantity	Rate excl GST	Amount
Hall hire (St Paul's)		Hours		
Hall	3-May	3	\$ 13.04	\$ 39.13
Hall	4-May	3.5	\$ 13.04	\$45.65
Saturday 8th Concert	8-May	1	\$260.87	\$260.87
Verger	8-May	1	\$69.57	\$69.57
Sunday 9th Concert	9-May	1	\$260.87	\$260.87
Verger	9-May	1	\$69.57	\$69.57
Hall	17-May	3	\$ 13.04	\$39.13
Hall	24-May	3	\$ 13.04	\$39.13
Hall	31-May	3	\$ 13.04	\$39.13
Church Sectionals	31-May	1	\$ 13.04	\$13.04
Nett				\$876.09
GST				\$131.41
Total				\$1,007.50

Note:

Payment can be made directly to

Bank: Westpac

Please enter the invoice number in the reference field.

PB 6/06/21
bug

<p>Anglican Parish of Kapiti 1 Langdale Avenue Paraparaumu 5032 Phone: 04 904 7300 Email: office@kapitianglican.org.nz</p>	<p>TAX INVOICE 551</p>
<p>To: Kapiti Chorale treasurer@kapitichorale.org.nz</p>	<p>Invoice Number: GST Number: 16-261-815 Invoice Date: 9-Jul-21</p>
<p><u>Attention:</u> Treasurer</p>	

Description	Date	Quantity Hours	Rate excl GST	Amount
Hall hire (St Paul's)				
Hall	7-Jun	3	\$ 13.04	\$ 39.13
Hall	12-Jun	4	\$ 13.04	\$52.17
Hall	14-Jun	3	\$ 13.04	\$39.13
Church <i>Redional</i>	14-Jun	1	\$ 13.04	\$13.04
Hall	21-Jun	3	\$ 13.04	\$39.13
Hall	28-Jun	3	\$ 13.04	\$39.13
Nett				\$221.74
GST				\$33.26
Total				\$255.00

Note:

Payment can be made directiv to

Bank: Westpac
 Please enter the invoice number in the reference field.

PB 16/07/21
 8/11/21

Anglican Parish of Kapiti 1 Langdale Avenue Paraparaumu 5032 Phone: 04 904 7300 Email: office@kapitianglican.org.nz		TAX INVOICE 555
To: Kapiti Chorale treasurer@kapitichorale.org.nz		Invoice Number: 16-261-815
		GST Number: 16-261-815
		Invoice Date: 29-Jul-21
Attention: Treasurer		

Description	Date	Quantity	Rate excl GST	Amount
Hall hire (St Paul's)		Hours		
Hall	3-Jul	4	\$ 13.04	\$ 52.17
Hall	5-Jul	3	\$ 13.04	\$39.13
Church	12-Jul	3	\$ 13.04	\$39.13
Hall	19-Jul	3	\$ 13.04	\$39.13
Hall	26-Jul	3	\$ 13.04	\$39.13
Nett				\$208.70
GST				\$31.30
Total				\$240.00

Note:

Payment can be made directly to

Bank: Westpac
 Please enter the invoice number in the reference field.

PB 05/08/21 *[Signature]*

<p>Anglican Parish of Kapiti 1 Langdale Avenue Paraparaumu 5032 Phone: 04 904 7300 Email: office@kapitianglican.org.nz</p>	<p>TAX INVOICE 566</p>																																													
<p>To: Kapiti Chorale treasurer@kapitichorale.org.nz</p>	<p>Invoice Number: GST Number: 16-261-815 Invoice Date: 29-Sep-21</p>																																													
<p><u>Attention:</u> Treasurer</p>																																														
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18/13/10/21
 8/4/9

<p>Anglican Parish of Kapiti 1 Langdale Avenue Paraparaumu 5032 Phone: 04 904 7300 Email: office@kapitianglican.org.nz</p>	<p>TAX INVOICE 571</p>
<p>To: Kapiti Chorale treasurer@kapitichorale.org.nz</p>	<p>Invoice Number: GST Number: 16-261-815 Invoice Date: 4-Nov-21</p>
<p><u>Attention:</u> Treasurer</p>	

Description	Date	Quantity	Rate excl GST	Amount
Hall hire (St Paul's)		Hours		
	4-Oct	3	\$ 13.04	\$39.13
	11-Oct	3	\$ 13.04	\$39.13
	18-Oct	3	\$ 13.04	\$39.13
	25-Oct	3	\$ 13.04	\$39.13
Nett				\$156.52
GST				\$23.48
Total				\$180.00


PB 131121

Note: Paid 15/11/21 *[Signature]*

Payment can be made directly to _____

Bank: Westpac
 Please enter the invoice number in the reference field.

Anglican Parish of Kapiti 1 Langdale Avenue Paraparaumu 5032 Phone: 04 904 7300 Email: office@kapitianglican.org.nz		TAX INVOICE 576																																																									
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PA 10/12/21




RECEIVED

13-DEC-2021

BY:

ŌTAKI COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Ōtaki Community Board recently. As part of the acceptance of this grant we require you to:

- attend a meeting of the Ōtaki Community Board and give a verbal report on how the money was spent; and/or
- complete the Accountability Report Back and attach copies of receipts of payments and any other financial information if applicable.

Could you please complete this form within **two months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation:

Kapiti Concert Orchestra

Amount of Grant:

\$ 500

Date Received:

November 2021

Project/Event for which grant was made:

Concert Ōtaki Memorial Hall 27/11/2021

Please give details of how money was spent, the benefits you received and the benefits to the Ōtaki Ward as a result of the grant.

As the budget for the Concert has not been finalised, rough ideas cashings for the Concert leaves the Orchestra with a loss of \$300 approx. \$500 would be added to Income costs. Due to Covid extra expenses were incurred we had to pay expenses for additional players as the Orchestra mandated all members be double vaccinated.

Both Audience and Orchestra enjoyed the performance. The Concert was a brilliant success we had approx 110 from our Community in the audience with 46 in the Orchestra. Harlow sang wonderfully & Conductor Martin Schell was a great communicator and Host particularly for the Second Half.

NOTE: If the money has not been spent please explain why, and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient:

Kapiti Coast Council

Second Contact:

Angela Fawcett

Signature:

C. Champion

Signature:

C. Champion

Position:

7/12/21

Position:

7th Nov 2021

Date:

Date:

Please return to:

Samara Shaw
Kapiti Coast District Council
Private Bag 60601

File No. 8.7.9.1

Kāpiti Concert Orchestra

First Violin Mary Taylor (Leader) Mary Harris Susan McCallum Xavier Ngaro Anne Solomon Liz Pritchett Oscar Bullock	Double Bass Luise Altenhoff Sam Berkahn	Horn Donna Eldridge Kevin Currie Rowena Schwabe Les Eldridge
Second Violin Michele Greenwood Elisabeth Auchinvole Richard Mackay Margaret Ogilvie Mike Wood	Electric Bass Dave Priestley	Trumpet David Langley David Miller
Viola Linda Simmons Mark Fouhy John Bonifant Helen Griffiths	Flute Malu Jonas Anne Ballinger	Trombone Glenn Walbran Russell Boyle Dave Conning
Cello Suzanne Priestley Ruth McKenzie Michele Taylor Gary Wilby Graeme Ogilvie	Piccolo Anne Ballinger	Tuba Dave Conning
	Oboe Rodney Ford	Piano Ellen Barrett
	Clarinet Angela Ford Sophie Badland	Timpani Doreen Douglas
	Bassoon David Robinson Jo Toon	Percussion Frances Tull Stuart Douglas Joanna Devane

Concert Manager - Max Simmons

All members of today's orchestra are fully vaccinated

The Kāpiti Concert Orchestra rehearses in Paekakariki on Wednesday evenings. If you are interested in joining or wish to participate on a trial basis please email Michele Taylor at kapitico@gmail.com. Our latest concerts and updates can be found on our website kco.nz

The Kāpiti Light Orchestra performs light music at local functions, retirement homes and council events. Programmes include music such as *The Beatles*, *Abba*, *Bohemian Rhapsody*, *Harry Potter* and other light classics. If you are interested in engaging the Orchestra, please email Michele Taylor at kapitico@gmail.com.

Otaki Bookshop 21 Main Street, Otaki, otakibookshop@gmail.com



Conductor - Martin Setchell
Soloist - Harlan Te Wiata

Most Happy Music



Also
favourites by

Celebrating
the music of
Inia Te Wiata
Elgar
Stravinsky
Farquhar
Delius

Otaki Memorial Hall Saturday 27 November 2021

OL' MAN RIVER
Show Boat

Dere's an ol' man called de Mississippi
Dat's de ol' man dat I'd like to be:
What does he care if de world's got troubles?
What does he care if de land ain't free?

Ol' man River, dat ol' man River,
He mu' know sumpin', But don't say nothin'
He just keeps rollin' He keeps on rollin' 'alon'.
He don't plant 'taters, He don't plant cotton,
An' dem dat plant 'em is soon forgotten,
But ol' man River, He jes keeps rollin' 'alon'.

You an' me we sweat an' strain,
Body all achin' an' racked with pain,
"Tote dat barge!" "Lift dat bale!"
Git a little drunk an' you'll land in jail.

Ah gits weary an' sick of tryin',
Ah'm tired of livin' an' scared of dyin'
But ol' man River, He jes keeps rollin' 'alon'.

Coloured folks work on de Mississippi,
Coloured folks work while de white folks play.
Pullin' 'dose boats from de dawn to sunset,
Gittin' no rest till de judgement day.

Don't look up, an' don't look down,
Ya don't dast make de white boss frown.
Bend your knees an' bow you' head,
An' pull dat rope until you're dead.

Let me go 'way from de Mississippi,
Let me go 'way from de white man boss,
Show me dat stream called de River Jordan,
Dat's de ol' stream dat I long to cross.

Ol' river forever keeps rollin' on.
Ol' river keeps hearin' dat song.

You an' me, we sweat an' strain,
Body all achin' an' racked wid pain,
"Tote dat barge!" an' "Lift dat bale!"
We gits a little drunk an' we lands in jail.

Ah gits weary an' sick of tryin',
Ah'm tired of livin' an' scared of dyin'
But ol' man River He jes keeps rollin' 'alon'.

Programme

Pomp & Circumstance March No.4	Edward Elgar
La Célinda	Frederick Delius
Suite No.2	Igor Stravinsky
Suite: Ring Round the Moon	David Farquhar
Interval	
Medley from The Most Happy Fella	Frank Loesser
Medley from Porgy and Bess	George Gershwin
Medley from Showboat	Jerome Kern
Hine e Hine	Princess Te Rangī Pahi
Pokarekare Ana	Traditional
Now is the Hour	Anon

MARTIN SETCHELL was Associate Professor of Music at the University of Canterbury School of Music for 40 years and is now working as a professional freelance musician. Over the years he has conducted numerous musical groups and he has a particular passion for opera. He also pursues a busy career as an international concert organist playing all over the world. Although now living on the Kāpiti Coast, he continues to serve as Christchurch's city organist. In March 2019 he gave two grand inaugural concerts in the Town Hall marking the re-opening of the organ after earthquake repairs to the auditorium. He has also recorded numerous CDs on the famous Christchurch Town Hall Rieger pipe organ which are frequently heard on Radio NZ Concert FM.



HARLAN TE WIATA is a Kāpiti local, raised and currently living in Ōtaki. He has performed in several plays and musicals in the Wellington region, including playing Piangi in the Ōtaki Players' 2019 production of *The Phantom of the Opera*. Ever since he was young, he has loved singing and performing (it must run in the family!) and he is incredibly honoured to be involved in this concert celebrating his Great-Uncle. He is excited to perform some of Inia's best known songs for you all to enjoy!

IT AIN'T NECESSARILY SO
Porgy and Bess

It ain't necessarily so,
It ain't necessarily so,
De t'ings dat yo' liable
to read in de Bible,
It ain't necessarily so.

L'i David was small, but oh my!
L'i David was small, but oh my!
He fought big Goliath
who lay down an' dieh.

L'i David was small, but oh my!

Oh Jonah, he lived in de whale
Oh Jonah, he lived in de whale
Fo' he made his home in
dat fish's abdomen.

Oh Jonah, he lived in de whale.

L'i Moses was found in a stream
L'i Moses was found in a stream
He floated on water
till Ole Pharaoh's daughter
She fished him, she says,
from dat stream.

It ain't necessarily so,
It ain't necessarily so,
Dey tell all you chillun
de debble's a villun
But ain't necessarily so.

To get into Hebben
don' snap for a sebben!
Live clean! Don' have no fault,
Oh I takes dat gospel
Whenever it's possible
But with a grain of salt.

Methus'lah lived nine hundred years
Methus'lah lived nine hundred years
But who called that livin'
When no gal'll give in

To no man what's nine hundred years!

I'm preachin' this sermon to show,
It ain't nessa, ain't nessa,
ain't nessa, ain't nessa,
ain't necessarily so.

I GOT PLENTY O' NUTTIN'
Porgy and Bess

I got plenty o' nuttin'
An' nuttin's plenty fo' me.
I got no car, got no mule, I got no misery.

De folks with plenty o' plenty
got a lock on dey door
'Fraid somebody's agoin' to rob 'em
while dey's out a makin' more
What for?

I got no lock on de door
(dat's no way to be)
Dey kin steal de rug from the floor,
Dat's okay wid me
'Cause the things dat I prize,
like the stars in de skies,
all are free.

Oh, I got plenty o' nuttin'
An' nuttin's plenty fo' me
I got my gal, got my song,
got Heben de whole day long.
No use complainin'
Got my gal, got my Lawd,
got my song.

I got plenty o' nuttin'
An' nuttin's plenty fo' me.
I got de sun, got de moon,
got de deep blue sea.

De folks with plenty o' plenty
Got to pray all de day.
Seems wid plenty you sure got to worry
how to keep the debble away, away.

I ain't a frettin' 'bout heil till the time arrive
Never worry long as I'm well,
Never one to strive to be good, to be bad,
what the heil, I is glad I's alive.

I got plenty o' nuttin'
An' nuttin's plenty fo' me.
I got my gal, got my song,
got Heben de whole day long.
No use complainin'

Got my gal, got my Lawd, got my song.

POMP AND CIRCUMSTANCE MARCH NO 4

Edward Elgar 1857-1934

The Pomp and Circumstance Marches are a series of marches for orchestra written in the early 1900s. The title is taken from Shakespeare's *Othello*. Probably the most famous of the marches is Number 1 which is regularly played at the Last Night of the Proms in the Royal Albert Hall and to which the words *Land of Hope and Glory* were added.

In World War II, the trio section of Number 4 also acquired words from a patriotic poem by A P Herbert - *All men must be free, March for liberty with me. Brutes and braggarts may have their little sway, We shall never bend the knee.*

LA CALINDA

Frederick Delius 1862-1934

La Calinda is a dance from the Opera *Koanga* for which Delius composed the music. It is reputed to be the first opera in the European tradition to base much of its melodic material on African-American music.

SUITE NO 2

Igor Stravinsky 1882-1971

Marche Valse Polka Galop

Stravinsky originally composed these quirky pieces as a piano duet for his children and later orchestrated them into a Suite. The first three movements are caricatures - the *Marche* was written for composer Alfredo Casella, the *Valse* was a homage to Erik Satie and the *Poka* was a caricature of the choreographer, Diaghilev.

DANCE SUITE - RING ROUND THE MOON

David Farquhar 1928-2008

Tango Polka Waltz Two-Step Introduction and Waltz Finale
New Zealand composer David Farquhar joined the music department of Victoria University Wellington in 1953 and remained there until he retired in 1983.

The popular dance-suite *Ring Round the Moon*, written in 1975, was originally commissioned for the New Zealand Players' production of Anouilh's play *Ring Round the Moon* and later adapted to this suite of six dances.

Ōtaki Community Board

INIA TE WIATA

The second half of our programme is devoted to the music loved by Inia Morehu Taupia Watene Iarahi Waihihira Te Wiata who was born in Ōtaki in 1915. He considered his name to be 'rather flowery' and the nickname Happy emerged when he was in his teens. He made his first stage appearance at the age of six at the Ōtaki Lyric Theatre and then after his voice changed he joined a family quartet and made his first broadcast with them from 22B in Wellington. At the age of seventeen he joined the Methodist Māori Mission choir and for three years they travelled all over New Zealand and Australia. In 1947 he left for London where he was resident principal singer at the Royal Opera House Covent Garden. After three years he decided to freelance and he gained a wealth of experience singing a wide range of music from opera and musical theatre to film and television. As he became more well known, he toured all over the world.

He was also a talented Māori carver - his most well known piece is probably the fifty-foot totara pouhi which stood in the foyer of New Zealand House in London for over thirty years until the building was repurposed.

Medley from THE MOST HAPPY FELLA

Frank Loesser Arr. Felton Rappley

The Most Happy Fella is a 1956 musical with the book, lyrics and music by Frank Loesser. The story is about the romance between an older man and a younger woman. Inia sang the lead role in productions on Broadway and London, and later in Australia. Today you will hear the theme tune *Most Happy Fella* in the opening orchestral bars and Harlan will sing the well-known song *Standing on the corner watching all the girls go by*. The orchestra concludes with *My heart is full of you*.

Medley from PORGY AND BESS

George Gershwin Arr. Michael Vinten

It Ain't Necessarily So and *I Got Plenty o' Nuttin'* are both from the opera *Porgy and Bess* which was composed in 1935 by American George Gershwin with lyrics by his brother Ira. In 1965 there was a New Zealand production touring the country in which Inia took the lead role of Porgy - not an easy task, as Porgy, who is a disabled back-street beggar spends the whole performance acting and singing on his knees on a little trolley. It is the story of his attempts to rescue Bess from Crown, her violent and possessive lover and Sportin' Life, a drug dealer. *It Ain't Necessarily So* is sung by Sportin' Life, expressing his doubts about several statements in the Bible. *I Got Plenty o' Nuttin'* is sung by Porgy about his new-found happiness living with Bess. Another famous song from this opera is *Summertime* (a beautiful flute solo in this arrangement).

Medley from SHOWBOAT

Jerome Kern Arr. Michael Vinten

O! Man River is from the musical *Showboat* with music composed by Jerome Kern and book and lyrics by Oscar Hammerstein. The premiere took place on Broadway in 1927. The story is of the lives of the performers, stagehands and dock workers on the Mississippi Riverboat *Cotton Blossom* and their struggles with the flow of the Mississippi River. Inia sang the role of Joe in South Africa in 1963. You will also hear an orchestral version of *Can't Help Loving that Man of Mine* - another well-known song from this show.

HINE E HINE

Princess Te Rangī Pai Arr. Kenneth Young

Hine e Hine is a Māori lullaby written by Fanny Howie under her stage name Princess Te Rangī Pai, Hine meaning *Little Girl*. Listeners today may remember it as TV2's closing-down song which for several years accompanied a cartoon featuring the Goodnight Kiwi.

E tangi ana koe
Hine, e hine
Kua ngenge ana koe
Hine, e hine
Kāti tō pōuri rā
Noho i te aroha
Te ngākau o te Matua
Hine, e hine

You are weeping
Little girl, darling girl,
You are weary,
Little girl, darling girl,
Be sad no longer
There is love for you
in the heart of the Father,
Little girl, darling girl,

POKAREKARE ANA

Trad. Arr. Erwin Gutawa

Pokarekare Ana is a traditional New Zealand love song composed about the time of the First World War and first popularised by Māori soldiers. In recent years it has been recorded by Kiri Te Kanawa and Hayley Westenra and used in many TV advertisements. Today you will hear an orchestral version.

HAERE RA - NOW IS THE HOUR

Anon

The tune was originally published in Australia as piano variations called *Swiss Cradle Song*. In 1915 Māori words were added and it was used to farewell Māori soldiers going to the First World War. In 1920 a verse in English was created and in 1948 it became a world-wide hit sung by Gracie Fields.

Today Harlan will sing one verse in Māori and you are invited to join in the last verse in English.

Pō atarau e moea iho nei
E haere ana koe ki pāmamao
Haere rā ka hoki mai anō
Ki i te tau e tangi atu nei.

Now is the hour, when we must say goodbye
Soon you'll be sailing far across the sea.
While you're away, Oh please remember me,
When you return you'll find me waiting here.



SCANNED

22/11/21

RECEIVED

22 NOV 2021

BY: _____

ŌTAKI COMMUNITY BOARD
COMMUNITY GRANTS

Accountability Report Back

You/your organisation received a grant from the Ōtaki Community Board recently. As part of the acceptance of this grant we require you to:

- attend a meeting of the Ōtaki Community Board and give a verbal report on how the money was spent; and/or
- complete the Accountability Report Back and attach copies of receipts of payments and any other financial information if applicable.

Could you please complete this form within **two months** of the use of the grant and return to the address listed below.

NOTE: You must return this form in order to be considered for future funding.

Name of Individual/Organisation: Fletcher Carpenter

Amount of Grant: \$500.00

Date Received: 21/08/20

Project/Event for which grant was made: NZ Touch Team

Please give details of how money was spent, the benefits you received and the benefits to the Ōtaki Ward as a result of the grant.

I Fletcher would like to thank the community Board for this Grant. My team was meant to go to Australia but as Covid hit Australia we play in NZ Auckland and Hamilton. My grant money went towards Accommodation and Flights. This money was very much appreciated. I'm sorry I don't have any receipts but I have attached a photo of myself in my uniforms. Due to Covid I haven't been able to help out with our local touch schools on Thursday. But hopefully this will happen soon. Once again thanks for your support very much appreciated.

Many thanks

NOTE: If the money has not been spent please explain why, and your intentions for the money.

Please sign below: (2 signatories required for organisations only)

Grant Recipient: <u>Fletcher Carpenter</u>	Second Contact: _____
Signature: _____	Signature: _____
Position: _____	Position: _____
Date: _____	Date: _____

Please return to:

Samara Shaw
Kāpiti Coast District Council
Private Bag 60601

File No. 8.7.9.1

Adrienne Carpenter

From: Adrienne Carpenter
Sent: Monday, 15 November 2021 8:54 AM
To: Adrienne Carpenter



Sent from my iPhone

7 CONFIRMATION OF MINUTES**7.1 CONFIRMATION OF MINUTES**

Author: Samara Shaw, Executive Secretary to Group Manager People and Partnerships

Authoriser: Janice McDougall, Group Manager People and Partnerships

Taunakitanga | Recommendations

That the minutes of the Otaki Community Board meeting of 2 November 2021 be accepted as a true and correct record.

APPENDICES

1. Minutes - 2 November 2021 [↓](#)

ŌTAKI COMMUNITY BOARD MEETING MINUTES

2 NOVEMBER 2021

**MINUTES OF KAPITI COAST DISTRICT COUNCIL
ŌTAKI COMMUNITY BOARD MEETING
HELD AT THE GERTRUDE ATMORE SUPPER ROOM, MEMORIAL HALL , MAIN STREET,
ŌTAKI
ON TUESDAY, 2 NOVEMBER 2021 AT 7.00PM**

PRESENT: Ms Christine Papps, Ms Shelly Warwick, Cr James Cootes, Mr Cam Butler

IN ATTENDANCE: Mayor K Gurunathan, Mr Sean Mallon, Ms Samara Shaw

APOLOGIES: Ms Marilyn Stevens

**LEAVE OF
ABSENCE:** Nil

1 WELCOME

The Chair welcomed everyone to the meeting including Mayor Gurunathan, Cr Elliott and media.

2 APOLOGIES

COMMITTEE RESOLUTION OCB2021/21

Moved: Ms Christine Papps

Seconder: Ms Shelly Warwick

That the apology received from Marilyn Stevens be accepted.

CARRIED

3 DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Cam Butler declared an interest in the grant application on Agenda item 6.1, from the Otaki Promotions Group and would not participate in discussion or voting.

It was noted that the Chair moved the PP2O update agenda item to before public speaking.

7 UPDATES

7.1 PP2O UPDATE

Steve Finlay (Fletchers Construction Manager), Renata Speirs (Senior Communications & Stakeholders Advisor) and Glen Prince (Waka Kotahi) attended the meeting.

Steve Finlay provided an update on works that have been progressing including photos.

The main points from discussions were:

- the Otaki Gorge Road safety concerns – the line markings have been changed to make this intersection safer;

ŌTAKI COMMUNITY BOARD MEETING MINUTES

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- the southern shared path from Te Kowhai Road to Te Hapua has been opened, but north of Te Hapua Road will be opened later as there were still more works to complete;
- there are issues around graffiti on bridges throughout the project – work is currently being done on this;
- the asphalt plant is performing well;
- being aware of the Christmas traffic and making sure this is managed;
- they are looking at an opening date in late 2022, this is due to the impacts of COVID. A confirmed date will be advised next year.

4 PUBLIC SPEAKING TIME

1. Rob Macindoe spoke to the Board in regards to the Paper Road at Ashford Park.
2. Queenie Rikihana-Hyland spoke to the Board in regards to Agenda item 6.2 Road Naming and Reserves Naming – 215 Mill Road, Ōtaki.

5 MEMBERS' BUSINESS

- (a) Public Speaking Time Responses – there were none.
- (b) Leave of Absence – there were none.
- (c) Matters of an Urgent Nature (advice to be provided to the Chair prior to the commencement of the meeting) – there were none.

The Chair had moved Community Board Members' Activities further down the agenda and moved the Road Naming and Reserves naming report up on the agenda.

6 REPORTS

6.2 ROAD NAMING AND RESERVES NAMING - 215 MILL ROAD, ŌTAKI

COMMITTEE RESOLUTION OCB2021/22

Moved: Cr James Cootes

Seconder: Mr Cam Butler

That the Ōtaki Community Board approves the name Enereta Road for the **New Road 1 (Main)** shown in Appendix 1 of this report.

That the Ōtaki Community Board approves the name Rikihana Way for the **New Road 2 (Loop)** shown in Appendix 1 of this report.

That the Ōtaki Community Board approves the name Te Manewha Park for the **Park (Lot 55)** shown in Appendix 1 of this report.

CARRIED

The Board noted that it was pleased to see that the developer had recognised the history and the ancestry of the land. They were pleased that the Rikihana whanau were able to attend the meeting.

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6.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

COMMITTEE RESOLUTION OCB2021/23

Moved: Ms Shelly Warwick
 Seconder: Ms Christine Papps

That the Ōtaki Community Board approves a Community Grant of \$500.00 to Kapiti US Marines Trust to help with the website costs and maintenance fund on condition that support from the Otaki RSA is received.

That the Ōtaki Community Board approves a Community Grant of \$500.00 to Te Puna Oranga o Ōtaki to help with the costs of running Friday night sessions for Rangatahi.

That the Ōtaki Community Board approves a Community Grant of \$500.00 to Kapiti Concert Orchestra to help with the costs of having a concert in Ōtaki on 27 November 2021.

That the Ōtaki Community Board approves a Community Grant of \$500.00 to Birthright Otaki to help with the costs of costs of organising a Christmas party.

That the Ōtaki Community Board approves a Sporting Activity Grant of \$500.00 to Kapiti Coast Harness Racing to help with the costs of children's entertainment at the Community race meeting in January 2022.

That the Ōtaki Community Board approves a Building & Resource Consents Grant of \$500.00 to Otaki Community Network Group to help with the costs of room rental for the Community Network meetings.

CARRIED

COMMITTEE RESOLUTION OCB2021/24

Moved: Ms Christine Papps
 Seconder: Ms Shelly Warwick

That the Ōtaki Community Board approves a Community Grant of \$500.00 to Otaki Promotions Group to help with the costs of Light up Otaki Business Light Challenge and Residential Lights map.

CARRIED

It was noted that Cam Butler declared an interest in this grant application and would not participate in discussion or voting.

ŌTAKI COMMUNITY BOARD MEETING MINUTES

2 NOVEMBER 2021

6.3 ŌTAKI COMMUNITY BOARD - DRAFT CALENDAR OF MEETINGS 2022

COMMITTEE RESOLUTION OCB2021/25

Moved: Mr Cam Butler

Seconder: Ms Shelly Warwick

That the Ōtaki Community Board

notes the draft Council Calendar of Meetings 2022 set out in Appendix 1 of this report 'Draft Calendar of Meetings 2022'; and

confirms the schedule of meetings for the Ōtaki Community Board in 2022.

CARRIED

5 MEMBERS' BUSINESS

(d) Community Board Members' Activities

Chris Papps spoke at the Representation review on behalf of the Ōtaki Community Board and attended other Council briefings. She has also attended meetings at the Otaki Health Camp.

Shelly Warwick spoke at the Representation review to her personal submission.

Councillor Cootes circulated his activities and provided an update on the following:

- Representation review;
- Ōtaki Gorge – Blue Bluff;
- Three waters;
- Growth Strategy;
- Nga Hapu o Ōtaki have a new interim chair Denise Hapeta;
- Peka Peka Interchange
- Energise Otaki
- Te Urui.

Cam Butler spoke at the Representation review to his personal submission and has also been talking to members of the Community around this topic. He also attended the Audit and Risk subcommittee meeting.

Shelly Warwick circulated the minutes of the last Ashford Park Quarry Community Liaison Group to the Board and asked the Board if they would support that the Paper Road be kept as an option for access from Te Roto Road to the river and the lake.

The Board had a discussion around the Paper Road access.

Sean Mallon provided an update around the work that is happening around the Te Roto Road intersection and noted that there is commitment from Council towards access and a shared path. He also explained the process around road stopping and how this can be a long process. The Board asked for an email outlining the process around road stopping.

Shelly Warwick asked a couple of questions for followup:

- a list of land that Kāpiti Coast District Council owns in the Ōtaki ward;
- are the Board going to submit on the Local Alcohol Policy?
- are there any updates on the Pavillion Toilets?

ŌTAKI COMMUNITY BOARD MEETING MINUTES

2 NOVEMBER 2021

4 CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION OCB2021/26

Moved: Mr Cam Butler
 Seconder: Cr James Cootes

That the minutes of the Ōtaki Community Board meeting on 3 August 2021 be accepted as a true and accurate record of the meeting.

CARRIED

5 MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION

The Board reviewed the matters under action and asked if staff could follow up on the Road Stopping which is part of the Ōtaki Beach Development process.

Cr Cootes provided an update on Elevate Otaki:

- they are completing a refresh of the Ōtaki brochure with the new identity brand, new photographs and new data;
- Flag track signage is being worked through and samples are being looked at;
- they are launching a car sticker competition;
- they are completing a survey with local businesses with the information being used to inform their work on their marketing strategy.

The Ōtaki Community Board meeting closed at 9.21pm.

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CHAIRPERSON

8 MATTERS UNDER ACTION

8.1 MATTERS UNDER ACTION

Kaituhi | Author: **Samara Shaw, Executive Secretary to Group Manager People and Partnerships**

Kaiwhakamana | Authoriser: **Janice McDougall, Group Manager People and Partnerships**

TE PŪTAKE | PURPOSE

HE WHAKARĀPOOTO | EXECUTIVE SUMMARY

TE TUKU HAE PAPA | DELEGATION

→

TAUNAKITANGA | RECOMMENDATIONS

A. That the Otaki Community Board notes the matters under action.

TŪĀPAPA | BACKGROUND

HE KŌRERORERO | DISCUSSION

[He take | Issues](#)

[Ngā kōwhiringa | Options](#)

[Tangata whenua](#)

[Panonitanga āhuarangi | Climate change](#)

[Ahumoni me ngā rawa | Financial and resourcing](#)

[Ture me ngā Tūraru | Legal and risk](#)

[Ngā pānga ki ngā kaupapa here | Policy impact](#)

TE WHAKAWHITI KŌRERO ME TE TŪHONO | COMMUNICATIONS & ENGAGEMENT

[Te mahere tūhono | Engagement planning](#)

[Whakatairanga | Publicity](#)

NGĀ ĀPITI HANGA | ATTACHMENTS

1. Matters under action [↴](#)

ŌTAKI COMMUNITY BOARD

MATTERS UNDER ACTION

FEBRUARY 2022

Matters Under Action					
Item	Date Raised	Action Required	Progress	Estimated Date of Completion	GM Responsible
1	December 2017	Ōtaki Railway Station Building	<p>The railway station building renovation is now held up due to ongoing discussion between the NZTA and Heritage New Zealand regarding adjustment or modification work to the platform canopy.</p> <p>This now sits with the NZTA to resolve and at this time Council does not have any input until such time as a resolution can be reached between the parties.</p>	In progress	Sean Mallon
2	July 2018	Winstones Lake easement	Staff are working with GWRC regarding the overall Otaki Lakes Management Plan and also the Te Roto Link options report. The new KCDC Parks Manager represents KCDC at the working group level.	In progress	Mike Mendonca (Acting)
3	November 2018	Free Wifi on the Main Street, Otaki	An external contractor has been engaged to facilitate the implementation of the replacement streetlamp and relocation of the existing CCTV cameras and public wifi antenna's from the clock tower.	In progress	Sean Mallon
4	April 2019	Otaki Civic Theatre	There is no further update.	In progress	Mike Mendonca (Acting)
5	June 2019	Council Flats in Otaki	<p>The refurbishment programme is ongoing. The Healthy Homes programme will be ongoing for the next twenty-four months.</p> <p><u>Healthy Homes</u></p> <ul style="list-style-type: none"> Healthy Homes assessment of all residential property was undertaken during the month of May. Assessment data collected will provide detailed scope necessary to progress the planning and implementation aspect of this programme of works. Upon completion, council's housing will be compliant to new standards for heating, insulation, ventilation, draught-stopping 	In progress	Mike Mendonca (Acting)

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			<p>and moisture ingress (drainage) as required by 1 July 2024.</p> <ul style="list-style-type: none"> • Each assessment determines the correct kw heating requirement for the main living space using MBIE's strict measurement/calculation tool. Early indications are Housing for Older Persons units will require a heat pump be installed. • Tenants will be fully communicated with regarding installation and use of a new appliance, and provided general guidance on maintaining a warm, dry, and healthy living environment. • Work has commenced to retrofit heat pumps to all vacant refurbished units (4 Otaki units) to meet compliance for incoming tenancies. We anticipate letting these units to registered applicants from July. 		
6	July 2019	Te Horo Beach Reserve Funding	As per the last update at the previous meeting. Council staff are available to discuss potential projects when the community is ready.		
7	September 2019	Haruatai Park Signage	Directional signs will be developed later in the year.		Mike Mendonca (Acting)
8	March 2020	Stride and Ride Programme for PP2O	Council staff are currently looking at the draft programme and will look to engage professional services for design for the three-year time period.		Sean Mallon

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Reserve Priorities/Projects: Status Update						
Date Raised	Project	Budget	Status	Progress	Estimated Date of Completion	GM Responsible
September 2014	Ōtaki Beach Development concept facilitation process.	\$10,000	Progressing	Ongoing	Road stopping process underway for land; once that has completed work can commence on the management/development plan (similar process to Maclean Park). A verbal update will be provided at the meeting.	Mike Mendonca (Acting)
	<ul style="list-style-type: none">Improved BBQ Facilities – Ōtaki Beach	\$10,000*	On hold	Considered in the overall development of the beach as part of the Ōtaki Beach Development process.		
	<ul style="list-style-type: none">Shade Area – Ōtaki Beach	\$10,000	On hold			

* Upon further investigation the cost of installing a new BBQ may be up to \$30,000.

9 CONFIRMATION OF PUBLIC EXCLUDED MINUTES

Nil