



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 11 May 2023

Time: 10:00am
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Member Belinda Ward - Chairperson
Member Lane Ayr
Member Bruce Mills
Member Amy Slack
Member Roddy Hapati-Pihema
Member Jane Hindle
Member Tyler Bamber
Member Ann Court

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 in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 11 May 2023 at 10:00am

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1 KARAKIA TIMATANGA / OPENING PRAYER

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

4 NGĀ TONO KŌRERO / DEPUTATION

No requests for deputations were received at the time of the Agenda going to print.

5 NGĀ KAIKŌRERO / SPEAKERS

No speakers.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4050683

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 meeting held on 13 April 2023 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. **2023-04-13 Bay of Islands-Whangaroa Community Board Minutes [A4168295] - A4168295** [↓](#) 

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.

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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.

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

13 April 2023

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 13 APRIL 2023 AT 10:00 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Member Bruce Mills, Member Amy Slack, , Member Jane Hindle, Member Tyler Bamber,

IN ATTENDANCE: Deputy Mayor Kelly Stratford until 11:06 am.

STAFF PRESENT: Joshna Panday (Democracy Advisor), Kim Hammond (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Rochelle Deane (Manager-Compliance)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Belinda Ward opened the meeting with Member Jane Hindle saying a karakia.

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

APOLOGY

RESOLUTION 2023/19

Moved: Member Tyler Bamber

Seconded: Member Amy Slack

That the apology received from Member Ann Court, Cr Babe Kapa, Member Roddy Hapati-Pihema be accepted and leave of absence granted.

CARRIED

Noted a perceived conflict of interest on item 7.7c from Member Jane Hindle.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There were no speakers for this meeting.

4 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

Shirley May for Bay of Islands Country Music Festival. Item 7.7b refers.

Michelle (Shell) Wilson for Meraki Paihia. Item 7.7c refers.

Jo Lynch for R Tucker Thompson Sailing Training Trust. Item 7.7e refers

Annika Dickey for Our Kerikeri and Jason Cauvain from Far North Holdings. Item 7.7d refers.

6 CONFIRMATION OF PREVIOUS MINUTES

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6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4050675, pages 8 - 15 refers.

RESOLUTION 2023/20

Moved: Member 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 on 16 March 2023 are a true and correct record.

CARRIED

Cr Kelly Stratford left the meeting at 11:06 am.

7 REPORTS**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4050709, pages 16 - 35 refers.

RESOLUTION 2023/21

Moved: Member Bruce Mills

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board note the reports for the:

- **March 2023 Meeting from Chairperson Belinda Ward;**
- **March 2023 and April 2023 meetings (combined report) from Member Jane Hindle; and**
- **April 2023 Meeting from Chairperson Belinda Ward and Members Bruce Mills, Amy Slack, Lane Ayr, Roddy Hapati-Pihema and Tyler Bamber.**

CARRIED**7.2 BAY OF ISLANDS OFF LEASH DOG PARK**

Agenda item 7.2 document number A4068914, pages 36 - 62 refers.

RESOLUTION 2023/22

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board recommend that staff do not proceed with the proposed location and undertake further research for an alternative location.

Against: Lane Ayr and Bruce Mills

Abstained: Amy Slack

CARRIED**7.3 ALFRESCO DINING APPLICATIONS**

Agenda item 7.3 document number A4106366, pages 63 - 75 refers.

RESOLUTION 2023/23

Moved: Member Amy Slack

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Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board support the application with a clear scaled plan showing the table placement area and the existing verandah posts and plantings.

CARRIED**7.4 NEW LEASE TO FENZ - 721 TAUPO BAY ROAD**

Agenda item 7.4 document number A4131722, pages 76 - 82 refers.

RESOLUTION 2023/24

Moved: Member Bruce Mills

Seconded: Member Jane Hindle

That the Bay of Islands - Whangaroa Community Board recommends that Council:

- a) **approves a new ground lease to be issued to Fire & Emergency New Zealand over 721 Taupo Bay Road, Mangonui, being Lot 1 DP 200100. The terms of the proposed lease shall be:**
 - a. **Term: 30 (15+15) years.**
 - b. **Rental: \$113 + GST pa – FNDC Fees and Charges Schedule 2022/2023 - Community leases.**
- b) **approves further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations and Fire and Emergency New Zealand.**
- c) **approves transferring ownership of buildings and improvements to Fire & Emergency New Zealand for \$1.00.**

CARRIED**7.5 RURAL TRAVEL FUNDING APPLICATIONS 2022/23**

Agenda item 7.6 document number A4145810, pages 88 - 91 refers.

RESOLUTION 2023/25

Moved: Member Amy Slack

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

a)	Bay of Islands College (Summer)	\$2,000
b)	Bay of Islands Swimming (Summer)	\$2,000
c)	Bay of Islands College (Winter)	\$1,400
d)	Bay of Islands Swimming (Winter)	\$2,000
e)	Kaeo Rugby and Sports Club	\$2,200
f)	Kapotai Kubs Netball	\$1,000
g)	Kerikeri High School	\$1,645
h)	Moerewa Juniors Rugby	\$1,000
i)	Moerewa Rugby	\$1,000

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j)	Moerewa Tigers	\$2,200
k)	Northland Inline Skating Club	\$1,370
l)	Paihia Football Club	\$1,880
m)	Russell Sports Club	\$1,000
	Total	\$20,695
		CARRIED

7.6 PROJECT FUNDING REPORTS - MARCH 2023

Agenda item 7.5 document number A4147925, pages 83 - 87 refers.

RESOLUTION 2023/26

Moved: Member Belinda Ward

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the project report received from VertJam 2023.

CARRIED

Meeting adjourned for lunch at 12:08 pm and resumed at 12:50 pm.

7.7 FUNDING APPLICATIONS - MARCH 2023

Agenda item 7.7 document number A4140636, pages 92 - 139 refers.

RESOLUTION 2023/27

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board:

a) approve the sum of \$2,265 (plus GST if applicable) be paid from the Boards Community Fund account to Bald Angels Charitable Trust, for the costs of the Angel Wings Project, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

CARRIED**RESOLUTION 2023/28**

Moved: Member Bruce Mills

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board:

b) approve the sum of \$5,000 (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Country Music Festival, for the costs of shuttle buses and promotion, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

CARRIED

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RESOLUTION 2023/29

Moved: Member Jane Hindle

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

c) approve the sum of \$3,992 (plus GST if applicable) be paid from the Boards Community Fund account to Meraki Paihia, for the costs of marquee hire for Matariki Puanga 2023, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

CARRIED**RESOLUTION 2023/30**

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board:

d) approve the sum of \$22,967 (plus GST if applicable) be paid from the Boards Placemaking account to Our Kerikeri, for the costs of a Kerikeri / Waipapa CBD masterplans, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

CARRIED**RESOLUTION 2023/31**

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

e) approve the sum of \$4,000 (plus GST if applicable) be paid from the Boards Community Fund account to R Tucker Thompson Sailing Training Trust, for the costs of youth development voyages (for Bay of Islands-Whangaroa ward students), to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

Abstained: Member Jane Hindle**CARRIED****RESOLUTION 2023/32**

Moved: Member Amy Slack

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

f) approve the sum of \$720 (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Young Farmers Club, for the costs of marquee and equipment hire for the Northern Young Farmers Regional final evening show, to meet the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable**
- ii) Proud, vibrant communities**

CARRIED

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8 INFORMATION REPORTS**8.1 LONG BEACH ROAD MORETON BAY FIG TREE REPORT UPDATE**

Agenda item 8.1 document number A4137573, pages 140 - 150 refers.

RESOLUTION 2023/33Moved: Member Jane Hindle
Seconded: Member Tyler Bamber**That the Bay of Islands-Whangaroa Community Board receive the report Long Beach Road Moreton Bay Fig Tree Report Update.****CARRIED****8.2 THE STRAND MORETON BAY FIG TREE REPORT UPDATE**

Agenda item 8.2 document number A4140377, pages 151 - 157 refers

RESOLUTION 2023/34Moved: Member Jane Hindle
Seconded: Member Lane Ayr**That the Bay of Islands-Whangaroa Community Board receive the report The Strand Moreton Bay Fig Tree Report Update.****CARRIED****8.3 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 28 FEBRUARY 2023**

Agenda item 8.3 document number A4150087, pages 158 - 163 refers

RESOLUTION 2023/35Moved: Member Belinda Ward
Seconded: Member Bruce Mills**That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 28 February 2023".****CARRIED****8.4 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE**

Agenda item 8.4 document number A4153300, pages 164 - 166 refers

RESOLUTION 2023/36Moved: Member Bruce Mills
Seconded: Member Jane Hindle**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update.****CARRIED**

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9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 1:45 pm with Member Jane Hindle saying a karakia.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 11 May 2023.

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CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4050713

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 and Members Jane Hindle, Bruce Mills, Amy Slack and Tyler Bamber.

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.

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 report from the Chairperson and members are attached.

Resource Consents are available on the Council's website and when going through a public notification process will be 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 to provide transparency.






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 ĀPITIHINGA / ATTACHMENTS

1. Chairperson Belinda Ward Report May 23 - A4185105 [↓](#) 
2. Jane Hindle Report May 23 - A4185109 [↓](#) 
3. Bruce Mills Report for May 23 - A4185107 [↓](#) 
4. Amy Slack Report for May 23 - A4185101 [↓](#) 
5. Tyler Bamber Report for May 23 - A4185103 [↓](#) 

Member's Report

Name: Belinda Ward

Subdivision: Paihia Subdivision

Date: 27th March 2023 - 22nd April 2023

Meetings Attended

Date	Meeting	Comments
30/03/23	Mayoral catchup with Elected Members	Quarterly Meeting - Virtual
03/04/23	BOI-W CB Agenda preview	Virtual
06/04/23	FNDC	Council Meeting followed by Oral Submissions - Gaming Venue Policy - Teams
11/04/23	Williams House Upstairs Gallery	Opening & Blessing of the Museum in the Upstairs Gallery, Williams House Paihia
13/04/23	BOI-W Community Board Meeting	Turner Centre Kerikeri
17/04/23	Mayor & Community Board Chairs catch up	Virtual

Community Issues

Issue name	Comment
Wharau Road Beach	On-going issues with off-leash dogs on beach & reserve straying onto private property
Focus Paihia CT	Council to identify reserve boundaries Corner Marsden & Seaview Roads
Paihia War Memorial Hall	Discussions with staff re PWMH joinery replacement & investigate possible leaky roof over Conference Room - In Progress
Shippey's Waitangi	Follow up email 20/03/23 re progress on "Shippey's" environmental issues - NRC inspected in November 2022 & had no concerns. Following up on possible breaches of RC following a resident call 29/3/23
Cruise Ship Craft Market days	Email & phone call 14/03/23 from Paihia Village Green Craft Market stall holder. Concerned about the timeframe required to revisit the Focus Paihia CT agreement with FNDC. Email sent 12/04/23 now awaiting staff member contact to progress
Pipi Patch Hearing	Castle Management Paihia Ltd have applied for the grant of an ON-Licence in respect of the premises situated at 18 Kings Road, Paihia, known as the "Pipi Patch". There is strong community interest in this with 31 public objections. The hearing has been set down for 17th & 18th May 2023.

7.2 GROUND LEASE TO NORTHLAND KINDERGARTEN ASSOCIATION - TE KEMARA AVENUE PAIHIA

File Number: A4171358

Author: Kay Meekings, Property Legalisation Officer

Authoriser: Janice Smith, Group Manager - Corporate Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Bay of Islands – Whangaroa Community Board recommendation to the granting of a new ground lease, under Section 61 Reserves Act 1977 to Te Kura Kōhungahunga Tōpū o Te Tai Tokerau (Northern Kindergarten Association) over a portion of Lot 40 DP 43842, 26 Te Kemara Avenue, Paihia

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Northern Kindergarten Association (NKA) has operated from the site for the past 45 years.
- The previous lease to NKA expired in December 2020 and has been rolling on since that time. They have continued to occupy the site on an annual basis, paying \$100 plus GST per annum rent.
- The site is classified Local Purpose (community activities) Reserve and the proposed lease is consistent with the reserve purpose.
- The Reserves Act 1977 does not require public consultation on leasing a vested local purpose reserve.
- Ngati Rahiri Ngati Kawa Hapu have been notified of the proposed lease and their concerns have been taken into consideration.

TŪTOHUNGA / RECOMMENDATION

That The Bay of Islands – Whangaroa Community Board recommends to the Far North District Council acting under delegation and pursuant to Section 61 Reserves Act 1977:

- a) **A new ground lease be issued to Te Kura Kōhungahunga Tōpū o Te Tai Tokerau (Northern Kindergarten Association Incorporated) over the Local Purpose (community activities) Reserve being approximately 900 square metres of Lot 40 DP 43842, held in New Zealand Gazette 2002 page 21 and vested in Far North District Council on deposit DP 43842 as a local purpose reserve. The terms of the proposed lease shall be:**

Term: 12 Years (3+3+3+3)

Rental: As per FNDC Fees and Charges Schedule for a Community lease.

- **\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.**

- b) **With further conditions negotiated and agreed upon by the Group Manager Delivery and Operations and Te Kura Kōhungahunga Tōpū o Te Tai Tokerau (Northern Kindergarten Association Incorporated).**

1) TĀHUHU KŌRERO / BACKGROUND

Te Kemara Local Purpose (Community Facilities) Reserve is vested in Council and has been occupied by Paihia Waitangi Kindergarten (PWK) under the umbrella of the Te Kura Kōhungahunga Tōpū o Te Tai Tokerau (Northland Kindergarten Association) (NKA) since 1977.

In April 2021, NKA approached Council seeking the renewal of their 20-year lease which expired in December 2020. Unfortunately, due to limited Council resources and the interruption of Covid-19 the issuing of a fresh lease has not been progressed.

The PWK has continued to operate from the site on an annual basis, paying rent annually and maintaining the grounds and their buildings to a high standard.

NKA occupy the site in association with The Paihia Sea Scouts who together share the maintenance of the common car park and access way.

NKA operates 25 kindergartens in Northland providing a comprehensive and high-quality Early Childhood Education programme empowering child led learning and bicultural practices. The location of PWK to the Waitangi Treaty grounds provides a strong foundation for the kindergarten's philosophy and respect for Te Tiriti o Waitangi and the dual cultural heritage of Aotearoa.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

PWK is a well-established kindergarten with 45 years of service to the local community, providing care and education for up to 30 children at each session, ranging in ages from two to six years old. The longevity of the kindergarten at this site reinforces the valuable service PWK provides to the community of Paihia and Waitangi.

Though Public notice is not a requirement for this site, Ngati Rahiri Ngati Kawa Hapu have been notified of the proposed lease. Their concerns regarding the length of the new lease have been taken into account and reflected in the new proposed term of 3+3+3+3. Their full email response is attached.

The options available for this site are:

Option 1: Recommend to Council the granting of a new 12-year (3+3+3+3) lease over the Local Purpose Reserve to allow the kindergarten to continue providing their service to the community.

Option 2: Require PWK to remove their existing building and associated assets from the reserve and reinstate the reserve at the cost of NKA and PWK.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

PWK provide an essential service to the community and requiring them to vacate the land will be detrimental to the whānau and tamariki of the area.

Public Notice is not a statutory requirement under Reserves Act for the leasing of a Local Purpose Reserve and therefore does not form part of the proposed recommendation.

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space and half share in the maintenance of the accessway and parking area with the Paihia Sea Scouts.

The lease will provide for the lessee to be responsible for the payment of all utility charges, rates and insurances.

Should a lease not be provided to NKA and the land reinstated to reserve, Council will become responsible for any ongoing maintenance of the site, placing more pressure on the reserves maintenance budget.

ĀPITIHINGA / ATTACHMENTS

1. **Paihia - Waitangi Kindergarten Lease Plan - Te Kemara Road 14.04.2023 - A4171895**  [↓](#)
2. **Paihia-Waitangi Kindergarten - Ngati Rahiri Ngati Kawa Hapu Response 27.03.2023 - A4171892**  [↓](#)

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.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low significance. The kindergarten is an established community asset
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Parks and Reserves Policy: The Policy supports a long term lease being offered to community orientated groups wanting a permanent base, requiring significant financial investment.
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.	Delegation to the relevant Community Board 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. To hear submissions on the completion of a public notice process and make recommendation to Council.
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.	Ngati Rahiri Ngati Kawa Hapu have been notified of the proposed lease and their concerns have been taken into consideration. See attached response from the Hapu.
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).	The Paihia Sea Scouts have been informed of the proposed new lease to NKA via email and are yet to respond. The Reserves Act 1977 does not require Council to initiate public notice for leases over Local Purpose reserves.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The FNDC Fees and Charges Policy sets out the rental for leases over reserved land.
Chief Financial Officer review.	Yes.

7.3 PROJECT FUNDING REPORTS

File Number: A4182753

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

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) Bald Angels – Rainbow Rangitahi
- b) Far North Land Search and Rescue
- c) R Tucker Thompson Youth Sailing Trust
- d) Te Ahuareka o Ngati Hine Festival

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.









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. Bald Angels - A4147920  
2. Far North Land Search and Rescue - A4182721  
3. R Tucker Thompson Youth Sailing Trust - A4182722  
4. Te Ahuareka o Ngati Hine Festival - A4182720  

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.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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.

7.4 FUNDING APPLICATIONS

File Number: A4182808

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to allow the Bay of Islands-Whangaroa Community Board (the Board) to consider the application/s received for the Community Grant Fund/Placemaking Fund.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One application was received, requesting a total amount of \$2,000.
- The Bald Angels Trust was granted \$10,000 towards a safe space for rainbow youth in May 2022. They have approximately \$4,000 unspent and are requesting they be able to carry this funding over into the new financial year to continue operating, rather than returning the funds and submitting a new funding application.
- The Board has \$48,803 remaining to allocate for the Community Board Fund in the 2022/2023 financial year.
- The Board also has allocated the full amount of the Placemaking Fund for the 2022/2023 financial year.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$1,600** (plus GST if applicable) be paid from the Boards Community Fund account to Our Kerikeri Charitable Community Trust, for the costs of hosting the 2023 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:

- b) approves the remaining funding granted at the meeting of May 2022 to Bald Angels Charitable Trust for the establishment of a safe space for rainbow rangitahi be retained by Bald Angels to continue the development and maintenance of the space for the 2023/24 financial year.

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 Long-Term Plan and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
Our Kerikeri – 2023 Northland Chess Championship	\$2,000	\$1,600	This is the second application for this event, following a successful event in 2022. It is recommended the Board grant the amount requested less the amount of \$400 requested for catering and cash prizes.	Event and Art, Culture and Heritage
Bald Angels Charitable Trust	\$0.00	Approve	The Board granted \$10,000 to Bald Angels Trust to establish a safe space for rangitahi youth. They have managed to set up the space at a lower cost than expected and have requested the Board allow them to retain the unspent funds to use in the 2023/24 financial year to continue to cover the expenses (such as venue rental) of operating the space, rather than returning the funds and reapplying for them.	Infrastructure

Take Tūtohunga / Reason for the recommendation

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

For each application, the Board has three options.

Option One: Authorise funding for the full amount requested.

Option Two: Authorise partial funding.

Option Three: Decline funding the application.

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.

ĀPITIHINGA / ATTACHMENTS

1. Our Kerikeri - 2023 Northland Chess - A4182723  
2. Bald Angels - Rainbow Rangitahi - A4182724  

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.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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.	Applications received are assessed against the Community Grants 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.	There are no implications for Māori in relation to the applications received in relation to whenua and/or wai.
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 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2023

File Number: A4179603

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Janice Smith, Group Manager - Corporate Services

PURPOSE OF THE REPORT

The Community Fund account provides information on financial matters relating to the Bay of Islands-Whangaroa Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 March 2023".

1) BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available. In accordance with the Community Grant Policy, section 10, "*applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Chairperson's discretion*".

Community Fund Account balance as at 01 July 2022	\$301,549.00
• Plus, unused funds from 2021-22	\$171,631.83
• Less funds granted and uplifted to 31 March 2023	\$267,924.14
• Less funds not uplifted from previous community meetings (committed to projects)	\$102,509.86
Community Fund Account balance as at 31 March 2023	\$102,746.83

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The committed balance in the Community Fund account as at 31 March 2023 is \$102,746.83.

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Bay of Islands-Whangaroa Community Board. The statement of the Community Fund account as at 31 March 2023 is attached.

ATTACHMENTS

- Statement of Community Fund Account BOI-Whangaroa as at 31 March 2023 - A4179571**



8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE

File Number: A4177456

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.

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 11 May 23 - A4186497**  

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE