

# Memo

30 August 2017

To: Carol McKenzie-Rex, Relationship Manager

From: Carmen Fernandes, Democracy Advisor

Subject: Urgent decision request of the Ōtara-Papatoetoe Local Board

## Purpose

The purpose of this memo is to initially seek the local board relationship manager's authorisation to commence the urgent decision-making process and if granted, seek formal approval from the chair and deputy chair (or any person acting in these roles) to use the process to make an urgent decision.

The decision required, and the supporting report, are attached to this memo. The urgent decision being sought needs to be authorised by the chair and deputy chair (or any person acting in these roles) by signing this memo. Both this memo and the report will be reported as an information item at the next business meeting if the urgent decision-making process proceeds.

## Reason for the urgency

- The 2017/2018 Ōtara-Papatoetoe Quick Response, Round One application no. QR1813-102 from Tana Moana was inadvertently missed out from the list of applications approved by the local board at its last meeting held on 15 August 2017.
- The payment needs to be made to the group as soon as possible to enable them to make arrangements to participate in the Trans-Tasman Gubbi Gubbi race on 30 September 2017.

## Decision sought from the chair and deputy chair (or any person acting in these roles)

To amend OP/2017/1 to include Application No QR1813-102 in the list of approved grant applications as follows:

Application No.	Organisation Name	Project	Amount Requested	Amount Approved
QR1813-102	Tana Moana	Towards the cost of paddles to be used during the waka ama competitions.	\$1,000	\$1,000

## Background

At the business meeting held on Tuesday, 15 August 2017, the Ōtara-Papatoetoe Local Board approved a list of applications received through the 2017/2018 Ōtara-Papatoetoe Quick Response, Round One. Application No QR1813-102 from Tana Moana was inadvertently missed out from the list.

The local board had workshopped the applications received prior to a formal decision at the business meeting. At the workshop the local board members gave direction that they were comfortable with this application. In order for the group to be able to make necessary arrangements to travel to Australia to participate in the Trans-Tasman Gubbi Gubbi race on 30

September, the funds of \$1000 need to be paid to the group as soon as possible. To facilitate the payment in time, this is now being presented to the Ōtara-Papatoetoe Local Board Chair and Deputy Chair for an urgent decision as to whether they support this application or not.

Attached is the application summary for the local board's reference.

**Authorisation of the urgent decision-making process**



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Signed by Carol McKenzie-Rex  
Relationship Manager, Ōtara-Papatoetoe Local Board

Date: 30 August 2017

**Approval to use the urgent decision-making process**

**Ōtara-Papatoetoe Local Board Resolution**

**That Ōtara-Papatoetoe Local Board:**

**a) approves this Quick Response 2017/2018 Round One application:**

<b>Application No.</b>	<b>Organisation Name</b>	<b>Project</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
QR1813-102	Tana Moana	Towards the cost of paddles to be used during the waka ama competitions.	\$1,000	\$1,000



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Lotu Fuli  
Chairperson, Ōtara-Papatoetoe Local Board

Date: 30 August 2017



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Ross Robertson  
Deputy Chairperson, Ōtara-Papatoetoe Local Board

Date: 30 August 2017