



**Far North
District Council**



AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 13 February 2019

Time: 10.30am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

Mike Edmonds - Chairperson
Cr John Vujcich
Member Emma Davis
Member Shaun Reilly
Member Louis Toorenborg
Member Kelly van Gaalen
Member Alan Hessell

The Local Government Act 2002 states the role of a Community Board is to:-

- (a) Represent, and act as an advocate for, the interests of its community;
- (b) Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board;
- (c) Maintain an overview of services provided by the territorial authority within the community;
- (d) Prepare an annual submission to the territorial authority for expenditure within the community;
- (e) Communicate with community organisations and special interest groups within the community;
- (f) Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated storm water systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

Exclusions: From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitiaia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.

Set local priorities for minor capital works in accordance with existing strategies,

1. Recommend local service levels and asset development priorities for civic amenities as part of the Annual Plan and Long Term Plan processes.
2. Reallocate capital budgets within the Annual Plan of up to 5% for any specific civic amenity, provided that the overall activity budgetary targets are met.
3. Make grants from the allocated Community Funds in accordance with policy 3209, and the SPARC/Sport Northland Rural Travel fund in accordance with the criteria set by the respective body, and, for the Bay of Islands-Whangaroa Community Board, the power to allocate the Hundertwasser Donations Account.
4. Provide comment to council staff on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.
5. To hold, or participate in hearings, as the Council considers appropriate, in relation to submissions pertinent to their community made to plans and strategies including the Long Term Plan and Annual Plan, and if appropriate recommend decisions to the Council.
6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan, and make recommendations to the Council.

7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centers.
8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a. Control of Use of Public Spaces – Dispensations on signs
 - b. Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c. Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d. Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e. Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. 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 Maori.

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.

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Mike Edmonds	Chair	Kaikohe Mechanical and Historic Trust	Council Funding	Decide at the time
	Committee member	Kaikohe Rugby Football and Sports Club	Council Funding	Withdraw and abstain
Shaun Reilly	No form received			
Kelly van Gaalen	No form received			
Louis Toorenborg	No form received			
Emma Davies	Secretary	Pompallier Hokianga Trust	Council Funding	Decide at the time to withdraw and/or abstain
	Trustee	Raiatea Resource Centre	Council Funding	Decide at the time to withdraw and/or abstain
	Committee Member	Rawene Hall	Council Funding	Decide at the time to withdraw and/or abstain
	Committee Member	Kohukohu Hall	Council Funding	Decide at the time to withdraw and/or abstain
	Member of teaching staff	Broadwood Area School	Council Funding	Decide at the time to withdraw and/or abstain
John Vujcich	Board Member	Ngati Hine Health Trust	Matters pertaining to property or decisions that may impact of their health services	Declare interest and abstain
	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary	Declare interest and abstain

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
			projects	abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
	Member	Kaikohe Business Association	Possible funding provider	Declare a Conflict of Interest

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 13 February 2019 at 10.30am

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1 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 Governance 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.

2 PUBLIC FORUM

3 DEPUTATIONS

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

4 SPEAKERS

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2325794

Author: Maryn Ashby, Meetings Administrator

Authoriser: Kate Barnes, Governance Support Team Leader

PURPOSE OF THE REPORT

The minutes are attached to allow the Kaikohe-Hokianga Community Board to confirm that the minutes are a true and correct record of the previous meeting.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirm the minutes of the Extraordinary meeting held 12 September and the meeting held 5 December 2018 be confirmed as a true and correct record.

1) BACKGROUND

Local Government Act 2002 Schedule 7 clause 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) DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Kaikohe-Hokianga Community Board Standing Orders Section 3.17.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

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) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. 2018-09-12 Kaikohe-Hokianga Community Board Minute - A2192513 [↓](#) 
2. 2018-12-05 Kaikohe-Hokianga Community Board Minutes - A2278984 [↓](#) 

**MINUTES OF EXTRAORDINARY KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 12 SEPTEMBER 2018 AT 9.00 AM**

PRESENT: Member Mike Edmonds, Cr John Vujcich, Member Emma Davis, Member Shaun Reilly, Member Louis Toorenborg, Member Kelly van Gaalen

IN ATTENDANCE:

STAFF PRESENT: Andrew McPhee - Manager District Planning (Acting), Kate Barnes - Team Leader Governance, Rachael Pull - Specialist Planner Urban Design, Maryn Ashby - Meetings Administrator

Member Davis arrived 9.08 am

1 SUSPENSION OF STANDING ORDERS

SUSPENSION OF STANDING ORDERS

RESOLUTION 2018/10

Moved: Member Shaun Reilly
Seconded: Member Louis Toorenborg

A motion was moved that the Kaikohe-Hokianga Community Board suspend standing orders to allow free discussion about the Lindvart Park Management Plan.

LOST

2 STRATEGIC PLANNING AND POLICY GROUP

2.1 LINDVART PARK RESERVE MANAGEMENT PLAN - DELIBERATIONS ISSUES AND RECOMMENDATIONS

COMMITTEE RESOLUTION 2018/11

Moved: Cr John Vujcich
Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board recommends that Council, pursuant to its powers under section 41 of the Reserves Act 1977, adopts the Draft Lindvart Park Reserve Management Plan 2018 subject to the following provisions.

- 1. The amendments recommended in the report referenced Deliberations Issues and Recommendations and**
- 2. That the plan chooses neither concept plan option a or option b**

CARRIED

3 MEETING CLOSE

The Meeting closed at 9.24 AM.

The minutes of this meeting were confirmed at the Kaikohe-Hokianga Community Board Meeting held on 3 October 2018.

.....
CHAIRPERSON

**MINUTES OF FAR NORTH DISTRICT COUNCIL
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 5 DECEMBER 2018 AT 10:34 AM**

PRESENT: Chairperson Mike Edmonds, Cr John Vujcich, Member Emma Davis, Member Shaun Reilly, Member Louis Toorenburg, Member Kelly van Gaalen, Member Alan Hessel

IN ATTENDANCE:

STAFF PRESENT: Aya Morris, Community Development Advisor, Maryn Ashby, Meetings Administrator

1 PUBLIC FORUM

Bruce Thorpe, spoke of his concerns of the amount of in-organic rubbish dumped in Kohukohu. The area is predominantly elderly/single households who don't have the means to get rid of it.

Wally Hicks, Kaiwaha Gateway Signs Progress - tabled three designs for Kohukohu signs. The three artists came together to create the design they would like to build.

Delvene Morrissey, Kohukohu Community Plan revision - the working group have been meeting to identify the objectives of the community.

Celia Henry, the Kohukohu Hall Committee has lost 4 months of markets because work on the Hall has not begun and remains closed. The Hall Committee would like to express their frustration with the amount of time it is taking for work to begin.

June Hicks, Broadwood Community Plan, Draft Community Plan tabled.

Spoke on behalf of the Broadwood community of their disappointment of the lack of communication from Council of when buildings were going to be demolished on Takahue Saddle Road. The community are still waiting for a toilet sign to be erected outside the new public toilets.

In place of the Community Notice Board the community would like to cover it with a Welcome to Broadwood sign.

Lynne Stewart, spoke in support of the installation of a Footpath in Kohukohu (outside the clinic to the rugby fields also cycle trails/tracks to the Ferry.) - In reference to Chairman's report.

At 11:32 a.m., Member Emma Davis left the meeting. At 11:37 a.m., Member Emma Davis returned to the meeting.

Angela Lush, spoke in support of a footpath being built in Kohukohu - currently no safe place to walk in the Community. Disappointed with the lack of communication about the Alcohol submissions.

Lynda Kaye, has found it difficult to access a hard copy of the LTP Plan - requested a copy be sent to the Kohukohu Library.

The meeting was adjourned 11.40 am. The meeting resumed at 11.49 a.m.

2 APOLOGIES AND CONFLICTS OF INTEREST

Nil

3 DEPUTATIONS

Nil

4 SPEAKERS

Member Kelly van Gaalen, representative from Pioneer Village Kaikohe, spoke to Agenda item 7.4 refers.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 2018/59

Moved: Cr John Vujcich

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 7 November 2018 be confirmed as a true and correct record.

CARRIED

6 STRATEGIC PLANNING AND POLICY GROUP

6.1 DISABILITY ACTION GROUP ANNUAL REPORT 2017-2018

RESOLUTION 2018/1

Moved: Member Kelly van Gaalen

Seconded: Chairperson Mike Edmonds

That the Kaikohe-Hokianga Community Board receives the Disability Action Group Annual Report 2017-2018.

CARRIED

7 CORPORATE SERVICES GROUP

7.1 CHAIRPERSON AND MEMBERS REPORT

RECOMMENDATION

Moved: Cr John Vujcich

Seconded: Member Shaun Reilly

That the Kaikohe-Hokianga Community Board notes the reports from the Chairperson and Member Reilly.

AMENDMENT

Moved: Chairperson Mike Edmonds

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board notes the reports from the Chairperson and Member Reilly.

AND

That the board adopt the following strategic statements to be communicated to the FNDC:

Footpaths

Footpaths are an important means of getting about safely. The board expects that the council funds an ongoing program of footpath construction and replacement commensurate with the population of the Kaikohe-Hokianga ward, and that rating for footpaths is absolutely fair. Furthermore, it is essential that this program is undertaken on time.

The board's footpath priority has been communicated to council. However, the following footpaths are extremely important to the board for immediate fulfilment on safety grounds.

Station Road from the cycle trail exit to Recreation Road

Recreation Road from Station Rd to Mangakahia Rd (south side)

Kohukohu (Health Club to sports club). The first part of this is important to the board.

(The first three should be designed as shared cycle/foot paths)

Signal Station (dangerous parts)

The board is also aware of the requirement for a safe walking strategy in Rawene from the bottom of town, along the water front past the Boatshed restaurant, to the toilets. This is in the Rawene Community Plan. The board asks that some initial work be undertaken in forming such a strategy.

Our community has identified that the pedestrian crossing between the footpaths on opposites sides of the roads outside the Opononi Area School is also important. The board supports this.

Dust Nuisance

The board asks that the sealing of roads near marae is made a priority use of the road sealing budget.

Economic Development

The board will look at ways of supporting the following contributions to the economic development of Kaikohe and Hokianga:

The cycle trail

Motor caravan tourism

Pioneer Village Kaikohe

Lindvart Park

Ngawha Springs hot pools

Kaikohe Innovation Park

Kohewhata Marae

Kaikohe saleyards

Motuti museum and Pompellier remains

Arai te uru lookout

In particular, the Pioneer Village Kaikohe is an important part of the Kaikohe experience. This should be developed in conjunction with the cycleway and motor caravan business. The board supports the museum and asks that the annual grant be increased to achieve the same as its initial purchasing power (the board estimates \$50,000) and be indexed to inflation from 2019/20.

Fair and affordable rates

The board understands the concerns of the community that their rates continue to increase while very little improvements are seen to be made. For example, no new footpaths have been laid in the west for some time.

The board asks that the council actually achieve its construction objectives so that residents can make the connection between their rates and work done, including affordability of rates in high deprivation areas

The board supports a full rating review at the earliest opportunity.

Furthermore, the board asks that a long term objective of the FNDC be that it finds ways to reduce rates in real terms without lowering the level of service.

District Facilities

The Far North District Council is a landlord to elderly people in pensioner housing. While the council chooses to be in this business, or chooses not to exit, the board agrees with the community expectation that the units are to be maintained in a warm, dry, safe and secure condition and asks that as much future funding be brought forward to bring all pensioner housing up to this level in the 2019/20 year"

7.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY FUND ACCOUNT AS AT 31 OCTOBER 2018**RESOLUTION 2018/61**

Moved: Cr John Vujcich

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Fund Account as at 31 October 2018.

CARRIED

7.3 FUNDING PROJECT REPORT**RESOLUTION 2018/62**

Moved: Cr John Vujcich

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board note the project report from Kaikohe Rugby Football & Sports Club.

CARRIED

Chairperson Mike Edmonds declared a conflict of interest in relation to item 7.3, and removed himself from the discussion.

Deputy Chairperson Emma Davis took the chair, Chairperson Mike Edmonds returned to the Chair after the motion was carried.

7.4 FUNDING APPLICATION - PIONEER VILLAGE KAIKOHE**RESOLUTION 2018/63**

Moved: Member Alan Hessel
Seconded: Member Louis Toorenborg

That the Kaikohe-Hokianga Community Board in considering the provisions of the Community Grant Policy authorise the sum of \$2,500 (plus GST if applicable) to be paid from the Board's Community Fund account to Pioneer Village Kaikohe to assist with the cost involved in a family friendly Christmas Event to support the following Community Outcomes:

- i. Proud vibrant communities**
- ii. Liveable communities that are healthy, safe, connected and sustainable**

CARRIED

Chairperson Mike Edmonds declared a conflict of interest in relation to item 7.4, and abstained from voting.

Member Kelly van Gaalen declared a conflict of interest in relation to item 7.4, and abstained from voting.

Deputy Chairperson Emma Davis remained in the chair, Chairperson Mike Edmonds returned to the Chair after the motion was carried.

7.5 FUNDING APPLICATION - KAIKOHE & COMMUNITY YOUTH CENTRE TRUST

RESOLUTION 2018/64

Moved: Cr John Vujcich
Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board resolves to consider the funding application from Kaikohe Community & Youth Centre Trust without representation from the trust because representation has been made previously on a number of occasions and is satisfied that the Board understands the project.

AND

That the Kaikohe-Hokianga Community Board in considering the provisions of the Community Grant Policy authorise the sum of \$5,750 (plus GST if applicable) to be paid from the Board's Placemaking account to Kaikohe Community & Youth Centre Trust to fund architecture design services by Ākau relating to the Kaikohe Basketball Court to support the following Community Outcomes:

- i. Proud vibrant communities**
- ii. Liveable communities that are healthy, safe, connected and sustainable**

Note: a written update of the project was tabled.

CARRIED

7.6 FUNDING APPLICATION - SMILEY CAMPAIGN

RESOLUTION 2018/65

Moved: Member Emma Davis
Seconded: Member Shaun Reilly

That the Kaikohe-Hokianga Community Board declines to consider the application from Rawiri Love until the applicant can speak to the application.

CARRIED

7.7 KAIKOHE-HOKIANGA COMMUNITY BOARD CALENDAR OF MEETINGS FOR 2019**RESOLUTION 2018/66**

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board:

a) adopt the following meeting dates for 2019 at venues to be determined by the Board:

i) 13 February 2019

ii) 6 March 2019

iii) 3 April 2019

iv) 1 May 2019

v) 5 June 2019

vi) 3 July 2019

vii) 7 August 2019

viii) 4 September 2019

ix) 2 October 2019

b) Delegate the authority to amend the schedule of Community Board meetings for 2019 to the Chair, Mike Edmonds.

CARRIED

ADDITIONAL INFORMATION**RESOLUTION 2018/67**

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

That the Board notes the additional information tabled at the meeting:

1. June Hick - Draft Broadwood Community Plan

2. Wally Hick - Kohukohu sign designs

CARRIED

8 MEETING CLOSE

The Meeting closed at 1.14 pm.

The minutes of this meeting were confirmed at the Kaikohe-Hokianga Community Board Meeting held on.

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CHAIRPERSON

6 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

6.1 KAIKOHE-HOKIANGA NEW FOOTPATHS PROGRAMME 2018/2019

File Number: A2333978

Author: Jaco Cronje, Project Manager - Footpaths & Cycleways

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

PURPOSE OF THE REPORT

To seek approval for the 2018/2019 year footpath programme for the Kaikohe-Hokianga Ward.

EXECUTIVE SUMMARY

- There is \$150,000 allocated in the Long Term Plan for new footpaths in the Kaikohe-Hokianga ward.
- NZTA have elected to fund new footpath projects from the 2018/2019 financial year at the current Funding Assistance Rate of 66% (i.e. FNDC have to contribute a 34% local share).
- NZTA will fund the highest ranked footpaths in order of priority, though other footpaths may be put forward on a business case basis.
- FNDC have therefore prepared a 2018/2019 footpath programme that maximise NZTA funding subsidy. This programme aligns with that previously agreed by the Community Board.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board agrees the revised 2018/2019 footpath programme as follows:

Marino Place, northbound to library, Kaikohe

Council Car Park, Memorial Avenue, Kaikohe

Recreation Road, Kaikohe

Horeke Road to Saint Catherines Church, Okaihau

Thorpe Road to Recreation Road, Kaikohe

1. BACKGROUND

NZTA Footpath Funding

Prior to this financial year, new footpath construction did not attract funding subsidy from NZTA. However, this has now changed and NZTA have advised that they will now fund the construction of new footpaths under the Low Cost – Low Risk programme. This allows for a streamlined funding approval for projects valued at less than \$1M, which would include the footpaths routinely constructed by FNDC. It also means that new footpaths funding through this mechanism would attract NZTA funding subsidy at 66% of total project cost.

NZTA's requirement is that the application for subsidy for new footpaths is not excessive compared to the remainder of the roading programme, and that prioritisation is aligned to the Government Policy Statement on Land Transport. This has four strategic priorities:

- Safety – a safe system, free of death and serious injury;
- Access – a system that provides increased access to economic and social opportunities, enables transport choice and access, and is resilient;
- Environment – a system that reduces greenhouse gas emissions, as well as adverse effects on the local environment and public health;

- Value for money – a system that delivers the right infrastructure and services to the right level at the best cost.

Potential new footpaths in the Kaikohe – Hokianga ward have been identified through a blend of resident, FNDC Staff and community board requests. The schedule of new footpaths produced has been prioritised against the above criteria.

This methodology has been accepted by NZTA who have also agreed that they will provide funding subsidy for the highest ranking projects on a Ward rather than a District basis.

The highest ranking projects in each Ward will therefore attract subsidy from NZTA.

Community Board Project List

The Community Board have previously notified staff of their highest priority new footpath projects:

- Recreation Road, Kaikohe- Thorpe Road to Recreation Road, Kaikohe
- Horeke Road to Saint Catherines Church, Okaihau

All these projects are included within the 2018/2019 footpaths programme assessed using the NZTA prioritisation methodology described above.

Relationship to the Walking and Cycling Strategy

The Walking and Cycling Strategy is currently under development and is not available to inform this paper. However, the approach detailed in this report will be superseded by the outcomes of the Walking and Cycling Strategy.

2. DISCUSSION AND OPTIONS

The proposed 2018/2019 footpath programme aligns with the previously stated wishes of the Community Board. No alternative options have been outlined.

Recommendations

It is recommended that the Community Board approve the 2018/2019 footpath programme as follows:

- Marino Place, northbound to library, Kaikohe
- Council Car Park, Memorial Avenue, Kaikohe
- Recreation Road, Kaikohe
- Horeke Road to Saint Catherines Church, Okaihau
- Thorpe Road to Recreation Road, Kaikohe

Reason for the recommendation

The adoption of this recommendation will maximise the size of the 2018/2019 new footpath programme as each individual footpath project will attract 66% funding subsidy from NZTA.

3. FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There is \$150,000 per Ward available for footpath construction included in the Long Term Plan this financial year.

NZTA have provisionally approved a \$450,000 funded new footpath programme across the District.

ATTACHMENTS

1. **Kaikohe-Hokianga Community Board- New Footpaths Programme - A2333949** [↓](#) 

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 report has a low degree of significance as the outcome will comply with current policy regardless of whether or not subsidy is obtained.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The following Policy is relevant: - Footpaths Policy #5004 The recommendations align with this 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.	As a project involving FNDC headquarters, this project has district wide significance.
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 is no impact on Māori aside from the benefits of adopting the recommendation to maximise benefits.
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.	Customers: Interest in how money is spent, and how much subsidy is gained. Interest in local work to them; FNDC Staff: Direction on what to build this year.
State the financial implications and where budgetary provisions have been made to support this decision.	This has been covered under: 3. Financial implications and budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

Kaikohe-Hokianga Community Board- New Footpaths Programme

Footpaths Programme 18/19 - Recommended from Community Board

Footpath Rank	Type	Details	Estimated Cost	NZTA Contribution	Local Share
Picked	Shared Use	Recreation Road, Kaikohe	\$ 68,000	\$ -	\$ 68,000
Picked	Footpath	Thorpe Road to Recreation Road, Kaikohe	\$ 63,000	\$ -	\$ 63,000
Picked	Footpath	Horeke Road to Saint Catherines Church, Okaihau	\$ 131,000	\$ -	\$ 131,000
Total			\$ 262,000	\$ -	\$ 262,000

Notes:

- 1 The amount of work completed will depend on actual works pricing - a maximum of \$150,000 would be completed.
- 2 The last project would only be part completed to provide a total of \$150,000, with the remainder completed in the following financial year.

Footpath Program 18/19 - Recommended through prioritization
Works Completed in this order are eligible for NZTA Subsidy

Footpath Rank	Type	Details	Estimated Cost	NZTA Contribution	Local Share
1	Shared Use	Marino Place, northbound to library, Kaikohe	\$ 6,800	\$ 4,488	\$ 2,312
2	Footpath	Council Car Park, Memorial Ave	\$ 3,100	\$ 2,046	\$ 1,054
3	Footpath	Taumataiwi Street to SH12 via Bowling Green, Opononi	Footpath postponed due to NZTA Developments along State Highway 12		
4	Shared Use	Recreation Road, Kaikohe	\$ 68,000	\$ 44,880	\$ 23,120
5	Footpath	Horeke Road to Saint Catherines Church, Okaihau	\$ 131,000	\$ 47,586	\$ 83,414
6	Footpath	Thorpe Road to Recreation Road, Kaikohe	\$ 63,000		\$ 63,000
Total			\$ 271,900	\$ 99,000	\$ 172,900

Notes:

- 1 The amount of work completed will depend on actual works pricing - a maximum of \$249,000 (subject to NZTA approval) would be fundable.

7 CORPORATE SERVICES GROUP

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A2338143

Author: Maryn Ashby, Meetings Administrator

Authoriser: Kate Barnes, Governance Support Team Leader

PURPOSE OF THE REPORT

The reason for the recommendation is to note the reports from the Chairperson and Members. The reports provide feedback to the community on matters of interest or concern to the Community Board and how the Community Board has communicated with community organisations and special interest groups within the community.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board notes the reports from the Chairperson, Member Reilly and Member Toorenburg.

1) BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a community board is to represent, and act as an advocate for the interests of its community.

2) DISCUSSION AND OPTIONS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The 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 reports from the Chairperson and Members are attached.

Reason for the recommendation

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision as a result of this report.

ATTACHMENTS

1. KHCB 2019-02-13 Chairperson's Report - A2344194 [↓](#) 
2. KHCB 2019-02-13 Member Reilly's Report - A2330224 [↓](#) 
3. KHCB 2019-02-13 Member Toorenburg's Report - A2337228 [↓](#) 

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	Not applicable
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable
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 is a Community Board report.
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.	Not applicable
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.	Yes
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

ITEM

MEETING: KAIKOHE-HOKIANGA COMMUNITY BOARD
13 FEBRUARY 2019

ITEM: CHAIR'S REPORT

AUTHOR: CHAIR MIKE EDMONDS

DATE OF REPORT: 21 JANUARY 2019

DOCUMENT NUMBER:

Recommendations Contained in Chair's Report

That the board recommends to the FNDC that the Kaikohe Memorial Hall be classified as a facility of district significance such that it complies with existing policies for funding from the general rate.

That the board requests that the CE provide advice about the relinquishing of Lindvart Park delegations.

The board amends the strategic statement made at the December 2018 meeting to add the following words to the Economic Development section:

The board asks that any investment in Kaikohe be undertaken according to a plan to make Kaikohe a more attractive and liveable place and that the FNDC undertake a more encompassing urban planning and design process alongside other imminent consultation for Kaikohe.

Funding of the Kaikohe Memorial Hall

The Memorial Hall (Mem) is currently funded from ward rates as are most halls in the district. However, it has more in common with the halls that are funded from the general rate – like the Te Hiku hall.

Here are some reasons that it, too, should be funded from general rates.

1. It is a building of district significance. While local use is definitely made of it, it does not fit into the same box as a local hall. Councillors would not relinquish the hall if the local community did not wish to pay for it if asked – as suggested by the mayor.
2. It is part of the council complex - like Te Hiku. The only difference is the the roof is not joined.
3. FNDC staff treat it as part of the council complex. They do not pay for the hireage ("it is not worth the paperwork") and council use takes priority over community use. The community is subsidising the district.
4. Outsiders are given priority over community use.
5. Local hall fee setting is delegated to the community board and again to the hall committee. The staff of the FNDC consider that the Mem charges are council fees and must be set by council, despite a council resolution delegating this to the board. Four councillors agreed enough with this to vote to

override the board's November resolution to set the fees and to reduce them for other government entities. Supporting other government entities is not the job of an economically deprived ward .

6. District financial overheads are charged to the hall making the cost of this hall six times that of other halls.

It is my recommendation that **“the board recommends to the FNDC that the Kaikohe Memorial Hall be classified as a facility of district significance such that it complies with existing policies for funding from the general rate.”**

Board Delegations – Lindvart Park

Community boards in the Far North have certain delegations regarding reserves. In the Kaikohe-Hokianga ward this includes Lindvart Park. In the other wards, where management bodies are responsible, sporting grounds are excluded.

Now that Kaikohe and Districts Sportville has signed a management agreement with the council, it no longer seems appropriate that Lindvart Park responsibilities are delegated to the board.

I recommend that the board request, from the FNDC CE, advice in this regard.

It is my recommendation **“that the board requests that the CE provide advice about the relinquishing of Lindvart Park delegations.”**

Strategic Statement

The Kaikohe-Hokianga Community Board is currently working on its strategic plan. The board's former plan expired – by the board's own limitation on its life.

This plan will not be adopted in time to be considered as part of the FNDC's annual plan process.

To clarify a strategic statement adopted by the board in December, I recommend the following amendment to the board's statement on Economic Development.

That the following amendment to the board's strategic statement on Economic Development be adopted and communicated to the FNDC.

“The board amends the strategic statement made at the December 2018 meeting to add the following words to the Economic Development section:

The board asks that any investment in Kaikohe be undertaken according to a plan to make Kaikohe a more attractive and liveable place and that the FNDC undertake a more encompassing urban planning and design process alongside other imminent consultation for Kaikohe”

Report prepared for Kaikohe-Hokianga Community Board Meeting 13th February 2019

There is a widespread and deep resentment to the article in the NZ Herald Of 20th December "Desolation of Kaikohe". This was biased, badly researched, almost libellous and most certainly substandard reporting. A contrary point of view has been submitted to the NZ Herald by myself (copy enclosed). Although the Herald will not print it (being mildly critical of its reporter) the Northern Age printed it uncensored. At least one other person also submitted in similar vein to the Herald also. Power of the Press or censorship?

I am concerned as to what appears to be prolonged neglect of the metal roading network in the Hokianga. In many instances metal surfaces are completely devoid of any gravel, Duddy's Road and Koutu Loop Road are good examples of this. Can there be some assurance that this situation can be rectified this summer?

The proposal to do something worthy of the site on the old Kaikohe Landfill is appearing to be deliberately obstructed. This is not to be tolerated and it is "unfinished business" left over from the Lindvaart Park Management Plan process. It is an issue that needs enlightened, serious consideration, and quickly.

In like manner, the concept of a Festival on the airfield is encountering stumbling blocks. While personalities may be a factor, it is not good enough to allow this type of impediment to hold up or prevent activities such as this, as it is this type of active promotion that the Town needs for it to thrive and prosper on.

The Christmas Parade staged at the Pioneer Village was spoiled by untimely showers, but it has opened up the possibility of this being an appropriate venue for future Christmas Parades being staged at the Village with obvious logistic and administrative advantages. This leads on to the possibility of creating a small Soundshell stage that could serve the public interest both in the Village and the recreation ground through the fence. This space has been a popular venue for other occasions in the past, accommodating very large numbers of spectators and participants.

My attention has been drawn to the growing practice of using Hillcrest Road as a drag strip despite a police presence (residents). Possibly this a good enough reason for the installation of a speed camera sometime.

If, as I am led to believe, our sewage disposal system is facing an expensive desludging or is struggling to cope with the demands placed on it, then it is time to prohibit any drop offs from outside of the town precincts. The availability of this essential resource facility is there for the benefit of our community when it has to provide the infrastructural needs of burgeoning urban growth when this occurs in the not too distant future. It is respectfully suggested that straight after the first sod is turned on the new civic centre the long awaited commercial and industrial development will begin. Kaikohe, alone as an urban centre has the capacity to absorb at least another 1500 increase in population without big major expenses in its vital infrastructure.

Lime scooters are creating problems further south, how long before it is a problem here? The by law which is supposed to prevent riding bikes, scooters and skateboards on footpaths is being flouted more than it is observed. Being abused by young offenders when the by-law is pointed out to them, is simply not good enough. Should this by law be quietly rescinded, or what can be done to enforce it?

A recent article on the threat to Kaikohe water resources is timely and it is suggested that an up to date survey should be taken to accurately assess the true situation as it exists today in order to properly prepare for the anticipated increase in population once the Industrial/Commercial Park development commences. This will follow hard on the heels of the new Centre once the first sod has been turned. This then begs the question, has anybody seen a final blueprint of what actually is going to be built on the main street site? This would, one would have thought, benefited from the collective wisdom of a community "brains trust" think tank workshop, even now if it is not too late.

It is good to see a small growth in the number of people who are recipients of the Meals on Wheels service. This is a great Community service where those who participate are provided with a hot mid-day meal prepared by the Kaikohe Aged Care and delivered by volunteers. It is a delightful community service and a genuine pleasure to be involved in.

S Reilly
14.1.19

Louis Toorenburg – Members Report – Kaikohe – Hokianga Community Board – February 2019

2019 – another year, my 6th as part of the Kaikohe – Hokianga Community Board, hopefully a fruitful and successful year for our board, there have been many achievements over my previous 5 years, which includes a new I-Site for the Hokianga, many happy community groups that have been able to provide for their communities through the Community Grant Scheme, and hopefully progress on our footpaths, wastewater, water, rubbish and roading issues.

Water I have been part of a group that pursued funding for various groups to make improvements to water supplies in our area, Rawene, Omanaia, Waima, Whirinaki and Pakanae were all successful in getting funding to make improvements to their water supplies from the Ministry of Health with Opononi missing out. Work is about to begin on improvement to the Rawene/Omanaia Scheme, which will see Omanaia finally getting treated water after so many years. Changes were also made to the way Rawene rates were collected, and reductions were made to depreciation charged because of government subsidies.

2019 will also be big year for the Opononi Water supply, in August as part of FNDC's water resource consent, is required to leave a minimum of 14 litres per second flow in the Waiotemarama Stream up from 10lps, this for stream health and downstream users. This could cause disruptions to the water supply especially over dry summer months. Resource Consents to make design changes to the weir at Waiotemarama will be needed to allow increased flow in stream.

Council was able to find water to supplement the loss from the Waiotemarama Stream, via a bore at Smoothery Road, flow after tests appears adequate and of good quality and maybe be able to provide much of the need of Opononi and Omapere. Tests were done on some of the springs nearby to see if there was any reduced flow that may affect users that draw water from these springs. FNDC will need to apply for Resource Consent to use water found. There may be some community resistance to taking yet more water from the Waiotemarama Catchment, however there may be less reliance on the stream itself thereby making improvements. Some concerns expressed that testing was done during a particularly wet year.

Water tanks especially for new builds also need serious consideration as a way to help alleviate serious water shortages over the dry summer months.

Recommendations

- That regular reports and updates on community water supplies in our ward be provided to the Community Board.
- That the Board be advised of resource consent applications with regard to water issues.
- That the issue of water tanks be considered as a tool for water shortage management, and that FNDC look at ways of supporting those who wish to install extra storage on their properties.

Wastewater - 2019 also a big year for the wastewater scheme in Opononi and Omapere, it is required to get a new consent in August 2019. There is considerable community opposition for the status quo, with concerns of high e-coli readings and abatement notices in place since 2016. This has seen Council try and make improvements largely through desludging, first attempt making very little improvement, so a much more concerted effort is being made. Hopefully this will be successful. There are also concerns with the removal of largest wetland cell from the purifying process, it is hoped this will be reinstated, and also concerns about the state of the rest of the wetlands. There are also concerns about the outlet pipe into the Hokianga Harbour, much of it broken off due to bad weather.

There are wider concerns about the state of the Hokianga Harbour, large areas of shellfish beds are dying off, beaches becoming unsafe to swim at and concerns about all the amount of waste entering our harbour. Waste that comes from not only the 3 Hokianga communities of Rawene, Kohukohu and Opononi but also from Lake Omapere and Kaikohe, and also from the extra septic waste from much of the district, being added through Kaikohe and Rawene.

There is a ground swell that Opononi waste water scheme should become part of the solution and not be part of the problem. The community is asking for a hydrological survey being done of the harbour and Council to seek funding from central government to make improvements to the scheme, especially seeing that many of the users are visitors or tourists to the area.

Recommendations

- That a report be prepared for the KHCB on the issues affecting the Opononi – Omapere Waste water plant. Including issues related to:- Abatement Notices, broken outlet pipe, wetland cells, resource consents.
- That a wider study be done on the state of the Hokianga Harbour, which includes:
 - 1 - a hydrological survey of the harbour
 - 2 – study of all sources of contamination of the harbour, including Opononi, Rawene, Kohukohu and Kaikohe wastewater schemes, including the affect of septic tank wastes. Also the effect of run off from farmland and Lake Omapere.
 - 3 – a report be done on the state of the shellfish beds and seafood in the Hokianga Harbour.
- That funding options be investigated, and request made to central government for funding to upgrade the Opononi – Omapere Wastewater Treatment plant, to help cope with the influx of tourists and visitors to that community.

Footpaths - 2019 will hopefully see footpaths network extended in our ward, five years ago I commended Council on its efforts to spread the footpath network in each ward by providing \$150,000 each year or \$750,000 to date to the Community Boards for its allocation. Sadly our ward has seen very little of the work it recommended being done. People of the small Hokianga

communities seeing its aspirations being dashed year after year, let's hope that this year this will change.

Let us also see footpaths and street lighting go ahead in Taumatawiwi Street in Opononi, proceeds from the sale of surplus lands in that are being used to do the job.

For a number of years I have requested to see the repairs and maintenance schedule for footpaths in our ward, hopefully these we will get soon.

Recommendations

- **That a report be done to KHCB on the work done on footpath extensions in our ward, and that work previously recommended by the board be done this year, to the value of funds previously allocated ie \$150,000pa or \$750,000 to date.**
- **That footpaths and street lighting in Taumatawiwi Street in Opononi be done, and that income from the sale of sections in that area be used to pay for that.**
- **That community board members be kept informed on footpath maintenance and repairs that are scheduled in their areas.**

Roading - 2019 will hopefully bring more improvements to our roading network in our ward, I have noticed considerable improvements on some of the roads in my area, more frequent and better grading work, more metal put on our roads, new culverts put in.

Recommendations

- **That FNDC continue to make improvements to roads in our ward, and that the Board is advised on what work is planned in each area on a regular basis.**

Rubbish – Many of the RFSs I have put in last year relate to rubbish, from crashed and abandoned cars, to illegal roadside dumps and discarded litter from vehicles. Much of what is being dumped is recyclable. Many of the comments on social media, say we are a poor area and people cannot afford the extravagant charges being made, several hundreds of dollars per trailer load. One person even suggesting hiring a skip, which takes much more rubbish, they come and drop of the bin and pick it up and it is cheaper than taking a trailer full. Another case somebody took a trailer through couldn't afford to pay the charges and dropped the rubbish of somewhere on the way home. There have had a number of suggestions for inorganic collections.

2019 let's see a review of our rubbish problem, a problem that is likely to increase because of recycling changes with regard to plastics.

Recommendations

- **Investigate possibility of having inorganic rubbish collections in various parts of our ward.**
- **A look at charges for dumping waste at transfer stations around district, investigate reports of overcharging .**

7.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY FUND ACCOUNT AS AT 31 DECEMBER 2018

File Number: A2329786

Author: Jolene Graham, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Fund Account as at 31 December 2018.

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 2018	\$115,902.00
<ul style="list-style-type: none"> Plus refund of unused portion of grant from Rawene Area Ratepayers Association 	\$1,500.00
<ul style="list-style-type: none"> Less funds granted and uplifted to 31 December 2018 	\$17,790.75
<ul style="list-style-type: none"> Less funds not yet uplifted approved at meeting 05 April 2017 for Kaikohe Business Association for 18/19 funds 	\$1,000.00
<ul style="list-style-type: none"> Less funds not yet uplifted at meeting 07 April 2018 for Hokianga Memorial RSA Hall 	\$2,000.00
<ul style="list-style-type: none"> Less funds not yet uplifted at meeting 05 December 2018 for Pioneer Village Kaikohe and Kaikohe Basketball Court 	\$8,250.00
Community Fund Account balance as at 31 December 2018	\$88,361.25

DISCUSSION AND NEXT STEPS

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 2018 is \$88,361.25.

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.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of funds from the Kaikohe-Hokianga Community Fund account to the Kaikohe-Hokianga Community Board. The statement of the Community Fund account as at 31 December 2018 is attached.

ATTACHMENTS

1. **2019-02-13 KHCB Statement of Community Fund Account as at 31 December 2018 - Document Number - A2329759** [↓](#) 

Far North District Council**Kaikohe - Hokianga Community Board****Statement of the Community Fund Account as at 31 December 2018**

Allocation Grants & Donations Annual Budget 2018/19	82,569.00	
Community Board Placemaking Fund	33,333.00	
Refund of unused portion of grant from Rawene Area Ratepayers Association	1,500.00	
		<u>117,402.00</u>
Less Expenditure 2018/19 (Funds Uplifted)		
Jul 18		
Maranga Ake Expressive Arts Group for running workshops	2,500.00	
Aug 18		
Hokianga Community Education Trust for The Hokianga Book Festival 2018	2,500.00	
Sep 18		
Kaikohe Community Arts Council for costs in hosting the silk purse event	831.75	
Hokianga Country Music Club Inc. for Ferry Transport for Music Festival	1,500.00	
Te Roopu Rangatahi o Motuti to assist with a Family Fun Day at Motuti Marae	1,500.00	
Oct 18		
Hokianga Tourism Assoc. Inc. to assist with creating a new user-friendly website	1,725.00	
Hokianga Health to assist with the cost of hosting an evening event during Mental Awareness Week	565.00	
Waima School for costs re hosting Te Ahurea Kapa Haka o Te Tonga o Hokianga	1,774.00	
Nov 18		
Epilepsy NZ to purchase a field service vehicle	1,000.00	
Kaikohe Rugby Football and Sports Club for a resource consent application	1,245.00	
Dec 18		
Rawene Primary School for the Hokianga Christmas in the Park 2018	2,650.00	
		<u>17,790.75</u>
Balance as at 31 December 2018		\$99,611.25
Less Commitments 2018/19 (Funds not yet up lifted)		
Approved at Meeting 05.04.17 for 18/19 funds		
Kaikohe Business Association \$1,000 per annum towards running costs for the Kaikohe Community Patrol Vehicle for three years - Final year 18/19	1,000.00	
Meeting 07.04.18		
Hokianga Memorial RSA Hall for costs involved in commemorating the 100th Anniversary of signing the Armistice Treaty	2,000.00	
Meeting 05.12.18		
Pioneer Village Kaikohe for family friendly Christmas Event	2,500.00	
Kaikohe Basketball Court for architecture design services re basketball court	5,750.00	
		<u>11,250.00</u>
Balance 31 December 2018 Uncommitted/(Overcommitted)		\$88,361.25
Prior Year Commitments (Funds not yet uplifted)		
2017/18		
Meeting 28.06.17		
Unexpended balance for 2016/17 year to be put towards a junior bicycle park as approved by Samantha Edmonds General Manager Corporate Services	14,376.54	
Less costs for investigation to price reinstatement and ongoing maintenance of the under veranda lighting system in Kaikohe - Maximum of \$1,280.00 - Meeting 07.04.18	(1,280.00)	
Balance Commitments 2017/18		\$13,096.54
2014/15		
Meeting 16.06.15		
Unexpended balance for 2014/15 year to be accumulated to spend on projects identified in the Kaikohe-Hokianga Community Board Strategic Plan	20,666.75	
Less: payment March 2017 Kaikohe and Districts Historical and Mechanical Trust towards fencing at Pioneer Village	(7,000.00)	
Less: Commitment to pay Kaikohe A P and H Society to assist with the cost involved in the drainage of the main arena - Meeting 06.06.18 \$4045.50	(4,045.50)	
Less: Kaikohe Business Assoc. for running costs for Community Patrol Vehicle Balance of \$1,000	(261.65)	
Less: Hokianga Harbour Care Inc. for propagating plants to use in riparian planting in the Hokianga Harbour - Meeting 03.10.18	(5,000.00)	
Balance Commitments 2014/15		\$4,359.60
Balance Prior Year Commitments		\$17,456.14

7.3 KAIKOHE-HOKIANGA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 DECEMBER 2018

File Number: A2328368

Author: Jolene Graham, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

The purpose of the report is to provide the Kaikohe-Hokianga Community Board with financial statements for the period ended 31 December 2018.

EXECUTIVE SUMMARY

The financial report is ward-specific, covering the activities in the Kaikohe-Hokianga ward only.

Understanding the report

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

The financial year runs from 01 July 2018 to 30 June 2019.

The “Year to date” columns reflect income and expenses for the period 01 July 2018 to 31 December 2018.

The variances column highlights the difference between the budget set in the 2018/19 Long Term Plan (year 1) and actual income and expenses as at 31 December 2018.

The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2018 to 30 June 2019.

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.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Financial Performance Activities by Ward for the period ending 31 December 2018.

BACKGROUND

This is the second financial report for 2018-2019 detailing the financial performance of community activities to be provided to the Kaikohe-Hokianga Community Board.

DISCUSSION AND NEXT STEPS

There are no significant variances which require comment.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

- 1. 2019-02-13 KHCB Statement of Financial Performance Activities by Ward for the period ending 31 December 2018 - Document Number - A2327959**  

Statement of Financial Performance
Community Activities by Ward
for the period ending
31-December-2018
Kaikohe - Hokianga

	Year to date		Year to date		Full year			Full year
	Actual	Annual Plan Budget	Variance		Annual Plan Budget	Carry Forward Budgets	Total Annual Budget	Forecast
Operations								
Operational income								
Rates - general (excl water supply rates)	1,192	1,210	(18)	-1%	2,419	0	2,419	2,419
Rates - penalties	9	27	(18)	-67%	55	0	55	55
Fees & charges (inc water supply rates)	24	30	(6)	-19%	64	0	64	64
Other income	2	1	1	132%	1	0	1	1
Capital income								
Total operating income	1,226	1,267	(41)	-3%	2,540	0	2,540	2,540
Expenditure								
Amenity Lighting	14	19	5	26%	38	0	38	38
Carparks	38	34	(4)	-11%	68	0	68	68
Cemeteries	24	33	8	26%	66	0	66	66
Community Centres	54	44	(10)	-22%	86	0	86	86
Footpaths	81	94	13	14%	188	0	188	188
Halls	195	222	27	12%	427	0	427	427
Museums	41	44	3	8%	48	0	48	48
Parks & Reserves	345	414	69	17%	821	0	821	792
Public Toilets	111	177	66	37%	354	0	354	354
Swimming Pools	46	46	(0)	-1%	131	0	131	160
Town Maintenance	152	157	5	3%	314	0	314	314
Total operating expenditure	1,100	1,284	184	14%	2,540	0	2,540	2,540
Net operating surplus/(deficit)	126	(16)	143		(0)	0	(0)	(0)

Commentary - Kaikohe - Hokianga

There are no significant variances which require comment

7.4 LEASE COUNCIL BUILDING 11 PARNELL STREET, RAWENE**File Number: A2322983****Author: Rob Koops, Property Services****Authoriser: Glenn Rainham, General Manager - Corporate Services (Acting)****PURPOSE OF THE REPORT**

To obtain a recommendation on the most appropriate use of the premises located at 11 Parnell Street in Rawene.

EXECUTIVE SUMMARY

- The property at 11 Parnell Street, Rawene is classified a Local Purpose (Public Building) Reserve.
- A nine year lease to Rawene and Districts Community Development Inc has expired.
- The Community Board is asked to recommend on the future use of the premises.

RECOMMENDATION

- a) That Council invite expressions of interest from local groups and organizations with a full proposal for the use of the premises located at 11 Parnell Street, Rawene in accordance section 61(2A) of the Reserves Act 1977; and
- b) That, based on the expressions of interest received the Kaikohe-Hokianga Community Board will make a recommendation to Council in regards to the preferred future use, contribution to fit-out and new tenant for the premises.

1) BACKGROUND

Rawene and Districts Community Development Inc (RAD) lease 180 square metres (more or less) of the building known as the Rawene Service Centre, 11 Parnell Street, Rawene.

The property is classified a Local Purpose (Public Building) Reserve. In accordance with section 61(2A) of the Reserves Act 1977, Council as the administering body, may lease all or any part of the reserve to any person, body, voluntary organisation, or society (whether incorporated or not) for any of the following purposes: community building, playcentre, kindergarten, plunket room, or other like purposes.

The lease to RAD commenced on 1 January 2010 with an initial term of three years and two rights of renewal by the tenant of three years each. The first right to renew was exercised by RAD in 2013. The second request from RAD to renew the lease came with three conditions:

- 1) Council should waive payment for rent, rates, insurance and fire safety inspections;
- 2) Council should bring the building up to a suitable standard;
- 3) Council should refit the building including alterations to the interior layout to make it more suitable for community purposes (refer Attachment 1).

A report on the matter was tabled at the Kaikohe Hokianga Community Board meeting of 28 June 2015 (refer Attachment 2). The matter was left to lie on the table and the lease was not formally renewed. To date improvements to the exterior of the building (item 2 above) have been made but the matter of (1) rent and (3) internal fit-out remain unresolved. Part of the 2015 staff recommendation to the Community Board was that the full cost of the internal fit-out [as requested by RAD] should be determined and the decision whether Council should pay all or part of it, should be made as part of the renewal funding budget 2019/20.

Despite the lease not being formally renewed, RAD has remained in occupancy and has continued to pay the rent and a proportion of outgoings agreed to on the renewal in 2013. Assuming the lease had been renewed in 2015, the final 3 year term would have expired on 31 December 2018.

Council now has the option to review the most appropriate use for the premises and invite expressions of interest from suitable organisations that may wish to take on the lease. Alternatively the Community Board can recommend the premises should be offered for lease to RAD. The Community Board is then also asked to recommend on the rent expectation and the level of fit-out contribution Council should make towards a refit of the building in accordance with plans supplied by RAD.

2) DISCUSSION AND OPTIONS

A right of renewal means that a tenant can exercise the right to continue to lease the premises for a further term (or terms) on the same conditions the lease was entered into. A landlord cannot terminate the lease during the term (or terms) or change the conditions of the lease other than by mutual agreement. On final termination of the lease (once all rights of renewal have been exercised or a tenant declines the right to renew), a landlord is free to offer a lease to anyone it deems appropriate.

In order to be transparent and even-handed Council charges market rent on its buildings (other than sportsgrounds, halls, etc.) regardless of the type of organisation leasing it. Under the Local Community Grant Scheme, Community Boards have the ability to provide grants towards rent to certain groups or charitable organisations as they deem appropriate and regardless who these organisations lease from.

The Community Board is asked to recommend on the most appropriate use of the premises and the most appropriate way to spend ratepayer money regardless of the current use or tenancy of the building. If (partial) renovation or a contribution to the fit-out of the building for a particular tenant is deemed to be given consideration then this option should arguably also be offered to other groups and organisations and expressions of interest may need to be sought.

Option 1 (recommended):

That Council invite expressions of interest from local groups and organisations (including RAD) to provide a detailed proposal for the use of the premises in accordance with section 61(2A) of the Reserves Act 1977. Then, based on the expressions of interest received, the Community Board will make a recommendation to Council in regards preferred future use, contribution to fit-out and new tenant for the premises.

Option 2:

That Council offers a new lease to RAD on standard commercial terms and conditions and at market rent, still allowing RAD to sub-let part of the premises to other groups and organisations AND that Council approves that [\$ __, __ __] of available renewal funding is put towards the internal fit-out proposed by RAD.

Option 3:

That Council offers a new lease to RAD at nominal (peppercorn) rent, still allowing RAD to sub-let part of the premises to other groups and organisations AND recommend that Council approves that [\$ __, __ __] of available renewal funding is put towards the internal fit-out proposed by RAD.

Reason for the recommendation

A decision on future use and tenancy of the building, the cost to Council for fit-out and an expectation on rental income of the premises based on expressions of interest received ensures a transparent process is followed whereby all community groups and organisations are given the opportunity to put their case forward.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Advertising in local newspapers for expressions of interest will cost approximately \$1,500.00+GST.

The Market rental for the premises has been assessed at \$6,405.00+GST per annum.

There is currently \$84,344 in year 19/20 for internal fit-out for the service centre building. This would need to be prorated across the FNDC Service Centre and the area occupied by RAD. Based on floor area the funding split would be approximately:

FNDC Service Centre = \$21,924

RAD tenancy = \$62,420

It needs to be noted that the fit-out is for renewal of like for like, not additions (ie old kitchen out, new kitchen in, etc.). It would allow the layout to be changed as long as the square meterage of walls remains the same. Internal fit out does not cover services.

ATTACHMENTS

1. KHCB Report + Resolution 230516 - A2328837 [↓](#) 

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	Low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	S61(2A) of the Reserves Act 1977 LTP 2018-28: Communities that are healthy, safe, connected and sustainable.
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.	The view of the relevant Community Board is sought through this report.
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.	Nothing specific to Maori that is not also relevant to the wider Rawene community.
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.	The future use of the premises potentially affects all members of the Rawene community.
State the financial implications and where budgetary provisions have been made to support this decision.	Advertising for expressions of interest cost \$1500+GST. Market rental assessed at \$6,405 +GST per annum. Renewal funding available \$ 62,420
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

Item: 5.1

MEETING: KAIKOHE-HOKIANGA COMMUNITY BOARD
28 JUNE 2016

Name of item: RAD BUILDING - REPAIRS AND MAINTENANCE

Authors: Mike Colebrook - Manager Facilities Operations
Rob Koops - Property Services

Date of report: 23 May 2016

Document number: A1724322

Executive Summary

The purpose of the report is to seek a recommendation from the Kaikohe-Hokianga Community Board in response to the Rawene and Districts Community Development Inc list of three (3) conditions on the Renewal of the lease of the Rawene Service Centre for a further three (3) years. The listed conditions from RAD are:

- for Council to waive payment for rent, rates, insurance and fire safety inspections;
- for Council to bring the building up to a suitable standard;
- and for Council to refit the building including alterations to the interior layout.

Recommendation

THAT the Kaikohe-Hokianga Community Board decline the request from Rawene and Districts Community Development Inc (RAD) for Council to waive payment for rent, rates, insurance and fire safety inspections;

AND THAT the lease of part of the Rawene Service Centre with RAD is renewed for a further three (3) years as per the terms of the original 2010 Deed of Lease, the 2013 Variation to the payment of Outgoings, and the rent increased by the compounded Consumer Price Index percentage for the previous term;

AND THAT the Repair and Maintenance issues identified to bring the building to an acceptable standard, that are not covered under the Second Schedule - Outgoings in the Lease Agreement, are prioritised, with those deemed to be required are spread over the 2016/17 and 2017/18 Financial Year;

AND THAT Council will revisit the request for a revised internal fit-out against other community requirements as part of the 2019/20 Annual Plan review.

1) Background

Rawene and Districts Community Development Inc (RAD) lease 180 (one hundred and eighty) square metres (more or less) of the building known as the Rawene Service Centre, 11 Parnell Street, Rawene. The lease commenced on 1 January 2010 with an initial term of three years and two Rights of Renewal by the tenant of three years each, with the first right to renew exercised in 2013.

On the basis that RAD could sub-let all or part of the leased premises and collect and keep the income of such sub-letting, the annual rent for the premises was agreed at \$3,900.00 plus GST for the initial term. It was further agreed that on each lease renewal, the rent would automatically increase by the combined Consumer Price Index for the previous term.

The tenant is liable for Outgoings as per the Second Schedule - Outgoings (*refer Attachment 1*).

On 01 January 2013 the lease was renewed and the annual rent increased to \$4,163.04 plus GST. At the same time, it was agreed that some of the fixed Outgoings (Insurance, Fire Alarm inspections and Rates) would be added to the monthly rent payments, with incidentals invoiced as they fall due. As a result, payments by RAD for Rent and Outgoings increased to \$5,890.64 plus GST per annum. No further invoices for incidental Outgoings have been issued during the second term of the lease.

On 18 November 2015, RAD wrote to the Kaikohe-Hokianga Community Board indicating they wish to renew the lease subject to three conditions:

- a) Council waiving payment for rent, rates, insurance and fire safety inspections;
- b) Council bringing the building up to a suitable standard (i.e. the building is uninsulated, damp, musty, hot in summer, cold in winter, the strong room not ventilated, the hot water system and kitchen are inadequate);
- c) Council refit the building including alterations to the interior layout to make it more suitable for community purposes.

2) Discussion and options

- a) The renewal clause of the lease is clear on both the terms and the rent for the renewed term:

"The renewed lease will be on the same terms as this lease"

"The annual rent payable from the beginning of each Renewal Term will be increased by the combined annual Consumer Price Index increase for the previous term.

To agree to a waiver of rent, rates, insurance and fire safety inspections, could set a precedent for other community organisations to demand the same. For instance, the Kaitia People Centre leases space from Council in the former museum building on South Road, Kaitia at a commercial rate of \$85 plus GST per square metre. They provide similar community services and also sub-let office/meeting room space to groups and organizations.

- b) District Facilities Technical Officers have recently had the facility assessed by a local builder and he has identified a number of issues in regards to building maintenance.

These issues range from urgent to non-urgent and will need to be prioritised to fit within available budgets for this facility over the coming years.

Current estimates for Repairs and Maintenance and Renewals, as indicated by the builder are:

Repairs and Maintenance	=	\$ 6,679.00
Renewals	=	\$13,040.00

For the Financial Year 2016/17, the available budget for Repairs and Maintenance on all Kaikohe-Hokianga Community buildings is estimated to be \$10,000.00 (ten thousand dollars) and yet to be confirmed by adoption of the 2016/17 Annual Plan.

Repairs and Maintenance could be prioritised over a two (2) year period and funded from current operational budgets. A change to Renewal funding timing would need to follow the 2017/18 Annual Plan process.

c) It is highly unusual for a landlord to refit the interior of leased premises to suit the tenant without being compensated financially for such a refit by way of increased rent. The "current" and "proposed" floor plans provided by RAD for the refit are detailed in *Attachment 2*. The internal changes are substantial and likely to be costly.

In the Long Term Plan, there is provision for \$300,000.00 (three hundred thousand dollars) Renewal funding for this facility in the Financial Year 2019/2020.

The decision to pay for all or part of this refit could be considered as part of the renewal funding in the 2019/20 Financial Year.

It should be noted that on 31 December 2018 the nine (9) year lease with RAD expires and Council is free to lease the premises to other parties or determine a different or more appropriate use for the building (e.g. increased car parking for the adjoining hall, incorporating a stage for performances over summer has been mooted).

3) Financial implications and budgetary provision

a) To waive the payment for rent would mean a decrease in income to Council over the third lease term of \$12,770.19 plus GST (based on a rent increase of 2.2% CPI or \$91.59 p/a).

To waive the payment for rates, insurance and fire safety inspections would mean a cost to Council over the third lease term of approximately \$6,122.34 (based on current rates, insurance and fire safety inspection costs).

b) Repair and Maintenance work totalling \$19,719.00 plus GST could be prioritised and spread over the 2016/17 and 2017/18 Financial Years, provided Annual Plan budgets are set and approved.

c) The full cost of the proposed internal refit of the building has not yet been determined. The decision for Council to pay all or part of it, should be made as part of the \$300,000.00 (three hundred thousand dollars) Renewal funding budget 2019/20.

4) Reason for the recommendation

a) The Renewal clause of the 2010 Deed of Lease is clear on both the terms and the rent for the renewed term.

To agree to a waiver of rent, rates, insurance and fire safety inspections could set a precedent for other community organizations to demand the same.

The Long Term Plan 2015-25 (page 341, priority 3) states: "Ensure that Council secures best value from property holdings and office accommodation by: Continuing to ensure an economic return on properties available for lease or rental by commercial or other users."

b) Spreading the Repair and Maintenance work over two years would enable funding from operational budgets.

c) The full cost of the proposed internal refit of the building should be determined and the decision for Council to pay all or part of it, should be made as part of the \$300,000.00 (three hundred thousand dollars) Renewal funding budget 2019/20.

Manager: Jacqui Robson - General Manager Infrastructure and Asset Management Group

Attachment 1: Lease Schedule of Outgoings - Document number A1728697

Attachment 2: Current and Proposed Floor Plans - Document number A1728699

Compliance schedule:

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

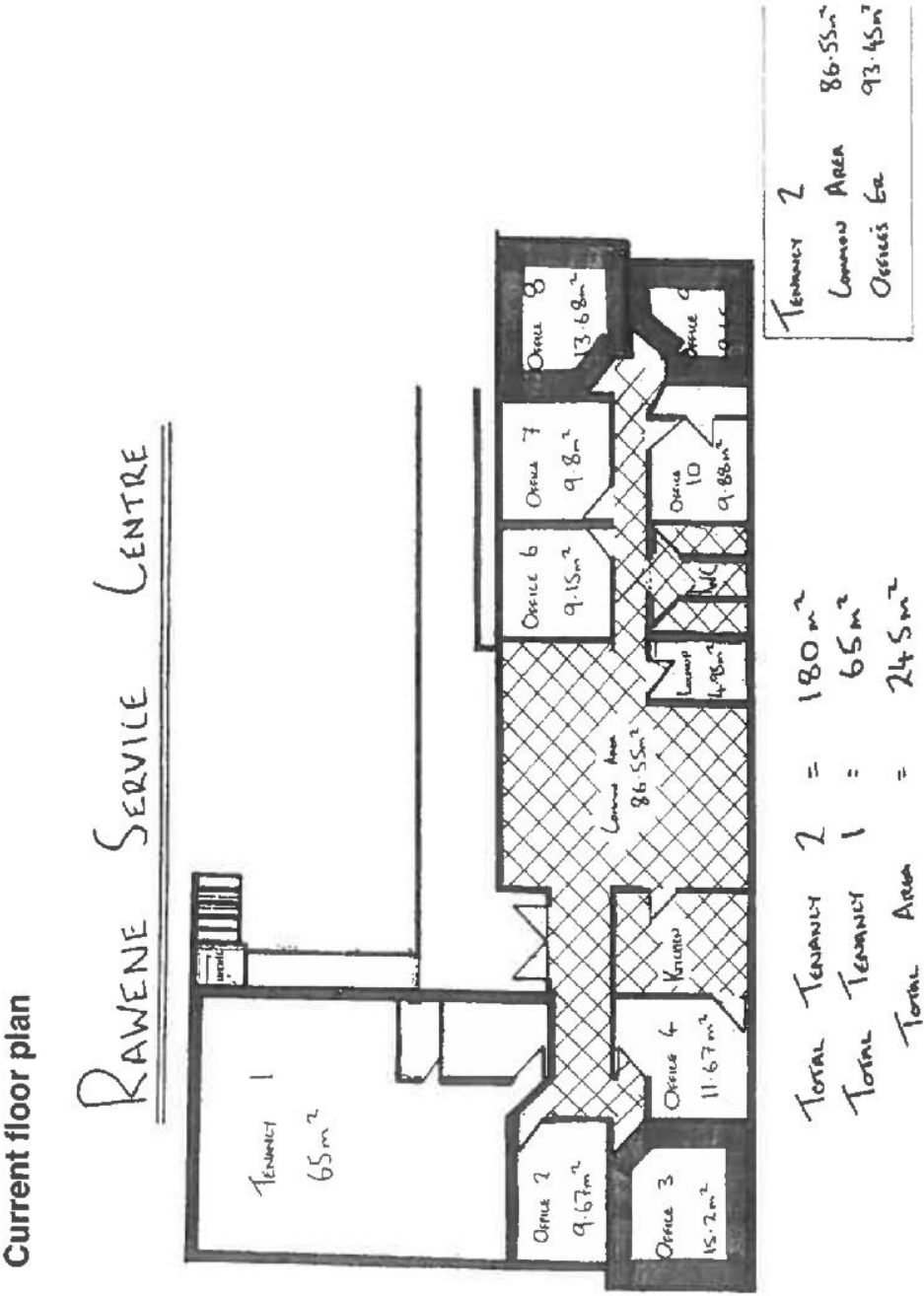
1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified 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.

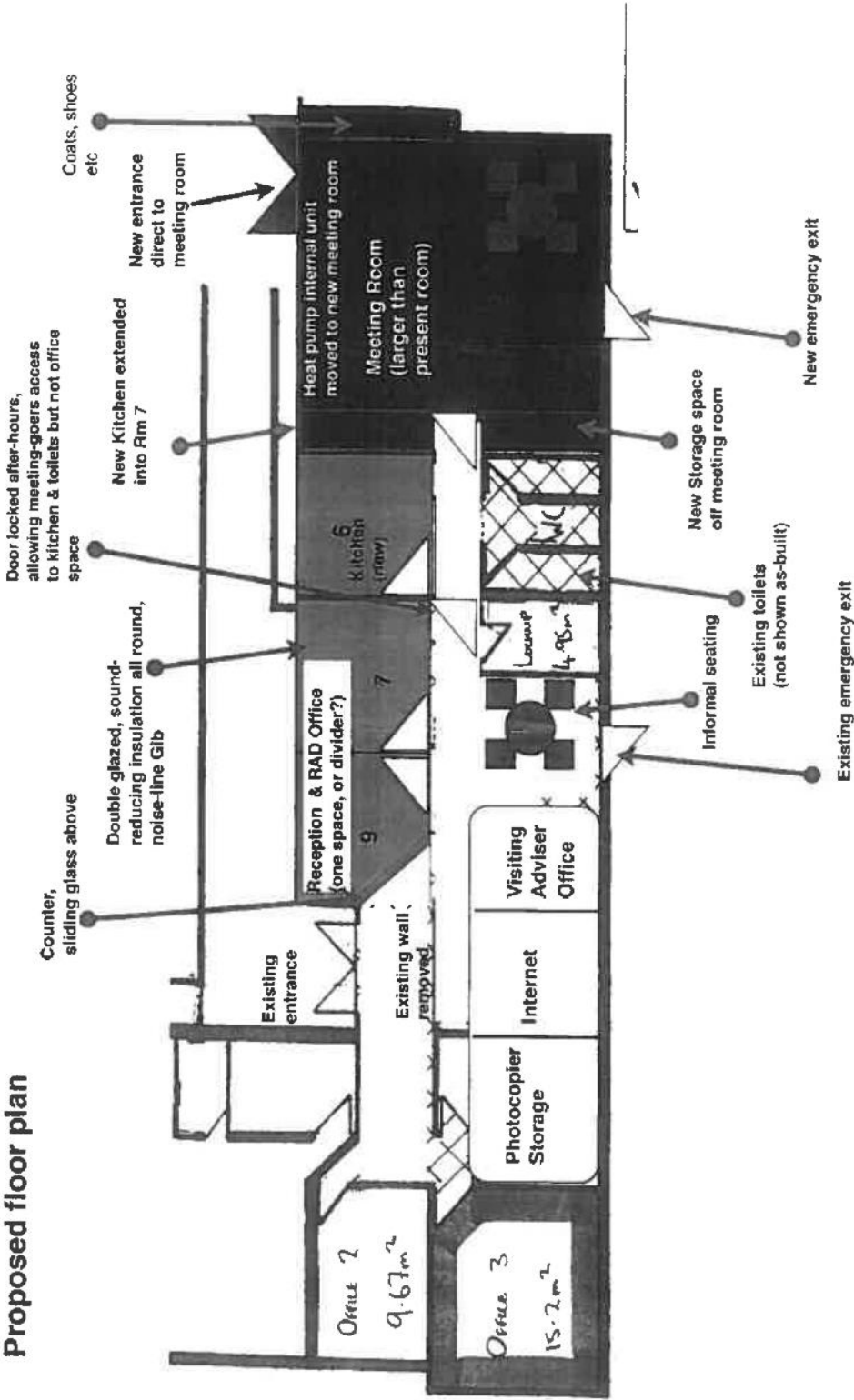
Relationship with existing policies and Community outcomes.	Policy # 5003 – Community Facilities / Community Halls
Possible implications for the relationship of Māori and their culture and traditions with their ancestral land, water, site, waahi tapu, valued flora and fauna, and other taonga.	Nil
Views or preferences of persons likely to be affected by, or to have an interest in the matter, including persons with disabilities, children and older persons.	This report is seeking the Board's view
Does the issue, proposal, decision or other matter have a high degree of significance or engagement as determined under the Council's Policy #2124?	No
If the matter has a Community rather than a District wide relevance has the Community Board's views been sought?	Community Relevance
Financial Implications and Budgetary Provision. Management Information Manager review.	The outcome of the recommendation may impact on income, operating expenses and capital funding and these have been identified in the report. The Management Information Manager has reviewed this report.

SECOND SCHEDULE
Outgoings

1. All rates, charges, levies, assessments, duties, impositions and fees from time to time payable by the Lessor to any Authority relating to the Building irrespective of its ownership.
2. All charges for and costs relating to the supply of electricity, telephones, gas, water, sewage, drainage, rubbish collection and other utilities and services supplied to the Building.
3. All premiums, valuation fees and other sums payable by the Lessor for all insurance policies on the Building.
4. All costs incurred in complying with the requirements contained in any Compliance Schedule relating to Systems and Features provided in the Building and in obtaining an annual Warrant of Fitness for the Building.
5. All costs of maintaining and servicing fire detection and fire fighting equipment.
6. All costs of painting, repairing and maintaining the roof and exterior of the Building.
7. All costs of repairing and maintaining any gardens, yards, driveways, parking areas and other sealed areas adjoining the Building.
8. All costs of providing consumable supplies for toilets and other common facilities.

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CONFIRMED

Kaikohe-Hokianga Community Board Meeting
28 June 2016

3.0 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 3.0, document number A1730670, pages 1-10 refers.

Reason for the resolution

To confirm the minutes of the previous Kaikohe-Hokianga Community Board as a true and correct record of the previous meeting.

Resolved

Stephens/Clarke

THAT the minutes of the Kaikohe-Hokianga Community Board meeting held on 17 May 2016 be confirmed as a true and correct record.

Carried

Member Schollum recorded his vote against the motion.

The Chairperson requested that Member Schollum leave the meeting for a period of ten minutes.

The meeting adjourned at 10:29 am and Member Schollum departed the meeting.

The meeting reconvened at 11:00 am.

4.0 SPEAKERS

Representative from Kaikohe Business Association spoke to the funding application, agenda item 7.4 refers.

Attendance: Member Schollum rejoined the meeting at 11:12 am.

5.0 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP**5.1. RAD Building Repairs and Maintenance**

Agenda item 5.1, document number A1724322, pages 11-17 refers.

Reason for the resolution

Following a discussion during the public forum at the commencement of the 28 June 2016 meeting, Board members felt that further discussions needed to take place with the Rawene Districts Community Development Inc and staff.

Resolved

Stephens/Clarke

THAT the report entitled "RAD Building Repairs and Maintenance" dated 23 May be left to lie on the table to enable the Kaikohe-Hokianga Community Board to undertake an advocacy role;

AND THAT a report be provided back to the Board providing further information to a future Board meeting.

Vote by Division

For

Stephens

Clarke

Evans

Toorenburg

Carried

Against

Schollum

Beadle

7.5 FUNDING PROJECT REPORT

File Number: A2326561

Author: Maryn Ashby, Meetings Administrator

Authoriser: Kate Barnes, Governance Support Team Leader

PURPOSE OF THE REPORT

To receive the project report from funding applicants in accordance with the Community Grants Policy

EXECUTIVE SUMMARY

Recipients of grants from the Community Fund must complete and submit a project report within two months of completion of their project. A project report has been received from Te Kura o Waima, Hokianga Memorial RSA, Hokianga Bowling Club, Pioneer Village, Rawene Area Residents Association and Kaikohe Community Art Council.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the project reports from Te Kura o Waima, Hokianga Memorial RSA, Hokianga Bowling Club, Pioneer Village, Rawene Area Residents Association and Kaikohe Community Art Council.

1) BACKGROUND

The Community Grant Policy - Section 1, Clause 15 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) 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, they should be discussed at this part of the meeting













Reason for the recommendation

To receive the project report from funding applicants in accordance with the Community Grants Policy

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements

ATTACHMENTS

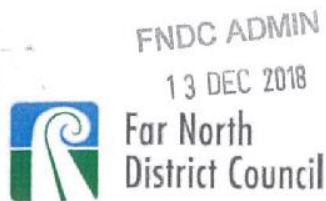
1. Project Report - Te Kura o Waima - A2317536  
2. Project Report - Hokianga Memorial RSA - A2317793  
3. Project Report - Hokianga Bowling Club - A2317715  
4. Project Report - Pioneer Village - A2325527  
5. Project Report - Rawene Area Residents Association - A2339656  
6. Project Report - Kaikohe Community Art Council - A2341634  

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	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Community Grant Policy applies to this matter and relevant sections are included in the content of the report.
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 is a community board report
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.	None
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.	The Community Board has delegated authority to allocate funding
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for Budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



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:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation:

Te Kura o Waima

Name & location of project:

Te Ahurea Kapa Haka o Te Tonga o Hokianga

Date of project/activity:

South Hokianga Schools Cultural Festival 9th Nov 2018

Which Community Board did you receive funding from?

☐

Te Hiku

☒

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$1774 + GST

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)
Kaikohe Hire	\$	✓
	\$	
	\$	
	\$	
Total:	\$	

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

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

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

This report was completed by:

Name: Merepaea Te Tai
Address: Waima School, State Highway 12, RD3 Kaikohu 0473
Phone: 094053901 mob: 0310448745
Email: mere.tetai@hdmail.com
Date: 07.12.2018

**Waima Kura
Project Report
Community Grant Fund – Local
2018**

Reference P062233

Te Ahurea Kapa Haka o Te Tonga o Hokianga. South Hokianga Festival 2018 hosted by Waima Kura.

Initiated by Te kura Takiwa o Opononi 2001.

Te Ahurea Kapa Haka o Te Tonga o Hokianga is a celebration of maori culture from our primary school age students in the South Hokianga schools. This is a kaupapa that contributes to building stronger communities.

Te Ahurea kapa Haka o Te Tonga o Hokianga promotes valuing and celebrating the culture of our people, that has been moulded by the past, and celebrates our future together with pride and happiness.

The cultural festival allows our Tauira, mokopuna and taonga to be who they are and to perform with pride.

This year ngā mokopuna o Te Mahurehure dedicate this day to all our kaumatua and kuia far and wide, Kei wīwī, kei wāwā.

Fundraising Stalls set up and pūtea \$\$\$ go towards outstanding costs.

- Koha to Maori Wardens Association. Traffic control.
- Tupu Campbell. Supply and set up sound system and monitor all day.
- Julie Naera. x 22 weaved kete @\$5. Kete x 3 native trees in each one. Gift to performing kura.

- Hangi kai. Meat, cabbages, potatoes, kumara etc. Hangi foil.
- Spot prizes and gift baskets.
- Kaikohe Hire. Marquee for whanau nad guest 12x24 marquee x 1
- (Blue/White) Holding tent for performing group on side of the stage. 6x6 marquee x 1.
- MC – Kakuere Bristow
- Tutors – Eddie Morunga. Wye Hauraki.

Promotional Tents

- Hauora Hokianga. Health Promoting Schools. Auahi Kore, Diabetes, Kai Ora, Wai Ora, Pani Arai Rā. Nga mihi Tina Quitta and Patricia Dargaville.
- Rawene Fire Brigade. Fire Safety. Moana Quitta.
- Ngapuhi Iwi Social Services. Whānau Ora, Youth Services, Social Workers In Schools. Nga mihi Louise Mitt, Robbie and Ruby Korewha.

Te Ahurea Kapa Haka o Te Tonga o Hokianga 2018 was a great success. A guestimation of 400 whānau attended. The vibes throughout the day was absolutely amazing. From our Maori Wardens on Traffic control and keeping everyone safe in the parking grounds and in line. The day started of nice and smoothly. Signs posted for parking areas and loud for everyone to follow. The Promotional Tent Display along with the kai tents down on the field was just picture perfect. Most of all the highlights was having our kaumatua and kuia. The looks on their faces was priceless. Waima staff and whanau pitched in to make this a success helping out in the kai tents, while the strong head of hangi boys kept it real making sure nothing was going to dampen their day. Kai throughout the day kept rolling. The stage set up was stunning. The performances were amazing and the groups dress stand was something. Everyone relaxed and happy.

And the weather was exceptional. Also it was mentioned that this was the first time that everyone stayed until the end and the passing on of the Mauri which Opononi accepted and will host next year.

How this kaupapa benefited the community is plain and clear. Whakawhanaungatanga, Manaakitanga, Aroha, Tiaki, Tika, Pono. School values that we continue to promote.

This kaupapa once again is a time for everyone in the community to come together and celebrate the year. And what better way to do it.

On behalf of the Waima Kura and Staff we would like to thank FNDC for the approved fund of \$1,774 t GST. Nga manaakitanga ki a koutou.

I hope I have answered this report form as best as I have. Thanking you once again

Meri Kirihimete me ngā mihi mo te Tau Hou.
From the staff of Waima Kura we wish you all a Merry Christmas and a safe and Happy New Year

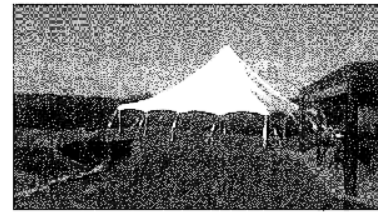
Nga manaakitanga
Merepaea Te Tai





Kaikohe Hire

P.O. 97 Okaihau Northland New Zealand
 GST Reg #
 125-892-566
 P: 0212772227
 kaikohe.hire@gmail.com

**Bill To**

Waima School
 admin@waima.school.nz

Tax Invoice INV0096

Date 09/11/2018
 Due 20/12/2018

DESCRIPTION	QTY	RATE	AMOUNT
12x24m Marquee (blue and white)	1	\$2,400.00	\$2,400.00
6x6 Marquee	1	\$400.00	\$400.00
Labour /Hour	3	\$30.00	\$90.00
Delivery Per km travelled	50	\$1.00	\$50.00
Collection Per km travelled	50	\$1.00	\$50.00

Payment Instructions

Bank transfer
 06-0350-0853572-00

Subtotal	\$2,990.00
GST (15%)	\$448.50
Total	\$3,438.50
Balance Due	\$3,438.50



Waima School Administration <admin@waima.school.nz>

New invoice INV0096 from Kaikohe Hire

Kaikohe Hire <haNX4spXTrq1GXC-n56Vng@getinvoicessimple.com>
Reply-To: kaikohe.hire@gmail.com
To: admin@waima.school.nz

Sun, Nov 11, 2018 at 6:52 PM

Kaikohe Hire

Invoice# INV0096

Invoice total \$3,438.50

Click below to download the PDF invoice.

[VIEW INVOICE](#)

Due: 20/12/2018

Hey here is the bill for the marquees, as discussed the only option to make it work on the day other than driving pegs through the court was to go bigger, in the future we will need to remembered a 12x24m is the absolute minimum that will fit and that the new marquee is the better option. Hope it all went well and everyone had a great time.
Thanks

Write Kaikohe Hire a review!

Trouble viewing invoice? Follow this link or Copy/paste the URL below into your browser.
<https://doc.getinvoicessimple.com/v42gF4j8/INV0096.pdf>

This message was sent by kaikohe.hire@gmail.com
Kaikohe Hire • P.O. 27 Owhiri, Northland, New Zealand • GST Reg # 1234567890

v4 Invoice Simple



TAX INVOICE

To:	Far North District Council Private Bag 752, Memorial Ave, KAIKOHE, 0440	From:	Waima School Board of Trustees RD3, State Highway 12 KAIKOHE, 0473
Date:	15/10/2018	Phone:	094053901
Invoice No:	1	GST No:	21-024-090
Item description		Amount (\$)	
Funding for Festival (Te Ahurea Kapa Haka o Te Tonga o Hokianga)		\$1774.00	
Purchase order number - PO62233		SUB TOTAL	\$1774.00
		GST (15%)	\$266.10
		TOTAL (INCL GST)	\$2040.10

Payment Advice:	Terms	Payment is due by the 20 th of every month.
	Cheque	Address Cheques to the Waima School Board of Trustees
	Cash	Payable at the school office Mon-Thurs, 8:30am – 12:00noon
	Direct Credit	Please use your name and invoice number as the reference. ASB Bank account number: 12-3097-0205558-01

RECEIPT 490 Date 29/10/18 6560168

Received from FNDC

the sum of two thousand and
fourty dollars and ten cents
Grant (Cultural Fest)

per Kire-Smith

Eftpos	\$:
Cheque	\$:
Cash	\$2040	: 10
Total	\$2040	: 10



**Far North
District Council**

**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:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

Kaikohe Service Centre

05 DEC 2018

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation: Hokianga Bowling Club Inc
Name & location of project: Hokianga Bowling Club
Date of project/activity: October 2018

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$3,000

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)
Gibson's Irrigation, Pumps & Machinery	\$3,000-00	✓ \$453174
	\$	
	\$	
	\$	
Total:	\$	

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

Installation of Computerised Irrigation System
including tank. - Installed October 2018
Total cost of Automated Irrigation System
\$16220-00. - Community Grant Fund of \$3000
greatfully appreciated

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

the irrigation system will definitely enhance the playing green, making it one of the best Bowling Greens in the Far North. Will encourage more people to get involved with the sport.

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

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

This report was completed by:

Name: C. PINIQUE
 Address: PO BOX 146, RAWENE, DK43
 Phone: 4057504 mob:
 Email: hokianga bowls@gmail.com
 Date: 06/11/2018

Gibson's Irrigation, Pumps & Machinery

40 Skippers Lane
 WAIPAPA 0295
 NORTHLAND
 Phone : 09 407 8530
 Fax : 09 407 7456
 Email : gimco@xtra.co.nz

Statement of Account

HOKIANGA BOWLING CLUB
 PO BOX 170
 RAWENE

Account # : 6428
 GST No : 94-909-184
 Date : 16/10/2018

Date	Description	Reference	Debit	Credit	Balance
	Balance Forward				12220.30
11/10/2018	Payment			3000.00	9220.30
11/10/2018	Payment			8731.50	488.80
11/10/2018	Payment			488.80	488.80
11/10/2018	Credit Note 245280	CREDIT		488.80	0.00

Society Cheque account

Account no 12-3097-0242025-00
 Opening date 1 Oct 18
 Statement no 300
 Page no 1 of 1



Hokianga Bowling Club Inc No 1
 A/C
 PO Box 170
 Rawene 0443

Transaction details					Debit/Withdrawal \$	Deposit \$	Balance \$
Date	Other Party	MTS	Particulars	Code	Reference		
01 Oct	Opening Balance						18,146.63
11 Oct					453173	119.95	18,026.68
12 Oct					453171	230.00	17,796.68
12 Oct					453176	361.40	17,435.28
15 Oct					453177	94.39	17,340.89
15 Oct	Monument PF Ltd				01N3D	141.61	17,199.28
15 Oct			Crombie LOCK314019		453179	138.44	17,060.84
15 Oct					453174	3,000.00	14,060.84
15 Oct					453175	8,731.50	5,329.34
18 Oct					453178	128.80	5,200.54
01 Nov	Closing Balance						5,200.54

ASB Bank Limited, PO Box 35, Shortland Street, Auckland 1140, New Zealand | Freephone 0800 803 804 | asb.co.nz | A member of the Commonwealth Bank of Australia Group

90620 20 81910 9291877





**Far North
District Council**

**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:

Governance Support

Far North District Council

Private Bag 752

KAIKOHE 0440

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation: HOKIANGA MEMORIAL RSA
 Name & location of project: ARMISTICE DAY 100th ANNIVERSARY CELEBRATIONS
 Date of project/activity: 11 NOVEMBER 2018 KOHUKOHU & OPONGA

Which Community Board did you receive funding from?

☐

Te Hiku

☒

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2875

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>Please see attached spreadsheet.</u>	\$	
	\$	
	\$	
	\$	
Total:	\$	

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

Approximately 300 people including the Hon Kelvin Davis & his wife Morra attended the celebrations which were centered around the Arch of Remembrance at Kohu Kohu.
Please see attached newsletter article.

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

We enabled the local communities from both the North & South Hokianga to participate in the national 100th Armistice Day celebrations. Following the event we received numerous accolades as to the success of this occasion.

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

A presentation certificate with memorial coin acknowledging the FNDC was presented to the FNDC representative on the day. The sponsors (FNDC) were also acknowledged as part of our Volunteers & Sponsors Day on Sunday 9th Dec, see attached.

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

N/A

This report was completed by:

Name: DAVID ADAMS HMP&A VICE PRESIDENT
 Address: 64 FAIRVIEW CRESC, OPONGI, 0473
 Phone: N/A mob: 021 377 720
 Email: daveadams555@gmail.com
 Date: 15/12/2018

THE ROUSE or Reveille *LCPL Amanda McKintey, Bugler*

ANNOUNCEMENTS *Master of Ceremonies, Capt. (ret'd) Bill Rawiri, BEM, NZIC*

PRESENTATION

MUSICAL ITEM Buona Notte Italian 28 Maori Bn Song *Kohukohu School*

Buona notte mio amore,
Buona notte mio cuore
Sogno tutti mie baci
Sogno solo di me

Buona notte mio amore
Chi vedremo domani
Per torna piu felice
Buona notte mio amore

CLOSING PRAYER

Prayer of Remembrance
O God of truth and justice,
we hold before you those men and women
who have died in active service:
in Gallipoli, in the BOER war, in WW1, WW2 and elsewhere since,
As we honour their courage and cherish their memory,
may we put our faith in your future;
for you are the source of life and hope,
now and forever. Amen

Led by the Venerable Peter Naera


CEREMONY CONCLUDES – parade marches off


Departing Waiata - Bless them All *All, Led by Kohukohu / Combined Schools*

Bless 'em All, Bless 'em All, the long and the short and the tall,
Bless all the sergeants and W. O. ones,
Bless all the corporals and their blinkin sons,
'Cos we're saying goodbye to them all,
as back to their billets they crawl
You'll get no promotion this side of the ocean,
so cheer up my lads, Bless 'em All

3 Cheers to the Veterans

All Hip Hip - Horay, Hip Hip - Horay, Hip Hip - Horay





RSA **Hokianga Memorial RSA**

100th

Remembrance Day

1918 – 2018

*On the 11th hour of the 11th day
of the 11th month we will remember them*



Kohukohu - Arch of Remembrance
Sunday 11th Hour, 11th Day, 11th Month 2018
Form Up 1045 hours Kohukohu Bowling Club
- 1050 hours Step off March to Arch



Armistice Day - Income & Expenditure**Expenses****Rent/Venue Hire**

11-Nov Opononi Hall - Hall hire		\$100.00
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Advertising/Promotion

4-Dec NZME - Advertising	\$600.00	
29-Nov Rawene News - Advertising	\$80.00	
4-Dec Moon Graphice - Programmes & Presentation Certificates	\$302.49	
4-Dec The Warehouse - Presentation Frames	\$82.00	
4-Dec Maypark Print - Printing	\$499.10	\$1,563.59

Administration

Phones, internet, coordination, attend meetings		
Legislate requirements, last 12 months planning		\$800.00

Equipment Purchase

1-Nov Clyde Samson - Portable Radio Purchase		\$151.85
--	--	----------

Consumables

14-Nov Cherry Blossom Florist - Wreaths & Poppies		\$172.00
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Refreshments

11-Nov Kohukohu Bowling Club - Catering	\$500.00	
15-Nov New World - Ham	\$20.00	
14-Nov New World - Food	\$291.93	\$811.93

Travel/Mileage

15-Nov Ritchies - Bus hire from Waimamaku	\$200.00	
11-Nov Ritchies - Mini van hire from Mitimiti	\$300.00	
11-Nov Ritchies - Drivers Koha \$160 each x 2	\$320.00	\$820.00

Volunteer Expenses Reimbursement

8-Nov Air Training Corps - Cenetoph Duty Reimbursement	\$150.00	
15-Nov Willie Hona - Entertainment RSA from Willie & Crete	\$350.00	
Minister Reimbursement	\$100.00	
11-Nov Katz Shots - Photographer	\$160.00	\$760.00

Volunteer Value

120 hours @ \$20 per hour		\$2,400.00
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Total Cost		\$7,579.37
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Less Council Grant \$2,500 plus GST		\$2,875.00
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Cost to RSA		\$4,704.37
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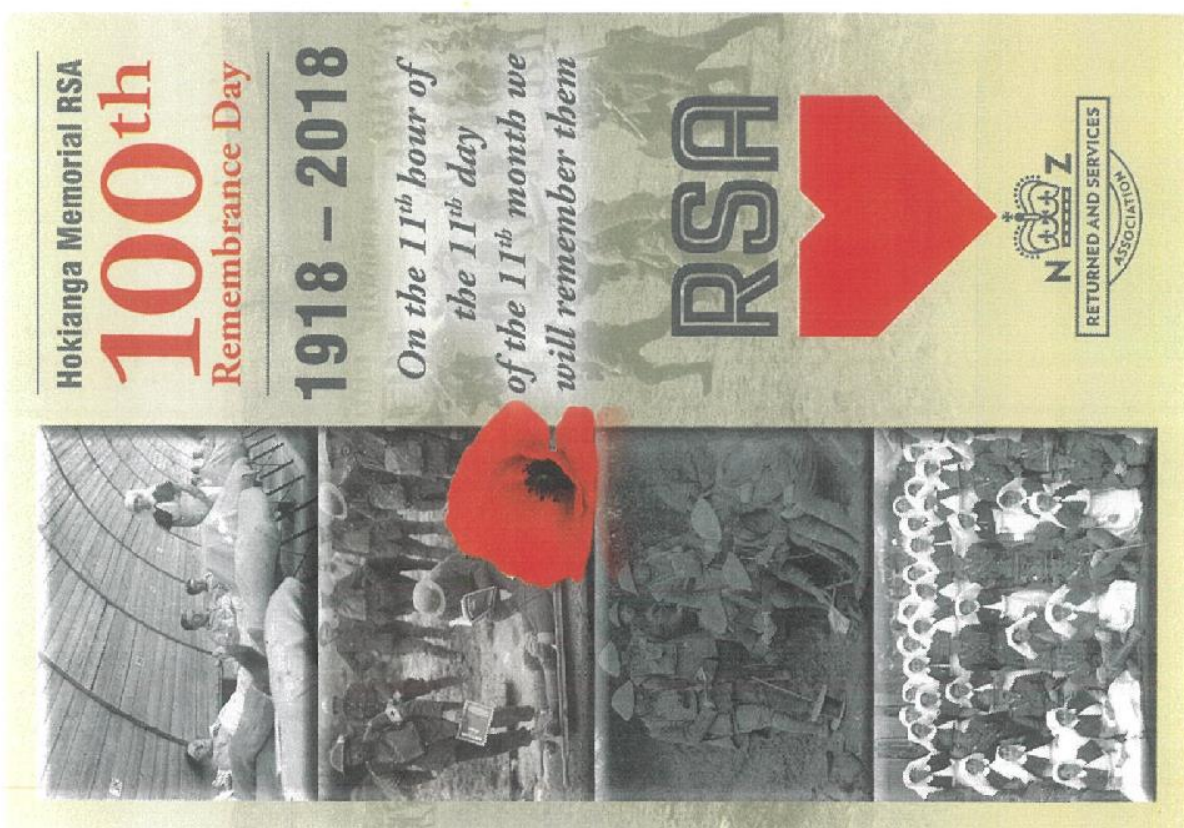
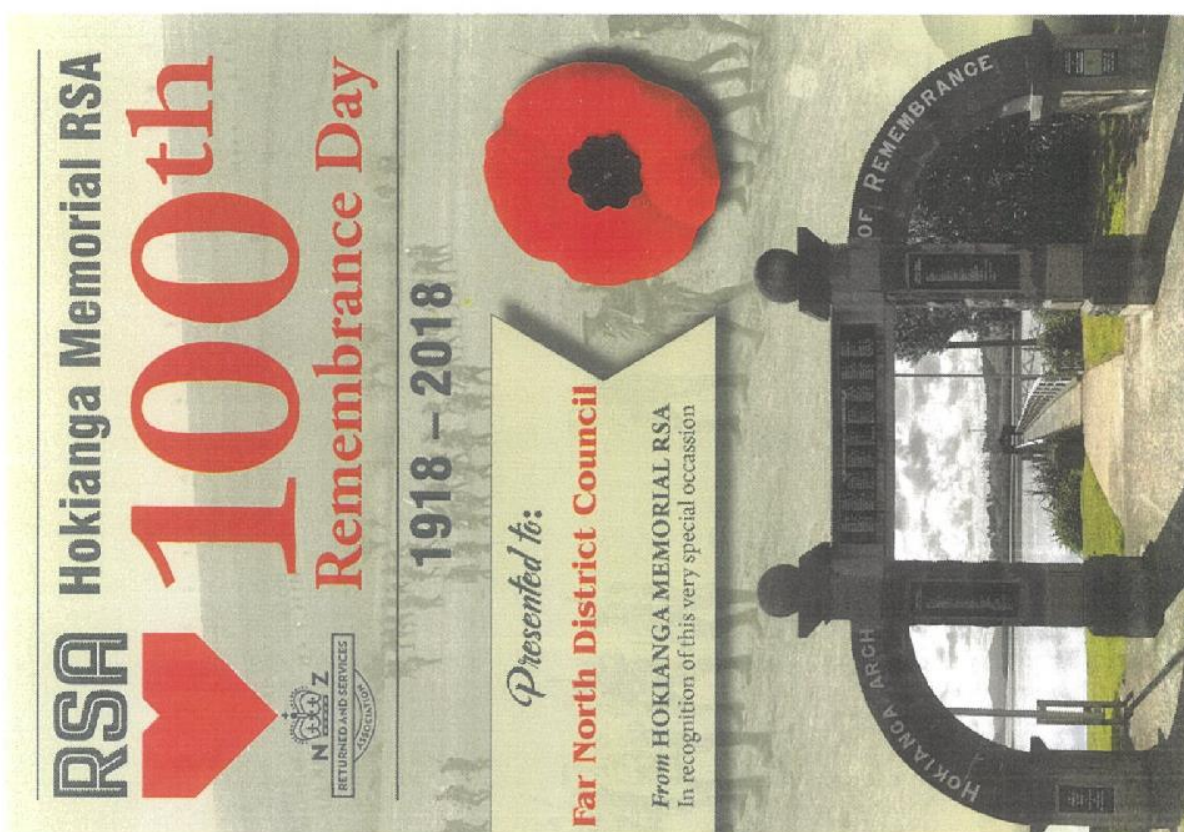
HOKIANGA MEMORIAL RSA (INC.)

P.O. BOX 33 OPONONI 0445

Email: hokirsa@hotmail.com

Ph (09) 4058 708

Supporting Documentation





Hokianga Memorial RSA

Kohukohu Arch of Remembrance

Sunday 11th Hour, 11th Day, 11th Month, 2018

100th Armistice/Remembrance/Poppy Day

This year marks the 100th anniversary of the signing of the Armistice Treaty where hostilities formally ended WW1. The Armistice was signed in a railway carriage at 5.30 am on the 11th November 1918 to come into effect at the symbolic hour of 11am being the 11th Hour of the 11th Day of the 11th Month.

The 100th anniversary Hokianga celebrations sometimes referred to as Armistice Day, Remembrance Day or Poppy Day will centre on the Kohukohu Arch of Remembrance on Sunday the 11th November 2018.

Outline Programme Guide

1045 hours, form up at the Kohukohu Bowling Club
 1050 hours, step off marching to the Arch of Remembrance
 Welcome by the Master of Ceremonies, Capt (ret'd) Bill Rawiri BEM NZIC.
 1059 hours, ringing of the bell
 National Anthem Led by Kohukohu/Combined Schools
 Lord's Prayer: The Venerable Peter Naera
 Military address: Commander Quentin Randall, RNZN, Commanding Officer HMNZS Philomet
 Government address: Hon Kelvin Davis MP for Te Tai Tokerau
 The Last Post
 Reading of the Roll of Honour by Kohukohu / Combined Schools
 Laying of Wreaths and Poppies, all are welcome
 Benediction or Blessing with the Ode in Te Reo Maori & English
 Observe this time of Silence
 The Rouse or Reveille
 Announcements by the Master of Ceremonies
 Presentation
 Musical Item by Kohukohu Schools
 Closing Prayer: The Venerable Peter Naera
 Ceremony Concludes & March Off
 Departing Waiata by Kohukohu / Combined Schools



Transport

A bus for the North side will leave Mitimiti Marae at 0830 hours, picking up at the Pungaru GP Clinic at 0910, the Broadwood 4 Square at 0940 arriving at Kohukohu at 1020. No charge. Return transport at the completion of the celebrations.

For the South side, transport will depart the Waimamaku Store at 0810 hrs then Omapere Garage at 0825, Opononi Hotel at 0835, Whirinaki Corner of School Road at 0850 and be at Rawene at 0920 in time for the 0930 ferry. Return transport at the completion of the celebrations.

Pedestrian travel on the ferry is free for participants (not private vehicles) and a free shuttle will be available on the North side to and from Kohukohu.

Administration

In the event of bad weather the alternative location is the Kohukohu Bowling Club.

Dress is tidy casual & medals where appropriate are to be worn (Own medals on left side, descendants medals on right side).

A coffee & tea station will be open adjacent to the shop next to the Arch from 0930 am until 1100 hours. Attendees are encouraged to use this station as the normal Bowling Club station will be unavailable at this time.

Light refreshments will be available at the Kohukohu Bowling Club after the celebrations.

The RSA clubrooms at Opononi will be open from 1300 hours till late with live music from 1530 to 1930 hours.

Any queries phone Bill on 0274 989 895 or Ana on 405-8640.



P.O. BOX 33 OPONONI 0445

Email: hokirsa@hotmail.com

Ph (09) 4058 708

December 2018

HMRSA Injured & Wounded Veterans Fund Raising Raffle Results

The following lists the sponsors and the prize winners in the RSA Injured & Wounded Veterans Bike Ride Raffle drawn at the HMRSA on Friday 2nd November 2018:

<u>Draw</u>	<u>Prize</u>	<u>Donated by</u>	<u>Ticket</u>	<u>Winners Name</u>
1st	¼ Side of beef	Peter Wallace	65	Neal Roux de Buisson
2nd	¼ Side of beef	Peter Wallace	16	Mark & Galye Sinclair
3rd	½ Mutton	Carter Whanau	7	Quentin Randall
4th	½ Mutton	Carter Whanau	66	Teena Hemara
5th	Fish Parcel	Harry & Jenny Barlow - Opo Holiday Park	6	Whiu Waata
6th	Fish Parcel	Steve Allen & Maude Morunga-Hoki Smoki	83	Arthur Wynyard
7th	Children's Table & Chairs	Greg Wynyard	56	Harley Iraia
8th	Greenstone Carving	Bill & Anne Rawiri - Taonga Pounamu	98	Roanna Adams
9th	Whalebone Carving	Bill & Anne Rawiri - Taonga Pounamu	32	Megan Duthrie
10th	Meal for six	Grant & Raewyn Wikaira - Kaihu Tavern	18	Audrey Waaka

The consolation draws 11 to 21 all won a Taonga, kindly donated by Bill & Ann Rawiri. Winners were Manawaroa - Whirinaki, Quentin Randall, Wes Rawiri, Jack Morunga, John Bristow, Glenis & Yvonne, Megan Duthrie, Vicki Rawiri, Sarah Barnes, Bridget Rewiti and Leonard Naera.

An exceptional thank you to all the above sponsors for the raffle and thank you to the HMRSA Welfare Trust that donated \$2,000.

\$2,500 was raised from the raffle which when added to the \$2,000 donated by the HMRSA Welfare Trust and the \$200 from additional raffles enabled the organisers to pay for the Hall hire, Thursday night dinner, Parade expenses- Programmes, Presentation Certificates, Cultural Day experience, Marae lunch, hangi /deserts for the veterans Friday night dinner, Pounamu gifts for each of the riders and to make a donation of \$1000 to the Bike Ride Organising Committee.

Volunteers and Sponsors Thank You Lunch

Volunteers are the lifeblood of our RSA, without them we could not function. We do not have any paid staff, all tasks are undertaken by volunteers. There are many volunteers that offer their services on the Executive committee, the bar roster, the cleaning roster, the courtesy van driver roster, the Women's Section catering staff, working bees and building maintenance. So a massive thanks from us the HMRSA to you, the Volunteers and Sponsors that enable our RSA to function in the Hokianga Community.

During November we had a very busy month with two large events, the 100th Year Armistice Day celebrations and hosting the Injured and Wounded Veterans. Special thanks go to all those organisations and volunteers that made these 2 events the success that they were. These include in no particular order:

Broadspectrum for the Rawene Ferry travel, Ritchies Busses donation, Peter and Beverly Wallace, Greg Wynyard, Bridget Rewiti, Neal & Trish Roux de Buisson, Awesome Adventures Hokianga – Leonard & Anton Naera, Hoki Smoki – Steve, Maude & Ratty, Opononi Holiday Park – Harry & Jenny Barlow, Opononi 4 Square – Paresh and Pinky Patel, Kaihu Tavern – Grant & Raewyn Wikaira, Rawene Fishmonger – Nick Williams, Opononi Hotel – Sue Green, The Vibrations Band, Willie Hona, Eru Wano, Dwayne Rawiri, Boyda Wikaira, Jack Korewha and Crete Tupe, Don Clune, Anania Wikaira, Bill Ngaropo, the Venerables Peter & Marina Naera, the NZDF buglers Amanda & Joanna, Katrina Fong from Katz Shotz Photography, Clyde, John and Ian for the traffic management, Commander Quentin Randall and the Hon Kelvin Davis for the addresses, Sally Kira, Wakaiti Dalton, Te Kura Kaupapa Maori o Te Tonga o Hokianga, Whirinaki Kohanga Reo and the FNDC for their Remembrance Day community support donation.

To recognise the volunteers that have freely given their time during the year and the recent sponsors and supporters of the Injured and Wounded Veterans, we will be having a Volunteers & Sponsors Lunch at the RSA commencing at 1pm on Sunday the 9th of December 2018. Catering and light entertainment will be provided, so you can all come and relax and have lunch on us. Drinks will be half price from 1pm to 2pm. If you would like to attend then please contact Diane on email at diane.hunia@xtra.co.nz or phone 405 8447 or 021 112 6601 by Wednesday the 5th of December so that we may cater for the correct number.

Armistice/Remembrance/Poppy Day 2018

This year marked the 100th anniversary of the signing of the Armistice Treaty where hostilities formally ended WW1. The 100th Anniversary Hokianga celebrations were held at the Kohukohu Arch of Remembrance at 11th hour of Sunday the 11th day of November.

To commence, a parade consisting of serving & returned military, RSA members, Fire, Police and Ambulance and led by the 25 Squadron (District of Kaikohe) Air Training Corps (ATC) marched from the Fire Station to the Arch of Remembrance.



At the Arch the Master of Ceremonies, Capt. (ret'd) Bill Rawiri, BEM NZIC welcomed and addressed the attendees prior to the Military Address by Commander Quentin Randall and the Government address given by the Hon Kelvin Davis MP for Te Tai Tokerau.



The Hon Kelvin Davis spoke about the 18,277 New Zealanders that lost their life in the Great War and the 41,000 that were wounded and the effect that had on those left at home. He said that New Zealand population at the time was around the 1 million mark and 100,000 of these being 10% of the population served overseas at that time, a huge contribution. Above, the Hon Kelvin Davis and his wife Moira after receiving a 100th Anniversary Certificate.



Commander Randall spoke about the families that had lost loved ones. He talked about the Moka family from the Hokianga who sent four of their sons to the Great War: but only two returned. And those that did return and whose names are not recorded on the Arch of Remembrance, what sacrifices had they made? Below Commander Randall with HM RSA members from left, Kathie Brockliss, Rebecca Randall, Helene Leaf and Gayle Sinclair.



Capt Bill Rawiri (below), HM RSA President with the ATC Cadets reflecting on those that paid the ultimate price for our freedom.



At the conclusion of the service, the cutting of the cake and light refreshments were held at the Kohukohu Bowling Club. Then the RSA Clubrooms at Opononi opened with Willie Hona (below left) and Crete Tupe (below right) granddaughter of Helene Leaf, and the great, great granddaughter of Capt. Harding Leaf, MC providing the live entertainment.





HOKIANGA MEMORIAL RSA (INC.)

P.O. BOX 33 OPONONI 0445

Email: hokirsa@hotmail.com

Ph (09) 4058 708

Incoming Invoices

Armistice Day - Income & Expenditure**Expenses****Rent/Venue Hire**

11-Nov Opononi Hall - Hall hire	\$100.00
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Advertising/Promotion

4-Dec NZME - Advertising	\$600.00	
29-Nov Rawene News - Advertising	\$80.00	
4-Dec Moon Graphice - Programmes & Presentation Certificates	\$302.49	
4-Dec The Warehouse - Presentation Frames	\$82.00	
4-Dec Maypark Print - Printing	\$499.10	\$1,563.59

Administration

Phones, internet, coordination, attend meetings	
Legistivate requirements, last 12 months planning	\$800.00

Equipment Purchase

1-Nov Clyde Samson - Portable Radio Purchase	\$151.85
--	----------

Consumables

14-Nov Cherry Blossom Florist - Wreaths & Poppies	\$172.00
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Refreshments

11-Nov Kohukohu Bowling Club - Catering	\$500.00	
15-Nov New World - Ham	\$20.00	
14-Nov New World - Food	\$291.93	\$811.93

Travel/Mileage

15-Nov Ritchies - Bus hire from Waimamaku	\$200.00	
11-Nov Ritchies - Mini van hire from Mitimiti	\$300.00	
11-Nov Ritchies - Drivers Koha \$160 each x 2	\$320.00	\$820.00

Volunteer Expenses Reimbursement

8-Nov Air Training Corps - Cenetoph Duty Reimbursement	\$150.00	
15-Nov Willie Hona - Entertainment RSA from Willie & Crete	\$350.00	
Minister Reimbursement	\$100.00	
11-Nov Katz Shots - Photographer	\$160.00	\$760.00

Volunteer Value

120 hours @ \$20 per hour	\$2,400.00
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Total Cost	\$7,579.37
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Less Council Grant \$2,500 plus GST	\$2,875.00
--	-------------------

Cost to RSA	<u>\$4,704.37</u>
--------------------	--------------------------

OPONONI HALL**INVOICE**

South Hokianga War Memorial Hall Committee
 Postal Address: PO Box 33, Opononi, Kaikohe, 0445
 Physical Address: 15 State Highway 12, Opononi, Kaikohe, 0445
 Email: OpononiHall@gmail.com

DATE:
 10 October, 2018

INVOICE NUMBER
 20181010

InvoiceTo:
 Hokianga Memorial RSA
 PO Box 33
 Opononi
 Kaikohe, 0445

Not Registered for GST

DESCRIPTION	AMOUNT
Opononi Hall hire for Armistice/Remembrance/Poppy Day 11th November 2018	100.00
No statement will be issued. Please pay on invoice within 14 days.	
Bank account number as follows:	
ASB Bank, Kaikohe	
Account Number: 12-3097-0212504-00	
Account Name: South Hokianga War Memorial Hall Committee	
SUBTOTAL	\$ 100.00
Other	\$ -
TOTAL	\$ 100.00



CUSTOMER TAX INVOICE/STATEMENT

Page 2 of 2
 Account Number 41710981
 Invoice Number 30899631

Balance of statement 25950290 dated 31/10/15

0.00

SUBTOTAL**\$0.00****NEW INVOICES**

Date	Product	Campaign	Qty	Segment	Reference	GST Excl.	Amount
10/11	Northern Adv	11047092	817	Public Notices	Dave Adams;Armistice Day		
09/11	The Northern	11047092	A27	Public Notices	Dave Adams;Armistice Day	521.74	600.00
08/11	Whangarei Re	11047092	A21	Public Notices	Dave Adams;Armistice Day		

TOTAL NEW INVOICES**521.74 600.00**

Includes GST of \$78.26

TOTAL DUE**\$600.00****EXPORT TRANSACTIONS**Our standard Terms and Conditions applicable to this invoice are available at <http://advertising.nzme.co.nz/terms-conditions/>**PAYMENT OPTIONS****Electronic Banking****Pay to:**Bank Account **03 0175 0660342 03**Reference **41710981**Send your remittance to
ar.enquiry@nzme.co.nz**Credit Card**Credit card payments can be made using Visa, Mastercard, American Express or Diners Club. To make a credit card payment phone us on **0800 110 579**.

Customers will be charged an additional credit card transaction fee plus GST, when making payments on account by Visa, Mastercard, American Express (1.71%), Diners Club (2.75%).

Direct Debit

Have the total amount due deducted from your nominated bank or credit card account on the due date.

For any queries, or to set up, contact us on **0800 110 579****CLICK TO PAY NOW**

Invoice



Hokianga Memorial RSA
Dave Adams

Invoice date
29/10/2018

Due date
29/10/2018

Invoice number
59

Rawene News

P.O.Box 181
Rawene
0473

Rawene News by Tupo Art
rawenenews@gmail.com
Facebook.com/rawenenews

Bank transfer: ASB Bank - Andries Willemse
Acc. Number: 12-3097-0002750-50
PLEASE: State Invoice Number on payment

Cheques to be made out to: Tupo Art

RN - Ad for 2 and 9 Nov 2018 - Veterans & Disabled Bike Ride

Description	Qty	Unit price	Amount
Full Page RN Ad	2	40.00	80.00
Total			\$ 80.00

MOON
graphics

Printing and Practical Graphic Design
by Sarah Moon

INVOICE NO: 772/1118
DATE: 21 Nov 2018

INVOICE TO:
*Bull Raman, President
Hokianga Memorial RSA*

DATE	Details of services	HOW many	@ \$55/hr
29.10.18	RSA Hokianga 100th Remembrance Day Programme	13.5	\$746.25
30.10.18	RSA Veteran and 70th Memorial Programme	8.5	\$467.50
5.11.18	Changes to RSA Hokianga 100th Remb. Day Prog.	4.5	\$247.50
6.11.18	Changes to RSA Hokianga 100th Remb. Day Prog.	4.5	\$247.50
6.11.18	Creation of coin remembrance card	4.5	\$247.50
8.11.18	Changes to RSA Veteran and 70th Memorial Programme	4.5	\$247.50
8.11.18	Creation of coin remembrance card 70th Memorial	4.5	\$247.50
12.11.18	Mail merge coin remembrance card and sending	2.0	\$110.00
Total Hours		8.4h	
		at \$55 an hour	\$462.00
		TOTAL	\$462.00

*Archieve
\$102.49
Bond of L
4/12/18*

*Veteran
\$160.42
3/12/2018
ASB DA*

Thank you for your business...

TELEPHONE 09 412 0540
EMAIL sarah@moongraphics.co.nz
ADDRESS 163 Apeta Road, R.D. 1 Kamo, Whangarei 0105
www.moongraphics.co.nz

Please pay by the 25th of month
by direct credit
a/c no: 02-04920044615-001
or by cheque please make payable
to Sarah Moon

thewarehouse
where everyone gets a bargain

The Warehouse
Kaikohe, 17 Station Road
Kaikohe
Phone: (09)405-2507
thewarehouse.co.nz
Till: 204XA
Tax Invoice GST # 41-482-354
DK: 8272 SP:CHERYL 09-Nov-18 2:38pm

Product	Unit	Qty	Total
9400994652093 Living & Co Val	\$2.00	12	\$24.00
9400994652116 Living & Co Bev	\$8.00	3	\$24.00

Total \$48.00
includes GST of \$6.26
EFTPOS \$48.00

*****EFTPOS*****

TERMINAL 0002
09 Nov 18 14:38 CHEQUE
SWIPE EFTPOS
CARD *****6728
AUTHORISATION 275586
REFERENCE 609629
PURCHASE NZD48.00
TOTAL NZD48.00

APPROVED

PIN VERIFIED

CUSTOMER COPY

PLEASE RETAIN
FOR YOUR RECORDS



0001004FD994E43354C0

Buy online at www.thewarehouse.co.nz

WIN 1 OF 10 \$100 GIFTCARDS!
TELL US HOW WE DID TODAY
Give your feedback at
www.thewarehouse.co.nz/feedback
survey code 204XA8272
Full details at www.thewarehouse.co.nz

PLEASE KEEP THIS DOCKET AS PROOF OF PURCHASE
Total units sold: 15

*to Bill
from Anzac
if 7309.0596596.30
W.E. Rangi*

The Warehouse
Kaikohe, 17 Station Road
Kaikohe
Phone: (09)405-2507
thewarehouse.co.nz
Till: 204XG
Invoice GST # 41-482-354
62693 SP:FRAN 12-Nov-18 6:27pm

Art	Unit	Qty	Total
194790108 Home Essentials	\$4.00	1	\$4.00
156713946 Nako Eye Bolt A	\$8.00	1	\$8.00

Total \$12.00
includes GST of \$1.57
EFTPOS \$12.00

*****EFTPOS*****

TERMINAL
12 Nov 18 18:26 CIL DE
SWIPE EFTPOS
CARD *****6728
AUTHORISATION 252409
REFERENCE 539785
PURCHASE NZD12.00
TOTAL NZD12.00

APPROVED

PIN VERIFIED

CUSTOMER COPY

PLEASE RETAIN
FOR YOUR RECORDS



0001004FD994F040D5C0

aid from Anzac 4/12/18

online at www.thewarehouse.co.nz

1 OF 10 \$100 GIFTCARDS!
TELL US HOW WE DID TODAY
Give your feedback at
www.thewarehouse.co.nz/feedback
survey code 204XG62693
Full details at www.thewarehouse.co.nz

PLEASE KEEP THIS DOCKET AS PROOF OF PURCHASE
Total units sold: 2

The Warehouse
Kaikohe, 17 Station Road
Kaikohe
Phone: (09)405-2507
thewarehouse.co.nz
Till: 204XG
Invoice GST # 41-482-354
2094 SP:FRAN 12-Nov-18 6:28pm

Art	Unit	Qty	Total
158255410 Home Essentials	\$5.00	1	\$5.00
1652116 Living & Co Bev	\$8.00	1	\$8.00
1652093 Living & Co Val	\$2.00	1	\$2.00

Total \$22.00
includes GST of \$2.87
EFTPOS \$22.00

*****EFTPOS*****

TERMINAL 0006
12 Nov 18 18:27 CHEQUE
SWIPE EFTPOS
CARD *****6728
AUTHORISATION 949496
REFERENCE 539787
PURCHASE NZD22.00
TOTAL NZD22.00

APPROVED

PIN VERIFIED

CUSTOMER COPY

PLEASE RETAIN
FOR YOUR RECORDS



0001004FD994F040EB81

online at www.thewarehouse.co.nz

1 OF 10 \$100 GIFTCARDS!
TELL US HOW WE DID TODAY
Give your feedback at
www.thewarehouse.co.nz/feedback
survey code 204XG62694
Full details at www.thewarehouse.co.nz

PLEASE KEEP THIS DOCKET AS PROOF OF PURCHASE
Total units sold:

Paid o/h 4/12/18

*\$48
\$12
\$22
\$82*

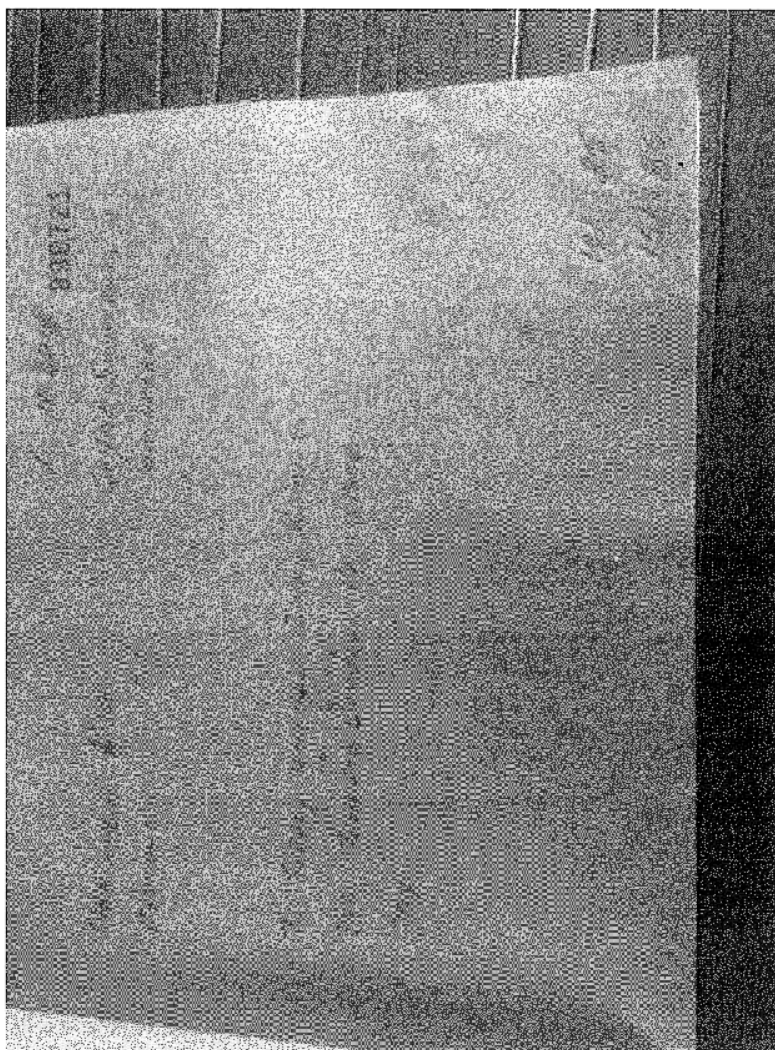
To HOKIANC MEMORIAL RSA
% BILL RAVARI

From MAYPARK PRINT
P-O BOX 170
KAIKOH

G.S.T. Reg. No. 33 816 134 Ref. O/N

Qty	Unit	Description	Unit Price	\$	c
150		A4 REMEMBRANCE DAY COLOUR BOTH SIDES		150	00
20		A4 COLOUR POSTERS		15	00
150		A4 CARDS 1 SIDE COLOUR		225	00
20		A4 CARDS COLOUR BOTH SIDES		45	00
<p>Amount to pay 4/12/08</p>					
PLEASE PAY ON THIS INVOICE			TOTAL EXCLUSIVE GST \$	434	00
BANK A/c 060 333 009945900			7% GST	65	10
			TOTAL INCLUSIVE GST \$	499	10

Collins AS/50 CUM



INVOICE

Invoice No.
DATE: 14/11/18

Make all cheques payable to Cherry Blossom Florist,
Direct credit bank account number 03 0334 0146894 00
Payment due within 7 days
Business customers due 20th month

THANK YOU FOR YOUR BUSINESS!

Le Lester



KOHUKOHU BOWLING CLUB Inc.

EMAIL: kkbowlingclub@gmail.com

Club Phone: 09 4055510

President: Andrew Henry

INVOICE

To whom it may concern,

RE: Catering for Armistice Day – 11th November 2018

Amount: \$500

Please make payment to:-

Account name: Kohukohu Bowling Club

Account number: 12-3096-0248273-00

If you require further information please contact me ASAP.

Regards

Rosie Guest

Kohukohu Bowling Club

Secretary

98% FAT FREE HAM \$9.91
98% FAT FREE HAM \$10.11

2 BALANCE DUE \$20.02
ROUNDING -\$0.02
CASH \$20.00

SUB TOTAL \$37.41
TOTAL \$37.41
TOTAL \$37.42

CHANGE \$0.00

New World Clubcard: 50140*****0644

THANKS FOR SCANNING YOUR CLUBCARD.
REMEMBER, SCAN WITH EVERY PURCHASE BIG
OR SMALL. WE'RE ADDING SHOP!

CASHIER NAME: ALAN B
09/11/2018 13:00:04 001 8660 0020
***** TPV INVOICE *****
**** GST No. 110-907-632 ****
All items GST inclusive
unless otherwise specified by (*)
All promotions exclude tobacco, gift
card purchases and
on account. Please
retain receipt as proof of purchase

ding & Diane H.

Paid from
Angae Account
13/11/18 q/L

New World Kaikohe
14 Marino Place
Kaikohe 0405



STATEMENT

Period ended: 30.11.2018
Customer Number: 4020762

Hokianga Memorial RSA Inc
PO BOX 33
Opononi
Kaikohe 0445

Your Details

Contact : Jenny Read
Phone :
E-mail : jennyhound@gmail.com

Our Contacts

Clerk : Frida Diaz
Phone :
Email : FRIDA.DIAZ@NW.CO.NZ

Payment Terms: 20th Month Following

Reference	Date	Amount	Branch	Description
4149-003-04720	08.11.2018	291.93		ANZAC
4149-004-04896	10.11.2018	51.87		Raffle
4149-006-03393	14.11.2018	278.56		Caring Vets Reimburse
4149-003-09794	20.11.2018	25.56		Raffle
4149-004-00724	27.11.2018	113.94		Raffle
Total		761.86		

Payments received after 30.11.2018 will be credited on your next statement

Current	761.86
Overdue 01-30 Days	0.00
Overdue 31-60 Days	0.00
Overdue 60+ Days	0.00

If paying by Direct Credit please quote your customer number 4020762 in the reference field.

Partial of 6/12/18 469.93
" " " " 291.93
461.86



REMITTANCE ADVICE

New World Kaikohe
14 Marino Place
Kaikohe 0405

Period ended: 30.11.2018
Customer Number: 4020762
Customer Name:
Hokianga Memorial RSA Inc

Reference	Date	Amount
4149-003-04720	08.11.2018	291.93
4149-004-04896	10.11.2018	51.87
4149-006-03393	14.11.2018	278.56
4149-003-09794	20.11.2018	25.56
4149-004-00724	27.11.2018	113.94
Total		761.86

Payment amount

Please complete if different from Total.

If paying by Direct Credit the Bank Details are Below:

ASB Bank Limited : 12-3106-0008821-000

Please quote your customer number in the reference field.

The remittance advice to be returned with payment.



**** New World Kaitiako, ****
**** Marino Place, Kaitiako ****
**** The Local Grocer Ltd ****
PH: (09) 461-5988
Online shopping is now available
Download the I shop New World app
find out more at ishopnewworld.co.nz

ANZAC.

Product	Price
1/2 FARMHOUSE CHOC CHIP FUDGE 350G	\$3.49
SNOWITS FARMHOUSE	\$0.50
ERELLA CONDENSED MILK 399G	\$2.49
CHIPS RIPLE CUT S/CEN / CHW 150G	
2 @ \$2.15	\$4.30
MAYONNAISE TL	\$2.25
SPODS RIPLE CUT SALT / VINEGAR 150G	
2 @ \$2.15	\$4.30
TA SPODS RIPLE	\$3.90
SPODS RIPLE CUT READY SAUTED 150G	
6 @ \$2.15	\$12.90
TA SPODS RIPLE	\$0.50
TA SPODS RIPLE	\$0.50
TA SPODS RIPLE	\$0.50
TA SPODS RIPLE	\$0.50
TA SPODS RIPLE	\$0.50
POS COFFEE RE-FILL ESPRESSO 100G	
REGOS INSTANT	
MINER WATER CRACKERS ORIGINAL 120G	
3 @ \$1.95	\$5.85
RIC BROWN BREAKFAST CRACKERS 300G	\$1.49
5 FRUIT CRACK MIX 1KG	\$5.49
5 SALMON PINK 415G	\$5.25
5 SAUCE TOMATO RE-FILL 575G	
2 @ \$1.65	\$3.30
5 RICH R/C BROWN RICE HERB GARLIC 100G	
2 @ \$1.95	\$3.90
5 FISH THINS CHEDDAR CHEESE 100G	\$1.99
5 FISH THINS ORIGINAL 100G	\$1.99
5 FISH THINS SOUP CREAM / CHIVES 100G	\$1.99
5 PASSION ORANGE 3S	
3 @ \$1.25	\$3.75
SWEET PITTED PRUNES 200G	\$3.99
BLUE AFRICAN 1KG	\$2.99
5 PINEAPPLE 1/2 @ 1/2 IN SYRUP 425G	
2 @ \$1.20	\$2.40
CANCELLED	
5 PINEAPPLE SLICES IN SYRUP 425G	\$1.20
ERY HALF	\$2.49
CHIEF TELEGRAPH (NZ)	\$1.99
PES GREEN SEEDLESS	
1.26G Kg @ \$7.95/Kg	\$10.12
PES RED SEEDLESS LOGGE	
1.041 Kg @ \$9.05/Kg	\$10.40
HOUSE CAPSICUM 1/2PK 1KG	\$0.49
BERRIES NZ PP 250G	
2 @ \$3.95	\$7.90
STRAWBERRIES NZ P	\$0.70
STRAWBERRIES NZ P	\$0.70
TOMATOES TASTY MIX PP 180G	
2 @ \$4.45	\$8.90
RIBES RED	
1.01 Kg @ \$4.45/Kg	

PAWS SAUSAGE ROLLS BEEF 060G	
3 @ \$5.15	\$15.57
PAWS SAUSAGE ROLLS CHEESE 125	
3 @ \$5.15	\$15.57
GALAXY BLUE CREAMY 190G	\$3.49
GALAXY CHEESE WHITE 125G	\$3.49
GALAXY CHEESE CREAMERY 125G	
2 @ \$3.49	\$5.98
HOBSON'S CHOICE PORK COB 3.0KG	\$43.99
ITEM SUBTRACTED	
HOBSON'S CHOICE PORK COB 3.0KG	-\$43.99
MAINLAND CHEESE EGG 1KG	\$10.99
MAINLAND BLOCK CHEESE	\$11.99
MAINLAND REDUCED FAT PETA 200G	\$3.49
ITEM SUBTRACTED	
MAINLAND REDUCED FAT PETA 200G	-\$3.49
HOBSON FRESH CREAM CHEESE TOWD 250G	
2 @ \$3.79	\$7.58
PAWS SPREAD CAROLA 500G	
2 @ \$1.99	\$3.78
VALUE CHEESE SLICES CHEDDAR 500G	\$4.99
VALUE MILK STANDARD 3L	\$5.15
DECK NAPKINS FAMILY PRINT 1FLY 905	
2 @ \$1.99	\$3.98
POLLS JOUND PAIN 205	
2 @ \$5.45	\$10.47
NZ CHICKEN NIBBLES	\$4.73
NZ CHICKEN NIBBLES	\$5.08
NZ CHICKEN NIBBLES	\$7.39
NZ CHICKEN NIBBLES	\$7.17
NZ CHICKEN NIBBLES	\$7.62
NZ CHICKEN NIBBLES	\$7.50
HELLERS COCKTAIL SAUCES 500	\$23.74
72 BALANCE DUE	\$291.93
CHARGE ACCOUNT	\$291.93
4020762	
SUB TOTAL	\$263.85
TOTAL GST	\$36.08
TOTAL	\$291.34
CHANGE	\$0.00

CHANGE	40.00
--------	-------

Fly Buys: 601435*****9527
Fly Buys Standard Points: 11

THANKS FOR SCANNING YOUR CLUBCARD.
REMEMBER, SCAN WITH EVERY PURCHASE-BIG
OR SMALL FOR A MORE REWARDING SHOP!

CARTER NAME: LILLIAN J
08/11/2018 14:30:06 04149 000 4720 0005
***** TPA INVOICE *****
*** GST No. 110-397-632 ***
All items GST inclusive
unless otherwise specified by (*)
All promotions exclude tobacco, gift
card, christmas card purchases and
payments on account. Please
retain receipt as proof of purchase
THANK YOU FOR SHOPPING AT NEW WORLD
www.newworld.co.nz

TAX INVOICE (copy of)

The GST INCLUSIVE Total shown below
GROCERIES supplied as itemised in a Cash
receipt/invoice bearing the same reference

Invoice From:

ACCOUNT PURCHASE

Store: 4142 New World Kaikoi

AMOUNT: \$ 291.93

Reference:

Date: 8/11/18 14:29:50
C0005 #4720 R000

Charge To: 4020762
 Name: Hokiassa Memorial R

CUSTOMER:
SIGNATURE: X

SUPERVISOR:
SIGNATURE: X

CHARGE TO:

Order No. _____

**RITCHIES TRANSPORT HOLDINGS LIMITED**

Depots throughout New Zealand
www.ritchies.co.nz

Northland Branch
PO Box 101
Dargaville 0340

Tel No: 09 439-4902
Fax No: 09 439-4904

E-mail: dargaville.depot@ritchies.co.nz
Website: www.ritchies.co.nz

GST: 13-427-526

CASH SALES - DARGAVILLE
PO BOX 101
DARGAVILLE
NORTHLAND

Invoice No 137068
Invoice Date 13/11/2018
Terms of Trade 14 days prior to travel
Client ID C99939

Charter ID	Pick-up Date/Time	First Pick-up	Destination	Client Ref 1	Client Ref 2
13 55 / 240898	11/11/2018	Waimamaku, Omapere, Opononi, Whirinaki	Rawene ferry	Ana B	

Quantity	Seats	Description	Unit Price	Price	GST %	GST	Total
1	36	School Bus	\$173.91	\$173.91	15	\$26.09	\$200.00
Invoice Totals				\$173.91		\$26.09	\$200.00

Paul from 02
Anzac 15/11/18

Invoice No	137068	Terms of Trade	14 days prior to travel
Invoice Date	13/11/2018	Invoice Total	\$200.00

Please detach this remittance advice and return it with your payment
Payment can be made directly to: Ritchies Transport Holdings Ltd
Bank: BNZ Account Number: 02-0888-0370740-00
Please quote your invoice number: 137068

Travel 14/10/2018 *North*

Riches Transport & Logistics Ltd
 100-102 Kaitake Road, Kaitake, Tairāhema, Tairāhema, Tairāhema
 09-484-1200

CHARTER

4445-5-1

Invoice No: 4445-5-1
 Invoice Date: 10/10/2018
 Terms of Trade: Net 30 Days
 Client Ref: 4445-5-1

Charter ID	Pick-up Date/Time	First Pick-up	Destination	Client Ref 1	Client Ref 2
4445-5-1	14/10/2018 11:00	Whangarei	Whangarei	Mr. Oliver Jones	8 Hours @ \$20.00 PH

Quantity	Seat's	Description	Unit Price	Price	GST %	GST	Total
1	20	Mini Van	\$250.00	\$250.00	15	\$37.50	\$287.50
Grand Totals				\$250.00		\$37.50	\$287.50

Invoice No: 4445-5-1
 Invoice Date: 10/10/2018

Terms of Trade: 14 days prior to travel
 Invoice Total: \$300.00

Please touch this card on a card reader to get 10% discount
 Payment can be made directly to: Riches Transport & Logistics Ltd
 Bank: BNZ Account Number: 02-0808011174001
 Please quote your invoice number

IAX INVOICE / STATEMENT

Date 1/1

039868

To LAK Brisbane

Address

PK 405 1630
7630From 4/17 R.S. - / Ino

Address

Angae Account

Qty	Unit	Description	Unit Price	\$	c
		<u>David Northcote</u>			
		<u>Armitage Day Ritches 11/11/18</u>		<u>860</u>	<u>00</u>
		<u>Red (last)</u>			
		<u>14/11/2018</u>			
		<u>308 Bust</u>			
GST Reg No.			Ref. O/N		
Collins 78/50 D11			TOTAL EXCLUSIVE GST \$		
			PLUS 5% GST \$		
			TOTAL INCLUSIVE GST \$		

Date 6/11/18

039866

From ALDEA Inc

Address Anzac 2
Artifice Account

Qty	Unit	Description	Unit Price	\$	c
		Cash Cheque for \$160 each to Drivers of Arctic day buses.	2	160	-
		q/n 162085			
GST Reg No.		Ref. O/N	TOTAL EXCLUSIVE GST \$		
			PAYABLE BY GST \$		
Collins T&S DL1			TOTAL INCLUSIVE GST \$	320	=

Per O/L 15/11/18

**AIR TRAINING CORPS****No. 25 (District of Kaikohe) Squadron**

Address: 6 Clifford Street, PO Box 481, Kaikohe 0440

Internet: www.cadetforces.mil.nz

Invoice: INV 2018-035

Invoice

Invoice date: 09/10/2018

Hokianga Memorial RSA
PO Box 33
Opononi Northland 0445
New Zealand

Due:
08/11/2018

ITEM	DESCRIPTION	UNITS	UNIT PRICE	AMOUNT
	Armistice Day - 100 Year Celebration	Qty	1	150.00

Total: \$150.00
Amount Paid: \$0.00
AMOUNT DUE: \$150.00
No GST has been charged

Notes

Please make payment to:
No. 25 (District of Kaikohe) Squadron
12-3097-0123819-00

TAX INVOICE / STATEMENT

Date 11/11/18

039867

To Glynis leaf

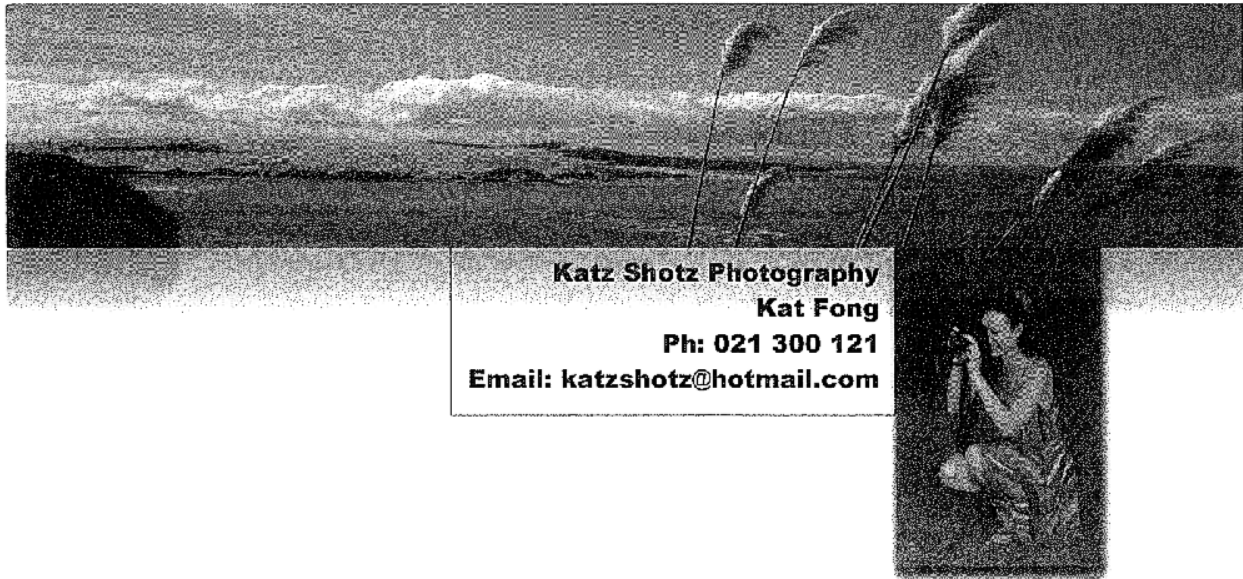
Address _____

Account no: _____

06-0333-030424800From H.M.R.S.A. Inc

Address _____

Qty	Unit	Description	Unit Price	\$	€
		<u>Willie</u>			
		<u>for entertainment on</u>		<u>350</u>	<u>-</u>
		<u>Armistice Day 11/11/18</u>			
		<u>Paid o/h 15/11/18</u>			
		<u>Anzac Account 02</u>			
GST Reg No.		Ref. O/N	TOTAL EXCLUSIVE GST \$		
		<u>Entertainment</u>	PLUS % GST \$		
Collins 78/50 D:1			TOTAL INCLUSIVE GST \$ <u>350</u>		



INVOICE

To: RSA Hokianga DATE: 11 November 2018

REF: RSA111118 – Armistice Day

Date:	Description:	Time Estimate:	Amount:
11 Nov 2018	11 Nov - Photos of the 100 th Remembrance Day	10am-6pm	
	8hrs approx. Not including editing time	Total incl GST:	\$160.00

Photos put on USB to use as required
 Photos are not copyright so can be used on social media, prints or
 books as required



**Far North
District Council**

**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:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation: Pioneer Village Kaikohe.
Name & location of project: 1A Recreation Pond Kaikohe.
Date of project/activity: 22nd December 2018.

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2500.00.

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)
Venue hire / Entry / vehicle hire (RR)	\$ 2645.00	invoice ✓
Bunnings Xmas lights / decor.	\$ 224.67	✓
	\$	
	\$	
Total:	\$ 2869.67	

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

The village looked awesome, and the village parade - with the addition of all elves, fairies and village characters was an outstanding success, with approx 40 people of all ages taking part. Next time we'll ask for NO RAIN!!

Private Bag 752, Memorial Ave, Kaikohe 0440, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

The Concept worked extremely well, We did find that it was a bit too close to Christmas and will definitely put the event on again but in early Dec. (6th Dec "Friday evening 5.30pm - 7.30pm") We would've had a much bigger community turn out if it hadn't rained! True Christmas spirit was felt by all ~~those~~ who attended.

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

= check out our Facebook page!!
 = feedback from the community in comments is also so awesome ☺.
 * See the smiling report.

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

Pioneer Village Kaikohe.

This report was completed by:

Name: Kelly van Golen
 Address: 1A Recreation Road Kaikohe.
 Phone: 09 4010816 mob: 0223508960.
 Email: info@pioneer-village-o/a-nz
 Date: 10/1/19.



Bunnings Limited

KAIKOHE HISTORICAL SOCIETY
1A RECREATION ROAD
KAIKOHE 0405

TAX INVOICE

GST NO. 24-882-403
www.bunnings.co.nz

KAIKOHE
Mangakahia Road
P O Box 223
Kaikohe 0474

Phone: (09) 401-5089

Fax: (09) 401-1750

Invoice Date: 14/11/2018

Time: 11:01:58

Invoice No: 941100279616

Customer No: 450921

Page 1 of 1

Reg. 02 R4 Charge Sale	Order No. 020615	Job No.	Estimate	Served by Rory
Deliver to:		Special Instructions:	Signature:	

SKU	DESCRIPTION	UOM	QTY	PRICE	DISC.	NET	TOTAL
00039685	XMAS TREE GREEN 90CM 80 TIPS	Each	1	\$7.83	NETT	\$7.83	\$7.83
00039685	XMAS TREE GREEN 90CM 80 TIPS	Each	1	\$7.83	NETT	\$7.83	\$7.83
00037594	50LED BUDLIGHT B/OP WW	Each	1	\$3.48	NETT	\$3.48	\$3.48

Payment due 20th of the month following date of invoice.

You can now pay online.

Simply go to www.bunnings.co.nz click on Pay Your Account then register for access or by crediting

Bunnings Limited bank account 03 - 0104 - 0296555 - 04. Please quote your customer number as the payment reference

IMPORTANT: All claims for credit must be made within 10 days, quoting invoice number and date



Sub Total	\$19.14
GST	\$2.86
Total	\$22.00

00284 1007851100 00000

195-38



Bunnings Limited

KAIKOHE HISTORICAL SOCIETY
1A RECREATION ROAD
KAIKOHE 0405

TAX INVOICE

GST NO. 24-882-403
www.bunnings.co.nz

KAIKOHE
Mangakahia Road
P O Box 223
Kaikohe 0474

Phone: (09) 401-5089

Fax: (09) 401-1750

Invoice Date: 20/11/2018

Time: 11:21:56

Invoice No: 941100282190

Customer No: 450921

Page 1 of 1

Reg. 02 R4 Charge Sale	Order No. 020616	Job No. 020616	Estimate	Served by Tracey
Deliver to:	Special Instructions:		Signature:	

SKU	DESCRIPTION	UOM	QTY	PRICE	DISC.	NET	TOTAL
04352241	ICICLE LIGHT 720LED SNOWING WW 57459	Each	2	\$68.68	NETT	\$68.68	\$137.36

Payment due 20th of the month following date of invoice.

You can now pay online.

Simply go to www.bunnings.co.nz click on Pay Your Account then register for access or by crediting**Bunnings Limited bank account 03 - 0104 - 0296555 - 04.** Please quote your customer number as the payment reference**IMPORTANT:** All claims for credit must be made within 10 days, quoting invoice number and date

Sub Total	\$137.36
GST	\$20.60
Total	\$157.96

00246 1002461190 00000



Bunnings Limited

KAIKOHE HISTORICAL SOCIETY
1A RECREATION ROAD
KAIKOHE 0405

TAX INVOICE

GST NO. 24-882-403
www.bunnings.co.nz

KAIKOHE
Mangakahia Road
P O Box 223
Kaikohe 0474

Phone: (09) 401-5089

Fax: (09) 401-1750

Invoice Date: 14/12/2018

Time: 11:36:04

Invoice No: 941100119651

Customer No: 450921

Page 1 of 1

Reg. 01 R4 Charge Sale	Order No. 020623	Job No.	Estimate	Served by James
Deliver to:	Special Instructions:		Signature:	

SKU	DESCRIPTION	UOM	QTY	PRICE	DISC.	NET	TOTAL
04352301	PROJECTOR LED MERRY XMAS LV1984	Each	1	\$17.39	NETT	\$17.39	\$17.39
04352232	SOLAR BUDLIGHT 200LE D CLICK WHT 57450	Each	1	\$8.68	NETT	\$8.68	\$8.68
04352232	SOLAR BUDLIGHT 200LE D CLICK WHT 57450	Each	1	\$8.68	NETT	\$8.68	\$8.68
00086467	MAT CHRISTMAS RED 70X40	Each	1	\$4.35	PROMO P	\$4.13	\$4.13

Payment due 20th of the month following date of invoice.

You can now pay online.

Simply go to www.bunnings.co.nz click on Pay Your Account then register for access or by crediting**Bunnings Limited bank account 03 - 0104 - 0296555 - 04.** Please quote your customer number as the payment reference**IMPORTANT:** All claims for credit must be made within 10 days, quoting invoice number and date

ENTERED
E 21/12/18

allocate 2 each credit

Sub Total	\$38.88
GST	\$5.83
Total	\$44.71

00558 1005581100 00000



TAX INVOICE

Kaikohe Hokianga Community Board
 Attention: c/- Far North District Council
 Private Bag 752
 Kaikohe
 Kaikohe 0440
 Northland
 NEW ZEALAND

Invoice Date
 11 Dec 2018

Invoice Number
 INV-0100

Reference
 Kaikohe Christmas

GST Number
 101-541-231

The Kaikohe & District
 Historical & Mechanical
 Trust
 1A Recreation Road
 Kaikohe 0405
 NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Venue Hire - Full day	1.00	800.00	800.00
Entry to Grounds	1000.00	1.00	1,000.00
Vehicle Hire and vintage Parade vehicles Traction engine and trailer, Grout, Leyland and Ford fire engine, Ford truck, classic soft top and Fordson to assist in the arrival of Santa, elves, fairies	1.00	500.00	500.00
Subtotal			2,300.00
TOTAL GST 15%			345.00
TOTAL NZD			2,645.00

Due Date: 18 Dec 2018

Please make all cheques payable to the Kaikohe and Districts Historical Mechanical Trust . Direct Credit Payments to ASB a/c 12-3097-0161364-00 include Name reference and invoice number.



PAYMENT ADVICE

To: The Kaikohe & District Historical & Mechanical Trust
 1A Recreation Road
 Kaikohe 0405
 NEW ZEALAND

Customer Kaikohe Hokianga Community Board

Invoice Number INV-0100

Amount Due 2,645.00

Due Date 18 Dec 2018

Amount Enclosed

Enter the amount you are paying above



Far North
District Council

Rawene Service Centre

F0080402

15 NOV 2018
RECEIVED
Project Report Form
COMMUNITY GRANT FUND - LOCAL

At the completion of a project that received community funding, recipients are required, as stated in clause 4.6.2 of Policy #3209 - 2015 - Community Grant Fund - Local, to complete a Project Report Form for the Community Board. These reports are to be received no later than two months after the completion of the project.

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:

Council Advisory Services Department
Far North District Council
Private Bag 752
KAIKOHE 0440

1. Name of applicant: Rawene Area Residents Association
2. Name & location of project: Revegetation Project, Manning Street, Rawene
3. Date of project/activity: June 2017 — October 2018
4. Amount received from the Council Community Fund: \$ 9,000.00
5. Please give details of how the money was spent:
Your contribution to the project and the Council Community funding you received must be accounted for & receipts or explanatory notes are required:

<u>Flax Plants & Native Trees</u>	<u>\$ 4,958.43</u>
<u>Digger to prepare site; Bark mulch & Irrigation</u>	<u>\$ 2,214.95</u>
<u>Community Grant Contribution to Pou Carving</u>	<u>\$ 326.62</u>
TOTAL	<u>\$ 7,500.00</u>

Balance of Pou, Blessing ceremony + Picnic Table funded from Community donations, \$1,335.38
6. Give a brief description of the highlights of your project including numbers participating.
See Attached Sheet
7. Describe the main findings in your evaluation of the project.
See Attached Sheet
8. This report was completed by:

Name:	<u>Kirsty Joiner</u>
Address:	<u>3 Webster St</u> <u>Rawene</u>
Date:	<u>15 November 2018</u>
Phone:	<u>09 4057631</u> mob: <u>021 2367682</u>
Email:	<u>kirsty@rarz.co.nz</u>

PROJECT REPORT FORM TO KAIKOHE/HOKIANGA COMMUNITY BOARD

From RAWENE AREA RESIDENTS ASSOCIATION

No. 6 and No. 7 of Project Report on Community Grant, Revegetation Project, Manning St. Rawene

6. Highlights have been the number of volunteers keen to participate in this project.

Our NRC elected Councillor, DOC staff and their volunteer workers, members of the Hokianga Environmental Protection Group and many local residents have all taken part in a number of successful Working Bees over the past 18 months.

A dedicated small number of volunteers initially cleared the site which had become a dumping ground for domestic and industrial rubbish and was overgrown with weeds, mainly pampus.

The major highlight now is the transformation of the site to a hillside of plants, mainly flax, which are growing well and will hopefully overtake the re-growth of weeds. The access track to the harbour will allow the plants to continue to be cared for. The carved Pou and picnic table nearby have created a community focus and a welcoming feature on this site, which is no longer such a serious fire hazard.

7. The main findings in the evaluation of this project have been the overwhelming growth of weed types on vacant land and that opening up an area for public access is one step towards controlling these. Revegetation is the next very important step, hopefully to take over from fire prone grasses, to produce a worthwhile alternative ground cover.

At the Rawene Area Residents Association monthly meeting, dated 08/11/18, a resolution was passed to refund the balance of the Community Grant, a total of \$1,500.00.

The Revegetation Project is complete in as much as the site initially identified as a fire hazard has been successfully opened up and replanted. The Pou and table have been erected and are serving as the focus for community involvement. An ongoing voluntary project will be to continue to care for these plantings and to keep the access way clear.

The Rawene Area Residents Association would like to thank the Kaikohe/Hokianga Community Board for making this project possible through the Community Grant Fund.

Enclosed: Rawene Area Residents Association Cheque of \$1,500.00
Copies of Accounts for Flax and other Native Plants, Irrigation, Mulch, Digger
Copies of invoices for lesser amounts available on request.

Signed:



K.M. Joiner
Treasurer, RARA
Phone 09 4057631

4 n 2017
907 757513

P.B. Wallace R.O.3
Kaikohe 250 EPM
R.O.

Rawene Project

3 01 2017
907 757513

P.B. Wallace
R.O.3 Kaikohe 834
Whararua

Rawene
Project

Light hundred
F-100 plants
at 630 each
net of 957

907 757513

R.O. 8/11/17
RARA CHQ. NO. 000385

Westpac Please
03-03340202-307-000

2400-00

2400-00

REDIFONM

600 300 1800 00

Flax Plants
at 630 each
Six hundred

1800-00

1800-00

REDIFONM

West Pac Please

03 03340202-307-000

Kerikeri Plant Production Ltd

25 Riddell Road
 www.kerikeriplantproduction.co.nz
 julia@kerikeriplantproduction.co.nz
 (09) 407 9448



Kirsty Joiner	Invoice # : 29649
Rawene Area Residents Association.	Invoice Date: 21.08.17
By email: kirsty@rarz.co.nz	Order # : Justin Blakey

SPECIES	QUANTITY	PRICE	TOTAL
Macropiper excelsum	30	\$ 5.50	\$ 165.00
Cordyline australis	30	\$ 5.50	\$ 165.00
Pseudopanax lessonii	10	\$ 5.50	\$ 55.00
Coprosma repens	20	\$ 4.50	\$ 90.00
Sophora tetraptera	4	\$ 13.00	\$ 52.00
Melicope ternata	5	\$ 13.00	\$ 65.00
Pittosporum crassifolium	15	\$ 4.50	\$ 67.50

Direct Payments to	SUBTOTAL	\$	659.50
Kerikeri Plant Production Ltd	GST @ 15%	\$	98.93
ASB 12 3091 0164249 00	TOTAL	\$	758.43
Terms: On Receipt of invoice thanks			

LTP
Overlaid

Machine work done
with 605 ton Excavator
on hillside of No. 3
Highway St. Lawrence

\$1000

91M 026782 JV.
RV

Rad chg no. 000379

ANZ To ko
ANZ
CA-0350-0111018-00

REDFORM

Q BASED HOLDINGS LTD
1096 S.H. 12 RD 3
KAIKOHE 0473
GST No. 97-141-088

CLINTON 021 451 292
A/HRS 09 405 7718
ALAN (Office) 021 926 007

Rawene Area Residents Association
C/- Paul Boulter
P.O. Box 5
Rawene

Q BASED HOLDINGS LTD
BANK DEPOSIT
ANZ KERIKERI
06-0333-0093735-00

4057793

Digger Work 30.1.18

2 120

240 00

**PLEASE PAY
WITHIN 7 DAYS**

**THE QUARRY WILL
INVOICE SEPERATELY
FOR THE METAL N/A**

DISCOUNT

CON. NOTE

NET TOTAL

GST 240 00
36 00
TOTAL \$ 276 00

REDIFORM®

FORMS LAYOUT & DESIGN © WICKHAM LTD



1213 State Hwy 10, Kerikeri
 P O Box 449 Kerikeri 0245
 Phone +64 9 407 7271
 Fax +64 9 407 7803
 Email sales@mtpokaka.co.nz
 www.mtpokaka.co.nz

Tax Invoice

GST #: 64-328-050

Page No. : 1

Invoice To:

RAWENE AREA RESIDENTS ASSOCIATION
 P.O BOX 26
 RAWENE
 0443

Deliver To :

25/09/2018

RAWENE AREA RESIDENTS ASSOCIATION
 CNR OF MARINER & MANNING STREET
 RAWENE
 021 148 7984
 09 405 7631

Order No : Account : 3 Reference : Invoice # : 191601

Description	Supplied	Unit	Rate	Total
POST PEELINGS 30m3	1.000	LOAD	390.0000	390.00

PAYMENT TERMS - CASH ON DELIVERY

DELIVERED BY N G JACOBS TRANSPORT - Jo

Sawn Radiata pine is prone to checking, twisting and splitting when exposed to the elements, ie sunlight. The durability of chemically treated timber is compromised if cut, drilled or machined after CCA treatment.

Be sure to protect affected areas by applying an approved preservative or sealant. Mt Pokaka Timber products Ltd can take no responsibility for damage or failure caused as detailed above.

Mt Pokaka Timber Products Ltd Standard Terms of Trade apply to this transaction - full Terms of Trade can be viewed on our website www.mtpokaka.co.nz

GST Exclusive	390.00
GST	58.50
Rounding	
GST Inclusive	448.50
Total Cubic Mtrs :	0.00

Please Direct ASB Credit Bank Account NO. 12-3091-0131877-000

Tax Invoice 232538

GST No : 94-909-184

Invoice To:

PAUL BOWKER
paul.fis.bowker@gmail.com
021457727

40 Skippers Lane

WAIPAPA 0295

NORTHLAND

Phone : 09 407 8530

Fax : 09 407 7456

Email : gimco@xtra.co.nz

11:59

Date : 30/10/2017

Order No : BOWKER

Account : 7

Reference :

Rep : ANDREW

Product Code	Description	Supplied	RRP (Inc GST)	Net (Exc GST)	Total
4LPH	4LPH TURBOKEY COMPENSATING DRIPPER	100.00	0.85	0.74	73.91
KP4	KEY PUNCH FOR DRIPPERS	1.00	1.40	1.22	1.22
35016100	16 HORT LATERAL TUBE 100M	2.00	65.40	56.87	113.74
LT16	16 LATERAL TEE	6.00	1.25	1.09	6.52
LF16	16 LATERAL IN LINE FILTER	1.00	5.40	4.70	4.70
CC16	16 CRAY CLIP	30.00	0.40	0.35	10.43
BV20	20 BRASS BALL VALVE S/S HANDLE	1.00	19.20	16.70	16.70
SHN20	20 HANSEN HEX NIPPLE	2.00	1.20	1.04	2.09
LNT1620	3/4 X 16 LATERAL NUT AND TAIL 16MM X 20MM	1.00	2.75	2.39	2.39

Pd. 31/11/17
RARA cheq no. 000336

**ALL NON STOCKED ITEMS ESPECIALLY ORDERED AT CUSTOMERS
REQUEST ARE NOT RETURNABLE OR REFUNDABLE**

Thankyou. We do appreciate your business

Goods remain the property of Gibson's Irrigation and Machinery until payment is made in full

Payment is due strictly by 20th month following.

Interest maybe charged on overdue accounts at 2% per month. Legal and other debt collection costs incurred will be to your account.

To pay by direct credit our bank account is: 01-0382-0130336-00, please show your customer / account number

Amount	231.70
GST	34.75
TOTAL	266.45

Tax Invoice / Statement

Original Copy

A 1094953

Date 13-4-18

To

Rawene Residents
Ass.

From

Eric Korewha

☐ Tax Invoice
 ☒ Purchase Order
 ☐ Statement

Qty Details / Description Rate \$ c

partea payment

par project

\$330.00

Total being -

\$1000.00.

Pd \$330

15/04/18 Wg. 000390

Ph. 022173054

Order No.

Sub Total

G.S.T. No.

G.S.T./ Tax

TOTAL

330.00

Gibson's Irrigation, Pumps & Machinery
40 Skippers Lane
WAIPAPA 0295
NORTHLAND

Phone : 09 407 8530 Fax : 09 407 1456

T A X I N V O I C E

GST No. : 94-909-184

Date : 31/10/2017 16:43 Inv # : 232636

Cash Sales
Order # :

You were served by ANDREW

Qty	Description	Rate	Amount
1	16 LATERAL END PLUG		19.20
1	16 GRAY CLIP		4.80
	Total Incl GST		24.00
	G. Content		3.13
	Amount Tendered		24.00
	Change		0.00
	TPOS		24.00

Thank You For Your Business

Pd. 8/11/17
RARA Wg no. 000387



**Far North
District Council**

**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:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation:

Kaikohe Community Art Council

Name & location of project:

Silk Purse - Kaikohe R.S.A.

Date of project/activity:

4th August 2018

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$ 831.75

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)
Far North District Council Special license	\$ 207.00	✓
Lighting & carpet Hire	\$ 150.00	✓
Printing & Consumables	\$ 85.34	✓
Security (Wardens)	\$ 100.00	
Catering	\$ 300.00	
Entertainment	\$ 150.00	
Total:	\$ 992.34	

Bank statements

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

Providing a very successful fashion show
Showcasing preloved clothing from local businesses.
The evening was enjoyable for all, full of fun and
laughter with the audience involvement as well.
We had 12 art council members and 20 models on the night.

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

The audience wanted more fashion show like the "Silk Purse" that included participation from the audience. Many commented on the range of product available from our local stores. A range of comments about being able to shop local without a large cost.

Kaikohe Community Arts Council

Name: Nicky Raxworthy
Address: 37 Monument Road, Karakahe
Phone: mob: 021 156 9476
Email: raxworthy@n@gmail.com
Date: 24/1/19

	Chq		Total	Receipts
FarNorth District Council (Special licence)	112278		\$ 207.00	y
Lighting & Carpet Hire	112284		\$ 150.00	y
Printing & Consumables	112281	Betta electrical \$10.00		y
	112283	Maypark Print \$13.34		y
	112283	Maypark Print \$23.98		y
	112283	Maypark Print \$1.40		y
	112282	New world \$6.00		y
		New world \$26.62		y
	112282	4 Square \$4.00	\$ 85.34	y
Entertainment	112282	Tui	\$ 50.00	y
	112282	Kapa Haka	\$ 100.00	
Security	112282	Wardens	\$ 100.00	
Cartering	112282		\$ 300.00	
			\$ 992.34	

COPY

Date 22/7/18

Cheq 112278

Far North District Council
GST No 52-004-928

Private Bag 752
Memorial Ave Phone: 0800 920029
Kaikohe 0400 09 4015200

Receipt No 5178433
Date: 27-JUN-2018 Drawer:KHCS1

The Kaikohe & District Memorial RSA In
PO Box 379
Kaikohe 0440

DR 50002484

	207.00
Cash	-207.00

Receipt Amount:	207.00
Amount Tendered:	207.00
Change Issued:	
Rounding Amount:	

*Includes GST

The Silk purse - August 14th 2015

re: quote for hireage of standing coloured
lights and carpet for catwalk.

Passion 8 Kaikohe
9 Thorpe Rd
Kaikohe 9405 2235

to supply and install equipment
\$150.00

total \$150.00

Jim Reel's

by NO 11 2284
27/5/18

TAX INVOICE / STATEMENT Date 31/07/13 116113

TO WINKHOE COMMUNITY ART COUNCIL

From
Maynard Patti

P.O. Box 170

所附錄(04F)

G.S.T. Reg. No.	Ref. O/N
33 8/16 1316	

[illegible]

COPIES AS/50 DIH

20 06 18 116107

HAARDT, CAROLYN, FIN. CONTROL

Polyvinyl Chloride

25

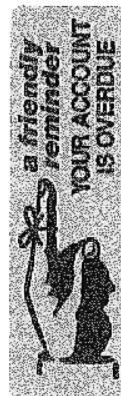
26014

3663

My Sister, (Aunt)

1. The first part of the document is a list of names and titles, including "The Hon. Mr. Justice" and "The Hon. Mr. Justice".

Silk Purse



Invoice Number: 21518
Helmberg
No 112723
21518
3

100

20 55
13
23 94

22.5.18

re: Silk purse

Travel reimbursement
for evening entertainment

Reppy Napavie Tui Hazel
124 Karuhiruhi Farms
State Highway 12
Kaikohe 0473
(09) 4058803

OK'd
11/22/18

We require \$50.00 to
cover our time and travel
Thanking you

A. Napavie



**** KAIKOHE NEW WORLD ****
 **** Marino Place, Kaikohe ****
 **** The Local Centre Ltd ****
 PH: (09) 401-5068

BEIT TEA BAGS CLASSIC 60S	\$3.96
BISHNELL'S COFFEE POWDER INSTANT 100G	\$5.43
NESTLE MILK SWIT PACK 600G	\$5.37
FINIS SUGAR WHITE 500G	\$1.35
VALVE MILK STANDARD 2L	\$2.50
PAWS DISCREETABLE SPOONS 100	\$0.60
PAWS DISCREETABLE TUMBLERS 100	\$0.60
3 L 5L 7L	\$0.37

9 BALANCE DUE	\$26.02
ETPOS	\$20.62

*****0000

SUB TOTAL	\$23.10
TOTAL GST	\$1.42
TOTAL	\$24.52

CHANGE	\$0.00
--------	--------

NEW WORLD
 GST# 110-807-652
 KAIKOHE

ETPOS
 TERMINAL 01072905 1000 2078.0
 TIME 0400 10-12 0000 0000
 ETPOS
 AUTHORIZATION

PURCHASE	\$20.62
TOTAL	\$20.62

RECEIVED

CUSTOMER COPY

New World Card: 60143044442422
 Fly Buys Standard Points: 1

POINTS FOR SCANNING YOUR CLUBCARD
 REMEMBER SCAN WITH EVERY PURCHASE 500
 OR SMALL FOR A MORE REWARDING SHOP!

CASHIER NAME: CASHIER

04/08/2018 13:42:17 04149 503 5705 0019

***** TAX INVOICE *****

**** GST No. 110-807-652 ****

All items GST inclusive
 unless otherwise specified by (+)
 All promotions exclude tobacco, gift
 card, christmas card purchases and
 payments on account. Please
 retain receipt as proof of purchase
 THANK YOU FOR SHOPPING AT NEW WORLD
 www.newworld.co.nz



**** KAIKOHE FOUR SQUARE ****
 **** 120 Broadway, Kaikohe ****
 **** Jin Zhi Enterprises Ltd ****
 PH: (09) 401-6303

Chav
 112282

COW GATE STD 2LTR	\$3.99
-------------------	--------

1 BALANCE DUE	\$3.99
ROUNDING	\$0.01
CASH	\$4.00

SUB TOTAL	\$3.47
TOTAL GST	\$0.52
TOTAL	\$3.99

CHANGE	\$0.00
--------	--------

CASHIER NAME: Jane I

04/08/2018 21:13:12 05226 001 6426 0001

***** TAX INVOICE *****

**** GST No. 114-813-605 ****

All items GST inclusive
 unless otherwise specified by (+)
 All promotions exclude tobacco, gift
 card, christmas card purchases and
 payments on account. Please
 retain receipt as proof of purchase
 THANK YOU FOR SHOPPING AT FOUR SQUARE
 www.foursquare.co.nz

Silk Purse



NEW WORLD

*** KAISOHE NEW WORLD ***
 *** Marine Place Kaikohe ***
 *** The Local Grocer Ltd ***
 PH: (09) 401 5086

POWS DISCOUNTABLE DINNER PLAT 26CM 105
 2 - \$2.99 \$5.98

2 BALANCE DUE \$5.98
 ROUNDING 14.02
 CASH \$20.00

SUB TOTAL \$5.20
 TOTAL GST 7.78
 TOTAL \$12.98

CASH \$14.00

CASHIER NAME: Monique
 04/06/2018 16:07:00 04149 001 5462 0000
 ***** THE INVOICE *****
 *** GST No. 119-307-012 ***
 All items GST inclusive
 unless otherwise specified by law
 All promotions exclude tobacco, gift
 card, 40% sales and purchases and
 payments on account. Please
 retain receipt as proof of purchase
 THANK YOU FOR SHOPPING AT NEW WORLD
 www.newworld.co.nz

Silk Purse

Society Cheque account

Account no 12-3097-0: 52492-01
 Opening date 30 Jul 18
 Statement no 239
 Page no 1 of 1

ASB

Kaikohe Community Arts Council
 C/ N Powdrill
 11 - Broadway
 Kaikohe 0405

Transaction details				Reference	Debit/Withdrawal \$	Deposit \$	Balance \$
Date	Other Party	MTS	Particulars	Code			
30 Jul	Opening Balance						703.03
10 Aug	Deposit					33.30	736.33
20 Aug	Deposit			Donation RSA		50.00	786.33
20 Aug				112281	568.00		218.33
21 Aug	Deposit					20.00	238.33
21 Aug	Deposit		Donation Sil: Purse			1,238.50	1,476.83
21 Aug				112281	10.00		1,466.83
24 Aug				112283	38.72		1,428.11
30 Aug	Closing Balance						1,428.11

Balances other accounts

50	Fastsaver	\$	6,813.39
Total			6,813.39

Kaikohe Community ARTS Council Presents

The Silk Purse

Showcasing affordable
clothing from Kaikohe Op Shops



Saturday 4th August
7.00pm
Venue: RSA Kaikohe
Bar Facilities available

Grab your TICKETS Today
Bo Jumbles Kaikohe
Bouquets on Broadway
Hidden Treasures Kaikohe
Passion8 Rawene

\$15 presold
\$20 door sales (limited)
Tickets include Finger foods and Local Entertainers

All funds raised go towards The 2018 Community Christmas Grotto

https://scontent.fakl2-1.fna.fbcdn.net/v/t1.0-9/37751284_1776065849137443_121325... 22/01/2019

Big thanks to.....

*Far North District Community Board

*Kaikohe RSA-great venue

*Max Cochrane-lighting and sound

*Models that participated

*Op shop's, Passion8, St John, Hospice, Bo Jumbles, 121 Shop

*Carol Zambucka, Repzzy hats, Dawn Harris

*Entertainers

*Sponsors.....Beta Electrical

Breaking Bread Cafe

Bunnings

Bouquets on Broadway

Dfine Salon

Doug Blaikie

Handmaid (dressmaker)

Kaikohe Lawnmowers & Chainsaws Ltd

Kaikohe Pharmacy

Len's Pies

Paper plus

Passion8

Pioneer Village

Pioneer Village Art Group

Rune Law

Te Pu O te Wheke Art Gallery

Styles Hair Studio

Vic's Butchery

\$2 Shop

*Maori Wardens-security

*Community who came along and supported our fundraiser. Fundraising for the Christmas grotto

*Kohewhata Marae Kai Ora-for our Kai

*Azaria Reilly-for our Kai

7.6 FUNDING APPLICATION - RAWENE GOLF CLUB INC

File Number: A2333903

Author: Maryn Ashby, Meetings Administrator

Authoriser: Kate Barnes, Governance Support Team Leader

PURPOSE OF THE REPORT

To present the Community Board with information on Rawene Golf Club Inc application for a grant to assist members in determining whether to approve or decline the application.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board in considering the provisions of the Community Grant Policy authorise the sum of \$700.00 (plus GST if applicable) to be paid from the Board's Community Fund account to Rawene Golf Club Inc to assist with the cost of food and water for The Hokianga Golf Fun Day 2019 to support the following Community Outcomes:

- i. Proud vibrant communities
- ii. Liveable communities that are healthy, safe, connected and sustainable

1) BACKGROUND

The Hokianga Golf Fun day is an outdoor smokefree community event that is held annually. The event is organised and run by volunteers from the Rawene Golf Club Inc.

The funds raised from the day are donated to the Rawene Hospital. Donations from the Hokianga Golf Fun Day have purchased \$10k worth of equipment to date. All project reports have been submitted and processed to date.

2) DISCUSSION AND OPTIONS

Preliminary assessment of the application:

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

Option 1 Authorise the full amount requested

Funding of 37.8% of the total cost could be considered.

Option 2 Authorise partial funding of the amount requested

Partial funding of the amount requested could be considered.

Option 1 is recommended by staff as it complies with the Community Grant Policy.



Reason for the recommendation

This application has been checked by staff for completeness and complies with all conditions of the Community Grant Policy, Community Outcomes as stated in the 2018-28 LTP, and all provisions listed on the application form.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Funding Application - Rawene Golf Club Inc - A2333443** [!\[\]\(756219e9389f679d57027482aa5cf5fc_img.jpg\)](#) 
2. **Schedule of Supporting Documents - Rawene Golf Club Inc - A2341627** [!\[\]\(8175e06aff05874f50e11ffc448e6860_img.jpg\)](#) 

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	Low
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 is to the Te Hiku Community Board
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No implications for Maori 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.	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

Rawene Service Centre

17 JAN 2019

RECEIVED



Instructions

- 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 *Rawene Local Grant Application Form* 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
 - **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 Governance team at DDI (09) 401 5231, freephone 0800 920 029, or *ask.us@fndc.govt.nz* – we're happy to help.
 - **Send your completed form** to *governance@fndc.govt.nz* or to any Council service centre
-
- ☐ Quotes (or evidence of costs) for all items listed as total costs on pg 3
 - ☐ Most recent bank statements and (signed) annual financial statements
 - ☐ Programme/event/project outline
 - ☐ A health and safety plan
 - ☐ Your organisation's business plan (if applicable)
 - ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
 - ☐ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation *Rawene Golf Club Incorporated* **Number of Members**
Postal Address *PO Box 21 Rawene* **Post Code** *0443*
Physical Address *51 De Thier St Rawene* **Post Code** *0473*
Contact Person *Dixon Titore* **Position** *Organiser*
Phone Number *09 4057 418* **Mobile Number** *022 680 8503*
Email Address *dixonandsophie2outlook.com*

Please briefly describe the purpose of the organisation.

To provide food and water throughout the day for community golf event ~~day~~ "The Hokianga Golf Fun Day 2019". Donate funds raised to Rawene Hospital

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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 Hokianga Golf Fun Day 2019 Date Sat 2 March 2019
Location Rawene Golf Course Time 10am

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

If so, how much? Attendance is FREE. Team competitors \$10

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.

The "Hokianga Golf Fun Day" is an outdoors smokefree community event that will benefit the people of the Hokianga. With an annual theme promoting a "healthy lifestyle", to "Be Active", this event encourages "whanaunga and hapu participation", as a team with a "get off the couch" and "give it ago" attitude. Open to people of all ages, it introduces people new to the game of golf and "Join a Club" ideals. Organised by the Rawene Golf Club who volunteer their time and resources to make this event successful on a safe and secure venue. Donates funds raised at the HGFD to the Rawene Hospital.

History: ① Held on five previous occasions in May since 2011. Moved to March this year because of better predicted weather.

② Attracts competitors from Northland/Auckland. 90% of competitors are not affiliated to any sporting club.

③ Oldest competitor was 81 yrs old, youngest 3 yrs old to have played.

④ Donations from HGFD have purchased \$10k of equipment for hospital so far.

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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	150	
Advertising/Promotion	40	
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	10	
Equipment Hire	50	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments + Food	700	700
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	400	not applicable
Other (describe) Green Fees	500	
TOTALS	1850	700

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 51-742-257

How much money does your organisation currently have? STATEMENT ATTACHED

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

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

Purpose	Amount
BAR EXPENSES	890.88
RAWENE GARAGE FUEL	557.65
PHONE/EFTPOS RENTAL	148.29
RATES	343.39
INSURANCE	318.14
TOTAL	2258.35

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

Funding Source	Amount	Approved
NIL		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
Golf Fun Day	\$600	24/3/15	<u>Y</u> / N
			Y / N
			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)

RAWENE GOLF CLUB INCORPORATED.

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

[Signature]

Signatory Two

Elizabeth J. Bowyer

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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 Elizabeth Mendes Position Treasurer
 Postal Address 218 Wharekawa Rd, RD 3 Kaikohe Post Code 0473
 Phone Number 09 4057578 Mobile Number
 Signature [Signature] Date 14.01.2019

Signatory Two

Name ELISABETH BOWKER Position SECRETARY
 Postal Address PO Box 5, RAWENE Post Code 0443
 Phone Number 09 4057793 Mobile Number 021 4577 95
 Signature Elizabeth J. Bowker Date 16-1-19

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A1859967

Schedule of Supporting Documentation**Rawene Golf Club Inc**

The following supporting documentation has been provided in support of the funding application. It is emailed to members under separate cover but published on the Council website as part of the agenda.

1	Bank statement
2	Outline of costs
3	Quote - Rawene Food Mart
4	Quote - Wardys Fruit @ Vege
5	Tournament Poster

7.7 FUNDING APPLICATION - SMILEY CAMPAIGN**File Number:** A2342312**Author:** Maryn Ashby, Meetings Administrator**Authoriser:** Kate Barnes, Governance Support Team Leader**PURPOSE OF THE REPORT**

To present the Community Board with the information on the application from Smiley Campaign to assist members in determining whether to approve or decline the application

RECOMMENDATION

That the Kaikohe-Hokianga Community Board in considering the provisions of the Community Grant Policy authorise the sum of \$5,650 (plus GST if applicable) to be paid from the Board's Community Fund account to Rawiri Love - Smiley Campaign to assist with the cost involved in promoting "Get Fit Kaikohe" to support the following Community Outcomes:

- i. Proud vibrant communities**
- ii. Liveable communities that are healthy, safe, connected and sustainable**

1) BACKGROUND

The Smiley Campaign was developed by Rawiri Love he encourages social transformation through building a positive community. The Kaikohe based charity has launched "Get Fit Kaikohe" promoting fitness for all ages. Director Rawiri Love uses real time filming and social media to promote the programmes on offer from local gyms, marae, sport groups and dance clubs.

The Smiley Campaign seeks funding to purchase professional grade camera equipment, signage, promotional t-shirts rent and travel costs. The Smiley Campaign has not applied for funding from the Community Board previously.

2) DISCUSSION AND OPTIONS**Preliminary assessment of the application:**

The Smiley Campaign has not sought funding outside of the Community Board or from any of the local gyms, sports groups or clubs it is promoting in the "Get Fit Kaikohe" movement.

Under the Community Grants policy it states that priority will be given to proposals which are likely to succeed. The expenditure that the applicant has applied for are costs towards the project that will make the project successful. Without further funding from external organisations – it is unlikely that this project is likely to succeed.

The applicant seeks a grant of \$14,120.35 which is 50% of the project costs

Option 1 Authorise the maximum amount allowed by policy**Option 2 Authorise partial funding**

Partial funding of \$5,650 of 20% should be considered to align with the Community Grants Policy

Option 3 Decline funding

Option 2 is recommended by staff.

Reason for the recommendation

The application meets all criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Funding Application - Smiley Campaign - A2341643** [!\[\]\(8c4dca64662d21542001ca0ed7eeb688_img.jpg\)](#) 
2. **Schedule of Supporting Documents - Smiley Campaign - A2341641** [!\[\]\(d1438aeefda19c86ae7477bf1fb30796_img.jpg\)](#) 

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	Low.
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 is to the Kaikohe-Hokianga Community Board.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	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.	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



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 Governance team at DDI (09) 401 5231, freephone 0800 920 029, or governance@fndc.govt.nz – we're happy to help.
- **Send your completed form** to governance@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
- ☐ Most recent bank statements and (signed) annual financial statements
- ☐ Programme/event/project outline
- ☐ A health and safety plan
- ☐ Your organisation's business plan (if applicable)
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☐ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	<input type="text" value="Smiley Campaign (Charity cc44757)"/>	Number of Members	<input type="text" value="8"/>
Postal Address	<input type="text" value="43a Station rd, Kaikohe"/>	Post Code	<input type="text" value="0405"/>
Physical Address	<input type="text" value="43a Station rd, Kaikohe"/>	Post Code	<input type="text" value="0405"/>
Contact Person	<input type="text" value="Rawiri Love"/>	Position	<input type="text" value="Director"/>
Phone Number	<input type="text" value="0220866164"/>	Mobile Number	<input type="text" value="0220866164"/>
Email Address	<input type="text" value="info@rawirilove.com"/>		

Please briefly describe the purpose of the organisation.

Social Transformation = building a positive community

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 Date

Location Time

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

If so, how much?

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.

"Get Fit Kaikohe" is aimed at mobilizing the community to a lifestyle of fitness and health, Smiley Campaign uses real time filming, commercials, billboards, teeshirts, brochures and badges to communicate its message. The program is run in conjunction with gym, social providers, marae's training institutions, schools, sports groups and individual businesses. It is aimed at all ages. "Get Fit Kaikohe" launched was filmed at the Whare Oranga gym-
<https://www.facebook.com/getfitkaikohe/videos/1533250893486740/>
at time of writing views of video was 7,409 Face Book. Second filming was at Mills Gym and at time of writing was viewed 6,825. <https://www.facebook.com/getfitkaikohe/videos/323219418461678/>
Get Fit Kaikohe has a face book page: <https://www.facebook.com/getfitkaikohe/>
We are in talks with police they are showing interest of Get Fit Kaikohe. we are discussing hosting a 5 km run/walk. a Get Fit Kaikohe touch team is scheduled to start with the Get Fit Kaikohe uniform 15/11/2018.

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	\$2,108.32	\$1,054.16
Advertising/Promotion	\$6,475.45	\$3,237.72
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	\$420.68	\$210.34
Equipment Hire		
Equipment Purchase (describe) quotes from Protel and Fertech	\$16,849.40	\$8,424.70
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage	\$800.00	\$400.00
Volunteer Expenses Reimbursement	\$300.00	\$150.00
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)	\$1286.86	\$643.43
TOTALS	\$28,240.71	\$14,120.35

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

How much money does your organisation currently have?

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

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

Purpose	Amount
rent	\$500.00
TOTAL	

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
			Y / N
			Y / N
			Y / N
			Y / N

www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | ask.us@fndc.govt.nz | Phone 0800 920 029

(version Sept 2018)
A1859967

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)

Smiley Campaign cc44757

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

Rawiri Love

Signatory Two

Hera Love

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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	<input type="text" value="Rawiri Love"/>	Position	<input type="text" value="Director/Trustee"/>
Postal Address	<input type="text" value="43a Station rd, Kaikohe"/>	Post Code	<input type="text" value="0405"/>
Phone Number	<input type="text" value="0220866164"/>	Mobile Number	<input type="text" value="0220866164"/>
Signature	<input type="text" value="Rawiri Love"/>	Date	<input type="text" value="12/11/2018"/>

Signatory Two

Name	<input type="text" value="Hera Love"/>	Position	<input type="text" value="Trustee"/>
Postal Address	<input type="text" value="43a Station rd, Kaikohe"/>	Post Code	<input type="text" value="0405"/>
Phone Number	<input type="text" value="021844552"/>	Mobile Number	<input type="text" value="021844552"/>
Signature	<input type="text" value="Hera Love"/>	Date	<input type="text" value="12/11/2018"/>

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Schedule of Supporting Documentation**Smiley Campaign**

The following supporting documentation has been provided in support of the funding application. It is emailed to members under separate cover but published on the Council website as part of the agenda.

1	Bank statement
2	Quote - Ferntech
3	Quote - Halvo Signs
4	Quote - May Park Print
5	Quote - Sign Worx
6	Quote - Northern Signs
7	Quote - Protel International Technologies Ltd
8	Quote - Smiley Campaign
9	Quote - Northern Signs
10	Additional funding application information
11	Lease Agreement

8 INFORMATION REPORTS

8.1 COMMUNITY AND CUSTOMER SERVICES ACTIVITY REPORT 1 JULY - 31 DECEMBER 2018

File Number: A2335771

Author: Jacine Warmington, Manager - Community & Customer Services

Authoriser: Dean Myburgh, General Manager - District Services

PURPOSE OF THE REPORT

The purpose of the report is to provide information to the Kaikohe-Hokianga Community Board for the community and customer service activities.

EXECUTIVE SUMMARY

This information-only report is provided as an update to Community Boards.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report.

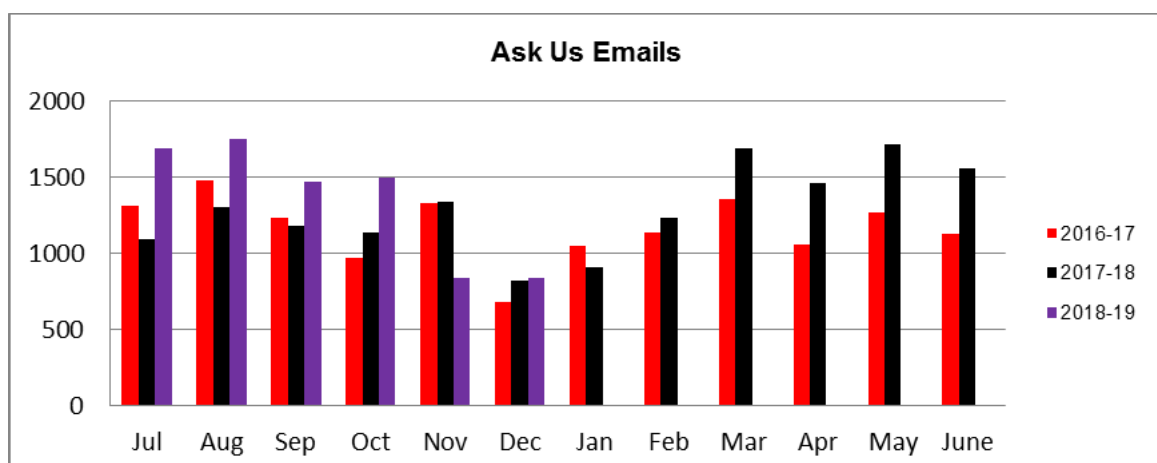
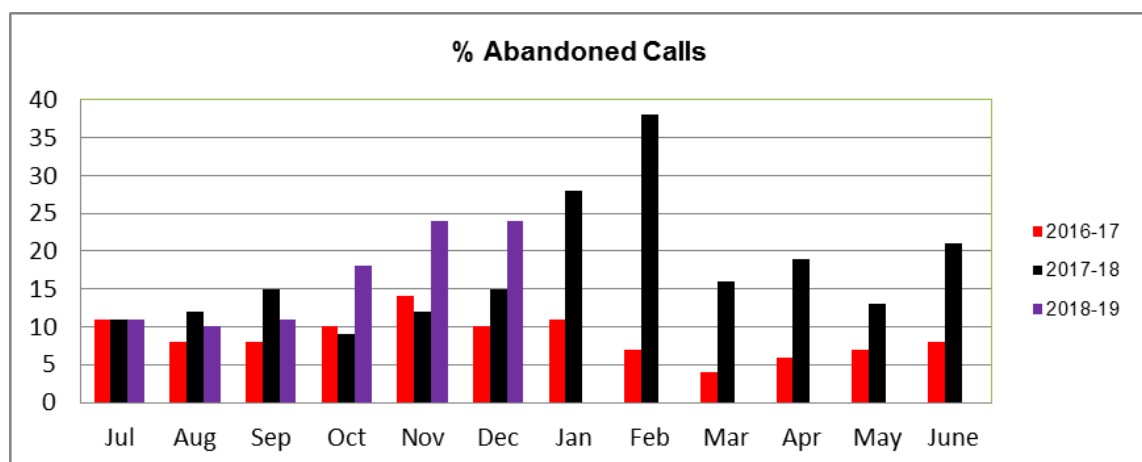
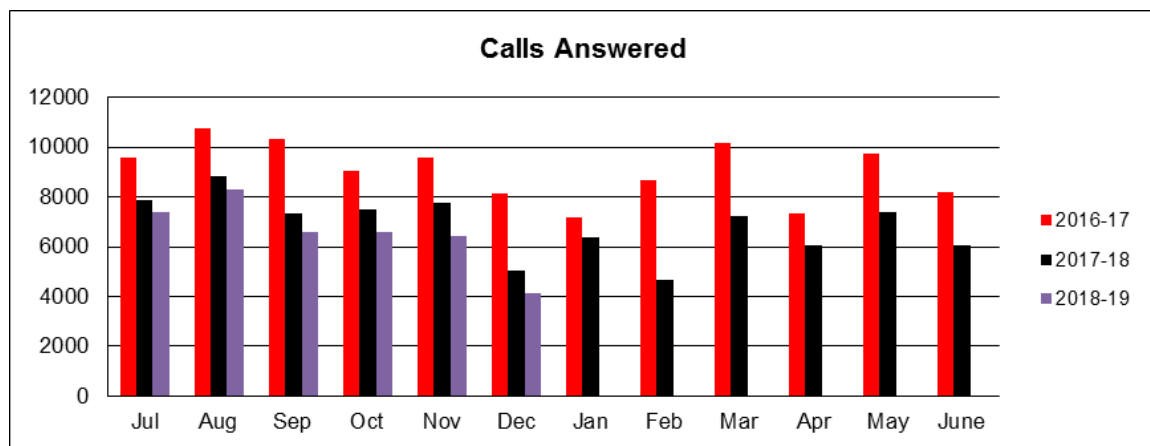
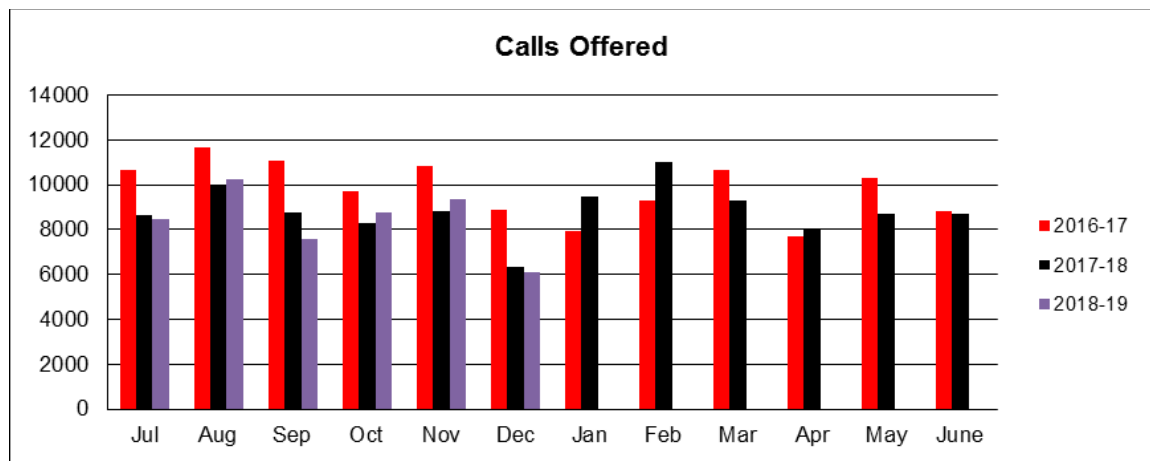
BACKGROUND

Statistical information in relation to the Community and Customer Services Department of the District Services Group is provided to the Kaikohe-Hokianga Community Board to provide an overview of activity and performance for the six months from 1 July to 31 December 2018 for the Kaikohe-Hokianga area.

DISCUSSION AND NEXT STEPS

Contact Centre

- The Community and Customer Services Department realignment was completed in November and changes took effect 1 December 2018. The key changes to note were the creation of two new Management positions, Manager - Customer Care (yet to be appointed) who will oversee the Contact Centre and Service Centres ensuring people and process alignment; and Manager – Libraries and Museum (appointed and will commence in their position March 2019) who will oversee the Libraries and Museum functions ensuring people and process alignment and implementing the Library Strategy that has been signed off by Council.
- Staff shortages (due to annual and sick leave) negatively impacted the Contact Centre statistics in November and December. The abandoned calls statistic increased to 24% for both months. Further training of staff that would be able to assist in other areas of Contact Centre and Service Centres is underway to address this and a Casual staff member has been employed to assist.



Kaikohe Library

Kaikohe Library's main focus is preparation for the \$77,000 refurbishment facelift in May 2019. Staff have utilised a number of communications tools, such as eNews, Services survey and a Lego floor plan of the library to engage with the community and get as much feedback as possible on decisions such as floor plan lay-out and potential library programmes.

A number of people have mentioned their appreciation in being able to feed back into the decision making and the survey has generated 110 responses to date. Trends coming through the survey indicate an appreciation for the library, its staff and services, but show a need for more comfortable seating and study areas as well as a meeting room space.

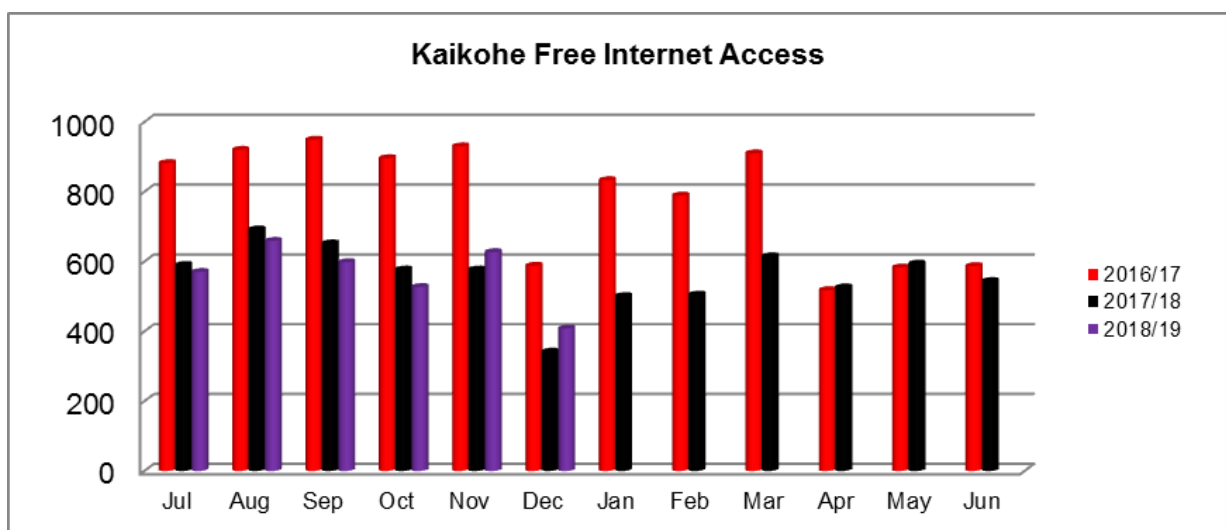
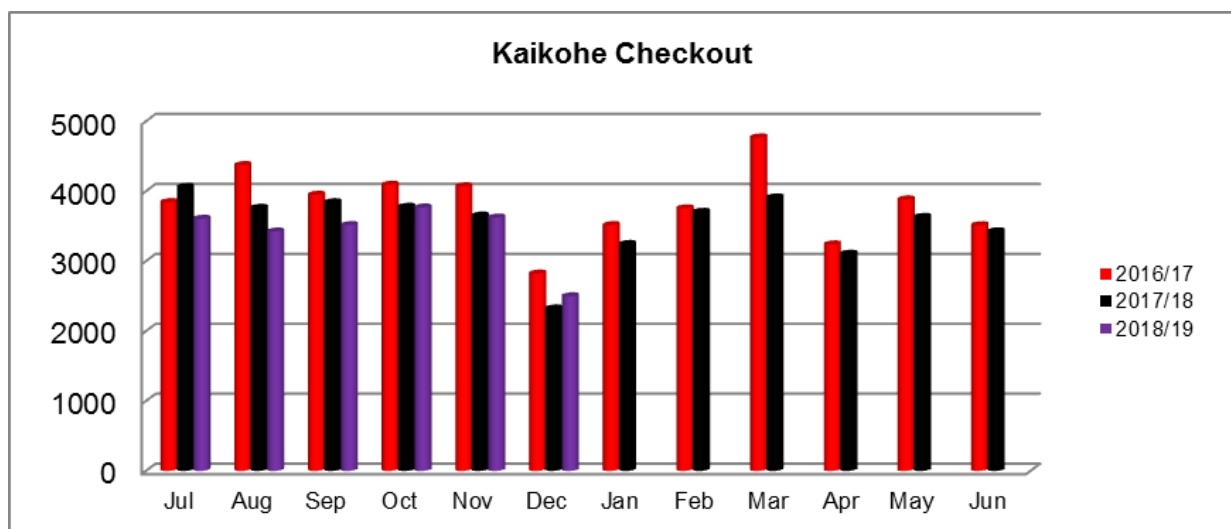
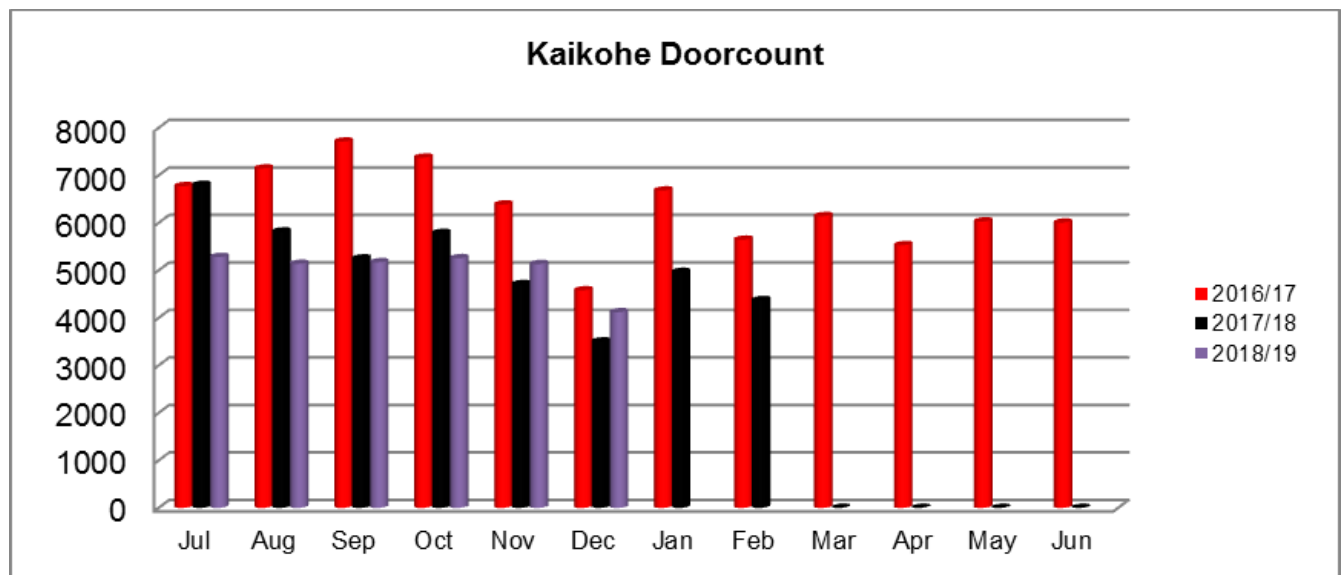
Kaikohe Library's usage statistics took a sudden drop in September 2017 when the Youth space opened, especially in areas such as Door Count and Internet use. A comparison with last year's statistics in the months since the youth space opening, indicates good on-going usage.

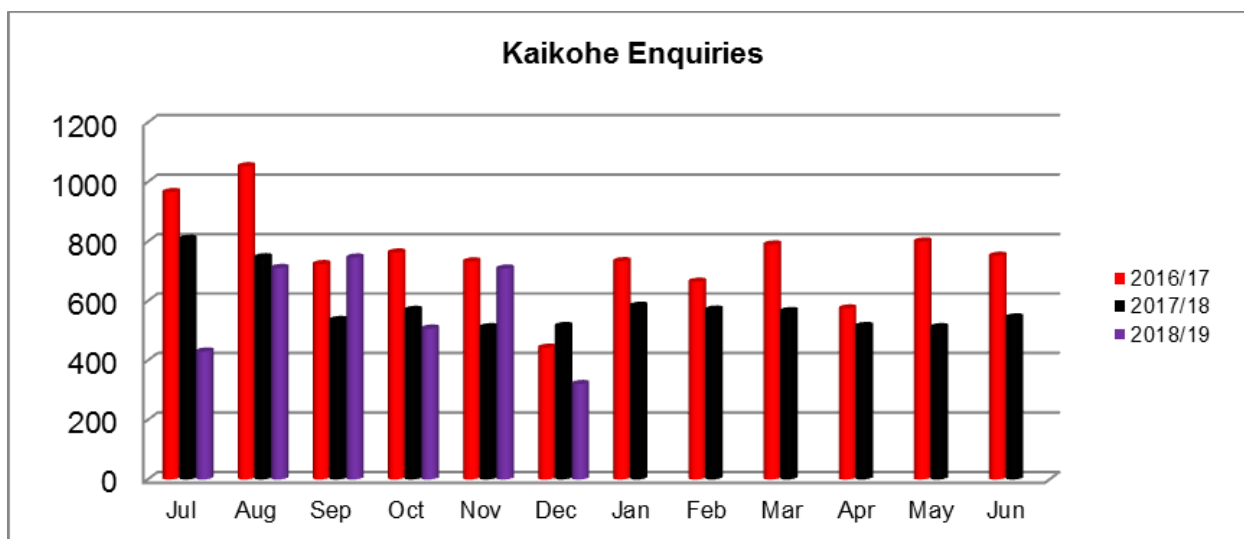
Library highlights for the period July 1 – December 31 2018 include:

- A very successful FNDC staff vs Patrons Te Reo scrabble programme, for Te Wiki o Te Reo Maori. FNDC participants included Shaun Clarke and Tania McInnes and the start of their games were live streamed by Tautoko FM to their Facebook page
- Hosting the first of Kaikohe's Pataka Kai (free food pantry), a well-used and appreciated resource
- Designing a Summer Reading Challenge for all age groups
- Implementing board games for use, which, along with a guitar, are utilised almost exclusively by our Maori community
- Becoming part of the nation-wide SteppingUp digital literacy programme and being able to offer Spark Jump (free modems and affordable pre-paid internet) in eligible homes

Library staff have begun noting patron comments made throughout the day in order to track what's working (or not) in the library. Some highlights from these include:

- "Awesome service (scanning), staff here are really helpful and supportive, on this morning Suzi and Leonard. Thank you"
- "I Love coming to this Library... Oh you have te reo Scrabble that's awesome"
- "It's really good to be able to come into the library and play an old fashioned game (scrabble) instead of online all the time"
- Patron came to delete account, is moving to Australia: Thanks so much for everything. I don't want to delete this you have provided such great service but I won't be in NZ anymore.
- "Is the Pataka Kai not here anymore? I thought it was a great initiative (NB the Pataka Kai has a newly built pantry and is away being painted).

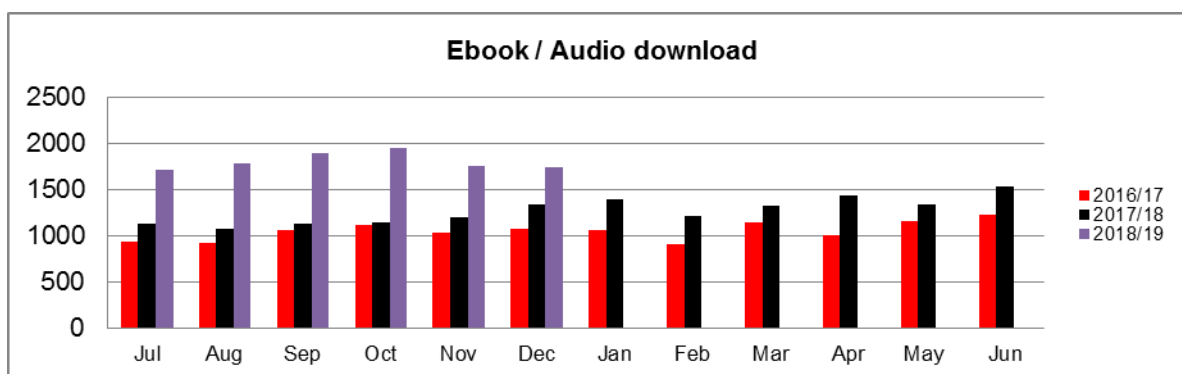




eResources – District Wide

The increase in eResources shown in the following graph is largely due to the newly introduced eAudiobooks in July 2018 and the creation of the Te Tai Tokerau consortium with Whangarei and Kaipara Libraries which results in an increased pool to borrow from.

Specific eResources-related staff training means staff are now more familiar and able to assist customers with downloading resources. This is most noticeable in the uptake of downloading eMagazines.



Museum@Te Ahu

Exhibitions / Collaborative Exhibitions

- *Tuia te kaakaa, whatu te kakahu exhibition* Stories woven into cloaks – Te Rarawa and Ngati Kuri weavers showcase traditional and contemporary cloaks inspired by the 1897 feathered cloak held by the museum.
- Matariki Event June extended to August 2018. *Nga Tohu o Te Hou, signs of the New Year*. An exhibition of new works from emerging Maori artists in the Te Hiku region.
- November 2018 – January 2019 Armistice Day Remembrance Exhibition: *Nga Rau Aroha stories of Love, Honour and Sacrifice from the Far North to the Western Front*. A collaboration between the Museum and Kaitia College History department.
- December 2018 – February 2019 (summer). *All Dolled up: doll collection - Lois Masters*.

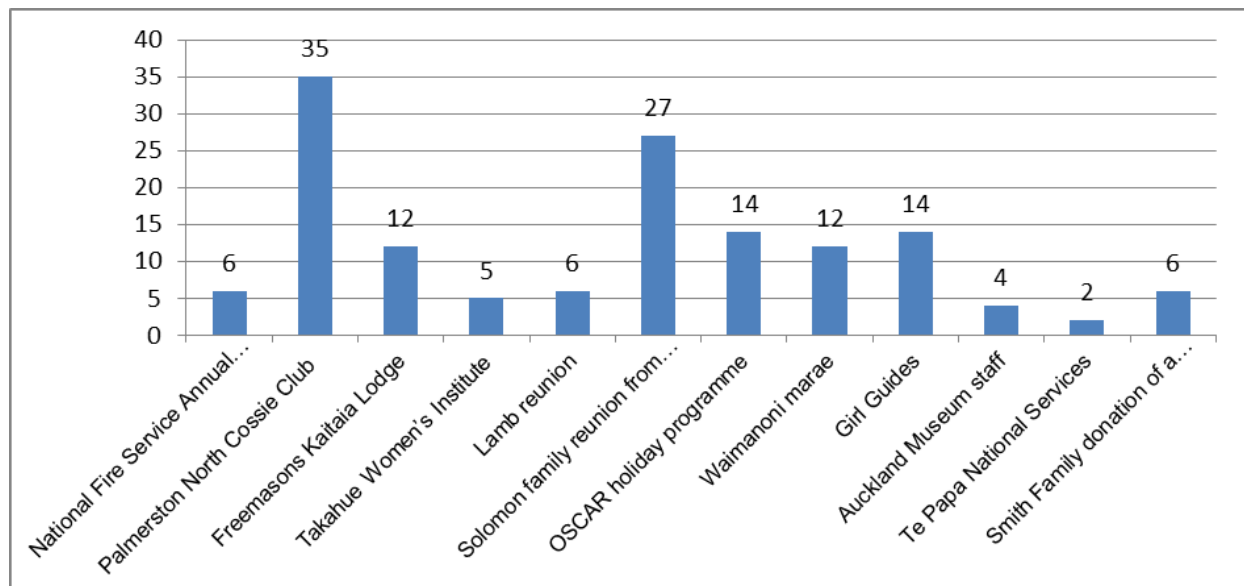
Educational Programmes

- An in-house programme designed by the Curator called ***“The Great Museum Hunt”*** for children between 5 – 14 years working as a team to discover treasures on exhibition.
- An in-house programme designed by the curator for young adults between 15 – 18 years ***“Connecting with taonga”*** a hands-on interactive programme behind the scenes to discover hidden treasures.

Groups

Hosting Archive Visitors / Archival Research Requests

Due to the staff changes, there is little statistical information available on the hours or numbers concerning the Archive operation. Seventy nine [79] researchers accessed museum collections and research facilities in 2017/2018, mostly family/local history (these are shown in the graph on the next page). Regular requests are being received for information from the Archives. The new museum curator is very much aware that better data is needed and will ensure there is a comprehensive set of figures for the next report.



Events\media and promotion

- Matariki exhibition/ events launched with an early morning karakia and kai.
- Blessing of the museum exhibition space and offices
- 3 articles on the museum published in the Northland Age
- Relaunch of the Museum @ Te Ahu face book page
- Rebranding of the museum

Care of the collection

- The draft Museum at Te Ahu Collection Policy July 2018 adopted by Trust & Council.
- Expert Knowledge Exchange– Specialist Conservator, Vicki-Anne Heikell and Sally August as a follow up for the photographic collections expert exchange with Mark Strange. A conservation plan to coincide with Museum Offsite Storage project.
- 15 items were donated by community to the museum

Grants / Donations

- A funding application to Foundation North for \$10k to purchase shelving was spent.
- Funding for Museum Offsite Storage (Pioneer House) Project was successful \$149k
- Peace and Disarmament Funding \$4k for the Armistice Day exhibition
- Matariki Exhibition/events \$500 - Te Reo o Te Rarawa – Te Runanga o Te Rarawa.
- Applied Foundation North - funding for cataloguing and digitising of all items.

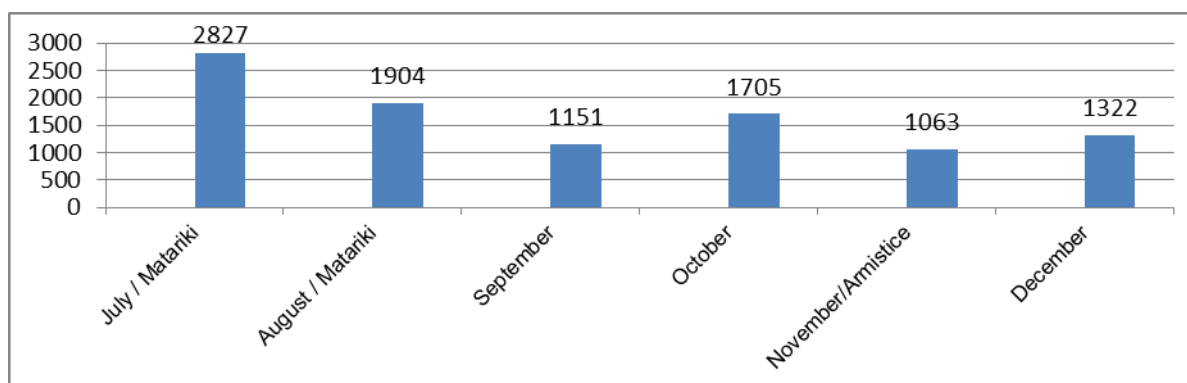
Regional and National

- There have been many positive comments captured in the Visitor Book and surveys.
- Tuhonohono Taonga Conference Te Ahu. co-hosted Te Papa/Te Runanga o Te Rarawa
- Curator attended and spoke at National Archives of New Zealand conference, Rotorua.
- Curator article published in NZ Archives Journal Archifacts August 2018 - issue on indigenous collection management of taonga.

Pioneer House Project

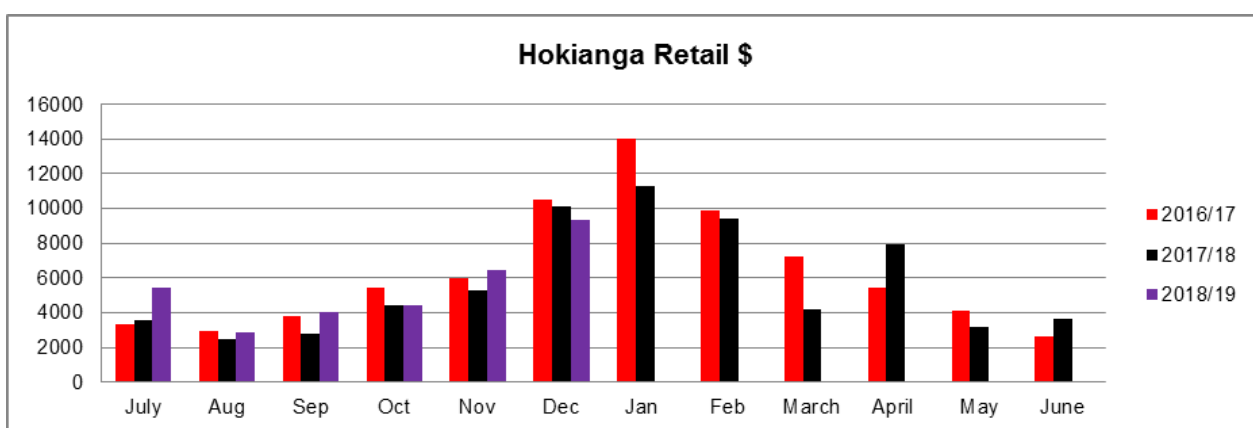
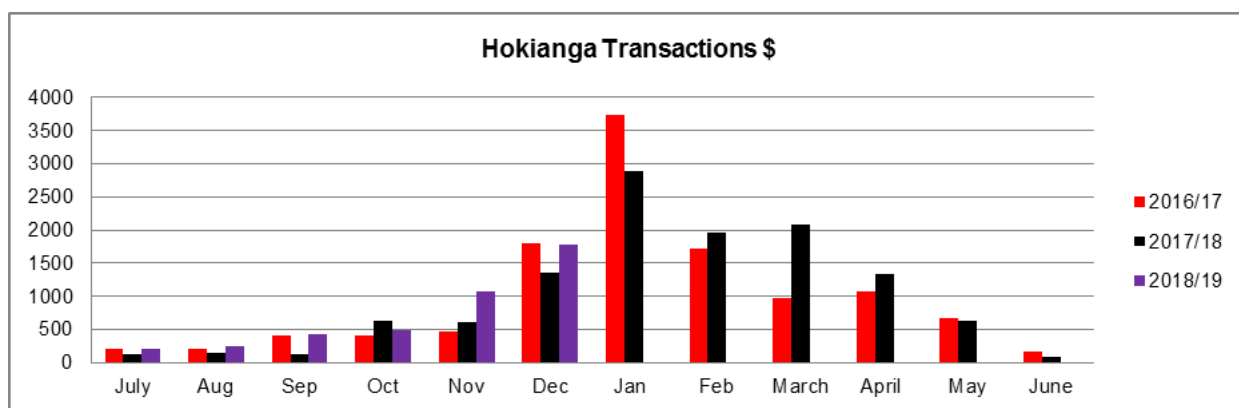
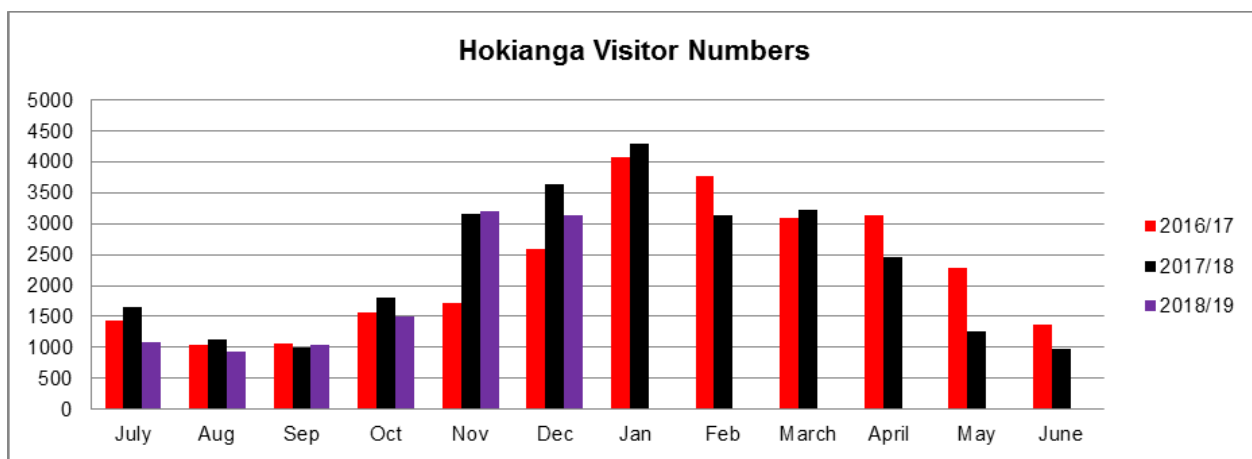
The task of upgrading quality of storage and accessibility began early December with a blessing of project spaces by Kaumatua. The project is a collaboration between Council and Far North Regional Museum Trust, to ensure collections are maintained in optimum condition. Museum Trustees, Council staff and volunteers were supported by 4 contract workers for Phase 1 which finished before Christmas. Phase 1 involved cleaning of Pioneer House where the collections have been stored, and relocation to the upgraded 'Sanctuary' on the same site. High quality, industry-standard environmental controls were installed to control temperature and humidity, eliminating the threat of dampness and mold. Phase II starts on 21st January 2019, focusing on maintenance and preservation. A team of 4 contract workers will commence on Monday 4th February for a week of training prior to the start. All items will be cleaned, catalogued and stored in appropriate cases, shelves, and containers, ready for display at the Museum and throughout the Te Ahu Centre. Collections will be made available to historians, researchers who apply for access. Phase II will be completed by April 2019.

Museum Door Statistics



Hokianga i-SITE

- Generally Hokianga visitor numbers have remained the same aside from December when there was a drop.
- Staff conducted famils in Hokianga, Bay of Islands and Kaitaia to ensure product knowledge is up to date.
- More Europeans and Australians with many travelling in campervans.
- Hokianga i-SITE has outsold Whangarei i-SITE in Fullers Greatsights bookings over November and December for the first time.



Cemeteries - Sexton Services

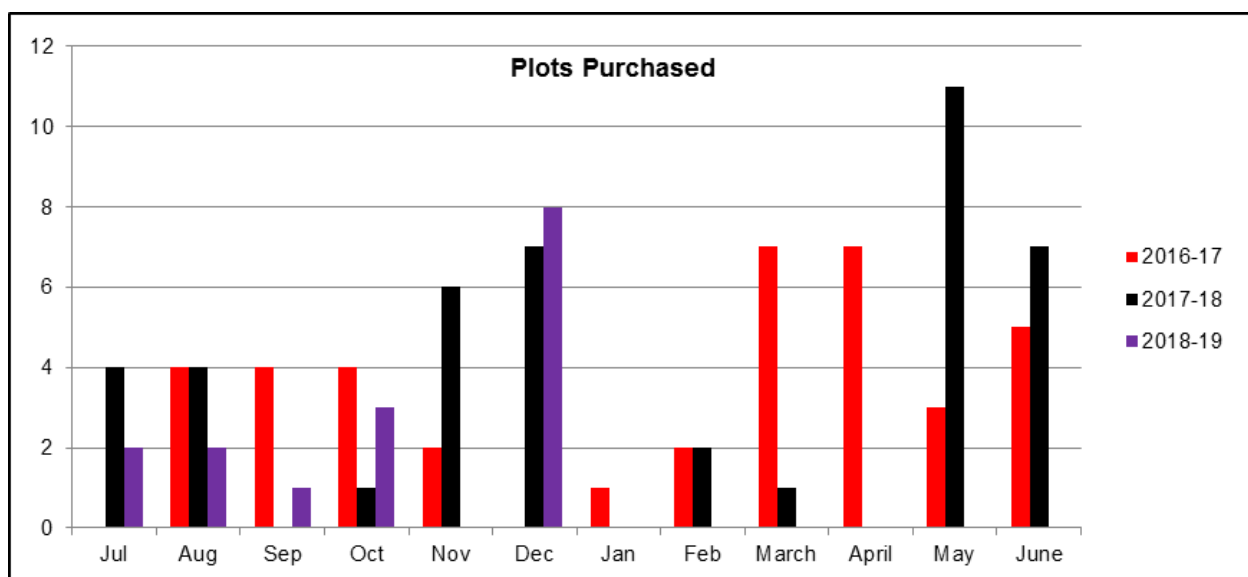
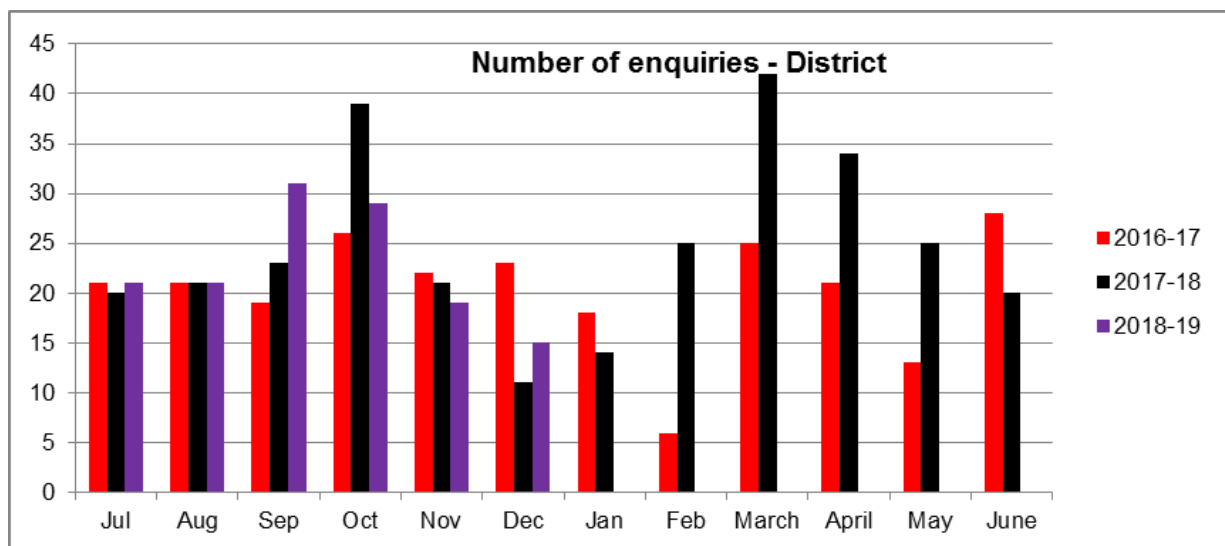
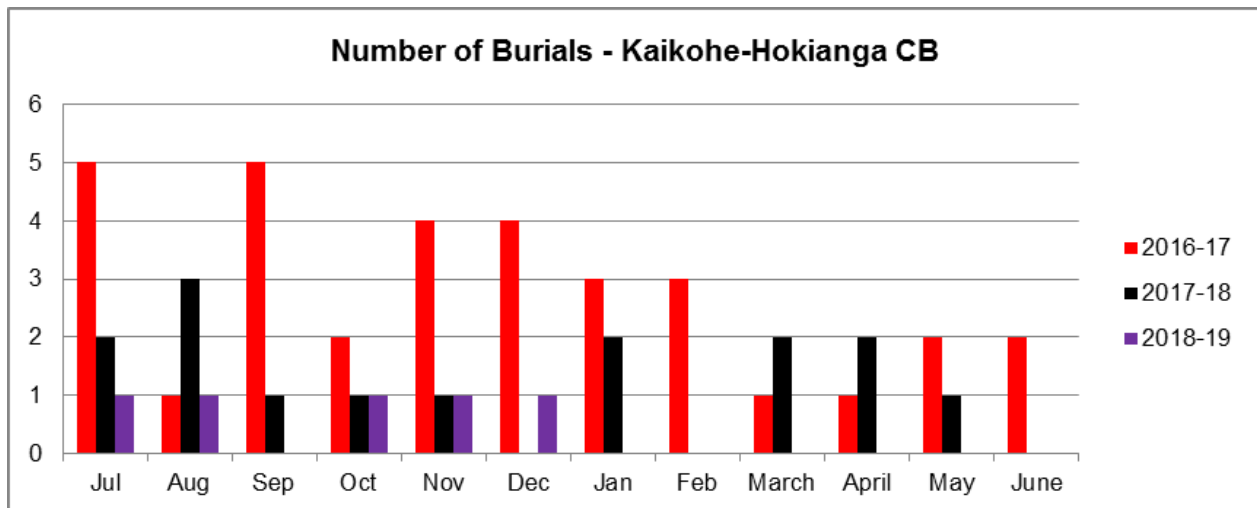
Council manages the Kaikohe, Kohukohu, Okaihau and Rawene public cemeteries under the legislation of the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

There were 4 burials and 1 ash interment in the Western Ward during the last 6 months. This is a reduction in comparison to previous years.

The number of enquiries are similar to previous years with an average of 22 per month but there has been a decrease in the number of plots purchased and certificates of title issued.

There has been an increase in the number of burials carried out by the family of the deceased, without using of the services of a Funeral Director in the Western Ward. Council staff has to ensure that the requirements of the Burial and Cremations Act 1964 (usually administered by the Funeral Director) are strictly adhered to before such a burial can take place. This involves dealing directly with the family of the deceased to make sure the burial is carried out with the dignity and care required. Council's contracted gravediggers also work with the family at the graveside, to

supervise the placement and the lowering of the casket. Their services are greatly appreciated by family and Council often receives communication from families expressing their appreciation.



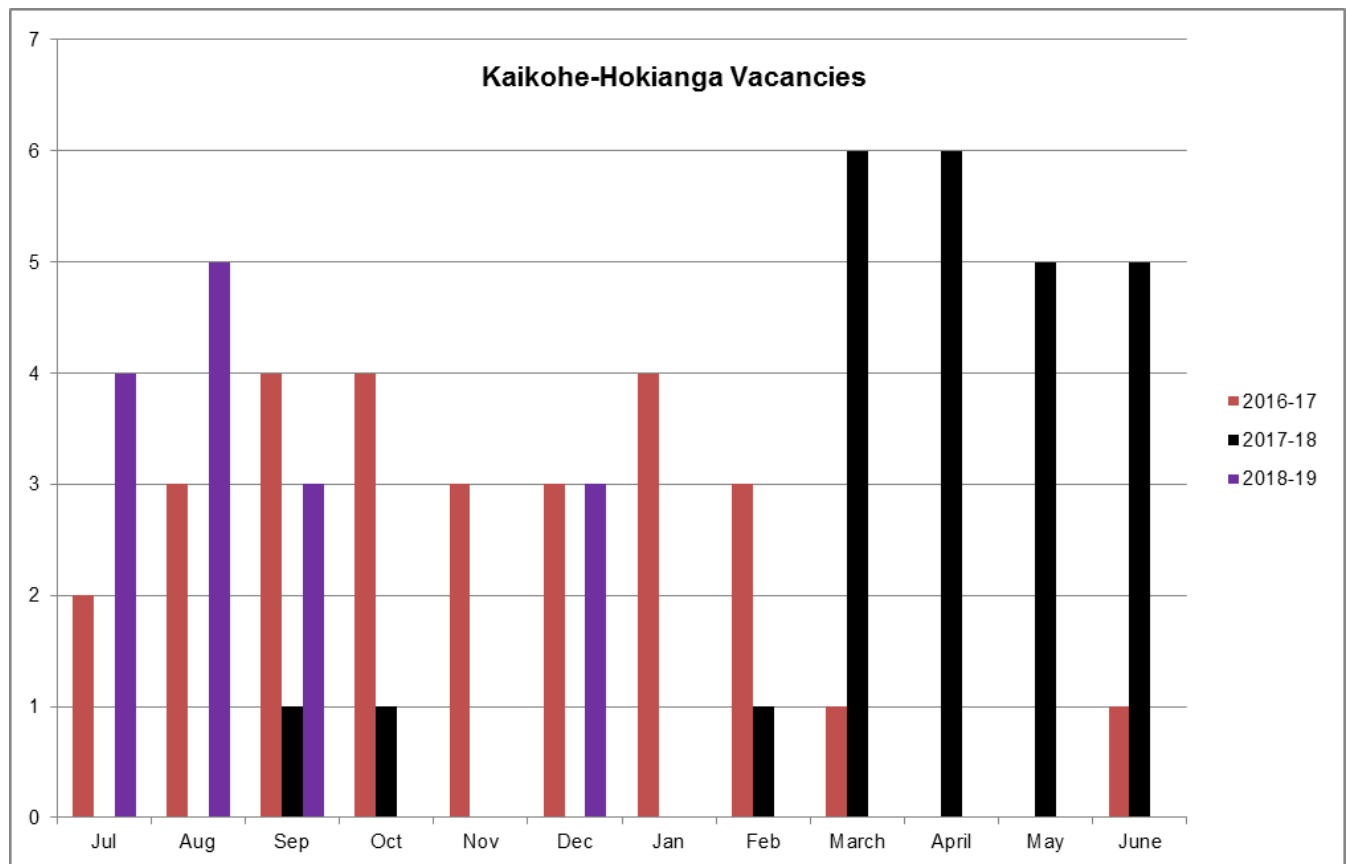
Housing for the Elderly

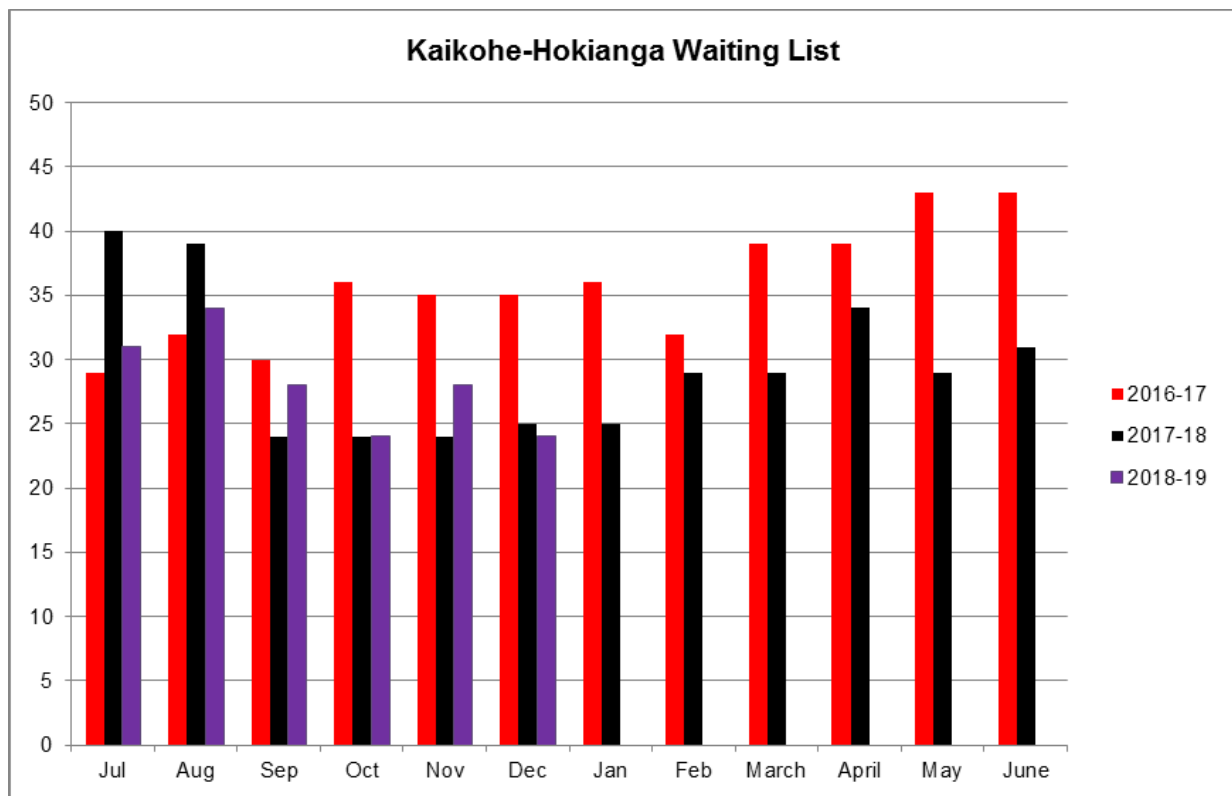
Council owns and rents out 147 Housing for the Elderly units and bedsits overall.

In the Kaikohe-Hokianga area there are Villages at:

Location	Two bedroom	One bedroom	Bed-sit	Vacancies
Horeke	-	2	-	0
Kaikohe	-	2	36	3
Kohukohu	-	6	-	0
Omapere	6	3	-	0
Rawene	-	6	4	0
Waima	-	3	-	0

During the period 1 July – 31 December 2018 a number of tenancies (6) terminated and 6 new tenancies began. Currently there are 3 bedsit units in Kaikohe undergoing refurbishment.





FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications related to this report.

ATTACHMENTS

Nil

9 MEETING CLOSE