



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 31 August 2023

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

Membership:

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

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 31 August 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

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

Representative from The Turner Centre in regard to item 7.3 Funding Applications.
Representative from The Graeme Dingle Foundation item 7.3 Funding Applications.
Representative from Friends of Rolands Wood item 7.3 Funding Applications.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4335397

Author: Marlema Baker, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services (Acting)

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 31 July 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. 2023-07-31 Bay of Islands Whangaroa Community Board Minutes - A4320789 [↓](#) 

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.

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON MONDAY, 31 JULY 2023 AT 10:00AM**

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

STAFF PRESENT: Casey Gannon (Democracy Advisor), Kim Hammond (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Eden Ramsay (Finance and Customer Service Administration, NTA)

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Tyler Bamber opened with a karakia.

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

APOLOGY AND CONFLICT OF INTEREST

RESOLUTION 2023/89

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

That the apology received from Member Roddy Hapati-Pihema be accepted and leave of absence granted and Ann Court declared a conflict of interest on Item 7.4 Alfresco Dining Applications.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Sam Morton spoke in regard to Item 7.5 - Paihia Village Green Arts and Crafts Guidelines 2023-2024.

Roger Dahl spoke in regard to Item 7.5 - Paihia Village Green Arts and Crafts Guidelines 2023-2024.

Morgan Horsford spoke on behalf of Maromaku Reserves Board regarding installation of a waterless toilet in the park at intersection of SH1 and Callaghan's Road.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Nil.

5 NGĀ KAIKŌRERO / SPEAKERS

Nil.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4296852, pages 8 - 9 refers.

RESOLUTION 2023/90

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board confirm the minutes of meeting held on 6 July 2023 are a true and correct record with amendments.

CARRIED

9.0 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2023/91

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

That the public be excluded from the following parts of the proceedings of this meeting. The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 Confirmation of Previous Minutes	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7.

CARRIED

RESOLUTION TO READMIT THE PUBLIC

RESOLUTION 2023/92

Moved: Member Ann Court

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board move out of Public Excluded and into Ordinary meeting.

CARRIED

Amy Slack returned to the meeting 11:07 am.

7 NGĀ PŪRONGO / REPORTS**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4296153, pages 10 - 15 refers.

RESOLUTION 2023/93

Moved: Member Amy Slack

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Jane Hindle.

CARRIED

Jane Hindle left meeting 11:13 am.

7.3 ROAD NAMING - 27 ACCESS ROAD, KERIKERI

Agenda item 7.3 document number A4301289, pages 23 - 33 refers.

RESOLUTION 2023/94

Moved: Member Lane Ayr

Seconded: Member Amy Slack

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

CARRIED

Jane Hindle returned to the meeting 11:16 am.

7.2 GROUND LEASE TO PAIHIA SEA SCOUTS - TE KEMARA AVENUE PAIHIA

Agenda item 7.2 document number A4253652, pages 16 - 22 refers.

RESOLUTION 2023/95

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

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

- a) a new ground lease be issued to Scouts Aotearoa over the Local Purpose (community activities) Reserve being approximately 238 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: 3 years – with dates aligning with Paihia Kindergarten Lease.

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

- **\$118 plus GST for 2023/24 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 Scouts Aotearoa.**

CARRIED

7.4 ALFRESCO DINING APPLICATIONS

Agenda item 7.4 document number A4281679, pages 34 - 74 refers.

RESOLUTION 2023/96

Moved: Member Lane Ayr
Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board:

- a) pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from CC's Café Cinema, Butterfish Limited, Kerikeri Lunchbox, Sharp Café, Avo Sushi, The Gables, Rocksalt Restaurant and Bar, Spice Grill, Letz Café, Burger Fiasko, Seaside, Konnie's Kafe Limited, Sushi Gallery, Duke of Marlborough and Jimmy Jacks to assist with the final decision on the renewal applications and;
- b) provide comment on the new alfresco dining application from El Café to assist with the final decision on the new application.

CARRIED

Meeting adjourned from 11:36 am to 11:56 am.

7.5 PAIHIA VILLAGE GREEN ARTS AND CRAFTS GUIDELINES 2023-2024

Agenda item 7.5 document number A4296201, pages 75 - 90 refers.

RESOLUTION 2023/97

Moved: Member Ann Court
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board approve the Paihia Village Green Art and Crafts Market Guidelines 2023-2024.

CARRIED

7.6 FUNDING APPLICATIONS

Agenda item 7.6 document number A4292393, pages 91 - 94 refers.

RESOLUTION 2023/98

Moved: Member Amy Slack
Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board:

- a) rescind the balance of \$60 granted to Miria Marae in resolution 2022/112 on 17 November 2022 and directs that this amount be returned to their Community Board fund total for future allocation.
- b) confirm their resolution 2023/45 of 8 June 2023 granting funding to the Whangaroa Recreation and Community Trust and directs the funding being released to the applicant as a project plan has been received as requested.

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE**

Agenda item 8.1 document number A4301976, pages 95 - 98 refers.

RESOLUTION 2023/99

Moved: Member Lane Ayr
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update with addition of action 2023/65 from 6 July meeting.

CARRIED

At the conclusion of the public excluded session the Bay of Islands-Whangaroa Community Board confirmed the decisions contained in the part of the meeting held with public excluded **be restated** in public meeting as follows:

- That the Bay of Islands-Whangaroa Community Board confirm the minutes of meeting held on 6 July 2023 are a true and correct record.

10 CLOSING KARAKIA

Jane Hindle closed the meeting with a karakia.

11 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12:07 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 31 August 2023.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4334221

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 Jane Hindle, Roddy Hapati-Pihema, Amy Slack, Lane Ayr, Tyler Bamber, 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 Ward's Report - August 2023 - A4341451  
2. Members Hindle's Report - August 2023 - A4341484  
3. Member Hapati-Pihema's Report - August 2023 - A4341527  
4. Member Slack's Report - August 2023 - A4343433  
5. Deputy Chair Ayr's Report - August 2023 - A4341549  
6. Member Bamber's Report - August 2023 - A4341509  
7. Member Mills Report - August 2023 - A4342177  

7.2 OPUA-PAIHIA WALKWAY PERMANENT REALIGNMENT BEECHY STREET TO ENGLISH BAY

File Number: A4326869

Author: Darren James, Asset Manager - District Facilities

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks endorsement from the Community Board for the permanent realignment of a section of the Opuia-Paihia Coastal Walkway following a significant land slip over a section of the walkway.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Opuia-Paihia Coastal walking track was allocated \$420k in the Long-Term Plan 2021-31. This was later uplifted to \$1.02m in Annual Plan 2022-23.
- Stage 1 of the Opuia-Paihia Walkway, Waimangaro Boardwalk and bridge section was completed in February 2023 at a cost of \$376k.
- Stage 2 of the Opuia-Paihia Coastal Walkway renewal is being delivered by Hoskins Civil with a budget of \$636k.
- The Opuia-Paihia Coastal Walkway is prone to land erosion and slips caused by both overland water scouring and coastal erosion.
- The walkway provides the main pedestrian link between Opuia and Paihia and forms part of the Te Araroa trail. The popularity of this walkway hosts several annual events such as the Kiwi Walk Run event.
- A significant slip event occurred in June 2023 within the English Bay to Beechy Street section adjacent to the property at 7 Richardson Street.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands Community Board supports:

- Option 1 to permanently realign the Opuia-Paihia Coastal Walkway from within Land Parcel ID 5238752 (Unformed Legal Road) to Richardson Street.**

1) TĀHUHU KŌRERO / BACKGROUND

The Opuia-Paihia Coastal walking track forms part of the Te Araroa trail and provides the only pedestrian link between Opuia and Paihia. In the Long-Term Plan 2021-2031 budget was identified for renewal and improvement of this walking track.

In 2022 the first major section known as Opuia-Paihia Coastal Walkway Stage 1 project addressed crossing the Waimangaro stream and included the replacement of the bridge and boardwalk section at a cost of \$376k.

Stage 2 of the project includes the remaining sections of the walkway to be addressed and has been broken down into two phases (see Attachment A) for plans, budget for the remaining section is currently \$636k. Sections A and B do not need any physical works and an outline of the remaining Sections C, D and E is given below:

Phase 1 Section C and D: Te Haumi to English Bay

This section excludes the Waimangaro bridge and boardwalk which has been completed under Stage 1 of the project. This section consists of previous consented structures which will be renewed, along with improvements to track formation and drainage.

Phase 2 Section E: English Bay to Beechy Street

This section requires several new consented structures and is currently in the resource consent phase. The remainder of the section is minor formation and drainage work.

Richardson Street Landslip

A significant slip event occurred in June 2023 and blocked a section of the English Bay to Beechy Street section of the track, the slip was investigated by Geotechnical engineers and report produced (see Attachment B). Staff have provided an alternative route along Richardson Street to sustain connectivity between Opuā and Paihia, this has been released to the public via numerous media platforms and physical signage.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Following the recent landslips in the vicinity of 7 Richardson Street and consideration in the report produced by Haigh Workman Ltd the following options have been considered:

Option 1: Abandon the section of track and realign the route along Richardson Street.

It is proposed that a section of approximately 325m in length of the track is abandoned and to formalise the current temporary diversion along Richardson Street as the new alignment. This option is the most cost-effective option negates the need for significant earthworks and construction in the coastal maritime area. Whilst this option will detract from the visual amenity of the track, it does deliver a more sustainable formation for the future.

This option has considered the risk to people walking along Richardson Street, which is a no exit residential road serving 5 properties and has no formed pavement. The hazard presented by additional pedestrians along this section can be partially mitigated by signage warning of pedestrians using the road as a thoroughfare.

Option 2: Reinstate the existing alignment.

This option looks to undertake restoration of the current track. This restoration work will require additional funding due to the amount of formation, retaining and stabilisation required for this section. It is estimated, that to restore this section of track, an additional \$80-100k plus additional consenting requirements will be required.

This option cannot reliably secure long-term protection of the track without significant engineering design as further slips and/or coastal erosion are likely to continue. Additionally, there is a known archaeological site which will need to be carefully managed if future construction works along the existing alignment are to be considered.

Te Araroa Trail Trust

The Te Araroa trust have been contacted to seek agreement for the proposed realignment and update to the group walking track network and have supported the realignment. See attachment C.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommendation is to permanently realign the section of the Opuā-Paihia Coastal Walkway along Richardson Street and abandon the effected 325m seaward side route. This proposed course of action is the most cost effective and sustainable solution to maintain pedestrian access between Opuā and Paihia along the Te Araroa trail.

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

The recommended option has no impact on the current Long-Term Plan 2021-31 approved budgets. Realignment can be achieved within the existing programme of works.

ĀPITIHINGA / ATTACHMENTS

1. Opuā-Paihia Coastal Walkway Stage 2 Drawings - A3912288 [↓](#) 
2. Richardson Street Geo tech report from Haigh Workman - A4330618 [↓](#) 

3. Te Araroa Trust response to realignment - A4334050  

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	
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	There is a significant impact to the community and the wellbeing measures within the existing Long Term Plan 2021-24. These have been assessed and resulted in a minor negative impact to amenity value through the realignment of the track away from the coastline. On balance, the financial and safety risk to the community and users of the walkway justifies the realignment away from the coast.
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 immediate impact is to the local community which rely on the Opuā-Paihia Coastal walkway as the main pedestrian link between Opuā and Paihia. There are district wide implications in the wider context of the te Araroa Trail and these are being addressed by Staff with the Trust directly.
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.	Looking at the site through our GIS layer there were sites identified as archaeological sites to Māori. As per Far North District Councils Significance and Engagement Policy and identifying this issue as low, iwi and hapu were not consulted. The proposed option does not impact any cultural significant sites and remains within existing road corridor. The realignment considers the archaeological site identified on the existing alignment which would likely be disturbed if the existing alignment was to remain in place.
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).	Significance has applied to the main user group identified as Community members and tourists requiring a pedestrian link between Opuā and Paihia. The trail is unsuitable for individuals with limited mobility and cyclists due to formation of the track to these standards cost prohibitive.

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>It is anticipated there is little budgetary implications for this project with the proposed realignment.</p>
<p>Chief Financial Officer review.</p>	<p>Type here</p>

7.3 FUNDING APPLICATIONS

File Number: A4337823

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 **\$182,424** 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.
- Four applications have been received, requesting \$34,009

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$4,500** (plus GST if applicable) be paid from the Boards Community Grant Fund account to The Turner Centre for the costs towards Kanikani Kanoa, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- b) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to The Graeme Dingle Foundation for the costs towards mentoring and career guidance for students in the Bay of Islands-Whangaroa Ward, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of **\$1,500** (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Rotary Club for the costs towards Paihia Colour Run 2023 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:

- d) approves the sum of **\$15,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Friends of Rolands Wood Trust for the costs towards extending the car parking area to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
The Turner Centre – Kanikani Kanoa 2023	\$4500	\$4500	The applicant hosted this event previously, but was unable to go ahead as planned due to a covid lockdown. They are refunding \$2500 that remained from that application and applying afresh for a new event.	Event
The Graeme Dingle Foundation – Mentoring and career guidance	\$12,811	\$5000	The applicant visits schools throughout the Far North District to provide mentoring and career guidance for students. They have only applied for funding from the BOIWCB and it is recommended they apply to the other Boards for funding assistance for attending students in their areas.	Community
Bay of Islands Rotary Club – Colour Run 2023	\$1510	\$1500	This is an annual event hosted by the Bay of Islands Rotary club, which is well supported by the community with any funds raised being put back into community projects.	Event
Friends of Rolands Wood – Carpark extension	\$15,188	\$15,000	The applicant is working with Council staff and fundraising themselves for the balance to improve the car park for Rolands Wood. As the wood has been become increasing popular, parking has become an issue. The applicant is seeking assistance to improve the area, while still maintaining sufficient funds for ongoing maintenance of the woods and carpark.	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. **The Turner Centre - A4339517** [↓](#) 
2. **Graeme Dingle Foundation - A4339515** [↓](#) 
3. **Bay of Islands Rotary - Colour Run 2023 - A4339513** [↓](#) 
4. **Friends of Rolands Wood - A4339516** [↓](#) 

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.

7.4 PROJECT FUNDING REPORTS

File Number: A4337812

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) Kerikeri Football Club

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. Kerikeri Football Club - A4339514 [↓](#) 

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.

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2023

File Number: A4347092

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Jonathan Slavich, Chief Financial Officer

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 July 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 2023	\$201,549.00	\$100,000.00
• Plus, unused funds from 2021-23	\$59,616.44	\$93,360.86
Less funds granted and uplifted to 31 July 2023	\$37,414.00	-
• Less funds not uplifted from previous community meetings (committed to projects)	\$40,504.83	\$93,300.86
Community Fund Account balance as at 31 July 2023	\$183,246.61	\$100,060.00

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 July 2023 in the Community Fund account is \$183,246.61 and the balance in the Placemaking Fund account is \$100,060.00.

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 July 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account BOI-Whangaroa as at 31 July 2023 - A4347025**



8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD AUGUST ACTION SHEET UPDATE

File Number: A4335433

Author: Marlema Baker, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services (Acting)

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 August 2023 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 - 31 August 2023 - A4350579** [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE