



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Te Hiku Community Board Meeting

Tuesday, 21 November 2023

Time: 10:00 am

**Location: Conference Room - Te Ahu
Cnr State Highway 1 and Mathews
Avenue
Kaitaia**

Membership:

Member Adele Gardner – Chairperson
Member John Stewart – Deputy Chairperson
Cr Felicity Foy
Member Darren Axe
Member Sheryl Bainbridge
Member William (Bill) Subritzky
Member Rachel Baucke

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 storm water 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 & Kaitia 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 centers.

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. Specific to Te Hiku Community Board – the Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee.
18. 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.
19. 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.
20. 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.
21. 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
Te Hiku Community Board Meeting
will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and
Mathews Avenue, Kaitia on:
Tuesday 21 November 2023 at 10:00 am

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	7
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest	7
3	Te Wāhanga Tūmatanui / Public Forum	7
4	Ngā Tono Kōrero / Deputation	7
5	Ngā Kaikōrero / Speakers	7
6	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	8
6.1	Confirmation of Previous Minutes	8
7	Ngā Pūrongo / Reports	16
7.1	Setting of Meeting Dates for 2024	16
7.2	Te Hiku Statement of Community Board Fund Account as at 30 September 2023 ..	23
7.3	Funding Applications	28
7.4	Project Funding Reports	79
7.5	Te Hiku Community Board 2024-2027 Footpath Programme Priority	86
8	Ngā Pūrongo Taipitopito / Information Reports	89
8.1	Chairperson and Member Reports	89
8.2	Te Hiku Community Board November 2023 Open Resolution Report	106
9	Karakia Whakamutunga / Closing Prayer	113
8	Te Kapinga Hui / Meeting Close	113

1 KARAKIA TIMATANGA / OPENING PRAYER**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

- Hayley Tapatahi representing Aupouri Ngati Kahu Te Rarawa Trust (ANT) regarding Tangonge Domain update

5 NGĀ KAIKŌRERO / SPEAKERS

- Roz Dennis and Leanne Tasker representing Cruzn the Bay 2024 item 7.3a refers
- Andrea Panther representing Kaitaia Business Association – CCTV Costs item 7.3b refers
- Rachel Palmer representing Rongopai House Community Trust item 7.3d refers
- Huia Cooper and Junny Abraham representing Te Hapua Komiti Whaiti item 7.3e refers
- Representative from Te Pokapu Tiaki Taioa o Te Tai Tokerau item 7.3f refers

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4454914

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow Te Hiku Community Board to confirm that the minutes are a true and correct record of the previous meetings.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board confirms the minutes of the meeting held 24 October 2023, to be a true and correct record.

1) TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 Schedule 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) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

The Te Hiku 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.

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 meetings.

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

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

ĀPITIHINGA / ATTACHMENTS

1. THCB_20231024_MIN_2616 - A4454954 [↓](#) 

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.	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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	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 true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON TUESDAY, 24 OCTOBER 2023 AT 10:00 AM**

PRESENT: Chairperson Adele Gardner, Member Darren Axe, Member Sheryl Bainbridge, Member John Stewart, Member William (Bill) Subritzky, Member Rachel Baucke

IN ATTENDANCE: Cr Hilda Halkyard-Harawira

STAFF PRESENT: Ellie Greenwood (Democracy Advisor – Democracy Services), Casey Gannon (Manager – Democracy Services), Kathryn Trewin (Funding Advisor – Stakeholder Relationships), Grace Hamlin (Support Officer – Stakeholder Relationships), Beverly Mitchell (Community Board Coordinator – Stakeholder Relationships) Harley Alexander (virtually) (Multimedia Strategy & Communication – Communications and Engagement) Fleur Beresford (virtually) (Democracy Advisor – Democracy Services)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Adele Gardner commenced the meeting and Member Rachael Baucke opened with a karakia.

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

2a APOLOGIES

RESOLUTION 2023/91

Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That the apology from Cr Felicity Foy be accepted and leave of absence be granted.

CARRIED

Member John Stewart declared a conflict of interest in relation to a funding application for Snapper Bonanza, item 7.1 refers.

Cr Hilda Halkyard-Harawira declared a conflict of interest in relation to public forum speaker Rangaunu Sports Club.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Ron Lloyd

- Unhealthy environment on Kohumaru Road, Mangonui regarding the dust as he has just recovered from a stroke.
- Advised multiple vehicles use this road including logging trucks causing the dust to spread.
- Requesting dust suppressant.
- An RFS has been entered, he is requesting further communication.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Nirelle McDonald representing Rangaunu Sports Club in regard to waka ama compound at Unahi Wharf.

5 NGĀ KAIKŌRERO / SPEAKERS

Rachel Farrell representing Raukatauri Music Therapy (virtually) item 7.2c refers
George Faalogo representing Graham Dingle Foundation item 7.2a refers
Chloe Philips-Harris representing Great Northern Gallop item 7.1c refers
Hinemoa Tipene representing He Whanau Marama Trust item 7.2b refers
John Stewart representing Snapper Bonanza item 7.1a refers
Absent - Thomas Hinz representing Circability Trust (virtually) item 7.1b refers

6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4426176, pages 8 – 16 refers.

RESOLUTION 2023/92

Moved: Chairperson Adele Gardner
Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board confirms the minutes of the meeting held 26 September 2023, to be a true and correct record.

CARRIED**7 NGĀ PŪRONGO / REPORTS****7.1a EVENT INVESTMENT FUNDING APPLICATIONS**

Agenda item 7.1 document number A4413442, pages 17 - 20 refers.

RESOLUTION 2023/93

Moved: Member Darren Axe
Seconded: Member Rachel Baucke

That Te Hiku Community Board leave the funding application from the Circability Trust to lie on the table until the applicant is available to speak to the application

CARRIED**7.1b EVENT INVESTMENT FUNDING APPLICATIONS**

Agenda item 7.1 document number A4413442, pages 17 - 20 refers.

RESOLUTION 2023/94

Moved: Member William (Bill) Subritzky
Seconded: Member Darren Axe

That Te Hiku Community Board

- c) declines the application from Great Northern Gallop for Great Northern Gallop 2024, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

CARRIED**7.2a FUNDING APPLICATIONS**

Agenda item 7.2 document number A4413345, pages 21 - 48 refers.

RESOLUTION 2023/95

Moved: Member John Stewart
 Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board

- a) approves the sum **\$3,000** (plus GST if application) to be paid from the Board's Community Grant Fund account to Graeme Dingle Foundation for mileage for outreach in Te Hiku Ward, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

CARRIED**7.2b FUNDING APPLICATIONS**

Agenda item 7.2 document number A4413345, pages 21 - 48 refers.

RESOLUTION 2023/96

Moved: Chairperson Adele Gardner
 Seconded: Member Darren Axe

That Te Hiku Community Board

- b) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to He Whanau Marama Trust for 2023 Christmas Parade and festival to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

CARRIED**7.2c FUNDING APPLICATIONS**

Agenda item 7.2 document number A4413345, pages 21 - 48 refers.

RESOLUTION 2023/97

Moved: Member Rachel Baucke
 Seconded: Member William (Bill) Subritzky

7 NGĀ PŪRONGO / REPORTS

7.1 SETTING OF MEETING DATES FOR 2024

File Number: A4468895

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow Te Hiku 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 Te Hiku Community Board meets four weekly.
- The Community Board have in the previous triennium held meetings every six weeks on a Tuesday.
- Council adopted its formal meeting calendar on 16 November 2023.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board adopt the following meeting dates for Te Hiku Community Board

- **Tuesday 13 February 2024**
- **Tuesday 19 March 2024**
- **Tuesday 16 April 2024**
- **Tuesday 14 May 2024**
- **Tuesday 18 June 2024**
- **Tuesday 16 July 2024**
- **Tuesday 13 August 2024**
- **Tuesday 17 September 2024**
- **Tuesday 22 October 2024**
- **Tuesday 19 November 2024**
- **Tuesday 17 December 2024**

1) 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.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

This report recommends that Te Hiku Community Board meet on Tuesdays every four weeks. Exceptions to this and the rationale is set out below:

- 19 March – 5 weeks – to avoid a clash with Council
- 17 September – 5 weeks – to avoid a clash with Council

- 22 October – 5 weeks – to avoid a clash with Council

The formal meeting calendar proposed to Council is that Council and Committee meetings would be held on a 4 weekly rotation and that Te Miromiro (ARF) would be held quarterly. As part of the Formal Meeting Calendar adoption by Council reserve dates have been set aside for workshops.

Community Board meeting dates are considered in the development of the proposed 2024 Council 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 Te Hiku Community Board meetings for the 2024 calendar year.

3) 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. **Community Board 2024 Meeting Calendar - A4468936** [↓](#) 

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.

Compliance requirement	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 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.
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 Chief Financial Officer has not reviewed this report.

7.2 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 SEPTEMBER 2023

File Number: A4436620

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Jonathan Slavich, Chief Financial Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

The Community Fund account provides information on financial matters relating to the Te Hiku Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 30 September 2023.

TĀHUHU KŌRERO / BACKGROUND

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

	Community Board	Placemaking Fund
Community Fund Account balance as at 01 July 2022	\$141,710.00	\$100,000.00
• Plus, unused funds from 2022-2023	\$43,131.56	\$38,539.39
• Less funds granted and uplifted to 30 September 2023	\$38,808.00	\$47,279.00
• Less funds not uplifted from previous community meetings (committed to projects)	\$7,395.00	\$30,000.00
Community Fund Account balance as at 30 September 2023	\$138,638.56	\$61,260.39

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance as at 30 September 2023 in the Community Fund account is \$138,638.56 and the balance in the Placemaking Fund account is \$61,260.39.

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.

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

The Far North District Council has delegated the allocation of relevant community board funds to the Te Hiku Community Board. The statement of the Community Fund account as at 30 September 2023 is attached.

ĀPITIHINGA / ATTACHMENTS

1. **Statement of Te Hiku Community Fund Account as at 30 September 2023 - A4436603** [↓](#)



7.3 FUNDING APPLICATIONS

File Number: A4461842

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for the Local Community Grant funding to enable the Te Hiku Community Board to determine which application/s will receive funding at the November 2023 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Six applications were received for funding, requesting a total of **\$63,480**
- The Community Board has an available total of **\$129,138.56** in **Community Grant Funding** for the 2023/24 financial year.
- The Community Board has an available total of **\$59,260.39** in **Placemaking Funding** for the 2023/24 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- a) approves the sum **\$1,500** (plus GST if application) to be paid from the Board's Community Grant Fund account to Cruzn the Bay for 2024 Cruzn the Bay in Te Hiku Ward, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- b) approves the sum **\$7,500** (plus GST if application) to be paid from the Board's Community Grant Fund account to Kaitaia Business Association for CCTV operation and maintenance costs in Te Hiku Ward, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- c) approves the sum **\$935** (plus GST if application) to be paid from the Board's Community Grant Fund account to Ray Clark/Kaitaia Knights Chess Club for venue hire costs in Te Hiku Ward, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

<p>d) approves the sum \$4,235 (plus GST if application) to be paid from the Board's Community Grant Fund account to <u>Rongopai House Community Trust</u> for purchasing a freezer and storage equipment in Te Hiku Ward, to support the following Community Outcomes:</p> <p>i) Proud, vibrant communities.</p> <p>ii) Communities that are healthy, safe, connected and sustainable.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That Te Hiku Community Board</p> <p>e) approves the sum \$4,313 (plus GST if application) to be paid from the Board's Community Grant Fund account to <u>Te Hapua Komiti Whaiti</u> for repairs and waterproofing of the Te Hapua Ratana Church building the Bay in Te Hiku Ward, to support the following Community Outcomes:</p> <p>i) Proud, vibrant communities.</p> <p>ii) Communities that are healthy, safe, connected and sustainable.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That Te Hiku Community Board</p> <p>f) approves the sum \$2,500 (plus GST if application) to be paid from the Board's Community Grant Fund account to <u>Te Pokapu Tiaki o Te Tai Tokerau Trust</u> for regenerative greening and traditional craft community workshops in Te Hiku Ward, to support the following Community Outcomes:</p> <p>i) Proud, vibrant communities.</p> <p>ii) Communities that are healthy, safe, connected and sustainable.</p>

1) TĀHUHU KŌRERO / BACKGROUND

The applications have 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 (LTP) and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Cruzn the Bay 2024	\$41,497	\$1,500	This is an event that was held for the first time in 2023. The organisers are trying to grow it so that it is not just taking place in the BOIW ward. They are bringing the participants into Te Hiku ward for the first time, in the hopes that it will stimulate interest for following events.	Event
Kaitaia Business Association – CCTV Costs	\$7,500	\$7,500	The Association was previously granted \$6,000 over two years (\$12,000) for the ongoing monitoring and maintenance of the CCTV in the Kaitaia township.	Infrastructure
Ray Clark – Kaitaia	\$935	\$935	The club has recently started and is working with other local community	Social

Applicant and Project	Requested	Recommend	Comments	Type
Knights Chess Club			organisations to encourage youth participation, including in fundraising events. They are seeking assistance with costs of venue hire for the club to meet.	
Rongopai House Community Trust	\$4,235	\$4,235	The Trust is providing food and support for disadvantaged members of the wider Kaitaia community. They are seeking assistance in purchasing a freezer and storage shelving to be able to better provide for those they are helping.	Social
Te Hapua Komiti Whaiti	\$4,313	\$4,313	The applicant is seeking assistance with funding for repairs to the Ratana church building, which is a focal point for the wider Te Hapua community.	Infrastructure
Te Pokapu Tiaki Taioa o Te Tai Tokerau	\$5,000	\$2,500	The applicant is seeking funding to provide free regenerative green spaces and traditional craft workshops for the wider Kaitaia community.	Social

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding







Option 3 Decline funding

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Cruzn the Bays 2024 - A4464531 [↓](#) 
2. Kaitaia Business Association - A4464528 [↓](#) 
3. Ray Clark - Kaitaia Chess - A4464534 [↓](#) 
4. Rongopai Trust - A4464530 [↓](#) 
5. Te Hapua Komiti Whaiti - A4464535 [↓](#) 
6. Te Pokapu Tiaki Taioa o Te Tai Tokerau - A4464532 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7.4 PROJECT FUNDING REPORTS

File Number: A4464582

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 Te Hiku Community Board note the project report received from:

- a) R Tucker Thompson Youth Sailing Trust
- b) 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. R Tucker Thompson Youth Sailing Trust - A4464533 [↓](#) 
2. Whatu Creative - A4464529 [↓](#) 

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.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
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 the project reports. Any implications on Māori arising from matters included in project reports 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 project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7.5 TE HIKU COMMUNITY BOARD 2024-2027 FOOTPATH PROGRAMME PRIORITY**File Number:** A4468760**Author:** Elizabeth Stacey, NTA Road Safety and Traffic Engineer**Authoriser:** Jeffrey Devine, NTA Strategy and Planning Manager**TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Te Hiku 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 Te Hiku Community Board**

- a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report.
- 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
Mill Bay Road - SH10 to Rangakapiti	Mangonui	\$250,000	Design complete, construction only
SH 1 @ Gill	Awanui	\$150,000	Design complete, construction only
Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673	Pukepoto	\$1,400,000	Construct at minimum 2.5m shared path width
Kaitaia-Awaroa Rd - Okahu Rd to 240	Kaitaia	\$40,000	Design only

Table 1

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 Te Hiku 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 Te Hiku 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

Nil

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	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.	

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 CHAIRPERSON AND MEMBER REPORTS

File Number: A4458482

Author: Beverly Mitchell, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The reason for the recommendation is to note the reports from the Chairperson and Members. The reports provide feedback to the community on matters of interest or concern to the Community Board and how the Community Board has communicated with community organisations and special interest groups within the community.

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board note the November 2023 reports from Chairperson Adele Gardner and Members Darren Axe, and Bill Subritzky, Rachel Baucke and Sheryl Bainbridge.

1) 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.

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

The reports from the Chairperson and Members are attached.











Te Take Tūtohunga / 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.

3) 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. THCB Chair Gardner report for Nov 2023 - A4459163  
2. THCB Member Axe report Nov 2023 - A4459162  
3. THCB Member Subritzky report Nov 2023 - A4459165  
4. THCB Member Baucke report Nov 2023 - A4459167  
5. THCB Member Bainbridge report Nov 2023 - A4463768  

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	Not applicable.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable.
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 is a Community Board report.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable.
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).	Yes.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

8.2 TE HIKU COMMUNITY BOARD NOVEMBER 2023 OPEN RESOLUTION REPORT

File Number: A4469026

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Te Hiku Community Board with an overview of outstanding resolutions from decisions dated from 1 January 2020.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Open resolutions are a mechanism to communicate progress against decisions/resolutions.
- Open resolutions are also in place for all formal elected member meetings.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board receive the report Te Hiku Community Board November 2023 Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

Any resolution or decision from a meeting is compiled on an open resolution status report to capture actions triggered by Board decisions. Staff provide updates on progress against tasks that are not yet completed.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Board coordinators assist in following up outstanding resolutions with staff where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings following the printing of an agenda.

The outstanding tasks are often multi-facet projects that take longer to fully complete.

Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

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. **November Open Resolution Report - A4469073** [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE