



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Te Hiku Community Board Meeting

Tuesday, 13 February 2024

Time: 10:00 am

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

Membership:

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

The Local Government Act 2002 states the role of a Community Board is to:

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated storm water systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

Exclusions: *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

Set local priorities for minor capital works in accordance with existing strategies,

1. Recommend local service levels and asset development priorities for civic amenities as part of the Annual Plan and Long Term Plan processes.
2. Reallocate capital budgets within the Annual Plan of up to 5% for any specific civic amenity, provided that the overall activity budgetary targets are met.
3. Make grants from the allocated Community Funds in accordance with policy 3209, and the SPARC/Sport Northland Rural Travel fund in accordance with the criteria set by the respective body, and, for the Bay of Islands-Whangaroa Community Board, the power to allocate the Hundertwasser Donations Account.
4. Provide comment to council staff on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.
5. To hold, or participate in hearings, as the Council considers appropriate, in relation to submissions pertinent to their community made to plans and strategies including the Long Term Plan and Annual Plan, and if appropriate recommend decisions to the Council.
6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan, and make recommendations to the Council.
7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centers.

8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a) Control of Use of Public Spaces – Dispensations on signs
 - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. Specific to Te Hiku Community Board – the Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee.
18. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
19. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
20. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.
21. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.

4. Have special regard for the views of Māori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a) Holding a Community forum prior to Board meetings
 - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

In supporting Community Boards to fulfil their role, the Council will:

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards I to assess the 'State of the Wards & District' to establish spending priorities.
3. Prior to decision-making, seek and include 'Community Board views' in Council reports in relation to:
 - a) the disposal and purchase of land
 - b) proposals to acquire or dispose of reserves
 - c) representation reviews
 - d) development of new maritime facilities
 - e) community development plans and structure plans
 - f) removal and protection of trees
 - g) local economic development initiatives
 - h) changes to the Resource Management Plan
4. Organise and host quarterly meetings between Boards, the CEO and senior management staff.
5. Prepare an induction/familiarisation process targeting new members in particular early in the term.
6. Support Board members to arrange meetings with local agencies and service clubs to place more emphasis on partnerships and raising profile of the Boards as community leaders.
7. Permit Board chairperson (or nominated member) speaking rights at Council meetings.
8. Help Boards to implement local community projects.
9. Arrange for Infrastructure and Asset Management Staff to meet with the Community Boards in September each year to agree the capital works for the forthcoming year for input into the Annual or Long Term Plan.
10. Provide information.

Far North District Council
Te Hiku Community Board Meeting
will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and
Mathews Avenue, Kaitaia on:
Tuesday 13 February 2024 at 10:00 am

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1 KARAKIA TIMATANGA / OPENING PRAYER**2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Manager - Democracy Services (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

- Diane Eaglesome representing Glass Ceiling Collective item 7.5, page 42 refers (virtually)
- Mark Crosby representing Mangonui Cemetery Committee item 7.5, page 53 refers
- Pat Miller representing Mangonui Community Patrol item 7.5, page 59 refers
- John Haines regarding Paewhenua Boardwalk item 7.5, page 70 refers
- Haylee Koroī representing Toi Tangata item 7.5, page 89 refers (virtually)

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4535859

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board confirms the minutes of the meeting held 12 December 2023, to be a true and correct record.

1) TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

The Te Hiku Community Board Standing Orders Section 27.3 states that no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to confirm the minutes as a true and correct record of the previous meetings.

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

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

ĀPITIHINGA / ATTACHMENTS

1. 2023-12-12 Te Hiku Community Board Minutes - A4508671 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE BANQUET ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON TUESDAY, 12 DECEMBER 2023 AT 10:00 AM**

PRESENT: Chairperson Adele Gardner, Deputy Chairperson John Stewart, Councillor Felicity Foy, Councillor Hilda Halkyard-Harawira, Member Darren Axe, Member Sheryl Bainbridge, Member William (Bill) Subritzky, Member Rachel Baucke

STAFF PRESENT: Ellie Greenwood (Democracy Advisor – Democracy Services), Beverley Mitchell (Community Board Coordinator – Stakeholder Relationships), Kathryn Trewin (Funding Advisor - Stakeholder Relationships), Harley Alexander (virtually) (Multimedia Strategy & Communication – Communications & Engagement), Michelle Rockell (Team Leader – Property Management), Bonita Botha (Property & Contract Officer – Property Management)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Adele Gardner commenced the meeting at 10:08am and Member Rachel Baucke opened with a karakia.

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Amy Howse presenting a petition for a pedestrian crossing on Far North Road.

3 NGĀ KAIKŌRERO / SPEAKERS

- Thryl Weber representing Okaihau College, item 7.4b refers.
- Jordan Jujnovich representing Awanui Sports Complex Inc Soc, item 7.4c refers.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Stephen Allen regarding a verbal submission in support of the Lease Extension Request Aupouri Ngati Kahu Te Rarawa (ANT) Trust, item 7.1 refers.
- John Argent opposing the promotion of LGBTQA+ Rainbow benches in Kerikeri.
- Tuhi-Kura Adams regarding a verbal submission in support of the Lease Extension Request Aupouri Ngati Kahu Te Rarawa (ANT) Trust, item 7.1 refers.
- Manuera Riwai regarding a verbal submission in support of the Lease Extension Request Aupouri Ngati Kahu Te Rarawa (ANT) Trust, item 7.1 refers.

DOCUMENTS TABLED DURING DEPUTATIONS

Attachments tabled at meeting

- 1 Amy Howse Petition for Pukenui Pedestrian Crossing_Redacted
- 2 Stephen Allen Deputation Letter

The meeting was adjourned from 10:55am to 11:04am.

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

Councillor Hilda Halkyard-Harawira declared a conflict of interest in relation to item 7.1 Lease Extension Request Aupouri Ngati Kahu Te Rarawa (ANT) Trust.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4494974, pages 8 - 15 refers.

RESOLUTION 2023/117

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

That Te Hiku Community Board confirms the minutes of the meeting held 21 November 2023, to be a true and correct record.

CARRIED

At 11:06am, Councillor Hilda Halkyard-Harawira left the meeting.

7 NGĀ PŪRONGO / REPORTS

7.1 LEASE EXTENSION REQUEST AUPOURI NGATI KAHU TE RARAWA (ANT) TRUST

Agenda item 7.1 document number A4487562, pages 16 - 108 refers.

RESOLUTION 2023/118

Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That Te Hiku Community Board recommends that Council:

- a) approves a new ground lease to Aupōuri Ngāti Kahu – Te Rarawa Trust over Tangonge Domain, over 20,234 square metres being Recreation Reserve DP 108 Title NA530/132, located at 63 Bonnet Road, Kaitaia.

The terms of the proposed leased shall be:

- Term: 30 years (15 + 15)
 - Rental: \$118 plus GST per year in conjunction with the Fees & Charges Schedule for 2023/24 and reviewed annually.
- b) approves further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.

CARRIED

At 11:10am, Councillor Hilda Halkyard-Harawira returned to the meeting.

7.2 NEW GROUND LEASE TO TE RARAWA RUGBY CLUB INCORPORATED OVER RARAWA MEMORIAL DOMAIN RECREATION RESERVE

Agenda item 7.2 document number A4464595, pages 109 - 119 refers.

RESOLUTION 2023/119

Moved: Member Darren Axe

7 NGĀ PŪRONGO / REPORTS

7.1 ROAD NAMING - 1000 SANDHILLS ROAD, AHIPARA

File Number: A4510253

Author: Eden Ramsay, NTA - Finance and Customer Services Administrator

Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Te Hiku Community Board to officially name a private road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A road naming application to name a private road addressed at 1000 Sandhills Road, Ahipara was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board, pursuant to Council's Naming Policy, name a private road Tiromoana Way, currently addressed at 1000 Sandhills Road, Ahipara.

1) TĀHUHU KŌRERO / BACKGROUND

One Thousand Sandhills Limited submitted a road naming application on the 8th of November 2023. The road was established as a result of a Resource Consent to create 21 lots.

Included in the application were two proposed names: Tiromoana Way and Tiromoana Road. Tiromoana is the name that was gifted to the developer for the road name by Te Rarawa hapu. It is a reference to the unique viewshaft looking down from the rise toward the sea. Tiromoana literally translates to "Seaview".

As this is a new subdivision, there are currently no other property owners who would be affected by the naming of this road.

The proposed names were sent to Land Information New Zealand for approval. A response was received stating the names are acceptable to use in this location.

Road Naming - 1000 Sandhills Road, Ahipara	
LINZ Approval	YES
Hapu Consultation	Te Rarawa
Map attached	YES
Owner Consent	N/A

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed names are as follows:

- Tiromoana Way
- Tiromoana Road

The Roding Team and Land Information NZ have no objections to the names suggested above.


TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

- The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council's Naming Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. Map - A4510256 [↓](#) 

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 the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Council's Naming Policy and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance and the Community Board have the delegated authority to approve road names.
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.	The name Tiromoana was gifted to the developer by Te Rarawa.
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).	There are currently no property owners as this is a new subdivision.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7.2 GROUND LEASE TO DOUBTLESS BAY SEA SCOUTS - EAST STREET TAIPA**File Number: A4520101****Author: Michelle Rockell, Team Leader - Property Management****Authoriser: Kevin Johnson, Group Manager - Delivery and Operations****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek recommendation from the Te Hiku Community Board on the granting of a new ground lease over recreation reserve, under Section 54 Reserves Act 1977 for a portion of Part Allot 5 PSH OF Taipa, 10 East Street, Taipa to Scouts Aotearoa.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Doubtless Bay Sea Scouts Group (DBSSG), operating under the Scouts Aotearoa umbrella, have been established at 10 East Street, Taipa since May 1991.
- October 2022 DBSSG formally requested a new lease.
- There is no existing Reserve Management Plan for Taipa Sports Ground.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve when no Reserve management plan is in place.
- This report was presented to the Te Hiku community Board on 1st August 2023 who recommended that public consultation be initiated. Resolution 2023/60.
- Public consultation ran from 2 November to 30 November 2023. A total of 15 submissions were received, all in support of the proposed lease. No submissions wished to be heard.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board recommends that Council:

- a) approve a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page 104.**

The terms of the proposed lease shall be:

- **Term: 15 Years (5+5+5)**
 - **Rental: As per FNDC Fees and Charges Schedule for a Community lease.**
 - **\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**
- b) approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.**

1) TĀHUHU KŌRERO / BACKGROUND

At the 12 September 2023 Council meeting, the following resolution was passed:

6.6 GROUND LEASE TO DOUBTLESS BAY SEA SCOUTS - EAST STREET TAIPA

Agenda item 6.5 document number A4329039, pages 183 - 188 refers

RESOLUTION 2023/112

Moved: Cr Felicity Foy

Seconded: Cr John Vuicich

That Council:

- a) commences the public consultation process on the granting of a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page

104.

The terms of the proposed lease shall be:

Term: 15 Years (5+5+5)

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

- \$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.
- b) appoints the Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.

CARRIED

Taipa Recreation Reserve is vested in Council and has been partly occupied by DBSSG, operating under the Scouts Aotearoa umbrella, since 1991 and maintain their leased area and building to a high standard.

DBSSG occupy the site in conjunction with Taipa Plunket Clinic, Doubtless Bay Squash Racket Club and Eastern United Rugby Football Club.

In October 2022, Scouts Aotearoa approached Council formally seeking a new lease.

DGSSG is a well-established group with 87 years of service to the local community, providing young people with the ability to foster development in physical, emotional, spiritual and mental aspects through the provision of safe and nurturing environments. Their purpose is to empower young people from ages 5 to 26 to lead lives that make a positive difference, both to themselves and their community.

The longevity of the scout group at this site reinforces the valuable service DBSSG provides to the community of Taipa and surrounding localities.



2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

As per the Reserves Act 1977 section 54, public consultation is required on the granting of a lease over recreation reserve.

Public Notification

Public Notice was advertised in the Northern Advocate and ran from 2 November - 30 November 2023 as required under the Reserve Act.

A total of 15 submissions were received, all in support of the proposed lease. No submissions wished to be heard.

A copy of the submissions is attached.

The options available for this site are:

Option 1: Recommended

That Te Hiku Community Board recommends that Council:

- c) **approves a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page 104.**

The terms of the proposed lease shall be:

Term: 15 Years (5+5+5)

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

- **\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**

- d) **approves further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.**

Option 1 will allow DBSSG to continue providing their service to the community.

Option 2:

- a. Decline DBSSG's request for a new lease
- b. ask DBSSG to remove the existing building and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

DBSSG provide a beneficial service to the community and requiring them to vacate the land will be detrimental to the whānau and tamariki of the area.

As per the FNDC Parks and Reserves Policy 2022, Council can grant exclusive leases to part or all of a reserve for a maximum term of 15 years with a further right of renewal for 15 years if it deems such terms to be appropriate. In this case, we deem the term of 15 years (5+5+5) acceptable for this site.

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space.

The lease will provide for the lessee to be responsible for the payment of all utility charges, rates and insurances.

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

ĀPITIHINGA / ATTACHMENTS

1. **Public submission results Doubtless Bay Sea Scouts 2023 - A4536261** [↓](#) 
2. **Doubtless Bay Sea Scout lease consultation letter 2023 - A4536292** [↓](#) 

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	Medium - we are requesting the Community Boards feedback and recommendation.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease
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.	Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
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.	Public consultation ran from 2 November to 30 November 2023. 15 submissions were received, all in support of the granting of the lease. Of the 15 submissions, none wished to be heard by the Te Tiku Community Board. Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. Ngati Kahu Co-Chief Executive Officers were informed of the requested lease and notified of the commencement of public consultation.
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).	The community have been notified and consulted via public notice and consultation.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Policy.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.3 DEFERRAL OF NORTH PARK TOILET CONSTRUCTION

File Number: A4543612

Author: Katie May, Asset Manager District Facilities

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Te Hiku Community Board to defer the construction of a new toilet at North Park, Kaitaia for a minimum of 4 years.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The location identified as suitable for installation of a public toilet facility was within the Gull petrol station site on the corner of State Highway 1 and North Park Drive, Kaitaia.
- Agreement in principal was achieved for this site, however Council received notification from Gull NZ in November 2023 that they have withdrawn their approval for this site as the arrangement no longer fitted with their strategic goals.
- No other sites have been able to be identified at this time.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the deferral of this project until year one of the next LTP being 2027-28.

1) TĀHUHU KŌRERO / BACKGROUND

Budget was allocated in the 2021-31 Long Term Plan (LTP) for installation of a new toilet in the North Park industrial area after repeated requests from the community.

Three locations had been identified as being possible sites for a new toilet facility:

- The first location was a small reserve on North Park Way, that was deemed to be unsuitable due to parking and located next to a water way.
- The second location was at the Mitre 10 site which gained agreement in principle, however approval was not given once formal agreements were sort due to future works proposed at this site.
- The third location being the Gull petrol station site which gained agreement in principle, however again, in November 2023 Gull pulled out of the arrangement citing that it did not fit with their strategic goals.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Staff have spent considerable time trying to identify sites for this public toilet in this area and have determined that there are currently no suitable sites within the North Park area.

As Council is heading into a new LTP Lite for 3 years, staff recommend that the Te Hiku Community Board defer this project until year one of the next LTP being 2027-28.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The purpose of the toilet facility was to service the community within the industrial area of North Park, Kaitaia. The three sites identified previously have proven to be unsuitable due to not being able to successfully reach an agreement with the landowners leaving no viable options for a new toilet facility at this time.

Further investigations will be required to determine whether there is a suitable location in this area.

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

The financial impact of not proceeding with this facility results in savings on depreciation, loan interest and operating costs of approximately \$32,467 per year.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Considered to be 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.	Public toilets offer improved amenities for our communities.
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 recommendation is within the Te Hiku Community Board delegations and is not of 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 is no specific impact to Māori and engagement will be undertaken once a new site is identified.
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 matter may have impact on members of the community and business owners who were in support of a new toilet facility for the area.
State the financial implications and where budgetary provisions have been made to support this decision.	The financial implications of this recommendation result in a saving of costs that were associated with installing and maintaining a new facility.
Chief Financial Officer review.	The CFO has reviewed this report.

7.4 PROJECT FUNDING REPORTS

File Number: A4553587

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the project report received from Te Rununga o Te Rarawa.

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. Te Rununga o Te Rarawa - A4553723 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming the project reports. Any implications on Māori arising from matters included in project reports should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7.5 FUNDING APPLICATIONS

File Number: A4553594

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for the Local Community Grant funding to enable the Te Hiku Community Board to determine which application/s will receive funding at the February 2024 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Six applications were received for funding, requesting a total of **\$54,069**
- The Community Board has an available total of **\$86,257.56** in **Community Grant** Funding for the 2023/24 financial year.
- The Community Board has an available total of **\$61,260.39** in **Placemaking** Funding for the 2023/24 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,000** (plus GST if application) to be paid from the Board's Community Grant Fund account to Glass Ceiling Arts Collective for SparkLive at Te Ahu Centre, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board leave the application from Mangonui Cemetery Committee to lie on the table to allow appropriate staff to work through the committee request to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- a) approve the sum of **\$4,680** (plus GST if application) to be paid from the Board's Community Grant Fund account for the 2023/24 financial year to Mangonui Community Patrol for secure storage of vehicle and safety equipment, to support the following Community Outcomes:
 - i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.
- b) approve the sum of **\$4,680** (plus GST if application) to be paid from the Board's Community Grant Fund account for the 2024/25 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board decline the application from John Haines for the construction of a boardwalk at Paewhenua as the boardwalk as permission from NRC has not been received and no iwi consultation or agreement appears to have been sought to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,372** (plus GST if application) to be paid from the Board's Community Grant Fund account to Te Whakaora Tangata for graduation ceremony at Te Ahu Centre, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$5,000** (plus GST if application) to be paid from the Board's Community Grant Fund account to Toi Tangata – Te Hotu Manawa Māori for Māori kai wānanga, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

1) TĀHUHU KŌRERO / BACKGROUND

The applications have been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the Long-Term Plan (LTP) and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Glass Ceiling Collective	\$4,017	\$2,000	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

Applicant and Project	Requested	Recommend	Comments	Type
Mangonui Cemetery Committee	\$10,000	Leave to lie	Mangonui Cemetery is asking for \$10,000 as an annual grant from the Board. From their financial report, they already receive \$4,900 from FNDC. It is recommended this application be left to lie while staff work through options with the committee before bringing it back to the Board.	Community Development
Mangonui Community Patrol	\$4,680	\$4,680	The Community Patrol are seeking funding for storage for the Community Patrol vehicle as well as community safety equipment. There are two groups working together to minimise costs for the organisations. The Board may wish to choose to make this grant for two consecutive years to allow the organisations to seek further funding elsewhere.	Community Development
Paewhenua Boardwalk	\$28,000	Decline	The project cost does not take into account future maintenance, which is expected to be high in the area proposed, and there is no indication that a full project assessment or plan has been undertaken with appropriate consultation. NRC has responsibility for this area, with no permission noted, and there has been no feedback from local iwi or hapu for this project. While the group are to be commended for their enthusiasm, it is strongly recommended that this application be declined and the group encouraged to put together a more cohesive plan that ensures all stakeholders have been included and are supportive of the project.	Infrastructure
Te Whakaora Tangata	\$2,372	\$2,372	This organisation is seeking funding for a graduation event. The organisation runs social wellbeing courses.	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 and Toi Tangata.	Event

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding







Option 3 Decline funding

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Glass Ceiling - A4554050** [↓](#) 
2. **Mangonui Cemetery - A4554052** [↓](#) 
3. **Mangonui Community Patrol - A4554051** [↓](#) 
4. **John Haines - A4554055** [↓](#) 
5. **Te Whakaora Tangatas - A4554054** [↓](#) 
6. **Toi Tangata - A4554053** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 SUMMARY OF APPLICATIONS JULY - DECEMBER 2023

File Number: A4553655

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 Te Hiku 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. Summary of Funding July - December 2023 - A4553669  

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 TE HIKU COMMUNITY BOARD FEBRUARY 2024 OPEN RESOLUTION REPORT

File Number: A4535910

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board receive the report Te Hiku Community Board February 2024 Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHINGA / ATTACHMENTS

1. February Open Resolution Report - A4561794 [↓](#) 

8.3 CHAIRPERSON AND MEMBER REPORTS

File Number: A4547957

Author: Beverly Mitchell, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the February 2024 reports from Chairperson Adele Gardner and Members Darren Axe, Sheryl Bainbridge and Rachel Baucke.

1) TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a community board is to represent, and act as an advocate for the interests of its community.

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

The reports from the Chairperson and Members are attached.

TE TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

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

There are no financial implications or the need for budgetary provision as a result of this report.

NGĀ ĀPITIHINGA / ATTACHMENTS

1. THCB Chair Gardner report for February 2024 - A4548674  
2. THCB Member Axe report for February 2024 - A4548675  
3. THCB Member Baucke report for February 2024 - A4548676  
4. THCB Member Bainbridge report for February 2024 - A4548680  

Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Not applicable.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This is a Community Board report.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Yes.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE