



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 15 February 2024

Time: 10.00am
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Member Belinda Ward - Chairperson
Member Lane Ayr
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 15 February 2024 at 10.00am

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.....	15
7.1	Chairperson and Members Report	15
7.2	Alfresco Dining applications	31
7.3	Project Funding Reports	42
7.4	Funding Applications.....	52
8	Ngā Pūrongo Taipitopito / Information Reports	100
8.1	Summary of Applications July - December 2023.....	100
8.2	Bay of Islands-Whangaroa Community Board February Open Resolution Report.	104
9	Karakia Whakamutunga / Closing Prayer	107
8	Te Kapinga Hui / Meeting Close	107

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

- Diane Eaglesome (Virtually) representing Glass Ceiling Collective in regard to the SparkLive Show;
- Claire Gordon/Jaime Pavlicevic representing Kitted NZ in regard to the Female Sport Art Exhibition;
- Haylee Koroi (Virtually) representing Toi Tangata in regard to Te Hotu Manawa Māori Wānanga's.
- Gerry Paul representing Turner Centre in regard to the Children of Gaza Fundraising Concert.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4560427

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 Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 14 December 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 ĀPITI HANGA / ATTACHMENTS

1. 2023-12-14 Bay of Islands-Whangaroa Community Board Minutes [A4515643] - A4515643 [↓](#) 

Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as part 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** 14 December 2023

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 14 DECEMBER 2023 AT 10:00AM**

PRESENT: Member Belinda Ward, Member Lane Ayr, Member Bruce Mills, Member Amy Slack, 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).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10.03am Member Amy Slack opened the meeting with a karakia.

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

RESOLUTION 2023/181

Moved: Member Belinda Ward
Seconded: Member Lane Ayr

That Bay of Islands-Whangaroa Community Board accept the apologies received from Councillor Anne Court and Member Roddy Hapati-Pihema and leave of absence is granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Nil

4 NGĀ TONO KŌRERO / DEPUTATIONS

Nil

5 NGĀ KAIKŌRERO / SPEAKERS

- Victoria (Tori) Crabb representing VertJam 2024 in relation to Funding Application 7.5a).
- Jaime Pavlicevic and Claire Gordon representing Kitted NZ in relation to Funding Application 7.5b).
- Thyrl Weber representing Okaihau College in relation to Funding Application 7.5c).

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 14 December 2023

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4495112, pages 10 - 18 refers.

RESOLUTION 2023/182

Moved: Member Belinda Ward
Seconded: Member Lane Ayr

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 23 November 2023 are a true and correct record with the exception of Item 5: Ngā Kaikōrero / Speakers and the names representing Kerikeri Sports Complex which should be recorded as Sophia Beaton and Tawhi Tua.

CARRIED

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A4494977, pages 19 - 26 refers.

RESOLUTION 2023/183

Moved: Member Amy Slack
Seconded: Member Jane Hindle

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

CARRIED

7.2 ROAD NAMING - OAKRIDGE VILLAGE, KERIKERI

Agenda item 7.2 document number A4486689, pages 27 - 32 refers.

RESOLUTION 2023/184

Moved: Member Bruce Mills
Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name three private roads addressed at 37 Cobham Road, Kerikeri as follows:

Road 1: Matipō Lane

Road 2: Koromiko Lane

Road 3: Māhoe Terrace

CARRIED

7.3 ROAD NAMING - 373 KERIKERI ROAD, KERIKERI

Agenda item 7.3 document number A4492542, pages 33 - 36 refers.

RESOLUTION 2023/185

Page 2

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 14 December 2023

Moved: Member Jane Hindle
Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name the private right-of-way addressed at 373 Kerikeri Road Kerikeri, Hua Rākau Way.

CARRIED

7.4 PROJECT FUNDING REPORTS

Agenda item 7.4 document number A4494583, pages 37 – 40. refers.

RESOLUTION 2023/186

Moved: Member Bruce Mills
Seconded: Member Lane Ayr

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

CARRIED

7.5a) FUNDING APPLICATIONS

Agenda item 7.5 document number A4494626, pages 41 - 67 refers.

RESOLUTION 2023/187

Moved: Member Tyler Bamber
Seconded: Member Lane Ayr

That Bay of Islands-Whangaroa Community Board approve the sum of \$3,447 (plus GST if applicable) be paid from the Boards Community Fund account to David Crabb for the costs towards VertJam 2024, to meet the following Community Outcomes:

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

CARRIED

7.5b) FUNDING APPLICATIONS

Agenda item 7.5 document number A4494626, pages 41 - 67 refers.

MOTION

Moved: Member Tyler Bamber
Seconded: Member Lane Ayr

That Bay of Islands-Whangaroa Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Fund account to the Kitted NZ and Flash Gordon Photography for the costs towards Kitted Spaces for girls and young women project, to meet the following Community Outcomes:

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

Page 3

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 14 December 2023

AMENDMENT

Moved: Member Jane Hindle
Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board supports the kaupapa, but feels that it requires further development and community engagement, and recommends the applicant work with the Domain Working Parking Group to further the project.

CARRIED

The amendment as put now becomes the substantive motion.

RESOLUTION 2023/188

Moved: Member Jane Hindle
Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board supports the kaupapa, but feels that it requires further development and community engagement, and recommends the applicant work with the Domain Working Parking Group to further the project.

CARRIED

7.5c) FUNDING APPLICATIONS

Agenda item 7.5 document number A4494626, pages 41 - 67 refers.

RESOLUTION 2023/189

Moved: Member Bruce Mills
Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board approve the sum of \$6,647 (plus GST if applicable) be paid from the Boards Community Fund account to the Okaihau College for the costs towards Tai Tokerau Festival 2024, to meet the following Community Outcomes:

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

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

Agenda item 8.1 document number A4477636, pages 68 - 70 refers.

RESOLUTION 2023/190

Moved: Member Belinda Ward
Seconded: Member Bruce Mills

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

CARRIED

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

At 11.18am Amy Slack closed the meeting Karakia.

Page 4

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 14 December 2023

10 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 11.19am.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 15 February 2024.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A4553569

Author: Kim Hammond, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Members Lane Ayr, Tyler Bamber and Jane Hindle.

1) 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) 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 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.











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) 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.

ĀPITIHINGA / ATTACHMENTS

1. Chairpersons Report - Belinda Ward - A4555097  
2. Members Report - Lane Ayr - A4555230  
3. Members Report - Tyler Bamber - A4553544  
4. Members Report - Jane Hindle - A4555192  
5. Members Report - Jane Hindle, Russell Recycling Project Report - A4555200  



Member's Report

Name: Belinda Ward
Subdivision: Paihia Subdivision
Date: 29th November 2023 – 29th January 2024

Meetings Attended

Date	Meeting	Comments
01/12/23	Paihia Waterfront Working Group mtg.	Virtual
01/12/23	Attended Paihia Christmas Parade	Poor turnout compared to other years.
06/12/23	BOI-W CB Agenda preview	Virtual
11/12/23	FNDC Meeting	Kaikohe Memorial Hall
13/12/23	National CB's Online Hui	Outcome of Elections - Virtual
13/12/23	Meeting with Team Leader - Asset & Project Delivery	Update - Virtual
14/12/23	BOI-W CB Meeting	Turner Centre Kerikeri
18/01/24	FNDC Extraordinary Council Meeting	Road closures for Waitangi Day & Confirmation of 2024 Formal Meeting Calendar updates - Virtual
24/01/24	Update on Russell Placemaking	Phone catch up with Jane Hindle
25/01/24	Defining Placemaking Meeting	Best Practice Process for Placemaking Guidance - Virtual

Community Issues

Issue name	Comment
Shippey's Waitangi	Follow up email 20/03/23 re progress on "Shippey's" environmental issues - NRC inspected in November 2022 & had no concerns. Following up on possible breaches of RC following a residents call 29/3/23. Followed up with NRC rep Martin Robinson 8/9/23. Ongoing. 30/10/23 Awaiting reply from NRC
05/10/23	Discussion with staff regarding a landlord request to add additional wheelie bins in the service lane turning area at the rear of the shops Selwyn Road Paihia. In progress Staff following up with contractors. 25/01/24 Email update from Crafty Local Paihia

	that there are still issues with bins & rubbish in the Selwyn Road service lane & Mall.
29/11/23	Te Tii B3 Trust & Company contacted me regarding the occupiers on the reserve at Waitangi. It is impacting on their business & with summer bookings fast approaching they would like to see the site vacated & cleaned up. Update: Occupiers evicted 06/12/23
19/01/24	Top Energy planned power outage in Paihia 10am - 2pm
26/01/24	There is still much concern in the wider community about the proposed closure of the Brynderwyns to enable work to be completed. Thank you to Cr. Ann Court for your progress report.
24/01/24	There is much discussion in the community about the need for maintenance & beautification works in the Waitangi area. With 2040 only 16 years away it is time to commence discussions, planning & funding sources. The Te Hono Team will call the first site meeting to start the conversation about leading into 2040 in the near future.

Requests for Service (RFS)

RFS number	Date	Comment
Via Solid Waste Engineer	29/11/23	An email was received from a resident requesting the removal /closure of the kerbside collection point on Montrose Road. CB need to advise Council under delegation?
4184582	08/12/23	An email was received from a resident via the Solid Waste Engineer requesting the removal /closure of the kerbside collection corner. Wiroa & Ladore Roads. CB need to advise Council under delegation?
On behalf	12/12/23	Haruru resident unhappy with 8-month timeline to progress a LTO which is sitting with the Property Legalisation Team.
On behalf	12/12/23	Paihia Bodycorp group are concerned about a potential "change of use" from Travellers Accommodation to Residential Apartments. A total of 16 apartments in the complex are owned by Heartland Bank who have expressed a desire to change the use. The concern is whether the remaining owners will be notified?
4186238	13/12/23	Request for all broken traffic safety timber barriers along Te Karuwha Parade Waitangi to be removed for health & safety & beautification issues. Response received from Ventia 21/12/23. "They are not deemed to pose a tripping hazard, FNDC are investigating options pending budget availability. As such no action will be taken by us at this time."

On behalf	14/12/23	Complaints received regarding evicted occupiers Freedom Camping along Te Karuwha Parade Waitangi. Rubbish, pallets & fireplace need removing from the beach.
4187373	30/12/23	Hot Mini Donut trailer & vehicle accessed Lucy Williams Scenic Reserve, Marsden Rd Paihia & were trading. Update: Monitoring resolved swiftly.
4187481 On behalf	03/01/24	"Elite School of Sailing" operating hire of surf boards on grassed area beside Marsden Road Paihia toilets. Also occupying the first carpark space for vehicle & advertising. Update: Monitoring have followed up & instructed operator of requirements.
4187967	09/01/24	Waitangi residents' complaints that several of the evicted occupiers are now camping on the reserve next to Shippey's. Update: Monitoring & Police visited & occupiers eventually left the site & the chain was replaced. 25/01/24 Occupiers are back on the reserve & refused to vacate & Police have left the situation with FNDC. 26/01/24 The security fence around the original occupied reserve was removed.
Discussion with staff	17/01/24	Reserve signs need to be replaced on reserve next to Shippey's - the 2 existing post are still in situ. Check for signage on the vacated Waitangi reserve. The post & sign opposite the reserve on Te Karuwha Parade (at the end of the wooden safety fence) has also been removed. Parking Bylaw & signage on the northern end of Marsden Rd Paihia also needs checking to enable the Parking Warden to monitor & enforce. This will assist with the Freedom Camping issues of late.
4189563	22/01/24	Various RFS's emailed by a resident regarding issues between Te Haumi Paihia & the Waitangi Bridge. Update: KH is forwarding to the perspective departments & staff to action & obtain feedback.
With KH	24/01/24	Several unplanned water outages in Upper School Rd Paihia has caused angst over the past month. There are historical issues with the condition of the pipes & council is aware that work needs to be done.
Email via KH	29/01/24	Urgent action required to sweep all the sand off the Te Karuwha Parade Waitangi footpath before 2nd February. The sand has been there for well over a week since the last big seas.

Resource Consents:

RC 2240277-RMACOM 29 Koropewa Rd Kerikeri 0295 Proposed subdivision to create 7 additional rural-residential allotments & an esplanade reserve.

RC 2240278-RMALUC 23 Edkins Rd Kerikeri 0230 Proposed swimming pool & deck in Rural Living Zone breaching Stormwater Management & Building Coverage Rules as a Discretionary Activity.

RC 2240288 RMACOM 94 Te Ahu Ahu Rd Ohaeawai 0472 Subdivision in Rural Production Zone to add 1 lot in a Heritage Overlay area. Breach setback from Boundaries Rule & Access Standards in Rural Production Zone.

Other Issues

New Years Eve fireworks display in Paihia was as popular as ever with lots of positive feedback from both visitors & locals.

15/01/24 Tsunami Siren Tower site meeting with CD - Northland Emergency management postponed due to inability to meet prior to Waitangi Day. The first tranche will continue without inclusion of the sensitive sites due to the constraints of the Resource Consent.

09/01/24 Comms contacted me to do press release update on the following: Opuia track, Russell Cemetery extension & Recycling on Russell Wharf. Referred to member Hindle to comment.

Monitoring & Encroachment Team Leaders have done an excellent job of communicating & updating myself on issues & RFS's during the holiday period. The afterhours call centre based in Auckland over the Christmas break was not so helpful!!!

16/01/24 Survey email sent to the Turner Centre regarding use of the spaces. Circulated to BOI-W CB members.

Lots of positive feedback about the hanging baskets in Kerikeri that the BOI-W CB supported.



Member's Report

Name: Lane Ayr
Subdivision: Kerikeri Subdivision
Date: 04 November 2023 – 14 January 2024

Meetings Attended

Date	Meeting	Comments
13/11/23	Agenda preview with Chair zoom	9 am - 10 am
23/11/23	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	9 am – 4 pm
11/11/23	RSA Memorial Service wrath on behalf FNDC	10 am - 12 noon
28/11/23	Community Group “catch up” Kerikeri	10 am – 1130 am
06/12/23	Agenda preview with Chair zoom	10 am – 12 pm
09/12/23	Domain Xmas Parade	5 pm – 7 pm
11/12/23	Disability Action Group Kerikeri	9 am – 10.39 am
14/12/23	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	10 am - 4 pm

Community Issues

Issue name	Comment
Kerikeri Community Groups	Seek funding for CBD planning if required

Requests for Service (RFS)

RFS number	Date	Comment
		Alderton Park continues. Staff to make appointment with residents no notice if meeting has taken place. Residents continue to contact me I'm at a loss to answer them
		Waipapa Landing Bridge I submitted an RFS before Xmas to which I received a reply. I have operated in a political environment for the past seven years so fully understand the requirement for policies and procedures, but I do believe that

		there are situations where bureaucracy appears to stand in the way of "practical common-sense solutions" I will submit pictures and a written comment to the CEO
--	--	--

Resource Consents

RC 2220714	57 Hall Road	With all the verbiage of the request for variation the result is an addition 2 lots I note that the existing lot size before original RC was 600 sq mt now averages 300sq mt Submitted reply requesting extenuating reasons for variations and or possible benefits to community
RC 2240277	29 Koropewa Road Waipapa	The application breaches a number of conditions and will therefore require variations as above I requested reasons for concessions/variations and or possible benefits to community. Despite comments re shortage of housing for workers this is basically a 9-lot subdivision and should be treated as any other development

Other Issues

Policies and procedures re the use of Council/public lands to be discussed with Board.



Member's Report

Name: Tyler Bamber

Subdivision: Waipapa

Date: 26-01-2024

Meetings Attended

Date	Meeting	Comments
8-11-23	Combined Community Board Workshop	- Ngawha – included a tour.
16-11-23	Spatial planning engagement session	- Joined planners to help engage with the public in regard to the spatial plan. - Positioned outside Ngāti Rēhia – good opportunity to engage with public about a variety of things.
23-11-23	BWCB meeting	
1-12-23	YEM hui teams meeting	- Discuss roles and responsibilities for the upcoming hui.
4-12-23	KK Sports Complex Mtg	- Squash building almost ready for opening! - Safety issue with the width of the driveway in and out of the complex – too narrow for two lanes, needs to be widened.
6-12-23 – 8-12-23	YEM hui	- Great conference! - Discussion around; future for local govt, importance of the arts and culture sector for wellbeing, media training, wellbeing and challenges in local government. - Local tour of the rohe; Ngawha tour, Manea footsteps of Kupe tour were standouts.
14-12-23	BWCB Meeting	

Community Issues

Issue name	Comment
Dog Park	Awaiting a proposed location for a dog park/off leash area on Waipapa side of town.
Kerikeri Sports Complex Rooding	Rooding at the KK sports complex on the driveway in is not quite wide enough for two vehicles, there is space to increase the laneway to accommodate two lanes and the carpark is due to be re-sealed. With safety in mind – it would make a lot of sense to widen the drive approx. 1-1.5m to accommodate a 2 nd lane.

Requests for Service (RFS)

RFS number	Date	Comment

Other Issues



Member's Report

Name: Jane Hindle
Subdivision: Russell Ōpua Subdivision
Date: 29 November – 25 January 2024 (2 months)

Far North District Council Community Outcomes are as follows:

Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Communities that are healthy, safe, connected and sustainable	Connected and engaged communities prepared for the unexpected	Proud, vibrant communities	Prosperous communities supported by a sustainable economy	A wisely-managed and treasured environment that recognises the special role of tangata whenua as kaitiaki

Meetings Attended

Date	Priority	Meeting	Comments
30 Nov 23	#1,3	Meeting with Anouk van Douzel re waste minimisation	Discussion on EcoStar progress and summer project
4 Dec 23	#1,3	Meeting with Hones to discuss recycling bins going to dump.	Offer to take recycling bin contents to dump.
5 Dec 23	#1,2	Discussion re Donkey Bay as a potential use for emergency response.	Suitable for small scall evacuation ex Long Beach.
10 Dec 23	#1,3	Planning for Pop-up Recycling Centre over summer with Resilient Rusell	In response to the annual Rubbish woes.
11 Dec 23	#3,5	Meeting with landscape designers and contractors for Russell Urupā Cemetery.	Land is cleared, contours and soil to feed in to design.
13 Dec 23	#1,2,3,4,5	National Community Board hui CBEC/LGNZ	Turner Centre
14 Dec 23	#1,2,3,4,5	Monthly Community Board meeting	Turner Centre
15 Dec 23	#1,3	Finalising plans for Pop-up Recycling Centre over summer with Resilient Rusell	In response to the annual Rubbish woes.
22 Dec 23	#4	Responded to complaints from local restaurants about Mobile Hawker on Strand	Mobile license for food stall issued for Wharf and Strand
26 Dec 23	#1,3	Help stand up Pop-up Recycling & Refuse centre for summer	On Russell Wharf
14 Jan 24	#1,3	Help pack down Pop-up Recycling & Refuse centre	On Russell Wharf

18 Jan 24	#3,5	Meeting with landscape designers and contractors for Russell Urupā Cemetery.	Land is cleared, contours and soil depth now known.
22 Jan 24	#3,4,5	Meeting with Russell Kororāreka Wharf Trust chair to discuss Trustee refresh	5 year term nearly complete. New Trustees will be needed.
25 Jan 24	#3,4,5	Draft Placemaking Plan Process review	Teams meeting with other CB members.
6 Dec to 22 Jan	#1,2,3,4,5	Limited activity over summer break. Created 14 posts for the BOI-Whangaroa Community Board page. Reach 16,425 ↓ 30% Visits 750 ↓ 53.6% Page Followers 982 (↑956) New Likes 7 ↑	Most popular posts were Caluerpa reminder post (7K) Turner Centre concert Rueben Ramkea piece (5.3K) Refuse in Russell Kororāreka (2.9K) Summer Library programmes (2.3K) Council summer hours (1.7K)

My 5 Top Projects

1	Summer refuse (litter) in Kororāreka #1, 3	This initiative exceeded expectations with positive feedback from boaties and locals alike. A great example of teamwork and cooperation. Streets were clean and tidy (see full report).
2	Russell Kororāreka Placemaking initiative #3, 4, 5	Council staff are unavailable for the first meeting so the Governance Group will get together and review the project to date and put their minds to who we may wish to work with as well the impact of coastal erosion on the project.
3	Community Emergency Response in Kororāreka Hapori Whanau Russell #1, 3	This needs to be picked up again after the New Year and progressed. In particular, outlying areas on the back road need to be contacted again.
4	Ōpua to Paihia and Russell walkway / cycleway #3, 4	Council decided to leave the tree where it was but omitted to communicate their plans to the community board member. Lack of engagement from Council staff was unhelpful to say the least. Information on the boardwalk upgrades totally lacking.
5	Derrick Landing Te Tauranga Waka #3, 5	Site of significance to local Hapū, particularly for Kaupapa waka. Roddy and I are working together on this one. Council has done two “beautification” projects but commitments made have not been followed through. Grass area is unmowable and the road is unsafe. Roddy working with local Hapū to understand their aspirations as long-term solution needs to be found. Hope to have a hui in February. Waiting for visit from facilities team to check out area.

Other Community Issues

Issue name	Comment
Parking in Russell over summer #3,4	This is another perennial problem, exacerbated by trailers using the boat ramp. Again this is a short term issue and needs some creative thinking for a temporary solution rather than significant ratepayer funded infrastructure.
Maromaku Toilet #1, 3	Community will apply for funding of 50% of the installation costs to the Community Board under the Placemaking fund. Asset will be retained by the community.
Russell Urupā (Cemetery) #1, 3, 5	A site visit has taken place to discuss landscape plans now the land has been cleared and contours understood.
Russell Boat ramp carpark #3, 4, 5	MBIE have agreed to include repairs to the boat ramp as part of the overall project which will be good news for the boaties as it is a bad state of repair right now. Plans for the Wahi Tapu protection have been provided. The work won't start until March at the earliest due to the delays.
Russell Drainage #1, 2	It has been highlighted to Council staff that the area by the boat ramp car park needs to be done prior to the FNHL project getting underway. Still receiving complaints relating to drainage, even during summer.
Maromaku and Matawai Roothing #1, 2, 3	Both Roddy and I are concerned about the ad hoc approach to dealing with the roads in this area. We want to see an assessment of the overall area with a plan to carry out work in an orderly and systematic fashion that the community can understand.

Requests for Service (RFS)

RFS number	Date	Comment
(4125516) 4139501	(1/9/2022) 16/12/22	Matauwahi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. MORE SILT REMOVAL. NEEDS TO GO IN LTP.
4139843	20/12/2022	Reinstate the yellow lines on Long Beach Road to prevent parking at turning circle and by fig tree (road narrows). Yellow lines have been painted around town – these are not a new request, but THESE WERE NOT DONE.
4150811	17/03/2023	Causeway to Russell Boat Club on Matauwahi Road (paper road section) needs repairs for safety reason. Will need legal, roading and engineers involved. ENGINEERING DESIGN COMPLETED.
4174834	11/04/2023	Boat hull on reserve on Te Hue. Encroachment officer waiting to arrange a site visit. THIS IS ON HOLD FOR SOME REASON.
4127193, 4111164, 4118337	01/04/2022	Stormwater and drainage issues at Okiato. Ongoing for over a year now with Council stormwater from road flowing down over property. ENGINEERING DESIGN COMPLETED. SUBMITTED TO NTA FOR FUNDING.

4175408	15/09/2023	Stormwater and drainage issues from Long Beach Road onto Duffus Estate land, longstanding and not resolved.
4178870	16/10/2023	Drainage problems leading down to Walls Bay Reserve. Flume needs to be replaced and kerbing and road drainage needs to be fixed. Awaiting site visit
4179412	20/10/2023	Subsidence and slip on Towai Road. Is apparently being addressed and will be fixed in December some time.
4189665	22/01/2024	Flax plants on bend at Long Beach Road obstructing the road making the corner very dangerous for traffic, particularly with large vehicles.
4190086	24/01/2024	Moth plant growing by Council public toilets on Long Beach. One of many outbreaks of moth plant on road reserves.

Other issues

A mobile license (MOBILE-1) was issued to a food vendor to sell food on the Wharf in Paihia and Russell and the Strand. This is right opposite two restaurants, and round the corner from two others. I received a number of complaints from the restaurant owners. Council should not have issued a Mobile license within 400 metres of other businesses selling similar goods or services, and curiously they do not have jurisdiction over the wharf (FNHL and the Wharf Trust). I would like to know how this happened.

Results for the Russell Kororāreka Recycling and Refuse Pop-up

The Problem

During the summer period, the Russell Community struggled with the volume of litter and rubbish brought in by summer visitors and boaties. The community identified that a large part of the problem was due to visiting boaties in the bay on holiday who had limited options to dispose of their litter. Consequently, they would attempt to cram their rubbish bags into the town litter bins resulting in overflowing bins or black trash sacks left on the wharf or The Strand.

Additional bins and extra servicing were supplied by Council, but there was also a strong desire by the community to offer recycling as well. It was therefore decided that a manned *Pop-Up Recycling and Refuse collection* service on the Russell Kororāreka wharf would:

1. Provide a user pays refuse service to visiting boaties in the Bay to encourage them to drop off their rubbish and recycling in a proper collection facility rather than leave it on the wharf
2. Reduce the amount of recyclable items which go in the litter bins (subsequently to landfill) by encouraging members of the public to recycle instead

The partners

[Resilient Russell Charitable Trust](#) has been leading the charge for recycling and sustainability in the community so the [Community Board Representative](#) Jane Hindle asked if they would lead the initiative with her support. Jane then spoke to other entities with an interest, namely the [Russell Wharf Trust](#) and [Far North Holdings](#) who supported the project financially. Resilient Russell negotiated with [Northland Waste](#) for free rubbish bins, and free disposal of the trash sacks which significantly reduced the cost. Jane also found support from [Hone's Pizza Garden](#), who offered to transport the recycling bins to the rubbish dump, creating further savings. CBEC Eco-solutions provided the lids and labels, with local businesses providing printing and laminating services free of



Figure 1 Bins locked after hours

charge with waterfront businesses making a \$100 donation. [Russell Information Centre](#) collected the rubbish bag fees on our behalf so there was no money handling.

A local family, the [Cadogan family](#) applied to the advertisement for a paid contractor to man the pop-up station, sharing it between the four of them to help get the project off the ground. This was invaluable as they were solutions focused and helped iron out any teething problems and redesign process as required. [Green By](#)

[Nature](#) came on board after the first few days and collected the full refuse bags from the pop up during their regular litter bin servicing, taking them to either Russell or Kerikeri for disposal.

Desired outcomes

We set ourselves some goals to measure success, and these were to:

1. Reduce the amount of abandoned trash bags on or near the wharf by 90%
2. Reduce the amount of litter in the bins that is collected by the Council Contractors
3. Divert a credible amount of rubbish and litter from landfill into recycling

Communications

A comms plan was developed to make sure the boaties knew that the facility was available for them to use. The messaging was to visit Russell, stock up on supplies, enjoy a meal, buy your fuel and drop off your rubbish and recycling.

We got the message out to the Boaties in the following ways:

- Messages through Russell Radio on a daily basis;
- The FNDC Comms team added the Russell Kororāreka Pop Up facility on to the website for Rubbish collection;
- Newsletter to Auckland cruising clubs;
- Facebook post on Bay of Islands, Northland Grapevine, Ōpua and Russell Community pages;
- Community email to the Russell Community
- Posters in all the shop windows in Russell Kororāreka and on passenger ferries
- Northland Regional Council website was not as easy.

This worked extremely well, with the first boaties arriving on the morning of the first day with five bags of rubbish.

Operations

The project team prepared a short-term contractor agreement, Health & Safety Plan for the family manning the Pop-up, Daily reporting sheets including H&S checks, and a step-by-step procedure for the day. Insurance cover for Resilient Russell refuse ambassadors included the contractors working at the Pop-up Station.

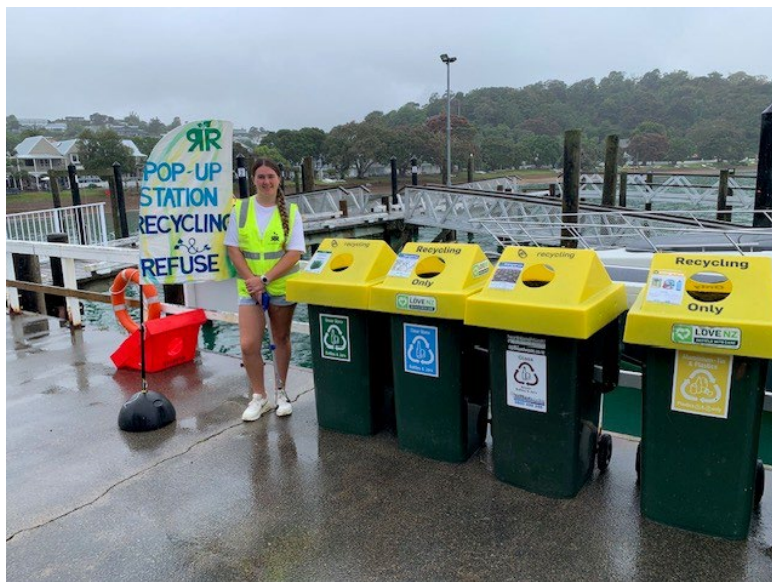


Figure 2 Day One after set up

The Results

1. Over the 3-week period there were only 14 unpaid bags left at the recycling centre, but 93.5 bags that were paid for. This represents 87% of the total but they were not abandoned on the wharf, they had been placed by the Pop-up station.
2. Anecdotally there were no overflowing rubbish bins on the waterfront and there were no RFSs raised with litter complaints. There were no Facebook complaints either (previously people took to Facebook to complain rather than raise RFSs). Green by Nature noted there was a reduction in dumping outside opening hours.
3. 36.4 wheelie bins (each 240 litres) of recycling and 4.8 extra big bins (each 660litres) of cardboard were taken to the Russell Transfer Station, a total volume of 11,900 litres of recycling or 11.9 m3. Or the equivalent of 11,900 one litre drink bottles have been kept out of landfill.
4. Recycling increased after New Year when boaties realised it was an option.

Costs

The cost of running the scheme was **\$7,134** which was offset with donations and sponsorship. Far North Holdings and the Russell Kororāreka Wharf Kaitiaki Trust each contributed \$1,500 which covered the bulk of the wages for the contractors manning the station. Sponsorship for other costs from Northland Waste, Hone's Pizza Garden and CBEC covered the bulk of other costs of the scheme. We earned **\$784** (against a budgeted \$560) from refuse bag fees, and with donations from local businesses, the scheme made a small surplus for the Resilient Russell Charitable Trust which will be reinvested into other opportunities for recycling pop-ups.

Lessons learned

The scheme will definitely be offered next year but there will be modifications as follows:

- The Pop-Up should open earlier in the morning, close for lunch and re-open for the end of day (e.g. 0830 – 1130 and 1530 – 1800)
- There should be longer hours over the 3 days during New Year
- Extend the service by an additional week
- We should have local community groups where possible man the station as a fund raising exercise.



Figure 3 First customers on Boxing Day

7.2 ALFRESCO DINING APPLICATIONS

File Number: A4541281

Author: Ken Ward, Team Leader - Monitoring

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board the ability to provide comment on the new alfresco dining applications from:

1. Third Wheel Coffee Company, 78-94 Marsden Road, Paihia 0200
2. Paihia Bakery Espresso, 39 Williams Road, Paihia 0200

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Third Wheel Coffee Company have applied for a new alfresco dining approval and paid the necessary application fee.

Paihia Bakery Espresso have applied for a new alfresco dining approval and paid the necessary application fee.

The Bay of Islands-Whangaroa Community Board has delegation over activities on reserves and can comment on alfresco dining applications.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) **provide comment on the new alfresco dining approval application from Third Wheel Coffee Company, pursuant to the Council resolution passed on 30 June 2022; and**
 - b) **provide comment on the new alfresco dining approval application from Paihia Bakery Espresso, pursuant to the Council resolution passed on 30 June 2022;**
- to assist with the final decision on the new applications.**

1) TĀHUHU KŌRERO / BACKGROUND

On the 30 June 2022, Council passed a resolution that delegates authority to Community Boards to comment on alfresco dining applications.

Prior to 30 June 2022, alfresco dining applications were assessed against the “Alfresco Dining Policy 2014”, and only applications that were declined were considered by the relevant Community Board. This Policy was revoked by Council on 30 June 2022.

On 19 May 2022, Council adopted the “Road Use Bylaw 2022”. The purpose of this bylaw is to regulate or control the use of roads and adjoining land by –

- (a) vehicles; and
- (b) stands, stalls or mobile shops; and
- (c) animals; and
- (d) structures, vegetation, or other things that may affect road safety or the environment.

Part 4, clause 13 of the “Road Use Bylaw 2022” requires a person to obtain written approval from Council to allow them to occupy any part of a road with structures for providing food or beverage services.

Part 7 of the “Road Use Bylaw 2022” outlines the application, assessment, and approval process. In particular, clause 20 outlines the conditions that can be imposed on all approvals granted under Part 7 of the Bylaw.

Alfresco dining approvals expire 30 June each year. Approval holders are required to renew their approval before it expires each year. If an approval holder renews their approval before the approval expires, their approval will continue to have effect until such time a decision is made on the renewal application.

Third Wheel Coffee Company have applied for a new alfresco dining approval and paid the necessary application fee of \$474.00. They propose five picnic tables with chairs for the purpose of alfresco dining.

A copy of the draft alfresco dining renewal approval for the approval period 15 February 2024 – 14 February 2025 can be found at Attachment A.

It should be noted that Third Wheel Coffee Company have in fact operated outdoor dining without formal approval and delayed application whilst making a series of representations about the upkeep of the access way in front of their premises. In November 2023, Team Leader Monitoring met with the applicants and directed that they apply, citing other representations re the access way where a red herring / ancillary to the point at issue. The café owner accepted the directive and applied on 7th November 2023.

Paihia Bakery Espresso have applied for a new alfresco dining approval and paid the necessary application fee of \$248.00. They propose placing three very small tables and chairs for the purpose of alfresco dining.

A copy of the draft alfresco dining renewal approval for the approval period 15 February 2024 – 14 February 2025 can be found at Attachment B.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

On 30 June 2022, Council delegated to Community Board authority to comment on alfresco dining applications.

The following options proposed for the Bay of Islands-Whangaroa Community Board to consider in regard to the alfresco dining approvals:

Option No.	Option Description	Advantages	Disadvantages
1	Provide comment on the alfresco dining new approval applications from Third Wheel Coffee Company and Paihia Bakery and Espresso which includes conditions as per Attachments A-B.	Applications comply with the “Road Use Bylaw 2022”.	There are no disadvantages.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

There is only one option to enable the Bay of Islands-Whangaroa Community Board to provide comment on the two new alfresco dining approvals which will contribute towards the final decision on the alfresco dining applications.

3) 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.

The applicants have paid the required application fee for the renewal of alfresco dining approval.

ĀPITIHANGA / ATTACHMENTS

1. **Paihia Bakery Alfresco - A4541335**  
2. **Third Wheel Alfresco - A4541336**  

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
<p>State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy</p>	<p>The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.</p> <p>The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications or new alfresco dining application is considered low.</p>
<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p>Road Use Bylaw 2022 – Part 4 clause 13 and Part 7.</p>
<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.</p>	<p>The Bay of Islands-Whangaroa Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.</p>
<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>Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022. The Road Use Bylaw 2022 was adopted on 19 May 2022.</p>
<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 – youth, the aged and those with disabilities).</p>	<p>Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>There are no financial implications to this decision.</p>

Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.
---------------------------------	---



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Email: ask.us@fndc.govt.nz
Website: www.fndc.govt.nz

Private Bag 752, Memorial Avenue
Kaiako 0440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

30 November 2023

Rasmev Ra
Shop 3
39 Williams Road
Paihia 0200

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-2
Trading Name: Paihia Bakery Espresso
Trading Location: 39 Williams Road, Paihia 0200

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at compliance.admin@fndc.govt.nz.

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email compliance.admin@fndc.govt.nz or on our free phone number 0800 920 029.

Yours sincerely,



Rochelle Deane
Manager – Compliance, Delivery and Operations



Email: ask.us@fnhc.govt.nz Private Bag 752, Memorial Avenue
 Website: www.fnhc.govt.nz Kaikohe 0440, New Zealand
 Freephone: 0800 920 029
 Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council’s “Road Use Bylaw 2022”. This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Rasmey Ra
Registration of: Paihia Bakery Espresso
Site Address: 39 Williams Road, Paihia 0200
Approval Number: ALFRES-2

Unless sooner surrendered or revoked this licence shall remain in force until .

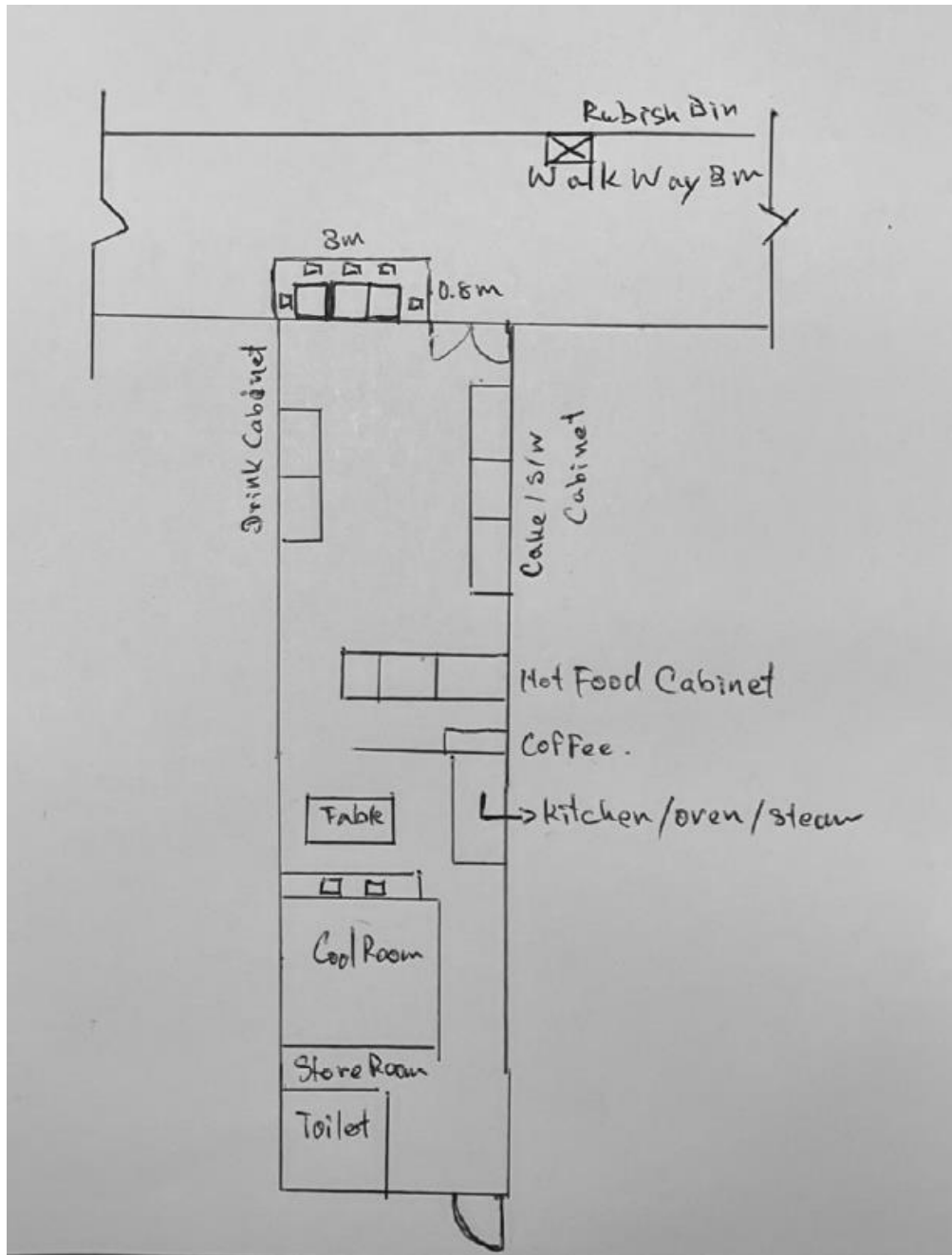
.....
 Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for three tables and chairs
2	Trading is limited to the area designated on the approved plan; the Licensee is required to remove all items used for alfresco dining by 10pm each day unless otherwise specified in writing
3	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres clear access for pedestrian traffic and must maintain both pedestrian and vehicular traffic flow in a sensible and safe manner. Patrons will not allow guide dogs, prams, or personal items to obstruct the walkway zone
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their “a Person Conducting a Business or Undertaking – PCBU” and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	The activity will not obstruct or interfere with the use of Council Street furniture or rubbish bins. No existing street element or asset may be moved, relocated, or modified without the written consent of Council
8	Where smoking is permitted, each table in an alfresco dining area must be supplied with a windproof ashtray at all times and the business be responsible for the litter generated by patrons. Council promotes the identification of smoking and non-smoking areas within alfresco dining where practical
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	No tables or chairs or displays are permitted where the proposed area is adjacent to a bus stop, taxi stand or pedestrian crossing
11	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
12	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
13	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
14	Public liability Insurance of \$500,000 must be carried by the Licensee
15	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this “Road Use Bylaw 2022” will not automatically imply compliance with any other regulatory issue.

ALFRESCO APPROVED PLAN





27 November 2023

Thomas Hanly Richardson
3 Waterview Place
Haruru 0204

HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Email: ask.us@fndc.govt.nz
Website: www.fndc.govt.nz

Private Bag 752, Memorial Avenue
Kaiako 0440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-1
Trading Name: Third Wheel Coffee Co
Trading Location: 78-94 Marsden Road, Paihia 0200

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at compliance.admin@fndc.govt.nz.

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email compliance.admin@fndc.govt.nz or on our free phone number 0800 920 029.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R Deane'.

Rochelle Deane
Manager – Compliance, Delivery and Operations



Email: ask.us@fnhc.govt.nz Private Bag 752, Memorial Avenue
 Website: www.fnhc.govt.nz Kaikohe 0440, New Zealand
 Freephone: 0800 920 029
 Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council’s “Road Use Bylaw 2022”. This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Thomas Hanly Richardson
Registration of: Third Wheel Coffee Co
Site Address: 78-94 Marsden Road, Paihia 0200
Approval Number: ALFRES-1

Unless sooner surrendered or revoked this licence shall remain in force until .

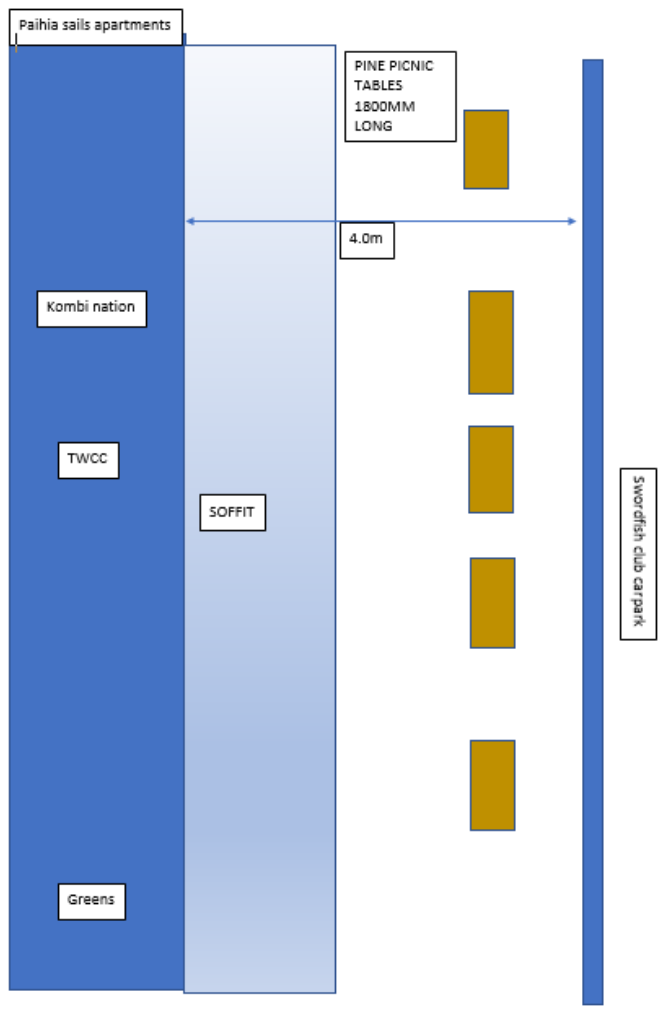
.....
 Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for five tables and chairs
2	Trading is limited to the area designated on the approved plan; the Licensee is required to remove all items used for alfresco dining by 10pm each day unless otherwise specified in writing
3	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres clear access for pedestrian traffic and must maintain both pedestrian and vehicular traffic flow in a sensible and safe manner. Patrons will not allow guide dogs, prams, or personal items to obstruct the walkway zone
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their “a Person Conducting a Business or Undertaking – PCBU” and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	The activity will not obstruct or interfere with the use of Council Street furniture or rubbish bins. No existing street element or asset may be moved, relocated, or modified without the written consent of Council
8	Where smoking is permitted, each table in an alfresco dining area must be supplied with a windproof ashtray at all times and the business be responsible for the litter generated by patrons. Council promotes the identification of smoking and non-smoking areas within alfresco dining where practical
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	No tables or chairs or displays are permitted where the proposed area is adjacent to a bus stop, taxi stand or pedestrian crossing
11	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
12	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
13	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
14	Public liability Insurance of \$500,000 must be carried by the Licensee
15	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this “Road Use Bylaw 2022” will not automatically imply compliance with any other regulatory issue.

ALFRESCO APPROVED PLAN



7.3 PROJECT FUNDING REPORTS

File Number: A4554914

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Community Board's Local Grant Fund must complete and submit a project report no later than two months after the completion of their project.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the project reports received from:

1. Our Kerikeri – Kerikeri Chess
2. Northern Community Family Services
3. Turner Centre – Kanikani Kanoa
4. Turner Centre – Trouble in Paradise

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. Our Kerikeri - Kerikeri Chess - A4555155  
2. Northern Community Family Services - A4555157  
3. Turner Centre - Kanikani Kanoa - A4555153  
4. Turner Centre - Trouble in Paradise - A4555156  

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.



**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to 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.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz **PDF attachment via email is preferred**) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:

Name & location of project:

Date of project/activity:

Which Community Board did you receive funding from?

- Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund:

Board meeting date the grant was approved:

Please give details of how the money was spent:

- *Your contribution to the project and the funding you received from the Community Board must be accounted for*
- *Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.*

Supplier/Description	\$amount	Receipt/s attached (please tick)
Venue hire (Turner Centre)	\$ 3,654,50	x
Equipment hire (Kerikeri Hire)	\$ 613,04	x
Marketing (HotPrintz and BannerBuzz)	\$ 488,62	x
Professional fees (Alex and Bruce Arbiters)	\$ 600,00	x
Total:	\$ 5,356,16	

Give a brief description of the highlights of your project including numbers participating:

This marked the second year of our annual event, with registrations opening on July 1st. Within just one month, we had an impressive count of 70 players. Leading up to the event, we confirmed 149 registrations, notably welcoming over 80 players aged between 6 and 12 years old.

By slightly adjusting the tournament date, we successfully increased teenage participation, avoiding clashes with NCEA exams.

Notably, Te Hiku contributed as the third highest catchment area. Key highlights encompassed robust participation, fostering a warm whānau atmosphere, and the seamless execution of the tournament.

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Describe the main findings in your evaluation of the project/event; describe how your project/event benefited the community:

Included separately are the outcomes from our feedback survey. The event showcased substantial community engagement, drawing a diverse mix of ages, demographics, and geographical representation. Our team of 20 dedicated volunteers contributed significantly, expressing their enjoyment in being part of this event. Among the numerous commendations received, one participant remarked:

“Northland Regional Chess is an outstanding occasion for the Far North long may it continue.”

Another parent shared, “My son loved the tournament and had such a great time. He played as a 1st time junior and was excited by every game looking for his name and table. A well run event thank you very much.”

Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

Additionally, enclosed is a comprehensive report detailing our marketing endeavours.

Furthermore, you'll find accompanying photos in our survey report.

If you have a Facebook page that we can link to please give details:

<https://sites.google.com/view/kerikerichessclub/home/ncc-2023> <https://www.facebook.com/groups/4025274910901876/>

FND MAIL northern community family service

01 DEC 2023



Far North District Council

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to 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.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Northern Community Family Service
 Name & location of project: Kerikeri - B&I- Whangaroa and under Northland.
 Date of project/activity: Feb 2023 - Nov 2023

Which Community Board did you receive funding from?

- Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 5,000.00

Board meeting date the grant was approved: 17/11/2022

Please give details of how the money was spent:

- Your contribution to the project and the funding you received from the Community Board must be accounted for
- Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.

Supplier/Description	Amount	Receipt/s attached (please tick)
<u>see attached a/c transaction</u>	\$	
	\$	
	\$	
	\$	
Total:	\$	

Give a brief description of the highlights of your project including numbers participating:

We have delivered services to over 750 people who have required financial mentoring & whānau support services. Families are struggling and your support to help with operational costs has meant we can continue to help those in need.

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029, Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

7.4 FUNDING APPLICATIONS

File Number: A4555208

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 **\$88,953.52** 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.
- Five new applications have been received, requesting \$23,448.00.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approve the sum of **\$950.00** (plus GST if applicable) be paid from the Boards Community Fund account to ArtsXL for the costs of the 100x100 art exhibition 2024, 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 approve the sum of **\$5000.00** (plus GST if applicable) be paid from the Boards Community Fund account to Glass Ceiling Collective for the costs of the SparkLive show in the Bay of Islands-Whangaroa Ward, to meet the following Community Outcomes:

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

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approve the sum of **\$3000.00** (plus GST if applicable) be paid from the Boards Community Fund account to Kitted NZ for the costs of the female sport art exhibition, 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 approve the sum of **\$5000.00** (plus GST if applicable) be paid from the Boards Community Fund account to Toi Tangata for the costs of the Te Hotu Manawa Māori Wānanga's, 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 decline the application for funding of the Children of Gaza fundraising concert at the Turner Centre as it is not of benefit to the local community, which is the purpose of this funding.

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
ArtsXL – 100x100	\$950	\$950	This is a community art exhibition held at the Turner Centre and is well supported by the community.	Event
Glass Ceiling Collective - SparkLive	\$5,432	\$5,000	Glass Ceiling Arts Collective has created a multisensory theatre production, 'SparkLIVE' for audience members with profound and multiple learning disabilities, to enjoy with their support person or whānau member. This show is part of a tour.	Event
Kitted NZ	\$13,143	\$3,000	The applicant is seeking funding for an art exhibition project outlining the lower support for female sport accessibility and participation, planned to be the initial event in a larger project.	Event
Toi Tangata – Te Hotu Manawa Māori	\$5,000	\$5,000	The wānanga series is an opportunity for whānau to learn about kai Māori - its identification, properties, gathering, preparation, preservation and cooking, using modern and traditional Māori cooking methods. This wānanga series is an expansion, and revision of the kaupapa 'Ngā Kai a te Māori' which took place in October 2022 at Waikarā Marae led by Joe (McLeod?) and Toi Tangata.	Event
Turner Centre – Children of Gaza Fundraiser	\$12,050	Decline	This application is for funding a fundraising concert for the children in Gaza, Palestine. The funding raised would be sent overseas and not be of benefit to the local community, and it is recommended the application be denied on this basis.	Event

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The applicants were required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option One: Authorise funding for the full amount requested.






Option Two: Authorise partial funding.

Option Three: Decline funding the application.

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

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

ĀPITIHINGA / ATTACHMENTS

1. **ArtsXL - 100x100 - A4555154** [↓](#) 
2. **Glass Ceiling Collective - A4555160** [↓](#) 
3. **Kitted NZ - Art Exhibition - A4555159** [↓](#) 
4. **Toi Tangata - Te Hotu Manawa Maori - A4555152** [↓](#) 
5. **Turner Centre - Children of Gaza Fundraiser - A4555158** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 SUMMARY OF APPLICATIONS JULY - DECEMBER 2023

File Number: A4554899

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report gives a summary breakdown of the applications considered by the Board from 1 July – 31 December 2023.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board note the report Summary of Applications July – December 2023.

1) TĀHUHU KŌRERO / BACKGROUND

The Board considers a wide range of applications each year and has expressed an interest in seeing an overview showing the types of activities and projects it has been approached to fund in the first half of this financial year.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

A summary breakdown is attached to this report. Should Board members have concerns or issues with this breakdown, or require further information, this should be discussed at this part of the meeting.


Take Tūtohunga / Reason for the recommendation

To receive the summary of application report.

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Application Summary - July - December 2023 - A4554901 [↓](#) 

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.

8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD FEBRUARY OPEN RESOLUTION REPORT

File Number: A4560578

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 2021.

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 Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board February 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. **Open Resolution Report @ 31.01.2024 - A4560576** [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE