



RĀRANGI TAKE AGENDA

Poari ā-Hapori o Ōtaki | Ōtaki Community Board Meeting

**I hereby give notice that a Meeting of the Poari ā-Hapori o Ōtaki | Ōtaki
Community Board will be held on:**

Te Rā | Date: Tuesday, 9 April 2024

Te Wā | Time: 7:00pm

**Te Wāhi | Location: Gertrude Atmore Supper Room,
Memorial Hall,
Main Street,
Ōtaki**

**Kris Pervan
Group Manager Strategy & Growth**

Kāpiti Coast District Council

Notice is hereby given that a meeting of the Poari ā-Hapori o Ōtaki | Ōtaki Community Board will be held in the Gertrude Atmore Supper Room, Memorial Hall, Main Street, Ōtaki, on Tuesday 9 April 2024, 7:00pm.

Poari ā-Hapori o Ōtaki | Ōtaki Community Board Members

Mr Cam Butler	Chair
Mr Simon Black	Deputy
Mrs Jackie Elliott	Member
Ms Christine Papps	Member
Cr Shelly Warwick	Member

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1 NAU MAI | WELCOME

2 WHAKAPĀHA | APOLOGIES

**3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE |
DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA**

Notification from Elected Members of:

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

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

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

5 NGĀ TEPUTEIHANA | DEPUTATIONS

5.1 COASTAL ADVISORY PANEL

TE PŪTAKE | PURPOSE

Members of the Coastal Advisory Panel (CAP) will provide a verbal update to the members of the Community Board which will include:

- An overview of the Northern Adaptation Area
- The Northern Adaptation Area Community Values and how they have been translated into objectives to inform the development of the pathways
- Adaptation options for the Northern Adaptation Area
- The pathways for the Northern Adaptation Area
- Prioritising the pathways using weightings
- Next steps

5.2 ŌTAKI PROMOTIONS GROUP

Author: Kirsty Doyle, Project Manager, Ōtaki Promotions Group

TE PŪTAKE | PURPOSE

An update from the Ōtaki Promotions Group regarding the Ōtaki Kite Festival.

6 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

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

7 PŪRONGO | REPORTS

7.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Anna Smith, Senior Advisor, Democracy Services**

Kaiwhakamana | Authoriser: **Kris Pervan, Group Manager Strategy & Growth**

TE PŪTAKE | PURPOSE

- 1 This report details funding applications that have been received by the Ōtaki Community Board for consideration for the 2023/2024 year.

HE WHAKARĀPOPOTO | EXECUTIVE SUMMARY

- 2 An executive summary is not required for this report.

TE TUKU HAEPAPA | DELEGATION

- 3 The Ōtaki Community Board has the authority to consider this matter under part D point 7 of the Governance Structure and Delegations for the 2022-2025 Triennium.

TAUNAKITANGA | RECOMMENDATIONS

- A. That the Ōtaki Community Board approves a Community Grant of \$_____ to the Ōtaki Playcentre to assist with the cost of celebrating its 70th Anniversary in July 2024.
- B. That the Ōtaki Community Board approves a Community Grant of \$_____ to Song Leaders Network Aotearoa to assist with the cost of supporting three of their community members to attend their National Gathering, at Waihoanga River Lodge and Retreat.
- C. That the Ōtaki Community Board approves a Community Grant of \$_____ to Te Ataarangi ki Ōtaki to assist with the cost of making rauemi (learning resources) for students studying Te Reo Māori through the Te Ataarangi method.
- D. That the Ōtaki Community Board approves a Sporting Activity Grant of \$_____ to Ōtaki Primary School to assist with the cost of having a professional scooter track painted on the school paved area.
- E. That the Ōtaki Community Board approves a Sporting Activity Grant of \$_____ to Lucas Mildenhall to assist with the cost of representing Aotearoa Māori Basketball at the Native American Basketball Invitational from 18-31 July 2024 in Phoenix, Arizona, USA.
- F. That the Ōtaki Community Board notes the accountability reports received as attachments 6-7.

TŪĀPAPA | BACKGROUND

- 4 This is the sixth Ōtaki Community Board meeting of the 2023/2024 financial 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 venue.

HE KŌRERORERO | DISCUSSION

- 7 Four applications for funding have been received and are attached to this report (under separate cover) as Attachments 2-5. A further application for funding from Te Ataarangi ki Ōtaki was left to lie on the table from the last meeting, and is included for consideration today. The applications are summarised below.

Community Grant Fund

- 8 The Ōtaki Playcentre has applied for a Community Grant of \$750.00 to assist with the cost of celebrating its 70th Anniversary in July 2024.
- 9 Song Leaders Network of Aotearoa has applied for a Community Grant of \$750.00 to assist with the cost of supporting three of their community members to attend their National Gathering, Matariki Lead In at Waihoanga River Lodge and Retreat, Ōtaki in June 2024.
- 10 Te Ataarangi ki Ōtaki has applied for a Community Grant of \$750.00 to assist with the cost of making rauemi (learning resources) for students studying Te Reo Māori though the Te Ataarangi method. Te Ataarangi ki Ōtaki last received a Community Grant from the Ōtaki Community Board on 13 March 2023.

Sporting Activity Grant Fund

- 11 Yvonne Tahere has applied for a Sporting Activity Grant of \$750 on behalf of Ōtaki Primary School to assist with the cost of having a professional scooter track painted on the school paved area for tamariki to use both during breaks in the school day, and during weekends and holidays.
- 12 Lucas Mildenhall has applied for a Sporting Activity Grant of \$750.00 to assist with the cost of representing Aotearoa Māori Basketball at the Native American Basketball Invitational from 18-31 July 2024 in Phoenix, Arizona, USA.

Building and Resource Consent Fund

- 13 There were no applications to the Building and Resource Consent Fund received.

He take | Issues

- 14 There are no issues to be considered.

Ngā kōwhiringa | Options

- 15 There are no options to be considered.

Mana whenua

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

Panonitanga āhuarangi | Climate change

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

Ahumoni me ngā rawa | Financial and resourcing

- 18 Budget allocations for the 2023/2024 financial year for the Community Grants Fund, Sporting Activity Grants Fund and Building and Resource Consent Grants Fund are as follows in the table.

Fund	2023/24 budget allocation	Total allocated to date	Grant Money returned	Total unallocated to date
Community Grants Fund	\$13,741.00	\$6,482.50	\$ 191.30	\$7449.80
Sporting Activity Grants Fund	\$6,304.00	\$2,000.00	\$1,000.00	\$4,304.00
Building & Resource Consent Grants Fund	\$6,304.00	\$ -	\$ -	\$6,304.00

19 Community and Sporting Activity Grants approved for the 2023/2024 year are as follows:

Community Grants Fund

Date	Recipient	Purpose of Grant	Amount
8 Aug 2023	Music Matters	To assist with the cost of promoting and running the Spring Sing 4 2023 concert in September.	\$500
8 Aug 2023	Kāpiti Crop Swap	To assist with the cost of hiring a hall once a month and stalls, and the creation of branding including flags, stamps, pamphlets and advertisement.	\$500
19 Sept 2023	Amicus Club of Ōtaki	To assist with the cost of subsidising bus trips for their club members.	\$750
19 Sept 2023	Ōtaki Market	To assist with the cost of running and purchasing props for a “Free Santa Photo Opportunity” at the upcoming Ōtaki Christmas Market.	\$500
19 Sept 2023	Te Korowai Manaaki Charitable Trust	To assist with the cost of purchasing Oamaru stone for the “Tamariki/Rangatahi” programme.	\$932.50
7 Nov 2023	Friends of the Ōtaki Foodbank	To assist with the cost of printing and distributing promotional material for the annual Friends of Ōtaki Foodbank collection appeal.	\$300
7 Nov 2023	Ngā Hapū o Otaki	To assist with the with the cost of purchasing equipment to deliver their Kaumātua ki Ōtaki program and Ōtaki Vibez events for rangatahi	\$750
12 Dec 2023	Kapiti Harness Racing Club	To assist with costs in providing free children’s entertainment at the annual family race meeting held in conjunction with the Ōtaki Māori Racing Club	\$750
12 Dec 2023	Louie Zalk-Neale	To assist with the costs of materials and research and development for the two-day wānanga with local weavers to create manu tukutuku.	\$750
5 March 2024	Ōtaki Bowling Club	To assist with the cost of replacing the green edging.	\$750

Balance Available: \$7,449.80

Sporting Activity Grants Fund

Date	Recipient	Purpose of Grant	Amount
8 Aug 2023	Anahera Roach Box	To assist with the cost of the team attending and competing in the Christchurch Girls Rugby Festival in late September.	\$500 (Returned)
8 Aug 2023	Te Akau Pidduck	To assist with the cost of the team attending and competing in the Christchurch Girls Rugby Festival in late September.	\$500 (Returned)
19 Sept 2023	Kāpiti Basketball Association	To assist with the cost of the Kāpiti Girls U13 Representative Team attending the Basketball New Zealand AON Regional Tournament in October.	\$500
7 Nov 2023	Padder Tennis New Zealand	To assist with the purchase of padder tennis equipment for the ongoing benefit of the Ōtaki community.	\$750
7 Nov 2023	Kokoro Frost	To assist with the with the cost of attending and competing in swimming events at the 2023 Pacific Games in November.	\$750

Balance Available: \$4,304.00

20 Attached to this report as Attachments 6-7 (under a separate cover) are two accountability reports received since the last Ōtaki Community Board meeting.

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

21 There is no legal or risk matters to be considered.

Ngā pānga ki ngā kaupapa here | Policy impact

22 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

23 Board members actively engage with the community to promote the various grants available.

24 Information on grants and the application process are also available via the Council’s website.

25 All applicants will be contacted via email once decisions around funding have been made.

Te mahere tūhono | Engagement planning

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

Whakatairanga | Publicity

27 Successful grants are communicated through the Council’s usual communication channels.

NGĀ ĀPITIHINGA | ATTACHMENTS

1. Ōtaki Community Board Grant Criteria [↓](#)
2. Ōtaki Primary School - Application for funding (scooter track Sporting Activity) (under separate cover)

3. Lucas Mildenhall - Application for funding (Sporting Activity) (under separate cover)
4. Ōtaki Playcentre - Application for funding (Community Grant) (under separate cover)
5. Song Leaders Network Aotearoa - Application for funding (Community Grant) (under separate cover)
6. Accountability Report - Energise Ōtaki (under separate cover)
7. Accountability Report - Ngā Hapū o Ōtaki (Ōtaki VibeZ) (under separate cover)

ŌTAKI COMMUNITY BOARD COMMUNITY GRANTS - APPLICATION FORM

Criteria for 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 especially 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 **\$750.00**. Applicants can receive only one grant within a 12-month period.

ŌTAKI COMMUNITY BOARD COMMUNITY GRANTS - APPLICATION FORM

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 outlining the benefits gained; and attaching copies of receipts and 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 Grants Fund. Failure to do so will excluded the applicant for two years from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information (maximum of five supporting pages).
2. Applications must include a bank deposit slip.

Applications are to be addressed to:

Democracy Services Team
 Kāpiti Coast District Council
 Private Bag 60601
 Paraparaumu 5254

or

democracy.services@kapiticoast.govt.nz

Please Note: Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Ōtaki Community Board meeting date to meet the reporting deadline.

ŌTAKI COMMUNITY BOARD SPORTING ACTIVITY GRANTS - APPLICATION FORM

Criteria for Sporting Activity Grants

The Ōtaki Community Board will consider the applications that support:

- Individuals, sporting groups (preferably focused on youth) where there is an opportunity to participate and to excel in a range of sporting activities.
(The community board will not consider applications relating to sporting activities where there is a potential for these to be funded to SPARC.)
- Community groups providing sporting and active recreational opportunities within the Ward, where they contribute to health and wellbeing of the community and encourage people to participate in active recreation.
- Community activities which provide sporting events with Ōtaki Ward which are open to general community involvement.

Eligible Groups

1. Applicants must reside in the Ōtaki Ward.
2. Groups that provide cultural, sports, environmental or social services will be eligible.
3. Groups that are unable to receive sufficient grants from other sources because of the timeframe or because they are otherwise ineligible.
4. Groups must be non-profit making.
5. 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 sports and active recreation events that are important to the Ōtaki Ward.
2. Special events that will promote the town and enhance opportunities within the town.
3. Activities that encourage the development of sports and recreation activities within the Ōtaki Ward.
4. Unique and especially meritorious effort in sport or recreation events that otherwise meeting none of the above criteria, at the discretion of the board.

Please note: For transparency and clarity, the board asks applicants to coordinate their multiple applications when seeking funding for the same team/club/event.

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 **\$750.00**. Applicants can receive only one grant within a 12-month period.

Updated January 2023

ŌTAKI COMMUNITY BOARD SPORTING ACTIVITY GRANTS - APPLICATION FORM

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 outlining the benefits gained; and attaching copies of receipts and 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 Grants Fund. Failure to do so will exclude the applicant for two years from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information (maximum of five supporting pages).
2. Applications must include a bank deposit slip.

Applications are to be addressed to:

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Paraparaumu 5254

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democracy.services@kapiticoast.govt.nz

Please Note: Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Ōtaki Community Board meeting date to meet the reporting deadline.

ŌTAKI COMMUNITY BOARD BUILDING AND RESOURCE CONSENT GRANTS - APPLICATION FORM

Criteria for Building and Resource Consent Grants

The Ōtaki Community Board will consider the applications for remission of hall hire/rentals and/or Council permit, licence or resource consent fees 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.)
- Youth organisations supporting youth initiatives.
- Activities undertaken by community groups that advances the general enjoyment and wellbeing of the community.
(This relates to groups that while not having a particular focus on improving social wellbeing, environmental, economic and cultural that they 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.
2. Groups that provide cultural, sports, environmental or social services will be eligible.
3. Churches and schools will 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 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, sports, environmental, social or educational activities within the local district.
4. Unique and especially meritorious events that meet none of these criteria, at the discretion of the board.
5. Remission of hall rentals for worthy causes in line with Council policy that all remissions of hall rentals be accounted for by being funded as grants from approved grants budgets under the control of the Council, Wards Committee or Community Board.
6. Grant to partially or fully offset the cost of any Council permit, licence or resource consent fees on the basis that the proposed activity falls into a "worthy cause" category

Please note: For transparency and clarity, the board asks applicants to coordinate their multiple applications when seeking funding for the same team/club/event.

Ineligible Purposes

1. Expenses incurred for school curriculum activities.
2. The board will not approve any retrospective grants.

Updated January 2023

ŌTAKI COMMUNITY BOARD BUILDING AND RESOURCE CONSENT GRANTS - APPLICATION FORM

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 **\$750.00**. 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 outlining the benefits gained; and attaching copies of receipts and 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 Grants Fund. Failure to do so will exclude the applicant for two years from any further application.

Procedure for Applications

1. Applications must be made on the approved application form and must contain all supporting information (maximum of five supporting pages).
2. Applications must include a bank deposit slip.

Applications are to be addressed to:

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 Private Bag 60601
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or

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Please Note: Applications must be received by the Kāpiti Coast District Council at least 8 working days before the Ōtaki Community Board meeting date to meet the reporting deadline.

8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

Author: Anna Smith, Senior Advisor, Democracy Services

Authoriser: Kris Pervan, Group Manager Strategy & Growth

TAUNAKITANGA | RECOMMENDATIONS

That the minutes of the Ōtaki Community Board meeting of 5 March 2024 be accepted as a true and correct record.

NGĀ ĀPITI HANGA | ATTACHMENTS

1. 5 March 2024 - Ōtaki Community Board meeting minutes [↓](#)

ŌTAKI COMMUNITY BOARD MEETING MINUTES

5 MARCH 2024

MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL
 ŌTAKI COMMUNITY BOARD MEETING
 HELD AT THE GERTRUDE ATMORE SUPPER ROOM, MEMORIAL HALL, MAIN STREET,
 ŌTAKI
 ON TUESDAY, 5 MARCH 2024 AT 7:09PM

PRESENT: Cam Butler (Chair), Simon Black, Jackie Elliott, Christine Papps, Cr Shelly Warwick

IN ATTENDANCE: Deputy Mayor Lawrence Kirby, Kris Pervan, Steffi Haefeli, Maria Cameron

WHAKAPĀHA | APOLOGIES: Nil

LEAVE OF ABSENCE: Nil

1 NAU MAI | WELCOME

The Chair, Cam Butler opened the meeting with karakia and welcomed everyone to the meeting. Members of the Board and Council officers introduced themselves to the community members in attendance.

2 WHAKAPĀHA | APOLOGIES

There were no apologies.

3 TE TAUĀKĪ O TE WHAITAKE KI NGĀ MEA O TE RĀRANGI TAKE | DECLARATIONS OF INTEREST RELATING TO ITEMS ON THE AGENDA

Cam Butler declared an interest in the grant funding application from Te Ataarangi o Ōtaki as a member of their classes. The Chair noted he would abstain from voting and Simon Black, Deputy Chair, would chair that particular item.

4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME

Sara Velasquez spoke on behalf of Te Ataarangi o Ōtaki in support of their grant funding application and answered members' questions.

Jane Salby Paterson spoke on behalf of the Ōtaki bowling and pétanque club in support of their grant funding application and answered members' questions.

5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS

- (a) No leaves of absence were requested.
- (b) There were no matters of an urgent nature raised.
- (c) Community Board Members' Activities

The Chair, Cam Butler provided an update on his highlights since the last Board meeting, thanked Community Board members for their work last year and tabled email correspondence relating to the Kite Festival.

ŌTAKI COMMUNITY BOARD MEETING MINUTES

5 MARCH 2024

Chris Papps provided an update on her activities which included a new exhibition.

Simon Black noted that he and Cam Butler had met with Cr Josh Briggs (Hutt City Council) from Wainuiomata. Cr Briggs showed them around recent developments in the area and shared ideas about vision shaping, community funding and grants. Simon had also been involved in the formation of the new Ōtaki/Te Horo Business Network and had met with Henry Lawton who is leading the implementation of Te Reo and Te Ao Māori in ICT courses.

Jackie Elliott noted her involvement in organising the Community Boards Executive Committee (CBEC) conference and the establishment of the Te Horo/Ōtaki business association.

Cr Shelly Warwick noted her highlights included Waitangi Day celebrations in Waikanae and the Theo Araj Mural installation at Ōtaki Beach.

TABLED DOCUMENTS

The following documents were tabled.	
Appendices	
1	Email from Chair Cam Butler asking for a Kite Festival report to be in Agenda for next meeting.

6 HE KŌRERO HOU | UPDATES

6.1 ŌTAKI GROWTH INFRASTRUCTURE, RESERVOIR AND WASTEWATER UPDATE

Peter Bollman, Project Manager, Ōtaki Growth Infrastructure provided an update on the Ōtaki Reservoir project and answered members' questions.

<p>COMMITTEE RESOLUTION OCB2024/1</p> <p>Moved: Cr Shelly Warwick Seconder: Mr Simon Black</p> <p>That the Ōtaki Community Board:</p> <ul style="list-style-type: none"> A. Note that the earthworks component for the new Ōtaki reservoir at Te Manuao Rd is almost complete, with landscape planting due to commence in May/July 2024. B. Note that establishing the mains pipeline from the Reservoir down Te Manuao Rd to County Rd is now underway, and due to be completed in July 2024. C. Note that the physical construction of the Reservoir will commence in March 2024, and is due to be completed by the end of 2024. D. Note that tenders are due to be called for the establishment of a Wastewater Gravity Main along Mill Road and Aotaki Street to the Wastewater Treatment station. <p>CARRIED</p>
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ŌTAKI COMMUNITY BOARD MEETING MINUTES

5 MARCH 2024

7 PŪRONGO | REPORTS

7.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

COMMITTEE RESOLUTION OCB2024/2

Moved: Ms Christine Papps

Seconder: Mr Simon Black

That the Ōtaki Community Board approves a Community Grant of \$750.00 to the Ōtaki Bowling Club to assist with the cost of replacing the green edging.

CARRIED

COMMITTEE RESOLUTION OCB2024/3

LIE ON THE TABLE

Moved: Mr Simon Black

Seconder: Cr Shelly Warwick

The Board resolved to let the application for funding from Te Ataarangi ki Ōtaki lie on table until the next meeting and Council officers are to determine whether the application is within the same time period as last year's application.

CARRIED

Cam Butler abstained from voting on this item due to a conflict of interest and this item was chaired by Deputy Chair Simon Black.

8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

8.1 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION OCB2024/4

Moved: Mr Cam Butler

Seconder: Mr Simon Black

That the minutes of the Ōtaki Community Board meeting of 12 December 2023 be accepted as a true and correct record.

CARRIED

9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION

The Ōtaki Community Board noted and discussed the matters under action items.

ŌTAKI COMMUNITY BOARD MEETING MINUTES

5 MARCH 2024

10 CLOSING KARAKIA

The Poari ā-Hapori o Ōtaki | Ōtaki Community Board meeting closed with karakia at 8.39PM

.....
HEAMANA | CHAIRPERSON

Unconfirmed

9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

9.1 MATTERS UNDER ACTION

Author: Anna Smith, Senior Advisor, Democracy Services

Authoriser: Kris Pervan, Group Manager Strategy & Growth

TE PŪTAKE | PURPOSE

The purpose of this report is to present the Ōtaki Community Board with the updated matters under action (as of 9 April 2024) to review and note.

TAUNAKITANGA | RECOMMENDATIONS

That the Ōtaki Community Board notes the following matters under action.

Item	Date Raised	Target Date	Matter	Progress
1	April 2019	30 June 2025	Ōtaki Civic Theatre	The planning for the earthquake strengthening work is progressing with the developed designs currently being reviewed. Councils Property Team have been updating the Otaki Players Society and they have moved out of the theatre to enable the works to begin once consent and procurement processes have been completed. Initial scoping works have been carried out, moving to construction works following the Māoriland Festival.
2	September 2014	30 June 2024	Land Designation at Ōtaki Beach	No further updates – work continues around looking into the feasibility of the road stopping and reserve classification.
3	August 2023	TBC	Ōtaki Market Potholes	The shared path has now been installed along with a new crossover for the carpark and stormwater drainage system, this is working well and has removed the flooding problem near the carpark entrance. Regarding the carpark surfacing issue the next opportunity to address this would be during the revocation works latter in 2024. Council have expressed interest in

Item 9.1

Item	Date Raised	Target Date	Matter	Progress
				the land for a “public work”. The land hasn’t currently been declared surplus by NZTA, if it was declared surplus Council would need to provide a report to NZTA re our public work requirement. ŌCB to write formally to LINZ regarding Health and Safety issues presented by the lack of lighting in the railway station carpark.
4	March 2024	TBC	Weeds in Gutters/Drains	Provide report/update of services and maintenance through Tony Martin.
5	March 2024	TBC	Revocation Updates	

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