



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Extraordinary Bay of Islands- Whangaroa Community Board Meeting

Thursday, 15 September 2022

Time: 9:30

Location: Virtual via Microsoft Teams

Membership:

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

Far North District Council
Extraordinary Bay of Islands-Whangaroa Community Board Meeting
will be held in the Virtual via Microsoft Teams on:
Thursday 15 September 2022 at 9:30

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1 KARAKIA TIMATANGA / OPENING PRAYER

“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”.

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

2 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

Nil

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

Nil

6 REPORTS

6.1 FUNDING APPLICATIONS

File Number: A3883346

Author: Kathryn Trewin, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the extraordinary 15 September 2022 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One application is provided for consideration, requesting \$6,000.
- This was accidentally missed off the list of list of applications for consideration at the 1 September 2022 meeting.
- The Board has \$139,357 available to allocate.
- The Board also has \$51,750 for placemaking funding to grant in the 2022/23 financial year.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- a) **approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Te Puna Aroha Putea Whakapapa costs towards 2022 Moerewa Christmas Parade to meet the following Community Outcomes:**
 - i) **Communities that are healthy, safe, connected and sustainable**
 - ii) **Proud, vibrant communities**

1) TĀHUHU KŌRERO / BACKGROUND

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the LTP and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Te Puna Aroha Putea Whakapapa	2022 Paihia Christmas Parade	\$6,000	\$5,000	<p>This submission was received in time for the 1 September 2022 Board meeting, but was accidentally missed off the list of applications for consideration by the Board, as the funding report for the previous event was received at the same time.</p> <p>The Board has agreed to an extraordinary meeting to consider this application before the election to ensure consistency of decision and to allow the applicant to access the funding required to complete the traffic management plan for the event.</p> <p>The Board's Strategic Plan states that the Board will: <i>"Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$2500 per annum for the event, plus traffic management costs up to a maximum of \$2500."</i></p>	<p>i) Communities that are healthy, safe, connected and sustainable</p> <p>ii) Proud, vibrant communities</p>	Event

Take Tūtohunga / Reason for the recommendation

The applicant was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

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

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

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

ĀPITI HANGA / ATTACHMENTS

1. **Moerewa Christmas Parade 2022 - A3883288** [↓](#) 

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.

Local Grant Application Form

Moerewa Xmas 2022



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3 *A + B*
- ☒ Most recent bank statements and (signed) annual financial statements *C*
- ☒ Programme/event/project outline *D*
- ☒ A health and safety plan *TBC*
- ☒ Your organisation's business plan (if applicable) *X*
- ☒ If your event is taking place on Council land or road/s, evidence of permission to do so *TBC*
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation *Te Puna Aroha Putea Whakapapa* ^{OR T.P.A} Number of Members *104 +*

Postal Address *190 Otiria Rd, R01 Kawakawa* Post Code *0281*

Physical Address *as above* Post Code

Contact Person *Pamela-Anne Ngohi-Simon* Position *Secretary*

Phone Number *027 911 5580* Mobile Number *027 911 5580*

Email Address *pamela.anne2@gmail.com*

Please briefly describe the purpose of the organisation.

T.P.A is a small Kaupapa Māori Led Charitable Trust based in Otiria/Moerewa Tai Tokerau. We celebrate local initiatives to allow whānau the ability to thrive in a safe healthy environment

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Local Grant Application Form



Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

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

Clearly describe the project or event:

Name of Activity Moerewa Christmas 2022 Date 9 Dec 2022

Location M.C.F. old Pub, SH1 Time 6pm to 830pm

Will there be a charge for the public to attend or participate in the project or event? ☐ Yes ☒ No

If so, how much? Nil, this is a fully funded free Community Event.

Outline your activity and the services it will provide. Tell us:

- Who will benefit from the activity and how; and
- How it will broaden the range of activities and experiences available to the community.

This is our fifth year of running our Moerewa Christmas Celebrations, it has benefited our entire community providing an exciting whanau experience at a sometimes financially difficult time. It provides our people with a Christmas Event in our own Town, we may think this is not a significant thing, it really is, when our tamariki can just walk down town to get to the event it becomes a memory or a time when they will at least get one present for Christmas (In the past they would hear of other towns having a Christmas Event and not be able to get to it, its heart breaking so has pushed me to ensure we can have at least one happy event in our town).

This event broadens the range of activities to our community as it shows or reminds whanau of how its done and if we work together then we can create these whanau oriented events for all. From this we hope to create a platform for more activities to become fruitful in our town, kids day, Easter, Waitangi, Bomb Comp, Anzac, Halloween, Rugby Whanau Days, Meal Nights etc...

Local Grant Application Form



Project Cost

Provide a detailed costs estimate for the activity. Funding requested may not exceed 50% of the total cost.

Total Cost - provide the **total** amount of the estimated quoted cost against the appropriate item.

Amount Requested - provide (against the item) the amount the Board is being requested to contribute.

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	\$400 -	
Advertising/Promotion	\$500 -	X
Facilitator/Professional Fees ² MC	\$2000 -	X
Administration (incl. stationery/copying)	\$2,000 -	X
Equipment Hire Bouncy Castle x 2 + Gear	\$2,500 -	\$2,500 (A)
Equipment Purchase (describe)		
Utilities	\$100 -	X
Hardware (e.g. cement, timber, nails, paint)	X	X
Consumable materials (craft supplies, books)	\$1,500 -	X
Refreshments Kaunata + Kiai	\$1,400 -	X
Travel/Mileage	X	X
Volunteer Expenses Reimbursement	X	X
Wages/Salary	X	not applicable
Volunteer Value (\$20/hr)	X	not applicable
Other (describe) Road Closure Fees as attached	\$3,501-76	\$3,501-76 (B)
TOTALS	\$12,901-76	\$6,001-76

² If the application is for professional or facilitator fees, a job description or scope of work must be attached.

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 132-096-015

How much money does your organisation currently have? \$3,386 - 84

How much of this money is already committed to specific purposes? 100%

List the purpose and the amounts of money already tagged or committed (if any):

Purpose	Amount
Account fees GST etc	<u>1886 - 84</u>
Soft ball Comets	<u>1,500 —</u>
TOTAL	<u>\$ 3,386 - 84</u>

Please list details of all other funding secured or pending approval for this project (minimum 50%):

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
FNYC	<u>\$11,126-25</u>	<u>20 Aug 2020</u>	<u>Y / N</u>
Moerewa Xmas 2021	<u>\$5,000 —</u>	<u>6 Sep 2021</u>	<u>To Come</u>
			Y / N
			Y / N

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Local Grant Application Form



Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal or personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.

On behalf of: (full name of organisation)

Te Puna Aroha Pūtea Whakapapa - CC57760

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - A regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g. through a spreadsheet or journal entry
 - Regular financial reporting to every full meeting of the governing body

Signatory One - Pam

Signatory Two - Alex

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Local Grant Application Form



We agree to the following conditions if we are funded by Local Community Grant Funding:

1. To uplift any funding granted within 3 months of the date on the letter of agreement. Failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by Far North District Council unless written approval for a change of purpose(s) is obtained **in advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact Governance Support for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end 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 this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

Name Pamela-Anne Ngohe-Sim Position Secretary
Postal Address 190 Otiria Rd, RDI Kawakawa Post Code 0281
Phone Number 027 911 5580 Mobile Number
Signature [Signature] Date 24 July 2022

Signatory Two

Name Alex McGregor Position Chair
Postal Address 32 Leaity St, Moerewa Post Code 0211
Phone Number 021 022 72051 Mobile Number
Signature [Signature] Date 24/7/2022

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Funding Application – Moerewa Christmas Parade

Schedule of Supporting Documentation

Document	Title
1	Poster
2	Quote – Activity Hireage
3	Quote – Traffic Management Plan
4	Kiwibank Statement
5	Activity Schedule

7 INFORMATION REPORTS

7.1 ROAD NAMING - 256 MANGAKARETU ROAD, OKAIHAU

File Number: A3883311

Author: Selina Topia, Roding Support Officer

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a private road.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

Council has received a road naming application to name a private road addressed at 256 Mangakaretu Road, Okaihau. Community Boards have delegated authority to name private roads.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private road, Ridge Way that is currently addressed at 256 Mangakaretu Road, Okaihau as per map (A3883224).

TĀHUHU KŌRERO / BACKGROUND

Mr Bill Houdley has advised that this is a private road addressed at 256 Mangakaretu Road, Okaihau.

The name Ridge is because the properties are sitting along the road which in most of the length straddles a ridge

The background for these names is given also as per the Road Naming application attached (A3883224).

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Their suggestions are as follows:

1. Ridge Way

The Property Information department has advised that the road would need to be named as Mr Bill Houdley had applied for a rapid number.

There has been a delay in submitting the report as we have worked with the applicant over the necessary information required to support their application.

The Roding team has no objections to the names suggested above.







Reason for the recommendation

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Application, Map & Property Owners consent - Document number - A3883224**  
2. **LINZ approval - Document number - A3883242**  
3. **Schedule - Document number - A3883267**  

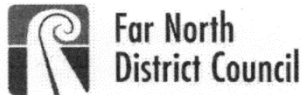
Compliance schedule:

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.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Hapu representatives were requested to provide their input. There has been no reply received.
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.	All property owners have given written consent as per the Road Naming application and Property Owners signatures attached (A3883224)

State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant. .
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



Application for Road Naming/Renaming

GENERAL INFORMATION

- Proposed names are to be submitted for **new roads in subdivisions** to Infrastructure & Asset Management Department with the application for resource consent.
- Proposed names are to be submitted (in writing) for **existing legal but unnamed roads**, to the Administration Officer, Infrastructure & Asset Management Department.
- Proposed road **renamings** are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained.
- The proposed names will be checked against Council's Roading database to avoid duplication.
- Liaise with the iwi when using Maori names and provide supporting document of their approval.
- Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection
- A background to the names, their origins and their link with the area is to be supplied
- Personal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander
- It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable
- Where more than one road is being created in a subdivision, a common theme is recommended for road names
- Private road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering).
- Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form
- If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.

APPLICANT DETAILS

Applicant/Developer Name: BILL HOULDEY

Organisation: HOME OWNER

Postal Address: DON'T HAVE ONE

Phone: _____ Mobile: 021 546 904

Email: WJMhouledey@GMAIL.COM

From: Addresses <addresses@linz.govt.nz>
Sent: Tuesday, 7 June 2022 2:17 pm
To: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Subject: RE: NEW ROAD NAME REQUEST addressed at 256 Mangakaretu Road Okaihau

Kia ora Selina

Here are my findings;

Ridge Way Acceptable.

Nga mihi

Renni

Addressing Analyst

Addressing and Properties

addresses@linz.govt.nz | DDI 04 460 0110 |



Wellington Office, Level 7, Radio New Zealand House, 155 The Terrace
PO Box 5501, Wellington 6145, New Zealand
www.linz.govt.nz | data.linz.govt.nz



From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Sent: Wednesday, 1 June 2022 9:08 a.m.
To: Addresses <addresses@linz.govt.nz>
Subject: NEW ROAD NAME REQUEST addressed at 256 Mangakaretu Road Okaihau

Tena Koutou,

Can I please have approval for the names listed below.

Ridge Way

Thank you,
Selina Topia

Customer Service Administrator, Business Performance & Support | Northland
Transportation Alliance

Far North | Kaipara | Whangarei

DDI 09 4015236 | Selina.Topia@nta.govt.nz

NORTHLAND TRANSPORTATION ALLIANCE



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Bay of Islands-Whangaroa Community Board Road Naming Schedule (Private)						
Okaihau						
Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road addressed at 256 Mangakaretu Road Okaihau	First Preference	Ridge Way	1	The properties are sitting along the road which in most of the length straddles a ridge		Ridge Way
	Second Preference					
	Third Preference					

8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

9 TE KAPINGA HUI / MEETING CLOSE