



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 6 May 2021

Time: 10.00 am
Location: Baysport Complex
Harmony Lane
Waipapa

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a. Control of Use of Public Spaces – Dispensations on signs
 - b. Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c. Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d. Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e. Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
18. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
19. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.
20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Māori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:

- a) Holding a Community forum prior to Board meetings
 - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
 9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

In supporting Community Boards to fulfil their role, the Council will:

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

BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

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

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

Far North District Council
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Baysport Complex, Harmony Lane, Waipapa on:
Thursday 6 May 2021 at 10.00 am

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1 KARAKIA TIMATANGA – OPENING PRAYER

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

2 APOLOGIES AND CONFLICTS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 PUBLIC FORUM

- Hannah White – Neighbourhood Support.
- Phil Grimshaw – Healthy Families Far North.
- Sandi Morris, Northland Transport Alliance – Footpath Matrix Update

4 DEPUTATIONS

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

5 SPEAKERS

- John Mason speaking in regard to Item 7.3 Road Naming – 190 Waipapa Road, Kerikeri.
- Representative from Kerikeri Theatre Company speaking in regard to Item 7.7 Funding Applications.
- Representative from Bay of Islands Animal Rescue speaking in regard to Item 7.7 Funding Applications.
- Cheryl Smith representing Sport Northland speaking on behalf of Item 7.9 Winter 2021 Rural Travel Funding Application.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3161006

Author: Casey Gannon, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 1 April 2021 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

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

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

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

Te Take Tūtohunga / Reason for the recommendation

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

- 1. 2021-04-01 Bay of Islands-Whangaroa Community Board Minutes - A3136812**  

Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

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

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE BAYSPORT COMPLEX, HARMONY LANE, WAIPAPA
ON THURSDAY, 1 APRIL 2021 AT 10.00 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Frank Owen, Member Lane Ayr, Member Bruce Mills, Member Manuwai Wells, Member Rachel Smith

IN ATTENDANCE: Councillor David Clendon

1 KARAKIA TIMATANGA – OPENING PRAYER

Manuwai Wells opened the meeting with a karakia.

2 APOLOGIES AND CONFLICTS OF INTEREST

APOLOGIES

RESOLUTION 2021/19

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

That the apology received from Member Dave Hookway-Kopa and Manuela Gmuer-Hornell be accepted.

Abstained: Rachel Smith

CARRIED

3 PUBLIC FORUM

MOTION – SPEAKING RIGHTS FOR COUNCILLOR DAVID CLENDON

RESOLUTION 2021/20

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board welcome Councillor Clendon and that he be permitted to speak during member debate.

Abstained: Rachel Smith

CARRIED

Hilary Sumpter spoke in regard to Kerikeri redwood trees reference item 8.2 Kerikeri Redwoods 2020 Arborist Report.

Brenda Frear, Baz Reihard, and John Law spoke on behalf of the Totara North Community in reference to Item 7.2 Totara North Community Plan.

Chris Galbraith spoke in regard to fuel tanks in Russell.

Chris Claydon spoke in regard to a request for permission for utilities to be provided through a piece of Council land off Riverview Road.

4 DEPUTATIONS

Nil.

5 SPEAKERS

Kylie Kara spoke on behalf of Waka Atea for Item 7.7 Funding Applications.

Meeting adjourned from 11:30 am until 12:00 pm.

At 12:02 pm, Member Rachel Smith left the meeting.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3126248, pages 10 - 15 refers.

RESOLUTION 2021/22

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 4 March 2021 are a true and correct record with the following amendments:

- **Spelling page 13 (liscense)**

Abstained: Rachel Smith

CARRIED

At 12:09 pm, member Rachel Smith returned to the meeting.

7 REPORTS

7.1 TOTARA NORTH COMMUNITY PLAN

Agenda item 7.2 document number A3088976, pages 25 - 58 refers.

RESOLUTION 2021/23

Moved: Member Bruce Mills

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board receives the Totara North Community Plan from the Totara North Working Party.

Abstained: Rachel Smith

CARRIED

7.2 PAIHIA EV CHARGING STATION

Agenda item 7.3 document number A3101327, pages 59 - 66 refers.

RESOLUTION 2021/24

Moved: Chairperson Belinda Ward

Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board recommend that Council:

- a) **make the three identified adjoining parking spaces on Williams Road, Paihia, exclusively available for two electric vehicles (EV) while charging, and;**
- b) **request staff to investigate the possibility of the extra space either side of the EV parking be utilised for future secure cycle/E-bike parking.**

Abstained: Rachel Smith

CARRIED

At 12:27 pm, Member Rachel Smith left the meeting. At 12:33 pm, Member Rachel Smith returned to the meeting.

7.3 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A3127291, pages 16 - 24 refers.

RESOLUTION 2021/25

Moved: Member Bruce Mills

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Member Lane Ayr, and Member Manuela Gmuer-Hornell.

Abstained: Rachel Smith

CARRIED

At 12:48 pm, Member Rachel Smith left the meeting. At 12:55 pm, Member Rachel Smith returned to the meeting.

7.4 REVOKE PREVIOUS DECISION - ROAD NAMING, 11 GREENWAY DRIVE, KERIKERI

Agenda item 7.4 document number A3117505, pages 67 - 89 refers.

RESOLUTION 2021/26

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Island-Whangaroa Community Board:

- a) **revokes the following resolution of the Bay of Islands-Whangaroa Community Board made on 3 December 2020, item 7.5 Road Naming – 11 Greenway Drive, Kerikeri; “*That the Bay of Islands-Whangaroa Community Board, pursuant to Council’s Road Naming and Property Addressing Policy #2125, name a private road, Kerikeri Heights that is currently addressed at 11 Greenway Drive, Kerikeri as per maps (A3013756 and A3013757)*”.**
- b) **resolves to name 11 Greenway Drive, Kerikeri, Highland Way.**

Abstained: Manuwai Wells and Rachel Smith

CARRIED

7.4A ROAD NAMING POLICY

RESOLUTION 2021/27

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board recommend to the Strategy and Policy Committee:

- a) repeats its request for the road naming policy #2125 be reviewed, and;
- b) note frustration in receiving a recommendation that was not compliant with New Zealand addressing standards.

Abstained: Rachel Smith

CARRIED

Meeting adjourned for lunch from 1:38 pm to 2:09 pm.

7.5 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 28 FEBRUARY 2021

Agenda item 7.5 document number A3117284, pages 90 - 93 refers.

RESOLUTION 2021/28

Moved: Member Manuwai Wells

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 28 February 2021".

Abstained: Rachel Smith

CARRIED

7.6 FUNDING FOR KERIKERI BASKETBALL COURT FROM PLACEMAKING FUNDS 2018/19

Agenda item 7.6 document number A3116693, pages 94 - 95 refers.

RESOLUTION 2021/29

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board rescind the resolution 2019/51 of 20 May 2019 (to allocate \$25,333 from the Placemaking Fund 2018/2019 to Mai Lyfe for the resurfacing of the basketball court at the Kerikeri Domain as identified in the Bay of Islands-Whangaroa Community Board Strategic Plan) and direct the funds be returned to the Bay of Islands-Whangaroa Community Board account for reallocation.

Abstained: Rachel Smith

CARRIED

7.7 FUNDING APPLICATIONS

Agenda item 7.7 document number A3117058, pages 96 - 114 refers.

RESOLUTION 2021/30

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board approves the sum of \$2,986 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Country Music Festival for costs towards Bay of Islands Country Music Festival to support Community Outcome.

Abstained: Rachel Smith

CARRIED

7.7A FUNDING APPLICATIONS

RESOLUTION 2021/31

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board approves the sum of \$6,744 (plus GST if applicable) be paid from the Board's Community Fund account to Waka Atea Wananga for costs towards Kaupapa Waka Atea to support Community Outcomes.

Abstained: Rachel Smith

CARRIED

7.8 PROJECT FUNDING REPORTS

Agenda item 7.8 document number A3116338, pages 115 - 125 refers.

RESOLUTION 2021/32

Moved: Member Bruce Mills

Seconded: Member Manuwai Wells

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

- a) Mohinui Marae**
- b) Russell Baptist Church**
- c) Bay of Islands Sailing Week**

Abstained: Rachel Smith

CARRIED

8 INFORMATION REPORTS

8.1 FNDC CONTRACTS

Agenda item 8.1 document number A3110785, pages 126 - 127 refers.

RESOLUTION 2021/33

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board receive the report FNDC Contracts.

Abstained: Rachel Smith

CARRIED

RESOLUTION 2021/34

Moved: Chairperson Belinda Ward
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board recommend that the Community Board Working Party look at opportunities for Community Boards to be involved in renewal / new contracts, including section 17A service reviews, particularly to ensure service levels are appropriate and communities are well served.

Abstained: Rachel Smith

CARRIED**8.2 KERIKERI REDWOODS - 2020 ARBORIST REPORT**

Agenda item 8.2 document number A3123723, pages 128 - 139 refers.

RESOLUTION 2021/35

Moved: Member Frank Owen
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board:

- a) receive the Kerikeri Redwoods - 2020 Arborist Reports, and;
- b) support the request for a more comprehensive assessment of the health of the trees, and;
- c) request confirmation of the work that has been completed in response to the September 2020 report at the May Bay of Islands-Whangaroa Community Board meeting.

Abstained: Rachel Smith

CARRIED**8.3 BAY OF ISLANDS-WHANGAROA COMMUNITY HALL ANNUAL INFORMATION UPDATE**

Agenda item 8.3 document number A3120677, pages 140 - 218 refers.

RESOLUTION 2021/36

Moved: Member Manuwai Wells
Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

- a) receive the report Bay of Islands-Whangaroa Community Hall Annual Information Update, and that;
- b) Whangaroa Memorial Hall referred to in the report should be Whangaroa (Village) Hall, and;
- c) request Far North District Council staff write a thank you to the three halls and hall committee volunteers who have submitted their annual reports as required, and;

- d) request Far North District Council staff take a more active approach in supporting halls to adhere to the Hall and Facilities Strategy and Community Halls Policy.**

Abstained: Rachel Smith

CARRIED

At 3:34 pm, Manuwai Wells left the meeting. At 3:36 pm, Manuwai Wells returned to the meeting.

9 CLOSING KARAKIA

Member Rachel Smith closed with a karakia.

10 MEETING CLOSE

The meeting closed at 4:00 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 6 May 2021.

.....
CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A3161011

Author: Casey Gannon, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

This report provides feedback to the community on matters of interest or concern to the Community Board.

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Member Manuela Gmuer-Hornell and Member Bruce Mills.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

The reports from the Chairperson and Members provide information to community on these requirements. They also provide Request for Service (RFS) information on issues of interest or concern to the Community Board, providing a reference for further enquiry on the progress of the matters raised.

The report from the Chairperson and members are attached.

Reason for the recommendation

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. Belinda Ward - Chairperson Report April 2021 - A3162314 [↓](#) 
2. Manuela-Gmuer Hornell - Members Report April 2021 - A3162302 [↓](#) 
3. Bruce Mills - Members Report April 2021 - A3162952 [↓](#) 

COMMUNITY BOARD MEMBER'S REPORT

Report to Community Board:	Bay of Islands-Whangaroa Community Board
Member Name:	Belinda Ward
Subdivision:	Paihia
Date:	16th March 2021 - 19th April 2021

REPORT

1) Meetings

16/03/21 CEO Review section 35A - Scenic Circle Hotel Paihia
17/03/21 Big Ideas Lab workshop - The "New Local" from building stuff to building communities - Virtual
20/03/21 Paihia Waterfront Development committee meeting - Paihia WM Hall
22/03/21 BOI-W CB Agenda preview - Virtual
22/03/21 Paihia Waterfront Development community input meeting -Scenic Hotel
23/03/21 Strategy & Policy committee meeting - Kaikohe
23/03/21 Regulatory & Compliance committee meeting - Kaikohe
23/03/21 Hearings for Proposed Vehicle Crossing Bylaw - Kaikohe
25/03/21 Combined Community Board Workshop - Kaikohe
31/03/21 LTP Workshop - Virtual
01/04/21 BOI-W CB Meeting - Baysport Waipapa
01/04/21 Public Meeting Re-manning Paihia Police Station - Paihia W M Hall
08/04/21 Council Meeting - Kaikohe
12/04/21 Community Board Working Party meeting - Kaikohe
13/04/21 Big Ideas Lab - Themes around public sector reform & localism - Virtual
15/04/21 Placemaking & Spatial Planning Workshop - Kaikohe
15/04/21 CouncilMark De-brief - Kaikohe

2) Issues

05/04/21 Emailed BOI-W CB LTP submission.
16/04/21 Received an offer from council for the replacement of 3 windows on the northern side of the Paihia War Memorial Hall. Council is requesting a substantial contribution from the Hall committee.
16/04/21 Comments forwarded to Cr Smith re Psychoactive Substances Policy (#3123) Thank you to those who took time to contribute.

3) Resources Consents

NIL

4) Requests for Service

RFS: 4054891 Bledisloe Domain has poor water pressure, no hot water, the lawns need mowing & the field has many rabbit holes. Issues were resolved

quickly with the exception of on-going trapping required.

RFS: 4049510 Footpath slip hazard on renewed wooden sections of Marsden Rd footpath Paihia. No response

RFS: 4049520 Removal of vegetation & large poplar tree branches required around the Paihia Village Green & bordering properties due to placement by lawn mowing contractor. No response

No response to date

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

I will follow up.

All residents advised how to lodge RFS's themselves.

.

RFS's are either work in progress or outstanding.

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

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

COMMUNITY BOARD MEMBER'S REPORT

Report to: Bay of Islands-Whangaroa Community Board
Member Name: Manuela Gmuer-Hornell
Subdivision: Opuia – Russell
Date: 19 April 2021

Meetings

Date	Meeting
25/03/2021	Combined Community Board Workshop - Kaikohe
26/03/2021	Border Control Launch - Opuia
07/04/2021	Presentation Russell – Okiato Cycle Way – FNDC Kerikeri
17/04/2021	Tamariki Day – Russell
19/04/2021	Russell Town Hall Committee Meeting – Russell

Issues/Feedback

The Draft District Plan was not available for the first week of the community engagement programme. Please revisit Russell with the appropriate staff to answer any questions for the District Plan Proposal prior to the consultation deadline. A follow-up visit has been promised – TBC (as per 19/4/2021)

Unfortunately, the rubbish bin issue for Russell is still not solved, nor has FNDC made any effort to come up with solutions – the community, on the other hand, has proposed several solutions to FNDC.

Projects being put on hold even after they had funding allocated – most recently a concise piece of the footpath by Opuia School. A staff member left, and this project got passed over to FNHL; irresponsible and not transparent.

Jobs getting started (from RFS) and then not finished for weeks or months, been almost a year for some blocked culverts to be cleared!

This is what the FNDC customers – the ratepayers – are after, prompt replies and action to everyday needs. FNDC's average customers – the ratepayers – is not overly interested in how quick the turnaround is for building and resource consents. The average customer – the ratepayers – want their basic needs looked after, rubbish, water, sewage and roads. Time to look at the customers' – the ratepayers – view (not the property developers from out of our region)!

The contract for the Russell Transfer Station has been extended instead of being advertised and renewed. It is disappointing as the community shows strong interest to implement a different model for the Russell transfer station.

The RFS process seems to have stalled since the first lockdown and then again after/during the floods. Hence no RFS lodged! Please sort this process out and if needed, involve more contractors as soon as possible.

It intrigues me that Community Board Members can't contact FNDC staff. Still, community groups are welcome to meet with staff at Council Meetings.

Roading issues seem to get the cone treatment and justified as a "fix" – this is totally unacceptable and dangerous as well as very unsightly – we have several of these around my subdivision, and we get zero replies on follow-ups

The too-frequent sewage spills in Russell get the silent treatment from FNDC, more spills happened in Matauwhi Bay in November, and in December, a spill occurred at the Tapeka pump.

Issues with our small-town water supply in Russell, and yet again, staff need time to go through the historic agreements. This is a working system, and FNDC has no idea how and who is drawing water from a council-owned bore?

Time to pull your socks up, FNDC, and face the hard facts! You are letting communities down with their very basic needs of a sound sewage system and freshwater. FNDC needs to stop being risk-averse and start fixing aging assets, AND maybe it would help to allocate funds to EVERY town in your district to keep up with the maintenance. An 80-year plan won't fix our needs today.

The Board needs to make sure that management doesn't forward difficult decisions to the community boards without consulting or informing us in an appropriate timeframe. The no-surprises policy has to be both ways!

Resource Consents

NIL received

Requests for Service/Information

22/04/2019	RFS-3975374	Oasis Car Park
30/11/2019	24 Chapel St	Breach of building code
01/12/2019	RFS-3988901	Russell's Rubbish Woes
09/12/2019	RFS-3996575	Petition Okiato Boundray for paper road
		Footpath Opuia School Kellet St
21/02/2020	RFS-3997123	Footpath Damage York St
11/02/2020	RFS 4001004	Mark Car Parks outside of Tennis Club
17/06/2020	RFS-4010977	Sign and barrier smashed by car
17/06/2020	RFS-4011092	drain blocked
17/06/2020	RFS-4011525	collapsed drains etc
10/07/2020	RFS-4014411	Te Wahapu Slips
01/08/2020	RFS-4016222	Terry Greening flooding of drive
24/08/2020	RFS-4021868	errosion by Matauwhi Bay (tree)
04/09/2020	RFS-4023639	Tree Fallen on ZigZag
10/09/2020	RFS-4025200	Arcadia Lodge Lemon Track eroding
21/09/2020	RFS-4026086	Russell Sewage Plant Issues
23/09/2020	RFS-4026450	Rubbish bins at wharf overflowing again

05/10/2020	RFS-4028183	Russell Museum Sister City
06/10/2020	RFS-4028271	Russell township maintenance
19/10/2020	RFS-4029293	tree to be removed Wellington St
27/10/2020	RFS-4031104	Water Mains Breach Russell
20/05/2020	RFS-4005808	please mark the diesel tank intake at Russell Wharf
19/11/2020	RFS-4034886	Fire Hydrant Marking RSA Russell
18/12/2020	RFS-4038166	Flame Tree Fallen across long beach track
06/01/2021	RFS-4046814	eroded track to Opua Beach
07/01/2021	RFS-4040743	Okiato Footpath overgrown
21/01/2021	CE Office	Picnic Table Long Beach
21/01/2021	CE Office	advert for roadside spray starting 22/1
16/02/2021	RFS-4037894	No Litter Road Signs - made by Russell School
22/03/2021	RFS-4051977	sewage pump station (medical centre)
05/04/2021	RFS-4053917	Easter Weekend Rubbish - awaiting a response on how to move forward
13/04/2021	RFS-4055188	Footpath/Drain mowing Prospect St

In progress

- Robertson Street Stormwater Project to be completed – Residents are not impressed (maybe the wrong word)
- Opua Resource Consent non-notified for development Franklin St/Kellett St – petition tabled at CB Meeting 3/2/2020 – this has now gone to a full (over 100 attendees) community meeting 8/3/2020 – and we have just been told FNHL has sold the land to a private developer. The land is now occupied by hapu and locals. This is a community being pushed out of their town.
- Carpark for Oasis Community Centre – this has been ongoing since 2018
- Lack of rubbish collection point and recycling collection during peak season around Russell Wharf (owned by FNHL) and this is still NOT solved
- Footpath Kellett Street – Opua School – been approved but not carried out – after been promised to be finished by September, it is now "scheduled" for January 2021 and as per this report, this is now FNHL project – I am opposing this decision.
- Petition Okiato Boundary for paper road RFS-3996575 – tabled at CB meeting 9/12.19 – the cost to be carried by petitioners. Motion passed in November 2020 CB meeting
- Include re-doing the FNHL terms of reference/objective in their comments about what the next annual plan and long term plan should cover. – tabled at CB Meeting 3/2/2020
- Walls Bay, Opua – to be occupied by local hapu
- Speed Limit Review
- The contract for Russell Transfer Station to be officially tendered

- Maintenance in Russell Township to be outsourced to a local community group
- Mark boundaries at the "Walls Bay" Opuia reserve clearly with bollards
- Lack of vision after excessive roadside spraying and cleaning up the aftermath.
- A newspaper advert for roadside spraying is starting 22/1- the job will go ahead as this is an existing contract! The previous round of spraying was paid for by Central Government as part of the COVID-19 recovery. Not sure why we need to carry on with the existing contract if FNDC wants to save money (gain from the covid recovery program)
- Flooding of the upstairs level at Russell Town Hall on Sunday 14/2/2021

COMMUNITY BOARD MEMBER'S REPORT

Report to: Bay of Islands-Whangaroa Community Board
Member Name: Bruce Mills
Subdivision: Whangaroa
Date: January 2021 – March 2021

Meetings

Date	Meeting
15-1-2021	Kaeo Recreation Trust / Kaeo pool discussion as to how to refill pool. Rural Fire Kaikohe came to the party again.
16-1-2021	Kaikohe A&P Show. FNDC info tent and as a judge for harness class.
25-1-2021	Totara North Plan
27-01-2021	Totara North resident with issue over access to her property. Council issued a compliance to neighbour retrospective over her right of way.
28-01-2021	Transport and Footpath Programme – Kaikohe Chambers
10-02-2021	Whangaroa Memorial Hall Kaeo Committee
17-02-2021	Whispers copy
22-02-2021	Totara North Plan
03-03-2021	Kaeo pool. Still leaking, what to do – decided to not open pool this summer and investigate to find leaks.
03-03-2021	Phone with concerned rate payer who had near miss on kaeo foot bridge. Young boy fell in front of him off footpath, he was going slow – will report to police.
03-03-2021	Whangaroa Community Trust - Kaeo
04-03-2021	Bay of Islands-Whangaroa Community Board - Waipapa
08-03-2021	Totara North Plan
15-03-2021	Totara North District Plan consultation with staff
15-03-2021	Totara North Community Plan
19-03-2021	Kaeo District consultation and staff
31-03-2021	Puch Cucha night in Kaeo Hall – Fun and different
01-04-2021	Bay of Islands-Whangaroa Community Board - Waipapa
07-04-2021	Whangaroa Whispers
12-04-2021	Kaeo pool “eexperts” think they have located the leak. Handy position and may be able to fix it “in house”. Cash flow could be an issue for next season.
15-04-2021	Site meeting through town with Nina Gobie – positive discussion covering many matters.

Issues/Feedback

Kaeo pool: Hopefully there is light at the end of the tunnel.

Roading: The District are totally dissatisfied with quality (if any) of the state of our rural roads. Considering the percentage of rates going to roading. Are we getting value for money? If main contractor can make a profit from subbing work out are they paid too much?

2 Feb 2021: I did RFS4044474 after being shaken to bits in an ambulance on our Omaunu Road. NOTHING. Reply was that road was satisfactory. This road is now extremely dangerous with deep corrugations and traffic crossing the road to get traction.

Another RFS4054063: NO contact. I'm questioning the quality of the road inspectors.

Rate payers don't give a hoot about building consents being issues on time. They want roads kept to a safe standard to lower car maintenance and safety for our families.

School Gully Road: I have had an interesting discussion with past owner, (now leasor) panel beater. Boundaries of titles are not as they seem and "historic" agreements were made to compensate boundary uses.

Resource Consents

RC2300415 – Small pizza business in Taupo Bay – No issue. I can't remember when I last saw a Resource Consent.

Requests for Service/Information

RFS 4054063	Omaunu Road as above.
RFS 4054038	Kaeo Hall spouting - DONE
RFS 4021182	Damage to interior of hall due to spouting over flow – Nina NOTED skirting boards of hall and under hall doors need replacing.
RFS 4054061	Totara North Hall. Woman's toilet. Only 1 pan, room for 2, no previous reply Nina NOTED.
RFS 4033891	Light by Kaeo Hall. Historic and now has been repaired.
RFS 4032868	Omaunu flood markers. Fulton Hogan said they have ordered them – I don't believe them, they told me that over a year ago. Such a small but important thing. Totally unsatisfactory.
RFS 4007692	Kaeo playground car park. On the short list but should never be allowed to get to such a state.
RFS 4041592	Kaeo walk bridge. No satisfaction from FNDC but I continue to talk to NZTA who are more proactive.

7.2 ROAD NAMING - 16 SILKWOOD LANE, KERIKERI**File Number: A3127947****Author: Selina Topia, Roding Support Officer****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name two private roads both addressed at 16 Silkwood Lane, Kerikeri. Community Boards have delegated authority to name private roads. Iwi/Hapu do not agree with the naming of road 1.

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approve the names for two private roads both addressed at 16 Silkwood Lane, Kerikeri:

- a) Lone Gum Lane**
- b) Wapiti Way**

1) TĀHUHU KŌRERO / BACKGROUND

Mr Greg Moir from Bossy Ltd has advised that these are private roads created by a sub-division both addressed at 16 Silkwood Lane, Kerikeri.

Community Boards have delegated authority to name private roads.

Road 1 suggestions:

- a. The name Hillthorpe is part of an Old Land Claim Plan 60 which was originally purchased by James Kemp and subdivided for his family. The subject land was given to Henry Tacy Kemp who built a house on it and called the property "Hillthorpe". The subdivision thus has a direct historical connection to this name. Reference Kerikeri - heritage of Dreams by Nancy Pickmere (pages 45-46).
- b. The name Wapiti is a direct historical connection to the land albeit of a more recent nature. The present owners of the land purchased it in the 1980's and set up a small deer farm. Wapiti is a breed of Elk which was farmed on the property and the name conjures up memories of the mighty stags bellowing down the valley.
- c. The name Lone Gum relates to the sole gum tree at the entrance to the subdivision.

Road 2 suggestions:

- a. The name Wapiti is a direct historical connection to the land albeit of a more recent nature. The present owners of the land purchased it in the 1980's and set up a small deer farm. Wapiti is a breed of Elk which was farmed on the property and the name conjures up memories of the mighty stags bellowing down the valley.
- b. The name Hillthorpe is part of an Old Land Claim Plan 60 which was originally purchased by James Kemp and subdivided for his family. The subject land was given to Henry Tacy Kemp who built a house on it and called the property "Hillthorpe". The subdivision thus has a direct historical connection to this name. Reference Kerikeri - heritage of Dreams by Nancy Pickmere (pages 45-46).

- c. The name Willowtree relates to the willow trees that the road leads on an adjoining property. The background for these names is given also as per the Road Naming application attached (A3075446).

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant proposal

The applicant suggestions are as follows:

Road 1:

- a. Hillthorpe Way
- b. Wapiti Way
- c. Lone Gum Lane

Road 2:

- a. Wapiti Way
- b. Hillthorpe Way
- c. Willowtree Lane

Land Information New Zealand (LINZ) have no objections to the names suggested above.

Iwi consultation on proposed road names

Feedback has been received from a representative of Ngati Rehia. They do not support the name of Hillthorpe Way.

They do however, offer a number of alternatives being Kauri Lane, Puriri Place or Harakeke Road. Their reasoning is outlined in attachment (A3123604). In a reply, the customer expressed a preference to not consider these as per attachment (A3125709).

Options for road naming of 16 Silkwood Lane, Kerikeri

As per applicant request being:

Road 1 Hillthorpe Way

Road 2 Wapiti Way

Taking into consideration the Iwi/Hapu feedback, and still accommodating the applicants suggestions:

Road 1 Lone Gum Lane

Road 2 Wapiti Way

As per Iwi/ Hapu feedback with respect to road 1

Road 1 Harakeke Road

Road 2 Wapiti Way

Te Take Tūtohunga / Reason for the recommendation








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

In taking into consideration the Iwi/Hapu feedback from Ngati Rehia, option 2.3.2 is recommended. This option still adopts the various proposals from the applicant without adopting the road name being objected too.

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

1. Application -- A3075446 [↓](#) 
2. Map - A3123567 [↓](#) 
3. Hillthorpe Way Schedule - A3127636 [↓](#) 
4. Wapiti Way Schedule - A3127638 [↓](#) 
5. LINZ approval - A3127648 [↓](#) 
6. Iwi approval - A3123604 [↓](#) 
7. Applicant response - A3125709 [↓](#) 

Te Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Te Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of two private roads and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Iwi/Hapu representatives were consulted and were asked to provide their input as per email (A3123604).
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	There are currently no property owners as this is a new subdivision.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



Application for road naming or renaming

GENERAL INFORMATION
<ul style="list-style-type: none"> Proposed names are to be submitted for new roads in subdivisions to Infrastructure & Asset Management Department with the application for resource consent. Proposed names are to be submitted (in writing) for existing legal but unnamed roads, to the Administration Officer, Infrastructure & Asset Management Department. Proposed road renamings are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained. The proposed names will be checked against Council's Roading database to avoid duplication. Liaise with the iwi when using Maori names and provide supporting document of their approval. Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection A background to the names, their origins and their link with the area is to be supplied Personal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable Where more than one road is being created in a subdivision, a common theme is recommended for road names Private road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering). Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.
APPLICANT DETAILS
Applicant/Developer Name: <u>BOSSY LTD (G.H. MOIR)</u> Organisation: <u>BOSSY LTD</u> Postal Address: <u>P.O. Box 672 Kerikeri</u> Phone: <u>09 407 8752</u> Mobile: <u>021 100 8165</u> Email: <u>gregmair@xtrem.co.nz</u>

ROAD LOCATION	
Address: <u>16 Silkwood Lane Kerikeri</u>	
Legal Description: <u>Lot 2 DP 351178</u>	
Resource Consent Application Number: <u>2180760 - RMAcom</u>	
Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.	
TYPE OF ROAD (Please tick) - <input checked="" type="checkbox"/> Public Road <input type="checkbox"/> Private Road <input type="checkbox"/> Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>Hillthorpe Way (Weighting 3)</u>
	Second Choice: <u>Wapiti Way (Weighting 3)</u>
	Third Choice: <u>Lone Gum Lane (Weighting 2)</u>
Road 2	First Choice: <u>Wapiti Way (Weighting 3)</u>
	Second Choice: <u>Hillthorpe Way (Weighting 3)</u>
	Third Choice: <u>Willowtree Way (Weighting 2)</u>
Road 3	First Choice:
	Second Choice:
	Third Choice:
BACKGROUND	
A background to the names, their origins and their link with the area is to be supplied	
<u>See attached sheet</u>	

The following are suitable suffixes for particular road types:

Road Type	Suffix
Cul-de-sac (<i>short dead-end street with turnaround at the end</i>)	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

The following are suitable suffixes for private roads and private ways categorised into particular road types:

Road Type	Suffix
Narrow road and right of way	Lane, Way
Associated with high ground	Rise,
Associated with low ground	Vale
Tree lined road	Avenue, Glade, Grove

Applicants Signature: _____ Date: 04/01/2021

Return Application to Postal: Far North District Council or Email: roadingalliance@fndc.govt.nz
Private Bag 752
KAIKOHE 0440

ROAD RENAMING

Please state the current road name and your reason for requesting the name change below then complete the rest of the form. Also, please ensure you attach the written consents of at least 85% of affected residents and attach to the application form.

N/A

GENERAL INFORMATION AND GUIDELINES

Ensure that road names are not duplicated in the Far North District (both spelling and pronunciation to be considered); this includes same road names with different suffix. To do this, please use www.google.co.nz/maps and search "proposed road name (excl suffix) Northland" to check if proposed names may be duplicates.

Ensure that road type appropriately matches the definition of the suffix, such as 'road', 'avenue' etc. Road names without a suffix are now strongly discouraged (e.g. Broadway). The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.

Suffix	Definition
Avenue	A generally broad straight roadway planted on each side with trees
Boulevard	A wide roadway well paved usually with trees and grass
Circle	A roadway that generally forms a circle or a short enclosed roadway bounded by a circle
Close	A short enclosed road.
Court	A short enclosed road usually surrounded by buildings
Crescent	A crescent or half-moon shaped street rejoining the road from which it starts
Drive	Wide main roadway without many cross streets - an especially scenic road or street
Esplanade	Level roadway along the seaside, lake or a river
Glade	Roadway usually in a valley of trees
Green	Roadway often leading to a grassed public recreation area
Grove	A road that often features a group of trees standing together
Lane	A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley
Loop	Roadway that diverges from and then rejoining a main thoroughfare
Mews	Roadway in a group of houses
Suffix	Definition
Parade	Public roadway or promenade
Place	A short sometimes narrow enclosed roadway
Quay	A roadway alongside or projecting into water
Rise	A roadway going to a higher place or position
Road	Route or way between places. General usage. Defined in Local Government Act 1974, Section 315
Terrace	Roadway on a hilly area that is mainly flat
Vale	A roadway along low ground between hills
Way	A winding or curved track or path for passing along

Appendix - Guidelines for Choosing a Road Name

Road names should be chosen from the following categories provided they meet the criteria in clause 5.5 and 5.6 of this policy.

7.1 History – Weighting 3

7.1.1 The name of a historical person, event, industry or activity associated with the area. Such names may include early settlers and early notable people such as conservationists or naturalists.

7.1.2 The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established.

7.2 Culture – Weighting 3 (*Cultural significance to Maori or culture other than Maori*)

7.2.1 This category includes the name of a Maori heritage precinct, site or track or traditional appropriate Maori name for the area.

7.2.2 All Maori names are to be submitted to an iwi representative to ensure that they are appropriate, spelt correctly, interpreted correctly and are not offensive to Maori.

7.2.3 Maori should be consulted as to whether they have an interest in the land on which the road is to be constructed and asked if they wish to contribute names at the beginning of the Resource Consent process.

7.2.4 Joint non-Maori/Maori names will not generally be considered.

7.3 Geography – Weighting 2

7.3.1 This category includes local geographical, topographical, geological and landscape features.

7.3.2 Local flora and fauna also fall into this category e.g. trees, plants and animals that are widespread and plentiful in the area.

7.3.3 Views must be readily identifiable.

7.4 Theme – Weighting 2 (*Common or established themes in the area*)

7.4.1 Where more than one road is being created in a development, a common theme is recommended for the names.

7.4.2 Where there is an established theme in an area, new road names should reflect this theme.

7.4.3 Proposed themes for a new subdivision must be submitted to council for approval.

7.4.4 When all the roads in a development or suburb fit a theme, the road layout of the development is easier to remember. The area will stand out on a map.

7.4.5 A theme may contribute to a sense of community within the area. A well chosen theme with the roads named accordingly can leave a lasting impression long after the development process has been completed.

7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)

7.5.1 Persons who have made a notable contribution to the area or the District fall into this category. The contribution which can be duly recognised may be in conservation, community service, sport, arts, military, commerce, local government or other sphere of activity.

7.5.2 Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

7.6 Weighting the Names

7.6.1 Names may fit more than one category. The weighting reflects the relative importance of the categories and enables names to be ranked in order of merit - with the highest scored being the highest ranked.

BACKGROUND TO PROPOSED ROAD NAMES**Road 1**

First Choice – Hillthorpe Way – Reference Kerikeri – Heritage of Dreams by Nancy Pickmere – pages 45-46

The land being subdivided is part of Old Land Claim Plan 60 which was originally purchased by James Kemp and subdivided for his family. The subject land was given to Henry Tacy Kemp who built a house on it and called the property “Hillthorpe”. The subdivision thus has a direct historical connection to this name, thus giving a level 3 weighting.

Second Choice – Wapiti Way

This name also has a direct historical connection to the land albeit of a more recent nature. The present owners of the land purchased it in the 1980's and set up a small deer farm. Wapiti is a breed of Elk which was farmed on the property and the name conjures up memories of the mighty stags bellowing down the valley during the roar. Given this direct historical link this name also has a level 3 weighting.

Third Choice – Lone Gum Lane

This relates to the sole gum tree at the entrance to the subdivision. As it involves fauna it has a level 2 weighting.

Road 2 – This is a small stub road running off the main subdivision road and gives access to an adjoining property

First Choice – Wapiti Way

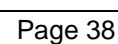
See above – level 3 weighting

Second Choice – Hillthorpe Way

See above – level 3 weighting

Third Choice – Willowtree Way

This relates to the Willow Trees that the road leads to on an adjoining property. As it involves fauna it has a level 2 weighting.



Bay of Islands-Whangaroa Community Board Road Naming Schedule (Private) - 6 May 2021

Kerikeri

Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road addressed at 16 Silkwood Lane, Kerikeri	First Preference	Hillthorpe Way	1	Reference kerikeri - heritage of Dreams by Nancy Pickmere (pages 45-46). The land being subdivided is part of an Old Land Claim Plan 60 which was originally purchased by James Kemp and subdivided for his family. The subject land was given to Henry Tacy Kemp who built a house on it and called the property "Hillthorpe". The subdivision thus has a direct historical connection to this name.		Hillthorpe Way
	Second Preference	Wapiti Way	1	The name has a direct historical connection to the land albeit of a more recent nature. The present owners of the land purchased it in the 1980's and set up a small deer farm. Wapiti is a breed of Elk which was farmed on the property and the name conjures up memories of the mighty stags bellowing down the valley.		
	Third Preference	Lone Gum Lane	1	This relates to the sole gum tree at the entrance to the subdivision.		

Bay of Islands-Whangaroa Community Board Road Naming Schedule (Private) - 6 May 2021						
Kerikeri						
Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road addressed at 16 Silkwood Lane, Kerikeri	First Preference	Wapiti Way	1	The name has a direct historical connection to the land albeit of a more recent nature. The present owners of the land purchased it in the 1980's and set up a small deer farm. Wapiti is a breed of Elk which was farmed on the property and the name conjures up memories of the mighty stags bellowing down the valley.		Wapiti Way
	Second Preference	Hillthorpe Way	1	Reference Kerikeri - heritage of Dreams by Nancy Pickmere (pages 45-46). The land being subdivided is part of an Old Land Claim Plan 60 which was originally purchased by James Kemp and subdivided for his family. The subject land was given to Henry Tacy Kemp who built a house on it and called the property "Hillthorpe". The subdivision thus has a direct historical connection to this name.		
	Third Preference	Willowtree Way	1	This relates to the willow trees that the road leads on an adjoining property.		

From: [Addresses](#)
To: [Selina Topia](#)
Subject: RE: New Road Name requests for 2 x Roads
Date: Tuesday, 9 February 2021 10:19:30 AM

Hi Selina

Yes these provided names will be suitable for use in this area at the current time

Regards

Richard

From: Selina Topia <Selina.Topia@fndc.govt.nz>

Sent: Wednesday, 3 February 2021 1:48 p.m.

To: Addresses <addresses@linz.govt.nz>

Subject: New Road Name requests for 2 x Roads

Tena Koutou,

I have received new road name requests for 2 x roads addressed at 16 Silkwood Lane, Kerikeri. Can you please advise if the names below will be appropriate as indicated below thanks.

Road 1

Hillthorpe Way

Wapiti Way

Lone Gum Way

Road 2

Wapiti Way

Hillthorpe Way

Willowtree Way

Nga mihi,

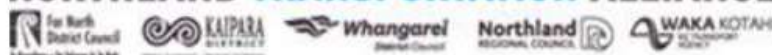
Selina Topia

Customer Service Administrator (Roading)

Infrastructure & Asset Management, Far North District Council | **24-hour Contact Centre** 0800 920 029

DDI +6494015236 | **E** Selina.Topia@fndc.govt.nz

NORTHLAND TRANSPORTATION ALLIANCE



From: ngatirehia@xtra.co.nz
To: [Selina Topia](#); kipa@ngatirehia.co.nz; whati@ngatirehia.co.nz; "Alana Thomas"
Subject: RE: RE: New Road Name requests for 2 x Roads
Date: Friday, 12 February 2021 5:58:21 PM

CAUTION: This email originated from outside Far North District Council.
Do not click links or open attachments unless you recognise the sender and know the content is safe.

Kia ora Selina,

On behalf of NgatiRehia we do not support the name of Hillthorpe Way. This name reminds NgatiRehia hapu /whanau of the injustices of why we lost the whenua to James Kemp and then given to his children. This name is not accepted.

The rest of the names still not reflect the hapu kaitiaki of KeriKeri. The names should be consider, Kauri lane, Puniri place , Harakeke rd. The names suggested reminds NgatiRehia/ Ngapuhi of the colonisation of our people.

Nga mihi

Nora.

From: Office <ngatirehia@xtra.co.nz>
Sent: Friday, 12 February 2021 2:38 PM
To: nora@ngatirehia.co.nz
Subject: Fwd: RE: New Road Name requests for 2 x Roads

----- Original Message -----

From: Selina Topia <Selina.Topia@fndc.govt.nz>
To: "ngatirehia@xtra.co.nz" <ngatirehia@xtra.co.nz>, 'Kipa Munro' <kipa@ngatirehia.co.nz>
Date: 12 February 2021 at 10:05
Subject: RE: New Road Name requests for 2 x Roads

Tena Koutou,

Can I please have a reply for this as I need to write the report to go up to the Community Board and have it in to the Agenda by Tuesday next week.

Much appreciated,

Nga mihi,

Selina Topia
Customer Service Administrator (Roothing)

Infrastructure & Asset Management, Far North District Council | 24-hour Contact Centre 0800 920 029
DDI +6494015236 | E Selina.Topia@fndc.govt.nz



From: ngatirehia@xtra.co.nz <ngatirehia@xtra.co.nz>
Sent: Tuesday, 9 February 2021 4:30 PM
To: Selina Topia <Selina.Topia@fndc.govt.nz>; 'Kipa Munro' <kipa@ngatirehia.co.nz>
Subject: RE: New Road Name requests for 2 x Roads

Kia ora Selina,

Apologies, for the late response.

Road 1. Where are these roads? This will allow NgatiRehia to comment on the historical stories. NgatiRehia would like to see more Maori road names in KeriKeri which will reflect tangata-whenua history.

Nga mihi

Nora

From: Selina Topia <Selina.Topia@fndc.govt.nz>
Sent: Wednesday, 3 February 2021 1:44 PM
To: nora.rameka@xtra.co.nz; Kipa Munro (kipa@ngatirehia.co.nz) <kipa@ngatirehia.co.nz>
Subject: New Road Name requests for 2 x Roads

Tena Korua,

Can you please advise if the names below will be appropriate for the area in which the customer has indicated.

I have received new road name requests for 2 x roads addressed at 16 Silkwood Lane, Kerikeri as follows:

Road 1

The land being subdivided is part of Old Land Claim Plan 60 which was originally purchased by James Kemp and subdivided for his family. The subject land was given to Henry Tacy Kemp who built a house on it and called the property "Hillthorpe". The subdivision thus has a direct historical connection to this name, thus giving a level 3 weighting.

Wapiti Way

This name also has a direct historical connection to the land albeit of a more recent nature. The present owners of the land purchased it in the 1980's and set up a small deer farm. Wapiti is a breed of Elk which was farmed on the property and the name conjures up memories of the mighty stags bellowing down the valley during the roar. Given this direct historical link this name also has a level 3 weighting.

Lone Gum Way

This relates to the sole gum tree at the entrance to the subdivision. As it involves fauna it has a level 2 weighting.

Road 2

Wapiti Way – as above

Hillthorpe Way – as above

Willowtree Way

This relates to the Willow Trees that the road leads to on an adjoining property. As it involves fauna it has a level 2 weighting.

Nga mihi,

Selina Topia

Customer Service Administrator (Roding)

Infrastructure & Asset Management, Far North District Council | **24-hour Contact Centre 0800**

920 029

DDI +6494015236 | **E** Selina.Topia@fndc.govt.nz

NORTHLAND TRANSPORTATION ALLIANCE



Get it done online at your convenience, visit our website - www.fndc.govt.nz

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Far North District Council | Te Kaunihera o Tai Tokerau Ki Te Raki
Ph. 09 401 5200 | Fax. 09 401 2137 | Email. ask.us@fndc.govt.nz
Address. Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

Please consider the environment before printing this email.

Get it done online at your convenience, visit our website - www.fndc.govt.nz

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Far North District Council | Te Kaunihera o Tai Tokerau Ki Te Raki
Ph. 09 401 5200 | Fax. 09 401 2137 | Email. ask.us@fndc.govt.nz
Address. Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

Please consider the environment before printing this email.

Kind regards,
Annette Auckland

Administration

Te Runanga o Ngati Rehia Trust

From: [Greg Moir](#)
To: ngatirehia@xtra.co.nz; [Selina Topia | NTA](#)
Subject: Fwd: New Road Names addressed at 16 Silkwood Lane Kerikeri
Date: Friday, 19 March 2021 8:56:03 PM

Hello.

I refer to the attached email from Selina Topia at FNDC.

You have suggested Kauri, Puriri or Harakeke in place of those we have chosen, being Hillthorpe and Wapiti. You will be aware that the criteria given by FNDC for road naming requires that the names reflect firstly the history of the area and secondly be names that have not been used elsewhere. There is a Puriri Park Lane only a short distance away off Waipapa Road and a Kauri Place in Kaikohe. Harakeke is also a reasonably common name used in other towns of New Zealand.

In relation to the history of the area, there are no Puriri, Kauri or Harakeke anywhere near the property so I can not see where your preferred names have a historical connection. The names we have chosen have come about after extensive research into the history of the land and ensuring there is no duplication with other road names.

A brief history is that the land was purchased by James Kemp as OLC60 and then subdivided to provide a lot to each of his children. The land subject to our subdivision was part of Lot 1 occupied by Henry Tacy Kemp and named Hillthorpe. This is how we arrived at this name for the road. The second name Wapiti has a more recent history, dating from when we purchased the land and farmed deer. Some of the deer run were Wapiti and the name evokes memories of when mighty Wapiti stags bellowed down the valley during the roar.

We thank you for your suggested names but we prefer to retain the names we have chosen given that they have a direct, identifiable link to the land and are not duplicates of other road names.

Kind regards.

Greg Moir

Bossy Ltd.

----- Original Message ----- From: Selina Topia | NTA
<Selina.Topia@nta.govt.nz>
To: "gregmoir@xtra.co.nz" <gregmoir@xtra.co.nz>
Date: 19 March 2021 at 13:37
Subject: New Road Names addressed at 16 Silkwood Lane Kerikeri

Kia ora Mr Greg Moir,

I have received an email from our local Iwi/ Hapu to suggest that you use the names

Kauri Lane/ Puriri Place or Harakeke Road instead of the names that you have suggested.

If you are not happy with these suggestions, can you please contact the local Iwi/ Hapu of that area through email: ngatirehia@xtra.co.nz

Kind regards,

Selina Topia

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

Far North | Kaipara | Whangarei

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



The Northland Transportation Alliance is a partnership between all four councils within Northland and Waka Kotahi (NZTA). The information contained within this email may be confidential. Therefore, if you have received this in error, you should delete it immediately and advise the sender noting that information contained within this communication should not be used or transmitted in any format.

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7.3 ROAD NAMING - 190 WAIPAPA ROAD, KERIKERI**File Number: A3138464****Author: Selina Topia, Roding Support Officer****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name a private road addressed at 190 Waipapa Road, Kerikeri. Community Boards have delegated authority to name private roads. Iwi/Hapu representatives have suggested alternative names but these are not preferred by the applicant.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board name a private road currently addressed at 190 Waipapa Road, The Lakes Drive, Kerikeri.

1) TĀHUHU KŌRERO / BACKGROUND

Stephen Bill of Crown Brands has advised that this is a private road created between properties that will eventually become a public road which will pass through two lakes addressed at 190 Waipapa Road, Kerikeri.

Community Boards have delegated authority to name private roads.

The names, The Lakes and Lakeview are from two significant lakes that were built by Mr John Mason.

The background for these names is given also as per the Road Naming application attached (A3080463).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. The Lakes Drive
2. Lakeview Drive

Iwi/Hapu representatives were consulted and were asked to provide their input. They suggested other names for the applicant to consider as per email attachment (A3138466).

Mr Stephen Bill has advised that he would like to keep the road names given in the application as per email attachment (A3138465).

The Roding team and Land Information NZ (LINZ) have no objections to the names suggested above.







Take Tūtohunga / Reason for the recommendation

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Application - A3080463 [↓](#) 
2. Map - A3080464 [↓](#) 
3. Schedule - A3138462 [↓](#) 
4. LINZ approval - A3080465 [↓](#) 
5. Iwi/Hapu suggestion - A3138466 [↓](#) 
6. Applicant reply to Iwi/Hapu suggestion - A3138465 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Iwi/Hapu representatives were consulted and were asked to provide their input. They suggested other names for the applicant to consider as per email attachment (A3138466). Mr Stephen Bill has advised that he would like to keep the road names given in the application as per email attachment (A3138465).
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	All property owners have given consent which is written in the Road Naming application attached (A3080463).
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



Far North
District Council

Application for Road Naming/Renaming

GENERAL INFORMATION

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

APPLICANT DETAILS

Applicant/Developer Name: Stephen Bill + Grant Bill
 Organisation: Okapi Downs Ltd + Parnis Holdings Ltd
 Postal Address: 4-33, Per Rd, Kerikeri
 Phone: 021 228 4759 Mobile: 021 228 4759
 Email: stephen@crownslands.co.nz

ROAD LOCATION	
Address: <u>190 Waipapa Rd, Kerikeri</u>	
Legal Description: <u>Lot 1 DP 408584 + Lot 4 DP 513347</u>	
Resource Consent Application Number: <u>2190673-RMAVAR/A</u>	
Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.	
TYPE OF ROAD (Please tick) -	
<input checked="" type="checkbox"/> Public Road <input type="checkbox"/> Private Road <input type="checkbox"/> Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>The Lakes Drive</u>
	Second Choice: <u>Lakeview Drive</u>
	Third Choice: <u>Mason Heights</u>
Road 2	First Choice:
	Second Choice:
	Third Choice:
Road 3	First Choice:
	Second Choice:
	Third Choice:
BACKGROUND	
A background to the names, their origins and their link with the area is to be supplied	
<u>Road will eventually continue on and</u>	
<u>pass between the 2 significant Lakes</u>	
<u>built by John Mason</u>	
<u>John Mason consulted</u>	
<u>Bevan McCarthy consulted (owner of Lot 2</u>	
<u>DP 408584)</u>	

* Bevan McCarthy's preference is 1st Choice and 2nd Choice.

ROAD RENAMING

Please state the current road name and your reason for requesting the name change below then complete the rest of the form. Also, please ensure you attach the written consents of at least 85% of affected residents and attach to the application form.

GENERAL INFORMATION AND GUIDELINES

Ensure that road names are not duplicated in the Far North District (both spelling and pronunciation to be considered); this includes same road names with different suffix. To do this, please use www.google.co.nz/maps and search "proposed road name (excl suffix) Northland" to check if proposed names may be duplicates.

Ensure that road type appropriately matches the definition of the suffix, such as 'road', 'avenue' etc. Road names without a suffix are now strongly discouraged (e.g. Broadway). The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.

Suffix	Definition
Avenue	A generally broad straight roadway planted on each side with trees
Boulevard	A wide roadway well paved usually with trees and grass
Circle	A roadway that generally forms a circle or a short enclosed roadway bounded by a circle
Close	A short enclosed road.
Court	A short enclosed road usually surrounded by buildings
Crescent	A crescent or half-moon shaped street rejoining the road from which it starts
Drive	Wide main roadway without many cross streets - an especially scenic road or street
Esplanade	Level roadway along the seaside, lake or a river
Glade	Roadway usually in a valley of trees
Green	Roadway often leading to a grassed public recreation area
Grove	A road that often features a group of trees standing together
Lane	A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley
Loop	Roadway that diverges from and then rejoining a main thoroughfare
Mews	Roadway in a group of houses
Suffix	Definition
Parade	Public roadway or promenade
Place	A short sometimes narrow enclosed roadway
Quay	A roadway alongside or projecting into water
Rise	A roadway going to a higher place or position
Road	Route or way between places. General usage. Defined in Local Government Act 1974, Section 315
Terrace	Roadway on a hilly area that is mainly flat
Vale	A roadway along low ground between hills
Way	A winding or curved track or path for passing along

The following are suitable suffixes for particular road types:

Road Type	Suffix
Cul-de-sac (<i>short dead-end street with turnaround at the end</i>)	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

The following are suitable suffixes for private roads and private ways categorised into particular road types:


Road Type	Suffix
Narrow road and right of way	Lane, Way
Associated with high ground	Rise,
Associated with low ground	Vale
Tree lined road	Avenue, Glade, Grove


Applicants Signature: _____

Date: 25 January 2021

Return Application to Postal: Far North District Council or Email: selina.topia@fndc.govt.nz
 Private Bag 752
 KAIKOHE 0440
 Attention: Selina Topia

*Written and signed consent from adjoining
and involved property Owners:*

*John Mason : 
(owner of Lot 4 DP 513347)*

*Bevan McCarthy: 
(owner of Lot 2 408584)*

Appendix - Guidelines for Choosing a Road Name

Road names should be chosen from the following categories provided they meet the criteria in clause 5.5 and 5.6 of this policy.

7.1 History – Weighting 3

7.1.1 The name of a historical person, event, industry or activity associated with the area. Such names may include early settlers and early notable people such as conservationists or naturalists.

7.1.2 The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established.

7.2 Culture – Weighting 3 (*Cultural significance to Maori or culture other than Maori*)

7.2.1 This category includes the name of a Maori heritage precinct, site or track or traditional appropriate Maori name for the area.

7.2.2 All Maori names are to be submitted to an Iwi representative to ensure that they are appropriate, spelt correctly, interpreted correctly and are not offensive to Maori.

7.2.3 Maori should be consulted as to whether they have an interest in the land on which the road is to be constructed and asked if they wish to contribute names at the beginning of the Resource Consent process.

7.2.4 Joint non-Maori/Maori names will not generally be considered.

7.3 Geography – Weighting 2

7.3.1 This category includes local geographical, topographical, geological and landscape features.

7.3.2 Local flora and fauna also fall into this category e.g. trees, plants and animals that are widespread and plentiful in the area.

7.3.3 Views must be readily identifiable.

7.4 Theme – Weighting 2 (*Common or established themes in the area*)

7.4.1 Where more than one road is being created in a development, a common theme is recommended for the names.

7.4.2 Where there is an established theme in an area, new road names should reflect this theme.

7.4.3 Proposed themes for a new subdivision must be submitted to council for approval.

7.4.4 When all the roads in a development or suburb fit a theme, the road layout of the development is easier to remember. The area will stand out on a map.

7.4.5 A theme may contribute to a sense of community within the area. A well chosen theme with the roads named accordingly can leave a lasting impression long after the development process has been completed.

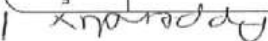
7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)

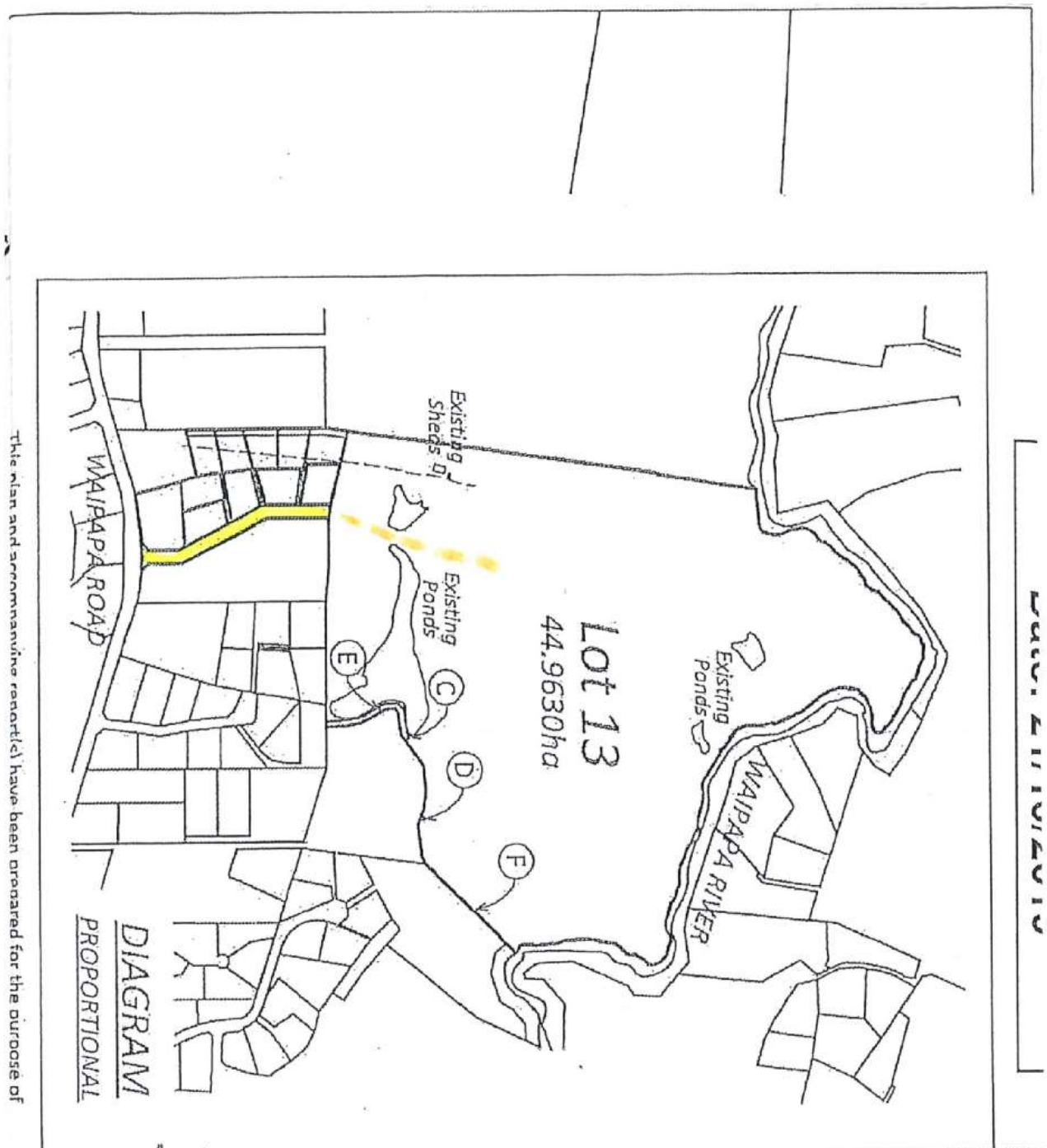
7.5.1 Persons who have made a notable contribution to the area or the District fall into this category. The contribution which can be duly recognised may be in conservation, community service, sport, arts, military, commerce, local government or other sphere of activity.

7.5.2 Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

7.6 Weighting the Names

7.6.1 Names may fit more than one category. The weighting reflects the relative importance of the categories and enables names to be ranked in order of merit - with the highest scored being the highest ranked.





Proposed

Road highlighted yellow - (Lot 12) is the road to be vested for the Okokini/Haruru development.

Orange dots are future extension of the road - to pass between the 2 Lots

Bay of Islands-Whangaroa Community Board Road Naming Schedule (Private) - 6 May 2021

Kerikeri

Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road addressed at 190 Waipapa Road, Kerikeri	First Preference	The Lakes Drive	1	Road will eventually continue on and pass between the two significant lakes that were built by John Mason		The Lakes Drive
	Second Preference	Lakeview Drive	1	As above		
	Third Preference	Mason Heights	1	As above		

From: [Selina Topia](#)
To: [Selina Topia](#)
Subject: FW: New Road Name requests
Date: Tuesday, 9 February 2021 10:16:21 PM

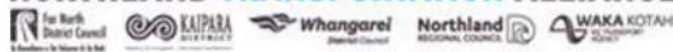
Selina Topia

Customer Service Administrator (Roading)

Infrastructure & Asset Management, Far North District Council | 24-hour Contact Centre 0800 920 029

DDI +6494015236 | E Selina.Topia@fndc.govt.nz

NORTHLAND TRANSPORTATION ALLIANCE



From: Addresses <addresses@linz.govt.nz>
Sent: Tuesday, 2 February 2021 2:50 PM
To: Selina Topia <Selina.Topia@fndc.govt.nz>
Subject: RE: New Road Name requests

Thanks Selina

I've run these names through our database and recorded my findings in red for simplicity:

1. Addressed at 190 Waipapa Road, Kerikeri
 - a. The Lakes Drive...**Yes this name would be acceptable**
 - b. Lakeview Drive...**Yes this name also acceptable**
 - c. Mason Heights...**Would not be acceptable as "Heights" is not a valid Road type**

Hope this helps

Regards
 Richard

From: Selina Topia <Selina.Topia@fndc.govt.nz>
Sent: Monday, 1 February 2021 1:47 p.m.
To: Addresses <addresses@linz.govt.nz>; Cushla Jordan <cushla.jordan@fndc.govt.nz>
Subject: New Road Name requests

Tena Koutou,

I have received 3 x new road name requests as following:

1. Addressed at 190 Waipapa Road, Kerikeri
 - a. The Lakes Drive...**Yes this name would be acceptable**
 - b. Lakeview Drive...**Yes this name also acceptable**
 - c. Mason Heights...**Would not be acceptable Heights is not a valid Road type**

2. Addressed at 6 Bissett Road, Kaikohe
 - a. Timatanga Place...**Yes this name would be acceptable**
 - b. Heke Place...**not acceptable as Heke Street is already in use in close proximity**
 - c. Hika Place...**Yes this name would be acceptable**
3. Addressed at 5978b State Highway 12, Ohaewai
 - a. Te Mania Lane...**Yes this name would be acceptable**
 - b. Te Mania Drive...**Yes this name would be acceptable**
 - c. Te Mania Way...**Yes this name also acceptable**

Can you please confirm if these can be used thanks.

Regards,

Selina Topia

Customer Service Administrator (Roading)

Infrastructure & Asset Management, Far North District Council | 24-hour Contact Centre 0800 920 029

DDI +6494015236 | E Selina.Topia@fndc.govt.nz



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Address. Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

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From: [Selina Topia](#)
To: [Hugh Rihari](#); [nora.rameka@xtra.co.nz](#); "Kipa Munro"
Subject: RE: New Road Name requests
Date: Tuesday, 9 February 2021 10:22:00 AM
Attachments: [image003.png](#)
[image004.png](#)

Thank you Matua Hugh,

I will advise the customer of the suggestion and explain what it means.

Nga mihi,

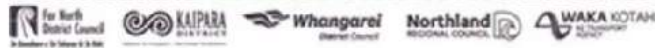
Selina Topia

Customer Service Administrator (Roothing)

Infrastructure & Asset Management, Far North District Council | **24-hour Contact Centre** 0800 920 029

DDI +6494015263 | **M** 09 401 5673 | **E** Selina.Topia@fndc.govt.nz

NORTHLAND TRANSPORTATION ALLIANCE



From: Hugh Rihari <rihari.hk@kinect.co.nz>

Sent: Monday, February 8, 2021 7:47 AM

To: Selina Topia <Selina.Topia@fndc.govt.nz>; nora.rameka@xtra.co.nz; 'Kipa Munro' <kipa@ngatirehia.co.nz>

Subject: RE: New Road Name requests

Morena Selina, how about a Maori name, "Awa Rua"

Nga mihi,

Hugh Te Kiri Rihari

From: Selina Topia [<mailto:Selina.Topia@fndc.govt.nz>]

Sent: Tuesday, February 2, 2021 3:02 PM

To: rihari.hk@kinect.co.nz; nora.rameka@xtra.co.nz; Kipa Munro

Subject: FW: New Road Name requests

Tena Koutou,

Can you please advise if the names below will be appropriate for the area in which the customer has indicated.

Nga mihi,

Selina Topia

Customer Service Administrator (Roothing)

Infrastructure & Asset Management, Far North District Council | **24-hour Contact Centre** 0800 920 029

DDI +6494015236 | **E** Selina.Topia@fndc.govt.nz

NORTHLAND TRANSPORTATION ALLIANCE



From: Ted Wihongi <ted.wihongi@fndc.govt.nz>

Sent: Tuesday, 2 February 2021 2:36 PM

To: Selina Topia <Selina.Topia@fndc.govt.nz>; Rachel Ropiha <Rachel.Ropiha@fndc.govt.nz>

Subject: RE: New Road Name requests

Anei Selina,

I have received a new road name request as following:

1. Addressed at 190 Waipapa Road, Kerikeri
 - a. The Lakes Drive
 - b. Lakeview Drive

Why the names were chosen: the road will run between 2 significant lakes built by John Mason

Iwi Contacts:

- a. Hugh Rihari rihari.hk@kinect.co.nz
- b. Nora Rameka nora.rameka@xtra.co.nz
- c. Kipa Munro kipa@ngatirehia.co.nz

Nga mihi.....Ted



Ted Wihongi

Senior Maori Liaison Officer

Strategic Planning & Policy, Far North District Council | 24-hour Contact Centre 0800 920 029

DDI +6494015257 | M +64274051017 | ted.wihongi@fndc.govt.nz

[Website](#) | [Facebook](#) | [LinkedIn](#) | [Careers](#)



From: Selina Topia <Selina.Topia@fndc.govt.nz>

Sent: Monday, 1 February 2021 1:49 PM

To: Rachel Ropiha <Rachel.Ropiha@fndc.govt.nz>; Ted Wihongi <ted.wihongi@fndc.govt.nz>

Subject: New Road Name requests

Tena Koutou,

I have received 3 x new road name requests as following:

1. Addressed at 190 Waipapa Road, Kerikeri
 - a. The Lakes Drive
 - b. Lakeview Drive

Can you please advise who I make contact with to get consent for these road names?

Thank you,
Regards,

Selina Topia

Customer Service Administrator (Roading)

From: [Stephen Bill | Crown Brands](#)
To: [Selina Topia](#)
Cc: [John Mason](#); [Bevin MacCarthy](#); [Grant Bill | Crown Brands](#); [Lynley Newport](#)
Subject: RE: Road Naming application for 190 Waipapa Road, Kerikeri
Date: Wednesday, 10 February 2021 12:30:20 PM

Hello Selina,

I have consulted with the other involved parties; John Mason, Bevin McCarthy & Grant Bill and respond on behalf;

Thank you for putting forward the Iwi's suggestion, but we prefer the 3 names nominated by the 4 involved property owners.

We do agree the lakes should be referenced in the naming of the road - Our 1st preference is The Lakes Drive.

Thanks & Regards,
Stephen Bill

From: Selina Topia [mailto:Selina.Topia@fndc.govt.nz]
Sent: Tuesday, 9 February 2021 10:23 p.m.
To: Stephen Bill | Crown Brands <stephen@crownbrands.co.nz>
Subject: Road Naming application for 190 Waipapa Road, Kerikeri

Kia ora Mr Stephen Bill,

I am emailing you to ask if you would consider the name: Awa Rua meaning The Two Lakes for your application? A suggestion from our Maori Iwi from that area?

Regards,

Selina Topia

Customer Service Administrator (Roothing)

Infrastructure & Asset Management, Far North District Council | **24-hour Contact Centre** 0800 920 029

DDI +6494015263 | **M** 09 401 5673 | **E** Selina.Topia@fndc.govt.nz



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7.4 ROAD NAMING - 122 WAIPAPA ROAD, KERIKERI**File Number:** A3147525**Author:** Selina Topia, Roding Support Officer**Authoriser:** Andy Finch, General Manager - Infrastructure and Asset Management**TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name a private road addressed at 122 Waipapa Road, Kerikeri. Community Boards have delegated authority to name private roads.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board name a private road currently addressed at 122 Waipapa Road, Millers Lane, Kerikeri.

1) TĀHUHU KŌRERO / BACKGROUND

Mr. Denis Thomson of Thomson Survey Ltd has advised that this is a private road created by a sub-division addressed at 122 Waipapa Road, Kerikeri.

Community Boards have delegated authority to name private roads.

The name Millers is from Bruce and Kristina Miller who have owned this property for 30 years.

The background for these names is given also as per the Road Naming application attached (A3123801).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Millers Lane
2. Millers Way

The Roding team and Land Information NZ (LINZ) have no objections to the names suggested above.

Local Iwi/ Hapu representatives were consulted and were asked to provide their input. They are happy with the names requested as per email attached (A3146458).






Take Tūtohunga / Reason for the recommendation

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

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

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

ĀPITI HANGA / ATTACHMENTS

1. Application - A3123801 [↓](#) 
2. Map - A3134476 [↓](#) 
3. Schedule - A3146469 [↓](#) 
4. LINZ approval - A3134481 [↓](#) 
5. Iwi approval - A3146458 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Local Iwi/ Hapu representatives were consulted and were asked to provide their input. They are happy with the names requested as per email attached (A3146458).
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	There are currently no property owners as this is a new subdivision.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



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

ROAD NAMING/RENAMING

GENERAL INFORMATION

- Proposed names are to be submitted for **new roads in subdivisions** to Environmental Management with the application for resource consent
- Proposed names are to be submitted (in writing) for **existing legal but unnamed roads**, to the Administration Officer
- Proposed road renamings are to be submitted (in writing) to the Administration Officer
- Where a road or right of way name is requested to be renamed, a minimum of 85% of residents and owners must give their written consent to the change
- The proposed names will be checked against Council's Roading database to avoid duplication *No Duplication of Millars Way. No Duplication of millars Lane in Kewiti.*
- Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection
- A background to the names, their origins and their link with the area is to be supplied
- Personal names are to be discouraged unless the name submitted has a **historical** connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander
- Liaise with the iwi when using Maori names and provide supporting document of their approval. *NIA*
- It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable
- Where more than one road is being created in a subdivision, a common theme is recommended for road names
- Private road names do not have to be considered by Council however they need to meet Council's Signage Guidelines – Please phone the Administration Officer for a copy 0800 920 029
- For information on the cost of road namings, please refer to the 'Charges' section at the end of the form
- Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form
- If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Administration Officer.



**Far North
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Freephone: 0800 920 029

Phone: (09) 405 2750

Fax: (09) 401 2137

Email: ask.us@fndc.govt.nz

Website: www.fndc.govt.nz

Application for Road Naming/Renaming

Application for new road name or change of road name – Section 319 (j) of the Local Government Act 1974

Type of Naming: (please tick)

☒ New Road Created by way of Subdivision

(Private Ownership)

☐ Existing Legal but Unnamed Road

☐ Road Renaming

☐ Other

ROAD RENAMING: Please state the current road name and your reason for requesting the name change below then complete the rest of the form. Also, please ensure you attach the written consent of at least 85% of affected residents and attach to the application form.

CONTACTS

Applicant/Developer Name: *Denis Thomson*

Organisation: *Thomson Survey Ltd*

Postal Address: *Po Box 372 Kenken*

Phone (day): *4077360* Fax: Email: *denis@TSurvey.co.nz*



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Kaitiaki 0440, New Zealand

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Phone: (09) 405 2750

Fax: (09) 401 2137

Email: ask.us@fndc.govt.nz

Website: www.fndc.govt.nz

ROAD LOCATION	
Address: 122 Waipapa Road, Farikiwi	
Legal Description: Lot 1 DP 542405	
PROPOSED ROAD NAMES	
Please provide three (3) proposed names in order of preference for each road to be named	
Road 1	First Choice: Millers Lane
	Second Choice: Millers Way
	Third Choice: Ascot ups Lane
Road 2	First Choice:
	Second Choice:
	Third Choice:
Road 3	First Choice:
	Second Choice:
	Third Choice:
Road 4	First Choice:
	Second Choice:
	Third Choice:
BACKGROUND	
A background to the names, their origins and their link with the area is to be supplied	
Bruce and Kristina Miller owned the property for 30 years	
#3 Matches adjoining Ascot Downs lane and is uphill of Ascot Downs Lane.	



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Email: ask.us@fndc.govt.nz

Website: www.fndc.govt.nz

CHARGES

New Roads in Subdivisions: The developer shall pay as part of the resource consent application and arrange directly with Council's contractors for the sign to be erected once the Community Board has approved the road naming.

Existing Legal but Unnamed Roads: Council will meet the cost of signage and arrange directly with contractors to erect the signage once the Community Board have approved the road naming.

Road Renaming: It is the responsibility of the applicant to organise directly with Council's contractors to arrange for the payment and erection of the signage once the applicant receives notification of Council's approval.

NAMING GUIDE

Type of Road	Road Names
Relatively short, Dead-end Roads, Cul-de-sacs	Place, Court, Close, Grove, Way, Rise, Courtyard
Loop Road to same Street	Crescent, Loop, Circle
Long cul-de-sac, Through Road	Road, Street, Drive, Ridge, Terrace
Narrow Road, Service Lane	Lane
Wide Spacious Road	Avenue, Boulevard, Parade
Streets in Commercial Area	Arcade, Mall, Plaza, Square, Street, Road
Short Road leading to water	Landing

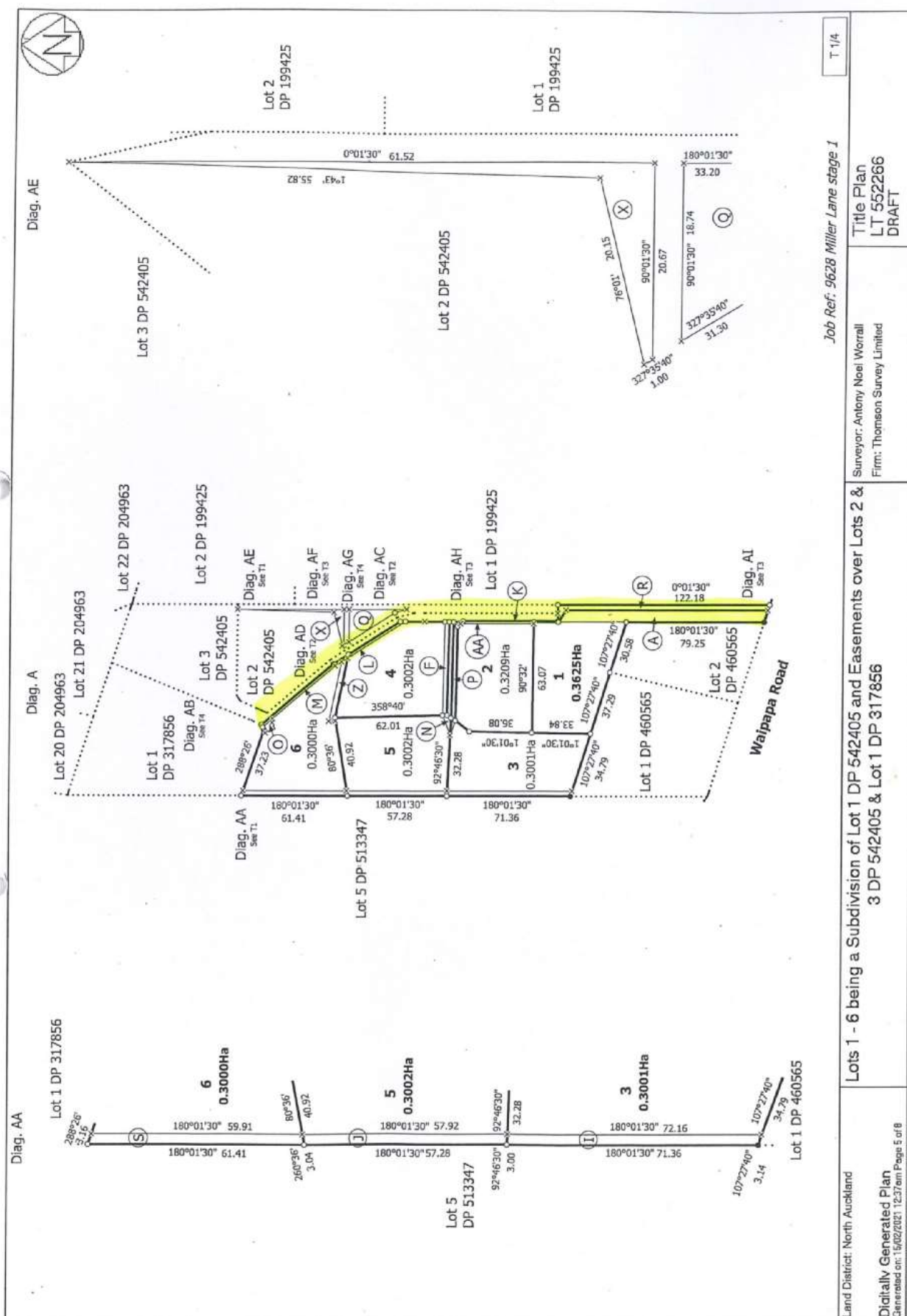
CONTRACTOR DETAILS

GHD	Martin LeHeron (Kaikohe) Bill Whitehorn (Kaitia)	09 401 3568 09 408 3767
Transfield Services	Puketona Kaitia	09 407 7851 09 408 7526
Fulton Hogan	Kaitia	09 408 6440

Applicants Signature: *[Signature]* Date: *11 August 2020*

**Return Application to: Far North District Council
Private Bag 752
KAIKOHE**

**Attn: Ngawiki Cooper
Administration Officer**



Bay of Islands-Whangaroa Community Board Road Naming Schedule (Private Road) - 6 May 2021**Kerikeri**

Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road addressed at 122 Waipapa Road Kerikeri	First Preference	Millers Lane	1	Bruce and Kristina Miller have owned the property for 30 years		Millers Lane
	Second Preference	Millers Way	1	As above		
	Third Preference		0			

From: [Addresses](#)
To: [Selina Topia | NTA](#)
Subject: RE: NEW ROAD NAME REQUEST
Date: Wednesday, 24 March 2021 11:55:57 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Kia ora Selina

Here are my findings;

- a. Millers Lane or Way Acceptable
- b. Ascot Ups Lane No. This would be approx. 150m next to it and this will be too close and cause issues and confusion.

Regards

Renni

Addressing Analyst

Addressing and Properties

addresses@linz.govt.nz | 04 4600110



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



c.

From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>

Sent: Sunday, 21 March 2021 8:45 p.m.

To: Addresses <addresses@linz.govt.nz>

Subject: NEW ROAD NAME REQUEST

Tena Koutou,

I have received a new road name request as follows:

Addressed at 122 Wiapapa Road Kerikeri

- a. Millers Lane or Way
- b. Ascot Ups Lane

Can you please confirm if these can be used thanks.

Regards,

Selina Topia

Customer Service Administrator, Business Performance & Support | Northland

From: nora.rameka@xtra.co.nz
To: [Selina Topia | NTA](#)
Subject: RE: NEW ROAD NAME APPLICATION -addressed at 122 Waipapa Road Kerikeri
Date: Thursday, 1 April 2021 5:22:21 PM

Kia ora Selina,
 Support Millers Lane.

Nga mihi
 Nora Rameka
 Te Runanga O NgatiRehia

From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Sent: Thursday, 1 April 2021 3:51 PM
To: nora.rameka@xtra.co.nz
Subject: RE: NEW ROAD NAME APPLICATION -addressed at 122 Waipapa Road Kerikeri

Kia ora Nora,

Sent to you on March 22 as per email below. Please find attached thanks.

Nga mihi,
Selina Topia
 Customer Service Administrator (Roading)

Infrastructure & Asset Management, Far North District Council | 24-hour Contact Centre 0800 920 029
 DDI +6494015236 | E Selina.Topia@fndc.govt.nz



From: nora.rameka@xtra.co.nz <nora.rameka@xtra.co.nz>
Sent: Thursday, 1 April 2021 2:11 PM
To: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Subject: RE: NEW ROAD NAME APPLICATION -addressed at 122 Waipapa Road Kerikeri

Kia Ora Selina,
 Is this a new one. What is the name of the road.

Nga mihi
 Nora Rameka
 Te Runanga O NgatiRehia
 Business Manager

From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Sent: Thursday, 1 April 2021 12:48 PM
To: nora.rameka@xtra.co.nz; Kipa Munro (kipa@ngatirehia.co.nz) <kipa@ngatirehia.co.nz>
Cc: Ted Wihongi <ted.wihongi@fndc.govt.nz>; Rachel Ropiha <Rachel.Ropiha@fndc.govt.nz>; Jason Akroyd | NTA <jason.akroyd@nta.govt.nz>; Aram Goes <aram.goes@fndc.govt.nz>

Subject: RE: NEW ROAD NAME APPLICATION -addressed at 122 Waipapa Road Kerikeri

Tena Koutou ano,

Can I please have a reply on this one as I am hoping to get this report in for the next meeting on May 6.

Nga mihi nui,

Selina Topia

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

Far North | Kaipara | Whangarei

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



From: Selina Topia | NTA

Sent: Monday, March 22, 2021 4:51 PM

To: Hugh Rihari <rihari.hk@kinect.co.nz>; nora.rameka@xtra.co.nz; Kipa Munro
(kipa@ngatirehia.co.nz) <kipa@ngatirehia.co.nz>

Subject: NEW ROAD NAME APPLICATION -addressed at 122 Waipapa Road Kerikeri

Tena Koutou,

A new Road Name application has been received. Can you please view the suggested Road Names in the application attached and advise if this is approved or declined.

Thank you,

Nga mihi,

Selina Topia

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

Far North | Kaipara | Whangarei

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



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7.5 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2021**File Number: A3159416****Author: Ajay Kumar, Management Accountant****Authoriser: Angie Thomas, Manager - Accounting Services****PURPOSE OF THE REPORT**

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

RECOMMENDATION

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

1) BACKGROUND

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

Community Fund Account balance as at 01 July 2020	\$194,572.00
• Plus uncommitted funds from 2019-20 carried forward	\$8,868.09
• Plus unused funds from 2019-20 (KOAST and Resilient Russell)	\$2,130.43
• Plus Unspent from 2018/19 - Russell Baptist Church - Development of carport outside church	\$8,000.00
• Plus Unspent from 2018/19 - Mai Lyfe - Resurfacing of the basketball court at Kerikeri Domain	\$25,333.00
• Plus Unspent from 2018/19 - Volunteering Northland Operational Costs	\$5,000.00
• Plus Unspent from 2018/19 - Kaeo Christmas Parade Organising Committee for Kaeo Christmas Parade and Traffic Management	\$5,000.00
• Plus Unspent from 2018/19 - Lions Club of Kerikeri for Traffic Management of Kerikeri Santa Parade	\$2,228.62
• Plus Unspent from 2018/19 - Kawakawa Santa Parade for Kawakawa Santa Parade and Traffic Management	\$2,500.00
• Less funds granted and uplifted to 31 March 2021	\$98,838.80

<ul style="list-style-type: none">• Less funds not uplifted from 4 March 2021 for Bay of Islands Rotary Club for 2021 Duck Race	\$1,974.00
Community Fund Account balance as at 31 March 2021	\$152,819.34

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and make a decision on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 March 2021 is \$152,819.34.

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Statement of Bay of Islands-Whangaroa Community Board Fund Account as at 31 March 21 - A3159248** [↓](#) 

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

Allocation Grants & Donations Annual Budget 2020-21	161,239.00	
Community Board Placemaking Fund	33,333.00	
Uncommitted funds from 2019-20 carried forward	8,868.09	
Unused funds from 2019-20 (KOAST and Resilient Russell)	2,130.43	
Unspent from 2018/19 - Russell Baptist Church - Development of carport outside church	8,000.00	
Unspent from 2018/19 - Mai Lyfe - Resurfacing of the basketball court at Kerikeri Domain	25,333.00	
Unspent from 2018/19 - Volunteering Northland Operational Costs	5,000.00	
Unspent from 2018/19 - Kaeo Christmas Parade Organising Committee for Kaeo Christmas Parade and Traffic Management	5,000.00	
Unspent from 2018/19 - Lions Club of Kerikeri for Traffic Management of Kerikeri Santa Parade	2,228.62	
Unspent from 2018/19 - Kawakawa Santa Parade for Kawakawa Santa Parade and Traffic Management	2,500.00	
		253,632.14
Less Expenditure 2020/21 (Funds Uplifted)		
July 20		
Tai Huri Films for costs towards short film screening	1,000.00	
Volunteering Northland for costs towards their volunteer centre, recruitment and promotion, not including telephone/internet depreciation	2,900.00	
Far North Life Education Trust for costs towards refurbishment of the mobile classroom	5,000.00	
Tukau Community Fund - Christmas Lunch	2,500.00	
September 20		
National Street Rod Association for hosting the 2020 Nationals over Labour Weekend	3,000.00	
Ngati Rahiri Māori Komiti for costs Carols in the Park	2,500.00	
Te Ohanga Reo O Matangirau for Whangaroa Purapura	2,000.00	
October 20		
Jacman Entertainment Ltd costs towards Hullabaloo Children's Arts Festival (Totara North Show)	1,955.00	
Russell Baptist Church costs towards new water tank	3,450.00	
November 20		
Rangatahi Ora Roa costs towards a traditional Maori practices retreat for teenagers	1,410.00	
Bay of Islands Sailing Week costs towards promotion of the event	2,750.00	
Arogya Mantra for Diwali celebrations in Kerikeri	1,000.00	
Whangaroa Health Services Trust for costs towards fitness equipment for a community gym	1,739.00	
Kaeo Christmas Parade and Festival Committee for Kaeo Christmas Parade 2020	2,500.00	
Towai-Maromaku Vision Group for costs towards community road signage	3,900.00	
December 20		
Kairos Connection Trust - Busy Bees costs towards Busy Bees Knitting Group	3,000.00	
Bay of Islands Animal Trust for costs towards Bark in the Park 2021	3,311.00	
Kaeo Festival Group for costs towards Nga Purapura 2021	5,000.00	

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

Mohinui Marae for costs towards Whiti Whārua 5k fun run tagged for water bottles and tshirts	2,000.00
Russell Centennial Trust Board for costs towards Russell Museum promotional signage	2,000.00
New Zealand Red Cross for costs towards Paihia volunteer knitting group	2,000.00
Whangaroa County Museum and Archives for costs towards annual operating expenses	2,500.00
Te Ruapekapeka Trust for costs towards 175th Anniversary commemoration of the Battle of Ruapekapeka	14,000.00

January 2021

Kawakawa Business Association for costs towards Kawakawa Christmas Festival 2020	2,500.00
Business Paihia for Paihia Christmas Parade 2020	5,000.00
Be Free Inc for costs towards Mangonui Waterfront Festival 2021 Youth Stage	1,000.00

February 2021

Guardians of the Bay of Islands Inc for costs towards Te Rā nga Tamariki Day	2,425.00
BaySports Inc for costs towards stadium refurbishment	12,800.00
Kerikeri Lions Club for Kerikeri Christmas Parade 2020	3,698.80
	98,838.80

Balance as at 31 March 2021 **\$154,793.34**

Less Commitments 2020/21 as at 31 March 2021 (Funds not yet uplifted)**Meeting 04.03.21**

Bay of Islands Rotary Club for costs towards 2021 Duck Race	1,974.00
	<u>\$1,974.00</u>

Balance 31 March 2021 Uncommitted/(Overcommitted) **152,819.34**

7.6 BAY OF ISLANDS-WHANGAROA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 MARCH 21**File Number: A3160239****Author: Ajay Kumar, Management Accountant****Authoriser: Angie Thomas, Manager - Accounting Services****PURPOSE OF THE REPORT**

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Statement of Financial Performance Activities by Ward for the period ending 31 March 21.

BACKGROUND

This is the third quarterly financial report for 2020-2021 detailing the financial performance of community activities to be provided to the Bay of Islands-Whangaroa Community Board.

DISCUSSION AND NEXT STEPS

Refer to the commentary in the attached statement.

Understanding the report

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

The financial year runs from 01 July 2020 to 30 June 2021. The “Year to date” columns reflects income and expenses for the period 01 July 2020 to 31 March 2021.

The variances column highlights the difference between the budget set in the 2020/21 Annual Plan and actual income and expenses as at 31 March 2021.


The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2020 to 30 June 2021.

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

- 1. BWCB Statement of Financial Performance Activities by Ward for the period ending 31 March 2021 - A3160249** [!\[\]\(10dab651fa6d244b6e1959a3f1c98483_img.jpg\)](#) 

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

	Year to date		Year to date		Full year			Full year
	Actual (\$000)	Annual Plan Budget (\$000)			Annual Plan Budget (\$000)	Carry Forward Budgets (\$000)	Total Annual Budget (\$000)	
Operations								
Operational income								
Rates - general (excl water supply rates)	3,440	3,330	110	3%	4,440	0	4,440	4,440
Rates - penalties	0	84	(84)	-100%	113	0	113	113
Fees & charges (inc water supply rates)	70	77	(7)	-9%	109	0	109	109
Central govt subsidies - operational	130	0	130	100%	59	0	59	334
Other income	628	2	626	27261%	3	0	3	423
Capital income								
Central govt subsidies - new works	378	0	378	100%	267	0	267	688
Central govt subsidies - renewals	151	0	151	100%	0	0	0	0
Other contributions	381	0	381	100%	0	0	0	2,459
Total operating income	5,178	3,494	1,684	48%	4,991	0	4,991	8,565
Expenditure								
Amenity Lighting	56	51	(5)	-9%	68	0	68	68
Carparks	95	152	57	38%	203	0	203	203
Cemeteries	70	93	23	25%	124	0	124	124
Community Centres	67	70	3	4%	94	0	94	94
Footpaths	335	350	14	4%	466	0	466	466
Halls	223	208	(16)	-7%	274	0	274	274
Parks & Reserves	1,435	1,694	259	15%	2,269	0	2,269	2,715
Public Toilets	879	704	(175)	-25%	909	0	909	1,162
Swimming Pools	466	360	(106)	-23%	473	0	473	526
Town Maintenance	507	645	138	21%	844	0	844	844
Total operating expenditure	4,133	4,327	194	4%	5,724	0	5,724	6,477
Net operating surplus/(deficit)	1,045	(833)	1,878		(733)	0	(733)	2,089

Commentary - Bay of Islands - Whangaroa

Operational Income

Other Income

- Grant received for the July 2020 Flood program (vegetation clearance and clean up) from Ministry of Business, Innovation & Employment (MBIE) are unbudgeted.

Central Government Subsidies Operational

- NZTA subsidy received for footpath maintenance works.

- Unbudgeted Tourism Infrastructure Funds (TIF) grant received for Waipapa toilet capacity upgrade of soakage field and the Waitangi Jetty Toilet capacity upgrade is a joint project with BOI Yacht Club.

Capital Income

Central Government Subsidies New Works

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

- Tourism Infrastructure Funds (TIF) grant received for Hundertwasser carpark lighting projects are unbudgeted.

Central Government Subsidies Renewals

- NZTA subsidy received for footpath renewal works.

Other Contributions

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

Expenditure

Parks & Reserves

- Consultation works for the Kerikeri Sports Hub feasibility and design studies, lease renewals work & esplanade encroachment hasn't commenced. External Services dayworks are behind budget with reduction in Request for Service (RFS).

Town Maintenance

- Dayworks external services is under with reduced level RFS. Grant application from Focus Paihia still waiting to be received.

Swimming Pools

- Grant from Sport Northland paid for the Kawakawa pool.

Public Toilets

- Construction of the Waitangi Jetty Toilet capacity upgrade work funded through Tourism Infrastructure Funds (TIF) from Ministry of Business, Innovation & Employment (MBIE) are unbudgeted.

- unbudgeted grant paid for servicing of toilets at the Kawakawa Hundertwasser Centre a community driven project having an impact on operating budget.

7.7 FUNDING APPLICATIONS

File Number: A3150806

Author: Kathryn Trewin, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 6 May 2021 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Bay of Islands-Whangaroa Community Board has \$84,423 unallocated funding available for the 2020/21 financial year.
- Bay of Islands-Whangaroa Community Board has an additional \$58,666 place making funding available for the 2020/21 financial year.
- Two new applications for funding have been received, requesting \$35,176.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$15,176 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Theatre Company for costs towards the Sound of Music production to support the following Community Outcomes:

- i) **Communities that are healthy, safe, connected and sustainable**
- ii) **Proud, vibrant communities**

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$20,000 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Animal Rescue for costs towards spaying and neutering rescued animals to support the following Community Outcomes:

- i) **Communities that are healthy, safe, connected and sustainable**
- ii) **Proud, vibrant communities**

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Kerikeri Theatre Company	The Sound of Music	\$15,176 (7%)	\$15,176 (7%)	This is a well-supported local musical production involving a large part of the wider Kerikeri residents. It is noted that if the volunteer value is taken away, the request is for 25% of the total costs, with successful applications being made to other providers securing more than \$30,000	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Bay of Islands Animal Rescue	Spaying and Neutering of rescue animals	\$20,000 (50%)	\$20,000 (50%)	Bay of Islands Animal Rescue has become an integral part of animal rescue with the Bay of Islands-Whangaroa ward, as well as the wider district. They work with residents to assist with neutering and spaying of animals to reduce future issues, as well as ensuring all rescued animals are neutered prior to adoption	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Community Development

Take Tūtohunga / Reason for the recommendation

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

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

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

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

ĀPITI HANGA / ATTACHMENTS

1. **Application - Kerikeri Theatre Company - A3160278** [!\[\]\(1f101ad452ef9a3f01bb1e89af34fc34_img.jpg\)](#) 
2. **Application - Bay of Islands Animal Rescue - A3160275** [!\[\]\(4dcb2e0a5dd4ebc9597cee4f5b07c053_img.jpg\)](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Local Grant Application Form



Instructions

Please read carefully:

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

The following **must** be submitted along with this application form:

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3 *unsubstantiated*
- ☒ 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>Kerikeri Theatre Company</u>	Number of Members	<u>50+</u>
Postal Address	<u>PO Box 168, Kerikeri</u>	Post Code	<u>0245</u>
Physical Address	<u>170 SAUMAREE PLACE, KERIKERI</u>	Post Code	<u>0230</u>
Contact Person	<u>TERESA WAKELIN</u>	Position	<u>SECRETARY/TREASURER</u>
Phone Number	<u>02102211782</u>	Mobile Number	
Email Address	<u>info@kerikeritheatrecompany.com</u>		

Please briefly describe the purpose of the organisation.

TO PROVIDE WORKSHOPS, STUDIOS, VISUAL REMEMBRAL ROOMS AND THEATRES INCLUDING THE FURNISHINGS AND MAINTENANCE OF THESE, ALONG WITH OTHER SOCIETY PROPERTIES AND MEMBERS AS A MEANS OF ASSISTING WITH COLLABORATION IN THE PERFORMING ARTS.

www.fndc.govt.nz | Memorial Ave, Kaitake 0440 | Private Bag 752, Kaitake 0440 | funding@fndc.govt.nz | Phone 0800 920 029

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity THE SOUND OF MUSIC Date 7-11 July 2021

Location TURNER CENTRE Time

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

If so, how much? ADULTS \$38, STUDENTS \$23, UNDER 16 \$18, SCHOOL GROUPS \$15 an
\$ GOLD-CARD HOLDERS

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.

- To produce and perform the much-loved, culturally and historically important, musical masterpiece of THE SOUND OF MUSIC in July, 2021, at Kerikeri's Turner Centre.
- A cast and crew of over 70 locals get the opportunity to receive performing arts experience, training, vocal coaching, and collaboration while promoting and growing the concept of WHAKAWITANAUNGATANGA in our bustling theatre community.
- Our members and the wider Far North community have the opportunity to experience a high calibre community theatre production live in their community and from their community.
- Schools across the Far North (as far up as Te Hāpū) are personally offered to attend with special 'school discounted tickets' at 40% off regular ticket prices. Our hope is to encourage and support school students' understanding of the events of that time.
- This production offers something for the whole spectrum of our community.

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	20,176	15,176
Advertising/Promotion	10,000	
Facilitator/Professional Fees ²	28,275	
Administration (incl. stationery/copying)	1,000	
Equipment Hire	1,800	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	153,000	not applicable
Other (describe)		
PERFORMANCE RIGHTS	8,000	
TOTALS	222,251	15,176

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

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→ 50 VOLUNTEERS APPROX. 9 HOURS PER WEEK X 17 WEEKS = 153,000

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
FUNDING RECEIVED FOR THE SOUND OF MUSIC FOR ORCHESTRATION/CHOREOGRAPHY/SET/COSTUMES/PROP/MUSIC & ADVERTISING	28,087
TO COVER RENT TO APRIL 2022	18,350
TO COVER OPERATIONAL COSTS TO APRIL 2022 (ELECTRICITY/WATER/PHONE/INTERNET/CAFFEINE/POSTAGE/CONTINGENCIES ETC.)	14,524
TOTAL	60,961

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

Funding Source	Amount	Approved
PUB CHARITIES	16,712.63	<input checked="" type="checkbox"/> Yes / Pending
OXFORD TRUST	14,375	<input checked="" type="checkbox"/> 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



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)

Kerikeri Theatre Company

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



www.fndc.govt.nz | Memorial Ave, Kaitiaki 0440 | Private Bag 752, Kaitiaki 0440 | funding@fndc.govt.nz | Phone 0800 920 029

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 TERESA WAKELIN Position SECRETARY / TREASURER
 Postal Address 24 RENAS PLACE, KIRIKIRI Post Code 0482
 Phone Number 02102211782 Mobile Number
 Signature [Signature] Date 5/4/21

Signatory Two

Name HARVEY ALEXANDER Position PRESIDENT
 Postal Address 17 DAVIS STREET, KIRIKIRI Post Code 0293
 Phone Number 021 747 981 Mobile Number [Signature]
 Signature [Signature] Date 5/4/21

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Schedule of Supporting Documentation

Kerikeri Theatre Company – The Sound of Music

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

1	Westpac Bank Statement / Proof of account from 26 February 2021 to 31 March 2021 x4 pages
2	Performance Report for the year ended 31 December 2019 x16 pages
3	Business Plan x4 pages
4	Health & Safety Plan x2 pages
5	Licence Agreement x4 pages
6	Presentation Breakdown x2 pages
7	Quote – Take Five Agency
8	Quote – The Magic Playhouse / Directing & Choreography Services
9	Quote – The Magic Playhouse / Costumes & Props
10	Quote – Monstar School of Rock
11	Quote – Design & Print Kerikeri x2 pages
12	Quote – Turners Centre Kerikeri x3 pages
13	Terms & Conditions – Turners Centre Kerikeri x7 pages

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 Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

- ☐ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☐ 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	The Bay of Islands Animal Rescue		Number of Members	n/a
Postal Address	52 Gillies Street, Kawakawa		Post Code	0210
Physical Address	Same as above		Post Code	
Contact Person	Stacey Honey	Position	Administrator	
Phone Number	021 036 2094	Mobile Number	021 036 2094	
Email Address	boianimalrescue@gmail.com			

Please briefly describe the purpose of the organisation.

The Bay of Islands Animal Rescue is a charitable organisation with the purpose of rescuing neglected, abused, and abandoned animals in the Far North.

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

The Bay of Islands Animal Rescue runs a desexing and vaccination programme in the Far North to benefit the stray animals that come into its care to ensure that animals that are rehomed are safely reintegrated into the community.

Our desexing programme is in place to ensure that less litters are born in a bid to reduce the pressure many of these animals end up placing on Council's pound system and the community. Desexing is also a high-priority endeavour as it assists in general compliance with Council's dog bylaw in that it helps to reduce the rate of dogs that end up roaming, helping to protect both dogs and the community.

In addition to the desexing programme, Bay of Islands Animal Rescue also focuses making sure that pets are vaccinated to ensure that the spread of diseases like parvo is slowed in our communities. While essential for the welfare of our animals, this also helps to reduce the stress on Council of treating and putting down infected dogs when they end up impounded.

To date, the Bay of Islands Animal rescue has rehomed more than 3,000 animals and has been working with the Far North District Council to save, treat and rehabilitate as many dogs from the Council pound as possible.

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		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) Veterinary Costs (Desexing & Vaccination)	\$40,000	\$20,000
TOTALS	\$40,000	\$20,000

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number

How much money does your organisation currently have?

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

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

Purpose	Amount
Day-to-day operations	\$38,910.49
TOTAL	\$38,910.49

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

Funding Source	Amount	Approved
Fundraising/Donations	\$5,000/mo	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
Bark in the Park Advertising	\$3,311	October 2020	Yes
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

The Bay of Islands Animal Rescue

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

www.fndc.govt.nz | Memorial Ave, Kalkohe 0440 | Private Bag 752, Kalkohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029

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 Position

Postal Address Post Code

Phone Number Mobile Number


Signature  Date

Signatory Two

Name Position

Postal Address Post Code

Phone Number Mobile Number

Signature  Date

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

Schedule of Supporting Documentation**The Bay of Islands Animal Rescue**

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

1	Westpac Bank Statement from 26 February 2021 to 30 March 2021 x2 pages
2	Profit and Loss Statement from April 2019 to March 2020

7.8 PROJECT FUNDING REPORTS

File Number: A3153876

Author: Kathryn Trewin, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Kaeo Christmas Parade
Te Ruapekapeka Trust

1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

Take Tūtohunga / Reason for the recommendation

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Project Report - Kaeo Christmas Parade - A3160277  
2. Project Report - Te Ruapekapeka Trust - A3161041  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming the project reports. Any implications on Māori arising from matters included in project reports should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
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: funding@fndc.govt.nz **PDF attachment via email is preferred) OR:**

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:	KAEO CHRISTMAS PARADE COMMITTEE
Name & location of project:	KAEO ANNUAL CHRISTMAS PARADE AND FESTIVAL
Date of project/activity:	13 DECEMBER 2020

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund:	\$ 2,500
---	----------

Board meeting date the grant was approved:	1 OCTOBER 2020
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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)
Northland Portaloos Ltd	\$ 299.00	√
Whangarei Caledonian Pipe Band	\$1,000.00	√
Carters Bouncy Castles John Argent - Sound system	\$ 575.00 200.00	√
Lorraine Goulton - Adams Trimmer Liability Insurance Face Painting - Imogen Brough 'Polly Pop It'	\$ 222.00 245.00	√
Total:	\$ 2,541.00	

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

The Kaeo Christmas Parade and Festival was held on a Sunday for the first time and was a huge success. It seemed like the whole Kaeo community came out to support the parade and festival and it was heart-warming to walk alongside the community, old and young, parents with their children in pushchairs, all following the parade down to the festival venue at Whangaroa College. We estimate that between 300-400 people participated throughout the day.

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

1

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

The Kaeo Christmas parade and festival is the social highlight of the year for our community and brings people together to reconnect with one another, raise funds for various projects through stalls and be entertained by activities and on stage performances from this year's band. The parade is an opportunity for schools, businesses and whānau to be creative and showcase their talents through the parade floats. The benefits for the community are embedded in the positivity of the event that everyone can connect with - the spirit of Christmas, giving and caring for one another.

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

Support from the BOI-Whangaroa Community Board for our parade and festival was acknowledged at regular intervals during announcements on stage at the Parade festival and on whiteboard information boards scattered around the festival venue, detailing the event programme.

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

n/a

This report was completed by:

Name: Eljon Fitzgerald
Address: 12 Lewer Rd, Whangaroa, RD1, KAEO
Phone: 09-4050180 mob: 021-02206851
Email: eljon.fitzgerald@gmail.com
Date: 06.04.21

Schedule of Supporting Documentation**Kaeo Christmas Parade**

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

1	Kiwibank Statement as at 31 January 2021 x2 pages
2	Photos of Parade



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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation

Te Ruapekapeka Trust

Name & location of project:

Te Ika o te Kopua

Date of project/activity:

8 – 10 Jan, 3 Feb 2021

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$14,000

Board meeting date the grant was approved:

3 December 2020

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Kia Tupato	\$1,196	✓
Kawiti marae	\$3,840	✓
Top hire marquees	\$1,950	✓
Taumaihi Ltd	\$10,350	✓
Total:	\$17,336	

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

- 1) 8 – 10 January 2021:
 - 11 bus loads of people (550-plus) participated in an historical hiko around 3 battle-sites in the mid-north: Mawhe Kairangi at Okaihau, Te Ahuahua and Ohaeawai.
 - 600-plus people attended the Hapu flag-raising ceremony at Te Ruapekapeka, which was the first of its kind
 - Historical oral stories shared during wananga sessions, over 1000 people attended including Govt. MP's
- 2) 3 February 2021:
 - Haka powhiri for manuhiri which included the Governor General, the Prime Minister, the British High Commission and other dignitaries.
 - The unveiling of a memorial monument for the 12 British servicemen at the British Camp, Te Ruapekapeka.

- The memorial service itself. Despite the threat of shifting COVID response levels across the country, over 800 people attended this ceremonial occasion.

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

Both events attracted large crowds and generated plenty of interest from across the country. Since both events, a notable increase in visitors to Ruapekapeka Pa has been observed by DoC staff and Te Ruapekapeka Trust. When questioned, visitors have said they are very interested to learn more about our New Zealand history. Many have also said that before the commemorations, they did not know of Ruapekapeka or the battle. The Government also has increased interest in supporting historical events that help tell our New Zealand historic stories and to develop those important sites related to that history. Several schools from Auckland and throughout Northland have been travelling to Ruapekapeka with several requesting local guides to help tell the history.

At both events and at every location, bottles of water were provided to everyone free of charge. Every location had water stations where bottles of water were provided, as well as volunteers walking around with paks of water to share. Each meal over both events had drinking water provided.

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 Bay of Islands – Whangaroa Community Board was acknowledged in communications and media commentary as being one of the main sponsors.



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

<https://www.facebook.com/search/top?q=ruapekapeka%20175>

This report was completed by:

NAME: Rowena Tana
 ADDRESS: C/- Te Pokapu, 7 Wynyard Street Kawakawa 0210
 MOBILE: 021 513428
 EMAIL: tepuna_omahu@hotmail.com
 DATE: 09/04/2021

Schedule of Supporting Documentation**Ruapekapeka Whanau Trust**

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

1	Kiwibank Bank Statement as at 26 February 2021 x5 pages
2	Tax Invoice – Hangi Master
3	Tax Invoice – Kawiti Marae x2 pages
4	Tax Invoice – Top Hire Marquees Ltd
5	Tax Invoice – Kia Tupato Ltd x2 pages

7.9 WINTER 2021 RURAL TRAVEL FUNDING APPLICATIONS**File Number:** A3153895**Author:** Kathryn Trewin, Funding Advisor**Authoriser:** Ana Mules, Team Leader - Community Development and Investment**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2021 winter sporting season.

TŪTOHUNGA / RECOMMENDATION**That the Bay of Islands-Whangaroa Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:**

a)	Bay of Islands College	\$3000
b)	Bay of Islands Amateur Swimming Club	\$2000
c)	Kerikeri Gymnastics Club	\$1630
d)	Kerikeri High School	\$1489
e)	Kerikeri Rugby Football Club	\$2700
f)	Moerewa J&T Rugby Club	\$2000
g)	Russell Sports Club	\$1500
h)	Wahine Toa Netball Club	\$1200
i)	Whangaroa College	\$3500
j)	Waka Atea	\$2500
Total		\$21,519

1) TĀHUHU KŌRERO / BACKGROUND

The Rural Travel Fund was developed in response to concerns raised by Councils throughout the country about the lack of participation in sport by young people living in rural communities. The Fund was introduced as an interim measure until a rural participation strategy was fully developed and implemented. The strategy is yet to be developed.

Kiwisport was launched in 2009 by Prime Minister John Key and funding is given to Sport Northland to achieve three objectives. One of the barriers that has been identified in Northland is the cost of travel. Sport Northland agreed to give part of its funding to the Far North District Council to add to its Rural Travel Fund to overcome the travel barrier and help achieve their three objectives.

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until November 2019 when the next round of funding is allocated.

Council advertises that funding is available approximately one month before applications close in local newspapers and on Council's Facebook page. The Sport Northland representatives also forward information of the fund to clubs and schools that they work with as a more targeted approach to advertise the funding is available.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

It is each Community Board's role to determine which applications best meet the criteria and will have the most positive broad effect in their communities. The following table is a guide to the funding criteria.

Funding is available for activities taking place within the district. It is understood, that in some cases, competitions do not exist within the district and travel is required in which case the Community Boards may use their discretion.

Project reports for any previous grants have been received from all the current applicants. Further detailed information provided by Sport Northland regarding their recommendations has been distributed to Board Members separately.

	Sport Northland (Kiwisport)	Sport New Zealand (Rural Travel)
What are the Objectives?	<ol style="list-style-type: none"> 1. Increase the number of children participating in sport 2. Increase the availability and accessibility of sport for children 3. Support the development of skills to enable effective participation. 	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$25,000.00 across the Far North District.	\$25,080.30 across the Far North District.
Funding is not available for	Coaches, referees, children playing in Regional or District rep teams, club/school sport administration.	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools, clubs or individuals.	Schools, clubs or individuals.
What age group is funding for?	Funding is available for school aged children. This is understood to be ages 5 - 18 years of age.	Funding is available for youth/children aged 5 - 19 years of age.

Eligible Sports	Team or individual organised sporting activities such as volleyball, netball, rugby; hockey, football, orienteering, waka ama, basketball, ki-o-rahi, shooting, athletics, swimming.	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.
------------------------	--	--

Applicants are advised, when granted funds, that the funds are to be uplifted within three months and that a project report form is required if they wish to be eligible to apply for future funding.

Take Tūtohunga / Reason for the recommendation

To fulfil the requirements of the Sport NZ Rural Travel Fund agreement with Sport New Zealand and the Kiwisport agreement with Sport Northland to increase participation in sport by young people living in rural communities.

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





















Council receives two grants annually that make up this funding budget - \$25,080.30 from Sport New Zealand and \$25,000 (plus GST) from Sport Northland.

The total budget for rural travel funding for the 2020/21 financial year is \$50,080.30. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that only 40% of the total funding be allocated for summer activities and the remainder allocated for the busier winter sporting season.

The total available funds for the winter season is usually \$12,044.70. Additional funds (including funding returned or unused by applicants from previous funding rounds, and funds carried over from previous funding rounds) have been added to this amount to allow the grant recommendations in this report to be made.

%	Board	40% Summer	60% Winter	Total
40.5%	Bay of Islands-Whangaroa Community	\$8,029.80	\$12,044.70	\$20,074.50
31.5%	Te Hiku Community	\$6,245.40	\$9,368.10	\$15,613.50
28%	Kaikohe-Hokianga Community	\$5,551.47	\$8,327.20	\$13,878.67

ĀPITIHINGA / ATTACHMENTS

1. Application - Bay of Islands College - A3158253  
2. Application - BOI Amateur Swimming Club - A3158248  
3. Application - Kerikeri Gymnastics Club - A3158249  
4. Application - Kerikeri High School - A3158254  
5. Application - Kerikeri Rugby Football Club - A3158252  
6. Application - Moerewa J & T Sports Club - A3158246  
7. Application - Russell Sports Club - A3158251  
8. Application - Wahine Toa Netball Club - A3158247  
9. Application - Whangaroa College - A3158255  
10. Application - Waka Atea - A3158250  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming the project reports. Any implications on Māori arising from matters included in project reports should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
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 RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Bay of Islands College

Contact person: Lynda Scott

Postal address: 1-9 DERRICK Rd, Kawakawa 0210

PO Box address: PO Box 58, Kawakawa 0243

Telephone: 021 040 3643 Email: lsc@boic.school.nz

B. Contact Names

Please provide

1. Name Lynda Scott Phone 021 040 3643
2. Name Dave Scott Phone 021 054 7608

C. Organisation Details

- Are you a club or a school? School
1. How many members belong to your club/school? 419
 2. How many participants aged between 5 & 19 will this travel subsidy benefit? 180
 3. How many participants are aged between 5-11 yrs 0

1 | Page

4. How many participants are aged between 12-19 yrs 180
5. Please detail how many applicants are female approx. 90
6. Please detail how many applicants are male approx. 90
7. Does your application involve a partnership with a local school / club YES ☒ NO ☐
8. What is this funding going to be used for? (Briefly explain)
To assist with travel to local & regional competitions from 1st April 2021 to 31st October 2021. (See attached letter for further details).
9. Do you have any disabled individuals who are being supported by this fund? No
- a. If yes, how many will receive support from the RTF N/A
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? ☒ YES ☐ NO

(If yes please write your GST Number in the space provided below)

GST NO.

1	1	5	8	1	9	2	7
---	---	---	---	---	---	---	---

2. How much money are you applying for?

\$ 3000 Sport NZ funding

\$ 1530 other funders / parents contributions

\$ 2000 your contribution

\$ 6530 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
Parent contribution	\$1530	will vary

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

☒ YES/ ☐ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Lynda Scott

Position in organisation / title: Sport Coordinator

Signature: Lynda Scott Date: 1/4/21

2. Name: Dave Scott

Position in organisation / title: HOD Sport / PE Teacher

Signature: Dave Scott Date: 1/4/21

Checklist:

- ✓ 1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
- ✓ 2. Have you answered every question?
- 3. Have you attached the relevant documents with your application?
 - ✓ ○ Latest financial statements from your organisation (i.e. P&L, financial statement)
 - ✓ ○ Deposit Slip (in case your application is approved)
 - ✓ ○ Draft travel calculation breakdown (refer to your Sport Northland representative)
 - ✓ ○ Evidence of your endorsement from your local affiliated club/school (if required)
- 4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - ✓ Winter sport applications will be due in ~~March 2020~~ (date TBC).
April 8th 2021

Schedule of Supporting Documentation**Bay of Islands College**

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

1	Financial Breakdown for Winter Round x2 pages
2	ASB Bank Deposit Slip
3	Support Letter – Edith Painting-Davis - Principal
4	PKF Independent Auditors Report x3 pages
5	Annual Report for the year ended 31 December 2019 x23 pages



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: _____ Bay of Islands Amateur Swimming Club In

Contact person: Joyce Hawke

Postal address: _____

PO Box address: PO Box 332 Kaeo

Telephone: 09 405027 0212597355 Email: boiscfunding@gmail.com

B. Contact Names

Please provide

1. Name _George Hawke Phone 094050227
2. Name Joyce Hawke _ Phone 0212597355

C. Organisation Details

Are you a club or a school? _____ Club'

1. How many members belong to your club/school? 70
2. How many participants aged between 5 & 19 will this travel subsidy benefit? 70
3. How many participants are aged between 5-11 yrs 62

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4. How many participants are aged between 12-19 yrs 18
5. Please detail how many applicants are female 45
6. Please detail how many applicants are male 27
7. Does your application involve a partnership with a local school / club NO
8. What is this funding going to be used for? (Briefly explain)

The funding would be used to assist with travel cost for our families to travel to the Kawakawa pool. Our families come from Kawakawa, Morewa, Paihia, Ohaewai, Opua, Kerikeri & Pakaraka. The senior swimmers train [to eight times per week. We do encourage car-pooling when possible. The swimmers also participate in swimming events around the North Island and this travel is at the parents expense..

9. Do you have any disabled individuals who are being supported by this fund? No
 - a. If yes, how many will receive support from the RTF _____
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES

(If yes please write your GST Number in the space provided below)

GST NO.

5	3	2	7	4	6	4	1
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2. How much money are you applying for?

\$5,000	_____	Sport NZ funding
\$	_____	other funders
\$30,493.12	_____	parents contribution
\$35,493.12	_____	TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES (briefly explain and attach evidence of this)

Our club is affiliated to Swimming Northland who officiate at swimming events. _____

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: George Hawke

Position in organisation / title: Chairperson

Signature: 

Date: 26.2.21

2. Name: Joyce Hawke

Position in organisation / title: Secretary/ Funding co-ordinator.

Signature: 

Date: 26.2.21

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
 - Latest financial statements from your organisation (i.e. P&L, financial statement)
 - Deposit Slip (in case your application is approved)
 - Draft travel calculation breakdown (refer to your Sport Northland representative)
 - Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - Winter sport applications will be due in March 2020 (date TBC).

Schedule of Supporting Documentation**Bay of Islands Amateur Swimming Club**

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

1	Travel Costs Breakdown
2	ASB Bank Deposit Slip
3	Financial Performance Report for the period 1 April 2019 to 31 March 2020 x14 pages
4	Support Letter – Bay of Islands Amateur Swimming Club
5	Support Letter – Sport Northland
6	Affiliation Letter – Swimming Northland



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Kerikeri Gymnastics Club Inc _____

Contact person: Amber Shaw _____

Postal address: c/- 537B Kerikeri Road, RD 3, Kerikeri

PO Box address: c/- 537B Kerikeri Road, RD3, Kerikeri

Telephone: 021240 9969 Email: kerikerigymclub@gmail.com _____

B. Contact Names

Please provide

1. Name Amber Shaw _____ Phone 0212409969 _____
2. Name Janet McLea _____ Phone 021 051 7766 _____

C. Organisation Details

Are you a club or a school? _____ Club _____

1. How many members belong to your club/school? _____ 225 _____
2. How many participants aged between 5 & 19 will this travel subsidy benefit? _____ 70 _____
3. How many participants are aged between 5-11 yrs _____ 60 out of 70 _____

1 | Page

4. How many participants are aged between 12-19 yrs 10 out of 70
5. Please detail how many applicants are female 65 out of 70
6. Please detail how many applicants are male 5 out of 70
7. Does your application involve a partnership with a local school / club YES/ NO
8. What is this funding going to be used for? (Briefly explain)

This money will be used to help fund the bus that we use to transport children from Kerikeri Primary and High School to the new club in Waipapa. This allows children to participate in gymnastics after school who will normally miss out if their parents work longer hours. This is a point of difference that our club is helping in our community for those families.

This money will be used for gymnasts who live far away from the club but need to train up to 4 times a week.

The money assists families that travel 25km or more to attend gymnastic classes.

9. Do you have any disabled individuals who are being supported by this fund?
- a. If yes, how many will receive support from the RTF No
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
- 100 %

D. Financial Details

The intention of this fund is to subsidise expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? NO

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2. How much money are you applying for?
- \$ 5340 Sport NZ funding
- \$ 15461.12
- \$ 2820 other funders (members)
- \$ 2820 your club contribution
- \$ 23621.12 TOTAL for 6 months.

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Janet Mclea

Position in organisation / title: Club Manager

Signature: Janet Mclea Date: 30/3/2021

2. Name: Amber Shaw

Position in organisation / title: Committee member

Signature: AShaw Date: 30/3/2021

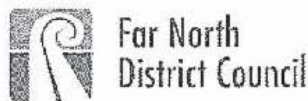
Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report Form** has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
 - o Latest financial statements from your organisation (i.e. P&L, financial statement)
 - o Deposit Slip (in case your application is approved)
 - o Draft travel calculation breakdown (refer to your Sport Northland representative)
 - o Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - o Summer sport applications are due 9 September 2020.
 - o Winter sport applications will be due in March 2020 (date TBC).

Schedule of Supporting Documentation**Kerikeri Gymnastics Club**

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

1	Balance Sheet as at 31 December 2020
2	Profit and Loss Statement for the 3 months ended 31 March 2021 x2 pages
3	Financial Calculation Sheet 2021



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Kerikeri High School

Contact person: Bethina Simpson

Postal address: 4B Hone Heke Rd Kerikeri

PO Box address: Po Box 92 Kerikeri

Telephone: 407 8916 Email: B.Simpson@Kerikerihigh.ac.nz

B. Contact Names

Please provide

1. Name Susan Manning Phone 407 8916

2. Name Bethina Simpson Phone 407 8916

C. Organisation Details

Are you a club or a school? School

1. How many members belong to your club/school? 1514

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 85

3. How many participants are aged between 5-11 yrs NIL

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4. How many participants are aged between 12-19 yrs 85

5. Please detail how many applicants are female 39

6. Please detail how many applicants are male 46

7. Does your application involve a partnership with a local school / club YES/ (NO)

8. What is this funding going to be used for? (Briefly explain)

Travel Subsidy for midweek winter sport. Students will still have to
pay an affiliation sub, sock fee and uniform band.

9. Do you have any disabled individuals who are being supported by this fund?

a. If yes, how many will receive support from the RTF NIL

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? (YES)/ NO

(If yes please write your GST Number in the space provided below)
GST NO.

1	7	5	7	4	6	7	1
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2. How much money are you applying for? \$ 1489.00 Sport NZ funding

\$ _____ other funders

\$ 1275.00 your contribution

\$ 2764.00 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

All events are run under the Sport Northland Schools
event programme

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Betha Simpson

Position in organisation / title: Sports Co-Ordinator

Signature: Betha Simpson Date: 23/3/21

2. Name: Susan Manning

Position in organisation / title: Financial Officer

Signature: Susan Manning Date: 23/3/21

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
 - Latest financial statements from your organisation (i.e. P&L, financial statement)
 - Deposit Slip (in case your application is approved)
 - Draft travel calculation breakdown (refer to your Sport Northland representative)
 - Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - Winter sport applications will be due in March 2020 (date TBC).

Schedule of Supporting Documentation**Kerikeri High School**

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

1	Travel costs breakdown letter x3 pages
2	ASB Bank Statement
3	2019 Targets and Variances Report
4	Analysis of Variance – Kiwisport – Report for the 2019 School Year
5	Annual Report for the year ended 31 December 2019 x26 pages
6	PKF Independent Auditors Report for the year ended 31 December 2019 x3 pages



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: KERIKERI RUGBY FOOTBALL CLUB

Contact person: BRIAN MATHER

Postal address: _____

PO Box address: PO Box 138, KERIKERI

Telephone: 027 281 3877 Email: brian.ali.extra.co.nz

B. Contact Names

Please provide

1. Name BRIAN MATHER Phone 027 281 3877
2. Name BRIAN DAVIES Phone 027 279 2731

C. Organisation Details

Are you a club or a school? CLUB

1. How many members belong to your club/school? 335

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 247

3. How many participants are aged between 5-11 yrs 121
4. How many participants are aged between 12-19 yrs 126
5. Please detail how many applicants are female Approx. 30
6. Please detail how many applicants are male 217

7. Does your application involve a partnership with a local school / club YES/ NO

8. What is this funding going to be used for? (Briefly explain)

TO PROVIDE PETROL VOUCHERS TO X 13 TEAMS
FOR TRAVEL TO CLUB GAMES

9. Do you have any disabled individuals who are being supported by this fund? NO

a. If yes, how many will receive support from the RTF _____

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES/ NO

(If yes please write your GST Number in the space provided below)

GST NO.

1	1	2	4	8	7	3	7
---	---	---	---	---	---	---	---

2. How much money are you applying for?

\$ 2700 Sport NZ funding

\$ _____ other funders

\$ 900 your contribution

\$ 3600 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES ☒ NO (briefly explain and attach evidence of this)

NOT A REGIONAL BODY

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: BRIAN MATHER

Position in organisation / title: TREASURER

Signature: B Mather

Date: 7/4/21

2. Name: BRAD DAVIES

Position in organisation / title: PRESIDENT

Signature: Brad Davies

Date: 7/4/21

Schedule of Supporting Documentation**Kerikeri Rugby Football Club**

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

1	Signed Performance Report for the year ended 30 September 2020 x6 pages
2	Travel Calculation
3	ASB Proof of Bank Account Details

KERIKERI RUGBY UNION FOOTBALL CLUBIndex

Sheet:

- 1 Balance Sheet
- 2 Profit & Loss Account
- 3 Schedule of Fixed Assets & Depreciation
- 4 Trial Balance

TRUE & CORRECT
BMA
KERIKERI TREASURER
20/13/21



Far North
District Council



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation:

Moerewa J & T Rugby Club

Contact person:

Simone Ngawati

Postal address:

PO Box address:

PO Box 36, Moerewa

Telephone:

021 846 240

Email:

simncha2@
windowolive.com

B. Contact Names

Please provide

1. Name Simone Ngawati Phone 021 846 240

2. Name Liz Anderson Phone 021 172 3421

C. Organisation Details

Are you a club or a school?

YES

1. How many members belong to your club/school? 200+ incl. seniors

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 100 approx

3. How many participants are aged between 5-11 yrs 50

1 | Page

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Simone Ngawati

Position in organisation / title: _____

Signature: [Signature]

Date: 19/03/21

2. Name: Liz Anderson

Position in organisation / title: _____

Signature: [Signature]

Date: 19/03/21

4. How many participants are aged between 12-19 yrs 50

5. Please detail how many applicants are female 20/1

6. Please detail how many applicants are male 80/1

7. Does your application involve a partnership with a local school / club YES/ NO

8. What is this funding going to be used for? (Briefly explain)

To assist whānau in being able to transport their tamariki to trainings + games. Transport is a major barrier to participation in our Club so removing this barrier will help our whānau be involved + their children to actively participate

9. Do you have any disabled individuals who are being supported by this fund? participate

a. If yes, how many will receive support from the RTF

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES / NO

(If yes please write your GST Number in the space provided below)

GST NO.

--	--	--	--	--	--	--	--

2. How much money are you applying for?

\$ 2000 - Sport NZ funding

\$ other funders

\$ 2000 - your contribution

\$ 4000 - TOTAL

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report Form** has been completed and returned (this can affect your eligibility) ✓
2. Have you answered every question? ✓
3. Have you attached the relevant documents with your application?
 - Latest financial statements from your organisation (i.e. P&L, financial statement)
 - Deposit Slip (in case your application is approved)
 - Draft travel calculation breakdown (refer to your Sport Northland representative)
 - Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - Winter sport applications will be due in March 2020 (date TBC).

*** TRAVEL CALCULATION BREAKDOWN**

4 Junior + 1 MB Teams (U10, U11, U14, U16)
× \$50 per week travel
⇒ \$200 per week × 20 weeks
(Terms 2 + 3)
⇒ \$4000 total - \$2000 fundraising
⇒ \$2000 -

Schedule of Supporting Documentation**Moerewa J & T Rugby Club**

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

1	Support Letter – Simone Ngawati
2	ASB Bank Statement as at 10 November 2020
3	ASB Bank Deposit Slip



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: RUSSELL SPORTS CLUB (INC)

Contact person: Marara O'Neill

Postal address: c/- 8 Oneroa Road, RUSSELL 0202

PO Box address: N/A

Telephone: 09 403 7753/ 027 277 1270

Email: russellsportsclub@outlook.co.nz

B. Contact Names

Please provide

1. Name Peter Stuart Phone 027 492 0673
2. Name Marara O'Neill Phone 027 277 1270

C. Organisation Details

Are you a club or a school? Russell Sports Club (Inc)

1. How many members belong to your club – 38 Financial Gym members, 16 Rangatahi members.

2. How many participants aged between 5 & 19 will this travel subsidy benefit? - 54
3. How many participants are aged between 5-11 yrs - 38
4. How many participants are aged between 12-19 yrs - 16
5. Please detail how many applicants are female - 36
6. Please detail how many applicants are male - 18
7. Does your application involve a partnership with a local school / club **YES**/ NO
8. What is this funding going to be used for? (Briefly explain)

Car pool travel via Vehicular ferry using Frequent User Residents card top up to support travel to training and game day for Rangatahi in respective sports codes: Rugby, Volleyball, Netball, Soccer, Swimming and Gymnastics in Opuia, KawaKawa, Moerewa, KeriKeri. Petrol vouchers where funds allow.

9. Do you have any disabled individuals who are being supported by this fund?
 - a. If yes, how many will receive support from the RTF N/A
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100%

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? **YES** / NO

(If yes please write your GST Number in the space provided below)

GST NO.

1	1	3	5	5	1	7	2
---	---	---	---	---	---	---	---

2. How much money are you applying for?

\$1,500.00 Sport NZ funding

\$2,040. 00 – fundraising/parent contributions other funders

\$ 500.00 your contribution

\$ 4,040.00.TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
N/A		
limited timeframe,		

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

*Russell community has limited opportunities for tamariki me
me karekare to enjoy a wider range of sporting opportunities. It is the
ethos of Russell Sports Club (Inc) to support their endeavours*

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Peter Stuart

Position in organisation / title: Chairperson

Signature: *P. Stuart*

Date: 7 April 2021

2. Name: Marara O'Neill

Position in organisation / title: Secretary

Signature: *M. O'Neill*

Date: 7/04/21

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
 - Latest financial statements from your organisation (i.e. P&L, financial statement)
 - Deposit Slip (in case your application is approved)
 - Draft travel calculation breakdown (refer to your Sport Northland representative)
 - Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - Winter sport applications will be due in March 2020 (date TBC).

Schedule of Supporting Documentation**Russell Sports Club (Inc)**

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

1	Financial Summary of accounts
2	Minutes – Wednesday 17 March 2021 x2 pages
3	Swim Squad Breakdown x2 pages
4	Rangatahi Participants



Far North
District Council



SPORT
NEW ZEALAND

FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Wahine Toa Netball Club

Contact person: Phillippa Kingi

Postal address: 1123 Ngapipito Rd, RD1 Kawakawa 2281

PO Box address: N/A

Telephone: 0275046621 Email: phillippa.kingi.07@gmail.com

B. Contact Names

Please provide

1. Name Phillippa Kingi Phone 027 5046621

2. Name Te Arahū Stokes Phone 022 4375059

C. Organisation Details

Are you a club or a school? Club

1. How many members belong to your club/school? 120+

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 4

3. How many participants are aged between 5-11 yrs 0

1 | Page

4. How many participants are aged between 12-19 yrs 4
5. Please detail how many applicants are female 4
6. Please detail how many applicants are male 0
7. Does your application involve a partnership with a local school / club YES/ NO
8. What is this funding going to be used for? (Briefly explain)
Travelling expenses to netball trainings +
games in Whangarei
9. Do you have any disabled individuals who are being supported by this fund? NO
- a. If yes, how many will receive support from the RTF NA
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES / NO
- (If yes please write your GST Number in the space provided below)
 GST NO.

2. How much money are you applying for?
- \$ 2280 Sport NZ funding
- \$ 1280 other funders
- \$ 1000 your contribution
- \$ 4560 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
N/A		

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

N/A

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Phillippa King
 Position in organisation / title: President Wahine Toa Netball Club
 Signature: [Signature] Date: 8/4/21
2. Name: Te Arahī Stokes
 Position in organisation / title: Treasurer Wahine Toa Netball Club
 Signature: [Signature] Date: 8/4/21

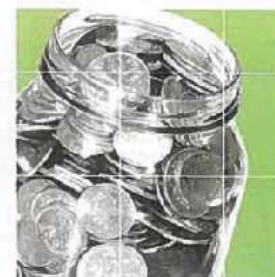
Schedule of Supporting Documentation**Wahine Toa Netball Club**

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

1	Kiwibank Statement as at 28 March 2021
2	Kiwibank Proof of Bank Account
3	Support Letter - Travel cost
4	Netball Draws x3 pages

**statement**

Kiwibank Limited
 Level 1, 7-27 Waterloo Quay
 Private Bag 39888
 Wellington 5045
 New Zealand
Auckland (09) 336 1133
Wellington (04) 473 1133
From anywhere else 0800 11 33 55
www.kiwibank.co.nz



WAHINE TOA NETBALL CLUB
 67 HILLTOP AVENUE
 MORNINGSID
 WHANGAREI 0110

Statement number 28

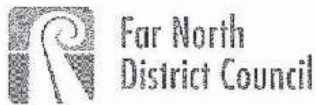
Access Number 791360

Account balance(s) as at 28 March 2021

(Account(s) held with Kiwibank Limited)

Account	Account Number	Balance
WAHINE TOA NETBALL CLUB	38-9006-0677339-01	\$3,772.76
WAHINE TOA NETBALL CLUB	38-9006-0677339-02	\$971.78
WAHINE TOA NETBALL CLUB	38-9006-0677339-00	\$11.02

HAVE YOU THOUGHT ABOUT CHANGING TO ONLINE STATEMENTS? IF YOU'RE ALREADY REGISTERED FOR INTERNET BANKING, JUST GO TO THE 'STATEMENT LIBRARY' IN THE 'YOUR SETTINGS & SERVICES' MENU OR CALL US ON 0800 11 33 55 TO REGISTER AND START GETTING YOUR STATEMENTS ONLINE.



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Whangaroa College

Contact person: Kim Bolton – Sports Coordinator

Postal address: 4157 State Highway 10, Kaeo, Far North 0448

PO Box address:

Telephone: 09 405 0199 Email: kb@whc.school.nz

B. Contact Names

Please provide

1. Name Kim Bolton Phone 09 405 0199/ 0274163288
2. Name Ben O'Donnell Phone 09 405 0199/ 02102748737

C. Organisation Details

Are you a club or a school? Whangaroa College-Secondary School

1. How many members belong to your club/school? 135 students
2. How many participants aged between 5 & 19 will this travel subsidy benefit? Northland Sport School Census Data 2020/21(Covid) 49% students participate in a variety of sports = 68 students

1 | Page

3. How many participants are aged between 5-11 yrs 0
4. How many participants are aged between 12-19 yrs 68 students
5. Please detail how many applicants are female 40 past data 2020/21
6. Please detail how many applicants are male 28 past data 2020/21
7. Does your application involve a partnership with a local school / club YES/ NO
8. What is this funding going to be used for? (Briefly explain)

We are a rural school with few facilities which means ALL sporting competitions/ weekly sports events secondary and or club/sports association organised needs to be travelled to. We lack any funding at all to subsidise travel or entry fees and currently all costs are paid for by parents contributions and school sports budget MoE. This a financial barrier as a Decile 1 school Year 7-13 and often students don't partake as parents cannot afford the travel costs and sports gear. Our winter goal is to participate in: Netball weekends, Waipapa mid-week basketball, junior/senior mixed volleyball competitions and the Doubtless Bay Croquet club would like to run a programme at their all-weather lawn. In addition, our Whangaroa Student Voice Sport survey indicated a high need for travel finance and the students desire to participate in new sports such as archery (Kerikeri), hockey as examples.

In addition, we travel primarily to Whangarei, Kaikohe, Kerikeri to engage in Sports run by Sport Northland for Secondary students. Some competitions are only held in Whangarei as they have the facilities which proves costly \$120-145 per van and entry costs.

9. Do you have any disabled individuals who are being supported by this fund?
 - a. If yes, how many will receive support from the RTF -NO
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100%

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES NO

(If yes please write your GST Number in the space provided below)

GST NO.

5	5	2	8	4	9	8	9
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2. How much money are you
applying for?

\$5,000 Sport NZ funding

\$ 0 other funders

\$ Currently our cost and contribution is \$4200 without
increasing our participation based on Two Terms post Covid20/21 your contribution

\$ 5000.00 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
N/A		

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Kim Bolton

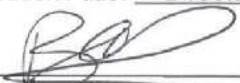
Position in organisation / title: Sports Coordinator

Signature: 

Date: 6/4/21

2. Name: Ben O'Donnell

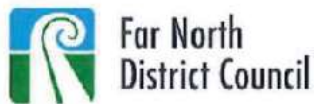
Position in organisation / title: Director of Teaching & Learning (sport inc)

Signature: 

Date: 6/4/21

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
 - Latest financial statements from your organisation (i.e. P&L, financial statement)
 - Deposit Slip (in case your application is approved)
 - Draft travel calculation breakdown (refer to your Sport Northland representative)
 - Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - Winter sport applications will be due in March 2020 (date TBC).



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Waka Atea

Contact person: Kylie Kara

Postal address: 1514 Inland Rd Karikari Peninsula 0483 Kaitaia

PO Box address: _____

Telephone: 02108245716 Email: kylie.kara@whaingaroa.iwi.nz

B. Contact Names

Please provide

1. Name Mohi Kara Phone 0210325283

2. Name Mary Hape Phone 02102613072

C. Organisation Details

Are you a club or a school? Club

1. How many members belong to your club/school? 200+

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 25

3. How many participants are aged between 5-11 yrs 7

1 | Page

4. How many participants are aged between 12-19 yrs 18
5. Please detail how many applicants are female 11
6. Please detail how many applicants are male 14
7. Does your application involve a partnership with a local school / club NO
8. What is this funding going to be used for? (Briefly explain)

Funding will help us to provide transportation to and from events to enable child's participation. There are a number of children who live and come from isolated areas and are in financial hardship, therefore transport is a barrier for them and their families.

9. Do you have any disabled individuals who are being supported by this fund? No
 - a. If yes, how many will receive support from the RTF _____
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

___80___%

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? NO

(If yes please write your GST Number in the space provided below)

 GST NO.

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2. How much money are you applying for?

\$__4885.50__ Sport NZ funding

\$__0__ other funders

\$__4885.50__ your contribution

\$__9771__ TOTAL

3. If you have applied for funding from other organisations please supply details - *refer to Table 1 below.*

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
N/A		

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

__NO__

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Kylie Kara

Position in organisation / title: Administration

Signature:  Date: 15/4/2021

2. Name: _____

Position in organisation / title: _____

Signature: _____ Date: _____

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
2. Have you answered every question? **Ae**
3. Have you attached the relevant documents with your application? **Ae**
 - o Latest financial statements from your organisation (i.e. P&L, financial statement) **N/A**
 - o Deposit Slip (in case your application is approved) **Provided**
 - o Draft travel calculation breakdown (refer to your Sport Northland representative) **Provided**
 - o Evidence of your endorsement from your local affiliated club/school (if required) **N/A**
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - o Summer sport applications are due 9 September 2020.
 - o Winter sport applications will be due in March 2020 (date TBC).

Schedule of Supporting Documentation**Waka Atea**

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

1	Bank Account Details
2	Financial Breakdown and Participants list

7.10 RURAL TRAVEL FUNDING PROJECT REPORTS**File Number:** A3158802**Author:** Kathryn Trewin, Funding Advisor**Authoriser:** Ana Mules, Team Leader - Community Development and Investment**TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Bay of Islands Amateur Swimming Club
- b) Kerikeri High School
- c) Paihia Football Club

1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

Take Tūtohunga / Reason for the recommendation

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

ĀPITI HANGA / ATTACHMENTS

- 1. Project Report - Bay Of Islands Amateur Swimming Club - A3158791 [↓](#) 
- 2. Project Report - Kerikeri High School - A3158793 [↓](#) 
- 3. Project Report - Paihia Football Club Report - A3158792 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming the project reports. Any implications on Māori arising from matters included in project reports should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
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



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FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

A. Details

Name of organisation: BAY OF ISLANDS AMATEUR SWIMMING CLUB
 Contact person: JOYCE HAWKE
 Postal address: PO BOX 332 KAREO
 Telephone: 0212597355 Email: BOISCFUNDING@GMAIL.COM

B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

- Community Board meeting date the grant was approved 1 OCTOBER 2020
- Please indicate the successful amount that you received
 \$ 2,300 inc GST (FNDC contribution) \$ _____ (Other Funders)
 \$ _____ (Your Contribution) \$ 2,300 - (Total)
- What other, if any, organisations did you receive funding from? (briefly explain using the following table)

Date	Organisation	Purpose of Funding	Amount Received
			\$
			\$
			\$
TOTAL EXPENSES			\$

- Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
18.1.21	BP2GO KERIKERI	Petrol Voucher	\$ 2,300
			\$
			\$
			\$
			\$
TOTAL EXPENSES			\$ 2300 -

Receipts required



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C. DESCRIPTION OF FUNDING ALLOCATION

1. What were some of the benefits in having the travel fund approved?

This grant enable the club to assist new families with travel cost. Some swimmers train 5 days a week

2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

This grant assist our competitive swimmers with travel costs to swimming events in Dargaville and Whangarei

D. FUNDING TIMEFRAMES

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

E. Checklist

1. Have you answered every question?
1. Have you attached a recent bank statement showing the funding being spent?
2. Have you attached all receipts as proof of expenditure?

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

Send your project report and attached documents to;

funding@fndc.govt.nz (PDF attachment via email preferred)

OR: mail to

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE
0440

Or contact us;

(09) 401 5200
funding@fndc.govt.nz
www.fndc.govt.nz

Schedule of Supporting Documentation**Bay of Islands Amateur Swimming Club**

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

1	ASB Transaction History as at 18 January 2021
2	Tax Invoice – BP 2 Go Kerikeri Ltd



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FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

A. Details

Name of organisation: Kerikeri High School
 Contact person: Bethina Simpson
 Postal address: Po Box 42 Kerikeri 0245
 Telephone: 4078916 Email: BSimpson@KerikeriHigh.ac.nz

B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

- Community Board meeting date the grant was approved 8/10/20
- Please indicate the successful amount that you received
 \$ 1500.00 (FNDC contribution) \$ (Other Funders)
 \$ 956.00 (Your Contribution) \$ 2456.00 (Total)
- What other, if any, organisations did you receive funding from? (briefly explain using the following table)

Date	Organisation	Purpose of Funding	Amount Received
			\$
			\$
			\$
TOTAL EXPENSES			\$

- Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
2020	KIKHS school van Oct - Dec	School van	\$ 957.00
2021	petrol vouchers	cars used for transport	\$ 300.00
2021	KIKHS school van Feb - Mar	school van	\$ 1199.00
			\$
			\$
Receipts required TOTAL EXPENSES			\$ 2456.00



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C. DESCRIPTION OF FUNDING ALLOCATION

1. What were some of the benefits in having the travel fund approved?

team could travel together. Coach drove entire team to games in Whangarei saving parents time and money. Cheaper for parents as did not have to use own vehicle.

2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

Yes enabled students who wanted to play remove the barriers of transport, cost and parent availability.

D. FUNDING TIMEFRAMES

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

E. Checklist

1. Have you answered every question?
1. Have you attached a recent bank statement showing the funding being spent?
2. Have you attached all receipts as proof of expenditure?

Betha Singh

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

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Schedule of Supporting Documentation**Kerikeri High School**

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

1	Ledger Transaction Listing Report Up to and including December 2020
2	Ledger Transaction Listing Report Up to and including April 2021
3	End of Month Journals – 31 October 2020
4	End of Month Journals – 30 November 2020
5	End of Month Journals – December
6	End of Month Journals – 28 February 2021
7	End of Month Journals – 31 March 2021



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FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

A. Details

Name of organisation: PAIHIA FOOTBALL CLUB INC
 Contact person: Judith Harrison
 Postal address: 41- PKF POUTSIMA LEMON Ltd, PO Box 16 PAIHIA
 Telephone: 0274402608 Email: judith.harrison@gmail.com

B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

- Community Board meeting date the grant was approved 4/6/2020
- Please indicate the successful amount that you received
 \$ 2096-86 (FNDC contribution) \$ N/A (Other Funders)
 \$ 409-65 (Your Contribution) \$ 2506-50 (Total)
- What other, if any, organisations did you receive funding from? (briefly explain using the following table) N/A

Date	Organisation	Purpose of Funding	Amount Received
			\$
			\$
			\$
TOTAL EXPENSES			\$

- Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
<u>8/10/20</u>	<u>mta Assured</u>	<u>mta Gift Cards</u>	<u>\$2506-50</u>
			\$
			\$
			\$
			\$
Receipts required			
TOTAL EXPENSES			<u>\$2506-50</u>



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C. DESCRIPTION OF FUNDING ALLOCATION

1. What were some of the benefits in having the travel fund approved?

Being able to assure families that there would be some financial support for them to travel to trainings and games.

2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

Absolutely! We had increased participation and as a club grew 100%. Far North Rural Travel Fund definitely helped families in such difficult times.

D. FUNDING TIMEFRAMES

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

E. Checklist

1. Have you answered every question?
1. Have you attached a recent bank statement showing the funding being spent?
2. Have you attached all receipts as proof of expenditure?

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

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www.fndc.govt.nz

Schedule of Supporting Documentation**Paihia Football Club**

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

1	ASB Bank Statement as of 23 June 2020
2	ASB Bank Statement as of 23 September 2020
3	Tax Invoice - MTA
4	Travel Calculation Breakdown

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

9 MEETING CLOSE