



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 3 February 2022

Time: 10:00 am

Location: Virtually via TEAMS

Membership:

Member Belinda Ward - Chairperson
Member Frank Owen – Deputy Chairperson
Member Lane Ayr
Member Manuela Gmuer-Hornell
Member Bruce Mills
Member Manuwai Wells
Member Dave Hookway-Kopa
Member Rachel Smith

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 & 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 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 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.

BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Belinda Ward	Ward Jarvis Family Trust	Trustee		
	Kenneth Jarvis Family Trust	Trustee		
	Residence in Watea			
Belinda Ward (Partner)	Ward Jarvis Family Trust	Trustee and beneficiary		
	Kenneth Jarvis Family Trust	Trustee and beneficiary		
	Residence in Watea	Trustee		
Lane Ayr	Retired			
	Home			
	Residence in Kerikeri			
Lane Ayr (Partner)	Riverview School			
	Home			
	Residence in Kerikeri			
Bruce Mills	Galloquine Trust / Galloquine Limited	Director		
	Whangaroa Community Trust	Trustee		
Manuwai Wells	No form received			
Frank Owen	Retired			Step aside from decisions that arise, that may have conflicts
	House Property in Kerikeri			Step aside from decisions that arise, that may have conflicts
Frank Owen (Partner)	House Property in Kerikeri			
Manuela Gmuer Hornell	Bay of Islands Sailing week Incorporated	Chair	Funding for events	Step aside from decisions that arise, that may have conflicts
	Te Au Mārie 1769 Sestercentennial Trust	Trustee		Step aside from decisions that arise, that may have conflicts
	Chris Hornell and Manuela Gmuer-Hornell Partnership	Partner		Step aside from decisions that arise, that may have conflicts
	Hornell-Gmuer Trust	Trustee and Beneficiary		Step aside from decisions that arise, that may have conflicts
	Russell Contracting Limited	Family Business		Step aside from decisions that arise, that may have conflicts
	Russell Volunteer Fire Brigade	Secretary		Step aside from decisions that arise, that may have conflicts

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Dave Hookway-Kopa	Manu Hapori Hauora – Community Wellbeing Advisor Northland DHB	Employee	Possibility of joint working groups with FNDC	Consider each situation on merit and declare any potential conflict
	Property on Waipapa West Road	Property owner	Issues to do with the street	Declare as appropriate
Rachel Smith	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
	Vision Kerikeri	Financial Member		
Rachel Smith (Partner)	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member and Treasurer		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited)	Director/Shareholder		

Far North District Council
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Virtually via TEAMS on:
Thursday 3 February 2022 at 10:00 am

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1 KARAKIA TIMATANGA / OPENING PRAYER

We ask that through Council discussions and decisions the representatives we have elected may govern the Far North District with imagination, skill and wisdom to achieve a fairer and more united Community that enhances the wellbeing of our district and solves the District's problems efficiently and effectively.

Ka tuku mātou kia kaha mai ngā māngai kua whiriwhirihia mō Te Kaunihera o Tai Tokerau ki te Raki 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.

2 NGA 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 Team Leader Democracy Support (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 TE TONO KŌRERO / DEPUTATION

REPRESENTATIVES FROM RAINBOW RANGATAHI

5 NGA KAIKORERO / SPEAKERS

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3538421

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader 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 the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 2 December 2021 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

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

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

Te Take Tūtohunga / Reason for the recommendation

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

- 1. 2021-12-02 BOIW Meeting Minutes - A3512093**  

Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

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

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE BAYSPORT COMPLEX, HARMONY LANE, WAIPAPA
ON THURSDAY, 2 DECEMBER 2021 AT 10.00 AM**

PRESENT: Chairperson Belinda Ward, Member Lane Ayr, Member Manuela Gmuer-Hornell, Member Bruce Mills, Member Frank Owen, Member Manuwai Wells, Member Rachel Smith

STAFF PRESENT Kathryn Trewin – Funding Advisor, Kirsty Farrow – Manager Asset Management, Warren Ure – Contract Specialist

1 KARAKIA TIMATANGA / OPENING PRAYER

Chair Belinda Ward opened with an opening prayer.

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

APOLOGY

RESOLUTION 2021/114

Moved: Chairperson Belinda Ward

Seconded: Member Manuwai Wells

That the apology received from Member Dave Hookway-Kopa, and apology for lateness received from Member Rachel Smith be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Richard Lawty, Cherry Park House committee chair.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Waka Kotahi – Kerry Thomas And Kathryn O'Reilly update on current and new projects.

5 NGĀ KAIKŌRERO / SPEAKERS

Kerikeri Croquet Club Inc speaking in regard to Item 8.3 Funding Applications.

At 10:26 am, Member Rachel Smith arrived to the meeting.

The Magic Playhouse speaking in regard to Item 8.3 Funding Applications.

Russell Tennis Club Inc speaking in regard to Item 8.3 Funding Applications.

6 NOTICE OF MOTION

6.1 NOTICE OF MOTION - CHERRY PARK HOUSE

Agenda item 6.1 document number A3492143, pages 10 - 25 refers.

COMMITTEE RESOLUTION 2021/115

Moved: Member Frank Owen

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report.

Abstained: Rachel Smith

CARRIED

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 7.1 document number A3489027, pages 26 - 36 refers.

RESOLUTION 2021/116

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 11 November 2021 are a true and correct record.

Abstained: Manuwai Wells and Rachel Smith

CARRIED

8 REPORTS

8.1 CHAIRPERSON AND MEMBERS REPORT

Agenda item 8.1 document number A3489034, pages 37 - 81 refers.

RESOLUTION 2021/117

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Deputy Chair Frank Owen, Member Lane Ayr, Member Manuela Gmuer-Hornell, and Member Bruce Mills; and that,

- a) support the proposed beautification plan of the Paihia War Memorial Hall forecourt area,**
- b) recommend that Focus Paihia consider the irrigation and ongoing maintenance costs,**
- c) support the installation of skateboard ramps at Simpson Memorial Park by writing a letter of support to Simpson Park Hall and Park Committee,**
- d) supporting principle the relocation of the playground from Kerikeri Domain to Totara North.**

Abstained: Rachel Smith

CARRIED

At 11:49 am, Member Frank Owen left the meeting. At 11:53 am, Member Frank Owen returned to the meeting.

Meeting adjourned from 12:34 pm to 1:05 pm.

8.2 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 OCTOBER 2021

Agenda item 8.2 document number A3484387, pages 82 - 85 refers.

RESOLUTION 2021/118

Moved: Member Manuwai Wells

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board receives the report entitled “Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 October 2021”.

Abstained: Rachel Smith

CARRIED

8.3 FUNDING APPLICATIONS

Agenda item 8.3 document number A3468332, pages 86 - 118 refers.

RESOLUTION 2021/119

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

- a) **That the Bay of Islands-Whangaroa Community Board approves the sum of \$2446 (plus GST if applicable) be paid from the Board’s Community Fund account to Kawakawa Business and Community Association for costs towards Christmas in the Park 2021 subject to the event happening prior to Christmas 2021.**

Abstained: Rachel Smith

CARRIED

8.3b FUNDING APPLICATIONS

RESOLUTION 2021/120

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

- b) **That the Bay of Islands-Whangaroa Community Board approves the sum of \$3000 (plus GST if applicable) be paid from the Board’s Community Fund account to Kerikeri Croquet Club Inc for costs towards assistance with upkeep of greens to meet the following Community Outcomes:**

iii) **Communities that are healthy, safe, connected and sustainable**

iv) **Proud, vibrant communities**

Abstained: Rachel Smith

CARRIED

8.3c FUNDING APPLICATIONS**RESOLUTION 2021/121**

Moved: Chairperson Belinda Ward

Seconded: Member Manuwai Wells

- c) **That the Bay of Islands-Whangaroa Community Board approves the sum of \$6000 (plus GST if applicable) be paid from the Board's Community Fund account to The Magic Playhouse for costs towards MORPH! Puppet Festival to meet the following Community Outcomes:**

v) **Communities that are healthy, safe, connected and sustainable**

vi) **Proud, vibrant communities**

Abstained: Rachel Smith

CARRIED**8.3d FUNDING APPLICATIONS****MOTION**

Moved: Member Manuela Gmuer-Hornell

Seconded: Chairperson Belinda Ward

- d) **That the Bay of Islands-Whangaroa Community Board approves the sum of \$20,000 (plus GST if applicable) be paid from the Board's Community Fund account to Russell Tennis Club Inc for costs towards construction of a new tennis pavilion to meet the following Community Outcomes:**

vii) **Communities that are healthy, safe, connected and sustainable**

viii) **Proud, vibrant communities**

In Favour: Belinda Ward and Manuela Gmuer-Hornell

Abstained: Rachel Smith

LOST 2/4**8.4 PROJECT FUNDING REPORTS**

Agenda item 8.4 document number A3456739, pages 119 - 126 refers.

RESOLUTION 2021/122

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

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

a) **Bay of Islands Canine Association**

b) **Kairos Connection Trust (Busy Bees Group)**

Abstained: Rachel Smith

CARRIED

8.5 ROAD NAMING - 59 HALL ROAD, KERIKERI

Agenda item 8.5 document number A3482378, pages 127 - 130 refers.

RESOLUTION 2021/123

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name thirteen private roads, Samba Way, Monterey Place, Camarosa Lane, Duncan Way, Sylvie Lane, Doris Lane, Duffy Place, Heirloom Avenue, Seville Place, Clementine Lane, Serrana Way, Rosie Lane and Mordilona Avenue that are currently addressed at 59 Hall Road, Kerikeri as per maps (A3482080).

Abstained: Rachel Smith

CARRIED

8.1 SETTING OF 2022 MEETING SCHEDULE

Agenda item 8.1 document number A3499894, pages 4 - 6 refers.

RESOLUTION 2021/124

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Board adopt the following Community Board meeting dates:

- Thursday 3 Feb 2022 – 10:00 am
- Thursday 3 March 2022 – 10:00 am
- Thursday 31 March 2022 – 10:00 am
- Thursday 5 May 2022 – 10:00 am
- Thursday, 2 June 2022 – 10:00 am
- Thursday, 7 July 2022 – 10:00 am
- Thursday, 4 August 2022 – 10:00 am
- Thursday, 1 September 2022 – 10:00 am

Abstained: Rachel Smith

CARRIED

9 INFORMATION REPORTS

9.1 LEVELS OF SERVICE AND OPERATIONAL SERVICE CONTRACTS

Agenda item 9.1 document number A3485429, pages 142 - 144 refers.

RESOLUTION 2021/125

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board receive the report Levels of Service and Operational Service Contracts.

Abstained: Rachel Smith

CARRIED

At 2:07 pm, Member Manuwai Wells left the meeting. At 2:08 pm, Member Manuwai Wells returned to the meeting.

At 2:08 pm, Member Manuela Gmuer-Hornell left the meeting. At 2:09 pm, Member Manuela Gmuer-Hornell returned to the meeting.

9.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE DECEMBER 2021

Agenda item 9.2 document number A3379223, pages 145 - 155 refers.

RESOLUTION 2021/126

Moved: Member Bruce Mills

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update December 2021.

Abstained: Rachel Smith

CARRIED

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Member Manuwai Wells closed with a karakia.

11 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 2:35 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 3 Feb 2022.

.....
CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A3555637

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

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 the Bay of Islands-Whangaroa Community Board note the reports from Chair Belinda Ward and Members Manuela Gmuer-Hornell, and Dave Hookway-Kopa.

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.

Resource Consents for the Bay of Islands-Whangaroa Ward have been emailed to members.

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. For example, see below.

[2220242-RMALUC](#) - (40 McKenzie Road, Kerikeri 0294)

To construct a single-story residential dwelling in the Coastal Zone and Vary a Consent Notice Condition.

[2220245-RMASUB](#) - (156 Stanners Road, Kerikeri 0295)

To subdivide two titles to create 5 lots, in the Rural Production Zone as a non-complying activity.

[2220252-RMALUC](#) - (81 Ruapekapeka Road, Towai)

To widen the carriageway of Ruapekapeka Road and includes excavation/fill and retaining wall construction outside of road designation. Land use consent is sought in lieu of alteration to design in the Rural Production Zone as a Discretionary Activity.

[2220259-RMALUC](#) - (3 Tikitiki Lane, Russell 0272)

Proposed relocated dwelling in the Coastal Living Zone, breaching rules for vehicle access, fire risk to residential unit, earthworks and visual amenity as a Discretionary Activity.

[2220233-RMALUC](#)

The application is to re-open an establish cafe and to create commercial offices in the Rural Living Zone breaching the residential intensity rule as a Restricted Discretionary Activity.

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. **Chairs Report - Belinda Ward - January 2022 - A3562528** [↓](#) 
2. **Members Report - Dave Hookway-Kopa - January 2022 - A3555612** [↓](#) 
3. **Members Report - Manuela Gmuer-Hornell - January 2022 - A3555613** [↓](#) 

COMMUNITY BOARD MEMBER'S REPORT

Report to Community Board: Bay of Islands-Whangaroa Community Board

Member Name: Belinda Ward

Subdivision: Paihia

Date: 16th November 2021 - 16th January 2022

REPORT

1) Meetings

Date:

17/11/21	Combined CB Workshop - Virtual
18/11/21	FNDC Annual Plan Opex Workshop - Kaikohe
22/11/21	BOI-W CB agenda preview - Virtual
24/11/21	Strategy & Policy Committee Meeting - Virtual
25/11/21	FNDC Annual Plan Opex Workshop - Kaikohe
30/11/21	FNHL Statement of Intent & Risk Workshop - Kaikohe
30/11/21	Regulatory & Compliance Committee Workshop - Kaikohe
01/12/21	Treated Wastewater disposal to land workshop - Kaikohe
01/12/21	Governance to Governance Discussion FNHL to discuss 2 new special purpose vehicles (one for marina & the other for social & affordable housing).
02/12/21	BOI-W CB Meeting - Baysport Waipapa
09/12/21	Annual Plan Workshop - Virtual
09/12/21	District Plan Briefing next steps on suggested Heritage Areas - Virtual
14/12/21	Extraordinary Council Meeting - Virtual
15/12/21	Strategy, Policy & Bylaw development process - Virtual
16/12/21	FNDC Meeting - Virtual

2) Issues

04/12/21 Judged "Paihia Sustainable Xmas Trail" displays with Business Paihia Inc. committee member Merle Tipene.

21/12/21 Flexibility of Infrastructure Event Funding due to covid requirements -new dates of 8th & 9th January 2022 & new location of Lake Manuwai approved for the Pearl of the North Waka Ama Event.

Coastal Kayakers shed on Te Karuwha Parade Waitangi has been removed & the

Document number A1554813

business has ceased operating. The site remains a health & safety issue.

There is still ongoing emails & conversations regarding the Wharau Road Reserve. A report is coming to the CB & staff have completed their site visits for now.

10/01/22 I have received a number of complaints re Motorbikes disturbing the peace in & around the CBD & residential areas & no police action taken.

Police patrols were visible over the holiday period & it was great to see them walking the beat.

There remain grave concerns amongst the hospitality sector in relation to visitor numbers in the area & the lack of forward bookings. Staffing has also been challenging for many businesses in these uncertain times.

3) Resources Consents

RC: 2220351 - RMALUC Land use consent for a concert in the recreational activities zone & general coastal zone as a discretionary activity etc.

4) Requests for Service

23/11/21 Top fence rail needs replacing on kitchen side of Paihia War Memorial Hall - **Resolved**

24/11/21 RFS:4088249 re -16% overspend on expenditure for Parks & Reserves at Waipapa sports Hub for moving of fibre cables on SH - **Resolved**

08/12/21 RFS:4090172 What is required for a change of use when turning accommodation from Traveler's to Residential - I have requested further communication on this matter. **Response not clear.**

18/12/19 3975787 Bledisloe Domain Lighting - Renewal works programmed for this financial year end June 2020. **Maybe stalled due to Waitangi Estate Future Plan underway. \$ for lights not carried over to this year's budget.**

I will follow up.

RFS:4059162 Slippery tiled foyer at Williams Road carpark toilets. Two incidents reported & site meeting requested. **In progress.**

All residents advised how to lodge RFS's themselves.

RFS's are either work in progress or outstanding.

RFS: 3795613 18/04/18 Follow up on flooding issues in front apron of Paihia War Memorial Hall. **Closed but not resolved - I will follow up. In progress**

01/10/15 3717930 Pedestrian safety issues & parking in front of Heritage Boutique Hotel (The Waterfront) Marsden Road Paihia - Pending NZTA response. **Closed but not resolved - I will follow up.**

COMMUNITY BOARD MEMBER'S REPORT

Report to Community Board: Bay of Islands-Whangaroa Community Board

Member Name: Dave 'Bear' Hookway-Kopa

Subdivision: Kerikeri

Date: 17th January 2022

REPORT**Meetings**

I have attended numerous meetings throughout 2021.

Kerikeri Domain Project – we have held regular fortnightly/monthly meetings as this project has progresses.

Community Issues – have met and liaised with a number of community groups and individuals who have had local concerns and issues.

My redeployment to the COVID_19 response at my Northland DHB work and a period of ill health during 2021 meant that I did miss a couple of meetings and workshops.

Issues

Reports. The ability to provide reports directly to the Community Board was unilaterally changed last year without the consent of the Board members. This meant that we would essentially furnish a report which was already out of date – given that it would cover a period of just 2 weeks since the previous meeting. This had been the modus operandi during previous terms of the Community Board. I don't consider this to be effective and having been told by the Chair that reporting on the day, including verbal reports would not be minuted, I have chosen largely to protest this decision by not furnishing short-dated reports.

Levels of Service. Earlier in 2021, we had a staff member present on procurement to the CB. We raised concerns at the levels of service currently being achieved locally. This followed some Requests for Service made via the CEOs office around issues of safety with palm tree branches falling onto pedestrians in central Kerikeri streets and the length of time taken to respond to multiple requests made by other parties such as WINZ and Community Fitness Kerikeri.

We requested information on the current contracts as they relate to Kerikeri and other parts of the Ward, the levels of service currently contracted and a diary of the contracts which would be coming up for renewal in the coming year. This would enable the Board to consider what community wanted and feed back onto the procurement process. THIS NEVER HAPPENED.

Maintenance of trees and other vegetation is a frequent issue locally. I raised the issue with the CEO in one meeting, inquiring about the Heritage By-Pass and the degree to which weeds were more of a feature than the landscaped plants. I also noted the degree to which vegetation has been encroaching the pedestrian and cycle ways on the By-pass. Work did happen on each of the roundabouts – removal of weeds in particular. However – no new plantings were made to fill the increasing numbers of gaps created by dead plants.

Moreover, on the Kerikeri Rd end, none of the vegetation on the periphery of the roundabout has been weeded. Rubbish also has accumulated along the cycle way on the By-pass, but this is removed very rarely. Obvious solution is to know what level of service is contracted and revise if necessary.

In central Kerikeri, I (and others) have placed repeated RFSs for the gardens in the alleyway between #82 and #84 Kerikeri Rd to be cut back. The vegetation is not suited to the location and impedes pedestrians (more than 1 at a time) and in particular strikes users of mobility scooters in the face. Again, this is usually attended to per request and not as a regular maintenance requirement.

The flowering of some of the larger trees in Kerikeri, particularly the Jacarandas caused some localised rotting vegetation on the pavements. I slipped and fell, and a number of work colleagues also noted this problem on Fairway Drive. The issue was DEALT WITH PROMPTLY 😊 It does, however, raise the question of how such issues will be captured in the levels of service contracted by council as previously noted.

Potholes at the end of the driveway from The Doctors alongside Bunnings alleyway have posed serious health and safety issues for pedestrians and ambulances departing the medical centre. This issue took months to 'fix' the first time last year, repairs lasted less than a couple of weeks and took till the end of the year to be resolved again when this was raised again. This shows that the 'old style' of council works was more effective when you could send out a team on the day. Part of the issue here was it was referred to Fulton Hogan, who didn't know who owned the strip, then had to wait for the work to be scheduled in with other work being done.

Health and Safety is a key concern and as a Board. We have requested that a separate part of the RFS system account for RFSs made about these issues. This would allow monitoring of the Council response time and contractor performance where appropriate. To date, this request HAD NOT BEEN ENACTED on the online portal.

Kerikeri Domain Refurbishment Many will no doubt comment that before the Provincial Growth Fund grant of \$3 million, Kerikeri already had a skateboard park, children's playground and basketball court – and that when finished, we will have a 'kick-ass' skateboard park, children's playground and basketball court. As a member of the working group, we had very early on, prioritised the including on additional items such as drinking water fountains, Wi-Fi, seating throughout the park, shade areas and even shade covering over the children's areas. Progress has been much slower than anticipated and I have serious concerns that the budget remaining will cover those early items that the working group was in agreement about (and prioritised). As recommended by the Reserve Management Plan, Council has engaged a consultant to consider the business case for multi-use building on the Domain. It is hoped the report for this will be completed soon. To note, whilst there have been a number of predetermined ideas about this unique building, options also included not having anything or having something like an open-air performance pavilion to facilitate more equitable use of this park space by all of the community.

Rangitane Boat Ramp The application and approval of funding for this project was in my opinion not very transparent and it took a number of Official Information Requests by a number of parties to clarify who had applied and for what. I note for this report that when the Rangitane Recreational Association tended a report to the CB, I asked that my name be removed from the document as they did not have my support for this project. However- my name was still included in the document presented to the Council during the long term plan. THIS WAS DISAPPOINTING.

Action not happening. The CB has had a number of individuals and groups who have taken valuable time to present to us. Many have had issues which they would like to have resolved. For many, this has been a waste of time, as there have been few processes if any for their requests to make it through to Council action. Democracy services staff have been extremely helpful in working alongside the CB with action sheets and the

like. However, for some, like the residents of Oakridge Villas Retirement Village, issues with the pedestrian crossing on Kerikeri Rd outside Hunting and Fishing have not been progressed at all.

More concerning is the number of RFSs which I have made over the past year to which no response has yet been received. Some go as far back as 2020 and remain in limbo. I do acknowledge the awesome work from Melissa in the CEOS office in responding to some of these during the year and suspect that the hold up sits elsewhere in the organisation.

Waipapa West Rd/Ness Rd. Safety issues have been raised for some time with Council staff over several portions of these roads. In particular, 'duck bend' has seen multiple car and truck crashes, as well as a number of duck deaths as they attempt to cross to the stream on the other side. It is clear that for a part of Ness Rd, the Council Rd is on private land and that there is NO pedestrian walkway at all in this location as well as at the beginning of Waipapa West (bends) and on the Waipapa West Extension as well. The issues are of critical safety for those pedestrians and horse riders who use Ness Rd. Council has admitted to having a walkway (not footpath) fund so this wouldn't be an issue. These matters were raised several times with Northland Transportation Alliance staff who have attended our meetings. NO FOLLOW-UP HAS HAPPENED FROM THEM.

Wellbeing. One issue which has permeated much of our discussions through the past year was that of wellbeing. Given that the purpose of the Local Government Act was amended to include the four wellbeing's, this has opened our discussions to how we might better enhance this for our communities. One way we were able to do this was requiring the provision of free drinking water at events we provided funding for. We also advocated for healthier events, noting some like those held in Kaeo achieved goals of being fizzy-free, drug and alcohol-free and smoke-free. These were also aims of local organisations such as Health Families and our work alongside them has been encouraging.

Equity. The concept of equity has proved challenging for the CB. Equity is a far different concept to equality and necessitates at times affording more resources to individuals or groups in order to counter existing systemic bias. We have had funding applications from a number of commercial operators and businesses, and I have frequently challenged why we would subsidise businesses when they stand to profit from ratepayer money. Similar issues have arisen over well established events which continue to look only to the CB for funding. The global pandemic has opened our eyes to the huge degree of local deprivation and inequities associated with our current systems. I'm looking forward to further opportunities for the Board to explore how we can better address issues of equity in the coming year.

\$\$\$\$ Surprisingly, we concluded the 2020-2021 financial year with unallocated funding. For this current year, our funding has doubled, and I would strongly encourage community groups and individuals to apply for our grants. If we don't spend it, Council will reduce our discretionary funding.

Pandemic. There is no doubt that the last couple of years have been extremely challenging. We watched the plans of many groups/organisations be cancelled or deferred, disappointing for us and them. As a District Health Board worker, I was redeployed to working on the community based testing centres and more lately, to the national contact tracing efforts. For many of us, we have had to take up working outside the terms of our employment, often working weekends and public holidays. For those frontline workers across the district, I acknowledge and applaud the huge efforts you have personally put in to serve and support our community. Whilst many now feel they have gone from hero to zero, I know a silent majority still support you. Kia kaha.

COMMUNITY BOARD MEMBER'S REPORT

Report to: Bay of Islands-Whangaroa Community Board
Member Name: Manuela Gmuer-Hornell
Subdivision: Opuā – Russell
Date: 17 January 2022

Meetings

Date	Meeting
25/11/2021	Russell Sports Club Meeting
2/12/2021	Community Board Meeting - Waipapa

Issues/Feedback

The peak summer season has come and gone. Unfortunately, there was no extra service to cope with Russell's rubbish. My fault for thinking this will just happen.

Late November, FNDC placed sandbags on the bank of the Moreton Bay Fig at Long Beach to stop erosion. While this was a good interim intention, the plastic bags disintegrated. They are now posing a risk to birds, sea life and beachgoers. I trust there will be swift actions to clean up the debris and develop a better long-term solution within the next few weeks. This problem highlights the urgent need to get communities involved with climate impacts mitigation. Unfortunately, the deadline was a few years ago. Can we please know how and when FNDC starts planning for climate change impacts? Thank you.

In December, the boardwalk by Smith Motorcamp was closed due to the piles rotting away. As per FNDC, the track will be closed until the end of the 2022/23 financial year. It is simply not feasible for this track to be closed for years. It forms part of Te Araroa Track and is a very popular track for local people. I've asked for a better solution and am waiting for FNDC staff to engage with me.

A lack of communication seems to get in the way of positive interaction between ratepayers and FNDC. A personal acknowledgement (after the automatic reply) is seldomly sent out and gets the interaction off on the wrong foot.

Whilst pondering over 2021, I am astonished at how poor the communication between FNDC and community board members is. Important things are happening in our communities, yet staff has not notified me. For example:

- gifted land to expand the Urupā in Kororareka
- new toilet block at Long Beach
- sandbagging the bank at Long Beach
- closure of Coastal Walkway
- closure of The Strand on New Year's Eve
- new contract at the Russell Landfill

Being informed will help for a better relationship between FNDC and Ratepayers. No one thrives on gossip and bad words.

In progress

- Opuia Resource Consent non-notified for development Franklin St/Kellet St – petition tabled at CB Meeting 3/2/2020 – this has now gone to a full (over 100 attendees) community meeting 8/3/2020 – and we have just been told FNHL has sold the land to a private developer. The land is now occupied by hapu and locals. This is a community being pushed out of their town.
- Footpath Kellet Street – Opuia School – been approved but not carried out – after being promised to be finished by September, it is now "scheduled" for January 2021. As per this report, this is now FNHL project – I am opposing this decision.
- Petition Okiato Boundary for paper road RFS-3996575 – tabled at CB meeting 9/12.19 – the cost to be carried by petitioners. Motion passed in November 2020 CB meeting
- Include re-doing the FNHL terms of reference/objective in their comments about what the next annual plan and long term plan should cover. – tabled at CB Meeting 3/2/2020
- Speed Limit Review
- Maintenance in Russell Township to be outsourced to a local community group
- Mark boundaries at the "Walls Bay" Opuia reserve clearly with bollards
- Placemaking Russell The Strand
- Smart Bins and Free Public WiFi is coming to Russell

7.2 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 DECEMBER 2021**File Number: A3555754****Author: Segun Rotimi, Accounting Support Officer****Authoriser: Angie Thomas, Manager - Accounting Services****PURPOSE OF THE REPORT**

The Community Fund account provides information on financial matters relating to the Bay of Islands-Whangaroa Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 December 2021".

1) BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available. In accordance with the Community Grant Policy, section 10, *"applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Chairperson's discretion"*.

Community Fund Account balance as at 01 July 2021	\$301,549.00
• Plus unused funds from 2020/21 – BOI Rotary Club 2021 Duck Race	\$1,974.00
• Plus unused funds from 2020/21 – Kerikeri FC Storage Facilities	\$3,000.00
• Plus unused funds from 2020/21 – Kerikeri Gym Club Fitout Facility	\$2,958.00
• Plus unused funds from 2020/21 – Kerikeri Sports Complex for community playground equipment	\$15,000.00
• Plus unused funds from 2020/21 – Russell to Okiato Shared pathway Signage	\$3,000.00
• Plus unused funds from 2020/21 – Kaeo Playground Shade Structure	\$30,000.00
• Plus unused funds from 2020/21 – Kawakawa Community Development Plan	\$10,000.00
• Plus unused funds from 2020/21 – Te Hononga Hub Old Bank Vault Renovation	\$3,077.00
• Refund of unused grant – Guardians of the Bay of Islands Inc – Te Ra nga Tamariki Day 2021	\$360.87

• Rescinded Resolution Russell Baptist Church back to Placemaking Fund	\$8,000.00
• Plus unused funds from 2020/21 – Ngati Rahiri Maori Komiti – Te Tii Carols in the Park	\$2,397.00
• Less funds granted and uplifted to 31 December 2021	\$111,361.00
• Less funds not uplifted from 4 March 2021 for Bay of Islands Rotary Club for 2021 Duck Race	\$1,974.00
• Less funds not uplifted from 3 June 2021 for Kerikeri Football Club for costs towards storage facilities for equipment	\$3,000.00
• Less funds not uplifted from 2 September 2021 for Kerikeri Sports Complex Management Group for costs towards construction of a playground at the complex	\$5,189.00
• Less funds not uplifted from 7 October 2021 for Kawakawa Hundertwasser Charitable Trust for costs towards facilitate development community plan	\$10,000.00
• Less funds not uplifted from 7 October 2021 for Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project	\$3,077.00
• Less funds not uplifted from 11 November 2021 for Kerikeri Community Cadet Unit costs towards 2021 Regimental Dinner	\$1,000.00
• Community Fund Account balance as at 31 December 2021	\$245,714.87

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and make a decision on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 December 2021 is \$269,954.87.

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Bay of Islands-Whangaroa Community Board. The statement of the Community Fund account as at 31 December 2021 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account BOI-Whangaroa as at 31 December 2021 - A3555746**  

Far North District Council**Bay of Islands - Whangaroa Community Board****Statement of the Community Fund Account as at 31 December 2021**

Allocation Grants & Donations Annual Budget 2021-22	201,549.00	
Community Board Placemaking Fund	100,000.00	
Unspent from 2020/21 - BOI Rotary Club 2021 Duck Race	1,974.00	
Unspent from 2020/21 - Kerikeri FC Storage Facilities	3,000.00	
Unspent from 2020/21 - Kerikeri Gym Club Fitout Facility	2,958.00	
Unspent from 2020/21 - Kerikeri Sports Complex for community playground equipment	15,000.00	
Unspent from 2020/21 - Russell to Okiato Shared pathway Signage	3,000.00	
Unspent from 2020/21 - Kaeo Playground Shade Structure	30,000.00	
Unspent from 2020/21 - Kawakawa Community Development Plan	10,000.00	
Unspent from 2020/21 - Te Hononga Hub Old Bank Vault Renovation	3,077.00	
Refund of unused grant - Guardians of the Bay of Islands Inc - Te Rā nga Tamariki Day 2021	360.87	
Rescinded Resolution Russell Baptist Church back to Placemaking Fund	8,000.00	
Refund of unused grant - Ngati Rahiri Maori Komiti - Te Tii Carols in the Park	2,397.00	
		381,315.87
Less Expenditure 2021/22 (Funds Uplifted)		

July 21

Towai Community Market for costs towards gazebo for shelter and community use	2,750.00
Northern Community Family Service for costs towards budget advice and advocacy services	5,325.00
Kerikeri Sports Complex for costs towards community playground equipment	15,000.00

August 21

Bay of Islands Jazz and Blues Festival for costs towards transport and promotion	2,485.00
Kerikeri Gymnastics Club for costs towards venue hire	7,500.00
Kerikeri Gymnastics Club for costs towards fitout of the current facility	2,958.00

September 21

Our Kerikeri Community Charitable Trust for costs towards purchasing a permanent Christmas tree for Kerikeri	10,000.00
Te Puna Aroha for costs towards Moerewa Christmas 2021	5,000.00
Henry & William Williams Memorial Museum Trust for costs towards concept development for Place, Faith & Family: Paihia 1823-2023	4,000.00
Bay of Islands Walkways and Walking Trust for costs towards Russell to Okiato shared pathway signage	3,000.00
Whangaroa Community Trust for costs towards Kaeo playground shade structure	30,000.00

October 21

Youthline Auckland Charitable Trust for costs towards Youthline services	3,000.00
Ngati Rahiri Maori Komiti for costs towards Te Tii Carols in the Park	2,397.00

November 21

Business Paihia for costs towards 2021 Paihia Christmas Celebrations	2,500.00
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December 21

Far North District Council**Bay of Islands - Whangaroa Community Board****Statement of the Community Fund Account as at 31 December 2021**

Kairos Connection Trust - Busy Bees costs towards knitting for newborns and those in need	4,000.00
Kerikeri Croquet Club Inc for costs towards assistance with upkeep of greens	3,000.00
The Magic Playhouse for costs towards MORPH! Puppet Festival	6,000.00
Kawakawa Business and Community Association for costs towards Christmas in the Park 2021	2,446.00
	111,361.00

Balance as at 31 December 2021**\$269,954.87****Less Commitments 2021/22 as at 31 December 2021 (Funds not yet uplifted)****Meeting 04.03.21**

Bay of Islands Rotary Club for costs towards 2021 Duck Race	1,974.00
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Meeting 03.06.21

Kerikeri Football Club for costs towards storage facilities for equipment	3,000.00
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Meeting 02.09.21

Kerikeri Sports Complex Management Group for costs towards construction of a playground at the complex	5,189.00
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Meeting 07.10.21

Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project	3,077.00
Kawakawa Hundertwasser Charitable Trust for costs towards facilitate development community plan	10,000.00

Meeting 11.11.21

Kerikeri Community Cadet Unit costs towards 2021 Regimental Dinner	1,000.00
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\$24,240.00**Balance 31 December 2021 Uncommitted/(Overcommitted)****245,714.87**

7.3 BAY OF ISLANDS-WHANGAROA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 DECEMBER 2021

File Number: A3555769

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Angie Thomas, Manager - Accounting Services

PURPOSE OF THE REPORT

The purpose of the report is to provide the Bay of Islands – Whangaroa Community Board with financial statements for the period ended 31 December 2021.

EXECUTIVE SUMMARY

The financial report is ward-specific, covering the activities in the Bay of Island - Whangaroa ward only.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Statement of Financial Performance Activities by Ward for the period ending 31 December 2021.

BACKGROUND

This is the second quarterly financial report for 2021-2022 detailing the financial performance of community activities to be provided to the Bay of Islands-Whangaroa Community Board.

DISCUSSION AND NEXT STEPS

Refer to the commentary in the attached statement.

Understanding the report

Variances in excess of \$100k and significant “%” variances will be commented on.

The financial year runs from 01 July 2021 to 30 June 2022. The “Year to date” columns reflects income and expenses for the period 01 July 2021 to 31 December 2021.

The variances column highlights the difference between the budget set in the 2021/31 Long Term Plan and actual income and expenses as at 31 December 2021.



The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2021 to 30 June 2022.

The full year forecast column shows the best estimate for the actual year end position as advised by Managers. Unfavourable variances will represent expenses higher than budget or income less than budget.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

- 1. BWCB Statement of Financial Performance Activities by Ward for the period ending 31 December 2021 - A3555762**  

Statement of Financial Performance
Community Activities by Ward
for the period ending
31-December-2021
Bay of Islands - Whangaroa

	Year to date		Year to date		Full year			Full year
	Actual (\$000)	Annual Plan Budget (\$000)	Variance (\$000)		Annual Plan Budget (\$000)	Carry Forward Budgets (\$000)	Total Annual Budget (\$000)	Forecast (\$000)
Operations								
Operational income								
Rates - general (excl water supply rates)	2,333	2,336	(3)	0%	4,671	0	4,671	4,671
Rates - penalties	0	56	(56)	-100%	113	0	113	113
Fees & charges (inc water supply rates)	55	38	17	46%	99	0	99	99
Central govt subsidies - operational	102	31	71	229%	62	0	62	155
Other income	19	2	17	1142%	3	0	3	735
Capital income								
Central govt subsidies - new works	375	152	223	146%	432	0	432	605
Central govt subsidies - renewals	0	57	(57)	-100%	230	0	230	230
Other contributions	2,347	0	2,347	100%	4,801	0	4,801	3,616
Total operating income	5,231	2,672	2,559	96%	10,412	0	10,412	10,223
Expenditure								
Amenity Lighting	33	38	5	13%	75	0	75	75
Carparks	70	91	21	23%	183	0	183	183
Cemeteries	57	90	33	37%	181	0	181	181
Community Centres	50	82	32	39%	162	0	162	162
Footpaths	215	231	16	7%	463	0	463	463
Halls	162	164	1	1%	312	0	312	312
Parks & Reserves	956	1,040	83	8%	2,064	0	2,064	2,567
Public Toilets	420	490	70	14%	976	0	976	1,076
Swimming Pools	94	229	135	59%	548	0	548	573
Town Maintenance	311	362	51	14%	724	0	724	724
Total operating expenditure	2,369	2,817	448	16%	5,687	0	5,687	6,315
Net operating surplus/(deficit)	2,862	(145)	3,007		4,724	0	4,724	3,908

Commentary - Bay of Islands - Whangaroa

Operational Income

Central Government Subsidies Operational

- Income received in advance last financial year (20/21) from Ministry of Business, Innovation & Employment (MBIE) under the Tourism Infrastructure Fund (TIF) package for upgrading public toilets at Waitangi Jetty. These are scheduled to be spent in the current financial year.

Capital Income

Central Government Subsidies New Works

- Tourism Infrastructure Funds (TIF) grant received from Ministry of Business, Innovation & Employment (MBIE) for the construction of public toilets at Waitangi boat ramp, Haruru Falls bush walk and Waitangi Jetty Toilet capacity upgrade are unbudgeted.
- Tourism Infrastructure Funds (TIF) grant received for Hundertwasser carpark lighting projects are unbudgeted.

Other Contributions

- Provincial Growth Funds (PGF) capital grant received for the Kerikeri Domain and Waipapa Sports Hub projects.

Central Government Subsidies Renewals

- Footpath renewals programme is being reviewed following funding approval by Waka Kotahi (NZTA) for the 2021-24 Programme.

Expenditure

Swimming Pools

- Sport Northland has not invoiced FNDC for the annual management fee for Kawakawa swimming pool.

7.4 PROJECT FUNDING REPORTS

File Number: A3555148

Author: Kathryn Trewin, Funding Advisor

Authoriser: Ana Mules, Team Leader - Community Development and Investment

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Jacman Entertainment – Hullabaloo Outreach, Totara North
- b) Paihia Red Cross
- c) Towai Makers Market

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.

It is noted that the Board requested further information regarding the report from Te Ruapekapeka Trust, as when the funding was granted, the applicant indicated that they were anticipating funding from another source that would mean that the Board's funding would not be required. The applicant has still not responded to emails or phone calls at time of report writing to advise of the actual situation. The Funding Advisor will continue in efforts to get a response for the Board.

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.

ĀPITI HANGA / ATTACHMENTS

1. Pages from BOI WCB - Project Report - Hullabaloo Outreach Totara North - A3555136 
2. Pages from BOI WCB - Project Report - Paihia Red Cross - A3555134  
3. Pages from BOI WCB - Project Report - Towai Makers Market - A3555135  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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



Project Report COMMUNITY GRANT FUND - LOCAL

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:	JACMAN ENTERTAINMENT LIMITED
Name & location of project:	Hullabaloo Children's Arts Festival (Outreach Programme)
Date of project/activity:	8 October 2020

Which Community Board did you receive funding from?

☐ Te Hiku ☐ Kaikohe-Hokianga ☒ Bay of Islands-Whangaroa

Amount received from the Community Fund:	\$ 1955
Board meeting date the grant was approved:	6 August 2020

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Artist fees and accom (contribution towards costs)	\$ 1725	YES
Equipment (contribution towards costs)	\$ 230	YES
NB: Sound Equipment hire in Angelstar invoice with artist fee, slightly more expensive at \$500	\$	
	\$	
Total:	\$1955	

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

Chris Sanders and Anika Moa performed at the Totara North Hall on the 8 October.
Each show was 45-60mins duration. The Hall is small, approx 90 capacity
We had 116 attendees across the two shows. This was made up of 104 paid tickets and 12 complimentary tickets. We also hired a coffee cart to come and do coffee / hot chocs

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

The funding made it possible to keep ticket prices low (\$7.50) and the community came out to support! Our complimentary tickets were via radio promotion and donated tickets to Bald Angels to distribute to families that may not have been able to afford to come. Funding and the support of artists in reducing their fees made this event possible. We loved seeing the hall buzzing for the day and added extra's such as bunting, coffee cart and an appearance from Jack Rabbit to add to the fun. As per request from Community Board we ensured free water and drinking cups were available.

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

We made a video of our day at Totara North Hall You can view the video at this link
<https://www.dropbox.com/s/0cxrcgdgdfsw5o/Hullabaloo%20Totara%20North%202020%20v1.1.mp4?dl=0>
 Photos provided
 Digital poster attached with logos

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

@hcafnz

This report was completed by:

Name: Jackie Sanders
 Address: 154 Waipapa West Road, RD2, Kerikeri 0295
 Phone: mob: 021 373739
 Email: jackie@jacman.co.nz
 Date: 1 Dec 2020

Project Report from Hullabaloo – Totara North
Schedule of Supporting Documentation

Document	Title
1	Anika Moa Invoice
2	Chris Sanders Invoice (Angel Star Publishing House Ltd)
3	Expense Breakdown
4	Event Photographs
5	Event Poster



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:	New Zealand Red Cross Incorporated
Name & location of project:	Wool for the Paihia Volunteer Knitting Group - Paihia
Date of project/activity:	Ongoing, throughout the year. 8 December 2020 to 2 December 2021

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2,000

Board meeting date the grant was approved: 3 December 2020

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Reimburse Anne Truscott for Wool purchases made for yarn	492.00	Bank statement
Spotlight – Wool purchase - Order#46788861	516.99	Yes
Spotlight – Wool purchase - Order #68208123	911.96	Yes
Spotlight – Wool purchase - Order #68904776	185.99	Yes
Other contribution	500.00	N/A
Venue hire/volunteer time/admin/other costs	N/A	N/A
Total:	\$2,606.94	

Please see attached expenditure information for further detail

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

The Bay of Islands-Whangaroa Community Board granted the Paihia Red Cross branch \$2,000 for the purchase of yarn for their community knitting group. The group of 14, handcraft blankets, baby clothes, hats, and other items, for vulnerable people in the Far North. The yarn purchased with the funds donated by the Community Board were used to create 'baby bags'. Baby bags contain knitted blankets and baby outfits, alongside muslin wraps, nappies and toiletries. These packs are distributed by Kawakawa Hospital to young mothers with newborns. In the past 12 months, the group have provided 65 baby bags to mothers in need, with a further 35 packs almost ready to be distributed. This is an impressive feat, and without the funding which provided the materials, it would not have been possible.

The highlights of this project include; participation from the local community, supply of knitted goods to support 100 vulnerable mothers in the Far North, and the reestablishment of Paihia Red Cross Branch as a valued community group that provides support to locals in need.

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

The Paihia Red Cross knitting group has benefited the community in several ways. They have provided tangible support to some of the most vulnerable in the community. Baby bags, distributed by midwives at Kawakawa Hospital, were provided to 65 vulnerable young mums, with a further 35 soon ready for distribution. The provision of these items to new mothers has significant benefits, such as easing financial pressure, reducing undue stress in the early stages of motherhood, and providing suitable clothing to ensure babies are kept warm reducing risk of sickness.

Beyond the immediate beneficiaries, this project has had a positive impact on all of those involved – community volunteers, branch members and rest home residents. Knitting is a social activity which brings people together, fostering a sense of community. Knitting for a good cause also provides a sense of purpose, especially for those living in the rest home.

The project also helped re-establish the Paihia Red Cross branch as a hands-on community group who helps those in need. The funding enabled the branch to make a real difference in their community, and this has been recognised. For example, St John reached out to the branch for support when a house burnt down, and the elderly owner needed support. They also provided support to the community during the Tsunami Warning in March 2021. With the help of this funding, the Paihia Red Cross Branch has come back from near closure, to being a staple of humanitarian support in the Far North. *"We are seen as a group that 'Does Good' in our community and the knitting was the start of it all. Thank you for helping us to help our community"* – Anne, Paihia Branch Member

From reviewing and evaluating the project over the past year, three main conclusions can be drawn. Firstly, the use of new yarn made a significant impact on the quality of the knitted items. In the past, blankets were made from recycled or second-hand wool which were often inappropriate for new-borns. Funding from the Community Board to buy new, high-quality yarn overcame this issue.

Secondly, before the knitting group was formed, the Paihia branch was struggling with membership due to members moving away or ill health. However, with this funding and a new focus on knitting for those in need the group has attracted more volunteers. This funding has therefore revitalised a community group which was facing closure.

Finally, reviewing the outcomes of this project, we can conclude that the knitting group helps New Zealand Red Cross achieve its mission. Our mission is to improve the lives of vulnerable people by mobilising the power of humanity – the Paihia Knitting Group do exactly this by volunteering their time and talents to provide much-needed items for the most vulnerable in their community.

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

Marketing collateral was not required for this project as no official event was held, the knitting group meet regularly and on an ongoing basis. However, the generous support provided by the Community Board has been consistently acknowledged by the branch – during branch meetings, in meetings with the head midwife at Kawakawa Hospital, and to the New Zealand Red Cross Secretary General, Sarah Stuart-Black, when visiting the branch in Paihia. All branch members sincerely thank the Far North District Council for their financial support which has had many benefits to both the branch and the wider community. Photos from the knitting group have been provided below.

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

<https://www.facebook.com/NewZealandRedCross/>

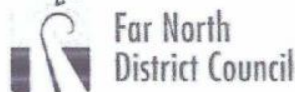
This report was completed by:

Name:	Nia Oxburgh - Trusts and Foundations Coordinator		
Address:	33 Lambie Drive, Manukau, Auckland 2104		
Phone	027 280 1045	mob:	027 280 1045
Email:	nia.oxburgh@redcross.org.nz		
Date:	02.12.2021		

Project Report from Paihia Red Cross
Schedule of Supporting Documentation

Document	Title
1	Thank you letter
2	Expense Breakdown
3	Bank transfer
4	Spotlight invoices

FNDC ADMIN
25 NOV 2021



Project Report COMMUNITY GRANT FUND - LOCAL

F0080402

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Please return the completed form to: PDF attachment via email is preferred) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Towai makers market
Name & location of project: Towai makers market, Towai Hall.
Date of project/activity: 14/11/2021 & ongoing monthly.

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2750.00

Board meeting date the grant was approved: 8/7/2021

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
<u>gazebos received September 2021</u>		
<u>2x Gazebo 3x6m Blackhawk</u>	<u>\$ 3480</u>	<u>✓ total</u>
	\$	
<u>grant money</u>	<u>\$ 2750</u>	<u>✓</u>
<u>contribution from towai makers market</u>	<u>730</u>	
<u>Total:</u>	<u>\$</u>	

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

The Towai makers market happened and it was amazing in so many ways. A record number of stallholders (30) turned up despite the early rain, wore their masks, and displayed their gorgeous wares. It was humbling to see the public travel so far to show their support, encourage us and keep us in business, post covid. An estimate of 300 people attended.

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

The 2 gazebos allowed us to have more stall holders and also offered shelter for the public attending. The weather was not cooperative. We can now hold all future markets knowing we can cater for both stallholders and the community, and not have to cancel. The markets support community connection, are family orientated and benefit New Enterprise. They have become integral to our Rural Community.

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

Posts acknowledging the Community Board contribution are on the Towai Makers Market Facebook page, along with images. All posters and flyers promoting the Towai Makers Market carry the Bay of Islands-Whangaroa Community Board logo.

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

Towai Makers Market

This report was completed by:

Name: Kerry Gelmi
 Address: 3789b, SH1, Towai, NORTHLAND
 Phone: 0224671881 mob:
 Email: gelmikerry@gmail.com
 Date: 17/11/2021

Project Report from Towai Makers Market
Schedule of Supporting Documentation

Document	Title
1	Gazebo Invoice
2	Payment from BOIWCB
3	Promotion of marketing dates

8 INFORMATION REPORTS

8.1 COMMUNITY AND CUSTOMER SERVICES ACTIVITIES - 6 MONTHLY REPORT

File Number: A3554072

Author: Jacine Warmington, Manager - Community and Customer Services

Authoriser: Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to provide information to the Bay of Islands-Whangaroa Community Board for the community and customer service activities including Libraries and Museum, i-SITEs, Customer Care (Service Centres, Contact Centre), Housing for Elderly tenancy, Event applications and Cemeteries plots and burials.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

This information-only report provides an update to Community Boards every six months.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Community and Customer Services Activities - 6 Monthly Report.

TĀHUHU KŌRERO / BACKGROUND

Statistical information in relation to the Community and Customer Service Department (District Services Group) is provided to the Bay of Islands-Whangaroa Community Board giving an overview of activity and performance for the months of July – December 2021 for the Bay of Islands-Whangaroa area.

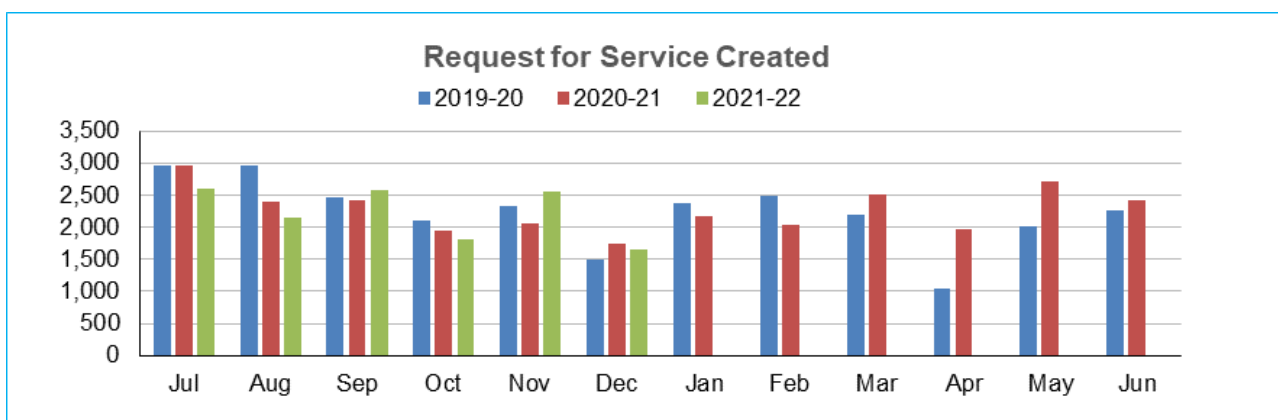
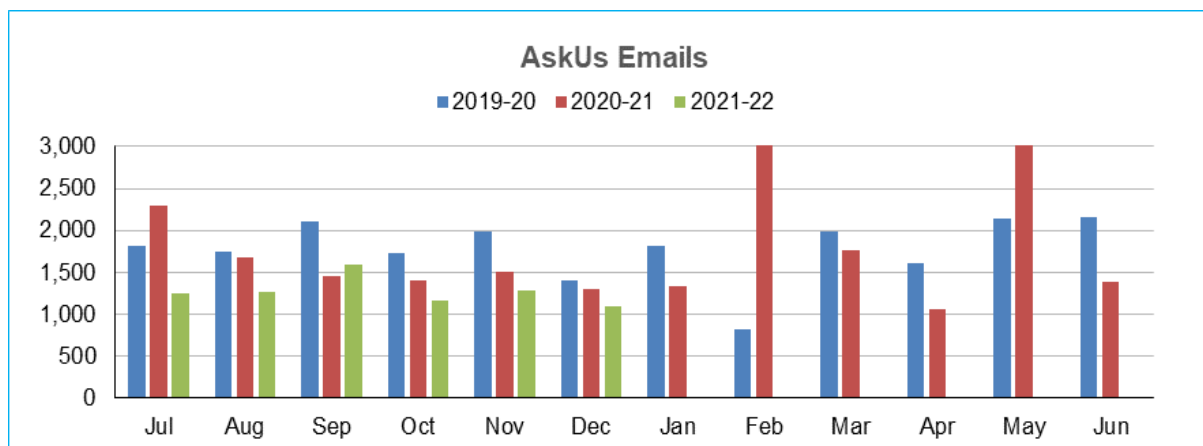
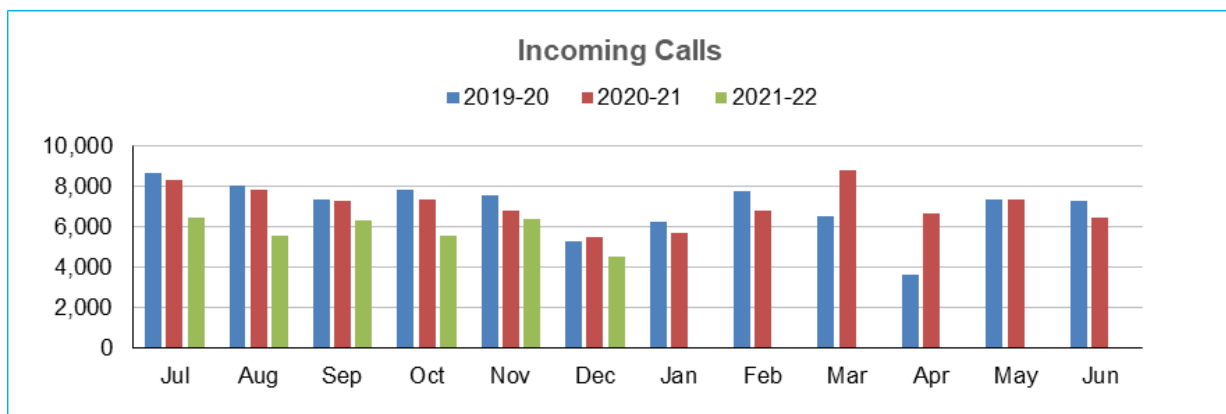
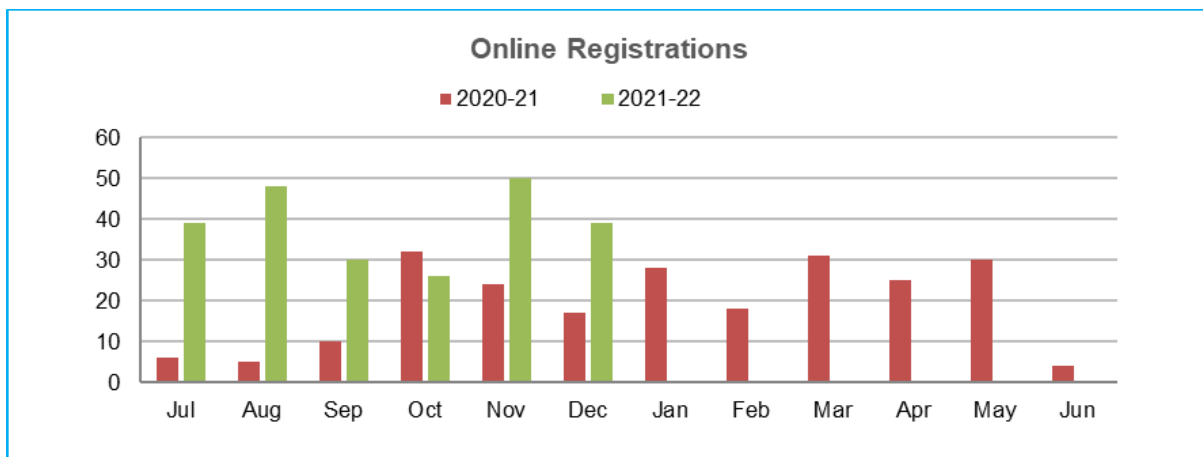
MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

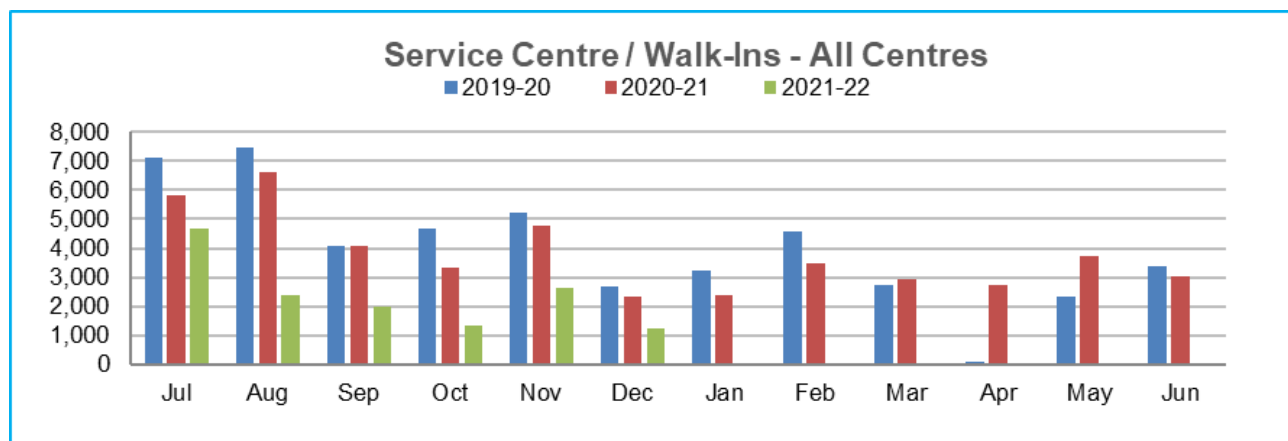
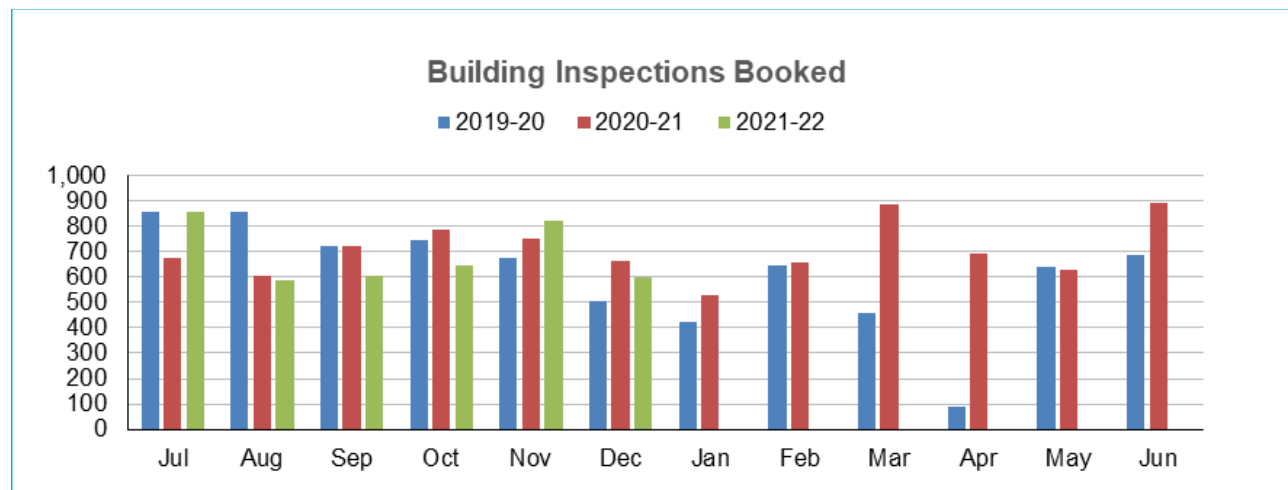
Contact Centre

When comparing statistics against the same time last year it needs to be recognised that, the Far North was in full lockdown due to Covid-19 for 23 working days over August, September and October, halting building inspections and reducing customer contact. Te Ahu experienced a further seven days in lockdown in November.

Customer interactions district wide for the six months ending December 2021 totalled 61,542 which is a 27.2% decrease (down from 84,526) for the same six months in the previous year. These interactions included Phone calls: 34,686, AskUs emails: 7,659, Requests for Service: 13,339, and Booking Building Inspections: 4,120.

Online Registrations are now part of our regular reporting. This data indicates the number of customers who have registered on FNDC's online portal which enables them to track and view details of their properties, see the status of applications, licences and make payments online.

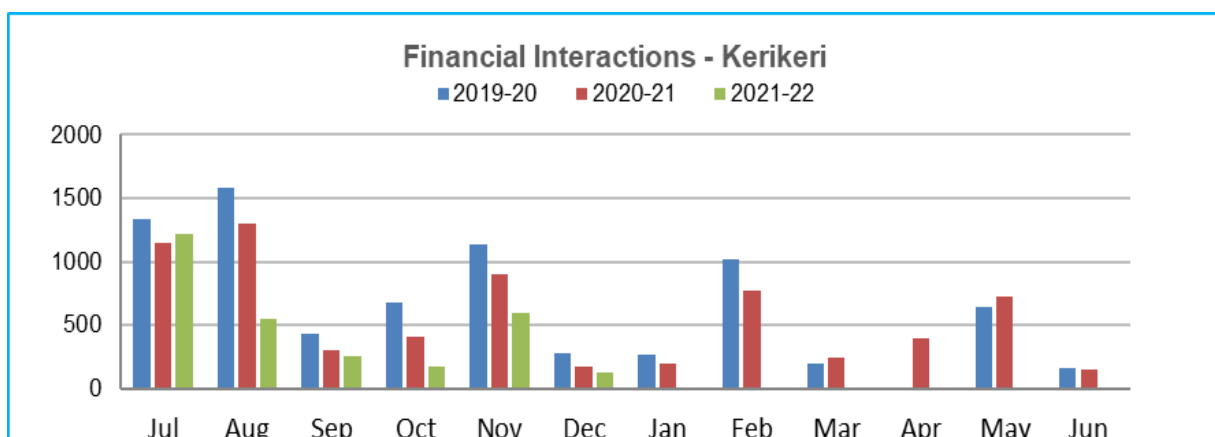


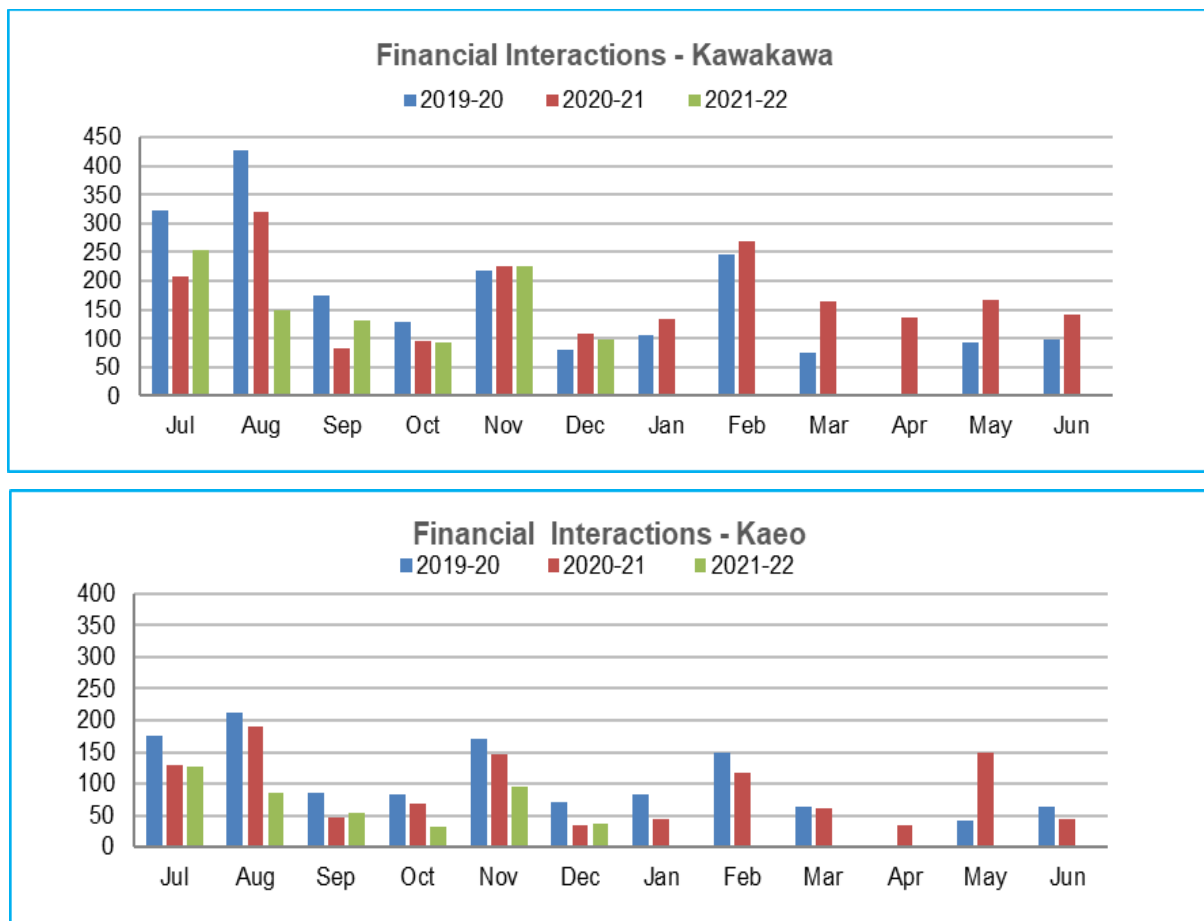


Service Centres

The Covid-19 lockdowns halted face-to-face interactions for 23 workdays over August, September and October 2021. During this down-time, the service centre staff affected assisted with administrative work for other teams in Council.

The position of 'Multi-skilled CSO' was assessed and deemed at high risk of transmission or infection of COVID-19, resulting in this customer facing role requiring a Vaccination Pass from January 2022.





Libraries

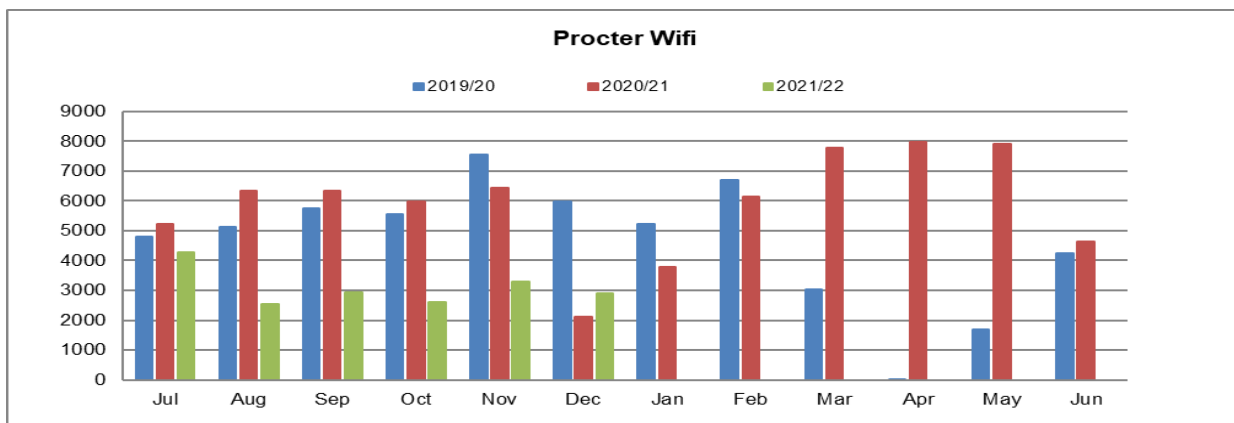
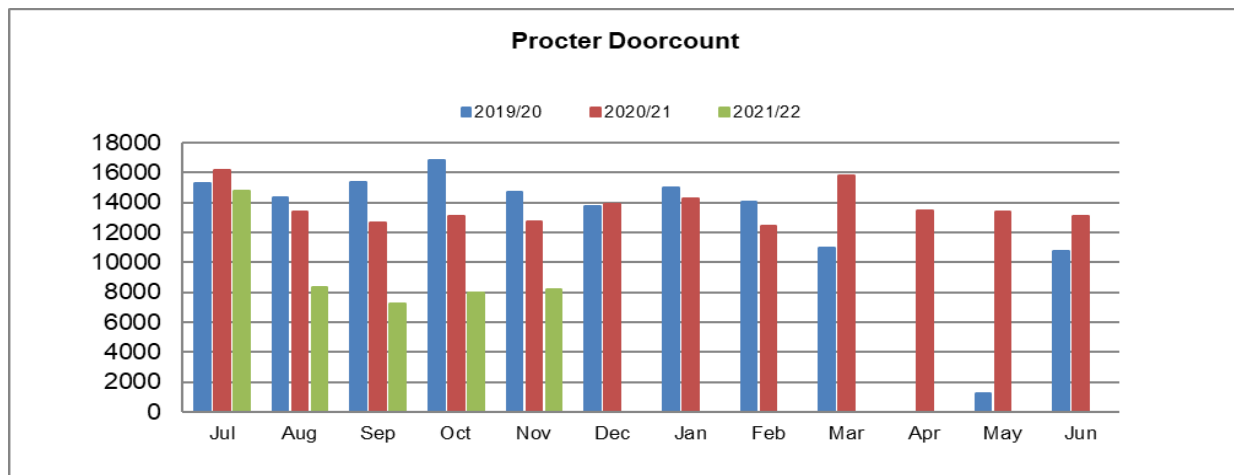
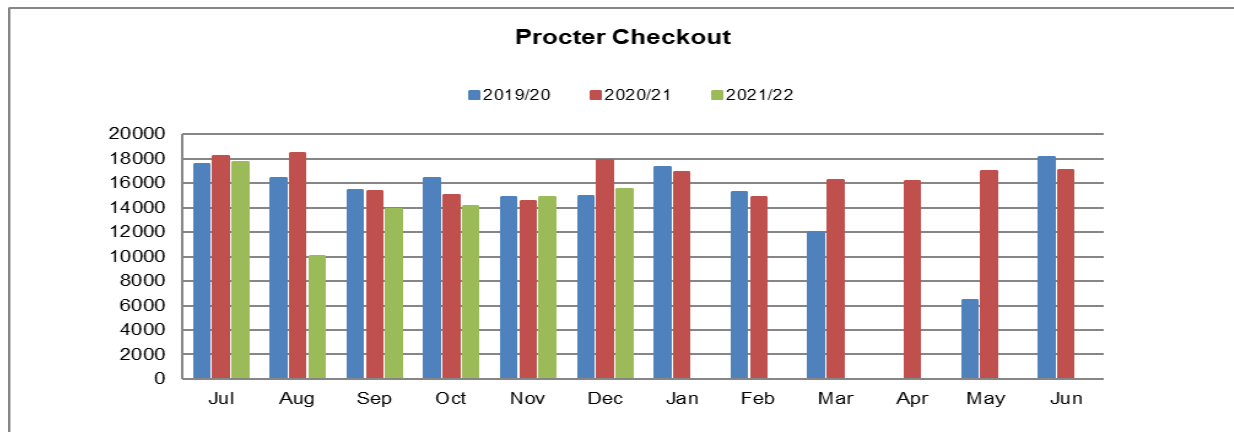
All library services were affected by a number of Covid-19 lockdowns in the second half of 2021.

Libraries have had to implement reduced levels of service during this period in response to Covid-19 guidelines classifying libraries as public gathering spaces, including restrictions on programmes, events, and school visits. Mask-wearing and sign-in requirements were also in place. This combination of factors led to lower physical borrowing and usage numbers than in previous reporting periods. However, digital borrowing continues to grow as customers adapt to the Covid-19 environment.

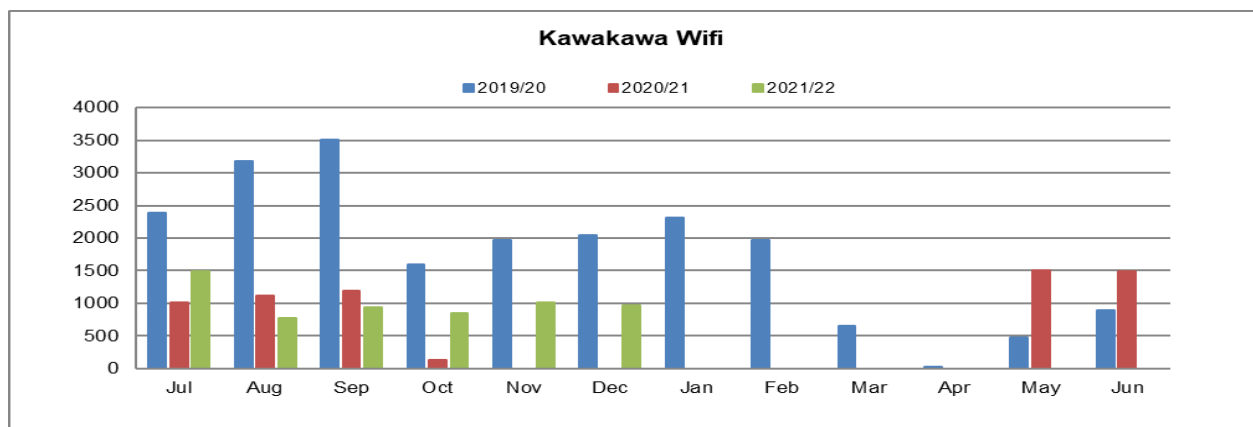
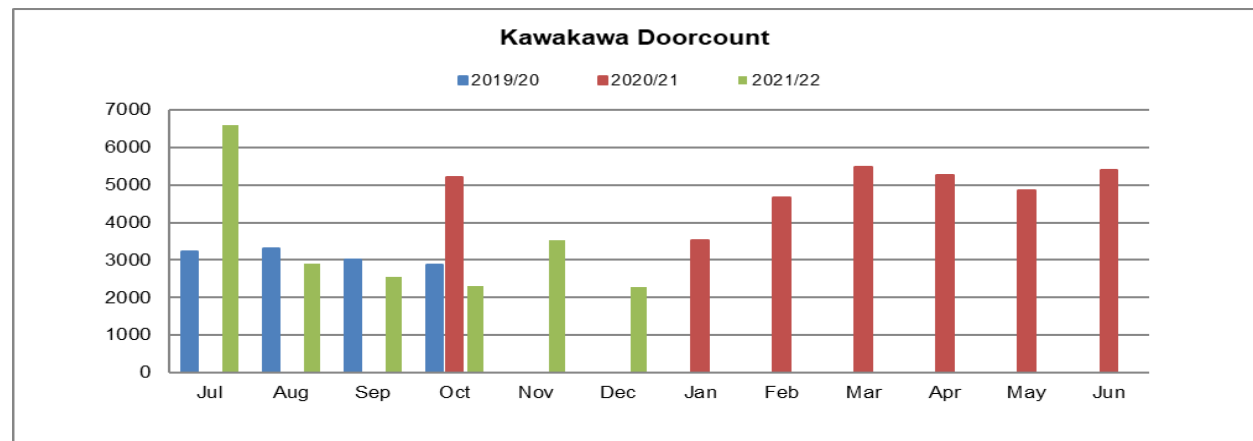
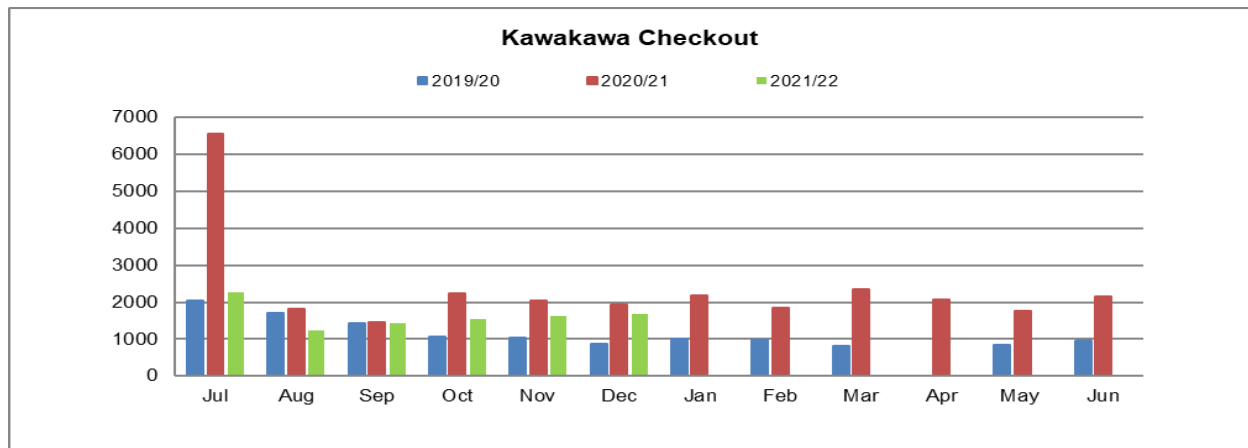
Self-check machines were installed across Far North District Libraries in December. These units will enable customers to have more freedom in their journey through the library and will provide staff with more time to be involved in value-added library work.

A local history database project has begun at Procter Library. The intent of this work is to provide digital access to archival records, so that customers in the district and across the world can view local history information without having to visit the archive room. This work supports Future Libraries strategy goals and New Zealand history education curriculum changes.

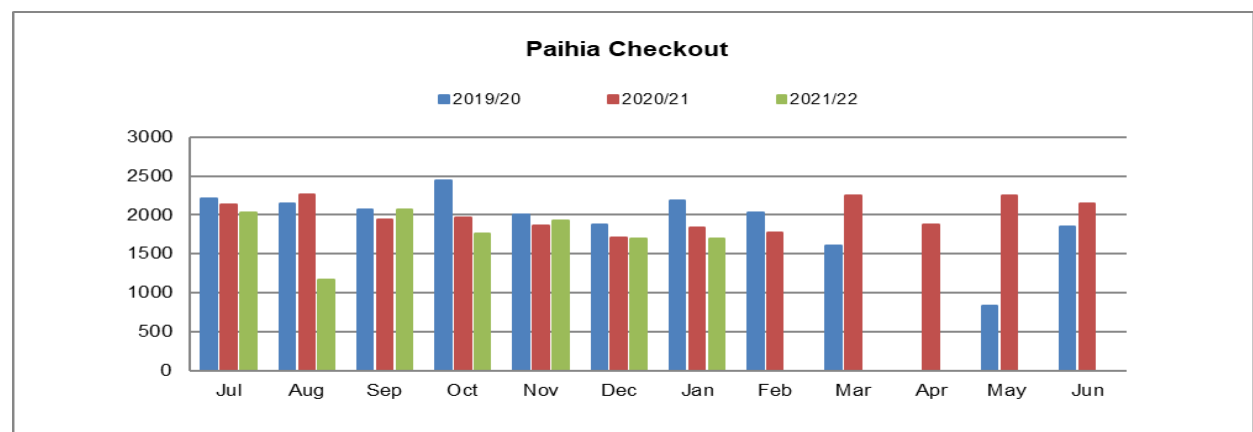
Procter Library

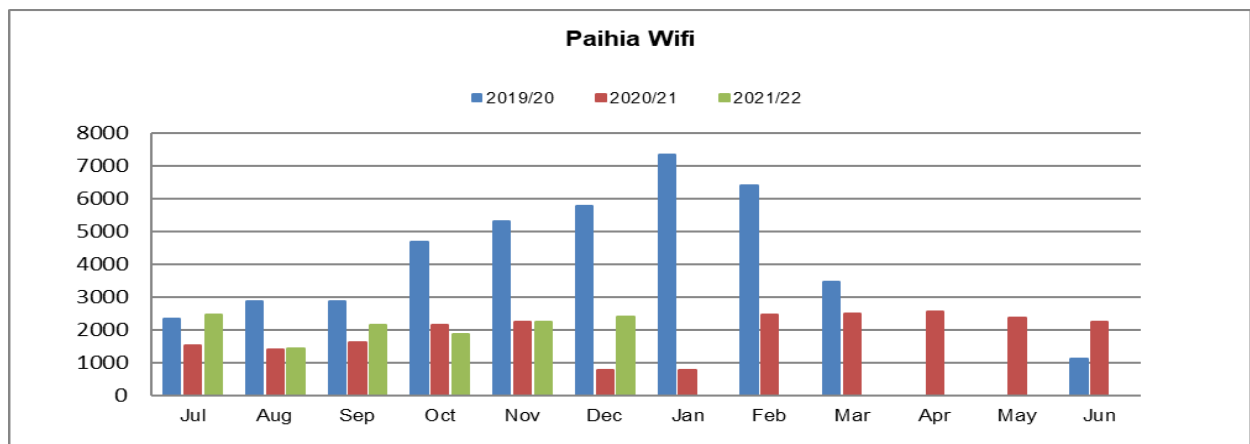
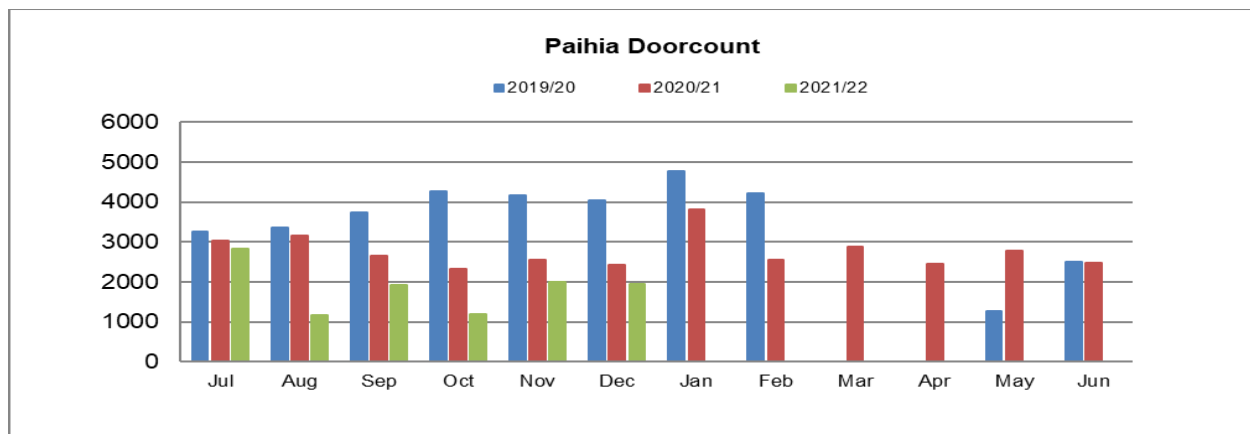


Kawakawa

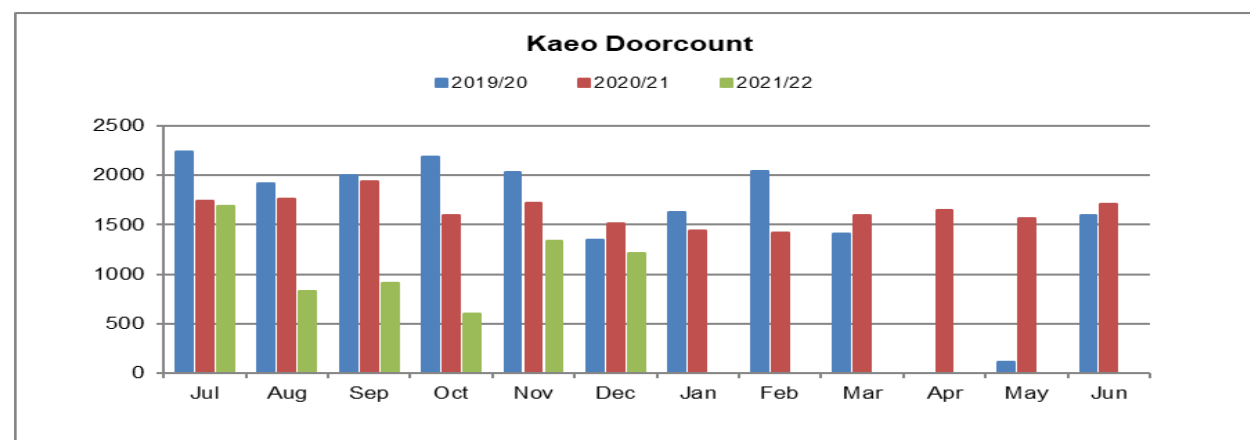
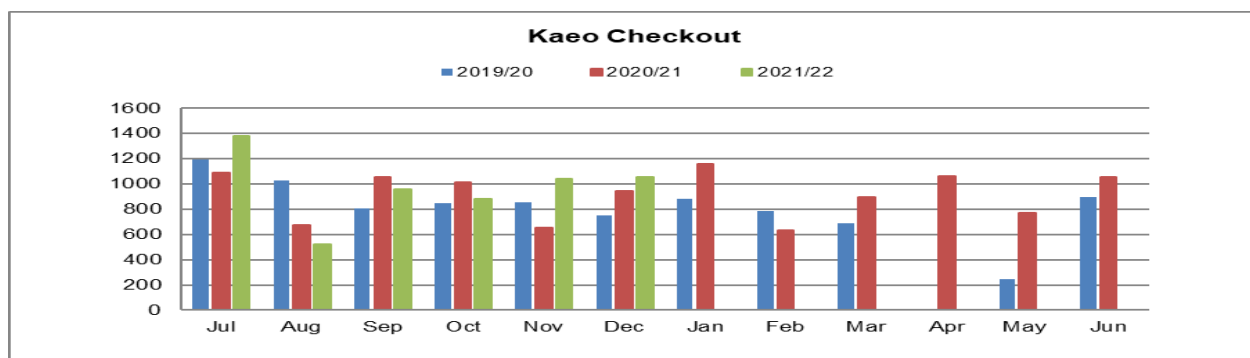


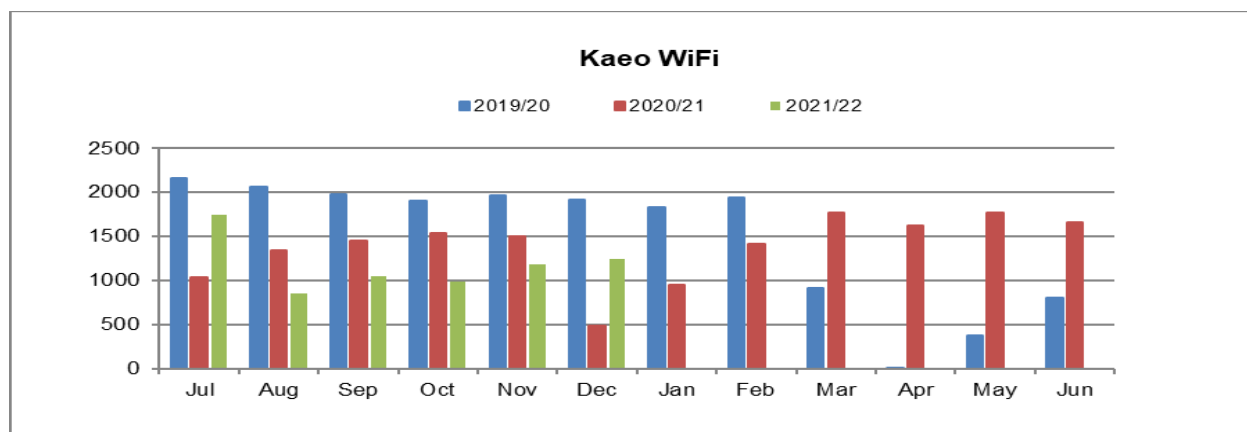
Paihia



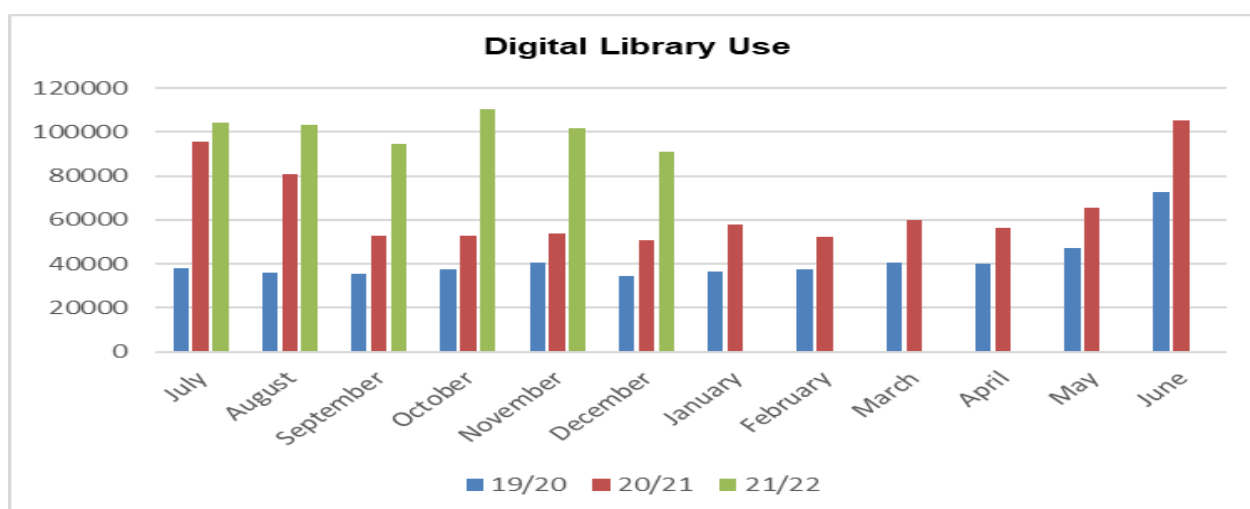


Kaeo





Digital Library Use



Bay of Islands i-SITE

Visitor numbers have been down due to Covid and Northland being in the 'red' under the traffic light system. Auckland's lockdown has effectively closed Northland off to the rest of New Zealand resulting in very few visitors to the region. Cruise ships and international visitors are, of course, not able to enter New Zealand and therefore the lack of this large number of visitors has affected visitor numbers.

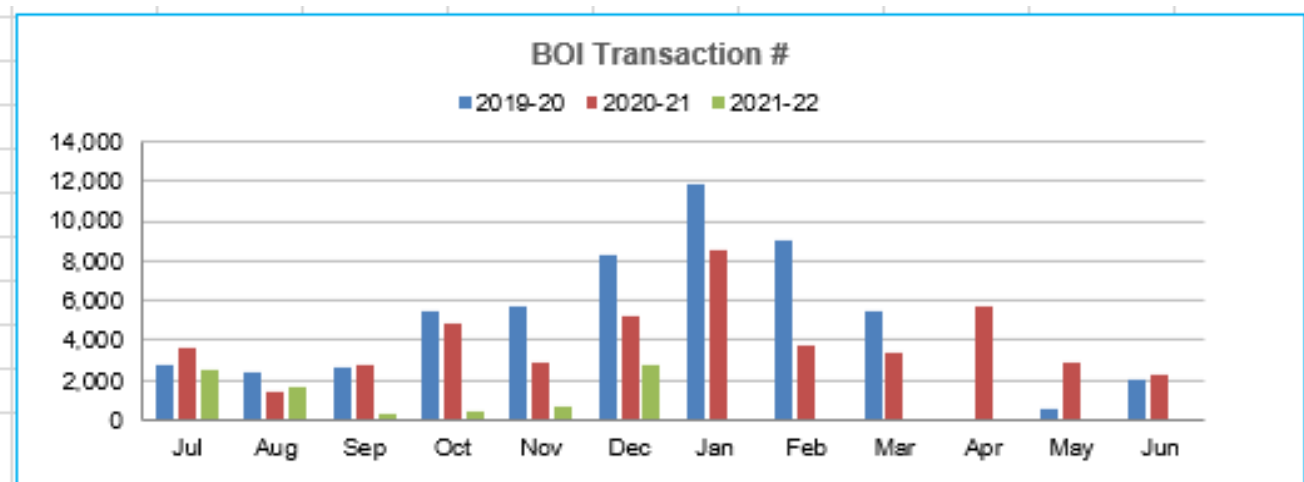
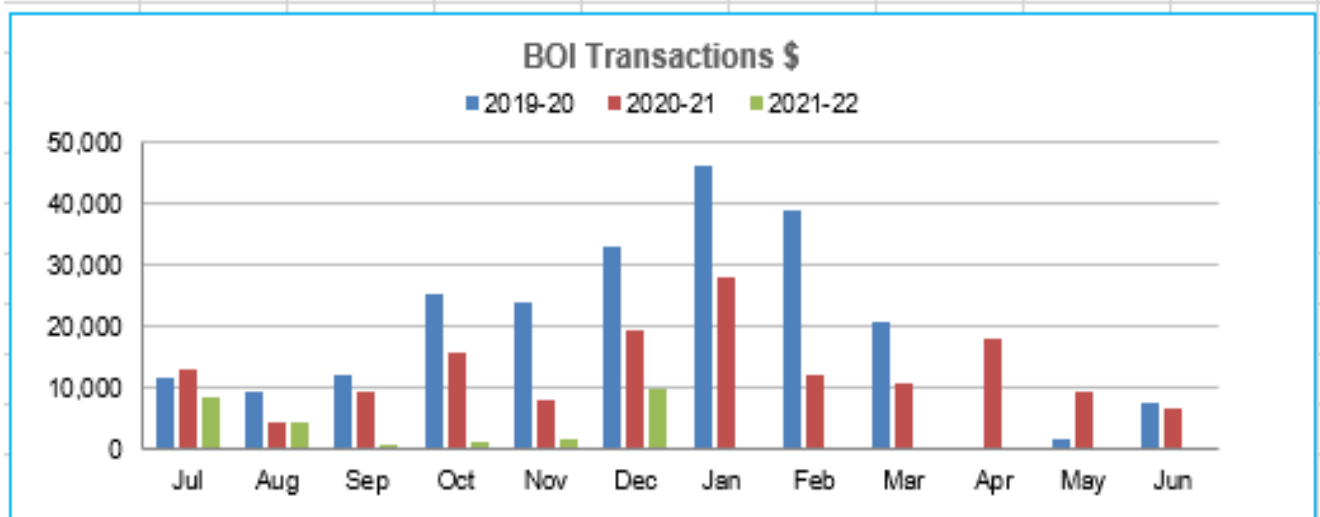
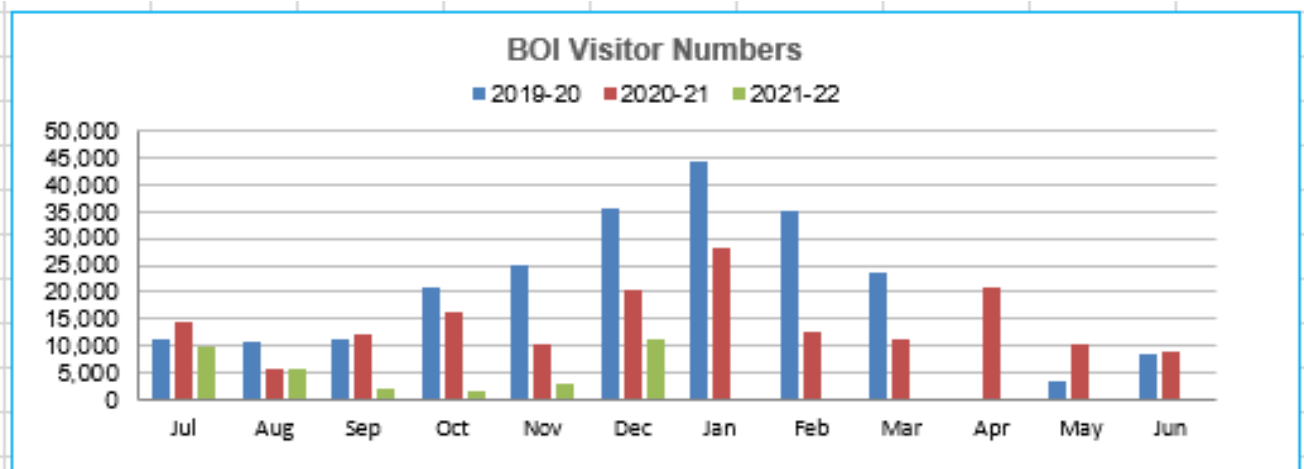
With the lack of visitors, a number of operators chose to go into hibernation with their tours thus reducing the availability of sales we were able to make however once summer kicked off Russell has been a popular destination with a high number of ferry tickets sold. Island Getaway and Parasailing are also strong sellers. There is a new fast boat with a glass bottom which goes to the Hole in the Rock together with an Extreme Jet Boat experience that visitors have been enjoying. Explore Great Sights have changed their iconic Cream Trip and don't go to the Hole in the Rock or offer boom netting. They also did not offer this cruise July through December. The only boat trips they did offer were the half day cruises which also affected sales as these trips were either cancelled or full (purchased online). Bookings for the Department of Conservation were steady although Maitai Bay was closed.

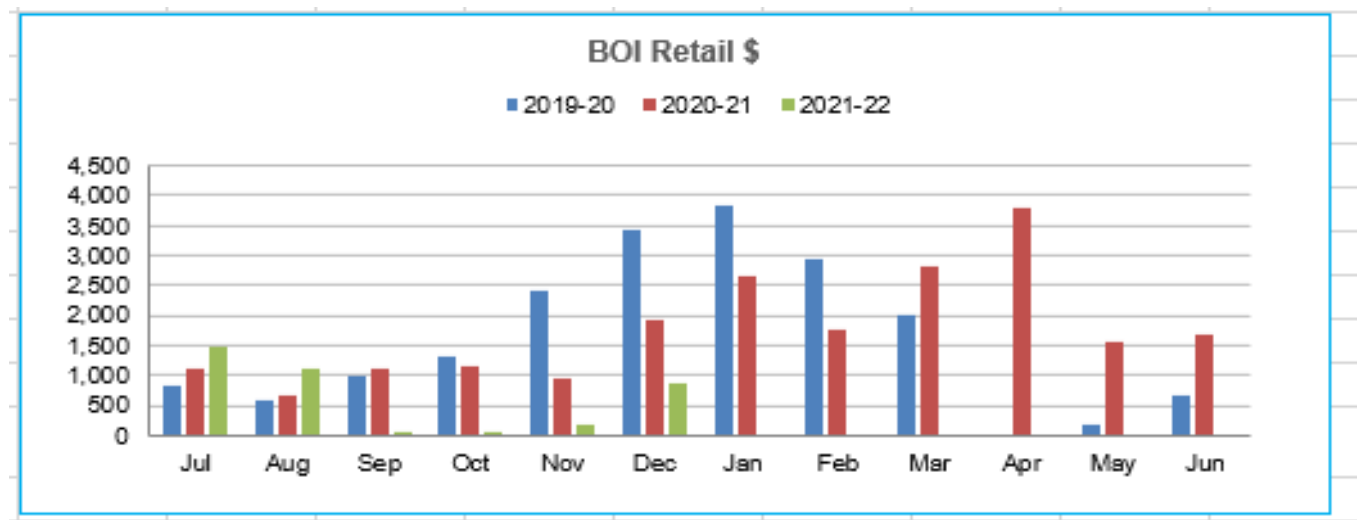
Police and Te Tai Tokerau Border Control check points widely advertised on social media created lots of enquiries from visitors asking about whether they would be safe to visit the region and whether they would be welcome. The enquiries were handled professionally, and staff reassured visitors that they were most certainly welcome in Te Tai Tokerau, reiterating Ministry of Health guidelines for Covid-19.

Over the lock-down period when i-SITES were not able to operate, staff undertook other administration and customer contact tasks such as contacting the Housing for Elderly tenants

regularly, updating contact details of ratepayers on Council's database and checking the dog registration database to ensure information was up to date and accurate.

i-SITEs offer Council services such as general Council enquiries, dog registrations, receipt payments for rates, etc. While transaction volumes are not high, residents, ratepayers and visitors do appreciate having access to a local facility for Council business.





Events on Council Reserves and other Council Managed Spaces

Permits are issued to applicants for the use of Councils open spaces for many kinds of activities such as weddings, family picnics, sporting events, circuses, fairs and large community events.

From July to the end of December 2021, 11 events were successfully held across the district. COVID-19 level changes meant 12 events were cancelled with one postponed to March 2022. Unfortunately, the Kerikeri Half Marathon, the Coastal Classic and Christmas Parades were among the events that had to be cancelled.

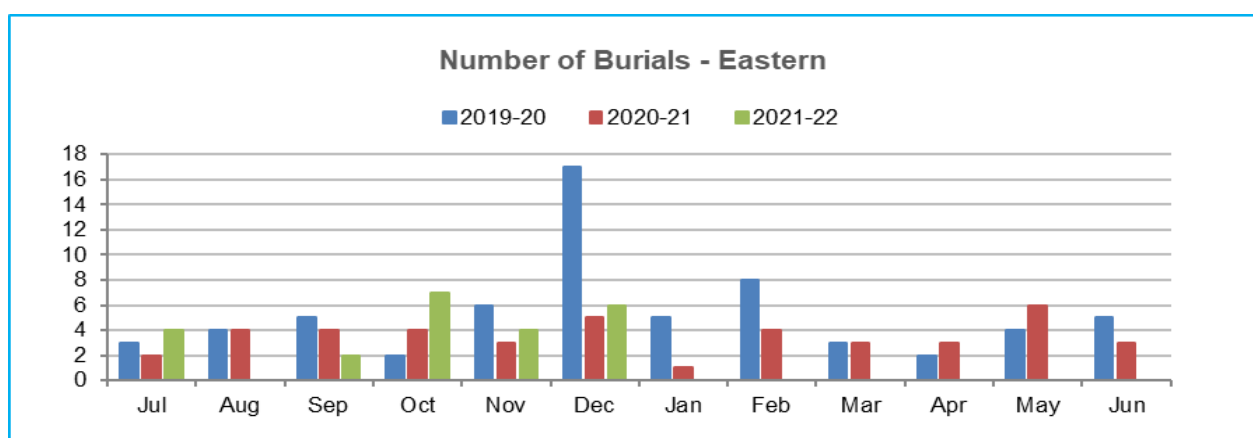
Most of the event organisers have taken advantage of Council's online application process, and all event organisers are encouraged to use this process <https://www.fndc.govt.nz/Our-Facilities/Parks-playgrounds-and-reserves/Book-a-Park-Reserve-or-Open-Space>

Cemeteries - Sexton Services

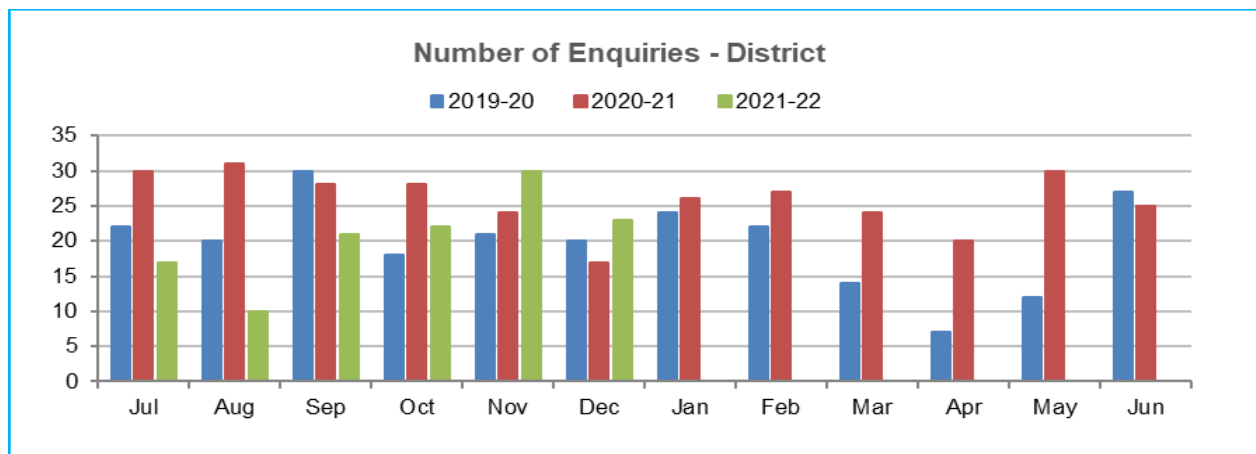
Council manages the Kaeo, Kerikeri, Russell, Paihia and Kawakawa public cemeteries under the legislation of the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

Plans remain in place for the management the Council-run cemeteries during the COVID 19 pandemic.

Families have struggled to arrange burials under Covid 19 restrictions with many choosing ash burials. After 15 December 2021, when Aucklanders were able to travel outside of their district, there was a notable increase in the number of ash burials as families were able to gather together. There are still many ash burials on hold until overseas family members can return.



There were 15 full burials and 5 ash burials in the Eastern Ward during this period.



There has been an average of 20.5 enquiries per month during the July to end of December 2021.

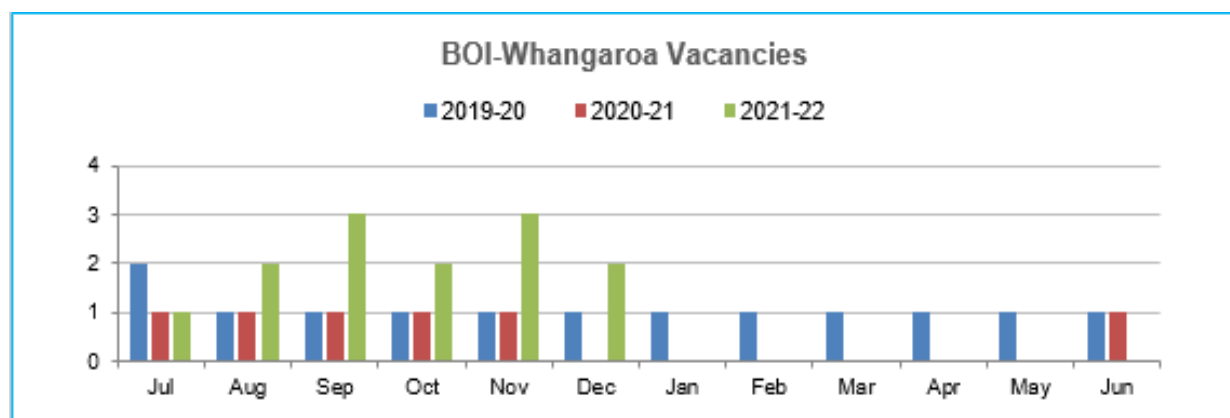
Housing for the Elderly

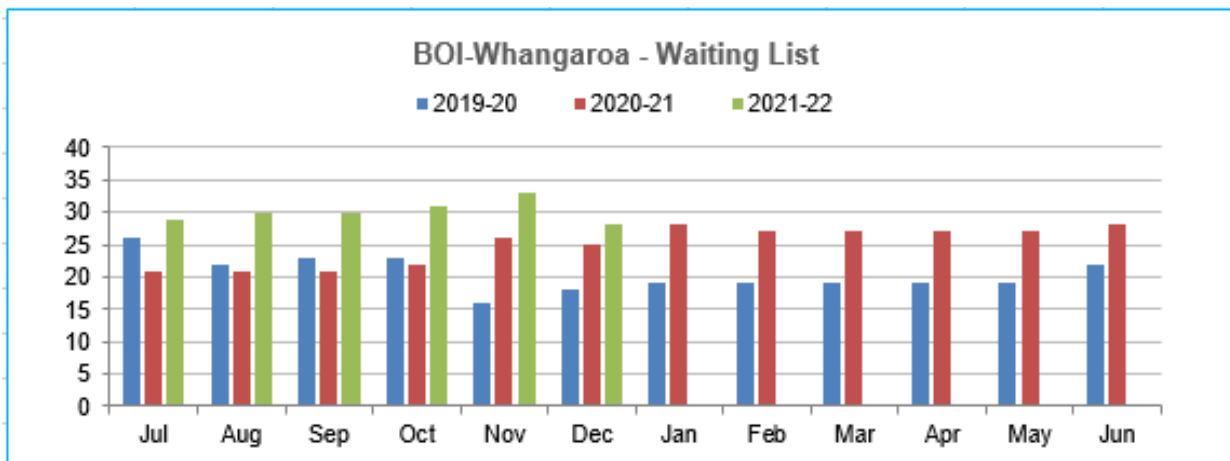
The total number of units across the district, available to be tenanted has been reduced from 147 to 144. This is due to a block of three units in the Oxford Street village in Kaitia being structurally compromised and the need for them to be demolished, this is currently underway and set to be completed by the end of January 2022. The three tenants that were in this block have been re-tenanted in other Housing for the Elderly villages.

In the Bay of Islands-Whangaroa area there are villages in:

Location	One- bedroom	Bed-sit	Vacancies
<i>Kerikeri</i>	4	3	1
<i>Kawakawa</i>	6	-	1

During the period from 1 July – 31 December 2021, one tenancy ended in Kawakawa and one ended in Kerikeri. One tenancy began in Kerikeri and one existing tenant in Kerikeri transferred from a bedsit unit to the vacated 1-bedroom unit. One unit in both Kerikeri and Kawakawa remain vacant whilst undergoing refurbishment. This work is currently with the District Facilities team.





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

There are no financial implications.

ĀPITIHINGA / ATTACHMENTS

Nil

8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE FEBRUARY 2022

File Number: A3559342

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader 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.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Action sheets are also in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update February 2022.

TĀHUHU KŌRERO / BACKGROUND

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

Action sheets 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.

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets 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. BOIW Action Sheet - January 2022 - A3561977  

OUTSTANDING ACTIONS REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 4/02/2021	RESOLUTION	RESOLUTION 2021/9 Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board recommend to the Strategy and Policy Committee that a framework be developed for the funding of community facilities across the Far North as a matter of urgency. <u>Abstained:</u> Cr Rachel Smith CARRIED	25 Jan 2022 4:42pm Baker, Marlema In Progress
Bay of Islands-Whangaroa Community Board 3/06/2021	Moreton Bay Fig, Russell - Arboricultural Report 2021	RESOLUTION 2021/65 Moved: Member Dave Hookway-Kopa Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board: a) receive the report Moreton Bay Fig, Russell – Arboricultural Report 2021; and that, b) recommend to Council an annual operating budget of \$10,000 per year for an annual arborist report (\$5000) and annual maintenance and mulch work (\$5000) to manage and protect the Russell Morton Bay fig tree; and that, c) seek clarification on reference to the Tree Management-Eastern Tree account and the off set by the Parks and reserves – Vegetation control budget CARRIED <u>Abstained:</u> Rachel Smith	21 Sep 2021 1:04pm Gannon, Casey Tree Management- Eastern Tree account and the offset by the Parks and reserves – Vegetation control budget - Staff advised these are not new budgets - this is internal "coding/naming" for existing budgets - separated by ward instead of District wide. 23 Nov 2021 4:00pm Gannon, Casey BWCB request evidence that unbudgeted funds for Tree Management is not affecting levels of service Ref 11/11/2021 BWCB minutes 18 Jan 2022 4:59pm Baker, Marlema Update received from Nina Gobie: Due to the Auckland then Northland lockdown late last year things have been delayed. However, Arborlab done some investigations and found nothing untoward re: the Redwoods or Moreton Bay Fig. A report will be provided in early February. Once received, staff will action anything that ensures 'compliance' and a report will be prepared and presented to the Board's March meeting.

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Bay of Islands-Whangaroa Community Board	
		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 5/08/2021	Alfresco Dining Application - Duke of Marlborough Limited	MOTION Moved: Member Manuela Gmuer-Hornell Seconded: Member Dave Hookway-Kopa That the Bay of Islands-Whangaroa Community Board: a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; and, b) approve the relocation request for 3 public seats to be relocated to an agreed area by Infrastructure and Asset Management staff, with all associated costs covered by the applicant. AMENDMENT (WITHDRAWN) Moved: Deputy Chairperson Frank Owen Seconded: Member Manuwai Wells That the Bay of Islands-Whangaroa Community Board Alfresco Dining Application from the Duke of Marlborough Limited be left to lie on the table, until the next meeting, until an urgent review of the Alfresco Dining policy is done in particular in relation to The Strand Russell. AMENDMENT Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands-Whangaroa Community Board: a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30 th June 2022; b) request an urgent review of the Alfresco Dining Policy (#3116) is done in particular in relation to The Strand, Russell to ensure the Alfresco Dining Policy (#3116) is fit for purpose; c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited;	18 Jan 2022 4:57pm Baker, Marlema Rochelle Dean has confirmed the alfresco dining has been Issued. 18 Jan 2022 4:58pm Baker, Marlema Following up with Roger Ackers (SPP) for an update on items b) to d)

OUTSTANDING ACTIONS REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
		<p>d) note community board members engage with the Russell community to develop a Placemaking kaupapa for The Strand, Russell.</p> <p style="text-align: right;">CARRIED</p> <p><u>Against:</u> Member Dave Hookway-Kopa The amendment became the substantive motion</p> <p>RESOLUTION 2021/61 Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands-Whangaroa Community Board:</p> <p>a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30th June 2022.</p> <p>b) request an urgent review of the Alfresco Dining Policy (#3116) is done in particular in relation to The Strand, Russell to ensure the Alfresco Dining Policy (#3116) is fit for purpose.</p> <p>c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited.</p> <p>d) note community board members engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell.</p> <p style="text-align: right;">CARRIED</p> <p><u>Against:</u> Member Dave Hookway-Kopa</p>	
Bay of Islands-Whangaroa Community Board 2/09/2021	Pa Road Petition	<p>RESOLUTION 2021/72 Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board receives the Pa Road Petition. <u>In Favour:</u> Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells</p>	<p>18 Jan 2022 4:23pm Baker, Marlema This action point sits with Nick Marshall (NTA). As NTA staff are not included in Infocouncil as FNDC Staff I have sent a request for an update has been made. Awaiting a response.</p> <p>24 Jan 2022 11:16am Baker, Marlema</p>

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Bay of Islands-Whangaroa Community Board	
		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
		<p> <u>Against:</u> Nil <u>Abstained:</u> Member Rachel Smith CARRIED </p> <p> MOTION Moved: Member Manuela Gmuer-Hornell Seconded: Member Manuwai Wells That the Bay of Islands-Whangaroa Community Board: a) acknowledges staff will complete a Post Construction Road Safety Audit </p> <p> At 11:29 am, Member Frank Owen left the meeting. At 11:33 am, Member Frank Owen returned to the meeting. </p> <p> AMENDMENT Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr b) acknowledges staff have yet to complete Post Construction Road Safety Audit, and request a report to come back to Community Board. </p> <p> <u>In Favour:</u> Chairperson Belinda Ward, Members Lane Ayr, Frank Owen and Manuwai Wells <u>Against:</u> Nil <u>Abstained:</u> Members Manuela Gmuer-Hornell and Rachel Smith CARRIED </p> <p> The amendment became the substantive motion. </p> <p> RESOLUTION 2021/73 Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board: a) receives the Pa Road Petition; and, </p>	<p> 20/01/2022 Update from Elizabeth Stacey (NTA - Road Traffic Safety Engineer): The post construction road safety audit has been completed and signed off by all parties. A copy of the document and/or if the findings from the audit can be shared with the Community Board - ACTION COMPLETE </p>

OUTSTANDING ACTIONS REPORT			
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		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
		b) acknowledges staff have yet to complete Post Construction Road Safety Audit, and request a report to come back to Community Board. <u>In Favour:</u> Chairperson Belinda Ward, Members Lane Ayr, Frank Owen and Manuwai Wells <u>Against:</u> Nil <u>Abstained:</u> Members Manuela Gmuer-Hornell and Rachel Smith CARRIED	
Bay of Islands-Whangaroa Community Board 7/10/2021	Eastern Ward Tree Removals Request	MOTION Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee: a) approve unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners; AMENDMENT Moved: Member Dave Hookway-Kopa Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board leave the approval of unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners to lie on the table pending further information related to unknown costings and confirmation of boundaries.	22 Nov 2021 2:56pm Stewart, Rob For Kerikeri Sport Complex item; Engaged Donaldson Surveyors to complete boundary survey of eastern boundary of Kerikeri Sports Field. Waiting for works to be completed., Spoken to RSL regarding reinstatement costs and issues with tree removals. if works completed over summer season reinstatements costs estimated at up to \$1,500+gst. RSL would NOT be willing to estimate costs of reinstatement if works are done outside of summer season as damage could be too significant to turf etc. 19 Jan 2022 10:00am Baker, Marlema Rob Stewart Update: the survey was completed just before Xmas. Awaiting report and plans to come through from the surveyor.

OUTSTANDING ACTIONS REPORT			
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Meeting	Title	Resolution	Notes
		<p><u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED</p> <p>The amendment became the substantive motion.</p> <p>RESOLUTION</p> <p>Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell</p> <p>That the Bay of Islands-Whangaroa Community Board leave the approval of unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners to lie on the table pending further information related to unknown costings and confirmation of boundaries.</p> <p><u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED</p> <p>MOTION</p> <p>Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr</p> <p>b) approve the unbudgeted OPEX expenditure of \$27,000+GST for the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive;</p> <p>c) approve the unbudgeted OPEX expenditure of \$10,000+GST for maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.</p>	

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Bay of Islands-Whangaroa Community Board	
		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
		<p style="text-align: right;">CARRIED</p> <p>AMENDMENT</p> <p>Moved: Member Dave Hookway-Kopa Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee:</p> <p style="padding-left: 40px;">b) approve the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive; c) approve the maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.</p> <p><u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED</p> <p>The amendment became the substantive motion.</p> <p>RESOLUTION</p> <p>Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee:</p> <p style="padding-left: 40px;">a) approve the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive; b) approve the maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.</p> <p><u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa</p> <p><u>Against:</u> Nil</p>	

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Bay of Islands-Whangaroa Community Board	
		Printed: Tuesday, 25 January 2022 4:48:31 pm Date From: 1/01/2021 Date To: 25/01/2022	
Meeting	Title	Resolution	Notes
		CARRIED	
Bay of Islands-Whangaroa Community Board 7/10/2021	Permit to Occupy Plantation Reserve - Te Wahapu Road Pomare Bay	<p>MOTION</p> <p>Moved: Member Manuela Gmuer-Hornell Seconded: Member Bruce Mills</p> <p>That the Bay of Islands -Whangaroa Community Board recommends Council consents to the temporary occupation by Mr G B Holroyd of approximately 1000m² of plantation reserve being Pt Wahapu Block adjoining 104 Te Wahapu Road. Subject to the following conditions:</p> <ul style="list-style-type: none"> i) Maintenance of the accessway to be the responsibility of Mr Holroyd. ii) Mr Holroyd accepts all liability for the use of the accessway. iii) The consent is to Mr G B Holroyd for the life of the currently formed metal accessway. iv) The consent does not sit with land and will not automatically transfer to future landowners. <p>Foreshadowed amendment : Item is left to lie on the table</p> <p>AMENDMENT</p> <p>Moved: Member Dave Hookway-Kopa Seconded: Member Manuela Gmuer-Hornell</p> <p>That the Bay of Islands -Whangaroa Community Board leave Permit to Occupy Plantation Reserve - Te Wahapu Road Pomare Bay to lie on the table until a site visit and additional information are reported back to the board in the form of a report.</p> <p><u>In Favour:</u> Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa</p> <p><u>Against:</u> Nil</p> <p><u>Abstained:</u> Belinda Ward</p> <p style="text-align: right;">CARRIED</p> <p>Chairperson Belinda Ward left and returned to the meeting due to technical difficulties.</p>	<p>15 Dec 2021 3:16pm Meekings, Kay Need to organise site visit. Ask DF staff to attend. Plan for late Jan or Feb 2022. Assess situation and fresh report to CB</p> <p>19 Jan 2022 1:05pm Baker, Marlema Update from Kay Meekings: Site Visit to be completed. The issue has become more complex with an adjoining owner also seeking to formalise their encroachment over the reserve. Kay is seeking wider input from Council Staff. Updates will be ongoing.</p>

OUTSTANDING ACTIONS REPORT			
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Meeting	Title	Resolution	Notes
		The amendment became substantive motion. RESOLUTION 2021/90 Moved: Chairperson Belinda Ward Seconded: Member Dave Hookway-Kopa That the Bay of Islands -Whangaroa Community Board Leave Permit to Occupy Plantation Reserve - Te Wahapu Road Pomare Bay to lie on the table until a site visit and additional information are reported back to the board in the form of a report. <u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa <u>Against:</u> Nil CARRIED	
Bay of Islands-Whangaroa Community Board 2/12/2021	Notice of Motion - Cherry Park House	COMMITTEE RESOLUTION 2021/115 Moved: Member Frank Owen Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report. <u>Abstained:</u> Rachel Smith CARRIED	25 Jan 2022 4:43pm Baker, Marlema An RFS (4089926) has been created and staff have undertaken to have Cherry Park house on their programme of work and will continue to liaise with the respective departments to see it through to its conclusion. A Letter of Response was sent to all BOIW Board Members and Cr David Clendon on 17/01/2022.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE