

MINUTES	MEETING HELD ON	TIME
<b>ŌTAKI COMMUNITY BOARD</b>	<b>TUESDAY, 11 JUNE 2019</b>	<b>7.00 PM</b>

MINUTES of a six-weekly meeting of the **Ōtaki Community Board** held in the Gertrude Atmore Supper Room, Memorial Hall, Main Street, Ōtaki on **Tuesday, 11 June 2019** commencing at **7.00 pm**.

PRESENT:	Ms	C	Papps	Chair
	Ms	S	Warwick	
	Cr	J	Cootes	
	Mr	K	Bevan	
IN ATTENDANCE	Mrs	J	McDougall	Group Manager People and Partnerships
	Mrs	S	Shaw	Executive Secretary
	Mr	W	Meyer	Infrastructure Technology Team Leader
APOLOGIES	Ms	M	Stevens	Deputy Chair

The Chair welcomed everyone to the meeting, including the media.

OCB 19/06/183

#### **APOLOGIES**

##### **MOVED (Cootes/Warwick)**

**That an apology had been received from Marilyn Stevens.**

##### **CARRIED**

An apology from the Mayor was also noted.

OCB 19/06/184

#### **PRESENTATION: OTAKI ZERO WASTE GROUP**

Jamie Bull, Drew McKenzie and Anthony Ryan from the Zero Waste Otaki Group provided an update to the Board.

Following on from the Transition Town Otaki's waste management forum "What a load of Rubbish" in 2018, a community group was established with the role to promote and work towards Zero Waste Otaki.

They are in the process of starting their first upcycling, recycling, reusing initiative at the Otaki Transfer Station. It will be domestic wood recycling and will initially be run by volunteers but the goal will be to employ workers. They have been working with Mathew Luxon of Envision to develop their vision, business plan and health and safety plan and have also had meetings with MidWest Disposals, Envirowaste and Kapiti Coast District Council staff who are supportive of this initiative.

This initiative will start off with being open once a month and then will extend its hours. The group is also going to work with Otaki Menzshed on upcycling products.

The Zero Waste Group Otaki also spoke to their grant application which is Item 9 on the agenda.

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**PRESENTATION: GATEWAYS STEERING GROUP**

Cr Cootes introduced this presentation and provided some background on the Gateways Steering Group and who the members were. He provided a design of what the sculptures will look like and noted that they would be positioned at the northern and southern ends of Otaki.

The group's brief was to create a gateway artwork that:

- created a sense of arrival (Otaki/Wellington), a memorable event along a journey or a distinctive marker to help road users know where they are;
- was a simple, iconic feature that people want to stop and photograph;
- captures history of Otaki and all early residents, Maori, Whaler's, Chinese etc – who we are and where we came from;
- get people to slow down and visit the town, use its amenities, support its economy and local jobs;
- simple, elegant, beautiful, iconic, something the community can be proud of.

Mr Glen Prince from NZTA talked about creating some elegant landmarks and encouraging people to visit the community of Ōtaki. The agency is providing the resources to design and build the project.

Ms Papps spoke about how the Otaki Community will be encouraged to create a time capsule which will be put at both sculptures, and this will be started next year.

Cr Cootes extended the Board's thanks to the Mr Prince and the team at NZTA and Fletchers for all the work they have done around this project.

OCB 19/06/186

**UPDATE: GRAFFITI ERADICATION PROJECT**

Mr Terry Poko provided an update on the Graffiti Eradication Project. The Board has previously had some concerns around the Graffiti around Otaki on private and public properties. The Council assists in removing Graffiti on public property but not private property. In 2018 KYS were approached to assist with graffiti removal in Otaki on private properties.

Mr Poko is in discussions with Council staff about continuing this work in Otaki.

Cr Cootes noted he was pleased to see the project come to fruition.

OCB 19/06/187

**UPDATE: WIFI IN MAIN STREET**

Mr Will Meyer provided an update on installation of Wifi on the Main Street.

- an external vendor has been brought in and scoped out the best positions and access points;
- equipment has been purchased and installation organised and connectivity has been organised;
- verbal tentative agreements have been made with two businesses, a memorandum of understanding has been sent aswell;
- documentation about the installation process has been provided to the two businesses.

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- what still needs to be done is to receive the signed MOU's, set installation dates for radios and Chorus to finalise internet access link.

When users look for the Wi Fi, it will come up as Otaki Public Wi-Fi. There will be no password for the Wi-Fi, instead it will present a website with an agreement that people will need to accept.

Cr Cootes extended the Boards thanks to staff for the work that has been done around this project and noted again that it was good to see the project finally completed.

CB 19/06/188

### **PUBLIC SPEAKING TIME**

1. David Rumsey, on behalf of Energise Otaki spoke to their grant application.
2. Frances Tull, on behalf of the Otaki/Te Horo Ukuleles spoke to their grant application and sang to the Board.
3. Michelle Baker, on behalf of the Otaki Women's Health Group spoke to their grant application.
4. Kirsty Doyle, Nathan Fulford and Kiri Winiata-Enoka, on behalf of Otaki College spoke to their grant applications for the Basketball team and Netball team.
5. Jean Chamberlain, on behalf of the Citizens Advice Bureau Otaki spoke to their grant application.
6. Di Buchan, on behalf of the Friends of the Otaki Rotunda spoke to their grant application.
7. Gillian Gordon, on behalf of the Otaki College Japanese Trip thanked the Board for the grant they received to help with the costs for their trip.
8. Patrick Joss thanked the Board for the grant he had received

OCB 19/06/189

### **MEMBERS' BUSINESS**

**(a) Public Speaking Time Oral Submissions – Responses**

There were none

**(b) Leave of Absence**

There was no leave of absence.

**(c) Matters of an Urgent Nature**

There were none.

**(d) Declarations of Interest**

Ms Papps declared a conflict in regards to the Friends of the Otaki Rotunda grant application as she is on the Committee and indicated she would not participate in the voting and discussion.

Ms Warwick declared a conflict in regards to the Energise Otaki grant application and Otaki Women's Health Group grant application and indicated she would not participate in the voting and discussion.

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OCB 19/04/190

**CONSIDERATION OF APPLICATIONS FOR FUNDING (SP-19-821)**

It was noted that this was the last meeting for the 2018/2019 financial year.

**MOVED (Papps/Cootes)**

**That the Ōtaki Community Board approves a Community Grant of \$500.00 to the Otaki/Te Horo Ukuleles to help with the costs of room rental for their practice.**

**CARRIED**

**MOVED (Cootes/Warwick)**

**That the Ōtaki Community Board approves a Community Grant of \$747.20 to the Citizens Advice Bureau Otaki to help with the costs of sending three volunteers to train as budgeters.**

**CARRIED**

**MOVED (Cootes/Bevan)**

**That the Ōtaki Community Board approves a Community Grant of \$641.00 to the Friends of the Otaki Rotunda to help with the costs of setting up the group.**

**CARRIED**

It was noted that the Chair had a conflict of interest in Friends of the Otaki Rotunda application and did not participate in discussion or voting.

**MOVED (Papps/Cootes)**

**That the Ōtaki Community Board approves a Community Grant of \$1,200.00. to the Energise Otaki to help with the costs of purchasing hardware and software to assist with monitoring the Solar Thermal System and Photovoltaic System at Otaki College.**

**CARRIED**

It was noted that the Ms Warwick had a conflict of interest in the Energise Otaki application and did not participate in discussion or voting.

**MOVED (Cootes/Papps)**

**That the Ōtaki Community Board approves a Community Grant of \$695.02 to Zero Waste Otaki to help with the costs of their upcycling, recycling, reusing initiative at the Otaki Transfer station.**

**CARRIED**

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It was noted that the Otaki Women's Health group late application was approved by the Chair to come to this meeting.

**MOVED (Cootes/Bevan)**

**That the Ōtaki Community Board approves a Community Grant of \$655.00 to the Otaki Women's Health Group to help with the costs of compiling the Otaki Community Directory.**

**CARRIED**

It was noted that the Ms Warwick had a conflict of interest in the Otaki Women's Health Group application and did not participate in discussion or voting.

**MOVED (Bevan/Warwick)**

**That the Ōtaki Community Board approves a Sporting Activity Grant of \$400.00 to the Otaki College Netball team to help with the costs of attending the Winter Tournament in Wellington.**

**That the Ōtaki Community Board approves a Sporting Activity Grant of \$400.00 to the Otaki College Senior Boys Basketball team to help with the costs of attending the Winter Tournament in Palmerston North.**

**CARRIED**

OCB 19/06/191

**2019 LOCAL BODY ELECTIONS – PRE-ELECTION BRIEFING (PP-19-796)**

Ms McDougall spoke to this report.

**MOVED (Papps/Cootes)**

**That the Ōtaki Community Board notes the information provided in report PP-19-796.**

**CARRIED**

OCB 19/06/192

**COMMUNITY BOARD MEMBERS' ACTIVITIES**

Chris Papps had circulated a copy of her activities by email and provided an update on that she had seen a mobile BNZ bank trailer in Otaki. It will be onsite in Otaki providing internet banking facilities, loans and other services but they will not have cash onsite. This trailer will also be visiting other towns in the lower north island and providing this service.

Shelly Warwick had circulated a copy of her activities and provided an update on

- attended the Road Safety Advisory group and had discussions around the possibility of bringing driver licensing to Otaki to assist youth and others with getting their licenses;
- attended a meeting with the Masonic Villages about bringing elderly care services to Otaki;
- attended a meeting with the Mayor and Chief Executive in Otaki with the Board;
- attended the Health and Wellbeing forum on 16 May, 40 people attended this;

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- The 'Get Welly moving' proposal has been announced, which includes that Greater Wellington Regional Council has committed \$30 million, in part towards replacing the Capital Connection.

Ms Warwick tabled the following motion:

That the Otaki Community Board endorses that GWRC has committed \$30 million, in part towards replacing the Capital Connection, in their 2018 LTP, Subject to government financial support, and to state our willingness to help lobby government for their support. We appreciate GWRC for progressing plans for better public transport to Otaki.

The Board had discussions around the announcement with the "Get Welly Moving" and what has happened previously, the Board has previously submitted through the Greater Wellington Regional Council (GWRC) Long Term Plan and have had discussions with GWRC.

The motion was not put due to the lack of a seconder.

Kerry Bevan provided an update that he had attended museum meetings, they are developing a new area in the museum which will be a public research area.

James Cootes had circulated a copy of his activities and provided an update on

- the Elevate Otaki Public forum on 19 June at the Maoriland Hub;
- discussions with Council staff re bin clips on the rubbish bins – one operator might be offering this service;
- Cr Cootes has been in further discussions with staff on the matter of Te Horo Beach \$85k "Tennis Court" funding. and it is still unresolved. Cr Cootes concern is that the money remains "ringfenced" as per the original commitment and that the Te Horo beach community doesn't have to submit into an Annual Plan for Council consideration. He is still waiting on an answer on the Reserve Fund money and also around the \$85k
- Friends of Te Horo Beach are progressing with their community noticeboards;
- attended the 'Get Welly Moving' briefing;
- attended Kapiti Youth Council meeting and noted that theres a sub group formed for Otaki;
- Tasman Road speedhump –have liaised with Council staff as the bump was too high, they liaised with the contractors and this has now been fixed.

The Board requested that Kelly Isles from Mid Central District Health Board come to the next meeting and provide an update on where they are at with the locality plan.

OCB 19/06/193

#### **UPDATE: ELEVATE ŌTAKI**

Cr Cootes provided the following updates around Elevate Otaki:

- the Otaki Identity Project is holding a forum on the 19 June from 5.30-8.00pm for the Community to engage with the Identity project, this will be held at the Maoriland Hub;
- the Otaki brochure has been finalised and will be going to print shortly;
- the Otaki Ambassadors project is continuing;
- there will be a survey completed with retailers.

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**CONFIRMATION OF MINUTES – 30 APRIL 2019**

**MOVED (Cootes/Bevan)**

**That the amended minutes of the 30 April 2019 meeting of the Ōtaki Community Board be confirmed as a true and accurate record.**

**CARRIED**

Mrs McDougall to follow up with staff around Cr Cootes questions on the Reserves Fund.

OCB 19/06/195

**MATTERS UNDER ACTION**

Tasman Road

The Tasman Road speed hump has been completed. The Tasman Road footpath upgrade will commence in June and continue into next financial year. The improved crossing at Robert Mckeen Street will be undertaken as part of next financial years minor safety works, and will be completed in conjunction with the Tasman Road shared path works.

The Board thanked Council staff for their work with this project.

Tennis Courts

Council staff are nearing completion of the discussion to get the MoU signed following numerous conversations with the club. They are hoping to have this done by the end of June.

Ōtaki Railway Station

There had been differing quotes from suppliers for the same work, the tender scope had now been narrowed to more clearly define the required scope of work and LINZ had gone out again for new quotes.

Winstones Lake easement

GWRC still has not received the PP20 report by Opus on investigations around long-term access to the area, primarily connecting the Expressway and Te Roto Road. When this is available we expect that the Community Board would be consulted on the report.

Discussions are still to be held with the various parties involved around land ownership, construction, maintenance and ongoing management.

Free Wifi on the Main Street, Ōtaki

There are some physical works required from the road to the Library building, once complete the fibre will be run and connected. The sites for the four wifi access points have been finalised and a Memorandum of Understanding drawn up and sent to the shop owners of Main St Bakery and Four Square Otaki for review and signing. Once the signed documents have been returned the Wifi access points will be installed and the public wifi system can be commissioned and tested. The project is on track to be completed by the end of June.

Parking around Otaki Library including the carpark

Council staff are investigating the issue.

Otaki Civic Theatre

Roof repairs at approx. \$9k were undertaken in July last year as a consequence of roof leaks. There have been no recent reports of any leaks provided to the Property team.

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The building has a seismic rating of 36% NBS. Following a Strategy and Policy meeting in July last year it was agreed that the Theatre would be prioritised for renewal. It is intended that the Theatre will be included in the first round of full condition surveys when that contract is let following a Procurement Process, this forms part of our integrated approach to property asset management referred to above.

The Board asked what is the process around renewals and is there a date that this will be done by?

The Chair asked for the following to be added to matters under action:

- maintenance schedule and progress report for the Council flats in Otaki and are they offering tenants the new flats that have been renovated.

Ms Warwick asked for an update around the carpark at the Otaki RSA and when the curb and channelling was going to be done to make the entry smaller at the entry to the carpark?

The Ōtaki Community Board meeting closed at 9.08pm

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Chairperson

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Date