



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 6 July 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.

Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 6 July 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 NGĀ 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 Manager - Democracy Services (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

Speaking in regard to Item 8.4 Funding Applications:

Bay of Islands Animal Rescue	Leslie Hill
Bay of Islands Community Assoc	Jane Johnston
Bay of Islands Country Music Festival	Shirley Mays
Bay of Islands P& I Association	Melanie Morgan
Busy Bees	Jenny Jackson
Graeme Dingle Foundation	George Faalogo
KOAST	Bruce McGregor
Ngati Rehia Kapa Haka	Crystal Harden
Russell Birdman	Pania Sigley
Russell Bowling Club Centenary	Pania Sigley
Taemaro Marae	Mark Rainey
Taonga Oranga Trust	Bethnee Heremaia
Barbed Wire on the Beaches	Fiona Craig

6 HE PĀNUI WHAKAMŌTINI / NOTICE OF MOTION

6.1 NOTICE OF MOTION - FUNDING FOR CHRISTMAS PARADES-EVENTS FROM THE COMMUNITY GRANTS BUDGET

File Number: A4273699

I, Bay of Islands-Whangaroa Community Deputy Chair, Lane Ayr give notice that at the next Bay of Islands-Whangaroa Community Board meeting to be held on 6 July 2023, I intend to move the following motion:

MOTION

That the Bay of Islands-Whangaroa Community Board agree to allocate up to \$5,000 for Christmas Events/Festivals from their Community Grants Budget.

BACKGROUND

Previously, the Bay of Islands-Whangaroa Community Board, as part of their Strategic Plan, have allocated:

- Up to \$2,500 for costs associated to the Christmas Parade/Festival, and
- Up to \$2,500 for traffic management costs associated with the Christmas event.

The reason for this recommendation is that several of the local Christmas events no longer include parades down the main street so no longer require funding for traffic management. Several of the events are now stationary in a local reserve, school field etc.

It still remains that funding will be for one event per community per year and applications are still required to be able to allocate the funding.

This Notice of Motion to the Bay of Islands-Whangaroa Community Board has the support of the Bay of Islands-Whangaroa Community Board Chair Belinda Ward.

ATTACHMENTS

1. **Notice of Motion - Lane Ayr Christmas Event Funding - A4273679**  

Notice of Motion – Funding for Christmas Parades/Events from the Community Grants Budget.

I Lane Ayr, request that the below motion be considered at the Bay of Islands-Whangaroa Community Board meeting on 06 July 2023.

Previously, the Bay of Islands-Whangaroa Community Board, as part of their Strategic Plan, have allocated:

- Up to \$2,500 for costs associated to the Christmas Parade/Festival, and
- Up to \$2,500 for traffic management costs associated with the Christmas event.

I am recommending that the Bay of Islands-Whangaroa Community Board resolves:

That the Bay of Islands-Whangaroa Community Board agree to allocate up to \$5,000 for Christmas Events/Festivals from their Community Grants Budget.

The reason for this recommendation is that several of the local Christmas events no longer include parades down the main street so no longer require funding for traffic management. Several of the events are now stationary in a local reserve, school field etc.

It still remains that funding will be for one event per community per year and applications are still required to be able to allocate the funding.

Signed:

Date:

Lane Ayr

L. AYR

26/06/2023

7 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

7.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4261882

Author: Casey Gannon, Democracy Advisor - Democracy Services

Authoriser: Aisha Huriwai, Manager - 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 meeting held on 8 June 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. BIWCB_20230608_MIN_2676_SAVED - A4252943 [↓](#) 

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.

8 NGĀ PŪRONGO / REPORTS

8.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4259077

Author: Kim Hammond, Community Development Advisor - Acting

Authoriser: Scott May, Manager - Stakeholder Relationships

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 Lane Ayr, Roddy Hapati-Pihema, Tyler Bamber, Jane Hindle, and Bruce Mills.

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 - Members Report - A4259028  
2. Deputy Chair Lane Ayr - Members Report - A4260561  
3. Member Roddy Hapati-Pihema - Members Report - A4260664  
4. Member Tyler Bamber - Members Report - A4261867  
5. Member Jane Hindle - Members Report - A4262559  
6. Member Bruce Mills - Members Report - A4265371  

8.2 ROAD NAMING - 27 ACCESS ROAD, KERIKERI

File Number: A4001352
Author: Cushla Jordan, Asset Manager
Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a private right-of-way (ROW).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name a private right-of-way (ROW) addressed at 27 Access Road, Kerikeri. Community Boards have delegated authority to name private right-of-ways (ROW).

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way (ROW), Dove Lane that is currently addressed at 27 Access Road, Kerikeri as per map (A3710115).

1) TĀHUHU KŌRERO / BACKGROUND

Garreth Johnston of Williams and King has advised that this is a private right-of-way (ROW) created by a sub-division addressed at 27 Access Road, Kerikeri.

The name Summer is because of the summer feel in the area.

The name Sunny is because of the sunny spot.

The background for these names is given also as per the Road Naming application attached (A3710102).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Summer Lane
2. Sunny Lane

The Roding team has no objections to the names suggested above.





Take Tūtohunga / Reason for the recommendation

The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. **Application - Document number - A3710102** [↓](#) 
2. **Map - Document number - A3710115** [↓](#) 
3. **Resource consent - Document number - A3710119** [↓](#) 
4. **Schedule - Document number - A3710116** [↓](#) 

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 the naming of a private right-of-way (ROW) and 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.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance and the Community Board have the delegated authority to approve road names.
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 Rehia were consulted in regards to this application as per email attached (A4001308). No reply received.
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).	There are currently no property owners as this is a new subdivision
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
The Chief Financial Officer has not reviewed this report	The Chief Financial Officer has not reviewed this report

8.3 SH11 SHARED USE PATH FROM PAIHIA TO WAITANGI

File Number: A4238581
Author: Cushla Jordan, Asset Manager
Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to seek Bay of Islands-Whangaroa Community Board recommendation to Council, regarding the Council's implementation of the proposed Waka Kotahi's Shared Use Path project along State Highway 11 (SH11) from Paihia to Waitangi.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Outlines the background for the proposed Shared Use Path along SH11 from Paihia to Waitangi which has been socialised with the Bay of Islands-Whangaroa Community Board and local community.
- Highlights all the considerations of the preliminary design.
- Identifies risk to the Council in accepting this project from Waka Kotahi; and
- Makes recommendation to decline this project design and implementation at this time and reallocate the local share funds to further support the bridge renewals programme under work category 215 Structures Component Replacements.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community board recommend Council:

- a) decline to undertake the final design and implementation of the draft design undertaken by Waka Kotahi NZ Transport Agency for the proposed Shared Use Path along SH11 from Paihia to Waitangi, and
- b) declare a surplus subsidy of \$1.38M to Waka Kotahi NZ Transport Agency for their allocation to this project, and
- c) reallocate the local share portion of the Long-Term Plan amounting to \$0.62M to other prioritised projects previously unfunded.

1) TĀHUHU KŌRERO / BACKGROUND

Waka Kotahi NZ Transport Agency (Waka Kotahi) are seeking to investigate a range of options to confirm the preferred design features as part of a wider programme of work that will achieve key investment objectives along State Highway 11 (Marsden Road). This work will form part of the wider Twin Coast Discovery Route (TCDR) programme, which aims to upgrade sections of the route to support local communities, to accommodate the increasing number of people visiting the area, and to encourage others to do the same.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Discussion and Options are provided in detail in the attached report entitled "*SH11 Shared Path Paihia to Waitangi*"

Attachment 2 entitled: *SH11 Paihia to Waitangi Shared use Path Preliminary Design Report* – is available at <https://www.fndc.govt.nz/Your-council/Governance#section-5>



TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The supporting reasoning is provided in detail in the attached report entitled "*SH11 Shared Path Paihia to Waitangi*".

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

The Financial Implications and Budgetary Provision is provided in detail in the attached report entitled “*SH11 Shared Path Paihia to Waitangi*”.

ĀPITIHINGA / ATTACHMENTS

1. NTA Agenda report FNDC SH11 Shared Path Paihia to Waitangi - A4206133  
2. *SH11 Paihia to Waitangi Shared use Path Preliminary Design Report - distributed under separate cover due to the size of the document.*

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	The matter has 'low significance' in the context of the policy.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Regional Land Transport Plan (RLTP) Council Long Term Plan (LTP)
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.	"...the roading network..." is a specific exclusion to the delegations to community boards. Specific community board views on this issue have not been sought.
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.	The decision is of low significance, and the decision relates solely to funding of a new shared use path. Specific advice has not been sought regarding implications for Māori, for further detail refer to Discussion and Options section of the 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).	Should the project proceed the principal affected parties are Local Iwi, residents who reside in Paihia and Waitangi and Business Owners. For further detail refer to Discussion and Options section of the report.
State the financial implications and where budgetary provisions have been made to support this decision.	Refer to financial implications section of the report.
Chief Financial Officer review.	The CFO has reviewed this report

8.4 FUNDING APPLICATIONS

File Number: A4262384

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

- The Board has **\$201,549** to allocate for the Community Board Fund in the 2023/2024 financial year.
- The Board also has **\$100,000** to allocate for the Placemaking Fund for the 2023/2024 financial year.
- Fifteen funding applications have been received, requesting \$142,949

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Bay of Islands Animal Rescue Trust for the costs towards fitout of a desexing caravan, to meet the following Community Outcomes:
- Communities that are healthy, safe, connected and sustainable
 - Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- b) approves the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Community Centre Association Inc Soc for the costs towards running school holiday workshops in Paihia, to meet the following Community Outcomes:
- Communities that are healthy, safe, connected and sustainable
 - Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Music Festival Trust for the costs towards Bay of Islands Country Music Festival, to meet the following Community Outcomes:
- Communities that are healthy, safe, connected and sustainable
 - Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- d) approves the sum of **\$4,943** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Bay of Islands P&I Association for the costs towards repair of the property driveway, 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:

- e) approves the sum of **\$4,000** (plus GST if applicable) be paid from the Boards Community Fund account to Busy Bees for the costs of purchasing wool for charitable knitting product, 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:

- f) Declines to fund the application from the Graeme Dingle Foundation for the costs of office lease and recommends they reapply for programme costs.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- g) approves the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Creative Charitable Trust for the costs of running KOAST 2023, 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:

- h) approves the sum of **\$10,000** (plus GST if applicable) be paid from the Boards Community Fund account to Ngati Rehia Kapa Haka Festival for the costs of running 2023 Kapa Haka 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:

- i) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to Russell Birdman for the costs of running 2023 Russell Birdman 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:

- j) approves the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Russell Bowling Club for the costs of 100th anniversary celebrations, 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:

- k) approves the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Fund account to Taemaro Marae Committee for the costs of running 2023 Piri Makeno tournament, 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:

- l) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to Taonga Oranga Trust for the costs of running Korikori Tinana Manaaki, 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:

- m) approves the sum of **\$2,729** (plus GST if applicable) be paid from the Boards Community Fund account to Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust for the costs of running community timebank to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That the Bay of Islands-Whangaroa Community Board:</p> <p>n) approves the sum of \$1,103 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Fiona Craig</u> for the costs of reprinting Barbed Wire on the Beaches to meet the following Community Outcomes:</p> <p>i) Communities that are healthy, safe, connected and sustainable</p> <p>ii) Proud, vibrant communities</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That the Bay of Islands-Whangaroa Community Board:</p> <p>o) approves the sum of \$2,506 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Northland Floral Art Society</u> for the costs of running the 2023 Northland Floral Art Competition to meet the following Community Outcomes:</p> <p>i) Communities that are healthy, safe, connected and sustainable</p> <p>ii) Proud, vibrant communities</p>

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
Bay of Islands Animal Rescue – Fitout of desexing caravan	\$13,584	\$5,000	The Bay of Islands Animal Rescue Trust has been well supported by the Board in the past. It is noted that they have not applied to any other Board for funding at this time and a large amount of their work takes place outside of the Bay of Islands-Whangaroa Ward.	Community
Bay of Islands Community Centre Association Inc Soc	\$6,500	\$2,500	Funding is requested for a series of 21 workshops for up to 20 participants per workshop to run over the July school holidays. The workshop activities are designed for participants to learn about historical Maori, Pacifica and European cultures as represented in arts and crafts artifacts and kiwiana.	Event
Bay of Islands Music Festival Trust – BOI Country Music Festival	\$5,654	\$2,500	The Board has supported the Trust in the past. The recommended funding would enable the applicant to promote the event and increase ticket sales to help cover the overall costs.	Event

Applicant	Requested	Recommend	Comments	Type
Bay of Islands P&I Association – Repair of driveway	\$4,943	\$4,943	The Waimate Showgrounds, which is the home of the P&I Association, Riding for the Disabled and campervan parking, had damage and flooding caused by Cyclone Gabrielle. They are looking for assistance in repairing a 59 metre section of the driveway.	Infrastructure
Busy Bees – Wool for community knitting	\$4,000	\$4,000	The Board has supported this group in the past. This is a community group made of volunteers who knit items to be distributed through community groups such as Bald Angels.	Community
Graeme Dingle Foundation – assistance with rent	\$9,625	Decline	The Foundation leases office space in Kaeo from Far North District Council. They provide the Kiwi Can and Ngā Ara Whetū programmes to children throughout the Far North. It is recommended to decline this application as it would essentially result in the Board paying Council and recommend they apply for funding for the programmes they are running, rather than for rent. They have also only applied to the BOIWCB, although they deliver programmes across the district and could apply to the other Boards for some funding.	Community
KOAST 2023 – Venue hire and advertising	\$4,991	\$3,000	The Board has supported KOAST in the past. They are seeking funding for advertising and hire of the Turner Centre. They can also apply to Creative Communities for partial funding at the September meeting.	Event

Applicant	Requested	Recommend	Comments	Type
Ngati Rehia Kapa Haka – Kapa Haka Festival	\$49,662	\$10,000	Ngati Rehia have established a kapa haka festival that is specifically (at this time) for schools and groups with the BOIWCB ward. They are wanting to purchase items to be used each year to minimise ongoing hireage costs. These items would then also be able to be hired/used by the wider community for a fee and generate some income. At this time they are starting the funding application process, and will be holding the 2023 event at the end of August 2023.	Event
Russell Birdman 2023	\$7,132	\$5,000	After a gap of several years, the Russell Birdman is returning. This event will take place two days after the Board meets and the applicants have been unable to apply to other funding sources at this time	Event
Russell Bowling Club – 100 th anniversary	\$7,520	\$2,500	The Russell Bowling Club celebrates their centenary in October of 2023.	Event
Taemaro Marae – Piri Makeno Tournament	\$3,000	\$2,000	The applicant has been supported by the Board in the past. This is a semi-annual tournament that encourages visitors from outside the District to visit the Whangaroa area and participate in a netball and rugby tournament.	Event
Taonga Oranga Trust – Korikori Tinana Manaaki	\$20,000	\$5,000	The applicant is working with a number of organisations on a holistic, whanau-lead programme of health, both fitness and nutrition.	Community
Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust – Timebank Noticeboard	\$2,729	\$2,729	The applicant runs a timebank and has over 550 members and 55 community groups involved and is seeking funding for coordinators to facilitate exchanges and plan working bees.	Community
Fiona Craig – Barbed Wire on the Beaches reprint	\$1,103	\$1,000	The applicant is seeking to reprint a biography of a Paihia local, with any funds raised by the sales of copies being donated to dementia charities by request of the original authors family. It is noted that the application for funding to Creative Communities was unsuccessful.	Community

Applicant	Requested	Recommend	Comments	Type
Northland Floral Art Society – 2023 Northland Competition	\$2,506	\$2,506	The applicant has been previously supported by the Board. They are hosting a 3 day regional floral art competition in November 2023 and are seeking assistance to cover expenses.	Event

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. Bay of Islands Animal Rescue - A4263475 [↓](#) 
2. Bay of Islands Community Centre Association Inc Society - A4263474 [↓](#) 
3. Bay of Islands Country Music Festival - A4263479 [↓](#) 
4. Bay of Islands P&I Association - A4263476 [↓](#) 
5. Busy Bees Knitting - A4263482 [↓](#) 
6. Graeme Dingle Foundation - A4263480 [↓](#) 
7. KOAST 2023 - A4263484 [↓](#) 
8. Ngati Rehia Kapa Haka - A4263481 [↓](#) 
9. Russell Birdman - A4263487 [↓](#) 
10. Russell Bowling Club - A4263483 [↓](#) 
11. Taemaro Marae Committee - A4260996 [↓](#) 
12. Taonga Oranga Trust - A4263486 [↓](#) 
13. Te Pokapu Tiaki Taiao O Te Tai Tokerau - A4263485 [↓](#) 
14. Fiona Craig - A4263477 [↓](#) 
15. Northland Floral Art Society - A4263478 [↓](#) 

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.

8.5 PROJECT FUNDING REPORTS

File Number: A4262382

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 reports received from:

- a) Bay of Islands Animal Rescue Trust
- b) Cruz'n The Bays
- c) Kaeo Christmas Parade

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. Bay of Islands Animal Rescue Trust - A4262575 [↓](#) 
2. Cruz'n the Bayz - A4262573 [↓](#) 
3. Kaeo Christmas Parade - A4262574 [↓](#) 

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.

9 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

9.1 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MAY 2023

File Number: A4261900

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Janice Smith, Acting Chief Executive

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 May 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 Board	Placemaking Fund
Community Fund Account balance as at 01 July 2022	\$201,549.00	\$100,000.00
• Plus, unused funds from 2020-22	\$71,631.83	\$100,000.00
Less funds granted and uplifted to 31 May 2023	\$199,517.00	\$106,639.14
• Less funds not uplifted from previous community meetings (committed to projects)	\$11,861.00	\$93,360.86
Community Fund Account balance as at 30 April 2023	\$61,802.83	\$0.00

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance as at 31 May 2023 in the Community Fund account is \$61,802.83 and the balance in the Placemaking Fund account is \$0.00.

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 May 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account BOI-Whangaroa as at 31 May 2023 - A4261896**



9.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE**File Number:** A4261898**Author:** Casey Gannon, Democracy Advisor - Democracy Services**Authoriser:** Aisha Huriwai, Manager - 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 2021.

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. **BOI-W CB Action Sheet Update - July 2023 - A4266199**  

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

11 TE KAPINGA HUI / MEETING CLOSE