



**Far North  
District Council**



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

# **AGENDA**

## **Te Hiku Community Board Meeting**

**Tuesday, 17 September 2024**

**Time: 10:00am**

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

**Membership:**

Chairperson Adele Gardner - Chairperson  
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, Kaitia on:**  
**Tuesday 17 September 2024 at 10:00am**

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**Te Paeroa Mahi / Order of Business**

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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****4 NGĀ TONO KŌRERO / DEPUTATION**

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

**5 NGĀ KAIKŌRERO / SPEAKERS**

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4666793

**Author:** Marysa Maheno, Democracy Advisor

**Authoriser:** Aisha Huriwai, 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 confirm the minutes of the meeting held 13 August 2024 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.

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. 2024-08-13 Te Hiku Community Board Minutes - A4829250 [↓](#) 



**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.	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.

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

13 August 2024

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATTHEWS  
AVENUE, KAITAIA  
ON TUESDAY, 13 AUGUST 2024 AT 10:00AM**

**PRESENT:** Chairperson Adele Gardner, Councillor Felicity Foy, Member Darren Axe, Member Sheryl Bainbridge, Member William (Bill) Subritzky, Member Rachel Baucke.

**STAFF PRESENT:** Kathryn Trewin (Funding Advisor)(online), Maria Bullen (Democracy Advisor), Marysa Maheno (Democracy Advisor), Peggy Veen (Principal Advisor), Scott May (Manager – Stakeholder Relationships), Beverly Mitchell (Community Board Co-ordinator), Fleur Beresford (Infrastructure Business Analyst)(online), Marlema Baker (Te Kuaka Committee Coordinator)(online), Dena-Maree Hemara (Kaiarahi Kaupapa Māori)(online).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:00am Member Baucke commenced the meeting with a karakia.

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

**APOLOGY**

**RESOLUTION 2024/31**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That the apology received from Deputy Chairperson John Stewart and Cr Hilda Halkyard-Harawira, be accepted and leave of absence granted.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Joe King spoke about Drainage Area inaction.
- Bryce Puckey spoke about Drainage Area inaction.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations.

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Annie Tohill spoke to item 7.1a, funding application for Artisans Affair.
- Fiona King spoke about Drainage Boards and the Bylaws that are not being dealt with.

The meeting was adjourned from 10:33am to 10:36am.

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

13 August 2024

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

Agenda item 6.1 document number A4666787, pages 8 - 15 refers

**RESOLUTION 2024/32**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board confirm the minutes of the meeting held to 16 July 2024 be a true and correct record.**

**CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1A FUNDING APPLICATIONS**

Agenda item 7.1 document number A4809963, pages 16 - 33 refers

**RESOLUTION 2024/33**

Moved: Member Rachel Baucke

Seconded: Member William (Bill) Subritzky

- a) That Te Hiku Community Board approve the sum of \$1,800 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Annie Tohill for Artisans Affair 2024.**

**CARRIED****7.1B FUNDING APPLICATIONS**

Agenda item 7.1 document number A4809963, pages 16 – 33 refers

**RESOLUTION 2024/34**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

- a) That Te Hiku Community Board approve the sum of \$7095.49 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitāia Business Association for Kaitāia Street Cleanup; and**
- b) That Te Hiku Community Board approve the sum of \$5,719.51 (plus GST if applicable), being the remainder for funds allocated by resolution 2022/51 on 21 June 2022, for use by the applicant towards the Kaitāia street cleaning project.**

**CARRIED**

*Note: Members requested that water blasting of alleyways be included as well.*

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

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**7.2 TOP ENERGY EASEMENT OVER RESERVE MOERUA PARK**

Agenda item 7.2 document number A4801888, pages 34 - 61 refers

**RESOLUTION 2024/35**

Moved: Member Darren Axe  
Seconded: Member Rachel Baucke

**That Te Hiku Community Board recommend to Council the granting of an easement in gross in favour of Top Energy Limited for a right to convey electricity and telecommunications pursuant to section 48(1)(a) and (d) of the Reserves Act 1977 on Part Lot 27 Deposited Plan 405 contained in Record of Title NA19A/1151 being part of Moerua Park, Kaitāia on the terms set out in the form of easement instrument (Attachment 1 Schedule 2).**

**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 TE HIKU COMMUNITY BOARD AUGUST 2024 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A4667377, pages 62 - 69 refers

**RESOLUTION 2024/36**

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

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

**CARRIED****8.1a RENEWAL OF DRAINAGE BYLAWS****RESOLUTION 2024/37**

Moved: Member Sheryl Bainbridge  
Seconded: Member Darren Axe

**That Te Hiku Community Board request confirmation that the Land Drainage Bylaws will be renewed in October 2024.**

**CARRIED****8.1b DRAINAGE BREACHES****RESOLUTION 2024/38**

Moved: Member Sheryl Bainbridge  
Seconded: Member Darren Axe

**That Te Hiku Community Board request the Monitoring Team provide the Drainage Committees information on what action is being taken to monitor Land Drainage Bylaw**

Page 3

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

13 August 2024

**breaches and how these will be enforced.**

**CARRIED**

*Note: Local Farmers voiced their feelings of being annoyed and disillusioned that FNDC are taking rates but not taking action to their delegations.*

*Note: Members asked that the financials for Halls be discussed before the Draft for Hall Policies is done.*

**8.2 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.2 document number A4810950, pages 70 - 75 refers

**RESOLUTION 2024/39**

Moved: Chairperson Adele Gardner  
Seconded: Member Darren Axe

**That Te Hiku Community Board note the August 2024 member reports from Chairperson Adele Gardner and Members Darren Axe, John Stewart and Bill Subritzky.**

**CARRIED**

*Note: Members Sheryl Bainbridge and Rachel Baucke gave verbal reports.*

At 11:28am, Councillor Felicity Foy left the meeting.

**9 TE KAPINGA HUI / MEETING CLOSE**

**Member Baucke closed the meeting with a karakia.**

**The meeting closed at 11:30am.**

**The minutes of this meeting will be confirmed at Te Hiku Community Board Meeting held on 17 September 2024.**

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 REVIEW OF COMMUNITY GRANT POLICY 2018

**File Number:** A4866445

**Author:** Lizzie Graham, Policy Advisor

**Authoriser:** Esther Powell, Manager - Climate & Action Resilience

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek recommendation from Te Hiku Community Board that Council revoke the Community Grant Policy 2018 and to adopt the Community Board Funding Policy.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Community Grant Policy 2018, which guides the allocation of community funding from Community Boards, is due for review.
- The current Policy has become outdated due to changes in available funds and evolving community needs.
- The proposed Community Board Funding Policy aims to address these changes and align with current funding structures and community needs.

#### TŪTOHUNGA / RECOMMENDATION

**That Te Hiku Community Board recommend that Council;**

- Revoke the Community Grant Policy 2018**
- Adopt the Community Board Funding Policy**

#### 1) TĀHUHU KŌRERO / BACKGROUND

On 15 June 2016, Council resolved that a review of all Council external policies would be completed in 2016/17 (Agenda item 8.3, document number A1726482, pages 53-57). During this review, four separate Policies were identified to be amalgamated into a single Policy covering Community Grants, namely the Community Grant Policy.

In 2017, amendments were proposed to the Policy to include the newly reinstated Infrastructure Grant Fund, and on 30 August 2017, the amended Community Grant Policy was adopted (Agenda item 4.2, document number A1888944, pages 33-54).

In 2018, further amendments were made to the Community Grant Policy following the 2018-2028 Long Term Plan deliberations where \$33,333 for placemaking was granted to each Community Board (Resolution 2018/15). Amendments were made to enable Community Boards to distribute the placemaking funds.

The current Community Grant Policy 2018 contains guidance for the Local Grant Fund, the Infrastructure Grant Fund, and Community Facility Partnerships fund. However, changes in the available funds have occurred since the policy's inception as both the Infrastructure Grant Fund and Community Facility Partnerships Fund have been discontinued, the Local Grant Fund has been rebranded as the Community Board Grant Fund, and the Pride of Place Fund has been created.

The Pride of Place Fund is intended to support smaller communities enhance the look and feel of their communities. This fund provides support to help community projects with material, equipment, and other project expenditure. This can involve township beautification, new community assets, entranceways, cycle and walkways, river and streamside clean-up and landscaping, picnic tables and seats, signs, and artworks.

Given these changes, the Community Grant Policy needed to be reviewed.

### **Council's Role in Providing Community Grants**

In New Zealand, councils, as territorial authorities, play a pivotal role in facilitating community development through the provision of grants. These grants serve as crucial financial support mechanisms that empower local initiatives aimed at enhancing community wellbeing.

Under Section 10 of the Local Government Act (LGA), the purpose of local government is to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. Councils fulfil this purpose by administering grants through various mechanisms, including specific grant programmes tailored to local needs and priorities related to the "four wellbeing's".

Central government has recently announced that it may amend the LGA, including the purpose of local government. If this occurs, staff will review all policies and make recommendations to Council to amend accordingly. Central Government has indicated they will provide further information by the end of 2024. Currently there is no Bill before parliament. Council must continue to adhere to existing legislation.

Under section 52 of the LGA 2002, roles of Community Boards that relate to community grants include:

- Representing, and acting as advocates for, the interests of their communities
- Communicating with community organisations and special interest groups within the community.

The Community Boards in the Far North District have delegated authority from Council to make grants from their allocated Community Funds in accordance with the associated policy. By actively participating in the allocation of community funding, Community Boards help ensure that resources are distributed equitably, projects align with local priorities, and the needs of community members are effectively met.

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

Staff have completed a separate research report (attachment 1) reviewing the Community Grant Policy. A summary of the report is provided below; for more information, please refer to the full report.

The review has identified that the Community Grant Policy (attachment 2) is outdated and does not accurately reflect the available grant funds or address the issues and opportunities with allocating grants.

The Community Grant Policy covers three main grant types: Local Grant Fund, Infrastructure Grant Fund, and Community Facility Partnerships Fund. However, several changes in available funds have rendered the policy outdated. The Infrastructure Grant Fund and Community Facility Partnerships Fund have been discontinued, and the Local Grant Fund has been rebranded as the Community Board Grant Fund. Additionally, the Pride of Place Fund has been introduced to support community enhancement projects.

The Policy includes application and reporting guidelines for each grant type, but feedback from Community Boards and Council's auditors has highlighted ambiguities in these guidelines, necessitating clearer and more transparent criteria. The policy also does not align with the strategic plans of the Community Boards, which outline their vision, mission, and priorities for three-year terms.

Community Boards have played a crucial role in the review of the Community Grant Policy through workshops and feedback sessions. The Community Boards provided valuable insights into its issues and opportunities with the current policy and their feedback emphasised the importance of updating the policy.

As part of this review the following changes are recommended which follow best practice guidelines and reflect the changes in available funds:

- Revoking the Community Grant Policy
- Making a new policy, the Community Board Funding Policy
- Revising the legislative context, strategic alignment, and objectives sections in the current policy to reflect current legislation and strategic priorities
- Updating the background section of the current policy to outline the funds available.
- Redrafting the policy wording for clarity
- Updating the definitions section with clear and concise definition
- Creating a new section for general policies covering guidelines on eligibility criteria, the application process and reporting and accountability requirements
- Adding sections for the Community Board Grant Fund and Pride of Place Fund.

Staff have prepared a draft Community Board Funding Policy incorporating these changes (attachment 3).

The Community Board Delegations will need to be updated following the adoption of the new Policy. This update will be incorporated into the general review of delegations scheduled to take place later this year.

### Options:

#### 1. Recommend that Council Revoke the Community Grant Policy 2018 and Adopt the Community Board Funding Policy (recommended option)

Revoking the Community Grant Policy 2018 and adopting the Community Board Funding Policy will reflect changes in available funds and ensure alignment with the Council's strategic objectives and community outcomes as outlined in the Long-Term Plan and Community Board Strategic Plans.

Advantages	Disadvantages
<p>Provides clear guidelines for funding applications and allocation</p> <p>Aligns funding decisions with strategic objectives and community outcomes</p> <p>Streamlines administrative processes and enhances transparency.</p>	<p>None identified</p>

#### 2. Recommend that Council Maintain status quo/ Do nothing

The Community Grant Policy 2018 will remain in place, with no changes made to current processes.

Advantages	Disadvantages
<p>None identified</p>	<p>Existing policy is outdated and does not reflect available funds</p> <p>Lack of alignment with Community Board Strategic Plans</p>



	Potential inefficiencies and inconsistencies in grant allocation processes.
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## TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

**Revoking the Community Grant Policy and Adopting the proposed new Community Board Funding Policy will:**

- Provide consistent and streamlined policy guidance for allocating community funding
- Ensure the Policy aligns with current available funds (including the new Pride of Place Fund) and community needs
- Enhance transparency and clarity in funding application and reporting guidelines.

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

Costs to implement the Community Board Funding Policy will be minimal (staff resourcing) and will be met from existing budgets. This resourcing is expected to remain consistent with what is currently required to implement the existing policy.

Also, the Community Board Funding Policy does not determine the available funds for the Community Boards, these amounts are decided through the Annual Plan and Long-Term Plan process.

## ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1- Review Research Report Community Grant Policy 2018 - A4819917** [↓](#) 
2. **Attachment 2- Community Grant Policy 2018 - A4819921** [↓](#) 
3. **Attachment 3- Community Board Funding Policy - A4782400** [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act (LGA) 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 <a href="#">Council's Significance and Engagement Policy</a>	In line with the Significance and Engagement Policy, the adoption of the policy will have little effect on financial thresholds, ratepayers, or levels of service. Therefore, the level of significance is low.

<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p><b>Legislation:</b> Local Government Act 2002, section 10 and 52.</p> <p><b>Long-Term Plan Community Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Proud, vibrant communities.</li> <li>• Communities that are healthy, safe and connected.</li> <li>• Prosperous communities supported by a sustainable economy.</li> </ul>
<p>State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.</p>	<p>This proposal has District-wide relevance as it affects the allocation of community funding by all Community Boards within the Far North District.</p> <p>To ensure that the views of the Community Boards were sought and incorporated in the review, workshops and feedback sessions were conducted with all three Community Boards.</p> <p>By engaging with the Community Boards at multiple stages of the review process, their perspectives have been thoroughly considered and incorporated into the proposed policy.</p>
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>The Community Board Funding Policy will have positive implications for Māori in the Far North district, by ensuring that funding proposals actively involve Tangata whenua in their development.</p>
<p>Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>The persons likely to be affected include community groups, local organisations, and residents who rely on community funding for their initiatives. Their views have been considered through the workshops and feedback sessions conducted with Community Boards, who represent a diverse range of community interests.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Costs to implement the Community Grant Funding Policy will be minimal (staff resourcing) and will be met from existing budgets.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>









































## 7.2 FUNDING APPLICATIONS

**File Number:** A4865358

**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 Te Hiku Community Board to determine which application/s will receive funding at the September 2024 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Four applications have been received, requesting a total of **\$27,450**
- The Community Board has an available total of **\$113,569.66** in **Community Grant** Funding for the 2024/25 financial year.
- The Community Board has an available total of **\$93.486** in **Placemaking** Funding for the 2024/25 financial year.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$6,500** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Doubtless Bay Fishing Competition for the 2025 Fishing Competition.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Graeme Dingle Foundation for costs towards the Kiwi Can Mentoring Programme.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to SMC Events for costs towards the Sanitarium Weet-Bix Kids Try Challenge in Te Hiku ward.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$1,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Te Kupenga Reo 2024 for costs towards venue hire of Te Ahu centre.

### 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**

<b>Applicant and Project</b>	<b>Requested</b>	<b>Recommend</b>	<b>Comments</b>	<b>Type</b>
Doubtless Bay Fishing Competition – 2025	\$10,450	\$6,500	<p>This applicant is seeking funding towards the costs of running the 2025 Doubtless Bay Fishing Competition, with ten community groups nominated to receive any funds raised during the event. Only one quote has been provided, which is the amount recommended to provide for the event. It is noted that when the Events Investment fund existed, this applicant would generally have been referred to that fund.</p> <p>This meets community outcomes 1, 2 and 3</p>	Event
Graeme Dingle Foundation – Kiwi Can	\$11,000	\$3,000	<p>The applicant is seeking funding towards the running of their Kiwi Can mentoring programme. The Board granted them \$3,000 in the previous financial year.</p> <p>This meets community outcomes 1, 3</p>	Community
SMC Events – Sanitarium Weet-Bix Kids Try Challenge	\$5,000	\$2,000	<p>The applicant is seeking funding towards a local kids try challenge event in Te Hiku Ward.</p> <p>The Board has granted funding in the past three financial years of \$5,000, \$4,000 and \$3,000.</p> <p>This meets community outcomes 1, 3</p>	Event
Te Kupenga Reo 2024	\$1,000	\$1,000	<p>The applicant is seeking funding for venue hire to host a two-day event with speech, song, debate to encourage and normalise the use of Te Reo Māori. This is open to schools and community groups, with at least three Kaitaia schools participating and a number of schools and groups (including from outside the district) indicating they will attend.</p> <p>While the applicant has indicated they have other costs that they are seeking funding for, the only expense they have asked from the Board is the hireage fee for Te Ahu.</p> <p>This meets community outcomes 1, 3 and 6</p>	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.

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.

### **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. **Doubtless Bay Fishing Competition - A4865164** [↓](#) 
2. **Graeme Dingle Foundation - A4865167** [↓](#) 
3. **SMC Events - A4865171** [↓](#) 
4. **Te Kupenga Reo - A4865172** [↓](#) 

**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 PROJECT FUNDING REPORTS

**File Number:** A4865366  
**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 reports received from:

- a) Aupouri Rugby Club Fishing Tournament
- b) Coast to Coast Cat Rescue
- c) Kaitaia Business Association
- d) Road Safety Education
- e) SMS Events
- f) Te Punawai

#### 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. Aupouri Rugby Club Fishing Tournament - A4865168 [↓](#) 
2. Coast to Coast Cat Rescue - A4865173 [↓](#) 
3. Kaitaia Business Association - A4865169 [↓](#) 
4. Road Safety Education - A4865166 [↓](#) 
5. SMC Events - A4865165 [↓](#) 
6. Te Punawai - A4865170 [↓](#) 

**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.	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 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 ELECTED MEMBER CONFERENCE ATTENDANCE REPORT - 2024 COMMUNITY BOARD CONFERENCE

**File Number:** A4859571

**Author:** Beverly Mitchell, Community Board Coordinator

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

An Elected Member's attendance at a conference, course, seminar or training event is subject to the provision of the Elected Members Allowances and Reimbursement Policy. This policy requires the Elected Member to provide a report to Council after attending an event in order to provide transparency to the public that ratepayer funds are being used effectively.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Chairperson Adele Gardner and Members Sheryl Bainbridge and Rachel Baucke attended the 2024 Community Boards Conference held in Wellington 21-23 August 2024.
- Expenses for their attendance has been included in this report.
- Member John Stewart is on the Community Boards Executive Committee (CBEC) and his costs expenses were covered by LGNZ.

#### TŪTOHUNGA / RECOMMENDATION

**That Te Hiku Community Board note the report entitled 'Elected Member Conference Attendance Report – 2024 Community Boards Conference'.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

The Elected Members Allowances and Reimbursement Policy sets out the provisions which apply to an Elected Member's attendance at a conference, course, seminar or training event.

The policy provides that each Elected Member may attend one conference or professional development event per representative body to which they are elected or appointed per annum.

The conference, course, seminar or training event must contribute to the Member's ability to carry out Council business and be approved by His Worship the Mayor and Chief Executive Officer, or the Council, depending on the request.

Following attendance, a report must be written by the Elected Member to the next meeting of the Community Board.

There were 6 representatives who attended the Community Board Conference from the Far North:

Te Hiku Community Board	Kaikohe-Hokianga Community Board	Bay of Islands-Whangaroa Community Board
Adele Gardner (Chairperson)	Jessie McVeagh	Belinda Ward (Chairperson)
John Stewart (Deputy Chairperson)		
Sheryl Bainbridge		
Rachel Baucke		

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

The Elected Members report attached provides feedback on what elected members have learned and the value to the organisation from attendance at the conference that is the subject of this report.

### Take Tūtohunga / Reason for the recommendation

To provide information to the Community Board on the consequential travel expenses, and feedback on the conference. The aim is to provide transparency and confidence to the public that ratepayer funds are being used effectively.

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

There are no financial implications or budgetary provision required as a result of this report.

The cost for Chair Gardner, Members Bainbridge and Baucke to attend this function was a total of \$9,177.19. On average \$3,059.06 each. Costings are broken down as follows:

Flights (return)	\$3,949.80*
Conference registration	\$3,225.75
Accommodation	\$1,572.00
Incidentals (transfers and food)	\$429.64

Member Stewart's costs were covered LGNZ as a member of the organising committee.

\*The flight costs for this event were unavoidably higher than usual due to last minute changes after connecting flight delays. Staff have requested compensation for this but at the time of the report this was a work in progress.

## ĀPITIHINGA / ATTACHMENTS

1. THCB Report to LGNZ Conference August 2024 - A4859632 [↓](#) 

**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 an information only report.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The recommendation is consistent with the Elected Members Allowances and Reimbursement 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 is presented by the Te Hiku Community Board.
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 specific to māori in attending this conference.
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 an information only report.
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 provisions.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.









## 8.2 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4855819

**Author:** Beverly Mitchell, Community Board Coordinator

**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

### NGĀ TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the September 2024 member reports from Chairperson Adele Gardner and Members Bill Subritzky, John Stewart, Rachel Baucke, Darren Axe and Sheryl Bainbridge.

### 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.

### TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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 report from the Chairperson and members are attached.

Resource Consents have been 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 going forward.













### 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.

### 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. 2024-09-17 Chair Gardner report - A4860248  
2. 2024-09-17 Member Subritzky report - A4859366  
3. 2024-09-17 Member Stewart report - A4859368  
4. 2024-09-17 Member Baucke report - A4859371  
5. 2024-09-17 Member Axe report - A4860243  
6. 2024-09-17 Member Bainbridge report - A4860439  























### 8.3 TE HIKU COMMUNITY BOARD SEPTEMBER 2024 OPEN RESOLUTION REPORT

**File Number:** A4667379

**Author:** Marysa Maheno, Democracy Advisor

**Authoriser:** Aisha Huriwai, 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 2021.

#### 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 September 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. **Open Resolution Report September - A4875600** [↓](#) 



















**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**