



**Far North  
District Council**



**Te Kaunihera o Te Hiku o te Ika**

# **AGENDA**

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

**Thursday, 18 July 2024**

**Time: 10.00AM**

**Location: Turner Centre, Kerikeri**

**Membership:**

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



**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 on:**  
**Thursday 18 July 2024 at 10.00am**

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**Te Paeroa Mahi / Order of Business**

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## **1 KARAKIA TIMATANGA / OPENING PRAYER**

ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono.

We ask that through the boards discussions and decisions the representatives elected may advocate on behalf of the Bay of Islands-Whangaroa community with aroha, imagination, skill and wisdom to achieve a fairer and more united community that enhances the wellbeing of the community and solves the community's problems efficiently and effectively.

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

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

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

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

## **3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

To be confirmed on the day.

## **4 NGĀ TONO KŌRERO / DEPUTATION**

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

## **5 NGĀ KAIKŌRERO / SPEAKERS**

- Sam Stewart representing Coast to Coast Cat Rescue in relation to funding application for the purchase and relocation of a portacabin.
- Catherine Langford representing R Tucker Thompson in relation to funding application for two rangitahi from the Bay of Islands-Whangaroa ward attending a youth development voyage.
- Riki Kinnaird representing Rugby for Life in relation to funding application for the costs of Russell Community Day.
- Toni Tanner representing Kawakawa Community Art Gallery in relation to funding application for establishing a Kawakawa Community Art Gallery.

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4777297

**Author:** Maria Bullen, Democracy Advisor

**Authoriser:** Aisha Huriwai, 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 20 June 2024 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. 2024-06-20 Bay of Islands-Whangaroa Community Board Minutes - A4753062 [↓](#) 



**TE HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:**

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

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

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

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**MINUTES OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE TURNER CENTRE, KERIKERI  
ON THURSDAY 20 JUNE 2024 AT 10.00AM**

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

**IN ATTENDANCE:**

**STAFF PRESENT:** Kim Hammond (Community Board Co-ordinator – Stakeholder Relationships), Casey Gannon (Manager - Democracy Services), Kathryn Trewin (Funding Advisor – Stakeholder Relationships), Maria Bullen (Democracy Advisor – Democracy Services), Peggy Veen (Principle Advisor – Strategic Relationships).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:04am Chairperson Belinda Ward commenced the meeting and Cr Babe Kapa opened with a Karakia.

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

**APOLOGY**

**RESOLUTION 2024/45**

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

**That the apology received from Member Tyler Bamber be accepted and leave of absence granted.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Nil

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Nil

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Steph Godsiff representing Conquer Caulerpa Trust in relation to funding application for Promotion and Education.
- Rod Brown representing Vision Kerikeri in relation to funding application for Wairoa Stream Track Repairs and Maintenance.
- Mandi Lynn representing Every Body is a Treasure in relation to funding application for Youth Arts Wananga and Body Positivity Project.

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- Angela Barker representing Kerikeri Sports Complex in relation to funding application for Te Amo Pūtoro.
- Gail Richards representing Toi Ngāpuhi Limited in relation to funding application for Te Toi Mahara Arts Summit.
- Diana Halliday representing Opuā Hall Society in relation to funding application for Rehabilitation and Safety Improvements.
- Debbie Jepson representing Te Runanga o Whaingaroa in relation to funding application for Te Rā o Ngā Tamariki.
- Rose Gallagher representing Waldorf Education Trust in relation to funding application for Whakiro Carvings on Multi-Use Tee-Pee Structure.
- William Fuller representing Bay of Islands Walkways Trust in relation to funding application for Russell-Okiato Cycle Trail.

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4728584, pages 9 - 15 refers

#### RESOLUTION 2024/46

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 16 May 2024 are a true and correct record.**

**CARRIED**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A4732832, pages 16 - 27 refers

#### RESOLUTION 2024/47

Moved: Member Amy Slack

Seconded: Member Bruce Mills

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

**CARRIED**

### 7.2 PROJECT FUNDING REPORTS

Agenda item 7.2 document number A4735131, pages 28 - 39 refers

#### RESOLUTION 2024/48

Moved: Chairperson Belinda Ward

Seconded: Member Amy Slack

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

- a) **Kitted NZ**
- b) **Ngā Kai a te Māori**
- c) **Russell Christmas Parade**
- d) **Tai Tokerau Festival 2024**
- e) **Wainui Marae Trustees**

**CARRIED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2024/49**

Moved: Chairperson Belinda Ward  
 Seconded: Member Jane Hindle

**That the public be excluded for the following parts of the proceedings of this meeting.**

**The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:**

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.3 – Funding Applications	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC**

**RESOLUTION 2024/50**

Moved: Chairperson Belinda Ward  
 Seconded: Member Jane Hindle

**That the Bay of Islands-Whangaroa confirms the information and decisions contained in the part of the meeting held with public excluded be restated in public meeting as follows.**

**CARRIED**

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### 7.3a FUNDING APPLICATIONS

Agenda item 7.3 document number A4735282, pages 40 - 45 refers

#### RESOLUTION 2024/51

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

**That Bay of Islands-Whangaroa Community Board rescind resolution 2023/82 of 6 July 2023 approving the sum of **\$3,582** (plus GST if applicable) from the Boards Community Fund account to Russell Birdman Trust towards the costs of the 2023 Russell Birdman and directs that the funds be returned to the Community Grant Fund for reallocation.**

**CARRIED**

Abstained: Cr Ann Court

### 7.3b FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 45 refers

#### RESOLUTION 2024/52

Moved: Member Lane Ayr

Seconded: Member Jane Hindle

**That Bay of Islands-Whangaroa Community Board approve the sum of **\$11,250** (plus GST if applicable) be paid from the Boards Community Fund account to the Conquer Caulerpa Trust towards education and promotion of exotic caulerpa.**

**LOST**

Against: Member Jane Hindle

Abstained: Cr Ann Court

### 7.3c FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/53

Moved: Member Bruce Mills

Seconded: Member Amy Slack

**That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Grant Fund account to the Click Happy towards running the Finding Venus body positivity programme and art workshops for rangitahi in the Bay of Islands-Whangaroa ward.**

**LOST**

Against: Member Jane Hindle

Abstained: Cr Ann Court

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### 7.3d FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/54

Moved: Member Lane Ayr  
Seconded: Chairperson Belinda Ward

**That Bay of Islands-Whangaroa Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Boards Community Grant Fund account to Toi Ngāpuhi Ltd towards the costs of Te Toi Mahara Arts Summit.**

LOST

Abstained: Cr Ann Court

### 7.3e FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/55

Moved: Member Jane Hindle  
Seconded: Member Roddy Hapati-Pihema

**That Bay of Islands-Whangaroa Community Board approve the sum of up to \$5,000 (plus GST if applicable) be paid from the Boards Community Grant Fund account to Opuā Hall Society towards rehabilitation and safety improvements outside the Opuā Hall.**

CARRIED

Abstained: Cr Ann Court

### 7.3f FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/56

Moved: Member Bruce Mills  
Seconded: Member Jane Hindle

**That Bay of Islands-Whangaroa Community Board approve the sum of \$8,000 (plus GST if applicable) be paid from the Boards Community Grant Fund account to Te Runanga o Whaingaroa towards Te Rā o Ngā Tamariki children's day celebration of Matariki 2024.**

CARRIED

Abstained: Cr Ann Court

### 7.3g FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/57

Moved: Member Belinda Ward

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Seconded: Member Amy Slack

**That Bay of Islands-Whangaroa Community Board approve the sum of \$4,000 (plus GST if applicable) be paid from the Boards Community Grant Fund account to Bay of Islands Waldorf Trust towards the completion of the project including whakiro carvings on the multi-use teepee.**

**CARRIED**

Abstained: Cr Ann Court

### 7.3h FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/58

Moved: Member Lane Ayr  
Seconded: Member Bruce Mills

**That Bay of Islands-Whangaroa Community Board approve the sum of \$7,935 (plus GST if applicable) be paid from the Boards Community Grant Fund account to Vision Kerikeri towards tree and track maintenance on the Wairoa Stream track.**

**CARRIED**

Abstained: Cr Ann Court

### 7.3i FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/59

Moved: Member Jane Hindle  
Seconded: Member Lane Ayr

**That Bay of Islands-Whangaroa Community Board approve the sum of up to \$71,500 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Bay of Islands Walkways Trust towards the creation of additional sections of the Russell-Okiato Cycle Trail. It is noted that any signage on this part of the trail will remain the responsibility of the applicant and will not be maintained or repaired by Council.**

**CARRIED**

Against: Amy Slack

Abstained: Cr Ann Court and Member Roddy Pihema

### 7.3j FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/60

Moved: Member Jane Hindle  
Seconded: Member Roddy Hapati-Pihema

**That Bay of Islands-Whangaroa Community Board approve the sum of \$8,949.52 (plus GST if applicable) be paid from the Boards Community Grant Fund account and \$19,075 (plus**

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**GST if applicable) be paid from the Boards Placemaking Fund account (a total of \$28,024.52) to Kerikeri Sports Complex towards Te Amo Pūtoro.**

**CARRIED**

Abstained: Cr Ann Court and Member Lane Ayr

### 7.3k FUNDING APPLICATION

Agenda item 7.3 document number A4735282, pages 40 - 112 refers

#### RESOLUTION 2024/61

Moved: Chairperson Belinda Ward

Seconded: Member Amy Slack

**That Bay of Islands-Whangaroa Community Board approve the request from Business Paihia to use the funds granted in resolution 2024/29 in the sum of \$22,500 (plus GST if applicable) be used towards the costs of venue hire and event promotion for the wider festival, due to funding restraints cancelling the sound/light show.**

**CARRIED**

Abstained: Cr Ann Court

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

Agenda item 8.1 document number A4728637, pages 113 - 114 refers

#### RESOLUTION 2024/62

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

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

**CARRIED**

### 8.2 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2024

Agenda item 8.2 document number A4732298, pages 115 - 121 refers

#### RESOLUTION 2024/63

Moved: Member Belinda Ward

Seconded: Member Jane Hindle

**That the Bay of Islands-Whangaroa Community Board receive the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 30 April 2024".**

**CARRIED**



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**8 TE KAPINGA HUI / MEETING CLOSE**

At 3:07pm Cr Babe Kapa concluded the meeting with a Karakia.

The meeting closed at 3:08pm.

**The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 18 July 2024.**

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 NEW ROAD NAME- 10 & 8A PEACOCK GARDEN DRIVE, KERIKERI

**File Number:** A4764342

**Author:** Trinity Lane, Finance and Customer Services Administrator

**Authoriser:** Tanya Proctor, Head of Infrastructure Strategy

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

That the Bay of Islands-Whangaroa Community Board name the new Right of Way currently addressed at 10 & 8a Peacock Garden Drive, Kerikeri.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A road naming application to name a Right of Way addressed at 10 & 8a Peacock Garden Drive, Kerikeri was received on the 25<sup>th</sup> of March 2024.
- Community Boards have the delegated authority to allocate names for previously unnamed private roads, reserves and other community facilities.

#### TŪTOHUNGA / RECOMMENDATION

**That Bay of Islands-Whangaroa Community Board name a new Right of Way, “Kowhai Grove” that is currently addressed at 10 & 8a Peacock Garden Drive, Kerikeri.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

An application was made by Perfect Picture Properties on the 25<sup>th</sup> of March 2024 to name a new Right of Way in which 10 new dwellings will be built.

The applicant proposed “Kowhai Grove” as its name due to the abundance of Kowhai trees in the area.

The proposed names were sent to Land Information New Zealand for approval. A response was received confirming 3 out of 3 proposed road names are acceptable for use in this area and can be approved as per the Addressing Standards 2011.

Ngāti Rēhia were consulted when choosing these names for the new Right of Way. Ngāti Rēhia provided feedback and confirmed all names were acceptable for use with the exception that “Cabbage Tree Way” be changed to “Tī Kōuaka Way.” The applicant was happy with this change.

Road Naming: 10 & 8a Peacock Garden Drive, Kerikeri	
LINZ Approval	YES
Hapu Consultation	YES- Ngāti Rēhia
Map Attached	YES
Owner Consent	N/A

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

The proposed names are as follows:

Preferred choice: Kowhai Grove

Second choice: Nikau Lane

Third choice: Tī Kōuaka Way

**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 Road Naming and Property Numbering 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 signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

**ĀPITIHINGA / ATTACHMENTS**

1. Map - A4764325 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is the naming of a Right of Way 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.	Road Naming and Property Numbering Policy #2125 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.	Hapu/Iwi were asked for their feedback by the applicant.  Ngāti Rēhia approved the proposed names.
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 is a new subdivision. The only resident is the applicant.
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 signs (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 as not reviewed this report.





## 7.2 PROJECT FUNDING REPORTS

**File Number:** A4772581

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

- a) Coast to Coast Cat Rescue
- b) Rainbow Rangitahi Youth Space

### 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. Coast to Coast Cat Rescue - A4772569 [↓](#) 
2. Rainbow Rangitahi - A4772572 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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













### 7.3 FUNDING APPLICATIONS

**File Number:** A4772728

**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

- Six new applications have been received, requesting \$36,906.
- The Board has **\$208,804** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$100,000** to allocate for the Placemaking Fund in the 2024/2025 financial year.

#### TŪTOHUNGA / RECOMMENDATION

- a) That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Coast to Coast Cat Rescue towards purchase and relocation of a portacabin.

#### TŪTOHUNGA / RECOMMENDATION

- b) 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 Our Kerikeri Community Trust towards 2024 Northland Chess Championship.

#### TŪTOHUNGA / RECOMMENDATION

- c) That Bay of Islands-Whangaroa Community Board approve the sum of **\$4,000** (plus GST if applicable) be paid from the Boards Community Fund account to the R Tucker Thompson Youth Sailing Trust towards two rangitahi from the Bay of Islands-Whangaroa ward attending a youth development voyage.

#### TŪTOHUNGA / RECOMMENDATION

- d) 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 Rugby for Life towards the costs of Russell Community Day.

#### TŪTOHUNGA / RECOMMENDATION

- e) That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to Toni Tanner towards establishing a Kawakawa Community Art Gallery.

#### TŪTOHUNGA / RECOMMENDATION

- f) That Bay of Islands-Whangaroa Community Board approve the sum of **\$2,906** (plus GST if applicable) be paid from the Boards Community Fund account to Mita Harris towards Unimog brake and clutch repairs.

**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.

Each application must meet at least one community outcome from the Council's Long-Term Plan. The six community outcomes are as follows:

1. Proud, vibrant communities;
2. Prosperous Communities supported by a sustainable economy;
3. Communities that are safe, connected and sustainable;
4. Communities that are prepared for the unexpected;
5. A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki;
6. We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.

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

Applicant	Requested	Recommend	Comments	Type
Coast to Coast Animal Rescue – Portacabin for cat shelter	\$10,000	\$5,000	The applicant is seeking funding to secure a portacabin to shelter cats that have been brought into the rescue before they secure permanent homes. They are also seeking funds from the other Boards.  This meets community outcomes 1, 3	Infrastructure
Our Kerikeri – 2024 Chess Championship	\$3,000	\$3,000	This is the third year the applicant has sought sponsorship from the Board for this event. It is a large, well-run event that is well supported by the community.  This meets community outcomes 1, 3, 6	Arts, Culture and Heritage/ Event
R Tucker Thompson Youth Sailing Trust – Youth Development Voyage for two students	\$4,000	\$4,000	The applicant is seeking funding for two students from the Bay of Islands-Whangaroa Ward to attend a youth development sailing course.  This meets community outcomes 1, 3	Infrastructure
Rugby for Life – Russell Community Day	\$3,000	\$3,000	The applicant is seeking funding to run a family fun day in Russell, including transport of participants.  This meets community outcomes 1, 3	Arts, Culture and Heritage/ Event

Applicant	Requested	Recommend	Comments	Type
Toni Tanner – Kawakawa Community Art Gallery	\$14,000	\$5,000	The applicant is seeking funding to open a community art gallery which would also include opportunities for art classes and wananga in Kawakawa.  This meets community outcomes 1, 3	Arts, Culture and Heritage/ Event
Mita Harris – Unimog Repairs	\$2,906	\$2,906	The applicant is seeking funding for repairs and maintenance on the Unimog that is used during civil defence emergencies within the Far North District.  This meets community outcomes 1, 3, 4	Community Development

### 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. Coast to Coast Cat Rescue - A4772571 [↓](#) 
2. Kerikeri Chess - A4772568 [↓](#) 
3. R Tucker Thompson - A4772573 [↓](#) 
4. Rugby for Life - A4772574 [↓](#) 
5. Toni Tanner - A4772570 [↓](#) 
6. Mita Harris - A4772565 [↓](#) 



**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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











































































































## 7.4 CHAIRPERSON AND MEMBERS REPORT

**File Number:** A4776336

**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 Member 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. **Members Report - Belinda Ward - A4776268**  
2. **Members Report - Jane Hindle - A4776282**  



















## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

**File Number:** A4777309

**Author:** Maria Bullen, Democracy Advisor

**Authoriser:** Aisha Huriwai, 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 July 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. July Open Resolution Report - A4777468 [↓](#) 



**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**