



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 2 September 2021

Time: 10.00 am
**Location: To be held virtually
via Microsoft Teams**

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

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

Protocols

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

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards 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 virtually via Microsoft Teams on:
Thursday 2 September 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 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

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

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

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

3 PUBLIC FORUM

Lorraine Bentley speaking in regard to the Pa Road petition.

4 TE TONO KŌRERO / DEPUTATION

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

5 SPEAKERS

Potential Funding Application speakers (dependent on ability to connect virtually):
Henry & William Williams Memorial Museum Trust
Our Kerikeri Community Charitable Trust

6 CONFIRMATION OF PREVIOUS MINUTES**6.1 CONFIRMATION OF PREVIOUS MINUTES**

File Number: A3343925

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 5 August 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. 2021-08-05 Bay of Islands-Whangaroa Community Board Minutes - A3317377  

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, 5 AUGUST 2021 AT 10.08 AM**

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

STAFF PRESENT: Glenn Rainham (Manager – Infrastructure Operations), Aram Goes (Maintenance and Operations Manager), Nina Gobie (Team Leader – Facilities Operations), Kathryn Trewin (Funding Advisor), Christina Rosenthal (Team Leader – Environmental Health Services), Sian Smith (Strategy and Policy Specialist), Kim Hammond (Meetings Administrator), Carla Ditchfield-Hunia (Manager – Legal Services), Sue Monk (Manager – Customer Care)

1 KARAKIA TIMATANGA – OPENING PRAYER

Member Manuwai Wells opened with a karakia.

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

APOLOGY

RESOLUTION 2021/59

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

That the apology received from Rachel Smith be accepted and leave of absence granted.

CARRIED

Note: Apologies were also noted from Councillor David Clendon.

3 PUBLIC FORUM

Anton Haagh (owner of Duke of Marlborough) spoke to the board in regards to item 7.1 – Alfresco Dining Application – Duke of Marlborough Limited

Miles Frankum - Russell Church spoke to the board in regards to the \$8,000 previously received from the board and asked what the next steps were to get the carpark sealed or asked for permission to out in a concrete path.

Robina Needham spoke to the board in regards to Item 7.2 – Road Naming Report – 54 – 56 Puketona Road, Paihia.

Rosemary Gardner (representing Russell Heritage) spoke to the board in regards the draft district plan and how this will impact Russell.

4 SPEAKERS

At 10:50 am, Member Frank Owen left the meeting. At 11:02 am, Member Frank Owen returned to the meeting.

Jaime Pavlicevic, representing Kerikeri Gymnastics Club, spoke to the board in regards to Item 7.5 Funding Applications

Shirley May, representing Bay of Islands Jazz and Blues Festival, spoke to the boards in regards to Item 7.5 Funding Applications

David Scoffham, representing Duffus Memorial Trust, spoke to the board in regards to Item 7.5 Funding Applications.

5 NGĀ TONO KŌRERO / DEPUTATIONS

Member Manuwai Wells and Josephine Reid-Tereti - Ministry of Justice kaiārahi (Family Court Navigators) provided the board with an overview of the work that they are doing.

Meeting adjourned from 11:45 am – 12:04 pm.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3295304, pages 10 - 16 refers.

RESOLUTION 2021/60

Moved: Chairperson Belinda Ward
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 8 July 2021 are a true and correct record.

CARRIED

Abstained: Member Dave Hookway-Kopa

7 REPORTS

7.1 ALFRESCO DINING APPLICATION - DUKE OF MARLBOROUGH LIMITED

Agenda item 7.2 document number A3281464, pages 24 - 97 refers.

MOTION

Moved: Member Manuela Gmuer-Hornell
Seconded: Member Dave Hookway-Kopa

That the Bay of Islands-Whangaroa Community Board:

- a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; and,
- b) approve the relocation request for 3 public seats to be relocated to an agreed area by Infrastructure and Asset Management staff, with all associated costs covered by the applicant.

AMENDMENT (WITHDRAWN)

Moved: ~~Deputy Chairperson Frank Owen~~
Seconded: ~~Member Manuwai Wells~~

~~That the Bay of Islands-Whangaroa Community Board: Alfresco Dining Application from the Duke of Marlborough Limited be left to lie on the table, until the next meeting, until an urgent review of the Alfresco Dining policy is done in particular in relation to The Strand Russell.~~

AMENDMENT

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board:

- a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30th June 2022;
- b) request an urgent review of the Alfresco Dining Policy (#3116) is done in particular in relation to The Strand, Russell to ensure the Alfresco Dining Policy (#3116) is fit for purpose;
- c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited;
- d) note community board members engage with the Russell community to develop a Placemaking kaupapa for The Strand, Russell.

CARRIED

Against: Member Dave Hookway-Kopa

The amendment became the substantive motion

RESOLUTION 2021/61

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board:

- a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30th June 2022.
- b) request an urgent review of the Alfresco Dining Policy (#3116) is done in particular in relation to The Strand, Russell to ensure the Alfresco Dining Policy (#3116) is fit for purpose.
- c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited.
- d) note community board members engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell.

CARRIED

Against: Member Dave Hookway-Kopa

The meeting was adjourned from 1:55 pm to 2:20 pm.

7.2 ROAD NAMING - 54-56 PUKETONA ROAD, PAIHIA

Supplementary Agenda item 7.1 document number A3311290, pages 4 - 7 refers.

RESOLUTION 2021/62

Moved: Member Lane Ayr

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private road, Osler Ave, that is currently addressed at 54-56 Puketona Road, Paihia.

CARRIED

Abstained: Member Dave Hookway-Kopa

7.3 COMMUNITY AND CUSTOMER SERVICES REPORT 1 JANUARY – 30 JUNE 2021

Agenda item 8.1 document number A3293910, pages 129 - 139 refers.

RESOLUTION 2021/63

Moved: Member Bruce Mills

Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board receive the report Community and Customer Services Report 1 January – 30 June 2021.

CARRIED

7.4 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A3295312, pages 17 - 23 refers.

RESOLUTION 2021/64

Moved: Member Bruce Mills

Seconded: Member Manuwai Wells

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

CARRIED

7.3 FUNDING APPLICATIONS

Agenda item 7.3 document number A3299161, pages 98 - 101 refers.

MOTION

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board approves the sum of \$18,406 (plus GST if applicable) be paid from the Board's Community Fund account to Duffus Memorial Trust for costs towards repainting and refurbishment of Russell pensioner cottages to support the following Community Outcomes:

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

LOST

MOTION

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board approves the sum of \$15,000 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Gymnastics Club for costs towards venue hire to the following Community Outcomes:

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

AMENDMENT

Moved: Member Manuwai Wells
Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board approves the sum of \$7,500 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Gymnastics Club for costs towards venue hire to the following Community Outcomes:

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

The amendment became the substantive motion.

RESOLUTION 2021/66

Moved: Member Manuwai Wells
Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board approves the sum of \$7,500 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Gymnastics Club for costs towards venue hire to the following Community Outcomes:

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

CARRIED

MOTION

Moved: Chairperson Belinda Ward
Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board approves the sum of \$4,287 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Jazz and Blues Festival for costs towards transport and promotion to the following Community Outcomes:

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

AMENDMENT

Moved: Member Lane Ayr
Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board approves the sum of \$2,485.74 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Jazz and Blues Festival for costs towards transport and promotion to the following Community Outcomes:

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

The amendment became the substantive motion.

RESOLUTION 2021/67

Moved: Member Lane Ayr
Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board approves the sum of \$2,485.74 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Jazz and Blues Festival for costs towards transport and promotion to the following Community Outcomes:

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

ii) Proud, vibrant communities

In Favour: Chairperson Belinda Ward, Deputy Chair Frank Owen Members Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills and Manuwai Wells

Against: Member Dave Hookway-Kopa

CARRIED**7.4 PROJECT FUNDING REPORTS**

Agenda item 7.4 document number A3299176, pages 123 - 128 refers.

RESOLUTION 2021/68

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board

- a) note the project report received from Bay of Islands Country Music Festival;
- b) request that Jacman Entertainment – Hullabaloo Outreach resubmit their report with additional information that includes details related to the free water provided to attendees as stipulated in the successful funding application.

CARRIED**8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:55 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board meeting to be held on 2 September 2021.

.....
CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A3343891

Author: Casey Gannon, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The 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 Lane Ayr, and Member Manuela Gmuer-Hornell.

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 August 2021 - A3346626 [↓](#) 
2. Lane Ayr - Members Report August 2021 - A3346620 [↓](#) 
3. Manuela Gmuer-Hornell - Members Report August 2021 - A3346621 [↓](#) 

COMMUNITY BOARD MEMBER'S REPORT

Report to Community Board: Bay of Islands-Whangaroa Community Board

Member Name: Belinda Ward

Subdivision: Paihia

Date: 22nd July 2021 - 17th August 2021

REPORT

1) Meetings

22/07/21 FNDC Housing Workshop - Kaikohe
23/07/21 BOI-W CB Agenda Preview - Virtual
28/07/21 Legal Principles of CCO Workshop - Kaikohe
29/07/21 Big Ideas Lab - Innovation - Virtual
04/08/21 Events Investment Funding deliberations 2021/22 - Virtual
05/08/21 BOI-W CB meeting - Baysport Waipapa
09/08/21 Paihia War Memorial Hall AGM - PWMH
10/08/21 FNDC FN2100 Workshop - Virtual
12/08/21 FNDC Meeting - Kaikohe

2) Issues

23/07/21 Feedback received from objectors re Pipi Patch Liquor License hearing
FNDC Committee decision.

27/07/21 Site visit to Russell for DOM Alfresco Dining agenda item.

13/08/21 Wharau Road Reserve.

3) Resources Consents

RC 2180611 RMAVAR Variation to existing consent to allow a change from 1 to 4 events to occur on site each week. The variation also includes a change to the area where events are to occur.

4) Requests for Service

05/07/21 4068284 Paihia War Memorial Hall spouting leaking & has no fall. A very poor installation job.

18/12/19 3975787 Bledisloe Domain Lighting - Renewel 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 years budget? I will follow up.**

RFS:4059162 Slippery tiled foyer at Williams Road carpark toilets. Two incidents reported & site meeting requested. **No response to date.**

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.**

RFS: 3717930 01/10/15 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: Lane Ayr

Subdivision: Kerikeri

Date: MAY 17/21 AUG 13/21

REPORT

Meetings

27/05/21	JBC KKDomain Planting Draft
31/05/21	JBC KDWG Kerikeri
03/06/21	Bay of Islands-Whangaroa Community Board meeting Waipapa
14/06/21	KDWG Kerikeri
16/06/21	Our Kerikeri Kerikeri
17/06/21	Combined Community Board Meeting Kaikohe
18/06/21	Teams meeting re footpaths
28/06/21	KDWG Kerikeri
08/07/21	Bay of Islands-Whangaroa Community Board meeting Waipapa
12/07/21	KDWG Kerikeri
26/07/21	KDWG Kerikeri
28/07/21	Kerikeri rate payers assoc
04/08/21	Our Kerikeri Xmas committee
05/08/21	Bay of Islands-Whangaroa Community Board meeting Waipapa
09/08/21	KDWG Kerikeri
13/08/21	DAG Kaikohe

Resource Consents

Consent for "Earth Works" Kerikeri Domain No Objections

#2180611 Re: Function activity Waitangi No comment

Requests for Service/information

Re Mission Road and Landing Road Parking still an issue additional photos supplied

Re Repainting parking lot directions signs Kerikeri Parking lot no action

In progress**Kerikeri Domain Working Group**

There is progress with the planning specifically in regards to the Skate board park and the basketball facility, and planning for the perimeter planting is commencing. Funding is being sort for a modular toilet facility that could be added to the back of the existing toilet block.

The proposed funding for this has been withdrawn

A presentation will be made to the Board

Comments

I believe like most members of the Board I was deeply concerned with events at our last meeting around the application of the Duke in Russell

It became clear that we (the Board) were being asked to make a recommendation on an issue that had resulted from poor policy, poor application and a lack of other parties to make appropriate decisions.

This is not the first time the Board has been placed in this position, the “container” at Waitangi was an example where responsible parties had “ducked” their responsibilities and resorted to having the CB take action not in its delegation.

The number of senior staff in the room was impressive one can only wonder if the time and resources spent on the day could have been more effectively applied prior to the meeting.

COMMUNITY BOARD MEMBER'S REPORT

Report to: Bay of Islands-Whangaroa Community Board
Member Name: Manuela Gmuer-Hornell
Subdivision: Opuia – Russell
Date: 16 August 2021

Meetings

Date	Meeting
08/08/2021	Community Board Meeting - Waipapa
16/08/2021	Russell Town Hall Committee Meeting – Russell

Issues/Feedback

After our last board meeting, we have been left with an even wider gap between Community Board and Staff. The community board gets dropped in the deep end over and over again. We receive hot topics with insufficient reports and a lack of tools (expired bylaws and outdated policies). During (public) meetings, we have a copious amount of staff present who pull faces and shake heads during our discussions. I am unwilling to attend meetings only to spend over 7 hours with no or little outcome, to repeat the whole farce next month.

Our Community 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!

Recently, some Wattle Trees got removed in Russell; I have initially requested this work to be undertaken via RFS – the request was turned down as there was no budget. A couple of months later, these trees were removed without any consultation or communication. The lack of consultation is insulting to the Community Board.

During our May Community Board Meeting, some questionable behaviour from FNDC and FNHL came to light concerning Opuia School (and with this, the Opuia Community) - The Opuia School footpath extension (budgeted at \$3000) has been on top of the list for our ward for a while. As per FNDC, this work will be carried out by FNHL as part of their resource consent conditions; FNDC only added this condition recently; the footpath was scheduled before FNDC granted the resource consent.

A senior staff member told the Community Board that the school's behaviour is difficult; hence FNHL can't carry out the footpath work.

I represent the Opuia Community at the Far North District Council, and I have been involved with these issues for many years.

-The school is asking FNHL for its previous promises to be kept (i.e. a playground) when the community went along with the second stage of the Bay of Islands Marina Development.

-The school refuses to sign FNHL pre-written permission to agree to the controversial developments on the hill (now occupied by hapu and iwi).

-The school wants FNHL and FNDC to ensure safety to the entry of the school gates.

FNHL have tried questionable tactics, and the Mayor has been in attendance to "mediate" at a couple of meetings. No progress has been made. The footpath should have NOTHING to do with FNHL and their battle with the school and the wider community.

Yet another episode where FNHL is pushing a community out of their town. And yet another episode where FNDC is interfering with FNHL business to get a deal over the line. How can this be solved in a timely (within the next two months) and respectful manner?

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. I have been informed that FNDC has applied for funds from MBIE to supply smart bins for Russell and Paihia. I've since learnt that these "smart bins" are not working well in Kaitia; maybe we need to look at a different solution.

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)!

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.

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? This issue has been raised in October 2021.

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 allocate funds to EVERY town in your district to keep up with the maintenance. An 80-year plan won't resolve our needs today.

Resource Consents

NIL received

Requests for Service/Information

22/04/2019	RFS-3975374	Oasis Car Park
01/12/2019	RFS-3988901	Russell's Rubbish Woes
09/12/2019	RFS-3996575	Petition Okiato Boundary for paper road
11/02/2020	RFS 4001004	Mark Car Parks outside of Tennis Club
21/02/2020	RFS-3997123	Footpath Damage York St
20/05/2020	RFS-4005808	mark the diesel tank intake at Russell Wharf
17/06/2020	RFS-4011525	collapsed drains etc
10/07/2020	RFS-4014411	two small slips - been semi tidied and cone placed
24/08/2020	RFS-4021868	erosion by Matauwhi Bay (tree)
10/09/2020	RFS-4025200	Arcadia Lodge Lemon Track eroding

21/09/2020	RFS-4026086	Russell Sewage Plant Issues
05/10/2020	RFS-4028183	Russell Museum Sister City
06/10/2020	RFS-4028271	russell township maintance
19/10/2020	RFS-4029293	tree to be removed Wellington St
27/10/2020	RFS-4031104	Water Mains Breach Russell
19/11/2020	RFS-4034886	Fire Hydrant Marking RSA Russell
06/01/2021	RFS-4046814	eroded track to Opuia Beach
22/03/2021	RFS-4052859	Duffus Estate Land breach driveway
02/06/2021	RFS-4063234	Russell Hall - birds nesting inside
02/06/2021	RFS-4063241	Washout Long Beach (far end)
02/06/2021	RFS-4063258	Boat Ramp Russell
08/08/2021	RFS-4073578	Stage DOM - consent

In progress

- Opuia 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 – Opuia 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, Opuia – to be occupied by local hapu
- Speed Limit Review
- Maintenance in Russell Township to be outsourced to a local community group
- Mark boundaries at the "Walls Bay" Opuia reserve clearly with bollards

7.2 PA ROAD PETITION

File Number: A3346692

Author: Glenn Rainham, Manager - Infrastructure Operations

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to advise the Bay of Islands-Whangaroa Community Board of a petition received from Pa Road residents, summarise communities' concerns and requests, outline staff assessment and staff recommendations.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Staff recommend that the Post Construction Road Safety Audit (PC-RSA) is completed, using an independent audit team. Note this is already planned and required by Waka Kotahi. If the risk is classified as **significant** staff will endeavour to create a new project and seek funding to implement the new project. If the risk rating is deemed **Moderate** or **Minor** no new works will be planned.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- receives the Pa Road Petition; and,
- acknowledges staff will complete a Post Construction Road Safety Audit.

1) TĀHUHU KŌRERO / BACKGROUND

In 2020-21 financial year Council built a footpath along Pa Road. Approval for building this path was given by the Bay of Islands-Whangaroa Community Board.

The purpose of this path was to provide a safe off-road footpath for both residents along Pa Road and users of the Te Araroa Trail (New Zealand's Trail). Before this path was built pedestrians were forced to walk on the road.

Construction of the path was completed in June 2021.

Road Safety Audit (RSA)

As part of the project design, staff engaged consultant Safety Engineers, Northern Civil Consultants (NCC), to complete a Detailed Design Road Safety Audit (RSA). This is part of our risk management to ensure funding is appropriately targeted to road safety risks and a requirement from Waka Kotahi where projects are subsidised by Waka Kotahi.

Refer Attachment 2 for Pa Road Detailed Design Road Safety Audit.

The risk of a loss of control crash hitting a pedestrian through the curve was assessed by NCC during the detailed design RSA as being **moderate**. The audit team recommended two options for addressing the risk at this curve; Guardrail or move the path away from the road by relocating the fence to the legal boundary. Staff agreed with the audit team assessment of risk and their recommendation to relocate the path away from the road edge. This was deemed sufficient mitigation of the risk.

As part of the project closeout process, staff will arrange for a Post-Construction Road Safety Audit (PC-RSA). This will be a chance for team of independent road safety experts to analyse the residual risk, taking into account any design changes implemented as a result of the Detailed Design Road Safety Audit.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Location

The footpath follows the eastern side of Pa Road and connects the existing footpath along Kerikeri Inlet Road to the off-road walking trail at the end of Pa Road.

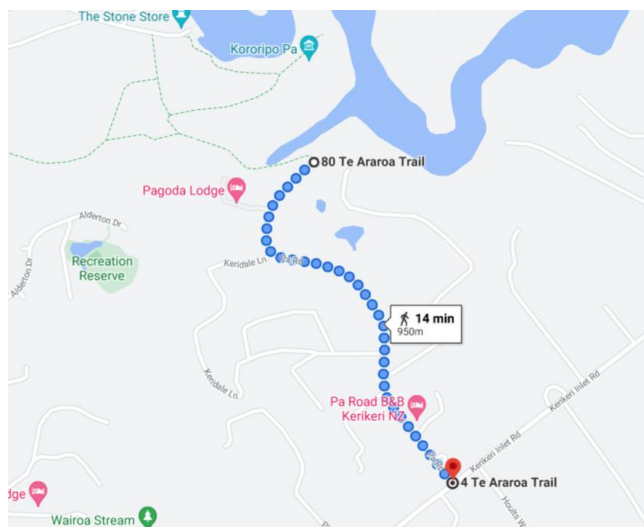


Image 1 – Map of Pa Road Footpath

Option / Staff Risk Assessment

Guardrail:

A guardrail would prevent a vehicle, if lost control on the bend, from leaving the carriageway and potentially hitting a pedestrian. Installation of a guardrail would reduce the risk rating to **minor** as the severity rating would change to unlikely.

A guardrail in this location would typically cost around \$50,000.00 to \$75,000.00.

Staff recommend that the Post Construction Road Safety Audit (PC-RSA) is completed, using an independent audit team. Note this is already planned and required by Waka Kotahi. If the risk is classified as **significant** staff will endeavour to create a new project and seek funding to implement the new project. If the risk rating is deemed **Moderate** or **Minor** no new works will be planned.

Crash Risk Assessment (staff):

When assessing the crash risk within a road environment, we consider this in terms of **exposure**, **likelihood** and **severity** which is often simplified to **Probability of a crash occurring** and the **Likelihood of that crash being a Serious or Fatal injury**. The below table is used in our Road Safety Audits to determine crash risk based on Probability and Likelihood of an accident type.

Table 1: Assessment matrix (Austroads; Guide to Road Design Part 6A)

Likelihood of Fatality or Serious Injury	Probability of a Crash Occurring			
	Frequent	Common	Occasional	Infrequent
Very Likely	Serious	Serious	Significant	Moderate
Likely	Serious	Significant	Moderate	Moderate
Unlikely	Significant	Moderate	Minor	Minor
Very Unlikely	Moderate	Minor	Minor	Minor

Pa Road has had only one recorded crash in the past ten years, this crash was a non-injury loss-of-control crash, where the vehicle struck a power pole. Pa Road has a relatively low traffic volume and relatively low pedestrian volume. The speed environment is also relatively low – the speed limit is 50km/h and environment would be generally 40-50km/h due to the road length, width, topography and number of accessways.

Probability of crash occurring (Likelihood and Exposure)

Based on a combination of crash history for Pa Road and crash history for similar roads within our network we know it is very unlikely that a car will lose control on Pa Road. With a relatively low traffic volume and relatively low pedestrian numbers, the likelihood of a pedestrian using the section of path when a vehicle loses control on the bend 400m from Kerikeri Station Road is extremely low. The probability of a crash involving a loss of control vehicle hitting a pedestrian along Pa Road would be described as **infrequent**. In plain English, unlikely in a 10-year period.

Likelihood of Fatality or Serious Injury (Severity)

If a vehicle did lose control and hit a pedestrian on Pa Rd the severity is likely to be serious or potentially fatal. This assumes that for a vehicle to lose control on the bend they were driving in excess of the speed limit (50km/h). A crash involving a pedestrian is more likely to be fatal or serious when speed at impact is over 40km/h.

The Likelihood of fatality or serious injury from a loss of control vehicle hitting a pedestrian would be described as **Likely**.

Crash Risk

Based on Table 1 the Crash Risk is **Moderate** (Infrequent / Very Likely). This moderate risk rating matches the risk assigned within the Detailed Design Road Safety Audit.

Take Tūtohunga / Reason for the recommendation

Petition received 30 June 2021.

The petition raises concerns that if a vehicle lost control on the bend 400m from Kerikeri Inlet Road they may hit a pedestrian using the path. The petition request that Council installs a guardrail around this bend.

The length of road requested for treatment is approximately 200m long and includes two curves and a short straight between. The path is built below the elevation of the road carriageway along the outside of the curves.

As part of the detailed design phase the design consultant completed a geotechnical investigation of the embankment. The recommendation of the geotechnical investigation was to install a timber pole retaining wall along the toe of the embankment. This was part of the scope from the project inception phase.



Images 2 and 3 – New footpath adjacent curve 400m from Kerikeri Inlet Road

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

Funding for the PC-RSA has already been budgeted for within the Annual Plan. Any improvements planned as a result of the PC-RSA have not been budgeted for and will need to be prioritised. Funding would be sought from the BWCB New Footpath Program budget. A guardrail in this location would typically cost around \$50,000.00 to \$75,000.00.

ĀPITIHANGA / ATTACHMENTS

1. Petition Pa Road - A3349830 [↓](#) 
2. Pa Road - Road Safety Audit Design Stage October 2020 - A3349837 [↓](#) 

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	High – Both council and NTA staff have engaged with community.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Health and Safety
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.	Community Board has delegated authority to receive petitions in their respective ward.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	The local residents have not provided detail on how their petition process engaged with Maori.
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).	Community members that use the footpath will vary, young, aged and disabilities.
State the financial implications and where budgetary provisions have been made to support this decision.	Funding for the PC-RSA has already been budgeted for within the Annual Plan. Any improvements planned as a result of the PC-RSA have not been budgeted for and will need to be prioritised. Funding would be sought from the BWCB New Footpath Program budget.
Chief Financial Officer review.	CFO has reviewed this report.

89 Pa Road
Kerikeri 0230
30.06.21.

The Manager
F.N.D.C.

RE: Pa Road Footpath

Sir/Madam

Please find attached a petition from Pa Road residents requesting a barrier be erected along and around the bend on the road (shoulderless!) above the newly laid footpath.

Having resided in Pa Road for thirty plus years I have, over this time seen vehicles which have gone over the edge.

This has become extremely hazardous now to the pedestrians using the footpath below. Since Pa Road is very narrow it means to avoid opposing vehicles travelling down the hill one going up will soon go off the edge with disastrous results.

I believe it should be MANDATORY to Council planning in future to physically walk these proposed routes rather than doing it from Google maps and desk comfort. Not only would this avoid the huge cost involved in this example (for the sudden realization of the need of an expensive retaining wall) but also place responsibility for such "blunders" where it belongs not on Ratepayers.

I request this letter be read out at the next council and expect a reply A.S.A.P.

Yours,
Lorraine Bentley (Mrs.)

PA ROAD SHOULDERLESS EDGE HAZARD

We the undersigned Residents and Ratepayers of Pa Road, Kerikeri request the Council erect a barrier along the shoulderless road edge NOW. This area of the road has been made extremely hazardous by recent works and in order to avoid vehicles descending over and down on to the newly formed 'GOOGLE' planned footpath below, potentially maiming/ killing unfortunate pedestrians utilizing it...immediate action needs to be taken.

Name	Address	Signature
Lorraine Bentley	89 Pa Road	L Bentley
Stephen Frewen	81 Pa Rd	[Signature]
KATHLEEN FREWEN	81 Pa Rd	Kathy Frewen
Karen Traill	73 Pa Road	[Signature]
Sarah Traill	73 Pa Road	Sarah Traill
Rachel Traill	73 Pa Road	[Signature]
Mike Traill	73 pa road	[Signature]
Lyn Stratford	71 D Pa Road	L Stratford
John Stratford	71 D Pa Road	[Signature]
Linda Williams	71 h Pa Road	L Williams
John Williams	" "	[Signature]
Dori Robinson-Pike	71 E Pa Rd.	[Signature]
Janine Russell	71 A Pa Rd	J Russell
Vane Green	67 Pa Rd	[Signature]
GIANFRANCO GIROMELLI	67 PA Rd	G Giromelli
Tony Scott	65 A Pa Rd	[Signature]
Murray Mansfield	65 A Pa Rd	[Signature]
JOHN WILSON	65 PA Rd	[Signature]
DAVE CLARE	63 PA Rd	[Signature]
Sarah Pinnet	63 Pa Rd.	[Signature]
Mary Zurakowski	66B PA Rd.	[Signature]
Jon ZURAKOWSKI	66B PA Rd.	[Signature]

PA ROAD SHOULDERLESS EDGE HAZARD (cont.)

NAME	ADDRESS	SIGNATURE
Felicitas + Nigel Wooding	20 Piccadilly Lane	Nigel Wooding
Jerry & Annie Trussler	80 Pa Rd	A Trussler
Mike & Jean Pike	43 Pa Rd	Mike Pike
Dave + Julie Hill	27 Pa Rd.	Julie Hill
Zoe Jeffries	23C Pa Rd.	Zoe Jeffries
Brian Jarrard	23A PA ROAD	Brian Jarrard
BETH JARRARD	23A PA ROAD	Beth Jarrard
Louise Smith	15 Pa Road, Kerikeri	Louise Smith
Bruce ORMISTON	7 PA RD Kerikeri	Bruce Ormiston
Nanette Chambers	8 Pa Rd, Kerikeri	Nanette Chambers
John Thorne	6 Pa Rd, Kerikeri	John Thorne
Rosalie Thorne	6 Pa Rd Kerikeri	Rosalie Thorne
Debbie de Ruiter	12 Pa Rd Ker	Debbie de Ruiter
Ben Clark	12 Pa Rd	Ben Clark
Matt Lee	14A Pa Rd	Matt Lee
Annette Lettice	16 Pa Rd.	Annette Lettice
Megumi Nick Morrison	23B Pa Road	Megumi Nick Morrison
M-C Howley	77 PA ROAD	M-C Howley
F. MICHAUX	94c PA ROAD	F. MICHAUX

Pa Road - Kerikeri Footpath

Road Safety Audit
Design Stage
October 2020



 **NCC**
consulting engineers

**NORTHLAND
TRANSPORTATION
ALLIANCE** 



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Document Status

Rev No.	Project No.	Author	Reviewer		Approved for Issue		
			Name	Signature	Name	Signature	Date
A		David Spoonley	Sandi Morris		David Spoonley		October 2020
B							
C							
D							
E							
F							

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1. Introductory statement

1.1. Introduction

This report presents the findings of a design stage safety audit a footpath on Pa Road, Kerikeri between the intersection of Kerikeri Inlet Road and the point where the Te Araroa Trail leaves Pa Road

The works aim to improve pedestrian safety

The project design was developed by Haigh Workman for the Northland Transportation Alliance.

1.2. Brief description of the proposed works

The works comprise of a footpath on Pa Road between the intersection of Kerikeri Inlet Road and the point where the Te Araroa Trail leave Pa Road

1.3. Road environment

Pa Road serves as a secondary collector connecting Kerikeri Inlet Road with a small residential area.

Traffic volumes using Pa Road are estimated to be 363 AADT (2016), as measured by the Mobile Roads website. Heavy Commercial Vehicles is estimated at 10%.

1.4. Audit team

The audit team comprised of:

David Spoonley (Team Leader)	BEng, CEng, CIHT MICE Project Manager / Road Safety Engineer NCC – Consulting Engineers, Whangarei
Sandi Morris	Road Safety & Traffic Planning Engineer Far North District Council

1.5. Previous audit

No previous audits have been carried out on this project

1.6. Audit methodology

This audit has been carried out for Tom Adcock, Project Manager, Haigh Workman on behalf of Jaco Cronje, project manager of Far North District Council.

The audit follows the guidelines contained within the NZ Transport Agency document "Road Safety Audit Procedures for Projects, Guidelines, Interim Release, May 2013" and is complemented by the auditors' experience with other audits.

This audit should not be regarded as a complete "quality check" of the project. It focuses essentially on safety issues that are considered significant in regard to the constructed works.

The auditors have identified road safety concerns and have made recommendations about corrective actions. Whilst these recommendations may indicate the nature or direction of a solution, they do not provide specific details of how to address or resolve that concern.

Responsibility for the solution of any safety issue identified in this audit remains with the designer.

1.7. Project documentation

Haigh Workman Ltd provided the drawings listed in **Figure 1** for the detailed design stage audit. These are included in **Appendix A**.

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P30	Location Plan
P31	Site Location Plan
P32	Site Location Plan
P33	Site Location Plan
P34	Site Location Plan
LS	Footpath (Timber Pole) Long Section
DE30	Detail Plan
DE31	Typical Cross Section Timber Pole Retaining
DE32	Typical Timber Wall Detail
DE33	NZS 4404:2010 CM-001
DE34	NZS 4404:2010 CM-002
DE35	Handrail Detail

Figure 1: Drawings provided for audit.



1.8. Briefing meeting

No briefing meeting was held for this audit.

1.9. Site visit

The audit team visited the site on 2nd October 2020, weather conditions were fine.

1.10. Crash History

NZTA's Crash Analysis System (CAS) for the period 2015-2019 indicates one non-injury crash on Pa Road. In this crash a vehicle drifted off the road and collided with a power pole.

1.11. Ranking system

The potential road safety problems identified have been ranked as follows:

The probable crash frequency is qualitatively assessed based on expected exposure (how many road users will be exposed to a safety issue) and the probability of a crash resulting from the presence of the issue. The likely severity of a crash outcome is qualitatively assessed based on factors such as expected speeds, type of collision, and type of users involved.

Reference to historic crash rates or other research for similar elements of projects, or projects as a whole; have been drawn on where appropriate to assist in understanding the likely crash types, frequency and likely severity that may result from a particular concern.

The frequency and severity ratings are used together to develop a combined qualitative ranking for each safety issue using the Concern Assessment Rating Matrix in **Table 1** below. The qualitative assessment requires professional judgement and a wide range of experience in projects of all sizes and locations.

Table 1: Assessment matrix

Likelihood of Fatality or Serious Injury	Probability of a Crash Occurring			
	Frequent	Common	Occasional	Infrequent
Very Likely	Serious	Serious	Significant	Moderate
Likely	Serious	Significant	Moderate	Moderate
Unlikely	Significant	Moderate	Minor	Minor
Very Unlikely	Moderate	Minor	Minor	Minor

While all safety concerns should be considered for action, the client or nominated project manager will make the decision as to what course of action will be adopted based on the guidance given in this ranking process with consideration to factors other than safety alone. As a guide, a suggested action for each concern category is given in **Table 2** below.

Table 2: Categories of concern

CONCERN	Suggested action
Serious	Serious concern that must be addressed and requires changes to avoid serious safety consequences.
Significant	Significant concern that should be addressed and requires changes to avoid serious safety consequences.
Moderate	Moderate concern that should be addressed to improve safety
Minor	Minor concern that should be addressed where practical to improve safety.

In addition to the ranked safety issues, it is appropriate for the safety audit team to provide additional comments with respect to items that may have a safety implication but lie outside the scope of the safety audit. A comment may include items where the safety implications are not yet clear due to insufficient detail for the stage of the project, items outside the scope of the audit such as existing issues not impacted by the project or an opportunity for improved safety but not necessarily linked to the project itself. While typically comments do not require a specific recommendation, in some instances the auditors may give suggestions.



1.12. Decision tracking process

Decision tracking is an important part of the road safety audit process. A decision tracking table is embedded into the report format at the end of each set of recommendations to be completed by the designer, safety engineer and client for each issue documenting the designer response, client decision (and asset manager's comments in the case where the client and asset manager are not one and the same) and action taken.

A copy of the report including the designer's response to the client and the client's decision on each recommendation shall be given to the road safety audit team leader as part of the important feedback loop. The road safety audit team leader will disseminate this to team members.

1.13. Disclaimer

The findings and recommendations in this report are based on an examination of available relevant plans, the specified road and its environs, and the opinions of the audit team. However, it must be recognised that eliminating safety concerns cannot be guaranteed since no road can be regarded as absolutely safe and no warranty is implied that all safety issues have been identified in this report. Safety audits do not constitute a design review or an assessment of standards with respect to engineering or planning documents. Readers are urged to seek specific technical advice on matters raised and not rely solely on the report.

While every effort has been made to ensure the accuracy of the report, it is made available on the basis that anyone relying on it does so at their own risk without any liability to the safety audit team or their organisations.

1.14. Project Chainages

The project chainages referred to in this report are RAMM displacements obtained from the Mobile Roads website. The datum for these chainages is the intersection of Pa Road and Kerikeri Inlet Road.

2. Safety audit findings and recommendations

2.1. Footpath Location Ch 0 - 110

There is a footpath on the northern side of Kerikeri Inlet Road that extends in both directions from the intersection with Pa Road. The proposed footpath on Pa Road starts on the west side of Pa Road and after approximately 100m crosses to the east side of the road where it remains for the remainder of its length. This arrangement necessities there being two points where pedestrians would cross Pa Road, at the intersection for users of the footpath on Kerikeri Inlet Road and 100m from the intersection for users of the footpath on Pa Road. If the Pa Road footpath were to connect to the Kerikeri Inlet Road footpath at the east side of the Pa Road intersection only one crossing point would be necessary.

Furthermore, if the radius turning into Pa Road were to be reduced and a throat island provided this crossing point could be provided with lesser walk distances and pedestrian having to cross only one traffic flow at a time. **Figure 2** illustrates these issues and **Figure 3** indicates possible improvements at the intersection

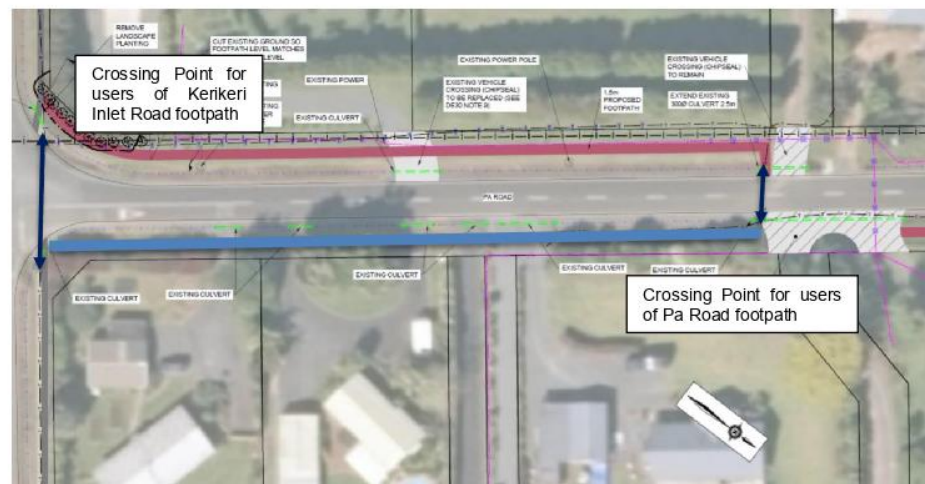


Figure 2: Proposed realignment of footpath along east side of Pa Road to reduce crossing points by one

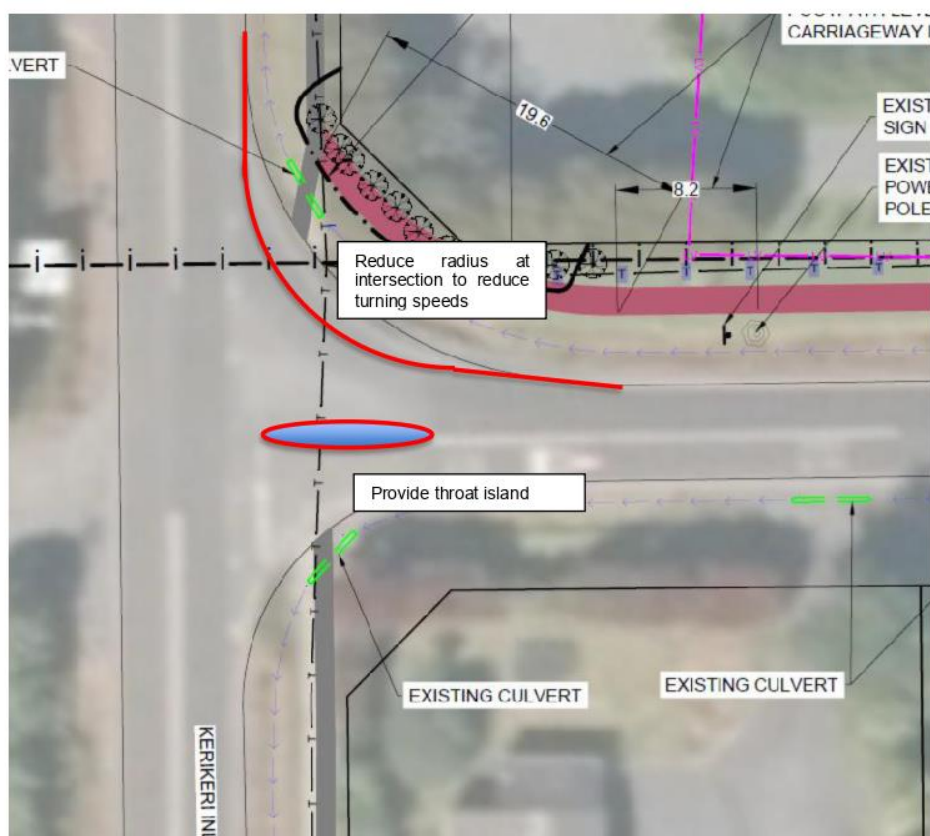


Figure 3: Possible improvements at the intersection .

Recommendations

1. Relocate the footpath to the east side of Pa Road.

Overall Rating: Moderate

Frequency Rating: Occasional

Severity Rating: Likely

Designer Response: Accepted

Safety Engineer: Agree with both auditors and designer. This is outside scope, but should either be included or created as a follow up project for future annual plan.

Client Decision: Agree with the designer

Action Taken: Design revised and footpath to be relocated to the eastern side.

2. Reduce the radius turning into Pa Road.

Overall Rating: Moderate

Frequency Rating: Occasional

Severity Rating: Likely

Designer Response: Not accepted – intersection improvements not part of scope

Safety Engineer: Agree with both auditors and designer. This is outside scope but should either be included or created as a follow up project for future annual plan.

Client Decision: Agree with designer and safety engineer.

Action Taken: Intersection improvement will be recommended to the safety/Asset management team for inclusion in the annual/LTP as a separate project.

3. Provide a Pedestrian Island 'throat island' at the intersection of Pa Road and Kerikeri Inlet Road of a type shown below.

Overall Rating: Moderate

Frequency Rating: Occasional

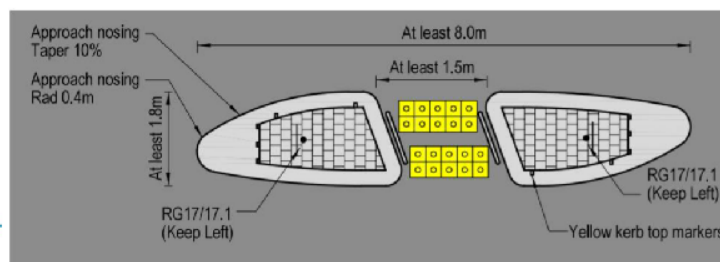
Severity Rating: Likely

Designer Response: Not accepted – intersection improvements not part of scope

Safety Engineer: Agree with both auditors and designer. This is outside scope, but should either be included or created as a follow up project for future annual plan.

Client Decision: Agree with both the designer and safety engineer

Action Taken: No action required at this stage but recommendation will be given to the safety/Asset management team to consider intersection improvement as a separate project in the annual plan/LTP.



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Pa Road – **Figure 15.6 – Example of a compliant pedestrian island**

12/04/2021

2.2. Curve, Ch 400

At this location the footpath is located on the outside of the curve and at a lower level than the road. The drawings indicate that a timber pole wall is proposed to support the slope above the footpath. Should a vehicle lose control and leave the road at this location it is possible that the errant vehicle could fall onto the footpath and should there be a pedestrian at this location when it occurs this could result in death or serious injury. **Figure 4** shows this curve.



Figure 4: Curve at Ch 400.



Recommendations

1. Consider providing a guardrail at this location to prevent errant vehicles from landing on the footpath located below the road level.

Overall Rating: Moderate

Frequency Rating: Occasional

Severity Rating: Likely

Designer Response: Not accepted – the probability of an errant vehicle occurring is infrequent, this combined with the very unlikely chance of a pedestrian being on the path at the same point gives a minor risk rating using the Table 1 assessment matrix.

Safety Engineer: Agree with Designer, value for money we would put guardrail on other higher risk curves ahead of this.

Client Decision: Agree with both the designer and safety engineer

Action Taken: No action required

2. Remove fence and relocate to road boundary to enable a suitable setback (berm) to be placed between back of guardrail and proposed footpath.

Overall Rating: Moderate

Frequency Rating: Occasional

Severity Rating: Likely

Designer Response: Agreed

Safety Engineer: agree with designer

Client Decision: Agree with designer and safety engineer

Action Taken: Changes effected as per client decision.

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2.3. Driveway, Ch 290

The driveway at Ch290 is lined with trees that drop very hard round seed heads. These seed heads are such that they may cause users to either slide on them or roll their ankles resulting in possible injury. They have very sharp pointy spikes that can penetrate into bare skin. **Figure 5** shows these seed heads.



Figure 5 : Seedheads off trees, Driveway Ch 290.

Recommendation

In consultation with the landowner consider removing the end tree nearest the footpath to minimise the number of these seed heads landing on the footpath.

Overall Rating: Minor

Frequency Rating: Occasional

Severity Rating: Unlikely

Designer Response: Not accepted – Engineer notes that these same trees line Queen Street in Auckland and outside the Kerikeri Police Station.

Safety Engineer: Agree with Designer

Client Decision: Agree with both designer and safety engineer.

Action Taken: No action required.

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2.4. Culvert, Ch 475

At Ch 475 there is a cross culvert under Pa Road that appears to outfall above the timber pile retaining wall. Unless this culvert is extended down the rear of the retaining wall and under the footpath the footpath will be wet from the water in the culvert and may with time become slippery.

Recommendation

Extend the culvert down the rear of the retaining wall and under the footpath in order that the water passes under the footpath.

Overall Rating: Minor

Frequency Rating: Occasional

Severity Rating: Very Unlikely

Designer Response: Accepted – culvert crossing at Ch. 105 Drawing P 33 - route culvert outfall safely under footpath

Safety Engineer: Agree.

Client Decision: Agree with both designer and safety engineer

Action Taken: Revised design to indicate culvert routed under footpath.

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2.5. Tree Stumps, Ch 550

The design drawings indicate that these stumps are to remain and that the footpath is to be deviated around them. These stumps are a roadside hazard and should be removed, **Figure 6** shows these stumps.



Figure 6 : Tree stumps Ch 550.

Recommendation

Remove stumps. Straighten the footpath alignment to avoid bringing it closer to the sealed carriageway.

Overall Rating: Minor

Frequency Rating: Infrequent

Severity Rating: Unlikely

Designer Response: Accepted – however stump removal may require heavy or specialist plant. Decision to remove to be based on affordability of contractor rates for doing the work.

Safety Engineer: Agree with Auditors, remove stump is preferred option

Client Decision: Agree with both designer and safety engineer

Action Taken: Revised drawings to show stump removal as provisional item to be confirmed by engineer.

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2.6. Curve, Ch 650 - 700

In order to gain space to fit the footpath past the pinch point caused by the boundary corner it is proposed to culvert two 10m section of the roadside water table and provide a handrail on the footpath at the pinch point. This leaves approximately 20m of water table between this culverting and the cross culvert under Pa Road. The short remaining lengths of open drain and the handrail are roadside hazards that could be eliminated by culverting the roadside water table for about 50m from the cross culvert. **Figure 7** shows the existing situation and **Figure 8** shows the features described above.



Figure 7 : Curve Ch 650- 700.

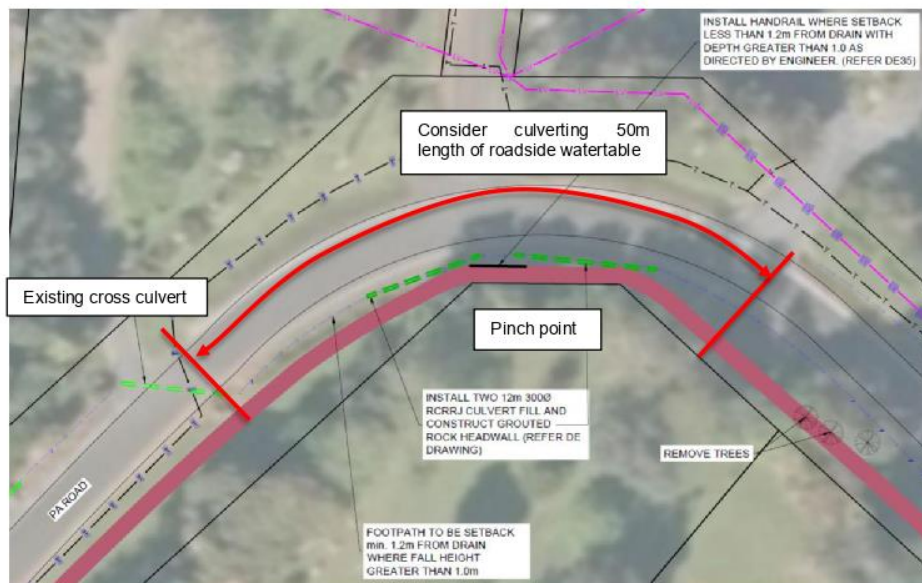


Figure 8 : Curve Ch 650- 700.

Recommendation

Consider pipe culverting approximately 50m of roadside water table to remove short lengths of steep open roadside drain and remove the necessity for a handrail.

Overall Rating: Minor

Frequency Rating: Infrequent

Severity Rating Unlikely

Designer Response: Not accepted – the proposed culvert arrangement avoids the need for manholes at change in direction and provides the most cost-effective solution. The road is un-kerbed and open roadside drainage is a common feature. The open drain hazard is an existing feature which is not exacerbated by the proposed footpath. It could be argued that the open drain provides protection to pedestrians from an errant vehicle. Further infilling of the drain would reduce this protection. The depth of the drain is not considered sufficiently deep to present more than a minor hazard, an errant vehicle would not come to a dead stop and is unlikely to roll. The depth of the ditch could be moderated by placing anti scour rock armour in the invert but even this is not considered necessary.

Safety Engineer: Agree with Designer, the cost/benefit would not add up. If any money was spent on improving the safety level of service, it would be better spent on purchasing two small triangles of lane at the boundary corners to enable further separation between path and drain. Although I don't believe this is warranted either.

Client Decision: Agree with both the designer and safety engineer.

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Action Taken: Revised drawings will show the over-deep section of water table lined with rockspall to mitigate further scouring

2.7. Culvert adjacent to crossing point, Ch 780

In order to construct the crossing point to link the proposed footpath to the existing footpath approximately 6m of the existing roadside water table is shown to be culverted. This leaves approximately 6m remaining between this culverted section and the nearby driveway culvert. This short length presents a roadside hazard, particularly as it is on the outside of the curve. It is possible that a vehicle could crash into this short length of culvert either by losing control or by not realising its presence.

Figure 9 shows this short length of open water table and **Figure 10** shows the proposed design showing water table to be culverted and that to remain open.



Figure 9 : Water table Ch 780.

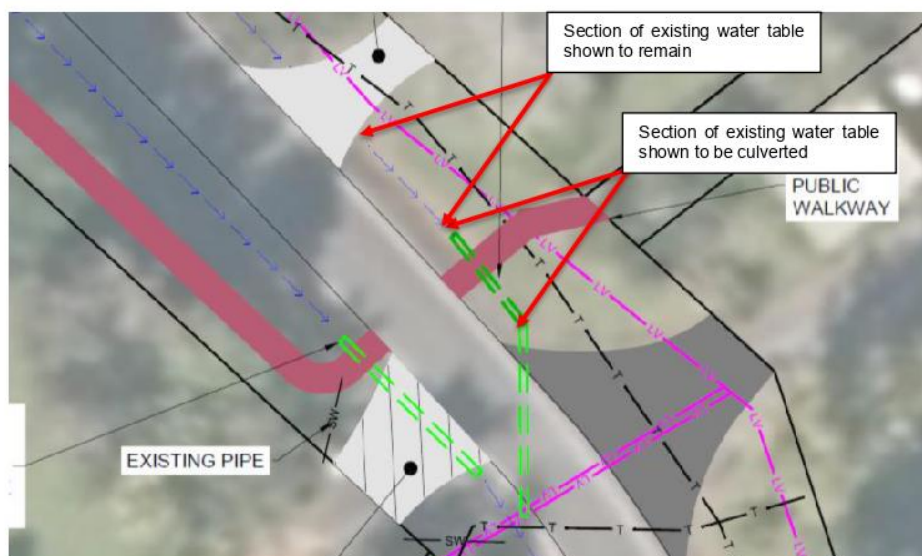


Figure 10 : Extract of design drawings showing section of existing water table to be culverted and section to remain

Recommendation

Consider extending the culverting of the water table to the adjacent driveway.

Overall Rating: Minor

Frequency Rating: Infrequent

Severity Rating: Unlikely

Designer Response: Not accepted – The road is un-kerbed and open roadside drainage is a common feature. The open drain hazard is an existing feature which is not exacerbated by the proposed footpath. The depth of the drain is not considered sufficiently deep to present more than a moderate hazard, an errant vehicle would not come to a dead stop and is unlikely to roll. The depth of the ditch could be moderated by placing anti scour rock armour in the invert but even this is not considered necessary.

Safety Engineer: Agree with designer, outside the remit and scope of this project.

Client Decision: Agree with both the designer and safety engineer.

Action Taken: No action needed.

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3. Audit Statement

We certify that we have used the available plans, and have examined the specified roads and their environment, to identify features of the project we have been asked to look at that could be changed, removed or modified in order to improve safety. The problems identified have been noted in this report.

Signed: Date: 6/10/2020

David Spoonley BEng, CEng, CIHT MICE
Project Manager / Road Safety Engineer NCC – Consulting Engineers, Whangarei

Signed: Date: 6/10/2020

Sandi Morris NZDE Civil, NZ Cert Business, MEng
Road Safety & Traffic Planning Engineer – Far North District Council

Designer:

Name: Tom Adcock Position: Senior Engineer.....

Signature: Date: 14th October 2020.....

Safety Engineer:

Name: Nick Marshall Position: Team Leader, Road Safety & Traffic Eng.

Signature:  Date: 21 April 2021

Project Manager:

Name: James Obamila Position: Capital Works Project Manager

Signature:  Date: April 12, 2021

Action Completed:

Name: James Obamila Position: Capital Works Project Manager

Signature:  Date: April 12, 2021

Project Manager to distribute audit report incorporating decision to designer, Safety Audit Team Leader, Safety Engineer and project file. Date:

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Appendices

Appendix A: Design Drawings



Appendix A: Design Drawings

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7.3 BAY OF ISLANDS-WHANGAROA FOOTPATH PROGRAM 2021-24**File Number:** A3348636**Author:** Glenn Rainham, Manager - Infrastructure Operations**Authoriser:** Andy Finch, General Manager - Infrastructure and Asset Management**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval for the Top 10 Priorities for the 2021/2024-year footpath programme for the Bay of Islands Whangaroa Community Ward.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- An additional \$320,000 has been proposed to Waka Kotahi New Zealand Transport Agency (NZTA) for new footpath projects from the 2021/2022 financial year at the revised Financial Assistance Rate of 69%.
- Waka Kotahi requires footpaths to have a strong emphasis on safety and accessibility so new measures have been introduced into the 'footpath matrix'.
- Due to recent impacts on Central Government budgets, the previous funding allocations from the 'Low Cost Low Risk Activity Class, is unlikely to be accepted for the 2021/2022 financial year. The outcome of this funding allocation may not be known until September 2021.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands – Whangaroa Community Board:

- a) agree to the 2021/2024 footpath programme to include the following 'top ten' prioritised and completion of works is dependent on availability of associated budgets: and,

Top ten list of New Footpaths BWCB				
Priority	Road	Town	Description	Estimate (+/- 30%)
1	Taumatamakuku Crescent	Moerewa	SH1 & including cul-de-sac	\$ 150,000.00
2	Kellet Street	Opua	Opua School frontage	\$ 3,000.00
3	Florence Avenue	Russell	Hope Avenue to Pomare Road	\$ 240,000.00
4	Reed Street	Moerewa	Existing to Pembroke Street	\$ 70,000.00
5	Whangaroa Road	Whangaroa	Existing to Lower Street	\$ 177,800.00
6	Snowdon Avenue	Moerewa	Arterial route to SH1	\$ 75,000.00
7	Skudders Beach Road	Kerikeri	Titoki Place to Paretu Drive	\$ 75,250.00
8	Bowen Street	Kawakawa	McFarlane Street to End	\$ 30,000.00
9	Omaunu Road	Kaeo	Cemetery Road bridge / Whangaroa Health	\$ 400,000.00
10	School Road	Totara North	TNRRA & Totara North Community Plan	\$ 170,000.00

- b) acknowledge the estimate figures provided are indicative and require finalisation through design and tender process; and,
- c) delegate authority to Council staff to alter completion order of works within the existing list subject to staff reporting back to the Community Board of changes made.

1) TĀHUHU KŌRERO / BACKGROUND

The Bay of Islands-Whangaroa Community Board (BWCB) workshoped and agreed the top ten priority list for the 3-year program at a BWCB workshop 8 July 2021.

The BWCB based their workshop on a list of priority paths presented by staff at an earlier BWCB meeting. At the 8 July workshop the BWCB requested that staff present this list to the BWCB to enable formal adoption by way of resolution.

On approval of the proposed program staff will finalise associated planned construction schedule (within confirmed available budgets) and provide this information back to the Community Board.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The \$150,000 that was available for New Footpaths in the Bay of Islands Whangaroa Community Ward, allocated by Far North District and is 100% funded from Far North District funds, was allocated June 2021.

At the 3rd June 2021 Bay of Islands-Whangaroa Community Board passed the following resolution in relation to the \$150,000 budget that is available for New Footpaths:

6.4 FOOTPATH PROGRAMME

RESOLUTION 2021/1

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

That Bay of Islands-Whangaroa Community Board request staff deliver projects with the available \$150,000 100% funded from Far North District Council Funds Taumatamakuku Settlement Road Moerewa.

CARRIED

Abstained: Rachel Smith

The additional \$320,000 per annum, has been proposed to Waka Kotahi New Zealand Transport Agency for new footpath projects from the 2021/2022 to 2023/2024 financial years (3-year programme). The annual programme should attract the revised financial assistance rate (FAR) of 69%.

Take Tūtohunga / Reason for the recommendation

The Bay of Islands Whangaroa Community Ward agrees that the Northland Transport Alliance for Far North District Council implement footpaths as prioritised in the 'top 10' from the footpath matrix, (budget \$320,000) as follows:

Top ten list of New Footpaths BWCB				
Priority	Road	Town	Description	Estimate (+/- 30%)
1	Taumatamakuku Crescent	Moerewa	SH1 & including cul-de-sac	\$ 150,000.00
2	Kellet Street	Opua	Opua School frontage	\$ 3,000.00
3	Florence Avenue	Russell	Hope Avenue to Pomare Road	\$ 240,000.00
4	Reed Street	Moerewa	Existing to Pembroke Street	\$ 70,000.00
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7	Skudders Beach Road	Kerikeri	Titoki Place to Paretu Drive	\$ 75,250.00
8	Bowen Street	Kawakawa	McFarlane Street to End	\$ 30,000.00
9	Omaunu Road	Kaeo	Cemetery Road bridge / Whangaroa Health	\$ 400,000.00
10	School Road	Totara North	TNRRA & Totara North Community Plan	\$ 170,000.00

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

The additional \$320,000 per annum, has been proposed to Waka Kotahi New Zealand Transport Agency for new footpath projects from the 2021/2022 to 2023/2024 financial years (3-year programme). The annual programme should attract the revised financial assistance rate (FAR) of 69%.

ĀPITIHINGA / ATTACHMENTS

Nil

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	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.	Land Transport Act, National Policy Statement, NZ Standards 4404, Policy #5004 Footpaths
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.	There is limited district wide relevance; footpaths are a public asset. The Community Board have the delegated authority to approve footpath priorities.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Footpath standards include provision for design for elderly and disabled. Communities are in support of footpaths being built to current standard.
State the financial implications and where budgetary provisions have been made to support this decision.	Footpaths are subsidised by Waka Kotahi NZTA with a financial assistance rate of 69%. FNDC has planned for \$320,000 to be funded by Waka Kotahi NZTA. The application is awaiting approval. The Community Ward influences 100% of Far North District Rate Payer funds up to \$150,000 for footpaths.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.4 ROAD NAMING - 785 PUNGAERE ROAD, WAIPAPA

File Number: A3342681

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 right-of-way (ROW).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name a private right-of-way (ROW) addressed at 785 Pungaere Road, Waipapa. Community Boards have delegated authority to name private right-of-ways (ROW).

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way (ROW), Bayridge Lane that is currently addressed at 785 Pungaere Road, Waipapa as per map (A3272742).

1) TĀHUHU KŌRERO / BACKGROUND

Mr and Mrs Don Christini of Bayridge Partnership have advised that this is a right-of-way (ROW) addressed at 785 Pungaere Road, Waipapa.

The name Bayridge is the name of the present owner that has lived there for 48 years.

The name Tanker is the tanker used to get to the cowshed.

The background for these names is provided in the Road Naming application attached (A3272711).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Bayridge Lane
2. Tanker Lane or Way

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 - Document number - A3272711 [↓](#) 
2. Map - Document number - A3272742 [↓](#) 
3. LINZ approval - Document number - A3315023 [↓](#) 

4. Iwi/ Hapu request for comment - Document number - A3315044
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 right-of-way (ROW) 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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Hapu representatives were consulted and were asked to provide their input as per email attached (A3315044). There was no response received.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	There are currently no property owners as this is a private right-of-way (ROW).
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 reviewed this report

ROAD LOCATION	
Address: <u>785 Pungaere Road</u>	
Legal Description: <u>Lot 2 DP 413975 and Lot 4 DP 368225</u>	
Resource Consent Application Number: <u>2300238-RMASUB</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) - ☐ Public Road ☐ Private Road ☒ Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>Bayridge Lane</u>
	Second Choice: <u>Puriri Lane or Way</u>
	Third Choice: <u>Tanker Lane or Way</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>Present Ower has owned the property for</u> <u>48 years named as Bayridge.</u> <u>The property is on a ridge and can see</u> <u>the Bay of Islands.</u> <u>There are Puriri Trees on the property</u> <u>The right of way is the tanker road to</u> <u>the Dairy cow shed.</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: _____

27-4-21

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

Application for road naming or 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 Councils 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: Don & Lillian Christini

Organisation: Bayridge Partnership

Postal Address: 793 Pungaere Rd, RD 2 Kerikeri 0295

Phone: 021 793 499 Mobile: _____

Email: maggie.may@xtra.co.nz



From: [Addresses](#)
To: [Selina Topia | NTA](#)
Subject: RE: NEW ROAD NAME APPLICATION - Pungaere Road Kerikeri
Date: Wednesday, 7 July 2021 1:14:02 PM
Attachments: [image001.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)

Kia ora Selina

Here are my findings;

Bayridge Lane	Acceptable.
Puriri Lane	No. Already Puriri Dale Way and Puriri Park Lane in close proximity.
Tanker Lane	Acceptable.

Regards

Renni

Addressing Analyst

Addressing and Properties

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



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



From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Sent: Friday, 2 July 2021 12:58 p.m.
To: Addresses <addresses@linz.govt.nz>
Subject: NEW ROAD NAME APPLICATION - Pungaere Road Kerikeri

Kia ora,

Can you please check and approve attachment by Friday 9th July 2021.

Thank you,

Selina Topia

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

Far North | Kaipara | Whangarei

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

NORTHLAND TRANSPORTATION ALLIANCE



From: [Selina Topia | NTA](#)
To: nora.rameka@xtra.co.nz; [Kipa Munro \(kipa@ngatirehia.co.nz\)](mailto:kipa@ngatirehia.co.nz)
Subject: NEW ROAD NAME APPLICATION - addressed at 785 Pungaere Road, Kerikeri
Date: Sunday, 18 July 2021 11:24:00 PM
Attachments: [image001.png](#)

Tena Korua,

We have received an application to name a new road or subdivision as per below. The Community Board would appreciate your feedback on this, should you wish to comment. I do apologise that this is short notice and would appreciate a reply, if you would like to give feedback as soon as possible as the deadline to submit this report is Thursday 22nd July.

Name suggestions of the ROW:
Bayridge Lane
Tanker Lane

Property owner has owned this land for 48 years names as Bayridge. The property is on a ridge and you can see the Bay of Islands. The ROW is the tanker road to the cowshed.

Nga mihi nui,
Selina Topia

Customer Service Administrator, Business Performance & Support | Northland
Transportation Alliance
Far North | Kaipara | Whangarei
DDI 09 401 5236 | Selina.Topia@nta.govt.nz



7.5 ROAD NAMING - 7A KENT ST, WHANGAROA**File Number:** A3343333**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 right-of-way (ROW).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name a private right-of-way (ROW) addressed at 7a Kent Street, Whangaroa. Community Boards have delegated authority to name private right-of-ways (ROW).

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way (ROW), Gilligans Lane that is currently addressed at 7a Kent Street, Whangaroa.

1) TĀHUHU KŌRERO / BACKGROUND

Mr Matthew Gilligan of Rialto Trustees Ltd has advised that this is a private right-of-way (ROW) addressed at 7a Kent Street, Whangaroa.

The name Gilligans is the family who have owned the land for more than a decade but the former generation of Gilligans owned Kingfisher Lodge.

The name Mataitai is the name of the family boat and means fishing reserve.

The name Oly is because the Gilligan family purchased the land from the Oly family who owned it for many years.

The background for these names is provided in the Road Naming application attached (A3247833).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Gilligans Lane
2. Mataitai Lane
3. Oly Lane

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.

ĀPITI HANGA / ATTACHMENTS

1. **Application and Map - Document number - A3247833**  
2. **LINZ approval - Document number - A3272696**  
3. **Iwi/Hapu feedback - Document number - A3314544**  

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 right-of-way (ROW) 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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Hapu representatives were consulted and were asked to provide their input. Please see email attached (A3314544).
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 right-of-way (ROW).

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 reviewed this report



Application for Road Naming/Renaming

GENERAL INFORMATION

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

APPLICANT DETAILS

Applicant/Developer Name: Matthew Gilligan

Organisation: Rialto Trustees Limited

Postal Address: P.O. Box 9918, Newmarket, Auckland, 1149

Phone: (021) 759 059 Mobile: (021) 759 059

Email: mg@ria.co.nz

ROAD LOCATION	
Address: <u>Kent Street, Whangaroa, Northland</u>	
Legal Description: <u>lots 1, 3 + 4 DP543235, RT's 917437, 917439 & 917440</u>	
Resource Consent Application Number: <u>2160206-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) -	
☐ Public Road ☒ Private Road ☒ Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>Gilligans Lane</u>
	Second Choice: <u>Mataitai Lane</u>
	Third Choice: <u>Oly Lane</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	
(1) The Gilligan family own the land and have for more than a decade but the former generation of Gilligans owned Kingfisher Lodge.	
(2) 'Mataitai' is the name of the family's boat & means 'fishing reserve' which is appropriate for the Whangaroa location	
(3) The Gilligan family purchased the land from the Oly family who owned it for many years.	

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:

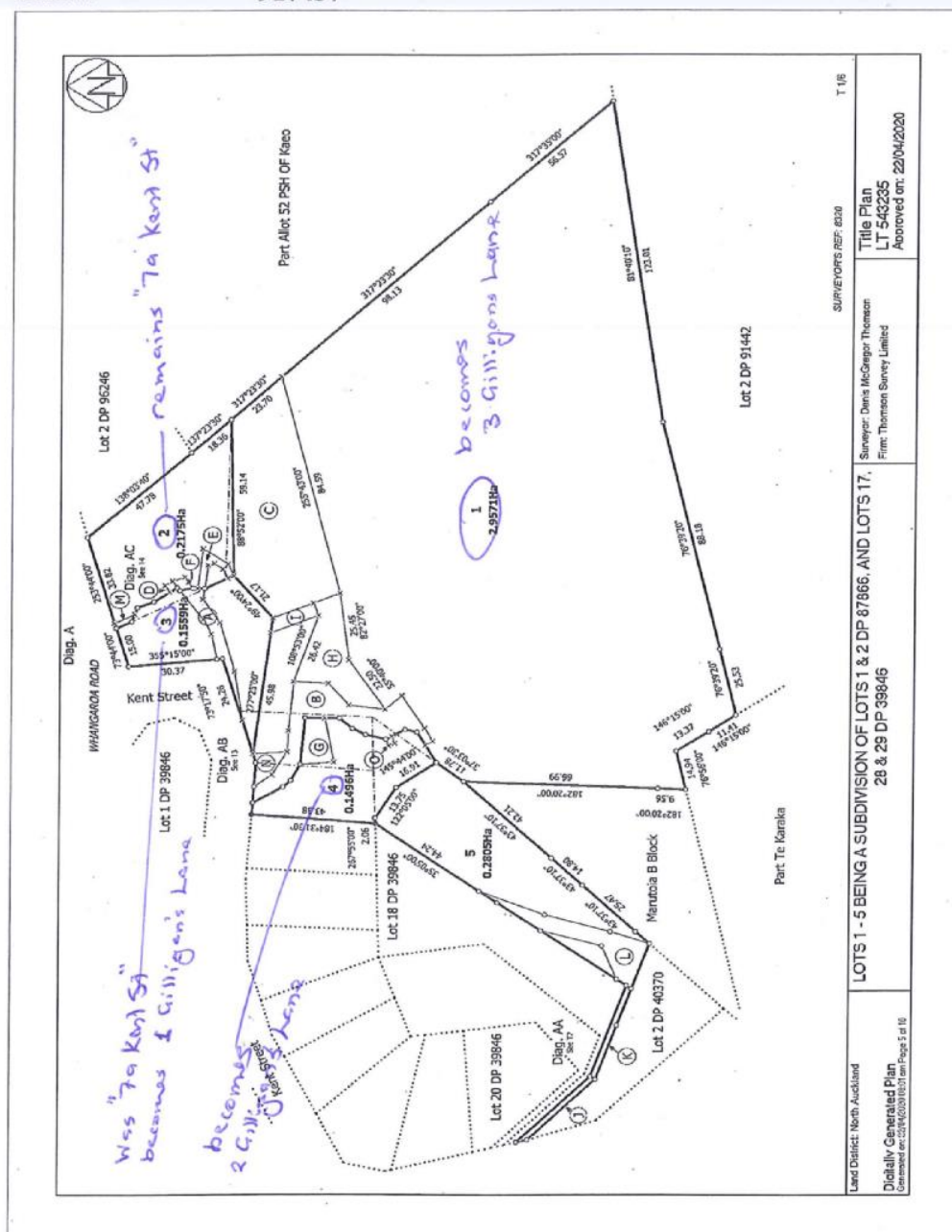
Road Type	Suffix
Narrow road and right of way	Lane, Way
Associated with high ground	Rise,
Associated with low ground	Vale
Tree lined road	Avenue, Glade, Grove

Applicants Signature: _____

Date: 8/6/2021

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

917437



Search Copy Dated 14/05/21 8:41 am, Page 2 of 2
Register Only

From: [Addresses](#)
To: [Selina Topia | NTA](#)
Subject: RE: NEW ROAD NAME REQUEST addressed at Kent Street Whangaroa
Date: Monday, 21 June 2021 11:29:58 AM
Attachments: [image007.png](#)
[image001.png](#)

Hi Selina

Yes all these names will be acceptable to use in this area at this time.

Regards
Richard

Richard Freeman
Addressing Analyst
Location Information
rffreeman@linz.govt.nz |



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



From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Sent: Wednesday, 16 June 2021 3:07 p.m.
To: Addresses <addresses@linz.govt.nz>
Subject: NEW ROAD NAME REQUEST addressed at Kent Street Whangaroa

Kia ora,

Can I please have an urgent reply on this as need to get report into Council due 21 June 2021

Please find attached.

Thank you,

Selina Topia

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

Far North | Kaipara | Whangarei

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

NORTHLAND TRANSPORTATION ALLIANCE



The Northland Transportation Alliance is a partnership between all four councils within Northland and

From: [Raniera Kaio](#)
To: [Selina Topia | NTA](#)
Subject: RE: NEW ROAD NAME REQUEST - Whangaroa
Date: Wednesday, 21 July 2021 10:32:58 AM
Attachments: [image001.png](#)

Tena koe Selina

Thank you for your email. Communication with our Runanga and Iwi in regards to matters is encouraging, thank you.

With that said, my comment on the options provided is that they have no significance to local hapu or iwi. In fact, the only te reo Maori option has significance to a particular family and their boat – mildly insulting, and, in our dialect mataitai has a very specific meaning and not appropriate for a street name.

If the Whangaroa/Bay of Islands Community Board and/or the Northland Transport Alliance would like to engage in meaningful discussion in regard to such matters, please make contact with our office to setup a hui.

Mauri ora

Raniera Kaio
(Ngati Rangimatamomoe, Te Uri o Te Aho, Te Aeto, Whanaupani)

Pouarahi/Specialist Advisor

Te Runanga o Whaingaroa

Cnr. Waikare Ave & State Highway 10, Kaero

PO Box 88, Kaero Northland 0448

Mob: 021 295 7306

Ph: 09 405 0340 ext 705

www.whaingaroa.iwi.nz | [Te Runanga O Whaingaroa](#) | [Facebook](#)



HE PANUI TAPU RAWA: Kua noho tapu pea tenei imera, me nga apitinga kua tapaina, i raro ke i nga mana punanga. Mehemea horekau raini koe te kaiwhiwhi tika i tenei imera, tena, kua e panuitia, kua haki e mau, e tukua, e puruatia raini. Pena kua he tou nei whiwhinga – whakamahio atu ki te kaituku wawe ake nei, a, whakakorea naini tonu nei. No reira, ko nga korero o roto horekau pea he korero e tautoko, whakamana raini, e Te Runanga o Whaingaroa.

CONFIDENTIALITY NOTICE: This e-mail message and any accompanying attachments may contain information that is confidential and subject to legal privilege. If you are not the intended recipient, do not read, use, disseminate, distribute or copy this message or attachments. If you have received this message in error - please notify the sender immediately and delete this message. Views expressed are not necessarily endorsed by Te Runanga o Whaingaroa.

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

Sent: Rahina, 19 Hongongoi, 2021 11:01 p.m.

To: Raniera Kaio <Raniera.Kaio@whaingaroa.iwi.nz>

Subject: NEW ROAD NAME REQUEST - Whangaroa

Tena koe

The Bay of Islands / Whangaroa Community Board (Far North District Council) has received the an

application to name a new road or subdivision as per suggestions below:

Addressed at Kent Street, Whangaroa

1. Gilligans Lane - The Gilligan Family have owned the land for more than a decade but the former generation of Gilligans owned Kingfisher Lodge.
2. Mataitai Lane - Mataitai is the name of the family boat and means fishing reserve.
3. Oly Lane - The Gilligan family purchased the land from the Oly family who owned it for many years.

The Community Board is seeking your feedback on the proposed name, should you wish to comment. Comments can be made by return email to Selina.Topia@nta.govt.nz and must be received 5pm on 22 July 2021.

Any feedback you wish to provide will be considered by the Board when making a decision on this matter.

If you have any questions please do not hesitate to contact me via email.

Nga mihi,
Selina Topia.

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.

7.6 FUNDING APPLICATIONS

File Number: A3343040

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 2 September 2021 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Three new applications for funding have been received, requesting \$29,100
- The Bay of Islands Sports Complex Management Group were granted \$10,000 for a feasibility study for a playground. They managed to come in well under budget as the other parties provided the work well below cost. They are asking if they may retain the unspent funding of \$5,189 and reallocate it towards the cost of the playground
- At the last meeting of the 2020/21 financial year, the Board allocated funding to four projects, subject to funding applications being received by 31 August 2021. Two applications have been received (Bay of Islands Walkways and Whangaroa Community Trust) and are included for the Board's consideration. The funding applications for the two projects in Kawakawa are yet to be completed and returned by the community groups. If they are received by 31 August, they will be submitted to the October meeting for the Board to approve.
- At time of writing, the amount of funding for the Community Board for the 2021/22 financial year is not available.
- It has been indicated that the amount of funding for the Board to grant will increase by 25% on the 2020/21 financial year.
- It has also been indicated that the Boards will also have \$100,000 for placemaking funding to grant in the 2021/22 financial year.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$4000 (plus GST if applicable) be paid from the Board's Community Fund account to Henry & William Williams Memorial Museum Trust for costs towards concept development for Place, Faith & Family: Paihia 1823-2023 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 \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Our Kerikeri Community Charitable Trust for costs towards purchasing a permanent Christmas tree for Kerikeri to 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 \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Te Puna Aroha for costs towards Moerewa Christmas 21 to 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 confirms their resolution of 3 June 2021 and approves the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Walkways and Walking Trust for costs towards Russell to Okiato shared pathway signage 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 confirms their resolution of 3 June 2021 and approves the sum of \$30,000 (plus GST if applicable) be paid from the Board's Community Fund account to Whangaroa Community Trust for costs towards Kaeo playground shade structure 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 unspent sum of \$5,189 (plus GST if applicable) be retained by the Kerikeri Sports Complex Management Group for costs towards construction of a playground at the complex 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
Henry & William Williams Memorial Museum Trust	Place, Faith & Family: Paihia 1823-2023	\$4,000 50%	\$4,000 50%	This is for the 200 th anniversary of the European settlement of Paihia – the applicant is seeking funds for a facilitator to prepare the concept for an exhibition to be held at the Waitangi Treaty Grounds (and possibly a wider commemoration of the bicentenary within the community)	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Our Kerikeri Community Charitable Trust	Permanent Christmas Tree	\$20,000 39%	\$5,000 10%	Our Kerikeri is seeking funding for a permanent Christmas tree to be used for future Christmas festivals in Kerikeri. They already have funding towards the Kerikeri Christmas Festival and it is recommended that the funding that would usually be given towards the Christmas Parade and roading be provided to Our Kerikeri for this instead.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Community service
Te Puna Aroha Moerewa Christmas 21	Moerewa Christmas Parade and Festival	\$5,100 40%	\$5,000 39%	This is the fourth annual Moerewa Christmas festival and this year they are proposing road closures to allow a parade to take place. The Board's Strategic Plan states that the Board will: <i>"Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$2,500 per annum for the event, plus traffic management costs up to a maximum of \$2,500."</i>	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Bay of Islands Walkways and Walking Trust	Russell to Okiato shared pathway signage	\$3,000	\$3,000	This funding was allocated from 2020/21 funds by resolution of the Board at the meeting held on 3 June 2021, subject to a funding application being completed and approved by the Board.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Placemaking
Whangaroa Community Trust	Kaeo playground shade structure	\$31,830	\$30,000	This funding was allocated from 2020/21 funds by resolution of the Board at the meeting held on 3 June 2021, subject to a funding application being completed and approved by the Board.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Placemaking
Kerikeri Sports Complex Management Group	Playground	\$5,189	\$5,189	This funding has already been received by the group for the feasibility study. The costs were less than expected due to pro bono work by one of the parties, leading to a \$5,189 amount being left. The applicant has asked if they may put this funding towards the cost of the playground construction.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Placemaking

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. Pages from BOI WCB - Application - Henry & William Williams Memorial Museum Trust - A3342809 [↓](#) 
2. Pages from BOI WCB - Application - Our Kerikeri Community Charitable Trust - A3342814 [↓](#) 
3. Pages from BOI WCB - Application - Te Puna Aroha Moerewa Christmas 21 - A3342830 [↓](#) 
4. Pages from BOI WCB - Application - Bay of Islands Walkways and Walking Trust (Russell & Okiato Shared Pathway) - A3342898 [↓](#) 
5. Pages from BOI WCB - Application - Whangaroa Community Trust - A3342813 [↓](#) 
6. BOI WCB - Application - Kerikeri Sports Complex Management Group - A3344001 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Local Grant Application Form



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 *N/A - Falls under H+S plan of Waitangi Museum*
- ☐ Your organisation's business plan (if applicable) *N/A*
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so *N/A*
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	<u>Henry & William Williams Memorial Museum Trust</u>	Number of Members	<u>8</u>
Postal Address	<u>14 Kinross St, Kelburn, Wellington</u>	Post Code	<u>6012</u>
Physical Address	<u>'The Retreat', SH1, Pakaraka</u>	Post Code	<u>0472</u>
Contact Person	<u>Camilla Hope-Simcock</u>	Position	<u>Trustee</u>
Phone Number	<u>-</u>	Mobile Number	<u>021 440 968</u>
Email Address	<u>camilla.hopesimcock@gmail.com</u>		

Please briefly describe the purpose of the organisation.

The preservation & conservation of the house, garden, and family collection of 'The Retreat', an historic house at Pakaraka.

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Local Grant Application Form



Project Details

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

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity "Place, Faith + Family": Paikia 1823-2023 Date Dec 2022 - May 2023

Location Waitangi Museum, Waitangi Treaty Grounds Time

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

If so, how much? Included in normal Treaty Ground entry fee (\$25 NZ citizens)

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

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

*Please see attached statement
& outline of activity.*

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	6,000	3,000
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) concept Document	2,000	1,000
TOTALS	8,000	4,000

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

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Local Grant Application Form



Financial Information

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

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
Full verandah replacement at 'The Retreat'	c. \$75,000
NB) All related to the organisation, but not connected to this application for the exhibition project.	
TOTAL	

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

Funding Source	Amount	Approved
		Yes / Pending
N/A : yet to apply		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
			Y / N
N/A - none.			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)

Henry & William Williams Memorial Museum Trust

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

[Signature]

Signatory Two

[Signature]

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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 CAMILLA HOPE-SIMCOCK Position TRUSTEE - HWWMMT
 Postal Address 13 MALEY AVE DEVONPORT, AUCKLAND Post Code 0624
 Phone Number Mobile Number 021 440 968
 Signature [Signature] Date 3-08-21

Signatory Two

Name JOHN ANDREWS Position CHAIR - HWWMMT
 Postal Address 42 C SPROTT RD AUCKLAND Post Code 1071
 Phone Number 021 899 229 Mobile Number 021 899 229
 Signature [Signature] Date 3.8.21

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Schedule of Supporting Documentation**Henry & William Williams Memorial Museum Trust**

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

1	Outline of activity and the services it will provide x2 pages
2	Draft budget 30 May 2021
3	Westpac Bank Statement as at 1 June 2021
4	Annual Report and Financial Statements – 31 March 2021 x7 pages

BOI Local Board - Grant Application for Sept 2nd Meeting**Outline of activity and the services it will provide (page 2):**

The year 2023 celebrates the bicentennial of the arrival of Church Missionary Society missionaries at the site of present day Paihia. Key figures in that event were Hamu (the wife of Te Koki) who gifted the land, the Williams and Fairburn families, and the Reverend Samuel Marsden.

Following a suggestion from Dame Claudia Orange, members of the Henry and William Williams Memorial Museum Trust engaged with the Waitangi Museum and the Waitangi National Trust, to establish the possibility of an exhibition to be staged at the Waitangi Museum. This would focus on the arrival of the Williams and Fairburn families to establish the Paihia Mission Station, including the establishment of the first printery in New Zealand for works in te reo.

The Trust are therefore seeking seed funding to pay for the professional services of a museum curator (Rose Evans from ObjectLab Ltd) to facilitate this project. The funding would enable her to develop a full concept plan outlining the layout, themes and objects in the exhibition. The resulting proposal would then be used to apply to sponsors or other funders.

It is proposed to organise the exhibition around 4 central themes: Pre-European Paihia to 1823, The work of the missionary men (gospel, translation, printing etc), The work of the missionary women (education, midwifery, domestic life etc), and Paihia in 2023 (the place, the people, the work). It would tell the story of life in Paihia in 1823 through 3 different lenses (the first 3 themes) and through the 4th theme connect the lives of the mission families to present day NZers, and Paihia as it is now.

The local hapū and iwi who gifted the land to establish the mission station fully support this exhibition. They hold stories and tāonga which will be included in the exhibition. This will enhance the ability of the local community to experience more of their unique cultural heritage during Paihia's bicentennial year.

The principle purpose of the exhibition is to expand Paihia's vision of its unique identity, and its important place in our national history. For both the existing local community and for the large number of visitors expected to gather in Paihia for bicentennial celebrations this exhibition will greatly expand their knowledge of the history of Paihia and recognise the importance of this heritage in the promotion of the town today.

The generous gift of the use of the upstairs gallery at the Waitangi Museum (including technical support and inter-museum loan expertise) for a full six months from December 2022 till May 2023 clearly demonstrates that the Waitangi National Trust consider this exhibition a valuable contribution to the

bicentennial celebrations, and an excellent opportunity to promote local Bay of Islands history in complement to their permanent Te Tiriti exhibition.

In addition it will broaden the local community's experiences by being a rare chance to see items which are important to their history but which are not otherwise available to them. The exhibition would comprise pieces borrowed from local and national museums but also many rare pieces held in private collections.

Following a suggestion from James Clouston (former member of the Henry and William Williams Memorial Museum Trust) to assist the possibility of an exhibition to be staged at the Whangaroa Museum. This would focus on the arrival of the Williams and Fairbairn families to establish the Fairbairn Mission Station, including the establishment of the first primary in New Zealand for girls, and the first primary in New Zealand for boys.

The Trust are therefore seeking seed funding to pay for the professional services of a museum curator (Rose Evans from Object as Ltd) to facilitate the project. The funding would enable her to develop a full concept plan outlining the layout, themes and objects in the exhibition. The resulting proposal would then be used to apply to sponsors or other funders.

It is proposed to organise the exhibition around a central theme: Pre-European Fairbairn to 1853. The work of the missionary women (education, translation, nursing etc), the work of the missionary men (education, midwifery, domestic life etc), and Fairbairn in 1853 (the place, the people, the work). It would tell the story of life in Fairbairn from 1853 through 3 different lenses (the first 3 themes) and through the 4th theme connect the lives of the mission families to present day NZers, and Fairbairn as it is now.

The local iwi and iwi who gifted the land to establish the mission station fully support this exhibition. They hold stories and legends which will be included in the exhibition. This will enhance the ability of the local community to experience more of their unique cultural heritage during Fairbairn's bicentennial year.

The principle purpose of the exhibition is to expand Fairbairn's vision of his unique identity, and his important place in our national history. For both the existing local community and for the large number of visitors expected to gather in Fairbairn for bicentennial celebrations the exhibition will greatly expand their knowledge of the history of Fairbairn and recognise the importance of this heritage in the promotion of the town today.

The generous gift of the use of the upstairs gallery at the Whangaroa Museum (including technical support and interpretation) for a full year (October 2022 till May 2023) clearly demonstrates that the Whangaroa Museum Trust consider this exhibition a valuable contribution to the

Local Grant Application Form



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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	Our Kerikeri Community Charitable Trust	Number of Members	7
Postal Address	PO Box 501, Kerikeri	Post Code	0245
Physical Address	10 Fairway Drive, Kerikeri	Post Code	0230
Contact Person	Annika Dickey	Position	Chairperson, Trustee
Phone Number	021 2407720	Mobile Number	021 2407720
Email Address	annika@wwc.co.nz		

Please briefly describe the purpose of the organisation.

Our Kerikeri Community Charitable Trust was formed by a small group of passionate volunteers who are united by a goal of unlocking the potential in Kerikeri. We work collaboratively with other community groups and our local hapu to do great things.

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 Community Christmas Tree will bring our town to life in an area we have sorely lacked for many years. This funding will help us to purchase an 8-metre tree with fully programmable lights. It is an enduring investment that will bring enjoyment to the community for years to come, as the tree has an estimated life of 10 years. Programmable lights mean each year, the lighting of the tree can have different patterns and designs, meaning the tree remains relevant, dynamic and fun each year. The Tree will be our town's focal point over Christmas and a place to gather and celebrate the Christmas season. Our vision is for the tree to be situated on/near the Domain where the community can gather each year for Christmas parades, festivals, carols and movie nights.

Christmas is a time of year when many can feel alone, including the elderly. It's also a time of year that puts financial pressure on families with many going without. The Far North District has high deprivation statistics with many families unable to afford Christmas. For these families and kids, this community Christmas Tree will such a special Christmas experience.

A Christmas Tree that belongs to the whole community and fills families with joy and happiness is our aim. As the tree is fully programmable, it allows the tree to be dynamic each year ensuring it is always fun to watch as the patterns, pictures and text can be changed.

The Christmas Tree provides an anchor and gathering point for our whanau and community throughout the month leading up to Christmas.

Our Kerikeri is a passionate and dedicated group of community advocates. We enjoy a partnership with Ngāti Rehia and the support and enthusiasm of our local businesses. At our first community meeting to invite feedback on community aspirations we had over 400 people attend. We will achieve this through (hopefully) supported funding applications, the support of our community and relentless dedication of our volunteers to making awesome things happen for our town and district.

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) 8 (minimum 6) metre Christmas Tree	47,000	20,000
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)	4,000	not applicable
Other (describe)		
TOTALS	51,000	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
Te Haa o Te Ao - Kerikeri Gateway Sculpture	222,655
Christmas General Fund incl. 2021 Parade	5,098
Cathay Cinema Wall Art Competition	5,000
TOTAL	232,753

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

Funding Source	Amount	Approved
Lotteries Board (application in, decision end of September)	Requested: 20,000	Yes / ☒ Pending
Pub Charity	Secured: 20,000	☒ 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
We have received no funding from Council			Y / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



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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)

Our Kerikeri Community Charitable Trust

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

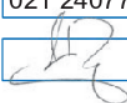
Local Grant Application Form



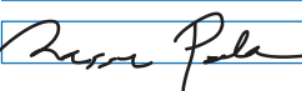
We agree to the following conditions if we are funded by Local Community Grant Funding:

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	Annika Dickey	Position	Chairman, Trustee
Postal Address	PO Box 501, Kerikeri		Post Code 0245
Phone Number	021 2407720	Mobile Number	021 2407720
Signature		Date	3 August 2021

Signatory Two

Name	Lasse Pedersen	Position	Secretary
Postal Address	281 Onekura Road, RD 2		Post Code 0295
Phone Number	09 401 6679	Mobile Number	027 4477655
Signature		Date	3 August 2021

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Schedule of Supporting Documentation**Our Kerikeri Community Charitable Trust**

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

1	ANZ Bank Statement from 01 June 2021 to 10 August 2021
2	Performance Report as at 30 June 2020 x 13 pages
3	Management Reports for the year ended 30 June 2021 x7 pages
4	Project Outline
5	Quote – Celebrations Group
6	Quote – Christmas Designers

Local Grant Application Form



Moerewa Christmas
2021

Instructions

Please read carefully:

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

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

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

Applicant details

Organisation Te Puna Aroha Number of Members

Postal Address 190 Otiria Rd, RPI Kawerau Post Code 0281

Physical Address as above Post Code

Contact Person Pamela Anne Ngohi-S Position Secretary

Phone Number 027 911 5580 Mobile Number 027 911 5580

Email Address pamela.anne.21@gmail.com or tepuna.aroha@gmail.com

Please briefly describe the purpose of the organisation.

Te Puna Aroha is a newly established trust, providing project management of community led initiatives/events. In the past 12 months of operations we have been involved in a number of successful initiatives which have benefited our community.

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(version Sept 2018)

Page 1

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Moerewa Christmas 2021 Date 4 Dec 2021

Location Moerewa Township Time 10-2pm

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

If so, how much? 100% This event will be fully interactive.

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

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

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

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

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested	
Rent/Venue Hire	\$ 400 -		
Advertising/Promotion	\$ 500 -	X	
Facilitator/Professional Fees ² MC	\$ 2000 -	X	
Administration (incl. stationery/copying)	\$ 2,000 -	X	
Equipment Hire Bouncy Castle x2	\$ 2,400 -	\$ 1200 -	A
Equipment Purchase (describe)			
Utilities	\$ 100 -	X	
Hardware (e.g. cement, timber, nails, paint)	X	X	
Consumable materials (craft supplies, books)	\$ 2,375 -	\$ 1200 -	B
Refreshments Kawmaka/Kia Tei	\$ 400 -	\$ 200 -	C
Travel/Mileage	X	X	
Volunteer Expenses Reimbursement	X	X	
Wages/Salary	X	not applicable	
Volunteer Value (\$20/hr)	X	not applicable	
Other (describe) Road Closure Fees	\$ 2,500 -	\$ 2,500 -	NA.
TOTALS	\$ 12,675 -	\$ 5,100 -	

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

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Local Grant Application Form



Financial Information

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

How much money does your organisation currently have? \$5,953-10

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

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

Purpose	Amount
→ Otiria RFC 7 Flood Resilience Kaitiaki	3,000 —
→ Accountant Fees Annual	2,000 —
→ Portable Shelter Unit	1,000 —
TOTAL	6,000 —

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

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

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

Purpose	Amount	Date	Project Report Submitted
FN YC+	11,126-25	20 Aug 20	not yet still to come
			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)

Te Puna Aroha Putea Whakapapa.

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One - *Pam*

Signatory Two - *Alex*

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Local Grant Application Form



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

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

Signatory One

Name Pamela-Anne Ngole-Simon Position Secretary
 Postal Address 190 Otiria Rd, RD1 Kawakawa Post Code 0281
 Phone Number 027 911 5580 Mobile Number
 Signature [Signature] Date 22/7/2021

Signatory Two

Name Alex McGregor Position Chair person
 Postal Address 32 Learty St, Moerewa Post Code 0211
 Phone Number 021 022 72051 Mobile Number
 Signature [Signature] Date 22/7/2021

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Schedule of Supporting Documentation**Te Puna Aroha – Moerewa Christmas 2021**

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 30 June 2021 x2 pages
2	Quote – McGregors Castles
3	Quote - Kmart
4	Quote - Countdown
5	Moerewa Christmas Activity Agenda

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 *N/A*
- ☐ A health and safety plan *N/A*
- ☐ Your organisation's business plan (if applicable) *N/A*
- ☒ 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	Bay of Islands Walkways and Walking Trust		Number of Members	<i>6 trustees unlimited people</i>
Postal Address	C/o W Fuller, 14 Tapeka Heights Lane, Russell		Post Code	0202
Physical Address	C/o W Fuller, 14 Tapeka Heights Lane, Russell		Post Code	0202
Contact Person	William Fuller	Position	<i>Chairperson</i>	
Phone Number		Mobile Number	<i>027-7147845</i>	
Email Address	<i>lake2c@extra.co.nz</i>			

Please briefly describe the purpose of the organisation.

To promote walking and cycling in the Bay of Islands. Maintain tracks on a voluntary basis.

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Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Russell to Okiato Shared Pathway Date all year!
Location Russell to Okiato 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.

A presentation has already been made to the Community Board to explain this.

Increase economic output
Increase productivity and growth
Increase local employment
Improve transport infrastructure

Locals and visitors will benefit:

Healthy lifestyles - both physically and mentally
Healthier incomes

It will link the Twin Coast Cycleway to Russell (and eventually Kerikeri)

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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		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire	35,000	
Equipment Purchase (describe) signage	4,658	3,000
Utilities		
Hardware (e.g. cement, timber, nails, paint)	5,000	
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) contingency	7,000	
TOTALS	51,658	3,000

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

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A2686814

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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
Maintenance and improvement to track	\$16,228
TOTAL	\$16,228

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

Funding Source	Amount	Approved
A&L		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Maintenance and improvement to track	\$10,500	21/6/19	Y (N)
			Y / N
			Y / N
			Y / N

work-in progress

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Local Grant Application Form



Privacy Information

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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)

Bay of Islands Walkways and Walking Trust

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

W. Fuller

Signatory Two

M. Pascoe

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A2666814

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Local Grant Application Form



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

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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.
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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 William Fuller Position
 Postal Address 14 Tapeka Heights Lane, Russell Post Code 0202
 Phone Number Mobile Number 027-7147845
 Signature W Fuller Date 21/7/21

Signatory Two

Name Margaret Joan Pasco Position Secretary
 Postal Address 396 Hicks Road RD1 Russell 0272 Post Code 0272
 Phone Number 027 09 403 7624 Mobile Number 021 0355 4312
 Signature M Pasco Date 21-7-21

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A2655814

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Schedule of Supporting Documentation**BAY OF ISLANDS WALKWAYS AND WALKING TRUST****RUSSELL TO OKIATO SHARED PATHWAY**

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

1	Westpac Bank balances as at 21 July 2021 x 1 page
2	Financial Report FYE 31 March 2021 x 2 PAGES
3	Quote – Halvo Signs x 1 page
4	Halvo Signs – Mock Ups x 4 pages
5	Email – Darren James FNDC x 1 page

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

*Adding
a response
from fndc*

Applicant details

Organisation	<u>Whangaroa Community Trust</u>	Number of Members	<u>6</u>
Postal Address	<u>P.O. Box 357 KAEO</u>	Post Code	<u>0478</u>
Physical Address	<u>C/- 12 Lesser Road Rb1 Whangaroa. KAEO</u>	Post Code	<u>0478</u>
Contact Person	<u>Eljon Fitzgerald</u>	Position	<u>Deputy Chairperson</u>
Phone Number	<u>09 4050180</u>	Mobile Number	<u>021-02206851</u>
Email Address	<u>Eljon.Fitzgerald@gmail.com</u>		

Please briefly describe the purpose of the organisation.

To promote, foster or encourage services, opportunities for growth in our economy and employment, recreational facilities in Whangaroa.

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Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Purchase of Shade Sails Date By Sept 2021

Location Kaero Community Playground Time Open

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

If so, how much? Not applicable

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 entire community will benefit, including children families, young and old. The shade sails will provide much needed protection from the sun during the summer months and on hot sunny days when the play equipment such as the slide, swings and climbing frame are too hot to use.

The Playground is a popular picnic and gathering area for families and visitors to Kaero and Whangaroa. New Shade Sails will allow people to stay longer and use the playground and picnic area, and hopefully enjoy other facilities, shops and our Museum during their stay.

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) Shade Sails and Installation Preferred Provider Shade Systems	31,830	31,830
Utilities	-	-
Hardware (e.g. cement, timber, nails, paint)	-	-
Consumable materials (craft supplies, books)	-	-
Refreshments	-	-
Travel/Mileage	-	-
Volunteer Expenses Reimbursement		
Wages/Salary Community Coordinator	2,400	not applicable
Volunteer Value (\$20/hr)	800	not applicable
Other (describe)		
TOTALS	35,030	31,830

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
Community Coordinator Role	19,803
Tourist Maps	1,165
TOTAL	20,968

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

Funding Source	Amount	Approved
Lottery Grants Board Community Coordinator	2,400	☒ Yes / ☐ Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N

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

A2686814

(version Sept 2018)

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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)

Whangaroa Community Trust

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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Local Grant Application Form



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

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

Signatory One

Name Raniera Kato Position Chairperson
 Postal Address 987 SH10 KAHO Post Code 0448
 Phone Number 09 405 1853 Mobile Number 021 295 7306
 Signature [Signature] Date 05.08.21

Signatory Two

Name Elyon Fitzgerald Position Deputy Chairperson
 Postal Address 12 Lower Road RD1 Whangaroa, KAHO Post Code 0478
 Phone Number 09 4050180 Mobile Number 021-02206851
 Signature [Signature] Date 5-8-21

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**Whangaroa Community Trust**

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

1	ANZ Bank Statement as at 30 July 2021
2	Cover Letter – Independent Taxation Services Ltd
3	Performance Report – for the year ended 31 March 2020 x 6 pages
4	Project vision statement x 2 pages
5	Quote – Shade systems x 5 pages
6	Quote – Playco x 1 page
7	Quote – Palmer Canvas x 2 pages

Kathryn Trewin

From: Angela Barker <benandange@gmail.com>
Sent: Monday, 16 August 2021 8:12 PM
To: Funding
Cc: info
Subject: Re: Return of Grant

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.

Hi Kathryn, I know I may have missed the chance to get this into the info pack, however please find below my request for the funds:

To The Bay Of Islands/Whangaroa Community Board,

Thank you for your two donations to the proposed playground at the Kerikeri Sports Complex. We are submitting our lotteries grant application this month in the hope we will get the remainder of the funding locked in and be able to start the design and build of the space by early next year.

The purpose of this email is to request consideration for the re-purposing of the grant given to the playground in September 2019. The grant from 2019 was awarded to fund the feasibility study, which was completed for us by Vision Consulting. The full document cost \$10k however the owner of Vision consulting (Ben Perry) donated \$5k of his time to the project, which reduced the cash bill to our project. Given his generous donation we did not need to spend the full Community Board grant allocation on the study.

As you have seen from our recent application the next stage is trying to get to \$100k worth of community funding to allow a \$200k application to the Lotteries Commission. Any physical cash we hold will go towards the purchase of the equipment and matting, as the majority of in-kind donations we have been offered have been for labour and consultancy services. Being able to retain the remainder of the 2019 grant will assist in our goal to have \$100k before the Lotteries grant is submitted

Noting the above I am requesting that you consider allowing us to retain the remainder of the unspent grant and utilise it in the purchase of playground equipment.

Thank you,

Ange Barker

7.7 PROJECT FUNDING REPORTS

File Number: A3342912

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 Festival Group – Ngā Purapura Kaeo
- b) Kerikeri Theatre Company – The Sound of Music
- c) Simson Park Hall & Management Committee – Roof replacement

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.

It is noted that the Board requested further information regarding the report from Te Ruapekapeka Trust, as when the funding was granted, the applicant indicated that they were anticipating funding from another source that would mean that the Board's funding would not be required. The applicant has not responded to emails or phone calls at time of report writing to advise of the actual situation. The Funding Advisor will continue in efforts to get a response for the Board.

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. Pages from BOI WCB - Project Report - Kaeo Festival Group - Nga Purapura Kaeo - A3342899 [!\[\]\(0f0f508d296bff693b2b34288b8d91ee_img.jpg\)](#) 
2. Pages from BOI WCB - Project Report - Kerikeri Theatre Company Inc (The Sound of Music) - A3342903 [!\[\]\(108ddea3e4403f7ec336d9616208971a_img.jpg\)](#) 
3. Pages from BOI WCB - Project Report - Simson Park Hall & Management Committee - A3342919 [!\[\]\(684fbb9ddb42c1901e34d7427e05295b_img.jpg\)](#) 

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.	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.



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 Festival Group
Name & location of project:	Nga Purapura, Kaeo
Date of project/activity:	10th April 2021

Which Community Board did you receive funding from?

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

Amount received from the Community Fund: \$ 5000

Board meeting date the grant was approved:

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)
Please see attached budget	\$	
	\$	
	\$	
	\$	
Total:	\$	

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

Despite torrential rain the community still turned out in drives and every activity was at capacity. Over 300 people came along to enjoy a very spirited festival. Much fewer than usual because of the terrible weather conditions all day. The rain added an atmosphere of over coming adversity! We had a contingency plan which we enacted for the rain but a learning for the future would be to consider different levels of rain as the weather was so adverse it was tough for our stallholders and we didn't see as many people benefiting as we would have done on a fine day. Highlights included seeing so many whanau brave the weather as 'die hard Nga Purapura fans', a jam packed hall for the theatre performance and whanau staying all day and taking part in everything we had on offer.

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

Our project provided a day jammed full of FREE creative activities and performances for whanau in our community and for visitors. Skills were passed on, stories were told and creative expression was celebrated. Volunteers from across the Whangaroa community come together to help organise, facilitate and contribute to the making of the event. This is truly a community event where the community pulls together to create a magical day for our tamariki and visiting families. Nga Purapura nurtures pride in our local area. Whangaroa is proud of the skills, talent and creativity we demonstrate and of the event itself that we create as a community. The event inspires the community to improve our facilities. Wherever possible we use all local talent as performers, facilitators, leaders and stallholders. The artists and facilitators that we are paid proper rates to ensure that they are invested in. This year every contributor was from Northland, mostly the Far North.

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

Attached

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

[www.facebook/ngapurapurakao](https://www.facebook.com/ngapurapurakao)

This report was completed by:

Name:

Address:

Phone: mob:

Email:

Date:

Schedule of Supporting Documentation**KAEO FESTIVAL GROUP****NGA PURAPURA KAEO**

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

1	Nga Purapura 2021 budget x 1 page
2	2021 Festival Programme x 1 page
3	Festival Supports list of thanks x 1 page
4	Festival flyers x 3 pages
5	Festival photos x 2 pages



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: Kerikeri Theatre Company Inc.
Name & location of project: THE SOUND OF MUSIC, TURNER CENTRE, KERIKERI
Date of project/activity: 7-11 July 2021

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$10,000

Board meeting date the grant was approved: 6/5/2021

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	Samount	Receipt/s attached (please tick)
TURNER CENTRE - VENUE HIRE	\$21,749.80	☒
	\$	
	\$	
	\$	
Total:	\$21,749.80	

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

LARGE CAST AND CREW OF APPROX. 100 PEOPLE (MOSTLY VOLUNTEERS)!
AUDIENCE OF 2,462 - THE BIGGEST ~~IN~~ TURNER CENTRE HISTORY!
312 DISCOUNTED SCHOOL TICKETS SOLD + 90 FREE TICKETS TO LOWER DEGREE SCHOOLS. INCREDIBLE FEEDBACK & MOUNTAINS OF IT! WE'VE SINCE HAD A SURGE OF INTEREST IN PEOPLE JOINING OUR THEATRE COMPANY!

Private Bag 752, Manawatu Ave, Kaikohe 0400, New Zealand, Telephone: 0800 930 029
Fax: 06 835 1400, Email: funding@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 FAR NORTH IS HUNGRY FOR LIVE ENTERTAINMENT AND WE HAVE SOME INCREDIBLE TALENT ACROSS THE BOARD. WE DID FIND A LACK OF EXPERIENCED PERFORMING ARTS TECHNICIANS^{LOCALLY} WHICH WE WOULD LIKE TO ADDRESS BEFORE OUR NEXT LARGE PRODUCTION. WE WERE ABLE TO GIVE WORK TO LOCAL ARTISTS AND OFFERED A LIVE THEATRE EXPERIENCE WHICH WAS ARGUABLY WORLD CLASS. WE LET OUT TO INSPIRE AND BRING CULTURE AND WE CERTAINLY ACHIEVED THESE!

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

AS WE RECEIVED FUNDING AFTER THE BULK OF OUR PRINT COLLATERAL WE WEREN'T ABLE TO GET THE LOGO ON OUR BIG BILLBOARDS AND POSTERS HOW EVER WE DID GET THE LOGO AND SPECIAL THANKS IN OUR PROGRAMME AND ON OUR FACEBOOK BANNER (ALL ATTACHED).

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

facebook.com/kerikeritheatrecompany

This report was completed by:

Name: TEREIA WAKELIN
Address: 24 RONAS PLACE, KAINGAROA, KAITIAI.
Phone: 02102211782 mob:
Email: info@kerikeritheatrecompany.com
Date: 27/7/2021

Schedule of Supporting Documentation**KERIKERI THEATRE COMPANY INC.****(THE SOUND OF MUSIC)**

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

1	Invoice - Turner Centre x 1 page
2	Credit note – The Centre at Kerikeri Ltd x 1 page
3	Marketing flyer x 1 page
4	Supporters Acknowledgements included in production programme x 2 pages



**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: Simson Park Hall & Management Committee

Name & location of project: Leaity St, Moerewa, Town Hall

Date of project/activity: 24 Jun to 15 Jul 2021

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 40,270-00

Board meeting date the grant was approved: 3 Jun 2021

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
<u>Metal Craft</u>	<u>\$29,357.56</u>	<u>✓</u>
<u>Cowleys Hire</u>	<u>\$ 1,260-00</u>	<u>✓</u>
<u>MMT Construction</u>	<u>\$ 9,658-44</u>	<u>✓</u>
	\$	
Total:	<u>\$ 40,270</u>	

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

This project has a significant impact on our entire community as our Hall is used or hired at least twice per week, so on average the numbers on a annual basis are 5000 (100 per week x 52 = 5200 people) utilising this space each year.

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:

Having completed this project it has ignited another project to collaborate with us & have a training program (in Building with RTC) work with us beautify our building & made some planter boxes in an effort to stop the graffiti to our building. But it's about creating a safe place for our community to gather.

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

As attached.

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

Simson Park Hall.

This report was completed by:

Name: Pamela - Anne Ngohe-Simon
 Address: 190 Otiria Rd, RPI Kawakawa, 0281
 Phone: 027 911 5580 mob: 
 Email: pamel.a.ann21@gmail.com
 Date: 15 / 7 / 2021

Laurie Anderson
 Chairman SPH
 20 Jul 2021.

Pamela-Anne
 Special Projects
 20 Jul 2021

2

Schedule of Supporting Documentation**SIMSON PARK HALL & MANAGEMENT COMMITTEE**

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

1	Westpac Bank transaction list confirming proof of payments – 1 page
2	Invoices/Sales Orders – Metal Craft Roofing, Cowleys Hire Centre Ltd, MMJ Construction x 3 pages
3	Photos and supporting project completion information x 3 pages
4	Email from Pamela-Ann Ngohe-Simon 20 July 2021 x 1 page

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

9 TE KAPINGA HUI / MEETING CLOSE