



**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 ĀPITIHINGA / 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

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  

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.
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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.

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:

- Communities that are healthy, safe, connected and sustainable;
- 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:

- Communities that are healthy, safe, connected and sustainable;
- 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:

- Communities that are healthy, safe, connected and sustainable;
- 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:

- Communities that are healthy, safe, connected and sustainable;
- 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