



# **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, 8 August 2023**

**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 8 August 2023, 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

## Te Raupapa Take | Order Of Business

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

Notification from Elected Members of:

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

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

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

**6      HE KŌRERO HOU | UPDATES**

Nil

## 7 PŪRONGO | REPORTS

### 7.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

Kaituhi | Author: **Kate Coutts, Democracy Services Advisor**

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 Music Matters to assist with the cost of promoting and running the Spring Sing 4 2023 concert in September.
- B. That the Ōtaki Community Board approves a Sporting Activity Grant of \$\_\_\_\_\_ to Anahera Roach Box to assist with the cost of attending and competing in the Christchurch Girls Rugby Festival in late September.
- C. That the Ōtaki Community Board approves a Sporting Activity Grant of \$\_\_\_\_\_ to Te Akau Pidduck to assist with the cost of the cost of attending and competing in the Christchurch Girls Rugby Festival in late September.
- D. That the Ōtaki Community Board notes the accountability reports received as attachments 9-10.

### TŪĀPAPA | BACKGROUND

- 4 This is the first 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 Three applications for funding have been received and are attached to this report (under separate cover) as Attachment 2-4. The applications are summarised below.

#### **Community Grant Fund**

- 8 Music Matters has applied for a Community Grant of \$500.00 to assist with the cost of promoting and running the Spring Sing 4 2023 concert in September.

#### **Sporting Activities Grant Fund**

- 9 Anahera Roach Box has applied for a Sporting Activity Grant of \$500.00 to assist with the cost of attending and competing in the Christchurch Girls Rugby Festival in late September.

- 10 Te Akau Pidduck has applied for a Sporting Activity Grant of \$500.00 to assist with the cost of attending and competing in the Christchurch Girls Rugby Festival in late September.

**Building and Resource Consent Fund**

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

**He take | Issues**

- 12 There are no issues to be considered.

**Ngā kōwhiringa | Options**

- 13 There are no options to be considered.

**Mana whenua**

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

**Panonitanga āhuarangi | Climate change**

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

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

- 16 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	2023/2024 budget allocation	Total allocated to date	Grant Money returned	Total unallocated to date
Community Grants Fund	\$13,741.00	-	-	\$13,741.00
Sporting Activity Grants Fund	\$6,304.00	-	-	\$6,304.00
Building & Resource Consent Grants Fund	\$6,304.00	-	-	\$6,304.00

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

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

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

- 18 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**

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

**Te mahere tūhono | Engagement planning**

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

**Whakatairanga | Publicity**

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

**NGĀ ĀPITI HANGA | ATTACHMENTS**

1. Ōtaki Community Board Grant Criteria [↓](#)
2. Community Grant Application - Music Matters (under separate cover) [⇒](#)
3. Sporting Activity Grant - Anahera Roach Box (under separate cover) [⇒](#)
4. Sporting Activity Grant - Te Akau Pidduck (under separate cover) [⇒](#)
5. Accountability Report - Ōtaki Canoe Club (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 **\$500.00**. Applicants can receive only one grant within a 12-month period.

Updated January 2023

## 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 **\$500.00**. 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:

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

or

[democracy.services@kapiticoast.govt.nz](mailto: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 **\$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 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:

Democracy Services Team Kāpiti Coast District Council Private Bag 60601 Paraparaumu 5254	or	democracy.services@kapiticoast.govt.nz
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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:** Kate Coutts, Democracy Services Advisor

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

#### **Taunakitanga | Recommendations**

That the minutes of the Ōtaki Community Board meeting of 20 June 2023 be accepted as a true and correct record.

#### **APPENDICES**

1. Ōtaki Community Board Minutes - 20 June 2023 [↓](#)

ŌTAKI COMMUNITY BOARD MEETING MINUTES

20 JUNE 2023

**MINUTES OF THE KĀPITI COAST DISTRICT COUNCIL  
ŌTAKI COMMUNITY BOARD MEETING  
HELD IN THE GERTRUDE ATMORE SUPPER ROOM, MEMORIAL HALL, MAIN STREET,  
ŌTAKI ON TUESDAY, 20 JUNE 2023 AT 7.05PM**

**PRESENT:** Mr Cam Butler, Mr Simon Black, Mrs Jackie Elliott, Ms Christine Papps, Cr Shelly Warwick

**IN ATTENDANCE:** Ms Kris Pervan, Ms Steffi Haefeli, Mr Jason Holland

**WHAKAPĀHA |** Nil  
**APOLOGIES:**

**LEAVE OF** Nil  
**ABSENCE:**

**1 NAU MAI | WELCOME**

The Chair welcomed everyone to the meeting and reminded members of the community of safety procedures and the meeting processes. He introduced all of the community board members and staff.

**2 WHAKAPĀHA | APOLOGIES**

None received.

**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 initiatives funding opportunity for Te Ataarangi o Ōtaki to be discussed by the board later in the meeting.

Councillor Shelly Warwick declared that she is a member of the Ōtaki Surf Lifesaving Club. Members discussed the declaration and the Chair ruled that she does not need to step back from the table due to being a standard member, and will not benefit from the grant.

**4 HE WĀ KŌRERO KI TE MAREA | PUBLIC SPEAKING TIME**

Karen Turner spoke to the funding application from Ōtaki Pickleball to support the purchase a couple of nets and bats. Karen answered members' questions.

Emma Whiterod spoke to the funding application from the Ngāti Raukawa Junior Girls Basketball Team to fund attendance at the Matariki Basketball tournament in Lower Hutt in July. Emma answered members' questions.

Barb Nixon, Hanna Wagner-Nicholls and Matt Brenin spoke to the funding application from Energise Ōtaki to assist with purchasing materials and products for the Warm Up Ōtaki programme. They answered members' questions.

Carrie Yaxley spoke to the finding application from the Ōtaki Surf Lifesaving Club to assist with purchase of flippers for the life guards. Carrie answered members' questions.

Les Church spoke to the funding application from Kāpiti Chorale to assist with the cost of hiring Te Raukura ki Kāpiti to hold their 40<sup>th</sup> anniversary concert. Les answered members' questions.

**ŌTAKI COMMUNITY BOARD MEETING MINUTES**

**20 JUNE 2023**

Maine Curtis spoke to the funding application from Waitohu School to support whanau in need in a discreet and mana enhancing way.

Moko Morris spoke to her initiatives funding application by a collective of kai support groups to assist with the purchase of a fridge and a support structure. Moko answered members' questions.

**6.1 UPDATE ON TAKUTAI KĀPITI**

This item was moved up.

Jason Holland, District Planning Manager, spoke on Takutai Kāpiti Coastal Advisory Panel, what it is, what it aims to achieve and upcoming community engagement by the independent panel. The aim of the panel is to come up with short, medium and long-term actions to respond to climate change and sea level rises affecting Kāpiti's coastal communities.

Jason mentioned the details for the upcoming community engagement session held at Ōtaki Baptist Church on Saturday morning 1 July 2023 at 10.30 am to 12.30pm.

He answered members' questions and the Chair thanked Jason for the update.

**5 NGĀ TAKE A NGĀ MEMA | MEMBERS' BUSINESS**

(a) Leave of Absence

None.

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

Additional late applications for funding were received from Waitohu school, Ōtaki school and the Ōtaki free food pantry. The Chair proposed that these applications would be considered as part of the consideration of applications for funding report item 7.1.

The Chair further noted that the board had remaining initiatives funds to allocate which he proposed the board should consider as an additional item 7.2.

**MOTION**

**COMMITTEE RESOLUTION OCB2023/26**

Moved: Mr Simon Black

Seconder: Mrs Jackie Elliott

The Chair asked that the community board accept the late funding applications from Te Kura o Ōtaki | Ōtaki School, Waitohu school and the Ōtaki Free Food Pantry. He also asked the board to accept that the initiatives funding disbursement will be discussed as item 7.2.

**CARRIED**

(c) Community Board Members' Activities

The board discussed their recent activities and two documents were tabled.

**TABLED DOCUMENTS – COMMUNITY BOARD MEMBERS' ACTIVITIES**

**Appendices**

1 Activity Report - Cam Butler

2 Activity Report - Simon Black

ŌTAKI COMMUNITY BOARD MEETING MINUTES

20 JUNE 2023

6 HE KŌRERO HOU | UPDATES

This item was moved to earlier in the meeting.

7 PŪRONGO | REPORTS

7.1 CONSIDERATION OF APPLICATIONS FOR FUNDING

The Community Board discussed all applications received.

**COMMITTEE RESOLUTION OCB2023/27**

Moved: Mr Cam Butler

Seconded: Ms Christine Papps

**TAUNAKITANGA | RECOMMENDATIONS**

That the Ōtaki Community Board approves a Building and Resource Consent Grant of \$1500.00 to Cobblers Lunch to assist with the cost of venue hire to operate their Thursday morning soup kitchen.

**CARRIED**

**COMMITTEE RESOLUTION OCB2023/28**

Moved: Cr Shelly Warwick

Seconded: Mr Cam Butler

That the Ōtaki Community Board approves that the surplus \$3804.00 remaining in the Building and Resource Consent Fund be moved to the Discretionary Grant Fund.

**CARRIED**

**COMMITTEE RESOLUTION OCB2023/29**

Moved: Mr Simon Black

Seconded: Mrs Jackie Elliott

That the Ōtaki Community Board approves a Sporting Activity Grant of \$812.00 to Ōtaki Pickleball to assist with the cost of purchasing equipment to start a weekday Pickleball Club.

That the Ōtaki Community Board approves a Sporting Activity Grant of \$950.00 to Ngāti Raukawa Junior Girls Basketball Team to assist with the cost of attending the Matariki Basketball Festival.

**CARRIED**

**COMMITTEE RESOLUTION OCB2023/30**

Moved: Mr Cam Butler

Seconded: Mrs Jackie Elliott

That the Ōtaki Community Board approves that the surplus \$1042.00 remaining in the Sporting Activity Grant Fund be moved to the Discretionary Grant Fund.

**CARRIED**

The board then proceeded to discuss the discretionary fund applications. The discussion included applications from Kāpiti Chorale Inc, the Ōtaki Surf Lifesaving Club, Energise Ōtaki, and Te Kura-

**ŌTAKI COMMUNITY BOARD MEETING MINUTES**

**20 JUNE 2023**

ā-iwi o Whakatupurana rua mano as well as the applications received after the agenda had been published from the Waitohu school, Ōtaki school and the Ōtaki free food pantry.

A funding application from the Ōtaki College was left to lie on the table at the last meeting and was reconsidered by the board.

The board noted that they had also reached out to Te Rito and St Peters Chanel to send in an application for funding which were not received at the time of the meeting.

**COMMITTEE RESOLUTION OCB2023/31**

Moved: Mr Cam Butler

Seconder: Ms Christine Papps

That the Ōtaki Community Board approves the following Community Grant funds:

- \$293.00 to Kāpiti Chorale Inc to assist with the cost of hiring Te Raukura ki Kāpiti to hold the Chorale's 40th anniversary concert, "Pirate Girls."
- \$2,000.00 to Ōtaki College to assist with the purchase of essential supplies for students.
- \$2,000.00 to Te Kura-ā-iwi o Whakatupuranga Rua Mano to assist with the cost of supporting families to purchase sports uniforms and partake in sports events.
- \$2,000.00 to Waitohu School to assist with supporting whanau in need.
- \$2,000.00 to Ōtaki School to assist with supporting whanau in need.
- \$1,300.00 to Otaki Surf Lifesaving Club to assist with the cost of purchasing 'surf fins' for the Ōtaki Surf Lifesaving Club lifeguards.
- \$2,500.00 to Energise Ōtaki to assist with the cost of purchasing material and products for the Warm Up Ōtaki programme.
- \$2,000.00 to Ōtaki Free Food Pantry to assist with the cost of purchasing foodstuffs for families.

**CARRIED**

Additional item 7.2 Initiatives Fund Considerations was added as foreshadowed by the Chair.

**7.2 INITIATIVES FUNDING**

The board discussed the allocation of the remaining initiatives grant funds.

Cam Butler stepped away from the discussion on approving funds for Te Ataarangi o Ōtaki, as he had declared an interest.

**COMMITTEE RESOLUTION OCB2023/32**

Moved: Ms Christine Papps

Seconder: Cr Shelly Warwick

That the Ōtaki Community Board approves an Initiatives Grant of \$500.00 to Te Ataarangi o Ōtaki to assist with hosting a Wellington wide wananga in August.

**CARRIED**

**COMMITTEE RESOLUTION OCB2023/33**

Moved: Mr Cam Butler

ŌTAKI COMMUNITY BOARD MEETING MINUTES

20 JUNE 2023

Seconder: Mr Simon Black

That the Ōtaki Community Board approves the following Initiatives Grant funds:

- \$679.96 to purchase of solar chargers and batteries for the Ōtaki Community Emergency Hub kits.
- \$1,500.00 to Stowers and Web2Print for the purchase of containers and labels.
- \$9,000.00 to Theo Arraj to paint a mural in the Ōtaki Community.
- \$2,873.94 to Kāpiti Youth Support to assist with graffiti removal in Ōtaki.
- \$1,258.10 to the Ōtaki Sports Club for signage and rebranding.
- \$5,000.00 to Ngā Hapū o Ōtaki to assist Moko Morris' community food supply initiative.

**CARRIED**

## 8 TE WHAKAŪ I NGĀ ĀMIKI | CONFIRMATION OF MINUTES

### 8.1 CONFIRMATION OF MINUTES

#### COMMITTEE RESOLUTION OCB2023/34

Moved: Ms Christine Papps

Seconder: Mr Simon Black

That the minutes of the Ōtaki Community Board meeting of 9 May 2023 be accepted as a true and correct record.

**CARRIED**

## 9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION

### 9.1 MATTERS UNDER ACTION

Kris Pervan, Group Manager Strategy and Growth provided updates to the board on specific questions raised by the board at the last meeting.

- Large Puddles/Potholes in the market place opposite the New World Supermarket - Currently this land belongs to NZTA and the puddles/potholes have been an ongoing issue. This area will transfer across to Council as part of revocation and will be repaired to an acceptable condition prior to hand over. Council Officers will pass on the complaint to NZTA in the interim.
- Lighting under the building awnings along the main street - The lighting belongs to the property owners. Council does not have a lot of control over their condition as they are not Council assets. Council Officers will raise this as part of ongoing discussions with retailers through this area.
- Heritage trail monument dedicated to the aviator "Will Scotland" - The Memorial remains on site and Council is not aware of any change to its location.

ŌTAKI COMMUNITY BOARD MEETING MINUTES

20 JUNE 2023

**MOTION**

**COMMITTEE RESOLUTION OCB2023/35**

Moved: Mr Cam Butler

Seconder: Mr Simon Black

That the Ōtaki Community Board continue with the meeting without taking a break after two hours.

**CARRIED**

The board discussed the matters under actions and the chair noted that Ngā Hapū o Ōtaki have advised that they would like to be involved in the Huratai Park Signage discussions.

The Poari ā-Hapori o Ōtaki | Ōtaki Community Board meeting closed at 9.09pm.

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HEAMANA | CHAIRPERSON

**9 NGĀ TAKE E MAHIA ANA | MATTERS UNDER ACTION****9.1 MATTERS UNDER ACTION**

**Author:** Kate Coutts, Democracy Services Advisor

**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 2 August 2023) 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	July 2018	TBC	Winstone Lake easement	C35 is now operational.
2	April 2019	30 June 2025	Ōtaki Civic Theatre	Planning and engagement is underway for improving this building.
3	September 2019	30 June 2023	Haruatai Park signage	No further changes to signage are planned at this stage – the next stage will be subsumed into wider work around Haruatai as a destination park.
4	September 2014	30 June 2024	Land Designation at Ōtaki Beach	Work is underway regarding the designation and road stopping process.

Item 9.1

