



**Far North
District Council**



AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 7 August 2019

Time: 10.30 am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and 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

Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 7 August 2019 at 10.30 am

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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

- Representative from Francher Ltd regarding agenda Item 7.4 – Application for Funding
- Representative from Kaikohe Business Association regarding agenda Item 7.5 – Application for Funding
- Representative from Friends of the School (Opononi Area School) regarding agenda Item 7.6 - Application for Funding

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2586716

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

minutes are a true and correct record of the previous meeting.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board agrees the minutes of the meeting held 3 July 2019 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 unconfirmed 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. 2019-07-03 KHCB Unconfirmed Minutes - A2550324**  

**MINUTES OF THE KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 3 JULY 2019 AT 10.30 AM**

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

IN ATTENDANCE: Mayor John Carter

STAFF PRESENT: Nina Goble (Facilities, Operations, Infrastructure and Asset Management), Robert Willoughby (Community Development Advisor), Marlema Baker (Meeting Administrator).

1 APOLOGIES AND CONFLICTS OF INTEREST

Nil

2 PUBLIC FORUM

Inge Bremer and Rolf Mueller-Glodde spoke regarding Item 6.4 – Application for Funding - Carbon Neutral NZ Trust.

3 DEPUTATIONS

Aylah-Rose Narbey-Nimeti, Paula Tenamu, Ruhia Mason, Addalcent Croft-Haenga and Mr John Sanson representatives from the Northland College Te Rerenga Young Enterprise Group spoke regarding their Board Game business venture.

4 SPEAKERS

Nil

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A2533185, pages 10 - 23 refers

RESOLUTION 2019/66

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board agrees the minutes of their meeting held 5 June 2019 be confirmed as a true and correct record.

CARRIED

6 CORPORATE SERVICES GROUP**6.1 FUNDING PROJECT REPORTS**

Agenda item 6.1 document number A2533271, pages 26 – 29 and 30 - 36 refers

RESOLUTION 2019/67

Moved: Cr John Vujcich

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board note the project reports from:

- a) Nga Moko a Rahiri Incorporated.**
- b) Taheke Marae.**

CARRIED

6.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY FUND ACCOUNT AS AT 31 MAY 2019

Agenda item 6.2 document number A2524931, pages 39 refers

RESOLUTION 2019/68

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 May 2019.

CARRIED

6.3 APPLICATION FOR FUNDING - YOUTHLINE AUCKLAND CHARITABLE TRUST

Agenda item 6.3 document number A2519906, pages 43 - 50 refers

RESOLUTION 2019/69

Moved: Chairperson Mike Edmonds

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board approve the sum of \$1,800 (plus GST if applicable) to be paid from the Board's Community Fund account to Youthline Auckland for telecommunication costs to support the following Community Outcome:

- i. Communities that are healthy, safe, connected and sustainable.**

CARRIED

6.4 APPLICATION FOR FUNDING - CARBON NEUTRAL NEW ZEALAND TRUST

Agenda item 6.4 document number A2533621, pages 55 - 61 refers

RESOLUTION 2019/70

Moved: Member Louis Toorenburg

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board approve the sum of \$2,500 (plus GST if

applicable) to be paid from the Board's Community Fund account to Carbon Neutral New Zealand Trust for facilitators/professional fees to support the following Community Outcomes:

- i. Communities that are healthy, safe, connected and sustainable.
- ii. A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki.

Futhermore the Kaikohe-Hokianga Community Board encourages Carbon Neutral New Zealand to work with the Far North District Councils Youth Council.

CARRIED

Meeting adjourned for Lunch 11:48 am. Meeting Resumed 12:25 pm.

7 INFORMATION REPORTS

7.1 KAIKOHE - HOKIANGA HALL COMMITTEE ANNUAL GENERAL MEETING MINUTES, FINANCIAL STATEMENTS AND / OR USAGE DATA

Agenda item 7.1 document number A2534422, pages 64 - 73 refers

RESOLUTION 2019/71

Moved: Member Emma Davis

Seconded: Member Louis Toorenburg

That the Kaikohe-Hokianga Community Board receives the report Kaikohe - Hokianga hall committee annual general meeting minutes, financial statements and / or usage data.

CARRIED

8 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2019/72

Moved: Chairperson Mike Edmonds

Seconded: Cr John Vujcich

That the public be excluded from the following parts of the proceedings of this meeting. The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Ground lease Horeke Playcentre	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons.	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7.

CARRIED

9 CONFIRMATION OF INFORMATION AND DECISIONS IN PUBLIC MEETING

RESOLUTION 2019/73

Moved: Cr John Vujcich
Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board confirms that the information and decisions contained in the part of the meeting held with the public excluded is not to be restated in public meeting.

CARRIED

10 MEETING CLOSE

The Meeting closed at 12:55 pm.

The minutes of this meeting were confirmed at the Kaikohe-Hokianga Community Board Meeting held on 7 August 2019.

.....
CHAIRPERSON

6 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

6.1 KAIKOHE-HOKIANGA FOOTPATHS PROGRAMME 2019/20 AND 2020/21

File Number: A2581509

Author: Jaco Cronje, Project Manager - Footpaths and Cycleways

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

PURPOSE OF THE REPORT

To seek approval for the 2019/20 and 2020/21 year footpath programme for the Kaikohe-Hokianga Ward.

EXECUTIVE SUMMARY

- There is \$153,300 and \$156,360, respectively allocated for the 2019/20 and 2020/21 financial years, in the Long Term Plan for new footpaths in the Kaikohe-Hokianga Ward.
- NZTA have elected to fund new footpath projects from the 2019/20 and 2020/21 financial years at the current Funding Assistance Rate of 66% (i.e. Council 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.
- A 2019/20 and 2020/21 footpath programme has been prepared that maximise NZTA funding subsidy. This programme partly aligns with that previously agreed by the Community Board.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board agrees to the revised 2019/20 and 2020/21 footpath programme as follows:

- a) Mangakahia Road Left Shared Path, Construction 2019/20
- b) Taheke Road to Orrs Road eastbound, Construction 2019/20
- c) Kaikohe: Rangihamama Road to Taheke Road SH12, Construction 2019/20
- d) Hongi Street southbound, Construction 2019/20
- e) Northland college to Sale yards, Construction 2019/20
- f) Waianga Place Opononi, Construction 2020/21
- g) Koutu Point Road, Construction 2020/21
- h) Omapere: Signal Station Road, Construction 2020/21 & 2021/22

1) BACKGROUND

NZTA Footpath Funding

Prior to 2018/19 financial year, new footpath construction did not attract funding subsidy from NZTA. However, this has 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 Council. 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:

- 1) Safety – a safe system, free of death and serious injury;
- 2) Access – a system that provides increased access to economic and social opportunities, enables transport choice and access, and is resilient;
- 3) Environment – a system that reduces greenhouse gas emissions, as well as adverse effects on the local environment and public health;
- 4) 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, Council 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 over a 3 year period:

- Kaikohe: Recreation Road south side
- Kaikohe: Thorpe Road to Recreation Road
- Okaihau: Horeke Rd to St Catherines
- Kohukohu Road Manning to Marriner
- Omapere: Signal Station Road
- Rawene: Manning Street
- Kaikohe: Rangiamama Road to Taheke Road SH12
- Opononi: Taumatawiwi
- Mitimiti: West Coast Road school to Cemetery
- Kaikohe: Mangakahia Road Left Shared Path

Three of these projects were included, and constructed, within the 2018/19 footpaths programme assessed using the NZTA prioritisation methodology described above. Three of these projects are included in the recommended 2019/20 and 2020/21 footpath programme.

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 may be superseded by the outcomes of the Walking and Cycling Strategy.

2) DISCUSSION AND OPTIONS

The proposed 2019/20 and 2020/21 footpath programme partly aligns with the previously stated wishes of the Community Board.

The Community Board has two options:

Option One:

To complete the currently programmed works for 2019/20 and 2020/21 and receive limited subsidy;

- Kohukohu Road Manning to Marriner
- Omapere: Signal Station Road
- Rawene: Manning Street
- Kaikohe: Rangihamama Road to Taheke Road SH12
- Opononi: Taumatawiwi
- Mitimiti: West Coast Road school to Cemetery
- Kaikohe: Mangakahia Road Left Shared Path

Option Two:

To complete the recommended 2019/20 and 2020/21 footpath programme as noted in the recommendation, and receive maximum subsidy.

Recommended:

It is recommended that the Community Board approve the 2019/20 and 2020/21 footpath programme as follows:

- Mangakahia Road Left Shared Path, Construction 2019/20
- Taheke Road to Orrs Road eastbound, Construction 2019/20
- Kaikohe: Rangihamama Road (Rangihamama Road to Taheke Road SH12), Construction 2019/20
- Hongi Street southbound, Construction 2019/20
- Northland college to Sale yards, Construction 2019/20
- Waianga Place Opononi, Construction 2020/21
- Koutu Point Road, Construction 2020/21
- Omapere: Signal Station Road, Construction 2020/21 & 2021/22

Reason for the recommendation

The adoption of this recommendation will maximise the size of the 2019/20 and 2020/21 new footpath programme as each individual footpath project will attract 66% funding subsidy from NZTA.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There is \$153,300 and \$156,360, respectively allocated for the 2019/20 and 2020/21 financial years, in the Long Term Plan for new footpaths in the Kaikohe-Hokianga Ward. There is a further \$39,509 of funds which will be subject to a request for carry forward from 2018/19.

NZTA have provisionally approved a \$450,000 funded new footpath programme across the District, \$150,000 of which has been allocated to Kaikohe-Hokianga Community Board.

ATTACHMENTS

1. **Kaikohe-Hokianga Community Board - New Footpaths Programme 2019-20 and 2020-21 - A2581619** [!\[\]\(756219e9389f679d57027482aa5cf5fc_img.jpg\)](#) [!\[\]\(fcb77b2d9531d23794a07d244b7a89bc_img.jpg\)](#)
2. **Kaikohe-Hokianga Community Board - Footpaths Matrix - A2581618** [!\[\]\(8175e06aff05874f50e11ffc448e6860_img.jpg\)](#) [!\[\]\(d7fb7ebced2c712ed3052caf75d30501_img.jpg\)](#)

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	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 2019/20, 2020/21 and 2021/22 - Recommended from Community Board

Footpath Rank	Type	Details	Estimated Cost	NZTA Contribution	Local Share
Picked 2018/19	Footpath	Kohukohu Road (Kohukohu Road Manning to Marriner)	\$ 58,960	\$ -	\$ 58,960
Picked 2018/19	Footpath	Omapere: Signal Station Road	\$ 333,630	\$ -	\$ 333,630
Picked 2018/19	Footpath	Rawene: Manning Street	\$ 104,940	\$ -	\$ 104,940
Picked 2019/20	Footpath	Kaikohe: Rangihamama Road (Rangihamama Road to Taheke Road SH12)	\$ 149,820	\$ -	\$ 149,820
Picked 2019/20	Footpath	Opononi: Taumatawiwi	\$ 99,200	\$ -	\$ 99,200
Picked 2019/20	Footpath	Mitimiti: West Coast Road school to Cemetery	\$ 133,320	\$ -	\$ 133,320
Picked 2020/21	Shared Use	Kaikohe: Mangakahia Road Left Shared Path	\$ 41,580	\$ -	\$ 41,580
Total			\$ 921,450	\$ -	\$ 921,450

- 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 2019/20 and 2020/21 - 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	Mangakahia Road Left Shared Path, Construction 2019/20	\$ 41,580	\$ 27,443	\$ 14,137
2	Shared Use	Taheke Road to Orrs Road eastbound, Construction 2019/20	\$ 18,260	\$ 12,052	\$ 6,208
3	Footpath	Kaikohe: Rangihamama Road (Rangihamama Road to Taheke Road SH12), Construction 2019/20	\$ 149,820	\$ 59,506	\$ 90,314
4	Shared Use	Hongi Street southbound, Construction 2019/20	\$ 12,750		\$ 12,750
5	Footpath	Northland college to Saleyards, Construction 2019/20	\$ 34,980		\$ 34,980
7	Footpath	Waianga Place Opononi, Construction 2020/21	\$ 26,840		\$ 26,840
6	Footpath	Koutu Point Road, Construction 2020/21	\$ 159,940	\$ 99,000	\$ 60,940
8	Footpath	Omapere: Signal Station Road, Construction 2020/21 & 2021/22	\$ 333,630		\$ 333,630
Total			\$ 777,800	\$ 198,000	\$ 579,800

- Notes:
- 1 The amount of work completed will depend on actual works pricing - a maximum of \$291,809 and \$255,360 (subject to NZTA approval) would be fundable.

Rank	Type	Proposer	Details	Town	Ward	Units (m)	Rate	Cost	Updated Cost	College / School	Tourists	Pedestrian	Functional Street Classification	Speed Limit	Berm available	Already footpath on otherside of road	Links existing	School Roll	Index	ILCR	Constructed	Year
1	Shared Use	FNDC AT	Mangakahia Road Left Shared Path	Kaikohe	KH	189	220	32600	41580	70	15	3	5	5	0	-20	10	30	118	0.536	No	
2	Shared Use	FNDC KK	Taheke Rd to Orrs Rd eastbound	Kaikohe	KH	83	220	14600	18260	70	15	3	5	5	0	-20	10	30	118	0.536	No	
3	Footpath	CB	Rangihama Rd to Taheke Rd SH12	Kaikohe	KH	681	220	102150	149820	55	0	4	5	5	3	-20	10	30	92	0.418	No	
4	Shared Use	FNDC AT	Hongi St southbound	Kaikohe	KH	51	250	24200	12750	70	0	2	1	5	0	-20	10	30	98	0.392	No	
5	Footpath	KHCB	Northland college to Saleyards	Kaikohe	KH	159	220	0	34980	15	0	1	5	15	3	0	5	20	64	0.291	No	
6	Footpath	KHCB	Koutu Point Road	Koutu	KH	727	220	0	159940	15	15	3	3	20	0	0	0	5	61	0.277	No	
7	Footpath	OORRA	Waianga Place Opononi	Opononi	KH	122	220	24400	26840	20	15	2	1	5	3	0	10	0	56	0.255	No	
8	Footpath	CB	Signal Station Rd	Omapere	KH	1011	330	202200	333630	15	15	3	5	20	5	0	10	10	83	0.252	No	
9	Footpath	CB	SH12 Station Road to Te Pikinga Reserve	Omapere	KH	607	330	121400	200310	15	15	3	5	20	5	0	10	10	83	0.252	No	
10	Footpath	LM OCA	Lake Road 91 to 95	Okaihau	KH	104	220	13100	22880	20	0	2	3	5	3	0	0	20	53	0.241	No	
11	Footpath	LM OCA	Horeke Rd to Cemetery 294 to 330	Okaihau	KH	532	220	53200	117040	20	0	2	3	5	3	0	0	20	53	0.241	No	
12	Footpath	CB	Kohukohu Road Manning to Marriner	Kohukohu	KH	268	220	26800	58960	5	15	2	4	5	3	0	10	5	49	0.223	No	
13	Footpath	OORRA	Taumatawi Street Opononi	Opononi	KH	496	200	49600	99200	15	0	3	1	5	0	0	10	10	44	0.220	No	
14	Shared Use	KHCB	Showground link to Kaikohe	Kaikohe	KH	2748	250	0	687000	0	15	3	5	20	3	0	5	0	51	0.204	No	
15	Footpath	CB	SH12 existing to bridge	Waimamaku	KH	59	220	9900	12980	5	0	3	5	8	3	0	10	10	44	0.200	No	
16	Footpath	FNDC KK	SH12 Beachside	Omapere	KH	122	330	12200	40260	15	15	3	5	5	0	-20	10	25	58	0.176	No	
17	Footpath	OORRA	Taumatawi Street to SH10 via Bowling Green	Opononi	KH	64	220	3200	14080	15	0	3	0	0	0	0	10	10	38	0.173	No	
18	Footpath	Natali Allen	Manning Street Rawene	Rawene	KH	318	330	47700	104940	5	15	2	2	5	3	0	10	15	57	0.173	No	
19	Footpath	KHCB	Saleyards to Marae	Kaikohe	KH	1603	220	0	352660	0	0	1	5	20	3	0	0	0	29	0.132	No	
20	Footpath	KHCB	Marae to private Urupa	Kaikohe	KH	395	220	0	86900	0	0	1	5	20	3	0	0	0	29	0.132	No	
21	Footpath	CB	Health Clinic Marriner Street to Sports Club	Kohukohu	KH	735	450	134079	330750	5	0	3	5	20	5	0	10	5	53	0.118	No	
22	Footpath	CB	Clendon Esplanade to Parnell Street	Rawene	KH	152	450	18300	68400	5	15	3	3	5	0	0	10	10	51	0.113	No	
23	Footpath	Yvonne	Michie Street to playschool	Okaihau	KH	49	220	4900	10780	5	0	2	1	5	0	0	0	5	18	0.082	No	
	Footpath	CB	Thorpe Rd to Recreation Road	Kaikohe	KH	351	215	52650	75465	70	15	4	5	5	3	0	10	30	0	0.000	Yes	2019
	Shared Use	FNDC KK	Recreation Road	Kaikohe	KH	340	215	68000	73100	70	15	4	4	5	0	0	10	30	0	0.000	Yes	2019
	Footpath	FNDC KK	Horeke Rd to St Catherines Church	Okaihau	KH	266	218	30200	57988	20	15	2	4	20	0	0	10	20	0	0.000	Yes	2019
	Footpath	KHCB	Council Car Park, Memorial Ave	Kaikohe	KH	31	340	3100	10540	70	15	3	4	5	0	-20	10	30	0	0.000	No	
	Shared Use	FNDC KK	Marino Pl northbound to library Upgrade to Shared Path	Kaikohe	KH	157	200	15700	6800	70	15	3	4	5	0	-20	10	30	0	0.000	Yes	2017
	Shared Use	FNDC KK	Recreation Road footpath Upgrade to Shared Path	Kaikohe	KH	206	220	41200	45320	70	15	4	4	5	0	-20	10	30	0	0.000	No	
	Shared Use	FNDC AT	Mangakahia Road Right Upgrade to Shared Path	Kaikohe	KH	1064	220	212800	234080	70	15	3	5	5	0	-20	10	30	0	0.000	No	
	Shared Use	FNDC KK	Memorial Ave Upgrade to Shared Path	Kaikohe	KH	285	220	57000	62700	70	15	3	4	5	0	-20	10	30	0	0.000	No	
	Footpath - Unsealed Rd	FNDC KK	Motukiore Rd Hapanga Rd Ferry pick up	Horeke	KH	6066	330	606600	2001780	5	15	3	1	20	3	0	10	5	0	0.000	No	
	Footpath - Unsealed Rd	CB	Old Valley Road	Okaihau	KH	551	330	55100	181830	20	0	2	3	5	3	0	0	20	0	0.000	No	
	Footpath - Unsealed Rd	FNDC	West Coast Road school to bridge	Mitimiti	KH	404	330	60600	133320	5	0	3	3	20	5	0	10	5	0	0.000	No	
	Footpath - Unsealed Rd	CB	Rakautapu Rd to Cemetery	Kohukohu	KH	680	330	68000	224400	5	15	2	3	5	5	0	10	5	0	0.000	No	
	Footpath - Unsealed Rd	CB	West Coast Road school to Urupa	Mitimiti	KH	379	330	79969	125070	5	0	3	5	20	5	0	0	5	0	0.000	No	

Footpath Designs Completed
Footpaths Constructed / commenced

School	Tourists	PedGen	Functclass	Speed	Berm	Exfootpath	Link	Schoolroll
Primary =5	Yes=15	Number of:	Arterial =5	100KM=20	No=5	yes = -20	Yes=10	less then 200=5
College =15	No=0	Hospitals	Collector =4	80KM=15	Some=3		No=0	200-400=10
Only gets a score if within 2.0km from a primary school or 3.8 from a high school. To make point of difference don't include walking to a bus stop as that is everyone.		Schools	Local =3	70KM=8	Yes=0			400-600=15
		Rest homes	Through Road	60KM=6		no = 0		600-800=20
		Halls	=2	50KM=5				800-1000=25
		Beaches	No Exit / Cul					1000-1200=30
		Marae	de Sac = 1					1200+=35

7 CORPORATE SERVICES GROUP

7.1 FUNDING PROJECT REPORTS

File Number: A2563797

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

To receive the project reports 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.
- Project Reports have been received from Hokianga Environmental Protection Group, Manaki Tinana Trust and Hokianga Hospital Auxiliary Inc.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board notes the Project Reports from:

- a) Hokianga Environmental Protection Group
- b) Manaaki Tinana Trust
- c) Hokianga Hospital Auxiliary Inc

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 these project reports are attached for the Board's information.

Should Board members have concerns or issues with these reports, they should be raised for discussion at this part of the meeting.













Reason for the recommendation

In providing this Project Report the recipient has satisfactorily complied with the Community Grant Policy requirements, Section 1, Clause 15.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

ATTACHMENTS

1. Project Report - Hokianga Environmental Protection Group - A2563656  
2. Schedule of Supporting Documents - HEPG - A2576096  
3. Project Report - Manaki Tinana Trust - A2581810  
4. Schedule of Supporting Documents - MTT - A2581816  
5. Project Report - Hokianga Hospital Auxiliary Inc - A2586062  
6. Schedule of Supporting Documents - HHA inc - A2586067  

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.



**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@fndc.govt.nz (PDF attachment via email is preferred) OR:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:	Hokianga Environmental Protection Group
Name & location of project:	Real Food Hokianga, Rawene Hall
Date of project/activity:	Saturday 11th May, 2019

Which Community Board did you receive funding from?

☐

Te Hiku

☒

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2000

Board meeting date the grant was approved: April 2019

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)
Rawene Hall and RAD hire	\$ 300	✓
Printing costs - booklets, posters etc RAD and paper	\$ 737.77	✓
Volunteer expenses	\$ 270.43	✓
	\$	
Total:	\$ 1308.20	

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

The event was very successful and well received. We estimate that around 200 people attended and feedback was very positive. The demonstrations were very popular with people keen to learn and to take away starter cultures. There was lots of interest in displays, stalls and the booklets with people appreciative of this years new booklet. There were lots of people who had been before but also many new people.

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

Brought people together around the topic of real food
 Shared skills, experience and knowledge about lots of different aspects of real food
 Shared skills, experience and knowledge about growing real food
 Increased awareness of the negative impacts of industrial food production and it's contribution to the climate crisis and eco-system collapse
 Showcased healthy local food and inspired people to make changes to improve their health

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

The Community Board was acknowledged in our 2019 Hokianga Real Food Booklet. By the time funding was approved the posters were already printed and displayed around the area so it was not possible to acknowledge the board there.
 A film made by Tautoko FM at the event is on our facebook page.
 Please see accompanying letter for request to use underspend.

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

Hokianga Environmental Group <https://www.facebook.com/groups/2149721068624978/>

This report was completed by:

Name: Gail Aiken
 Address: c/o 279 Classen Road, Omanaia
 Phone: 09 405 7787 mob:
 Email: hokiangaenvironmentprotection@gmail.com
 Date: 11th July 2019

Schedule of Supporting Documentation
HOKIANGA ENVIRONMENTAL PROTECTION GROUP
“HOKIANGA REAL FOOD DAY”

The following supporting documentation has been provided in support of the Project Report. It is emailed to members under separate cover.

1.	FINANCES: Breakdown of Costs
2.	KIWIBANK: Proof of Payments
3.	INVOICE 001: Rawene Hall
4.	INVOICE 1609: Rawene and Districts (RAD)
5.	INVOICE 1608: Rawene and Districts (RAD)
6.	INVOICE 17422052: Officemax
7.	INVOICE 100: Melissa Wood
8.	EMAIL: Janie Cinzori Quote
9.	QUOTE: Amandine Chollet – expenses
10.	INVOICE: Karina Donovan
11.	INVOICE 650231: Kirsty Joiner – Northland Cleaning Supplies
12.	INVOICE: Gail Aitken



**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@fndc.govt.nz (PDF attachment via email is preferred) OR:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Manaki Tinana Trust
Name & location of project: Hokianga Community Gym, Rawene
Date of project/activity: From 1st April 2019

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$4,000

Board meeting date the grant was approved: 1 MAY 2019

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)
2 x Techno X Trainer (LifeFitness)	\$ 1,000	✓
1 Techno Treadmill (LifeFitness)	\$ 750	✓
1 Concept II Indoor Rowing (LifeFitness)	\$ 1,900	✓
Portion of GST	\$ 350	✓
Total:	\$ 4,000	✓

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

The Hokianga Community Gym opened on 1st April 2019 with a blessing and ceremony. We now have 46 members, including institutional members from Hokianga Health and the Fire Brigade and are working with Green Prescription professionals to provide for the fitness needs of our community. The grant from the Community Board has provided vital cardio equipment.

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

We have grown from 0 to 46 members of the Hokianga Community Gym in less than 4 months, with new members being added monthly. The Manaki Tinana Trust is now providing fitness classes, activities and equipment to the wider Hokianga community, and working with agencies (like Hokianga Health) to fulfil our Mission to Foster community health.

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

Attached is a "Good News Story" written by Sport Northland to be published on their website (www.sportnorthland.co.nz) - the article is currently available on that site. Also attached are photos of the cardio equipment at the gym with a sign acknowledging the Community Board. Finally, we are planning to run a marketing campaign after the weight equipment is purchased acknowledging all of our kind & generous sponsors.

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

N/A

This report was completed by:

Name: Joanne Sharp
 Address: 105 Parnell St, Rawene 0473
 Phone: mob: 022 434 2296
 Email: joanne.sharp.nz@gmail.com
 Date: 21/07/2019

Schedule of Supporting Documentation**MANAKI TINANA TRUST - RAWENE COMMUNITY GYM**

The following supporting documentation has been provided in support of the Project Report. It is emailed to members under separate cover.

1.	INVOICE: Life Fitness
2.	ASB: Bank Statement
3.	SPORT NORTHLAND: Good News Story
4.	PHOTO GALLERY: Gym Equipment



Far North
District Council

16 JUL 2019

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

Ref: PO64782

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@fndc.govt.nz (PDF attachment via email is preferred) OR:
Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:

Hokianga Hospital Auxiliary Inc.

Name & location of project:

Wearable Arts Project.

Date of project/activity:

22.6.19

Which Community Board did you receive funding from?

☐

Te Hiku

☒

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$ 3,220.00

Board meeting date the grant was approved:

18 May 2019

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.

FNDC Ref: PO64782

Reconciliation Budget Report.

Hokianga Hospital Auxiliary Wearable Arts Project Report

Details confirmed as per receipts submitted \$5,088.24

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

Highlight of the Wearable Arts project was receiving funds build kitset catwalk and overwhelming response/ community support. Entries 14 artists participated covering all categories. Audience of exceeding 160 – hall ran out of chairs- people seemed happy to stand - some travelling a distance ie Taupo Bay, Dargaville and Whangarei.

Another plus was the Masonic Lodge \$400 donation to cover cost of supper – everyone had time to enjoy the show.

Feedback very positive all indicating they're waiting for next year's performance.

PHONE: (07) 403 2730, FAX: (07) 401 2107, EMAIL: DSK.US&@fndc.govt.nz, WEBSITE: www.fndc.govt.nz

Described the main findings in your evaluation of project/event; describe it will benefit the community:

\$3,158.76
 The community as whole will benefit from \$3,158.76 raised at this creative and colourful event. An opportunity for groups/individuals to exhibit their creative skills and will demonstrate participant's commitment to many hours voluntary work in support of Hokianga Hospital Auxiliary to:-

1. Ensure all clients enrolled with HHET (6,500) have access to additional items of equipment and amenities at point of need.
2. Residential clients presents on their birthday, Easter and Christmas.
3. Petrol vouchers to assist with transport to ensure:-
 Elderly and disabled have access to Day Care facilities, and mental health and maternity clients to attend specialist appointments.

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

1. In closing address President acknowledged Kaikohe Hokianga Community Board as one of the major funders of event and confirmed catwalk would be stored in hall be available for future events.
2. No marketing collateral produced.
3. Success of event well published What's up Rawene, Advocate, Northern Age
4. Councillor L Toorenburg videoed event.
5. Can supply photos at later date if required.

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

N/A

This report was completed by:

Name: *Cowen Freese*
 Address: *3 Hamblin St, Box 79 Rawene 0443*
 Phone: *09. 4057801* mob: *N/A*
 Email: *Karlandguene.outlook.com.*
 Date: *9th July 2019.*

Schedule of Supporting Documentation

HOKIANGA HOSPITAL AUXILIARY INC – WEARABLE ARTS PROJECT

The following supporting documentation has been provided in support of the Project Report. It is emailed to members under separate cover.

1.	RECONCILIATION: Hokianga Hospital Auxiliary Budget
2.	INVOICE & RECIEPT: Far North District Council
3.	QUOTE 939356: Hokianga Builders
4.	INVOICE & RECEIPT: Bunnings Kaikohe - \$139.25
5.	INVOICE \$ RECEIPT: Bunnings Kaikohe - \$179.49
6.	RECEIPTS: Bunnings x 3
7.	RECEIPTS: Maypark Print
8.	STATEMENTS: AJ Brasters Ltd – Arthurs Emporium
9.	RECEIPTS: <ul style="list-style-type: none"> • Lodge Hokianga • Len's Pies • Rawene Food Mart • Wardy's Fruit and Vege
10.	INVOICE: Rawene Community Hall
11.	RECEIPT: Wally Hicks
12.	RECEIPTS: <ul style="list-style-type: none"> • The Warehouse x 2 • Rawene Food Mart
13.	INVOICE: Tupo Art

7.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY FUND ACCOUNT AS AT 30 JUNE 2019

File Number: A2569694

Author: Sam Chapman, Accounting Support Officer

Authoriser: Angie Thomas, Chief Financial Officer (Acting)

PURPOSE OF THE REPORT

Community Grant Fund Policy.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Fund Account as at 30 June 2019.

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 30 June 2019 	\$73,757.20
<ul style="list-style-type: none"> Less funds not yet uplifted at meeting 05 June 2019 for Matihetihe School, Kerikeri Theatre Company, Kaikohe Rugby and Football Sports Club, Rawene Community Hall Management Committee, Rawene Area Residents Association and Hokianga Harbour Care Inc 	\$15,815.00
<ul style="list-style-type: none"> Less funds not yet uplifted at meeting 13 February 2019 for Rawene Golf Club Inc. and Kaikohe Community & Youth Centre Trust 	\$20,115.79
Community Fund Account balance as at 30 June 2019	\$7,714.01

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 30 June 2019 is \$7,714.01.

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 30 June 2019 is attached.

ATTACHMENTS

1. **Statement of Kaikohe-Hokianga Community Board Fund Account as at 30 June 2019 - A2571196**  

Far North District Council
Kaikohe - Hokianga Community Board
Statement of the Community Fund Account as at 30 June 2019

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	
Jan 19		
Pioneer Village Kaikohe for family friendly Christmas Event	2,500.00	
Feb 19		
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	
Kaikohe Basketball Court for architecture design services re basketball court	5,750.00	
Mar 19		
Hokianga Memorial RSA Hall for costs involved in commemorating the 100th Anniversary of signing the Armistice Treaty	2,500.00	
Rawiri Love - Smiley Campaign to assist with the cost involved in promoting "Get Fit Kaikohe"	2,500.00	
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	1,176.00	
Apr 19		
Taiamai Day - Ohaeawai Taiamai Residents Association	1,500.00	
May 19		
Taheke Marae Trustees/Board to assist with the cost of scaffolding hire and purchase of aluminium windows	7,093.34	
Volunteering Northland to assist with their annual operational costs	3,700.00	
Hokianga Environmental Protection Group to assist with Real Food Hokianga	2,000.00	
Hokianga Sailing Trust to assist with the cost of replacing life vests	504.90	
Hokianga Hospital Auxiliary Incorporated for costs towards the 2019 Wearable Arts Event	2,800.00	
June 19		
Manāki Tinana Trust for costs toward purchasing gym equipment	4,000.00	
Rawene Golf Club Inc. to assist with the cost of The Hokianga Golf Fun Day 2019	584.21	
Hokianga Community Educational Trust for costs towards 2020 Festival for Change Book and Film Festival	4,800.00	
Pioneer Village Kaikohe costs towards purchase and installation of CCTV	1,928.00	
Pioneer Village Kaikohe for purchase of a coffee machine and coffee grinder	6,630.00	
Pioneer Village Kaikohe costs towards creation of a safe park-up zone	5,000.00	
		<u>73,757.20</u>
Balance as at 30 June 2019		<u>\$43,644.80</u>

Far North District Council
Kaikohe - Hokianga Community Board
Statement of the Community Fund Account as at 30 June 2019

Less Commitments 2018/19 (Funds not yet up lifted)

Meeting 05.06.19

Rural travel grant to Matihetihe School	515.00	
Matihetihe School support children participating in regular sporting activity during 2019 winter season	85.00	
Kerikeri Theatre Company for costs towards performances of 'Ladies night'	657.00	
Kaikohe Rugby & Football Sports Club Inc costs towards purchasing hardware to the repair clubroom roof and external toilet roof	4,558.00	
Rawene Community Hall Management Committee costs towards Assurance Review and contributions towards Booking Administration and cleaning	2,500.00	
Rawene Area Residents Association costs towards professional fees and hire of heavy duty mulcher for Manning Street Restoration Project	2,500.00	
Hokianga Harbour Care Inc for costs towards propagation of native tree seeds for donation to improve water quality	5,000.00	

Meeting 13.02.19

Rawene Golf Club Inc. to assist with the cost of The Hokianga Golf Fun Day 2019	115.79	
Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	20,000.00	
		<u>35,930.79</u>

Balance 30 June 2019 Uncommitted/(Overcommitted)		<u>\$7,714.01</u>
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7.3 EXTENSION OF PURPOSE OF FUNDING GRANT - HOKIANGA ENVIRONMENTAL PROTECTION GROUP

File Number: A2562600

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Governance Support

PURPOSE OF THE REPORT

To provide the Community Board with relevant information to assist Members in determining whether to approve or decline Hokianga Environmental Protection Group's request for an extension of purpose to their Community Grant Fund.

EXECUTIVE SUMMARY

- The Board previously authorised a Community Grant of \$2,000 to Hokianga Environmental Protection Group for their 2019 Hokianga Real Food Day event.
- The Group has expended \$1,308.20 of the \$2,000 granted
- The Group seeks approval from the Board to use the balance of their unspent funds towards other costs aligned with the purpose of the event.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board approve the extension of the purpose request from Hokianga Environmental Protection Group for the Community Grant authorised on 3 April 2019:

a) to include:

- i. a one day Fermented Food Workshop**
- ii. purchase of community resource books for the local library network,**

b) to support the following community outcomes:

- i. proud vibrant communities**
- ii. liveable communities that are healthy, safe, connected and sustainable.**

1) BACKGROUND

At the Kaikohe-Hokianga Community Board meeting held on 3 April 2019, the Board received a Community Grant funding application from the Hokianga Environmental Protection Group (HEPG).

HEPG requested assistance with costs associated with the '2019 Hokianga Real Food Day' event on 11 May 2019.

Having considered the application the Board authorised a grant of \$2,000 to HEPG as per the resolution below:

"That the Kaikohe-Hokianga Community Board in considering the provisions of the Community Grant Policy authorise the sum of \$2000 (plus GST if applicable) to be paid from the Board's Community Fund account to Hokianga Environmental Protection Group to assist with Real Food Hokianga to support the following Community Outcomes:

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

HEPG have written to the Board requesting approval to use an unspent balance of \$691.80 for other expenses following on from the day, and aligned with the purpose of the event.

2) DISCUSSION AND OPTIONS

The HEPG have provided their project report for the Hokianga Real Food Day event - refer to item 6.1 on this agenda.

There is an unspent balance of \$691.80 which HEPG would like to use to host a free "Fermented Food" workshop in Rawene, and to purchase related books which would be a community resource and be available from the local libraries.

This project is an extension of, and is aligned with the purpose of the Real Food Day event which was described in the original application as a free community event for all ages.

Hokianga is a low socio-economic area and many people struggle to provide healthy food for their families. The aim of this event is to demonstrate what can be produced locally and to help people gain skills and knowledge of food preparation, preservation, fermentation, healthy drinks and low cost home-cooking.

Costs have been provided for this extended purpose and are tabled with this report.

Option 1 (recommended)

Approve the extension of the purpose of the grant to use the unspent balance of \$691.80 for a one-day Fermented Food Workshop and community resource books for the local library.

Option 2

Decline to approve the request for the use of the remaining funds, the unspent balance would be returned to the Community Grant Fund.

Reason for the recommendation

To authorise an extension in the purpose of funding granted to Hokianga Environmental Protection Group, in accordance with FNDC Community Grant Policy.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no additional financial implications or need for budgetary provision as a result of this report, as funding has already been allocated.

ATTACHMENTS

1. Hokianga Environmental Protection Group - letter to KHCB - A2563925 [□](#) 
2. Fermented Food Workshop - Tutor Costs - A2580730 [□](#) 
3. Rawene Hall Quote - A2580731 [□](#) 

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.	Local 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.

11th July 2019

To the Kaikohe – Hokianga Community Board

Tēna koutou

Re. Real Food Hokianga, May 2019

Thank you for the funding support that you gave for this year's Real Food Hokianga event. The support was very much appreciated and enabled us to organise this well attended event.

The report for the event was sent along with this letter and you will see from the report that we did not spend all of the funds allocated. This is largely because RAD provide such an excellent service that we underspent on printing costs and because many of our volunteers did not request re-imbursement of their expenses.

The remainder is \$703.56 and we are writing to request that we be allowed to utilise this funding in ways that align with the kaupapa for the day and increase the benefits to this community.

We would like to utilise the funding in the following ways:

- A one-day Fermented Food Workshop to be held in Rawene. This would cover a range of ferments including yoghurt and simple cheeses, sourdough bread, lactic pickles and fermented drinks such as kombucha and kefir soda. It would complement the demonstrations on the food day and allow participants to increase their skills and knowledge of these fermented foods and their health benefits at a deeper level. Interest in such a workshop has already been expressed from within our community. The funding would allow us to offer this workshop free of charge in Rawene, ensuring that anyone who wanted to would be able to attend. Previous similar workshops have been very well attended.

Costing	
Fermented Food workshop	\$140.00 Hire of Rawene Hall
	\$70.00 Workshop expenses (milk, veges etc)
	\$200.00 Tutor costs 5 hours @ \$40 per hour
Total	\$410.00

- That would leave \$293.56 which we would like to spend on Food Day related books for our local libraries to be resources for our community. As part of the Food Day we worked with both Rawene and Kaikohe Libraries having an information display in Rawene Library with relevant books displayed. There are significant gaps in the books available through the library service which we resolved for the display by making these important resources available from our own book collection. Obviously these were for display only and we would like to purchase some of these books for the library, ideally (if the library service would agree to this) to spend part of the year at Rawene Library and the rest at Kaikohe Library to be accessed by people across the Far North. The costing is overleaf

Books	Fishpond
Nourishing Traditions	36.64
Carbon Farming	96.97
Forest Garden	55.89
The Resilient Homestead	48.95
Mycorrhizal Planet	55.18
Total	293.63

Extra details of the titles requested are given below and they are all important resources to support changes to the way food is grown and prepared.

Ngā mihi

Gail Aiken
on behalf of Hokianga Environmental Protection Group

Books requested:

- **Nourishing Traditions**
By Sally Fallon, Mary Enig
- **The Carbon Farming Solution**
A Global Toolkit of Perennial Crops and Regenerative Agriculture Practices for Climate Change Mitigation and Food Security By Eric Toensmeier
- **Creating a Forest Garden**
Growing Edible Crops for a Changing Climate
By Martin Crawford
- **The Resilient Farm and Homestead**
An Innovative Permaculture and Whole Systems Design Approach
By Ben Falk
- **Mycorrhizal Planet**
How Symbiotic Fungi Work with Roots to Support Plant Health and Build Soil Fertility
By Michael Phillips

22nd July 2019**Quote for Fermented Food Workshop from Hokianga Environmental Protection Group**

Tutor costs 5 hours @ \$40 per hour \$200

Details of tutors

Introduction to fermenting - Janie Cinzori and Gail Aiken 1/2hr

Lactic pickles - Janie Cinzori and Lovey Fife 1.25hrs

Sourdough bread, grains – John Aiken 1hr

Dairy ferments - Gail Aiken 1.25hrs

Fermented drinks (kombucha, kefir soda) - Janie Cinzori and Lovey Fife 1hr

Includes preparation costs for each section of the workshop

Estimate for provisions for fermented food workshop

Milk 3L	\$12
Yoghurt 4L	\$20
Veges for lactic ferments	\$20
Flour for sourdough bread	\$10
Sugar	\$4
Ginger	\$4

Quote


Hokianga Environmental Protection Group

Hokianga Environmental Protection Group
 Gail Aiken
 0210 273 0376
 hokiangaenvironmentprotection@gmail.com

Issue date
 11/07/2019

Reference
 8

Rawene Hall

For Bookings
 Andries Willemse
 rawenehall@gmail.com

P.O.Box 181
 Rawene
 0473

+64 22 353 2804

We are not GST Registered.
 ASB Bank Acc. Number: 12-3097-0207641-00

Food Day - 8am to 4pm

Description	Qty	Unit price	Amount
Hall Set Up - 9am			
Hall Hire per hour for 50 people - 8am to 4pm	8	15.00	120.00
Kitchen use (Include 20 Crockery Sets)	1	20.00	20.00
Total			\$ 140.00

7.4 APPLICATION FOR FUNDING - FRANCHER LTD**File Number: A2558087****Author: Marlema Baker, Meetings Administrator****Authoriser: Aisha Huriwai, Team Leader Governance Support****PURPOSE OF THE REPORT:**

To present the Community Board with information on the Local Community Grant application from Francher Ltd to assist members in determining whether to approve, or decline the application.

EXECUTIVE SUMMARY

- Francher Ltd seeks funding towards costs associated with hosting the annual Rawene Good Vibes event.
- Francher Ltd is a first time applicant.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board approves the sum of \$2,800 (plus GST if applicable) to be paid from the Board's Community Fund account to Francher Ltd for the Rawene Good Vibes event to:

a) assist with costs towards:

- advertising,
- administration,
- equipment hire,
- travel, and accommodation

b) support the following Community Outcome:

- Communities that are healthy, safe, connected and sustainable

1) BACKGROUND

Rawene Good Vibes is an annual community event which began in 2017. It focuses on bringing people together through a common interest in music, crafts and food.

It is a family friendly day-out that caters for all age groups and encourages participation from people passing through this small coastal township.

All koha from this event will be gifted to the Rawene Primary School Sports Academy.

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

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

No previous requests for funding have been received from this applicant for this event.

Option 1 Authorise the full amount requested

This application is for \$2,800 (which is 27.85% of the cost of the project).

Option 2 Authorise partial funding of the amount requested

Option 3 Decline funding

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. Application for Funding - Francher Ltd - A2557683 [!\[\]\(b6d55d0b173caf9b2505126db01e6158_img.jpg\)](#) [!\[\]\(12811766810e4126d2bed4d8c0808e60_img.jpg\)](#)
2. Schedule of Information - Francher Ltd - Rawene Good Vibes - A2557777 [!\[\]\(ef4c06c861a77cbd8cff5c2a4ca34233_img.jpg\)](#) [!\[\]\(80b05c8a80151a7cedd31bb12aa6add6_img.jpg\)](#)

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 does not have district wide relevance
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	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

 27 JUN 2019
 RECEIVED


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 – *Did not attach as did not want our details made public. If needed to be viewed can send separately.*
- ☒ 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	<u>Francher Ltd</u>	Number of Members	<u>2</u>
Postal Address	<u>PO Box 54 Rawene</u>	Post Code	<u>0443</u>
Physical Address	<u>42 Manning St Rawene</u>	Post Code	<u>0443</u>
Contact Person	<u>Te-Ata Smith</u>	Position	<u>Manager of Park.</u>
Phone Number	<u>09) 4057720</u>	Mobile Number	
Email Address	<u>info@raweneholidaypark.co.nz</u>		

Please briefly describe the purpose of the organisation.

camping ground (Holiday park.)

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

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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 Rawene Good Vibes Date 27.10.19
Location Rawene Holiday Park. Time 11am - 6pm

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

If so, how much? Koha. All koha collected to go to Rawene

Outline your activity and the services it will provide. Tell us: Primary School Sports academy.

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

Rawene Primary School Sports academy,
Locals and visitors to the area.
Scheduled to take place on 27/10/19
Labour Weekend Sunday, providing
a family day out with live music,
food, stalls, arts + crafts.
Also creates an opportunity for
the community members to promote,
share their talents or to have
a stall.

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	135	NIL
Advertising/Promotion	60	NIL
Facilitator/Professional Fees ²	500	NIL
Administration (incl. stationery/copying)	120	120
Equipment Hire	2430.83	1430.83
Equipment Purchase (describe)		
Utilities	500	NIL
Hardware (e.g. cement, timber, nails, paint)	2000	NIL
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage	800	800
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	3060	not applicable
Other (describe)	450 Accommodation	450
TOTALS	10055.83	2800.83.

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

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Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number **102-996-542**

How much money does your organisation currently have? **30 K**

How much of this money is already committed to specific purposes? **30 K**

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

Purpose	Amount
We are a Holiday Park.	
Monies stated above is	
the Holiday Parks for	
Annual running costs.	
eg: Rates, wages, maintenance +	
day to day running.	
TOTAL	NIL

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
NIL			Y / N
			Y / N
			Y / N
			Y / N

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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 Te Ata Smith Position Manager
 Postal Address P.O. Box 54, Rawene Post Code 0443
 Phone Number 09 405 7720 Mobile Number 021 02269383
 Signature [Signature] Date

Signatory Two

x Name EW-O Edward Wano Position Sound Manager
 Postal Address 15 White Street, Rawene Post Code 0443
 Phone Number 09 2835924 Mobile Number
 Signature EW-O Date 27/06/2019

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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)

- Francher Ltd.

[Signature] *X EW-0*

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

X EW-0

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Rawene Good Vibes

Annual Community Entertainment Fundraiser

Sunday 27th October 2019.

Start time	End time	Task	Duration
11:00:00	11.30am	Welcome and Opening Karakia	30 mins
11.30am	12.30pm	First Band	1 HR
12.30pm	12.40pm	MC entertain	10 mins
12.40pm	13.40pm	Second band	1 HR
13.40pm	13.50pm	Raffle/giveaway	10 mins
13.50pm	14.50pm	Third Band	1 HR
14.50pm	15.00pm	MC Entertain	10 mins
15.00pm	16.00pm	Fourth Band	1 Hr
16.00pm	16.10pm	Raffle/giveaway	10 mins
16.10pm	17.10pm	Fifth Band	1 HR
17.10pm	17.30pm	Thanks and closing Karakia	20 mins
17.30pm	18.00pm	Pack up/ clean up	

Our event, Rawene Good Vibes is an annual community event that focuses on bringing people together through a common interest of music, crafts and food. It is a family friendly day out that caters for all age groups and encourages participation from people passing through our small coastal township.

The event has been running for the past two years and has grown steadily in this time. Attending Good Vibes gives musicians and local craft people the opportunity to share their talents with others. The musicians come from all over the North Island at this stage they are not paid for their services. However, we would like to be able to at least pay for their travel costs.

This event has received so much positive feedback from the community, so our intention is to continue putting the event on.

This for us, is a not for profit event, we gift all koha to a community organisation. The Koha this year will be gifted to the Rawene Primary School Sports academy. It is their first year of having a sports academy, and it would be great to be able to support them and help with the purchases of the items they need.

Schedule of Supporting Documentation**FRANCHER LTD – RAWENE GOOD VIBES FUNDRAISER**

The following supporting documentation has been provided in support of the funding application. It is emailed to members under separate cover.

1.	ANZ: Bank Statements
2.	QUOTE: Cowley's Hire
3.	QUOTE: Land Scaffolding Ltd
4.	QUOTE: Rawene Holiday Park – Band Accommodation
5.	QUOTE: Rawene Holiday Park - Administration
6.	GOOGLE MAPS: Band and MC - Travel/Mileage
7.	Health and Safety Plan – Rawene Holiday Park

7.5 APPLICATION FOR FUNDING - KAIKOHE BUSINESS ASSOCIATION**File Number: A2574379****Author: Marlema Baker, Meetings Administrator****Authoriser: Aisha Huriwai, Team Leader Governance Support****PURPOSE OF THE REPORT**

To present the Community Board with information on the Local Community Grant application from Kaikohe Business Association, to assist members in determining whether to approve or decline the application.

EXECUTIVE SUMMARY

dinner event.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board in considering the provisions of the Community Grant Policy authorises the sum of \$4,900 (plus GST if applicable) to be paid from the Board's Community Fund account to Kaikohe Business Association for the Te Wairua o Kaikohe Dinner Event, to:

a) assist with costs towards:

- i. venue hire
- ii. advertising and promotion
- iii. administration
- iv. equipment hire
- v. hardware and
- vi. volunteer reimbursements

b) support the following Community Outcome:

- i. Proud vibrant communities

1) BACKGROUND

Kaikohe Business Association aims to develop a dynamic positive role in contributing towards a better community and promoting the town of Kaikohe. This Te Wairua o Kaikohe event will be the first of its kind that the Kaikohe Business Association holds.

The Board previously funded the applicant in 2016 to support community patrols, and in 2017 to support CCTV upgrades. Project reports were received for those grants.

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

The applicant seeks a grant of \$4,900 which is 18.74% of the total project cost.

Option 2 Authorise partial funding of the amount requested**Option 3 Decline Funding**

Option 1 is recommended by staff so the application aligns with the community policy and community outcomes of the LTP and aligns with previous funding allocated.


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. **Application for Funding - Kaikohe Business Association - Te Wairua o Kaikohe - A2574275**  
2. **Schedule Information - Kaikohe Business Association - A2574278**  

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 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



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	KAIKOHE BUSINESS ASSOCIATION		Number of Members	20+
Postal Address	P O BOX 497		Post Code	0440
Physical Address	KAIKOHE		Post Code	
Contact Person	TAUNAH SMITH	Position	ADMINISTRATOR	
Phone Number		Mobile Number	021 1600 168	
Email Address	admin@kaikohe.town			

Please briefly describe the purpose of the organisation.

The Kaikohe Business Association aims to develop a dynamic positive role contributing towards a better community and promoting the town of Kaikohe.

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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 Te Wairua o Kaikohe - The Spirit of Kaikohe Date 07 Sept 2019

Location Kaikohe Memorial Hall Time 6pm - 11pm

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

If so, how much? \$75 per head

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

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

— This event will be the first of many of this kind that the Kaikohe Business Association wish to hold. The KBA would like to acknowledge past and present business owners of Kaikohe who contributed to a once thriving community through stories, photos' and dance. In
— acknowledging these past and present business owners', the KBA would like to use this
— event as a positive get together for the whole community to enjoy and to celebrate all the
— good that our community has to offer.
— This will be a formal evening black tie event OR guests can choose to dress to the era. For
— this particular event, the KBA will be focusing on the 1940's & 50's era. A time where
— business was booming in the town. A 2-course silver service meal will be provided along
— with a platter of nibbles to start. A special key-note speaker with connections to Kaikohe
— will be invited to speak to guests during the evening. There will also be a live band playing
— music of the 1940's & 50's mixed with more modern contemporary style music also.
— Many stories of this era are currently being compiled Kaikohe local's who grew up during
— this time. Some of these stories will be shared during the event with guests and displayed
— on story boards at the venue along with a booklet which will be displayed on tables. The
— KBA see this as an opportunity for people to share more stories or their "own" stories of this
— era.
— The benefits of this event to the whole community and business community alike are huge.
— It will bring a sense of pride and a sense of community spirit back to Kaikohe, which is so
— desperately needed at this point and time. The KBA are committed to working towards
— supporting, encouraging and unlocking potential in our community.

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	350	350
Advertising/Promotion	1500	1500
Facilitator/Professional Fees ²	4000	—
Administration (incl. stationery/copying)	2000	1500
Equipment Hire	1000	1000
Equipment Purchase (describe)	—	—
Utilities	—	—
Hardware (e.g. cement, timber, nails, paint)	250	250
Consumable materials (craft supplies, books)	7500	—
Refreshments	500	—
Travel/Mileage	200	—
Volunteer Expenses Reimbursement	500	300
Wages/Salary	—	not applicable
Volunteer Value (\$20/hr) 20 per/m @ 400 hrs	8000	not applicable
Other (describe) Accommodation for guest speaker	350	—
TOTALS	26150	4900

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

103-589-665

How much money does your organisation currently have?

\$3119.00

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
Ongoing admin / event costs	2974
CCTV rental	30
Internet access	115
TOTAL	3119

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

Funding Source	Amount	Approved
COGS	8000	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
Community Patrol costs paid over 3 yrs	3000	10/04/17	Yes
CCTV system upgrade & maintenance	17153	11/07/16	Yes
Blackboard and seat in library square	439	10/11/14	Yes
Town Manager	4443	20/10/14	Yes
Community Patrol costs paid over 2 yrs	3000	03/10/14	Yes
Main St beautification	3050	12/09/14	Yes
Kaikohe beautification proposal	627	27/06/14	Yes
Town Manager	6650	29/04/14	Yes
Cycle racks	348	01/02/14	Yes

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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)

Kaikohe Business Association

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

[Signature]

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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 MIKE KAYE Position CHAIRMAN
 Postal Address P.O. Box 125000, St Helens Auckland Post Code 1740
 Phone Number Mobile Number 0211599915
 Signature [Signature] Date

Signatory Two

Name PETER PETERSEN Position SECRETARY
 Postal Address P.O. Box 303, KAIKOHE Post Code 0440
 Phone Number 09 401 0388 Mobile Number 021 755120
 Signature [Signature] Date 15-7-19

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Schedule of Supporting Documentation**KAIKOHE BUSINESS ASSOCIATION – TE WAIRUA O KAIKOHE**

The following supporting documentation has been provided in support of the funding application. It is emailed to members under separate cover.

1.	Letter: Explanation of Hardware and Volunteer Costs not submitted
2.	Event: Program
3.	Event: Ticket (copy)
4.	Quote: Blah Blah Marketing – includes Admin/Advertising/ Promotion combined
5.	Quote: Kaikohe Hire
6.	Email: Confirmation of Hall Booking
7.	ANZ: Bank Statement
8.	Annual Report: 31 March 2019
9.	ANZ: Deposit Slip

7.6 APPLICATION FOR FUNDING - FRIENDS OF THE SCHOOL (OPONONI AREA SCHOOL)**File Number: A2574926****Author: Marlema Baker, Meetings Administrator****Authoriser: Aisha Huriwai, Team Leader Governance Support****PURPOSE OF THE REPORT**

To present the Community Board with information on the Local Community Grant application from Friends of the School (Opononi Area School), to assist members in determining whether to approve or decline the application.

EXECUTIVE SUMMARY

- The Applicant seeks a grant towards costs associated with an Opononi Area School Community Twilight Gala
- The Applicant intends to hold this fundraising event on behalf of Opononi Area School.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board authorises the sum of \$6,055 (plus GST if applicable) to be paid from the Board's Community Fund account to Opononi Area School (OAS), for costs towards equipment hire for a Community Twilight Gala, to support the following Community Outcome:

- i. Proud vibrant communities**

1) BACKGROUND

Friends of the School are a non-profit organisation that works alongside Opononi Area School to create fundraising opportunities and volunteer hours to these events.

This event is for the entire Hokianga community to enjoy. It will be a waste-free event with only healthy food and drink options sold on the day.

Funds raised from this event will be used to purchase shade-sails for the school.

Friends of the School are first-time applicants.

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

The applicant seeks a grant of \$6,055 – 43.69 % of the total project cost

Option 2 Authorise partial funding of the amount requested**Option 3 Decline Funding**

Option 1 is recommended by staff so the application aligns with the community policy and community outcomes of the LTP and aligns with previous funding allocated.

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. **Application for Funding - Friends of the School - A2574694**  
2. **Schedule of Additional Information - Friends of the School - A2574920**  

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 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



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	<u>FRIENDS OF THE SCHOOL (OAS)</u>	Number of Members	<u>10</u>
Postal Address	<u>PRIVATE BAG 759 KAIKOHE</u>	Post Code	<u>0440</u>
Physical Address	<u>SH12 OMAPERE</u>	Post Code	<u>0473</u>
Contact Person	<u>CHRISTINE GAMMAN</u>	Position	<u>SECRETARY</u>
Phone Number	<u>094058500</u>	Mobile Number	<u>0211204471</u>
Email Address	<u>chrissyg@opononi.school.nz</u>		

Please briefly describe the purpose of the organisation.

NONPROFIT ORGANISATION: THAT WORKS ALONG SIDE THE SCHOOL TO CREATE FUNDRAISING OPPORTUNITIES AND TO PROVIDE VOLUNTEER HOURS TO THESE EVENTS.

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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 COMMUNITY TWILIGHT GALA Date 23/11/2019

Location OMAPERE Time 1pm - 6pm

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

If so, how much? EACH ACTIVITY WILL HAVE A COST OF \$2-\$4 WE WILL BE

Outline your activity and the services it will provide. Tell us: HAVING A TICKET SYSTEM WITH EACH TICKET WORTH \$2.

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

THIS EVENT IS FOR THE HOKIANGA COMMUNITY TO ENJOY AN EVENTFULL AFTERNOON AT OPONONI AREA SCHOOL WITH LOW COST ACTIVITIES, INTERNATIONAL KAI ON OFFER AND AMAZING LOCAL TALENT FOR OUR ENTERTAINMENT LINE UP.

THIS EVENT WILL BE WASTE FREE AND ONLY HEALTHY KAI AND DRINKS OPTIONS WHICH RUNS IN WITH OUR SCHOOL POLICIES.

WE ARE GOING TO USE THIS EVENT TO FUNDRAISE FOR MUCH NEEDED SHADESAILS IN PRIME LOCATIONS AROUND THE SCHOOL TO PROTECT OUR TAMARIKI, THIS WILL ALSO BENEFIT THE LOCAL COMMUNITY THAT USE THE SCHOOL FOR WEEKEND AND SCHOOL HOLIDAY ACTIVITIES EG HOKIANGA SOCCER CLUB, LIONS CLUB 1/2 MARATHON, CHURCH GROUPS, KAPA HARA AND MANY MORE.

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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	200-00	
Advertising/Promotion	200-00	
Facilitator/Professional Fees ²	SEE EQUIPMENT HIRE QUOTES	
Administration (incl. stationery/copying)	50-00	
Equipment Hire	6055-00	6055-00
Equipment Purchase (describe)	—	
Utilities	SEE RENT/VENUE HIRE COST	
Hardware (e.g. cement, timber, nails, paint)	100-00	
Consumable materials (craft supplies, books)	500-00	
Refreshments	1000-00	
Travel/Mileage	553-00	
Volunteer Expenses Reimbursement	200-00	
Wages/Salary	—	not applicable
Volunteer Value (\$20/hr)	4000-00	not applicable
Other (describe)		
ENTERTAINMENT	1000-00	
TOTALS	13 858-00	6055-00

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

Friends of the School Opononi Area School	
Community Twilight Gala Budget Breakdown	
Rent/Venue Hire	
200-00	power and cost of cleaners
Advertising/Promotion	
200-00	advertising in the local newspapers and local newsletters
Administration	
50-00	for photocopying
Equipment Hire	
5574-00	Rockup North Ltd Quote No: 13755
481-00	Alex an Here inflatable obstacle course Morewa
Hardware	
100-00	wood, ply, paint and nails to construct signs
Consumable Materials	
500-00	craft supplies for class projects and face painting
Refreshments	
1000-00	10 food and drink stalls @ 100-00 worth of kai
Travel/Mileage	
119-00	192km @ .62c per km to kerikeri for shopping
155-00	50km @ .62c per km for volunteer travel x5 meetings
62-00	20km @ .62c per km for volunteer travel x5 meetings
62-00	20km @ .62c per km for volunteer travel x5 meetings
155-00	50km @ .62c per km for volunteers traveling to the event
Volunteer Expenses Reimbursement	
200-00	for the Rent-a-Plate service and recycling and composting management
Volunteer Vaule (\$20/hr)	
3000-00	25 volunteers at \$20/hr for 6 hrs
1000-00	50 hr/s over 3 months of organisation and prep work
Other: Entertainment	
1000-00	for two local bands to perform

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
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

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(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)

Friends of the School (Opunoni Area School)

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



Signatory Two



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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 HOOTON Position COMMITTEE MEMBER
 Postal Address 1087 WEKAWEKA RD, RD 3, KAIKOHE Post Code 0173
 Phone Number 09 4058439 Mobile Number
 Signature [Signature] Date 02/07/19

Signatory Two

Name KARINA DONOVAN Position COMMITTEE MEMBER
 Postal Address P.O. Box 76, OPONONI Post Code 0445
 Phone Number 021 172 0259 Mobile Number 021 172 0259
 Signature [Signature] Date 03/07/19

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Schedule of Supporting Documentation**FRIENDS OF THE SCHOOL – COMMUNITY TWILIGHT GALA**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Bank Statements: Westpac
2	Quote 13755: Rockup
3	Quote: Opononi Area School
4	Health and Safety Plan
5	Site Plans

8 INFORMATION REPORTS

8.1 COMMUNITY AND CUSTOMER SERVICES INFORMATION REPORT

File Number: A2565886

Author: Jacine Warmington, Manager - Community and Customer Services

Authoriser: Dean Myburgh, General Manager - District Services

PURPOSE OF THE REPORT

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 the Community Board.

RECOMMENDATION

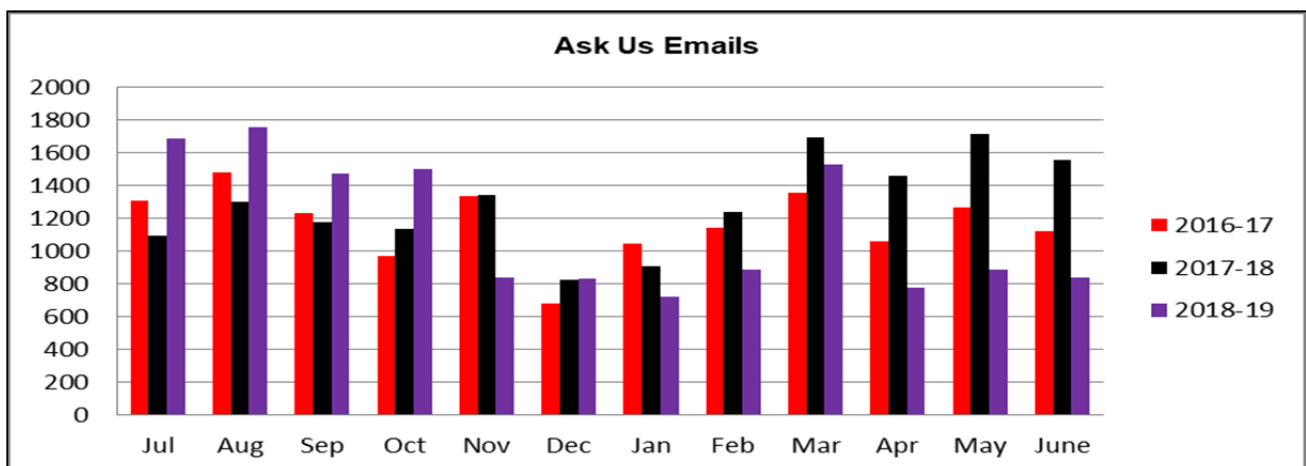
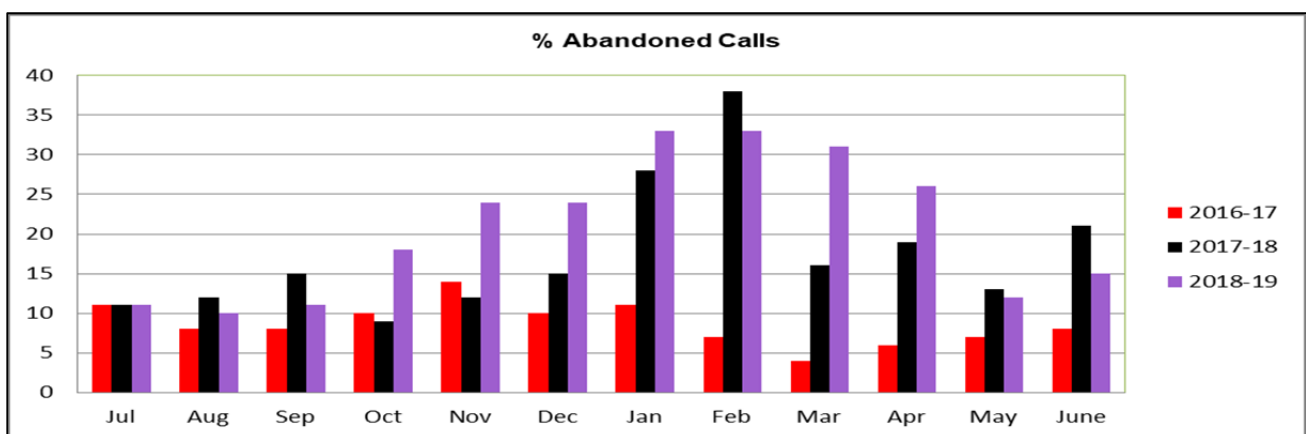
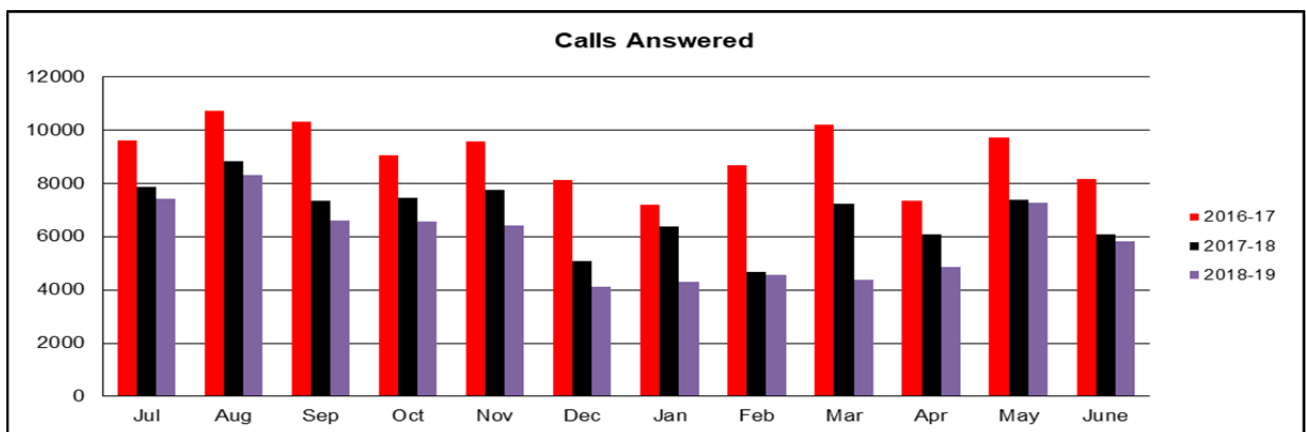
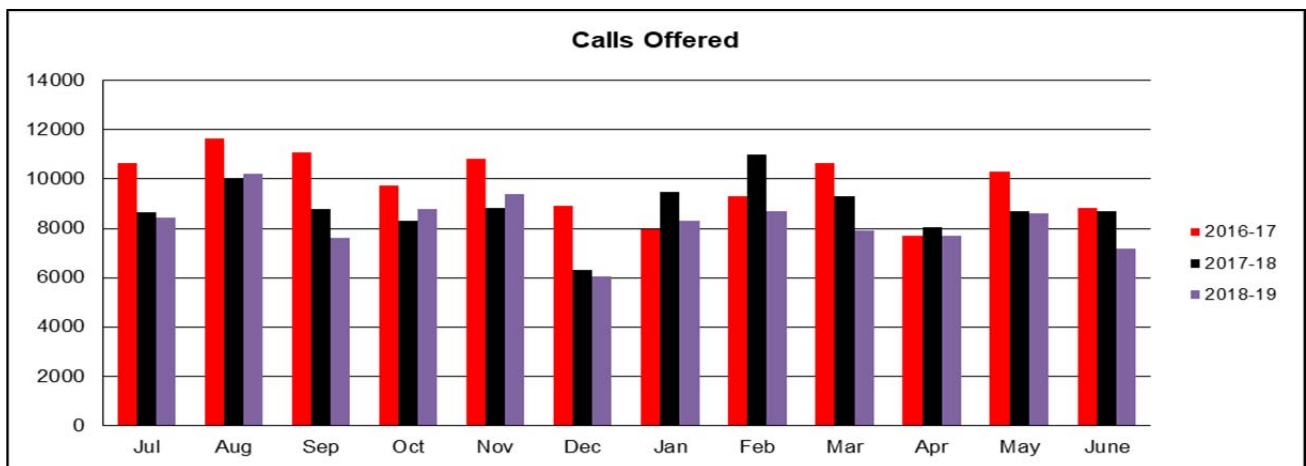
That the Kaikohe-Hokianga Community Board receive the Community and Customer Services Information Report.

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. It provides an overview of activity and performance across different activities and service areas for the months of January to end of June 2019 for the Kaikohe-Hokianga area.

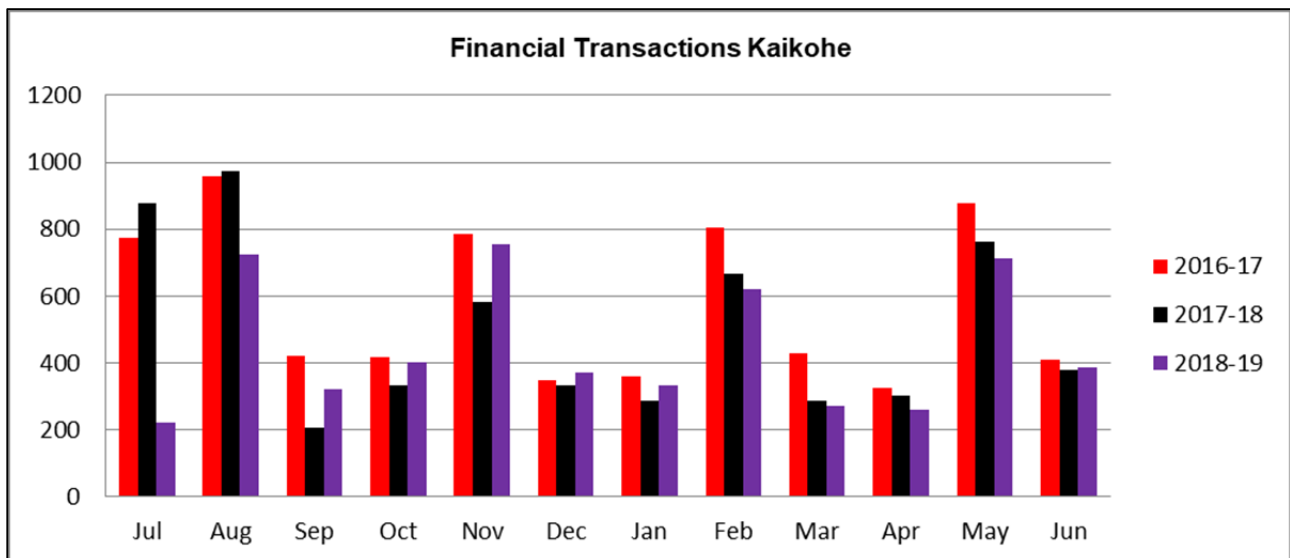
Contact Centre

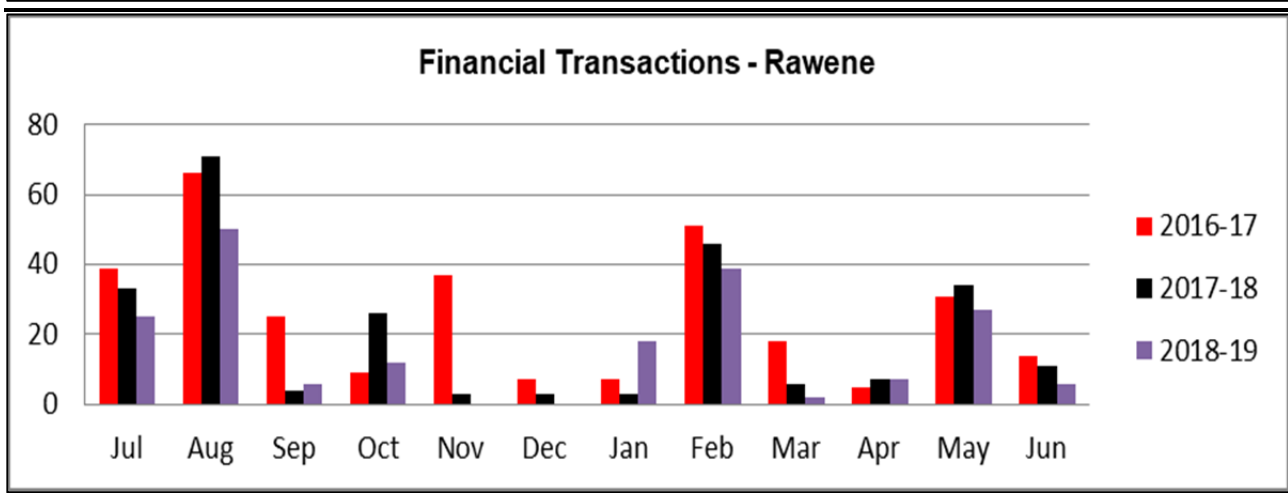
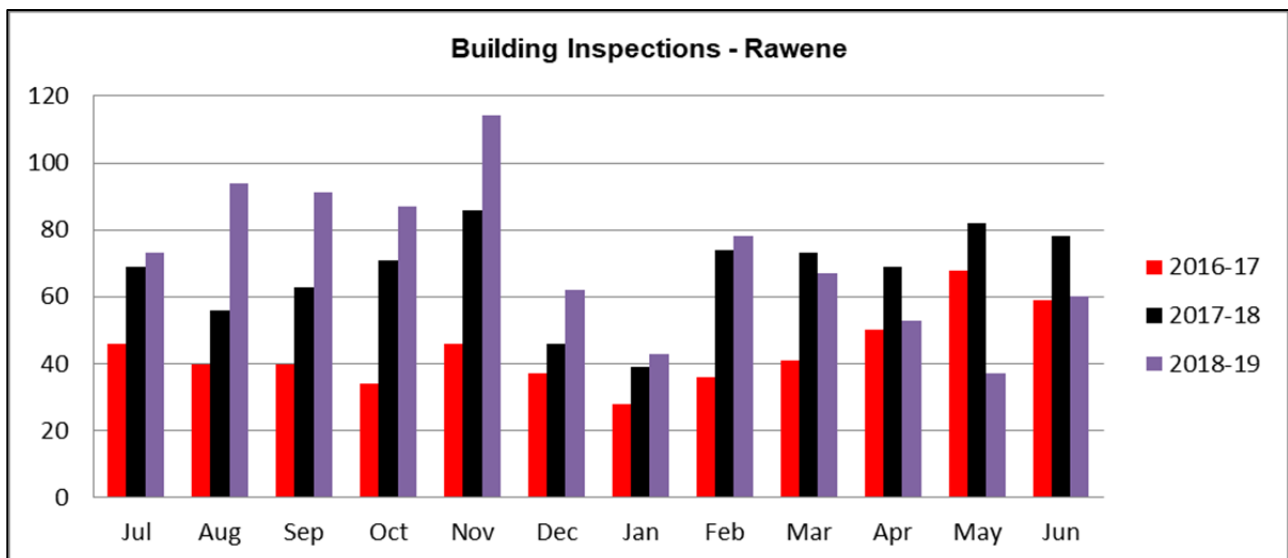
- Commencement of the new Manager Customer Care (oversees Contact Centre and Service Centres).
- The rate of abandoned calls (15%) has decreased since the last report (20%) but still well above the 8% target. Staffing levels have made achieving target very difficult – illness and other leave have impacted on the Contact Centre.
- Customer interactions district-wide for year end June 2019 totalled 240,622. For the 6 months January to June 2019, they totalled 118,327. These interactions included:
 - a. Phone: 48,443,
 - b. Ask Us emails: 5,643,
 - c. Requests for Service: 28,289, and
 - d. Walk-ins at Kaikohe and Rawene: 2,889
- Training of staff to be able to assist in other areas of Contact Centre and Service Centres continues to create flexibility in appropriately resourcing the different service areas.



Service Centre

Across all service centres there has been a decline in the number of financial transactions as customers tend toward direct debit payments and payment by internet banking. Processing building inspection bookings and responding to Ask.Us emails remain a core focus of the Rawene and Kaikohe service centres.





Libraries

The new Manager – Libraries and Museum (oversees the six District Libraries and Museum@Te Ahu) joined Council in March 2019.

Kaikohe Library

Kaikohe Library underwent a major refurbishment in May-June 2019. The interior of the library was painted, the library layout was improved and shelving was modernised, among other improvements. During the refurbishment, the library was closed, with basic service being provided from FNDC Headquarters on Memorial Drive, Kaikohe.

Customers have responded positively to the refurbishment. Since reopening, a number of customers have commented on the improvement to the library appearance as a whole. The refurbishment was achieved within the \$77,000.00 budget allocated.

Comments from customers about the refurbishment include:

"I love all of it, but the best didn't change thankfully... the Staff"

"Looking across the library, I could have sworn you've extended it. It's so clever what you've done"

"It's amazing what you've been able to do with the space on such a limited budget"

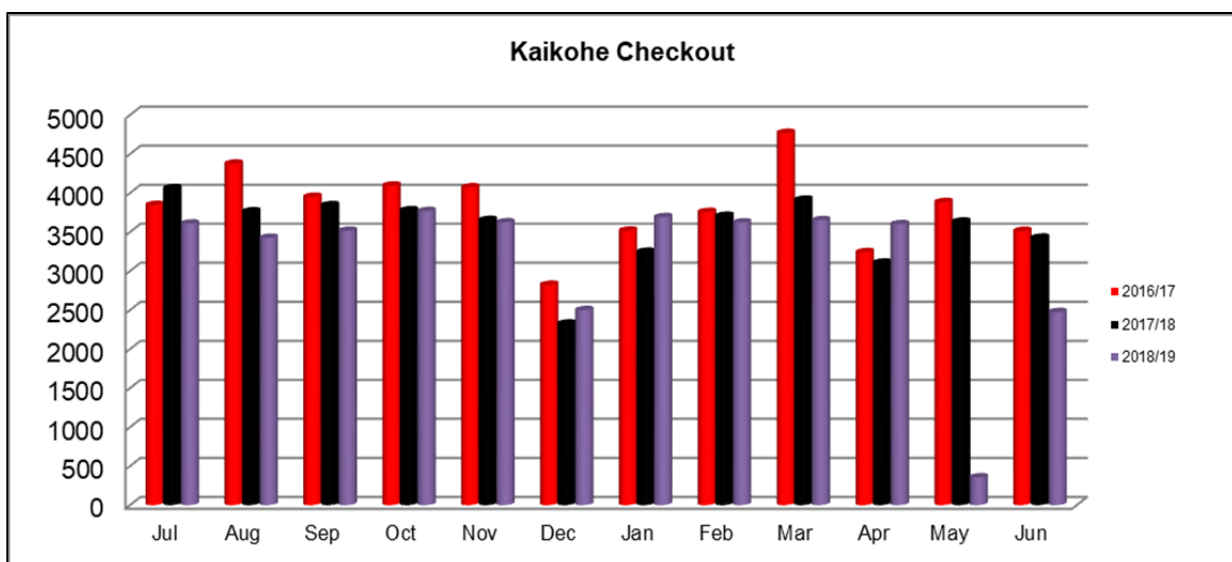
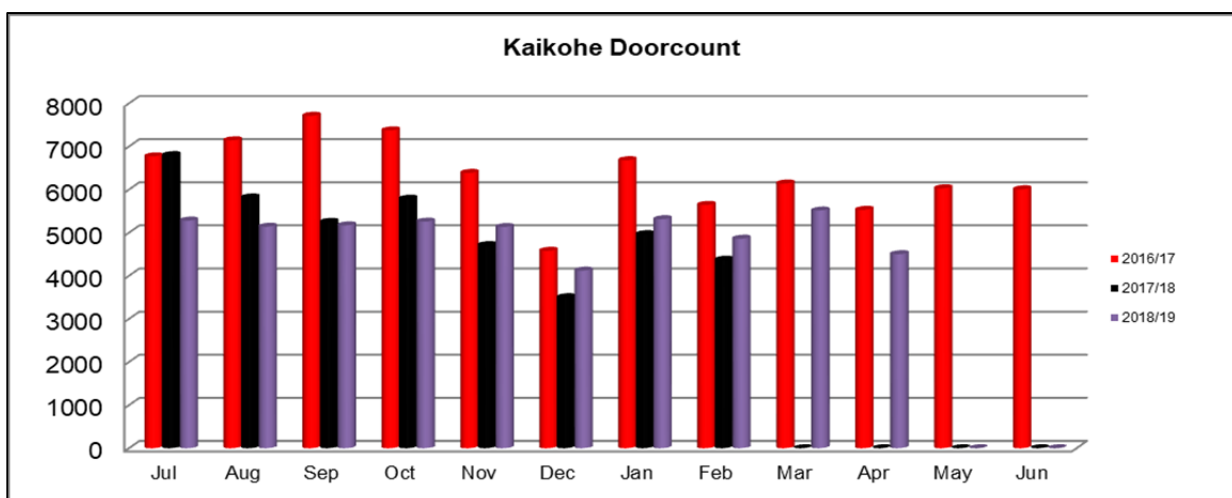
"Who was the interior designer? It feels like a professional Job."

"Using the Men's Shed was ingenious!"

Library highlights for the period January - June include:

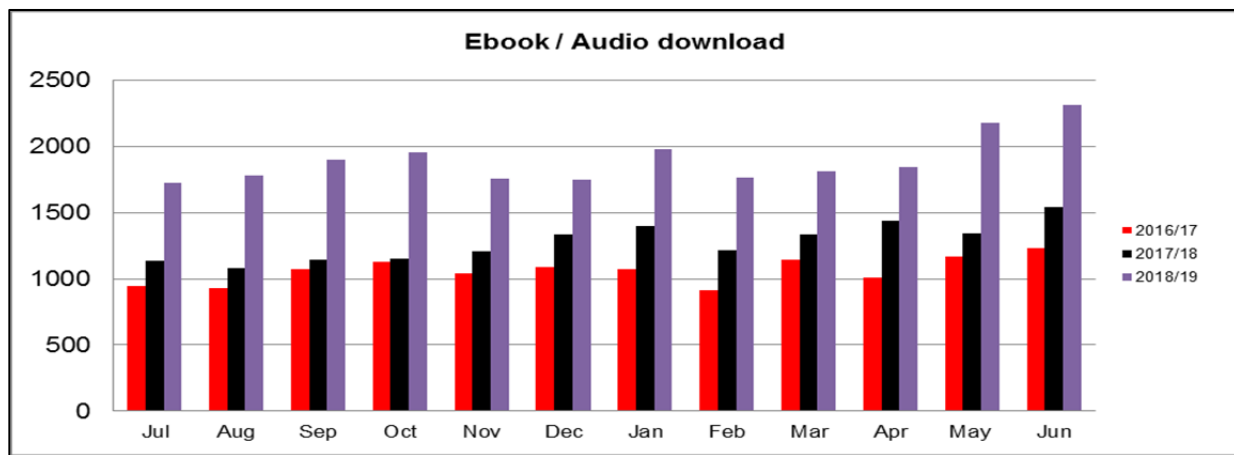
- 144 results for the Kaikohe Library Services Survey, which informed the new floor plan design
- Major collections maintenance undertaken for Adult Non-Fiction
- Summer Reading challenge for Children, Youth and Adults
- Average of 3 SparkJump signups per week, providing low cost internet to families in Kaikohe
- Well attended April School holidays programmes
- Guitar use tripled since opening in the new casual seating area
- 51 Library orientation tours given since re-opening

Kaikohe Library's usage statistics are affected by the closure with no statistics recorded during the closure period. Since reopening, there have been ongoing issues with the door-count capture, which will be rectified for the upcoming reporting period. (Note door counter was also broken March – June 2018).



eResources

The increase in eResources shows continued growth due to recent additions to collections and the success of the Te Tai Tokerau consortium with Whangarei and Kaipara Libraries which has resulted in an increased pool of library resources to borrow from.



Museum@Te Ahu Report January – June 2019

Exhibitions

Short Term Exhibitions utilising Museum Collections

- Getting Hitched – exhibition of wedding dresses through the ages March – June 2019
- All dolled up – exhibition of dolls from the Lois Marsters collection, Jan – May 2019
- Doll installation at Te Ahu Library (on loan) Feb – ongoing
- Kaitaia then and now photographic display – art space Te Ahu May 2019

Collaborative Community Exhibitions

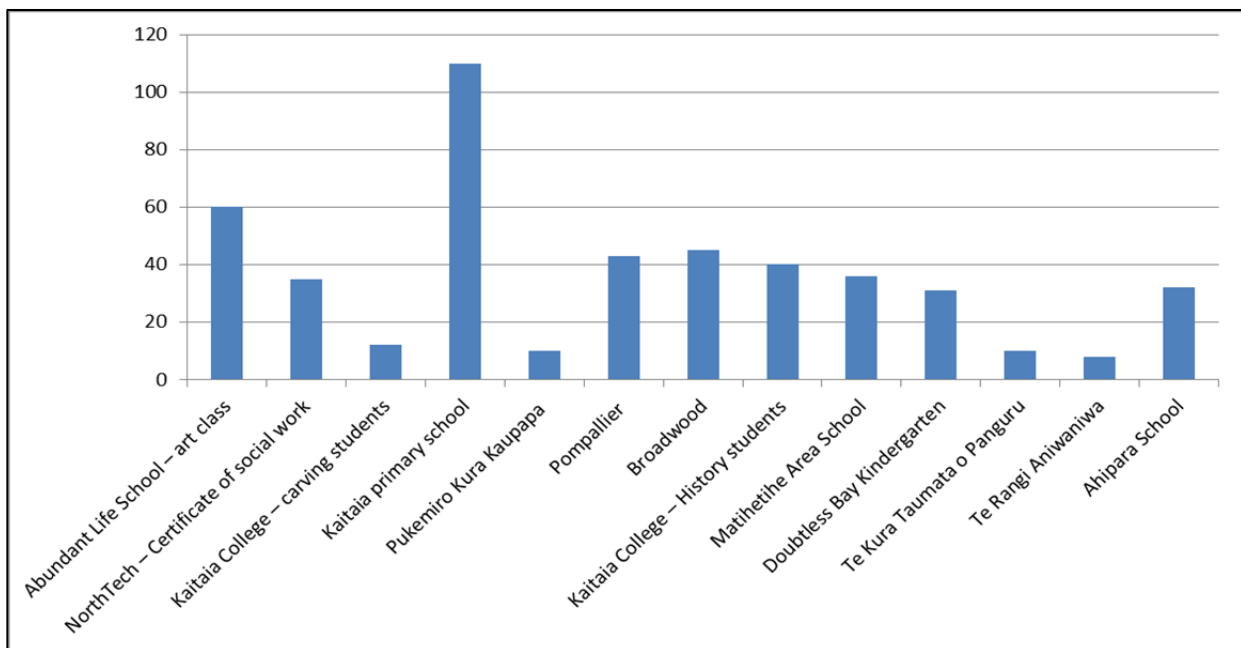
- Matariki Event June – August 2018. *Tuia te kaakaa, whatu te kakahu exhibition Stories woven into cloaks* – iwi collaboration with Te Rarawa
- Matariki Event June – August 2018. *Nga Tohu o Te Hou, signs of the New Year*. An art exhibition of 4 emerging Maori artists in Te Hiku.
- Armistice Exhibition – November 2018 – March 2019 *Nga Rau Aroha: From the Far North to the Western Front and home again*. Armistice Day (4 month exhibition) – Collaboration with Kaitaia College History students.
- Ngati Kuri Matariki exhibition 2019 – deferred until 2020 alternative is Baby Baroque interactive concert for 1-5year olds

Facebook page – Museum at Te Ahu

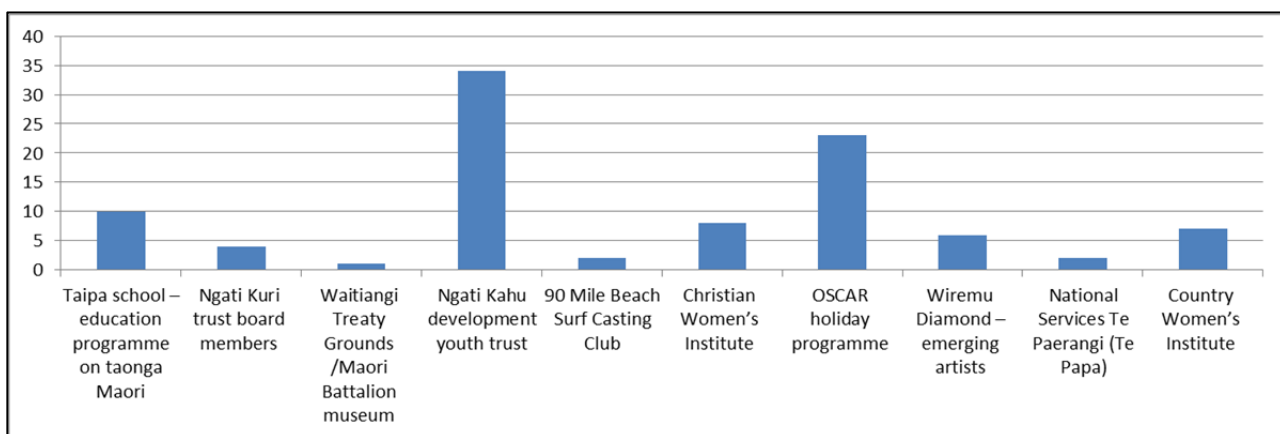
Museum Facebook has increased in popularity from 86 people liking the page 18 months ago to 1,239 people with 1,239 following the updates. In the last 12 months the museum has posted 35 stories highlighting our photographic collections, plus 25 stories of upcoming events, visitors and current affairs. The most popular story was the Kaitaia Floods of 1958 reaching over 36,000 people, 123 shares, 152 likes and 44 comments.

Visits

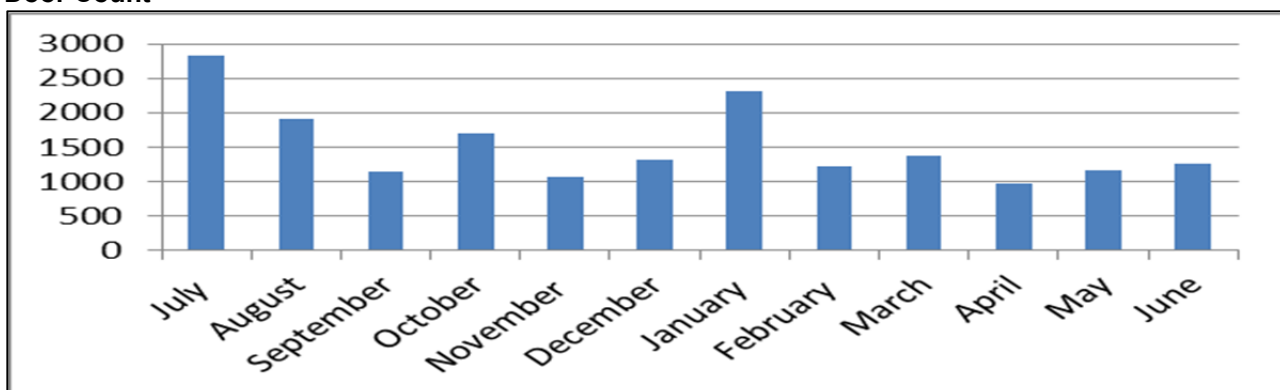
Schools



Groups



Door Count



Volunteer Hours

Volunteer hours rose to 283.4 hours. This is due to the fact that there are more people volunteering and consistent opening hours.

Hosting Archive Visitors / Archival Research Requests

There were 156 researchers who accessed the museum's collections and research facilities in 2018/2019. Subjects covered researching family, local human history (society/community) and natural history. This is an 80% increase from 2017 where 81 research inquiries were recorded.

Educational Programmes

Internal – 1 Museum treasure hunt

External - nil

Events/media and promotion

- The museum launched the Matariki exhibition and events 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 was adopted by the Museum Trust and Far North District Council in August 2018.
- 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 follow to coincide with the Museum Offsite Storage project. There is no extra funding attached to this.

Grants / Donations

- A funding application to Foundation North for \$10k to purchase shelving was spent.
- Funding for the Museum Offsite Storage (Pioneer House) Project was successful \$149k
- Peace and Disarmament Funding \$4k for the Armistice Day exhibition
- Matariki Exhibition and events \$500 from Te Reo o Te Rarawa – Te Runanga o Te Rarawa.
- Applied for Foundation North funding for the cataloguing and digitising of all museum collection items \$169k.

Total: \$332,500.00

Regional and National

- There have been many wonderfully positive comments captured in the Visitor Book as well as the visitor survey which is capturing good information about “who” visits the museum.
- Curator attended and spoke at the National Archives of New Zealand conference in Rotorua.
- Internal museum visitor survey implemented at the front counter (September 2018) – again, many positive comments to date.
- 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 follow to coincide with the Museum Offsite Storage project. There is no extra funding attached to this. Rose Evans conservator visit and training Pioneer House – August 2018 and February 2019.

Curator was asked to join the National New Zealand Repatriation Research Network in June 2019.

Hokianga i-SITE

Retail sales were good in January 2019.

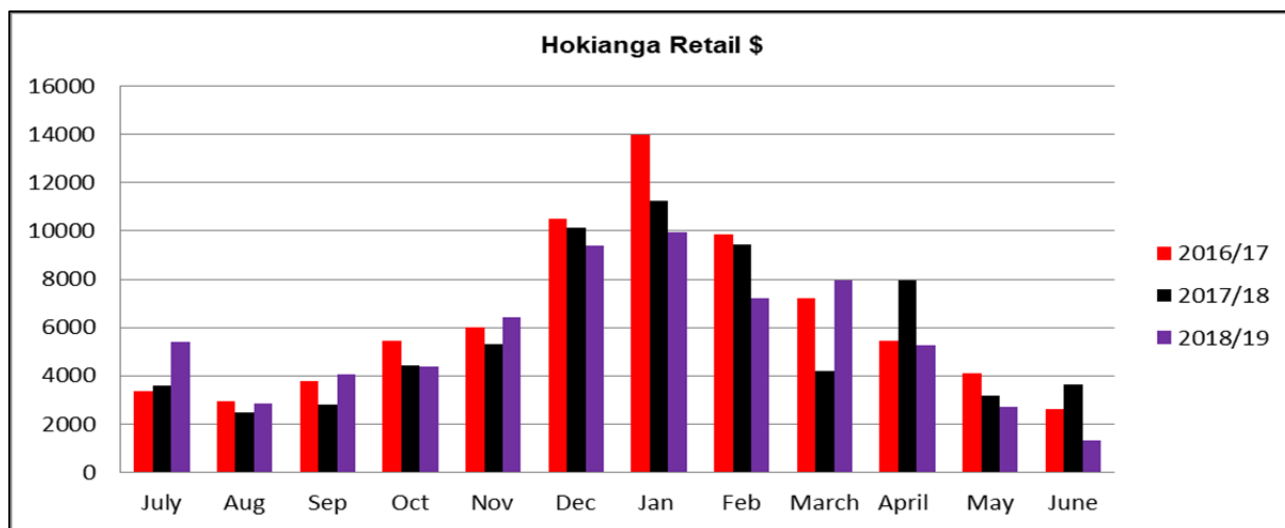
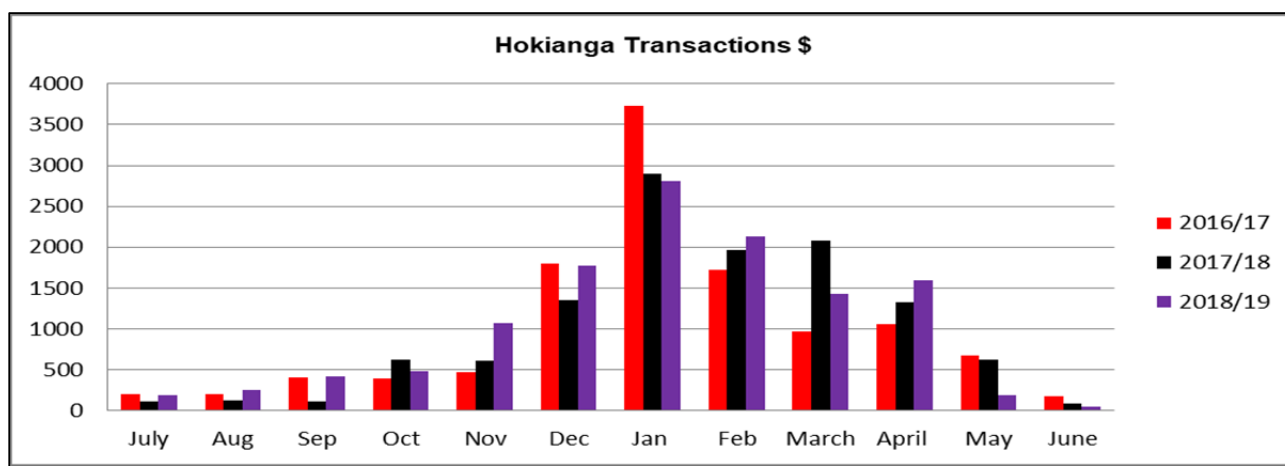
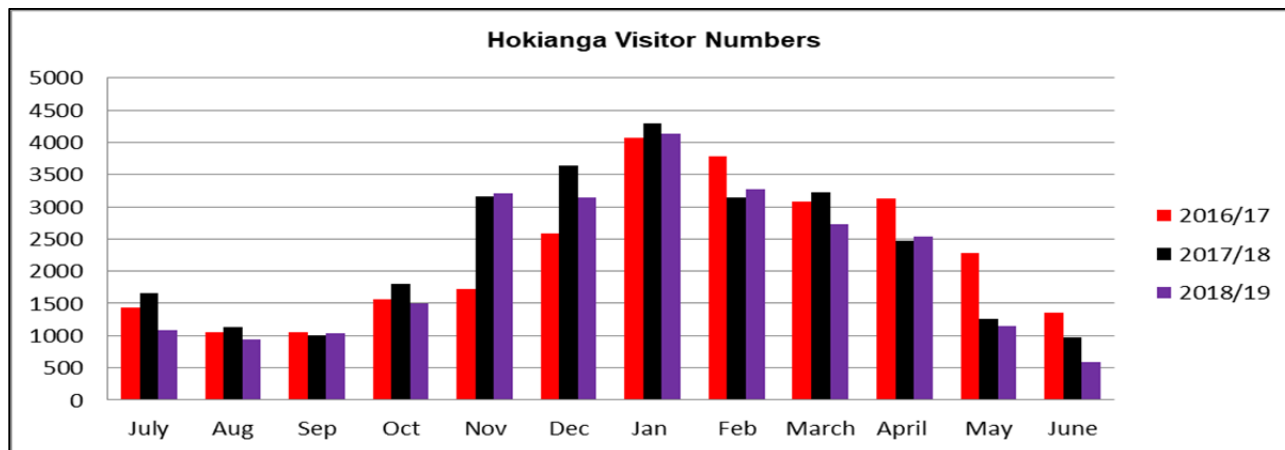
In February, the mix of visitors changed with domestic tourists travelling in the middle of the month purchasing retail and in the latter part of the month more campervans coming through.

In March visitor numbers were steady with a mix of international and domestic tourists. Retail sales slowed but still making activity bookings.

Easter was as busy as Christmas with School Holidays, Easter and ANZAC Day at once. There were mainly domestic visitors.

Staff numbers decreased as fixed term summer staff finished up at the end of Easter as normal.

The café next door closed in June – this affected visitor numbers and retail sales at the i-SITE.



Cemeteries - Sexton Services

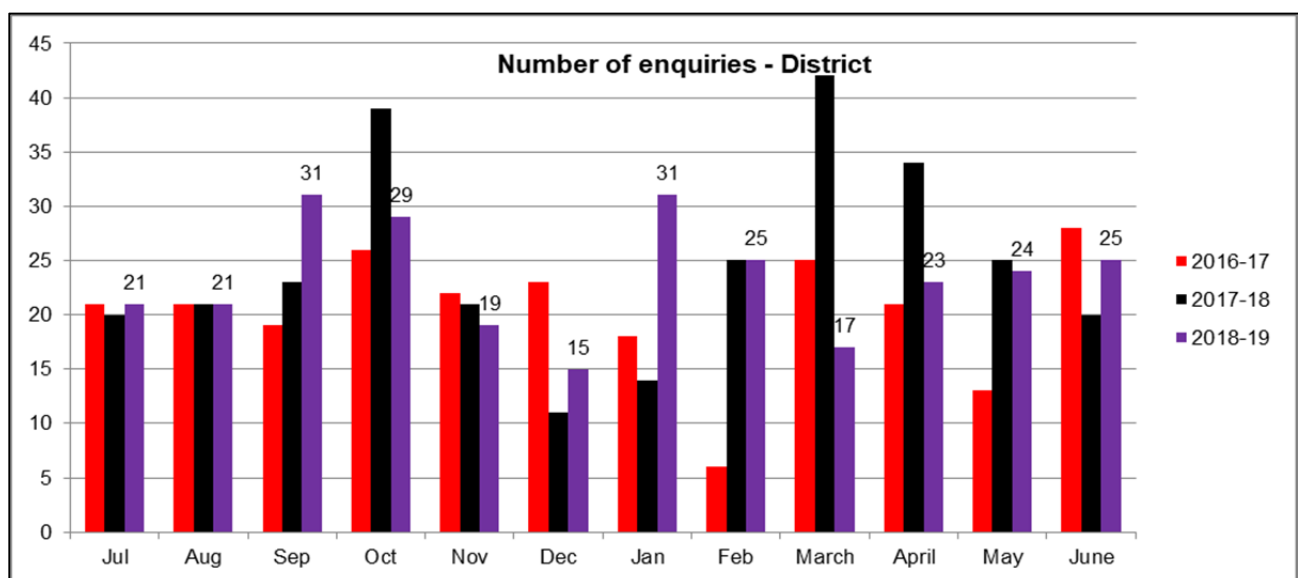
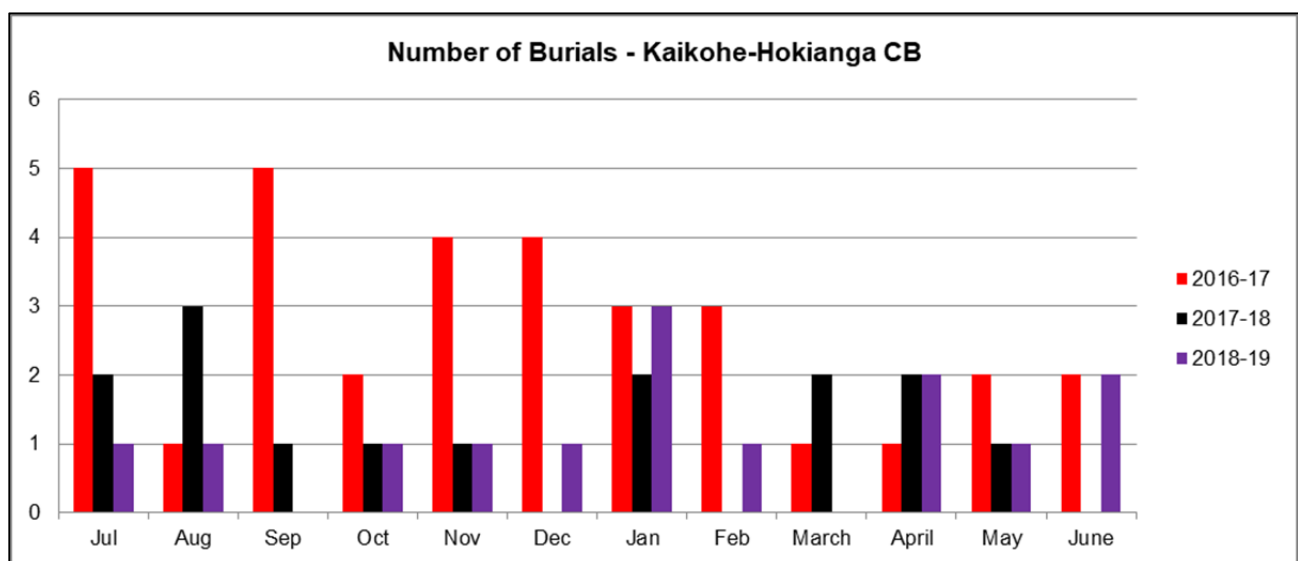
Council manages the Kaikohe, Kohukohu, Okaihau and Rawene public cemeteries under the legislation of the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

There were 5 burials and 4 ash interment in the Western Ward during the last 6 months. This is similar to previous years.

The number of enquiries are similar to previous years with an average of 25 per month and there have been 19 plots pre-purchased and certificates of title issued over this 6 month time period.

New Ash Berms have been installed in the Kaikohe Public Cemetery, in and around the native bush grove. They have been admired by the public and some have already been purchased and used.

Funeral Directors and members of the public often comment on how well kept Council's Cemeteries are. This reflects back on Council's Town Maintenance contractors and the high standard they have set in the maintenance of the cemeteries under their care.



Housing for the Elderly

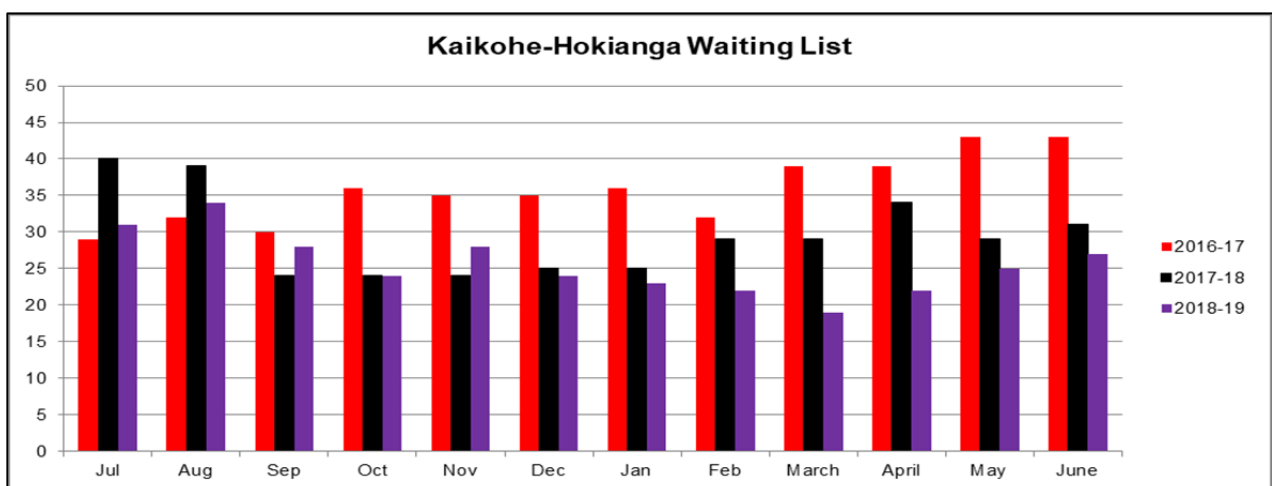
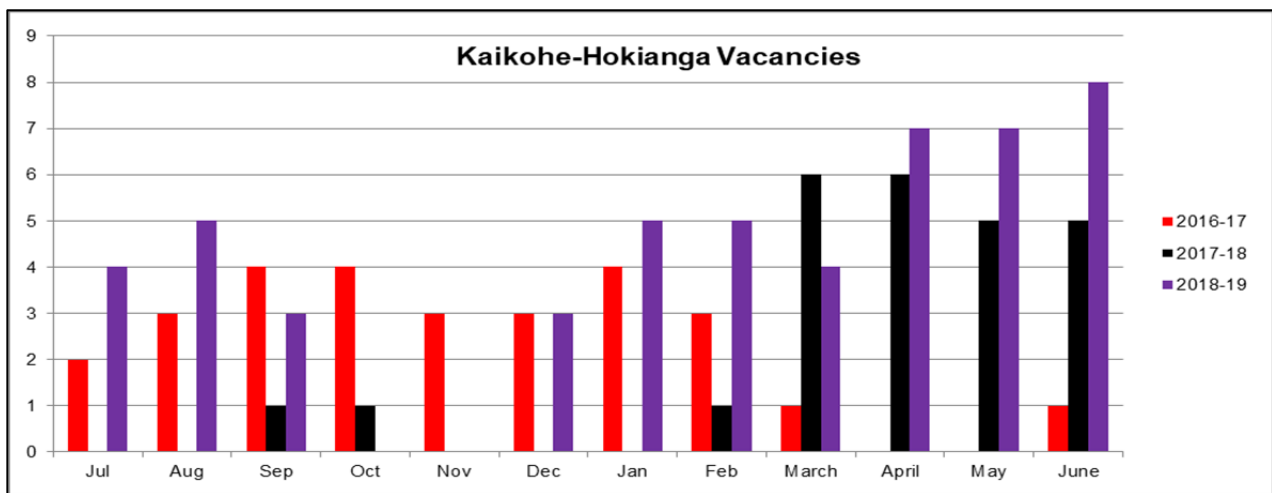
Council owns and rents out 147 Housing for the Elderly units and bedsits overall.

In the Kaikohe-Hokianga area there are Villages at:

Location	Two/Three bedroom	One bedroom	Bed-sit	Vacancies
Horeke	-	2	-	0
Kaikohe	-	2	36	2
Kohukohu	-	6	-	3
Omapere	6	3	-	0
Rawene	-	6	4	0
Waima	-	3	-	1

During the period 1 January – 30 June 2019, seven tenancies ended and three tenancies began. There are currently 6 bedsit units in Kaikohe undergoing refurbishment. Three tenancy agreements are due to be signed in July 2019.

Waiting list numbers are decreasing as applications that do not meet the criteria are not being accepted and transferring on to the waiting list.



Reason for the recommendation

Information only report.

2) Financial implications and budgetary provision

No financial implications.

Manager: Dr. Dean Myburgh - General Manager District Services

ATTACHMENTS

Nil

9 MEETING CLOSE