



Far North  
District Council



Te Kaunihera o Tai Tokerau ki te Raki

# AGENDA

## Bay of Islands-Whangaroa Community Board Meeting

**Thursday, 4 August 2022**

**Time:** 10:00 am

**Location:** Via Microsoft Teams

**Membership:**

Chairperson Belinda Ward  
Deputy Chairperson Frank Owen  
Member Lane Ayr  
Member Manuela Gmuer-Hornell  
Member Bruce Mills  
Member Manuwai Wells  
Member Dave Hookway-Kopa  
Member Rachel Smith

**The Local Government Act 2002 states the role of a Community Board is to:**

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

**Council Delegations to Community Boards - January 2013**

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated stormwater systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

**Exclusions:** *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitaia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

Set local priorities for minor capital works in accordance with existing strategies,

1. Recommend local service levels and asset development priorities for civic amenities as part of the Annual Plan and Long Term Plan processes.
2. Reallocate capital budgets within the Annual Plan of up to 5% for any specific civic amenity, provided that the overall activity budgetary targets are met.
3. Make grants from the allocated Community Funds in accordance with policy 3209, and the SPARC/Sport Northland Rural Travel fund in accordance with the criteria set by the respective body, and, for the Bay of Islands-Whangaroa Community Board, the power to allocate the Hundertwasser Donations Account.
4. Provide comment to council staff on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.
5. To hold, or participate in hearings, as the Council considers appropriate, in relation to submissions pertinent to their community made to plans and strategies including the Long Term Plan and Annual Plan, and if appropriate recommend decisions to the Council.

6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan and make recommendations to the Council.
7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centres.
8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977 and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
  - a) Control of Use of Public Spaces – Dispensations on signs
  - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
  - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
  - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
  - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
18. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
19. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.

20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

### Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Māori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
  - a) Holding a Community forum prior to Board meetings
  - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

### Protocols

In supporting Community Boards to fulfil their role, the Council will:

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards I to assess the 'State of the Wards & District' to establish spending priorities.
3. Prior to decision-making, seek and include 'Community Board views' in Council reports in relation to:
  - a) the disposal and purchase of land
  - b) proposals to acquire or dispose of reserves
  - c) representation reviews
  - d) development of new maritime facilities
  - e) community development plans and structure plans
  - f) removal and protection of trees
  - g) local economic development initiatives
  - h) changes to the Resource Management Plan
4. Organise and host quarterly meetings between Boards, the CEO and senior management staff.
5. Prepare an induction/familiarisation process targeting new members in particular early in the term.
6. Support Board members to arrange meetings with local agencies and service clubs to place more emphasis on partnerships and raising profile of the Boards as community leaders.
7. Permit Board chairperson (or nominated member) speaking rights at Council meetings.
8. Help Boards to implement local community projects.
9. Arrange for Infrastructure and Asset Management Staff to meet with the Community Boards in September each year to agree the capital works for the forthcoming year for input into the Annual or Long Term Plan.
10. Provide information.

**Far North District Council**  
**Bay of Islands-Whangaroa Community Board Meeting**  
**will be held Virtually via Microsoft Teams on:**  
**Thursday 4 August 2022 at 10:00 am**

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**Te Paeroa Mahi / Order of Business**

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## 1 KARAKIA TIMATANGA / OPENING PRAYER

“Ka tuku mātou kia kaha mai ngā māngai kua whiriwhirihia mō Te Kaunihera o Tai Tokerau ki te Raki ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono”.

We ask that through the boards discussions and decisions the representatives elected may advocate on behalf of the Bay of Islands-Whangaroa community with aroha, imagination, skill and wisdom to achieve a fairer and more united community that enhances the wellbeing of the community and solves the community's problems efficiently and effectively.

## 2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

## 3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

**AnneMaree Mills** regarding the Kerikeri Township Reserve/s Dog Walking Options

## 4 NGĀ TONO KŌRERO / DEPUTATION

**CHRISTINE HAWTHORN** (LANDSCAPE ARCHITECT) REGARDING RESERVES

**REX WILSON** AND TWO OTHERS TO SPEAK IN FAVOUR TO THE PETITION AT ITEM 8.3

**JULIE CUNNINGHAM** AND ONE OTHER TO SPEAK AGAINST THE PETITION AT ITEM 8.3

## 5 NGĀ KAIKŌRERO / SPEAKERS

Representatives from the following funding applications:

**Caroline Armstrong** representing the Bay of Islands Arts Festival Trust for item 7.2 a

**Isobelle Cherrington** representing the Kawakawa Museum for item 7.2 d

## 6 CONFIRMATION OF PREVIOUS MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A3538446

**Author:** Joshna Panday, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow the Bay of Islands-Whangaroa Community Board to confirm that the minutes are a true and correct record of the previous meeting.

#### NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held on 7 July 2022 are a true and correct record.

#### 1) TE TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 clause 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

#### 2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

#### Te Take Tūtohunga / Reason for the recommendation

The reason for the recommendation is to confirm the minutes as a true and correct record of the previous meeting.

#### 3) NGĀ PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision.

#### NGĀ ĀPITIHINGA / ATTACHMENTS

1. **2022-07-07 Bay of Islands-Whangaroa Community Board Minutes [A3778657] - A3778657**  



**Te Hōtaka Take Ōkawa / Compliance schedule:**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Te Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as art of the individuals report.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications requiring input from the Chief Financial Officer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Bay of Islands-Whangaroa Community Board Meeting Minutes

7 July 2022

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON THURSDAY, 7 JULY 2022 AT 10:00 AM**

**PRESENT:** Chairperson Belinda Ward, Member Lane Ayr, Member Bruce Mills, Member Frank Owen, Member Manuwai Wells, Member Dave Hookway-Kopa, Member Rachel Smith

**IN ATTENDANCE:** Councillor David Clendon

**STAFF PRESENT:** Joshna Panday, Rhonda-May Whiu, Kathryn Trewin

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Belinda Ward opened the meeting with a karakia.

**2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

No conflicts of interest were noted. Refer to the end of the minutes for apologies.

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

There were no public forum speakers

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations

**5 NGĀ KAIKŌRERO / SPEAKERS**

Jaime Pavlicevic from Kerikeri Gymnastics Club spoke regarding item 7.4b funding application

Russell Shaw and Tracy Wakeford from Kerikeri Rifle and Pistol Club spoke regarding item 7.4c funding application

Charles Parker and Hellen McNeil from Bay of Islands Yacht Club spoke regarding item 7.4d funding application

Lorraine Goulton from Whangaroa County Museum and Archives spoke regarding item 7.4f funding application

Teresa Wakelin for Kerikeri Theatre Company spoke regarding item 7.4e funding application

**6 CONFIRMATION OF PREVIOUS MINUTES**

**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3538442, pages 10 - 21 refers

**RESOLUTION 2022/47**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 2 June 2022 are a true and correct record.**

Bay of Islands-Whangaroa Community Board Meeting Minutes

7 July 2022

<u>In Favour:</u>	Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa
<u>Against:</u>	Nil
<u>Abstained:</u>	Rachel Smith
<b>CARRIED</b>	

## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A3702463, pages 22 - 28 refers

<b>RESOLUTION 2022/48</b>	
Moved:	Member Frank Owen
Seconded:	Member Manuwai Wells
<b>That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Deputy Chair Frank Owen, and member Manuela Gmuer-Hornell.</b>	
<u>In Favour:</u>	Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa
<u>Against:</u>	Nil
<u>Abstained:</u>	Rachel Smith
<b>CARRIED</b>	

### 7.3 PROJECT FUNDING REPORTS

Agenda item 7.3 document number A3760774, pages 49 - 67 refers

<b>RESOLUTION 2022/49</b>	
Moved:	Member Dave Hookway-Kopa
Seconded:	Member Manuwai Wells
<b>That the Bay of Islands-Whangaroa Community Board note the project report received from:</b>	
a) <b>Kerikeri Gymnastics Club</b>	
b) <b>Kerikeri Paddlers</b>	
c) <b>Youthline</b>	
<u>In Favour:</u>	Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen and Manuwai Wells
<u>Against:</u>	Nil
<u>Abstained:</u>	Dave Hookway-Kopa (Dissatisfied with the level of details provided by the Kerikeri Gymnastics Club) and Rachel Smith
<b>CARRIED</b>	















## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A3786937

**Author:** Joshna Panday, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

#### NGĀ TŪTOHUNGA / RECOMMENDATION

**That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Deputy Chair Frank Owen and Member Lane Ayr.**

#### TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

Resource Consents for the Bay of Islands-Whangaroa Ward have been emailed to members.

#### TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The reports from the Chairperson and Members provide information to community on these requirements. They also provide Request for Service (RFS) information on issues of interest or concern to the Community Board, providing a reference for further enquiry on the progress of the matters raised. The report from the Chairperson and members are attached.

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.

#### REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

#### NGĀ PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

#### NGĀ ĀPITI HANGA / ATTACHMENTS

1. **Chairperson Belinda Ward Report - A3799523** [↓](#) 
2. **Deputy Chairperson Frank Owen Report - A3799524** [↓](#) 
3. **Member Lane Ayr Report - A3799525** [↓](#) 



































**7.2 FUNDING APPLICATIONS****File Number: A3798630****Author: Kathryn Trewin, Funding Advisor****Authoriser: Ana Mules, Team Leader - Community Development and Investment****TAKE PŪRONGO / PURPOSE OF THE REPORT**

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 4 August 2022 meeting.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Four new applications have been received, requesting \$14,317.
- The Board has \$164,314 available to allocate.
- The Board also has \$100,000 for placemaking funding to grant in the 2022/23 financial year.

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- a) **approves the sum of \$5,128 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Arts Festival for costs towards 2022/23 Arts Festival to meet the following Community Outcomes:**
- i) **Communities that are healthy, safe, connected and sustainable**
  - ii) **Proud, vibrant communities**

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- b) **approves the sum of \$2,909 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Rotary Club for costs towards 2022 Colour Run to meet the following Community Outcomes:**
- i) **Communities that are healthy, safe, connected and sustainable**
  - ii) **Proud, vibrant communities**

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- c) **approves the sum of \$2,000 (plus GST if applicable) be paid from the Board's Community Fund account to Our Kerikeri Community Trust for costs towards Northland Chess Championship to meet the following Community Outcomes:**
- i) **Communities that are healthy, safe, connected and sustainable**
  - ii) **Proud, vibrant communities**

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- d) approves the sum of \$4,280 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Museum for costs towards purchasing a photocopier to meet the following Community Outcomes:**
  - i) Communities that are healthy, safe, connected and sustainable**
  - ii) Proud, vibrant communities**

**1) TĀHUHU KŌRERO / BACKGROUND**

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the LTP and all provisions listed on the application form.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

<b>Applicant</b>	<b>Project</b>	<b>Requested</b>	<b>Recommended</b>	<b>Comments</b>	<b>Community Outcome(s)</b>	<b>Type</b>
Bay of Islands Arts Festival Trust	2022 Arts Festival	\$5,128	\$5,128	The applicant was granted \$5,000 from the 2021/22 Events Investment fund for festival, which was then delayed due to covid. It has been recommended that the applicant apply to Events Investment fund for additional funding, but this has not yet been received at the time of writing this report.	<ul style="list-style-type: none"> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event
Bay of Islands Rotary Club	2022 Colour Run	\$2,909	\$2,909	This is an annual event that has not been funded by the Board previously. The club ran the event in 2021 (between lockdowns) and is keen to run it again this year.	<ul style="list-style-type: none"> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event
Our Kerikeri Community Trust	Northland Chess Championship	\$2,000	\$2,000	This event is for the whole of Northland and it is noted that the applicant is including buses to and from Kaitaia to allow participants from across the district to participate.	<ul style="list-style-type: none"> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event
Kawakawa Museum	Photocopier purchase	\$4,4280	\$4,4280	The museum, which is run by volunteers, is looking for assistance to fund the purchase of photocopier.	<ul style="list-style-type: none"> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Infrastructure

**Take Tūtohunga / Reason for the recommendation**

The applicant was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

**Option 1** Authorise funding for the full amount requested

**Option 2** Authorise partial funding

**Option 3** Decline funding

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

**3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.

**ĀPITIHANGA / ATTACHMENTS**

1. **Bay of Islands Arts Festival - A3797698** [↓](#) 
2. **Bay of Islands Rotary - Colour Run - A3797699** [↓](#) 
3. **Our Kerikeri - Northland Chess - A3797702** [↓](#) 
4. **Kawakawa Museum - Copier - A3797697** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	No implications for Māori in relation to land and/or water.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in the application.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.





































































### 7.3 PROJECT FUNDING REPORTS

**File Number:** A3798670

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Ana Mules, Team Leader - Community Development and Investment

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Community Board's Local Grant Fund must complete and submit a project report no later than two months after the completion of their project.

#### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the project report received from:

- a) Northland Community Family Services

#### 1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

#### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

It is noted that the Board requested further information regarding the report from Te Ruapekapeka Trust, as when the funding was granted, the applicant indicated that they were anticipating funding from another source that would mean that the Board's funding would not be required. The applicant has still not responded to emails or phone calls at time of report writing to advise of the actual situation. The Funding Advisor will continue in efforts to get a response for the Board.

#### Take Tūtohunga / Reason for the recommendation

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

#### 3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

#### ĀPITIHINGA / ATTACHMENTS

1. Northland Community Family Services - A3797701 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	No implications for Māori in relation to land and/or water.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in the application.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.













## **8 INFORMATION REPORTS**

### **8.1 COMPACTOR FOR PUBLIC RUBBISH DISPOSAL**

**File Number:** A3775632

**Author:** Simon Millichamp, Solid Waste Engineer

**Authoriser:** Andy Finch, General Manager - Infrastructure and Asset Management

#### **TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide information on standalone solar power rubbish compactors to receive bagged rubbish in public places.

#### **WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Illegal dumping is common at kerbside collection points and at coastal communities where maritime rubbish is problematic.
- Illegal dumping sits at these sites for extended periods before collection. It is unsightly and unhygienic.
- It has been suggested that mobile solar powered rubbish compactors (MRC's) will alleviate illegal dumping problems.
- Similar rubbish receptacles have been trialled by FNDC and are currently used by other Councils
- Capital and maintenance costs for MRC's are high.
- All three Councils report that Illegal dumping continues despite the provision of MRC's and at times becomes worse.

#### **TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board receive the report Compactor for public Rubbish Disposal .**

## **TĀHUHU KŌRERO / BACKGROUND**

Illegal dumping is common at kerbside collection points and at coastal communities such as Russell where maritime rubbish is problematic.

There are 2 fundamental problems at both these kinds of sites:

1. Bags placed before collection day sit at these sites for extended periods before collection. Not only is this unsightly, but the bags also attract rats and dogs.
2. Rubbish placed is often not in pre-paid kerbside bags, so FNDC pays for the cost of disposal

### **Kerbside Collection Points**

Kerbside services are contracted out to private companies. There are no provisions for providing these services in the current solid waste plan or contracts.

Northland Waste Ltd and Waste Management Ltd provide user pay kerbside services in areas that they select and generally only service roads that are economically viable.

Issues developed as residents and others dropped rubbish bags on the nearest road where there was a kerbside service. Unofficial collection points developed because of this.

Council has some control over limited aspects of these services through the Solid Waste Bylaw. Public consultation was carried out in the development of the bylaw and as a result, approved collection points were established with the relevant waste companies being responsible for:

- erecting signage that clearly informs public when to place waste for collection (in response to bags being dumped at the end of roads with no collection service) and
- clearing collection points within four days of rubbish being reported including illegally dumped black bags.

Despite this, problems continue as rubbish is regularly dropped at collection points outside of the specified times resulting in an almost constant pile of waste at some collection points.

### **Coastal Communities that service people who live aboard boats.**

People who live aboard boats often have no way of getting to a refuse transfer station so sometimes resort to dumping rubbish illegally around wharves and boat ramps where they come ashore. This

is a problem at both wharves that service commercial fishers such as Pukenui and Whangaroa, as well as those wharves that service live aboard holiday makers such as Opua and Russell.

Some of this dumping is in pre-paid kerbside bags but the majority is in generic black bags.

Contractors engaged by FNDC pick up this illegal dumping as they service nearby litter bins or in response to complaints from the public. It is difficult to identify offenders as this sort of rubbish doesn't generally contain addressed envelopes or other personal details.

## MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

It has been suggested that mobile solar powered rubbish compactors (MRC's) will alleviate illegal dumping problems at kerbside collection points and at coastal communities.

MRC's are approximately the size of a 20 ft shipping container (6m x1.5m X 2m) and are made up of 2 units:

1. a solar powered compactor unit that accepts bagged rubbish through a coin or EFTPOS operated loading chute.
2. a detachable rubbish pod that the rubbish is compacted into.



MRC's provide a means to store rubbish safely and relatively hygienically as well as a means for visitors to pay for rubbish without the need to purchase prepaid bags.

FNDC has used a similar coin operated rubbish container in the past at Rawhiti to cater for the rubbish from holiday makers living aboard boats in the Bay of Islands as well as campers staying on Urupukapuka. There were numerous problems. Many people simply didn't pay and left their rubbish next to the unit. The loading chute would often become jammed as people tried to cram as much rubbish in it as possible to get the maximum value for money. It was expensive to send technicians out to un-jam the loading chute. While the MRC was jammed, the public has no option but to dump rubbish beside it.

Dhanya Anthraper, Solid Waste Engineer, Thames-Coromandel District Council reports that “they generally work well when they are not misused .... Common materials we see that jam/block the machines includes fishing nets, air mattresses, timber, foam, camping squabs, metals rods, soft plastics, blankets/duvets. This then requires us sending a technician to unblock the machine and then reset it, which means other customers cannot use the machine until it is fixed..... The other issues we experience include the machine being vandalised when people try to steal the money or the solar power panels.”

Excerpt from Stuff article January 2019



*“They are meant to cut down on the mountains of trash created by Coromandel holidaymakers.*

*Instead, a collection of portable rubbish compactors strategically positioned in busy spots around the peninsula are attracting huge piles of trash dumped by campers unable or unwilling to make use of the machines.*

*The solar powered, coin-operated devices only cost \$2 per load and any large bag of rubbish placed inside gets swiftly squished down to size once it is activated.*

*In spite of the low cost, people seem to have balked at the prospect of shelling out anything at all to reduce their waste footprint - much to the dismay of staff at the Thames Coromandel District Council.”*

Whangarei District Council has a similar unit located at Parua Bay and is encountering similar problems to those outlined above - blockages due to customers trying to deposit inappropriate volumes and items as well as rubbish piled up around the unit. David Lindsay, Solid Waste Engineer, Whangarei District Council says the success of MRC depends on locating the unit close to service technicians to clear blockages and ensuring the MRC is under surveillance. He is currently looking to relocate the MRC away from Parua Bay due to complaints from local residents.

## **PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

Watson Engineering who manufactured both Whangarei District Council and Thames-Coromandel District Councils' MRC have provided an estimate of \$61,000 (+GST) per unit (1 x Compactor unit



and 1 x Pod combination) for a multiple order of 3 or more. Watson Engineering are not willing to manufacture MRC's for lease.

Operational costs are more difficult to estimate as they depend on MRC location and the resulting cost to send specialist trucks to empty the pods. In low to medium use areas, pods may have to be emptied before they are full due to odour issues. Northland Waste has given an indicative cost of \$520 to send a hook truck from their depot in Waipapa to swap out a rubbish pod in Russell. This doesn't include disposal costs. Also note that this would result in closing off the MRC for approximately one hour while the pod was away being emptied. Service costs for technicians to un-jam MRC's also depends heavily on location and travel time.

Neither the purchase of MRC's or the servicing of MRC's is provided for under existing budgets and would be an increase in levels of service provided to the community.

## **ĀPITI HANGA / ATTACHMENTS**

**Nil**

## 8.2 FUNDING GRANTED BY THE BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD 2016-2022 FINANCIAL YEARS

**File Number:** A3783477

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Ana Mules, Team Leader - Community Development and Investment

### TAKE PŪRONGO / PURPOSE OF THE REPORT

The Bay of Islands-Whangaroa Community Board requested a break-down of funding provided by subdivision during the current triennium versus the previous triennium.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The amount of funding granted over the last two triennium increased significantly, with \$470,232 granted by the Board between July 2016 and June 2019 and \$719,078 granted between July 2019 and June 2022.
- The number of applications did not increase significantly, but it is expected that this is primarily because of the effect of Covid-19 on communities, putting projects and events on hold.
- It should be noted that funding that was granted and then rescinded is not included in these amounts, as this funding was reallocated by the Board.
- This report is resubmitted with the further information requested from the Board showing the complete list of funding granted by the Board over the two triennium.

### TŪTOHUNGA / RECOMMENDATION

**That the Bay of Islands-Whangaroa Community Board receive the report Funding Granted by the Bay of Islands-Whangaroa Community Board 2016-2022 Financial Years.**

### TĀHUHU KŌRERO / BACKGROUND

The Board requested information on funding is has granted over the past triennium. Information has been provided to allow the Board to compare what was granted in the previous triennium. Although application numbers are similar across both periods, anecdotal evidence from our communities indicate that application numbers would be higher if not for the impact of Covid-19, which caused a number of events and projects to be delayed or cancelled due to lockdowns and lack of resources and visitors.








It is noted that the full \$100,000 Placemaking Funding for the 2021/22 Financial Year has been granted to the placemaking project on the Russell Waterfront.

The attachments to this report show the overall funding by the Board and also provide a breakdown by subdivision.

### PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Funding is granted by the Board in accordance with the Community Grant Policy.

### ĀPITIHINGA / ATTACHMENTS

1. **Graph Breakdown of Funding - A3760477**  
2. **Overall funding breakdown - A3760468**  
3. **Funding granted 2016-18 - A3783465**  
4. **Funding Granted 2019-21 - A3783468**  























### 8.3 PETITION - PAIHIA CRUISE SHIP MARKET

**File Number:** A3803162

**Author:** Joshna Panday, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### PURPOSE OF THE REPORT

For the Board to consider the petition requesting for Focus Paihia Community Charitable Trust to refrain from having the Paihia Cruise Ship Craft Market stalls on the Paihia Village Green.

#### EXECUTIVE SUMMARY

- This petition was presented to the Council by Rex Wilson on 20 July 2022.
- The petition is made up of a digital copy of signatories.
- There is a total of 80 signatures on the petition.
- All signatories are in favour to have Focus Paihia Community Charitable Trust refrain from having Paihia Cruise Ship Craft Market stalls on the Paihia Village Green.
- The associated RFS for the petition is RFS number 4113713.
- There are currently expressions of opposition to the petition presented to Council under RFS number 4034846 and via email correspondence.

#### RECOMMENDATION

**That Bay of Islands-Whangaroa Community Board:**

- a) formally receive the petition from Rex Wilson on behalf of all signatories on the petition; and**
- b) determine an outcome that meet the following Community Outcomes:**
  - i) Communities that are healthy, safe, connected and sustainable**
  - ii) Proud, vibrant communities**

#### 1) BACKGROUND

This petition was received from Rex Wilson on behalf of the 80 signatories on 20 July 2022 via the Far North District Council (FNDC) but was originally requested via a request for service (RFS) with Council on 14 June 2022.

Attached hereto:

a) a copy of the petition and supportive correspondence from:

- Rex Wilson – Gold & Gifts
- Peter Kennedy – Retail Landlord
- Will Selles – Northland Ltd.
- Jeanie Mobley – The McIlvride Trust
- Gillian Campbell – Flying Fish Design Store Ltd.
- Craig Johnston – Dive NZ
- Robyn Stent

b) a copy of received correspondence against the petition from:

- Julie Cunningham

c) a copy of the MOU – Focus Paihia FY21-22

Council's petitioning guidelines state that a petition:

- may be presented to the Council, a Committee or a Community Board.
- must contain at least 20 signatures and the request must consist of fewer than 150 words (not including signatures).
- must be received by the Chief Executive (or his representative) at least five working days before the date of the meeting at which it will be presented.
- must not use offensive language or include malicious statements
- may be written in English or te reo Māori.
- may be delivered by electronic means.

Council's process around petitions currently mean that any petition received will be presented to a formal meeting for endorsement and to raise awareness of potentially larger issues with our elected representatives.

Elected members need to be mindful when making decisions that they have sufficient information to satisfy the following decision-making provisions of the Local Government Act s77-82.

1. All reasonably practicable options with advantages/disadvantages
2. The views of the community
3. Compliance with legislation including Resource Management Act
4. That the resolution will be consistent with existing policies or plan (if not provided there is an explanation)
5. That the options take into consideration opportunities for māori engagement and views.
6. The potential impacts and views of affected persons.

## **2) DISCUSSION AND OPTIONS**

Staff do not undertake any vetting processes. To enable Community Boards to advocate for their communities, petitions with an impact or focus on a particular community will be presented to Community Board's to formally consider.

In receiving a petition, keeping in mind the decision-making requirements under the Local Government Act, the Board are asked to either:

1. Endorse the petition and request staff to investigate.
2. Or simply receive the petition noting the concerns.

Endorsing the petition formally agrees that the issue is a true representation of the concerns, and requests staff to investigate options. In some instances, the options may be straightforward and within staff delegation to action.

In other instances, the matter might require a further report to be prepared to seek resolution.

Receiving a petition doesn't necessarily mean that the Board doesn't agree with the petitioner's request. It might be that it is not a priority at present or that the Board would like to consider it via another process such as their strategic plan, or advocate for community through an external party.

If the Board simply note the petition it is recommended that the Board be clear on the reasoning why, so the minutes provide clear direction back to the petitioners.

Regardless of the Board outcome, if a petition is endorsed by the Community Board progress will be reported back to the Board via their action sheet.

### Reason for the recommendation

To allow the community board to formally receive the petition and provide a mechanism for the Board to advocate on behalf of its constituents where appropriate.

### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or need for budgetary provision in requesting a report. The report when provided will need to articulate and financial implications in the options including speedbumps.

### ATTACHMENTS

1. **Cease Paihia Cruiship Markets Petition - A3804398** [↓](#) 
2. **Rex Wilson - A3804400** [↓](#) 
3. **Peter Kennedy - A3804426** [↓](#) 
4. **Will Selles - A3804428** [↓](#) 
5. **Jeanie Mobley - A3804432** [↓](#) 
6. **Gillian Campbell - A3804436** [↓](#) 
7. **Craig Johnston - A3804442** [↓](#) 
8. **Robyn Stent doc - A3808134** [↓](#) 
9. **Julie Cunningham - A3804448** [↓](#) 
10. **Agreement between Council and Focus Paihia - A3805097** [↓](#) 

**Compliance schedule:**

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
  - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
  - b) Assess the options in terms of their advantages and disadvantages; and
  - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

<b>Compliance requirement</b>	<b>Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Will impact the community of Paihia. This is a Community Board report.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	None beyond those for wider community.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	Paihia community.
State the financial implications and where budgetary provisions have been made to support this decision.	None anticipated at this stage.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



































































































































**8.4 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE 22 JULY 2022****File Number: A3786943****Author: Joshna Panday, Democracy Advisor****Authoriser: Aisha Huriwai, Team Leader Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2020.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Action sheets are in place for Council, Committees and Community Boards.

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update 22 July 2022.**

**TĀHUHU KŌRERO / BACKGROUND**

Action Sheet's provide regular updates on progress against decisions made at meetings.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

**MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

**PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There are no financial implications or need for budgetary provision in receiving this report.

**ĀPITIHINGA / ATTACHMENTS**

1. **Action Sheet 22 July 2022 - A3805409** [↓](#) 









**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**8 TE KAPINGA HUI / MEETING CLOSE**