



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Bay of Islands-Whangaroa Community Board Meeting**

**Thursday, 23 November 2023**

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

**Membership:**

Member Belinda Ward - Chairperson  
Member Lane Ayr – Deputy Chairperson  
Councillor Ann Court  
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 23 November 2023 at 10:00am**

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**Te Paeroa Mahi / Order of Business**

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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**

- Kellie Hull and Sherri Philpott (TBC) representing Friends of Dance Northland – Funding Application 7.5 a).
- Rachel Smith and Ange Barker representing Kerikeri Sports Complex – Funding Application 7.5 b).
- Tracey Cadogen (TBC) representing Kororāreka/Russell Christmas Parade – Funding Application 7.5 c).

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4457871

**Author:** Fleur Beresford, Democracy Advisor

**Authoriser:** Casey Gannon, 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 the meeting held on 28 September 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. **BOIWCB - Minutes - 26 Oct 2023 - A4474162** [↓](#) 



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

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

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

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

Bay of Islands-Whangaroa Community Board Meeting Minutes -  
**Unconfirmed**

26 October 2023

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI  
ON THURSDAY, 26 OCTOBER 2023 AT 10:00AM**

**PRESENT:** Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Councillor Ann Court, Member Bruce Mills, Member Amy Slack, Member Roddy Hapati-Pihema, Member Jane Hindle, Member Tyler Bamber.

**STAFF PRESENT:** Kim Hammond (Community Board Co-ordinator – Stakeholder Relationships), Kathryn Trewin (Funding Advisor – Stakeholder Relationships), Fleur Beresford (Democracy Advisor – Democracy Services), Ellie Greenwood (Democracy Advisor – Democracy Services), Imrie Dunn (Democracy Advisor – Democracy Services).

Chairperson Belinda Ward opened the meeting at 10.05am.

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Member Jane Hindle commenced the meeting with a Karakia.

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

Nil

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Evita Zarina and David Krebs representing Bay of Islands Sailing Week in regard to item 7.6 a) Event Investment Funding Applications
- Janet McPhee and Andre Witehira representing Russell Returned Service's Association (RSA) in regard to item 7.6 b) Event Investment Funding Applications
- Melanie Morgan representing BOI P&I Show in regard to item 7.6 c) Event Investment Funding Applications
- Jackie Sander representing The Kerikeri Street Party in regard to item 7.6 d) Event Investment Funding Applications
- Melanie Chandler-Winters representing Kerikeri Jazz Festival in regard to item 7.6 f) Event Investment Funding Applications
- Roz Dennis representing Cruzn' the Bays 2024 in regard to item 7.6 g) Event Investment Funding Applications
- Shirley May representing BOI Country Rock Festival in regard to item 7.6 h) Event Investment Funding Applications
- Shirley May representing BOI Jazz and Blues Festival in regard to item 7.6 i) Event Investment Funding Applications
- Coralee Shortland and Wuki Beazley representing Bay of Islands Budgeting - Mana Aki in regard to item 9.1 c) Funding Applications
- Mereana Anderson representing Whangaroa Arts Festival / Te Kamura School in regard to item 9.1 b) Funding Applications
- Member Roddy representing Kawakawa Christmas Event in regard to item 9.1 d) Funding Applications

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## 7 NGĀ PŪRONGO / REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4464090

**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, Tyler Bamber, Jane Hindle and Roddy Hapati-Pihema.**

#### 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 - November 2023 - A4464042  
2. Deputy Chairperson Ayr - November 2023 - A4464044  
3. Tyler Bamber - November 2023 - A4465924  
4. Jane Hindle - November 2023 - A4465306  
5. Roddy Hapati Pihema - November 2023 - A4469172  



























## 7.2 SETTING OF 2024 MEETING SCHEDULE

**File Number:** A4469089

**Author:** Fleur Beresford, Democracy Advisor

**Authoriser:** Casey Gannon, Manager - Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board to set their meeting dates for the 2024 calendar year.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Each Community Board is responsible for setting their own meeting dates.
- The report recommends that the Bay of Islands-Whangaroa Community Board meet 4 weekly.

### TŪTOHUNGA / RECOMMENDATION

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

**a) adopt the following meeting dates for the 2024 calendar year:**

- 15 February 2024
- 21 March 2024
- 18 April 2024
- 16 May 2024
- 20 June 2024
- 18 July 2024
- 15 August 2024
- 19 September 2024
- 24 October 2024
- 21 November 2024
- 19 December 2024; and,

**b) delegate to Chair Belinda Ward authority to change the meeting dates.**

### TĀHUHU KŌRERO / BACKGROUND

The Local Government Act (LGA) requires a local authority to hold meetings that are necessary for the good governance of its region or district. The Local Government Official Information and Meetings Act (LGOIMA) promotes the open and public transaction of business at meetings. Neither the LGA or LGOIMA requires a local authority to schedule meetings a year in advance, however it is considered good practise throughout New Zealand.

Council reserve 28 October of each year, as a non-Council meeting day, in recognising the signing of He Whakaputanga o te Rangatiratanga o Nu Tireni – Declaration of Independence of the United Tribes of New Zealand.

Community Boards are required to set their own meeting dates.

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

This report recommends that Bay of Islands-Whangaroa Community Board meet 4 weekly when possible.

The 2024 formal meeting calendar proposed to Council is that Council and Committee meetings would be held on a 4 weekly rotation and that Te Miromiro – Assurance, Risk and Finance would be held 6 weekly. As part of the Formal Meeting Calendar adoption by Council reserve dates have been set aside for workshops.

The proposed Community Board meeting dates are considered in the Council 2024 formal meeting calendar. The proposed meeting dates ensures minimal meeting event conflicts and sufficient time for report escalation to the following Council meeting.

Please note, additional time may be required from time to time for unexpected or unanticipated matters. This should however be minimal. Staff are committed to providing as much notice as possible and making sure that business where possible, is restricted to the days adopted as part of this schedule.

Community Boards are also encouraged to meet informally outside of the formal meeting schedule to touch base or conduct workshops to discuss various matters.

### **Reason for the recommendation**

To adopt a schedule of Bay of Islands-Whangaroa Community Board meetings for the 2024 calendar year.

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

There is a cost in supporting meetings, and these are covered within operational budgets.

### **ĀPITIHINGA / ATTACHMENTS**

1. **BOIWCB 2024 Meeting Calendar - A4469079** [↓](#) 



**Compliance schedule:**

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

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

<b>Compliance requirement</b>	<b>Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This matter 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.	The relevant legislation as referenced in the report is the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
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.	Community Boards are responsible for setting their own meeting schedule. Similar reports will be written suggesting alignment with Council and Committee meetings.
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 particular implications for Māori. Meetings are not scheduled on significant dates ie Waitangi Day, Matariki or He Whakaputanga.
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 does not have any implications on persons identified in legislation.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are covered within operational budgets.
Chief Financial Officer review.	The CFO has not reviewed this report.







### 7.3 NEW GROUND LEASE TO PLAYCENTRE AOTEAROA - RUSSELL PLAYCENTRE OVER 12 CHURCH STREET, RUSSELL

**File Number:** A4371078

**Author:** Michelle Rockell, Team Leader - Property Management

**Authoriser:** Kevin Johnson, Group Manager - Delivery and Operations

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Bay of Islands – Whangaroa Community Board recommendation on the granting of a new ground lease, under Section 61 Reserves Act 1977, to Playcentre Aotearoa over Lot 6 DP 7147, 12 Church Street, Russell.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Russell Playcentre, operating under the Playcentre Aotearoa umbrella, have been established at 12 Church Street since the 1960s.
- In August 2023, Playcentre Aotearoa approached Council seeking permission to install a bike track and with that, a new ground lease.
- The site is classified Local Purpose (playcentre) Reserve and the proposed lease is consistent with the reserve purpose.
- The Reserves Act 1977 does not require public consultation on leasing a vested local purpose reserve.
- Kororāreka Marae Committee has been notified by the way of letter sent via email of the proposed lease. Their response supporting the lease is attached.

#### TŪTOHUNGA / RECOMMENDATION

**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 Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.**

**The terms of the lease shall be:**

- i) **30 years (10+10+10)**
  - ii) **Rental: as per FNDC Fees and Charges schedule for a community lease.  
\$118 plus GST for 2023/2024 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 Playcentre Aotearoa.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

The Local Purpose (Playcentre) Reserve is vested in Council and has been occupied by Russell Playcentre since the 1960s.

The Russell Playcentre previously held a lease over the reserve under the Mid Northland Playcentre Association umbrella. This lease expired in 2017.

In 2019 the New Zealand Playcentre Federation and all 32 Playcentre Associations (Mid Northland Playcentre included) from around the country were formally amalgamated into Playcentre Aotearoa. A staff member from Russell Playcentre advised of this process beginning in 2013 and

recommended not progressing with a new lease that would need to be amended due to this amalgamation.

The playcentre is the only early childhood centre in Russell and caters to families from Russell, Waikare, Opua and Paihia. They strive to provide a complete early childhood education service for children aged 0-6, teaching through free play, empowering within safe limits, and providing support and education to families.

Playcentre Aotearoa is a bicultural organisation, providing resources and planning activities which promote Māori culture, including encouraging use of Te Reo, supporting staff through Te Reo courses and organising visits to their local marae "Haratu".

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

Though public notice is not required for this site, Kororāreka Marae Committee have been notified of the proposed lease via letter. A response supporting the lease was received. Please see attached.

The options for this site are:

### **Option 1 (Recommended):**

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

- a) **A new ground lease be issued to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.**

**The terms of the lease shall be:**

- i) **30 years (10+10+10)**

- ii) **Rental: as per FNDC Fees and Charges schedule for a community lease.**

**\$118 plus GST for 2023/2024 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 Playcentre Aotearoa.**

This option allows the Russell Playcentre to continue providing essential early childhood education services to the families of Russell and surrounding areas.

Option 2:

- a) Decline Playcentre Aotearoa request for a new lease.
- b) Ask Playcentre Aotearoa to remove the existing building and associated assets from the reserve and reinstate the local purpose reserve at their cost.

## **TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

Russell Playcentre, operating under the Playcentre Aotearoa umbrella, provide a beneficial service to the community and requiring them to vacate would be detrimental to the whānau and tamariki of the area.






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

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space. The lease will provide for the lessee to be responsible for the payment of all utility charges, rates if applicable and insurances.

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

### ĀPITIHANGA / ATTACHMENTS

1. **Russell Playcentre - Consultation on a request for lease - A4375973** [↓](#) 
2. **RE FW New lease - Russell Playcentre - response - A4375998** [↓](#) 
3. **Debra Rawiri reply Russell Playcentre Lease enquiry - A4404966** [↓](#) 
4. **Aerial view of 12 Church Street Russell - A4407631** [↓](#) 
5. **CRS - Title Details\_1 Lots 5 and 6 - A4407783** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Low. The Russell Playcentre is a well-established community asset.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<p>FNDC Parks and Reserves Policy 2022: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base, requiring significant financial investment.</p> <p>FNDC Fees and Charges.</p> <p>Section 61 Reserves Act 1977  <a href="https://www.legislation.govt.nz/act/public/1977/0066/latest/DLM444767.html">https://www.legislation.govt.nz/act/public/1977/0066/latest/DLM444767.html</a></p>
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Delegation to the relevant Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
<p>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.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long Term Plan 2021-2031.</p> <p>Te Hono was approached to provide advice on who the main contacts were in the first instance. A letter was sent via email to the Kororāreka Marae Committee to inform them of requested lease. A response supporting the proposed lease was received. Please see attached.</p>
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	<p>The community of Russell and surrounding localities will be affected should this lease not be granted.</p> <p>The Reserves Act 1977 does not require Council to initiate public notice for leases over Local Purpose</p>



– youth, the aged and those with disabilities).	reserves.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The FNDC Fees and Charges Policy sets out the rental for leases over reserved land.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.





















## 7.4 OPUA-PAIHIA WALKWAY PERMANENT REALIGNMENT BEECHY STREET TO ENGLISH BAY

**File Number:** A4460297

**Author:** Jeanette England, Team Leader - Assets & Project Delivery

**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.
- This report was presented at the Bay of Islands-Whangaroa Community Board meeting on 31 August 2023 for consideration, The Board resolved to leave the item to lie on the table and for staff to bring back further information.

### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands Community Board agree:

- a) to Uplift the “Opuia-Paihia Walkway Permanent Realignment Beechy Street to English Bay” report for consideration;
- b) to Option 1 to permanently realign the Opuia-Paihia Coastal Walkway from within Land Parcel ID 5238752 (Unformed Legal Road) to Richardson Street, as per the attached map.

### 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 the track is abandoned and to formalise the 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 is considered to detract from the visual amenity of the track, it does deliver a more sustainable formation for the future. Council's engineer has agreed that the track in the vicinity of the slip area is not suitable for the safe passage of pedestrians and agrees that this section be closed. The risk to public safety in this area is too high for council to allow this section to remain open.

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.

The Board moved a resolution requesting that staff conduct a further site visit at the southern end of the track through to Wall's Bay Reserve. Staff have now visited the site and agree that the first part of the track from Richardson Road around to Walls Bay can remain open.

Council will also upgrade the signage notifying users of the track about the closures and provide maps of the exact area that is closed off. There will be significant barriers put in place closer to the slip to allow users to walk as far as possible along the track to see the view of the harbour and take photos. Track users will then need to back track to Walls Bay and use the track up to Richardson Street.

**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 was recommendation is to permanently realign the section of the Opuia-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 Opuia and Paihia along the Te Araroa trail.

The new recommendation will be to keep the track open from Richardson Street (by the hall) to Doug's boat yard and then realign the section of the Opuia-Paihia Coastal Walkway from Walls Bay up over the hill to Richardson Street and back down to the track.

**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. Updated Map for Opuia - Paihia Walkway - A4460712 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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

State the financial implications and where budgetary provisions have been made to support this decision.	It is anticipated there is little budgetary implications for this project with the proposed realignment.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.





## 7.5 FUNDING APPLICATIONS

**File Number:** A4461776

**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 **\$107,173.61** to allocate for the Community Board Fund in the 2023/2024 financial year.
- The Board also has **\$100,060.00** to allocate for the Placemaking Fund for the 2023/2024 financial year.
- Four new applications have been received, requesting \$72,078.

#### 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 Community Fund account to the Friends of Northland Dance for the costs towards performing Alice in Wonderland, 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 **\$50,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to the Kerikeri Sports Complex for the costs towards the creation of a multi-sensory accessible playground, 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 **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Tracey Cadogan for the costs towards Russell Christmas event, 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 **\$2,900** (plus GST if applicable) be paid from the Boards Community Fund account to the The Turner Centre for the costs towards Reuben Rameka visit and performance, 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
Friends of Dance Northland – Alice in Wonderland	\$14,178	\$5,000	The applicant is seeking half the costs for putting on the dance production Alice in Wonderland at the Turner Centre. The hire costs for the Turner Centre are almost \$7,000.	Event
Kerikeri Sports Complex – Playground	\$50,000	\$50,000	The applicant is seeking funds towards the development of a multi-sensory accessible play area at the Kerikeri Sports Complex.	Infrastructure
Tracey Cadogan – Russell Christmas	\$4,902	\$5,000	The Board's Strategic Plan states that the Board will: " <i>Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$5,000 per annum for the event.</i> " While the applicant has asked for slightly less than the amount, the event is just over \$5,000 and this is the first year they have applied for funding.	Event
Turner Centre – Reuben Rameka	\$2,900	\$2,900	The Turner Centre is applying on behalf of Reuben, who will visit the area and write a piece of music with local rangitahi, which will then be performed at a lunchtime concert in January at the Turner Centre.	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.funding

**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. **Friends of Northland Dance - A4465651**  
2. **Kerikeri Sports Complex - A4465649**  
3. **Russell Christmas - A4465650**  
4. **Turner Centre - Reuben Rameka - A4465648**  

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	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.













































































## 7.6 PROJECT FUNDING REPORTS

**File Number:** A4465433

**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) Bay of Islands Jazz Festival
- b) R Tucker Thompson Youth Sailing Trust
- c) Whangaroa Hall
- d) Whatu Creative

### 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 Jazz Festival - A4465424 [↓](#) 
2. R Tucker Thompson Youth Sailing Trust - A4465423 [↓](#) 
3. Whangaroa Hall - A4465425 [↓](#) 
4. Whatu Creative - A4465426 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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























## 7.7 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD 2024-2027 FOOTPATH PROGRAMME PRIORITY

**File Number:** A4466799

**Author:** Elizabeth Stacey, NTA Road Safety and Traffic Engineer

**Authoriser:** Andy Finch, District Engineer

### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to document the footpath programme decisions made by the Bay of Islands-Whangaroa Community Board in workshop session for inclusion in the 2024-2027 draft Long Term Plan.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Bay of Islands-Whangaroa Community Board have prioritised locations for the draft 2024-2027 Unsubsidised and Community Board funded for the footpath program. Staff have compiled this list of locations for confirmation by the Board.

#### TŪTOHUNGA / RECOMMENDATION

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

- a) receive the report Bay of Islands-Whangaroa Community Board 2024-2027 Footpath Programme Priority Report; and
- b) confirm the listed locations for inclusion in the draft 2024-2027 Long Term Plan.

### 1) TĀHUHU KŌRERO / BACKGROUND

As part of developing the draft 2024-2027 Long Term Plan (LTP), staff has met with the Board to discuss the current programmed footpath projects and the Boards priority list for funding. In developing the 2021-2024 footpath programme, the Board selected projects in excess of available funding in order to inform the communities priorities for future years.

The Board has met through a workshop session and prioritised the following list of footpaths, shown as Table 1, for inclusion in the draft 2024-2027 LTP. Inclusion in the draft LTP does not guarantee subsidy from Waka Kotahi or the availability of unsubsidized funds. In considering the 24-27 LTP, it was assumed that footpaths would be funded at the same amount as the 2021-2024 LTP. In the event additional funding is secured the Board will have the opportunity to consider the selection of additional projects.

Project	Area	Estimate	Comments
Te Tii Road: BOI Academy to Whitiara Marae	Te Tii	\$605,000	Requires land acquisition
SH 10: Waipapa Loop Road – Pungaere Road	Waipapa	\$720,000	Design approval to be negotiated with Waka Kotahi
Wiroa Road – SH10 – Airport Phase 1	Kerikeri	\$1,500,000	Construct at minimum 2.5m shared path width

As part of the design phase of the 21-24 footpath programme, cost estimates and the scope of work have been refined for all projects. As a result of additional investigation the following two projects have been removed from the Board's list of projects for consideration:

- Whangaroa Road: Lewers Road – Kent Bay
- School Road: School – Totara North

The concept plans for these projects that have been developed by staff will be utilised to seek funding from alternative sources.

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

The NTA will use the list of funding priorities provided by the Board to inform the draft 2024-2027 LTP. Staff will regularly update the Board as to progress to construction as well as any additional funding opportunities to supplement the footpath programme funding.

### Options:

**Option 1:** The Community Board may receive this report and confirm the locations listed in Table 1 for inclusion in the 2024-2027 LTP. This option is consistent with the priority list developed by the Board during the 2021-2024 funding cycle.

**Option 2:** The Community Board may receive this report and amend the locations listed in Table 1 for inclusion in the 2024-2027 LTP. Any amendments will require additional investigation to determine the draft budget for that location.

**Option 3:** The Community Board may reject this report and conduct a follow up workshop to determine new footpath priorities. This option is not recommended due to the timelines for the draft 2024-2027 LTP development.

The recommended option is **Option 1**.

### Next Steps

Once the Bay of Islands-Whangaroa Board's footpath programme is confirmed by the Board the projects will be included in the draft 2024-2027 LTP for funding consideration by Waka Kotahi and the Far North District Council.

## TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The Recommendation is arising from a workshop session held with the Bay of Islands-Whangaroa Community Board and is consistent with the Board's footpath prioritisation for the 2021-2024 LTP.

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

The list of prioritised footpaths will be included in the 2024-2027 Draft LTP for funding consideration. Final funding amounts will be determined by Waka Kotahi and Council.

## ĀPITIHINGA / ATTACHMENTS

1. **BOI-W Footpath Recommendation Report 13.10.2023 - A4457552** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Significance has been determined as "Low" under Councils 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.	Land Transport Act 1998 FNDC Footpath Policy #5004
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.	Community Board views were sought in development of the prioritisation list.
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 direct implications for Māori
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).	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	This list puts forward projects for consideration in the 2024-2027 LTP. This decision does not commit Council or Waka Kotahi funding.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.





## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD NOVEMBER OPEN RESOLUTION REPORT

**File Number:** A4460204

**Author:** Fleur Beresford, Democracy Advisor

**Authoriser:** Casey Gannon, 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 2020.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

#### TŪTOHUNGA / RECOMMENDATION

**That the Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board November Open Resolution Report.**

#### TĀHUHU KŌRERO / BACKGROUND

Open resolution reports provide regular updates on progress against decisions made at meetings.

Open resolution reports 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 open resolution reports 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. **BOIW-CB - Open Resolution Report Nov 2023 - A4469501** [↓](#) 







**8.2 26 OCTOBER 2023 - FUNDING APPLICATIONS - PUBLIC CIRCULATION DUE TO ADMINISTRATIVE ERROR****File Number: A4467564****Author: Fleur Beresford, Democracy Advisor****Authoriser: Casey Gannon, Manager - Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of this report is to make public the Funding Applications incorrectly included in the Public Excluded Agenda of the 26 October 2023 meeting of the Bay of Islands-Whangaroa Community Board.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

The Funding Applications were discussed and debated at the 26 October 2023 meeting in public exclusion and the information and decisions were restated into public.















The link to this livestream is here: <https://fb.watch/obRwRinEou/?mibextid=SphRi8>

**TŪTOHUNGA / RECOMMENDATION**

That the Bay of Islands-Whangaroa Community Board:

- a) note the Funding Applications from the 26 October 2023 Bay of Islands-Whangaroa Community Board meeting as a Public Agenda item; and
- b) note the decisions and information related to the Applications were restated back into public at the 26 October 2023 meeting.

**ĀPITIHINGA / ATTACHMENTS**

1. Funding Application - Karangahape Marae Trust - A4423744  
2. Funding Application - Kawakawa Business Association - A4422708  
3. Funding Application - Kerikeri Bowling Club - A4419456  
4. Funding Application - Kerikeri Christmas Event-2 - A4426802  
5. Funding Application - Moerewa Christmas 2023 - A4422711  
6. Funding Application - Whangaroa Arts Festival - A4419455  
7. Funding Application - Bay of Islands Budgeting - A4382383  





















































































































**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**