Far North District Council



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 7 October 2021

Time:

10.00 am

Location:

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

10. Provide information.

BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Belinda Ward	Ward Jarvis Family Trust	Trustee		
	Kenneth Jarvis Family Trust	Trustee		
	Residence in Watea			
Belinda Ward (Partner)	Ward Jarvis Family Trust	Trustee and beneficiary		
	Kenneth Jarvis Family Trust	Trustee and beneficiary		
	Residence in Watea	Trustee		
Lane Ayr	Retired			
	Home			
	Residence in Kerikeri			
Lane Ayr	Riverview School			
(Partner)	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 Sestercennial 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

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Russell Volunteer Fire Brigade	Secretary		Step aside from decisions that arise, that may have conflicts
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	Property Owner	Kerikeri		
(Partner)	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/Shareh older		

Far North District Council Bay of Islands-Whangaroa Community Board Meeting will be held in the virtually via Microsoft Teams on: Thursday 7 October 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 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

4 TE TONO KŌRERO / DEPUTATION

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

5 NGA KAIKORERO / SPEAKERS

Chris Galbraith on behalf of Far North Holdings speaking in regard to item 7.4 Waharoa Proposal - Russell Waterfront/Wharf.

Geoff Lawson on behalf of Youthline in regard to item 7.9 Funding Applications.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3405341

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 2 September 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 ĀPITIHANGA / ATTACHMENTS

1. 2021-09-02 Bay of Islands-Whangaroa Community Board Minutes - A3373820 🗓 🛣

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 <u>Council's</u> <u>Significance and Engagement Policy</u>	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 VIRTUALLY VIA MICROSOFT TEAMS ON THURSDAY, 2 SEPTEMBER 2021 AT 10.00 AM

PRESENT: Chairperson Belinda Ward, Member Lane Ayr, Member Manuela Gmuer-Hornell, Member Frank Owen, Member Manuwai Wells, Member Rachel Smith

IN ATTENDANCE: Councillor David Clendon, Councillor Kelly Stratford

1 KARAKIA TIMATANGA – OPENING PRAYER

Chairperson Belinda Ward opened with a karakia.

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

APOLOGY

RESOLUTION 2021/68

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

That the apology received from Member Bruce Mills and Member Dave Hookway-Kopa be accepted and leave of absence granted.

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

2.1 SPEAKING RIGHTS FOR COUNCILLOR DAVID CLENDON

RESOLUTION 2021/69

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

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

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

3 PUBLIC FORUM

Lorraine Bentley spoke in regards to Item 7.2 - Pa Road Petition.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Nil.

5 SPEAKERS

Camilla Hope-Simcock and John Andrews spoke on behalf of Williams Trust Group in regards to Item 76 – Funding Applications.

Annika Dickey spoke on behalf of Our Kerikeri in regards to Item 76 – Funding Applications.

Eljon Fitzgerald spoke on behalf of Whangaroa Community Trust in regards to Item 76 – Funding Applications.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3343925, pages 10 - 17 refers.

RESOLUTION 2021/70

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

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 with an amendment on page 2 – remove speakers name Josephine Reid Tereti and add replace it with Sarah Wynyard-Davis.

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A3343891, pages 18 - 24 refers.

RESOLUTION 2021/71

Moved: Member Frank Owen Seconded: Member Manuwai Wells

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

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

7.2 PA ROAD PETITION

Agenda item 7.2 document number A3346692, pages 25 - 57 refers.

RESOLUTION 2021/72

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board receives the Pa Road Petition.

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

MOTION

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

That the Bay of Islands-Whangaroa Community Board:

a) acknowledges staff will complete a Post Construction Road Safety Audit

At 11:29 am, Member Frank Owen left the meeting. At 11:33 am, Member Frank Owen returned to the meeting.

AMENDMENT

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

b) acknowledges staff have yet to complete Post Construction Road Safety Audit, and request a report to come back to Community Board.

In Favour: Chairperson Belinda Ward, Members Lane Ayr, Frank Owen and Manuwai Wells

Against: Nil

Abstained: Members Manuela Gmuer-Hornell and Rachel Smith

CARRIED

The amendment became the substantive motion.

RESOLUTION 2021/73

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

- a) receives the Pa Road Petition; and,
- b) acknowledges staff have yet to complete Post Construction Road Safety Audit, and request a report to come back to Community Board.

<u>In Favour:</u> Chairperson Belinda Ward, Members Lane Ayr, Frank Owen and Manuwai Wells Against: Nil

Item 6.1 - Attachment 1 - 2021-09-02 Bay of Islands-Whangaroa Community Board Minutes

Abstained: Members Manuela Gmuer-Hornell and Rachel Smith

CARRIED

Meeting adjourned for a brief break from 11:49 am to 11:56 am.

7.3 BAY OF ISLANDS-WHANGAROA FOOTPATH PROGRAM 2021-24

Agenda item 7.3 document number A3348636, pages 58 - 61 refers.

RESOLUTION 2021/74

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

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 Lewer 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 in association with the Bay of Islands-Whangaroa Community Board.
- In Favour: Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells

Against: Nil

Abstained: Member Rachel Smith

CARRIED

NOTE: Page 58 - 59 in the agenda, the Bay of Islands-Whangaroa Community Board is incorrectly referred to as Bay of Islands-Whangaroa Community Ward.

7.4 ROAD NAMING - 785 PUNGAERE ROAD, WAIPAPA

Agenda item 7.4 document number A3342681, pages 62 - 69 refers.

RESOLUTION 2021/75

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

Nil

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).

In Favour: Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell and Frank Owen

<u>Against:</u>

Abstained: Members Manuwai Wells and Rachel Smith

CARRIED

7.5 ROAD NAMING - 7A KENT ST, WHANGAROA

Agenda item 7.5 document number A3343333, pages 70 - 80 refers.

RESOLUTION 2021/76

Moved: Chairperson Belinda Ward 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 right-of-way (ROW), Gilligans Lane that is currently addressed at 7a Kent Street, Whangaroa.

In Favour: Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell and Frank Owen

Against: Nil

Abstained: Members Manuwai Wells and Rachel Smith

CARRIED

7.6 FUNDING APPLICATIONS

Agenda item 7.6 document number A3343040, pages 81 - 124 refers.

RESOLUTION 2021/77

Moved: Member Manuela Gmuer-Hornell Seconded: Member Frank Owen

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 Community Outcomes.

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

ii) Proud, vibrant communities

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

7.6 FUNDING APPLICATIONS

MOTION

Moved: Member Frank Owen Seconded: Member Manuela Gmuer-Hornell

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

AMENDMENT

Moved: Member Frank Owen Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board approves the sum of \$10,000 (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 support Community Outcomes:

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

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

The amendment became the substantive motion.

RESOLUTION 2021/78

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

That the Bay of Islands-Whangaroa Community Board approves the sum of \$10,000 (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 support Community Outcomes:

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

ii) Proud, vibrant communities

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

Against: Nil

<u>Abstained:</u> Member Rachel Smith

CARRIED

FUNDING APPLICATIONS

RESOLUTION 2021/79

7.6

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

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 2021 to support Community Outcomes:

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

ii) Proud, vibrant communities

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

7.6 FUNDING APPLICATIONS

RESOLUTION 2021/80

Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr

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 Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable
- ii) Proud, vibrant communities
- In Favour: Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells

Against: Nil

Abstained: Member Rachel Smith

CARRIED

7.6 FUNDING APPLICATIONS

RESOLUTION 2021/81

Moved: Chairperson Belinda Ward Seconded: Member Manuwai Wells

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 Community Outcomes:

i)	Communities that are healthy, safe, connected and sustainable	
ii)	Proud, vibrant communities	
<u>In Favour:</u>	Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells	
Against:	Nil	
Abstained:	Member Rachel Smith	
	CARRIED	

7.6 FUNDING APPLICATIONS

RESOLUTION 2021/82

Moved: Member Lane Ayr Seconded: Member Manuela Gmuer-Hornell

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 Community Outcomes:

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

ii) Proud, vibrant communities

In Favour: Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell and Frank Owen

Against: Nil

Abstained: Members Manuwai Wells and Rachel Smith

CARRIED

7.7 PROJECT FUNDING REPORTS

Agenda item 7.7 document number A3342912, pages 125 - 265 refers.

RESOLUTION 2021/83

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

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

Against: Nil

Abstained: Member Rachel Smith

CARRIED

Member Manuwai Wells closed with a karakia.

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 1:08 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board meeting held on 7 October 2021.

.....

CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number:	A3405362
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 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 ĀPITIHANGA / ATTACHMENTS

- 1. Belinda Ward Chairperson Report September 2021 A3405374 🗓 🛣
- 2. Manuela Gmuer-Hornell Members Report September 2021 A3405387 🗓 🛣

COMMUNITY BOARD MEMBER'S REPORT

Report to:

Member Name:

Subdivision:

Date:

Bay of Islands-Whangaroa Community Board

Belinda Ward

Paihia

17th August 2021 - 20th September 2021

REPORT

1) Meetings

- 18/08/21 Compiled final CB Footpath Priorities List Virtual
- 19/08/21 Matauri Bay Wastewater Workshop Virtual
- 20/08/21 BOI-W CB Agenda Preview Virtual
- 26/08/21 FNDC DP Workshop & Covid Updates Virtual
- 02/09/21 BOI-W CB meeting Virtual
- 06/09/21 FNDC Bylaw Discussion Workshop Virtual
- 07/09/21 Strategy & Policy Committee Meeting Virtual
- 07/09/21 Regulatory & Compliance Committee Meeting Virtual
- 07/09/21 FNDC Solid Waste Bylaw Hearings Virtual
- 08/09/21 Attended Infrastructure Committee meeting Virtually
- 14/09/21 FNDC Emergency Meeting & Big Ideas Lab Workshop Virtual
- 15/09/21 Teams meeting re Redwood Trees Kerikeri Virtual
- 17/09/21 Met with Hilary Sumpter re Redwood Trees Kerikeri Retirement Village
- 14/09/21 Bylaw process discussion with CEO Co-design vs consultation & where
- the CB fits into the process Virtual

2) Issues

Encroachments : IAM Business Report 31/07/21

Wharau Rd Kerikeri - currently with legal services. Encroaching structures are to be removed by 26/11/21. Also involves disputes with neighbours & Heritage NZ.

Te Wahapu Russell - Areas of encroachment being investigated.

Doves Bay Kerikeri - Structures built on Council Reserve land.

Hansen Rd Kerikeri - Details not confirmed.

Williams Reserve Paihia - Resident has built on Council Reserve - communications with property owner to remove.

Major Bridge Drive, Russell - Boatsheds constructed on Council Reserve - decision

needed to next course of action.

Paihia Scenic Reserve - Historic issues - courtyard & other structure on Council Reserve - Legal investigating options as owner not keen on removing structures.

Otiria - access to Otiria Waterfall several property owners may have included public accessways as part of their private property - legal investigating.

Heron Hill Kerikeri - Historical situation where a boatshed & boat ramp are built over an Esplanade Reserve.

3) Resources Consents

NIL

4) Requests for Service

RFS: 407499 18/08/21 Pedestrian safety issues in Williams Rd Paihia between PWMH & FNHL car park entrance on road reserve. A woman fell on the muddy grassed area & a man fit his head on the low tree branches.

RFS: 3975787 18/12/19 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:	Manuela Gmuer-Hornell
Subdivision:	Opua – Russell
Date:	20 September 2021

Meetings

Date	Meeting
02/09/2021	Community Board Meeting - Online
06/09/2021	Bylaws Workshop – Online
07/09/2021	Regulatory Compliance Committee – Observing Online
07/09/2021	Strategy & Policy Committee – Observing Online
20/09/2021	Russell Town Hall Committee Meeting – Russell

Issues/Feedback

Another months gone by and it has been quiet and the old issues still stand:

After our July 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 Opua School (and with this, the Opua Community) - The Opua 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 Opua 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 Kaitaia; 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.

requests i		IOI mation
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
10/09/2020	RFS-4025200	Arcadia Lodge Lemon Track erroding
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

Resource Consents

NIL received

Requests for Service/Information

RFS-4029293	tree to be removed Wellington St
RFS-4031104	Water Mains Breach Russell, no breach but leaks are being investigated
RFS-4034886	Fire Hydrant Marking RSA Russell
RFS-4046814	eroded track to Opua Beach
RFS-4052859	Duffus Estate Land breach driveway
RFS-4063234	Russell Hall - birds nesting inside
RFS-4063241	Washout Long Beach (far end)
RFS-4073578	Stage DOM - consent
	RFS-4031104 RFS-4034886 RFS-4046814 RFS-4052859 RFS-4063234 RFS-4063241

In progress

- Opua Resource Consent non-notified for development Franklin St/Kellet 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 Kellet Street Opua School been approved but not carried out after been promised to be finished by September, it is now "scheduled" for January 2021 and as per this report, this is now FNHL project – I am opposing this decision.
- Petition Okiato Boundary for paper road RFS-3996575 tabled at CB meeting 9/12.19 – the cost to be carried by petitioners. Motion passed in November 2020 CB meeting
- Include re-doing the FNHL terms of reference/objective in their comments about what the next annual plan and long term plan should cover. – tabled at CB Meeting 3/2/2020
- Speed Limit Review
- Maintenance in Russell Township to be outsourced to a local community group
- Mark boundaries at the "Walls Bay" Opua reserve clearly with bollards

7.2 EASTERN WARD TREE REMOVALS REQUEST

File Number: A3373151

Author: Rob Stewart, Senior Facilities Technical Officer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek Bay of Islands-Whangaroa Community Board recommendation to the Infrastructure Committee to approve unbudgeted OPEX expenditure to remove dead, dying and or hazardous trees in the Bay of Islands – Whangaroa Community Board ward.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Several tree issues have come to Council's attention that will require removal. These trees include a tree hedge along the Kerikeri Sports Complex boundary line, very large Eucalyptus trees along the Waipekakoura River walking track backing on to properties off Waitotara Drive and the very large Eucalyptus within the Fairy Pools Recreational Reserve.
- The Community Board has delegated authority concerning these trees which are all located on Council land.
- It's recommended to remove all trees associated with this report that provide a Health & Safety risk to people and property to mitigate risk against Council.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board recommend the Infrastructure Committee:

- a) approve unbudgeted OPEX expenditure of \$60,000+GST for the removal of the Leyland-Cyprus hedge located on the eastern boundary of the Kerikeri Sports Complex and is replaced by appropriate fencing as agreed with the associated private property owners;
- b) approve the unbudgeted OPEX expenditure of \$27,000+GST for the removal of the of Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive;
- c) approve the unbudgeted OPEX expenditure of \$10,000+GST for maintenance to the Eucalyptus trees along the Fairy Pools track and reserve posing potential immediate risk.

1) TĀHUHU KŌRERO / BACKGROUND

Staff continue to receive a number of RFS's associated with tree issues across the District, more so in the Bay of Islands ward. As these tree matters are in high profile areas and the Board has the delegated authority concerning trees on Council land, it was decided to present this to the Board to consider.

The proposed costs associated with these tree works are unbudgeted and will require approval to seek unbudgeted expenditure to cover the costs not only with the tree removal, but also costs associated with re-planting / reinstatement of the sites.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Kerikeri Sports Complex

The Leyland-Cyprus hedge, located on the eastern boundary of the complex had its canopy topped late 2019, early 2020. This hedge runs between the sports-fields and several private properties (as per the image inserted). It was believed this work may have attributed to the death of the trees

however conversations with Arborists have highlighted that this variety of tree is vulnerable to a degenerative disease which is likely to have attributed to their death.



Approx. location and extent of area of works

This hedge row is at a stage where it should be removed and replaced with a fence that defines the property boundaries and provides privacy and safety for property owners and users of this complex. The overall length affected is approx. 250 metres. To deal with any security and health and safety issues, it is proposed the hedge is replaced with a standard 1.8m high wooden paling fence. The cost of this fence is approx. \$45,000+GST. This is in addition to the quote of approx. \$15,000.00+GST to remove the trees.

This pricing is weather dependent and does not include the removal of the chipped material from site or the reinstatement of the turf / fields should any damage occur.

Conversations with affected property owners to help determine their level of reinstatement expectations are to be initiated at such time as Council has made their determinations. Outcomes of this engagement may bring to light associated factors with the potential to increase these estimated costs and the expected financial contribution towards the cost of the new fence.

These are all unbudgeted expenses - total cost of works approximately \$60,000+GST.

Waitotara Drive, Waipapa – Eucalyptus Tree Removal

A number of large Eucalyptus trees are located along the esplanade reserve of Waipekakoura River, Waitotara Drive, Waipapa.

Two property owners that border this reserve have lodged health and safety concerns with Council requesting some of these trees be removed before they damage neighbouring properties and / or people walking along the track.



Waitotara Drive - site location and image of the gum trees

Complete Tree Care was engaged to investigate the health and condition of the trees, they found:

"extensive cambium damage to the base of some trees, the potential for failure on to private land or back into the river is medium to high risk as the walkway track runs along the base of these trees, the potential for deadwood of wind damaged material to drop onto the track is medium. The frequency of track use should be determined to obtain the risk factor ratio."

There are two rows of trees that are of a hazardous nature that Council are aware of however, there is the potential that these works may identify other concerns requiring inclusion within the current scope of works.

Total cost of works to remove the stands of Eucalyptus trees associated with the two properties is approx. \$27,000.00+GST.

Fairy Pools

There is a large number of Eucalyptus trees on Council land leading to and within the Fairy Pools Reserve, Kerikeri that require dead heading / removal due to the hazardous potential to people and property.



Fairy Pools site location and aerial from Google maps showing example of trees

This area also has a significant number of large Eucalyptus that require ongoing maintenance. The works proposed at this stage are very basic. It is proposed that further works may be required as a result of any future development plans associated with the neighbouring property and the realignment of the access track.

This is a very busy site with significant volumes of people using the tracks with the likelihood that tree limbs / entire trees may drop at any time causing injury or damage to people or their vehicles etc.

While there is likely some realignment of tracks required within the foreseeable future it is advisable to undertake some basic hazard management controls to mitigate some of the potential risks by trimming and / or felling those trees that are more than likely to pose a greater risk / threat.

An assessment completed by an Arborist last year highlighted the need to complete basic maintenance work to the value of approx. \$10,000+GST as soon as possible.

In summary, the following tree works are proposed on Council land:

- **Kerikeri Sports Complex** remove the Leyland-Cyprus hedge and replace with appropriate fencing. \$60,000+GST
- Waitotara Drive, Waipapa remove the Eucalyptus Trees along the boundary line walkway behind 121 & Lot 13 Waitotara Drive. \$27,000+GST
- Fairy Pools track and reserve, Kerikeri remove / carry out maintenance of Eucalyptus trees as identified that pose immediate risk & health and safety issues. \$10,000+GST

In support of these options, consideration has been given to the following:

Reserve policy 2017

As per Section 2 Tree Management of the Policy, it states:

1) no person shall prune, fell or otherwise take action with any trees without the authority of a Council Staff member

3) a tree shall be removed for no other reason than that it is a risk to Health & Safety, neighbouring private property, or to another Council owned asset.

Tree & Vegetation Guideline 2008

Guideline 6 – Generally, healthy park trees will be retained, and their removal will be the exception. Decisions on major tree removal will be referred to community boards to decide after public consultation.

Take Tūtohunga / Reason for the recommendation

It is not an option to not do anything concerning these trees due to the on-going and increasing risks and the potential impact to people and / or property.

Due to the size, location and proximity of these trees to people and property, basic maintenance is also not an option.

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

Urgent maintenance is required to these trees, budget that is not specifically allocated for these works.

In summary, the following unbudgeted expenditure amounts will be required:

- Kerikeri Sports Complex: \$60,000+GST
- Waitotara Drive, Waipapa: \$27,000+GST
- Fairy Pools track and reserve, Kerikeri: \$10,000+GST
- TOTAL: \$97,000+GST

ĀPITIHANGA / 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 <u>Council's</u> <u>Significance and Engagement Policy</u>	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.	Reserves Policy and Tree and Vegetation Guidelines
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 Delegations include Trees on Council Land
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	No implications to Maori perceived as a result of this request.
this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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).	Private property owners adjacent to the affected areas and general public users of the walkways, parks and reserves.
State the financial implications and where budgetary provisions have been made to support this decision.	That unbudgeted OPEX expenditure of \$60,000+gst be approved for the Kerikeri Sports complex tree issue, \$27,000+gst for the Waitotara Drive tree issue so works can proceed as required and \$10,000+gst for the Fairy Pools basic tree maintenance.

	That the issue of the Fairy Pools accessway be transferred to the Asset Management Team for scoping as a project that includes the remaining major aspects of tree works, track alignment and redefinition as well as public vehicle access and parking.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

7.3 TREE REMOVAL RUSSELL TOP 10 HOLIDAY PARK

File Number:	A3405617
Author:	Tania Steen, Property Officer
Authoriser:	Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to obtain approval to remove trees within the grounds of the Russell Top 10 Holiday park.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- There are several Flame (Coral) trees located in the grounds of the Russell Top 10 Holiday Park.
- The current lease holder has made a request to remove and replace these trees with native evergreen Pittosporum.
- Flame (Coral) trees are not native or protected.
- The lease holder will cover all costs and Tree Works have been approached to quote and provide these services.
- Section 42 of the Reserves Act 1977 states that trees or bush on any recreation reserve shall not be cut unless unless the administering body (FNDC) of the reserve is satisfied that the cutting or destruction is necessary for the proper management or maintenance of the reserve, or for the management or preservation of other trees or bush.
- The lease requires the lessee to seek written prior approval before making any improvements to the property.
- The Community Board has delegated authority concerning trees located on Council land.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) Approve the removal of several Flame (Coral) trees located in the Russell Top 10 Holiday Park at the cost of the lease holder, subject to the following conditions:
 - i) Works are carried out by a professional Arborist company
 - ii) Works are to be completed with minimal impact to the surrounding area
 - iii) Replacement trees are to be native and low maintenance

1) TĀHUHU KŌRERO / BACKGROUND

The current ground lease holder of the Russell Top 10 Holiday Park located at 1 James Street Russell has requested approval from Council to remove and replace several Flame (Coral) trees.

The Holiday Park is located on Recreation Reserve.

The terms of the lease require written prior approval from Council, as Lessor before making any improvements on the land.

These trees are not native or protected and considered a nuisance/weed due to seedlings that easily sprout as the seeds drop to the ground. These trees are also known to grow rapidly, live a long time and form tall, spreading canopies, preventing other plants esp. natives from establishing as leaf litter and fallen branches stop other plants from growing.

It is proposed these trees will be replaced with Pittosporums, a native evergreen that is low maintenance.

The lease holder will engage Tree Works for the safe and professional removal of the trees and stumps. The trees would be mulched, and the chips used within the park.

All costs would be covered by the lease holder.

Reserves Act 1977

Section 42 - Preservation of trees and bush

(2)

The trees or bush on any recreation reserve, or government purpose reserve, or local purpose reserve shall not be cut or destroyed, except in accordance with a permit granted under <u>section</u> <u>48A</u> or unless the administering body of the reserve is satisfied that the cutting or destruction is necessary for the proper management or maintenance of the reserve, or for the management or preservation of other trees or bush, or in the interests of the safety of persons on or near the reserve or of the safety of property adjoining the reserve, or that the cutting is necessary to harvest trees planted for revenue producing purposes.

(3)

Where in the case of any recreation reserve or government purpose reserve or local purpose reserve the administering body is satisfied that the cutting or destruction of trees or bush is necessary for any of the reasons mentioned in subsection (2), the administering body shall not proceed with the cutting or destruction and extraction except in a manner which will have a minimal impact on the reserve and until, as circumstances warrant, provision is made for replacement, planting, or restoration; and the administering body shall not proceed to authorise the cutting or destruction, except subject to conditions as to the method of cutting or destruction and extraction which will have minimal impact on the reserve and, as circumstances warrant, replacement, planting, or restoration; and any other conditions which the administering body considers to be appropriate in the circumstances.





2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Options available include:

Option 1 – Remove and replace

Approve removal of the Flame (Coral) trees under section 42 (2) of the Reserves Act 1977 providing provision is made for replacement and planting of quality native evergreens with minimal impact on the reserve.

This should be subject to the following conditions to ensure the surrounding area, property and people are protected:

- Professional removal of the trees
- Planting of replacement trees should add positively to the grounds and take into consideration the long-term maintenance required and should be of minimal impact to the reserve.
- No cost to Council

Options 2 – Status Quo

As per the guidelines of the Reserves Policy 2017, Council has the right to decline the request to remove these trees:

3. A tree shall be removed for no other reason than that it is a risk to health and safety, neighbouring private property, or to another Council-owned asset.

Take Tūtohunga / Reason for the recommendation

Flame (Coral) trees are considered a nuisance/weed and the current lease holder wishes to improve the holiday park grounds by removing and replacing them with a more suitable and manageable species. This will also help keep the grounds maintained in accordance with the terms of the lease.

Under Section 42 (2) of the Reserves Act 1977, there are provisions for the removal of trees and outlines when trees can be cut down or destroyed under Section 42 (3) it outlines removal conditions that support minimal impact to the surrounding area.

There will be no cost to council for this work.

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

ALL COSTS WILL BE COVERED BY THE LEASE HOLDER.

ĀPITIHANGA / 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 <u>Council's</u> <u>Significance and Engagement Policy</u>	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act 1977, Section 42 - Preservation of trees and bush. Reserves Policy 2017 – Section 2 – Tree Management Russell Top 10 Holiday Park Lease
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 Delegations include Trees on Council Land
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.	N/A
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).	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	Costs will be covered by lease holder
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

7.4 WAHAROA PROPOSAL - RUSSELL WATERFRONT/WHARF

File Number:	A3379734
Author:	Darren James, Asset Manager - District Facilities
Authoriser:	Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

To gain support and approval to establish a waharoa at the entrance to Russel Wharf.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Kororāreka Trust and Far North Holdings Limited (FNHL) have partnered to design and establish a waharoa at the entrance to Russell Wharf.

- The project will be financed by FNHL and the community.
- The Kororāreka Marae have coordinated the project.
- Unveiling scheduled for 16 January 2022 to mark reinstatement of the flagpole on Maiki/Flagstaff Hill.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approve the installation of a waharoa (entranceway/gateway) at the entrance to Russell Wharf; and,
- b) note the proposed future installation of a second waharoa (entranceway/gateway) at Te Maiki.

1) TĀHUHU KŌRERO / BACKGROUND

Walk the streets of Kororāreka Russell today and you would hardly know Māori had ever been here. There has been a long-held vision to see that our dual heritage and shared history is far more visible. This will support the historic reality of the town, our current significant tourism industry and our proposed education tourism aspiration and experience offering which are very likely to become far more important to the town as New Zealand families and schools embrace the new history curriculum and visit places of national significance of which Kororāreka, Russell is one. Few towns can match its historic, economic, social and cultural importance over two or more centuries.

The plan is for this vision to be realised on 16th January 2022 when two waharoa will be unveiled.

The first waharoa (the basis of this approval request) will be on Russell Wharf to welcome visitors to Russell as they pass under the waharoa and into the town. This carving will weave a strong bicultural theme into its whakairo to represent the towns dual heritage history.

The second waharoa will stand high on Te Maiki. See section below for additional information.

The hau kainga of Kororāreka Marae whose whare, Haratu, is on the same waterfront site as Rewa's pā kainga of the 1830s, have long dreamed of visibly restoring the mana of tangata whenua in the town. This project has been discussed at several public meetings over recent years and enjoys wide support as has been demonstrated in fundraising for the project by a community raffle which raised \$25000. Both waharoa projects have been led by the Marae with the strong collaborative support from the Russell Wharf Trust, key people in the Russell Business Community, Department of Conservation (DOC) and Far North Holdings Limited (FNHL) as owner of the wharf on behalf of the Council and community.

There is real anticipation around the installation of the new carvings and the associated celebrations. The 16th of January 2022 has been chosen as the unveiling date because it marks the historic date that Māori reinstated the flagpole on Maiki Hill/ Flagstaff Hill as an act of reconciliation and in acknowledgement that despite its turbulent history we must work together in building a shared future.

Looking toward 2040 and the anniversary of the signing of the treaty, these projects contribute to telling New Zealand's story in a balanced and accessible way.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Comments from Project coordinator Jenny Shipley, on behalf of the Kororāreka Marae Committee:

The waharoa at the road entrance to Russell Wharf is a carved feature that will be placed at the head of the wharf. It will have two adjacent smaller pou all carved. Some landscaping rocks will be place around the base. The foundations will be engineered for the pou to be secured to. Solar up lighting is also being considered. The height will be enough to enable the ambulance to get under. Fire services do not need access to the wharf for their truck (as the wharf deck is not able to take such a load).

Placement is carefully planned to not egress into the road carriage way and become a problem for traffic although the area will be slightly more constrained as a result. The fuel truck can still access the tank fill points and we are in discussions with Allied Petroleum.

The project is funded by the community and FNHL.

Physical works will be undertaken in December prior to the Christmas holidays to ensure disruption is minimised. The physical features will be placed and in position in the week prior to the 16th of January 2022 and be covered prior to their unveiling.

Comments from NTA:

From a road safety perspective, no concerns have been raised with this proposal for the following reasons

- Very low speed environment
- Hard to build up speed due to road layout
- Does not impede pedestrians
- Adds to creating a pedestrian environment, rather than car centric.
- Detail plan to be provided to ensure not impeding fuel tanker. (Survey being undertaken by FNHL and will liaise with Allied Petroleum).
- Maintenance of the structure will be maintained by community (both Wharf Kaitiaki Trust/FNHL)

Additional information

The second waharoa on Te Maiki will be the most significant addition to Te Maiki since 1858; it will recognise the historic place of Ngāre Raumati, the predominant iwi of Ipipiri at the time of Cook's arrival on Endeavour, and to whom all ngā hapū of Ipipiri today can trace their whakapapa. Te Maiki, the maunga tapu, was until recently largely officially unacknowledged and a mystery to most visitors. Addressing that began in the lead up to the Tuia 250 commemorations when, in 2018, the Governor General the Right Honourable Dame Patsy Reddy visited to mark the 160th Anniversary of the reinstatement of the pou kara by Māori - and the snub in 1858 by Governor General Gore Brown who declined to attend this significant act of reconciliation. Several improvements have been made to story-telling and the vistas able to be viewed much to the pleasure of those who visit.

Take Tūtohunga / Reason for the recommendation

This project enjoys public support, contributes to New Zealand's story-telling and supports the historic reality of Kororāreka Russell township. Approval of the project today supports delivery in time for the unveiling on 16 January 2022.

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

The project is jointly funded by FNHL and the Kororāreka Trust and seeks no additional funding from Council.

As noted above, maintenance of the structure sits with Wharf Kaitiaki Trust and FNHL.

ĀPITIHANGA / ATTACHMENTS

1. Russell Wharf Waharoa - A3397135 J

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 <u>Council's Significance and Engagement</u> <u>Policy</u>	Low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Art in a Public Place.
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.	Local 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.	The waharoa projects have been led by the Kororāreka Marae with strong collaborative support from the Russell Wharf Trust, key people in the Russell Business Community, Department of Conservation (DOC) and Far North Holdings Limited (FNHL) as owner of the wharf on behalf of the Council and community.
State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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).	The waharoa projects have been led by the Kororāreka Marae with strong collaborative support from the Russell Wharf Trust, key people in the Russell Business Community, Department of Conservation (DOC) and Far North Holdings Limited (FNHL) as owner of the wharf on behalf of the Council and community.
State the financial implications and where budgetary provisions have been made to support this decision.	No funding is sought from Council.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

1 Te Araroa Bypass



Image capti

7.5 NEW RESERVE ACT LEASE TO RUSSELL TENNIS CLUB INCORPORATED

File Number: A3379857

Author: Kay Meekings, Property Legalisation Officer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Bay of Islands-Whangaroa Community Board recommendation to the granting of a 33year ground lease under Section 61 Reserves Act 1977 to the Russell Tennis Club Incorporated located at 27 York Street, Russell.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Russell Tennis Club Inc has held an interest in the York Street site since 1922.
- The area of the current occupation is the proposed lease area.
- The site is classified Local Purpose (community activities) Reserve.
- The Act does not require public consultation on leasing a vested local purpose reserve.
- The Act does not require management plans for local purpose reserves
- Council can find no record of a previous lease to the Club.
- The Act requires the occupation of reserve land to be legalised by way of a lease, licence or permit.
- The Russell Tennis Club owns the existing assets and wishes to add a small clubhouse.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands - Whangaroa Community Board acting under delegation and pursuant to section 61 Reserves Act 1977 recommend to Council:

That a new ground lease be issued to the Russell Tennis Club Incorporated over part of the Local Purpose (community activities) Reserve, for approximately 1,500.0 square metres, being part of Allotment 2A Section 6 Town of Russell held in Record of Title NA61/226, vested in Far North District Council as a local purpose reserve by Section 26A Reserves Act 1977. The terms of the proposed lease shall be:

- I. Term 33 years maximum allowed for under the Reserves Act 1977
- II. Rental \$110 pa FNDC Fees and Charges Schedule 2021/22 Community leases
- III. With further conditions negotiated and agreed upon by the General Manager Infrastructure and Asset Management and the Russell Tennis Club Incorporated.

1) TĀHUHU KŌRERO / BACKGROUND

The Russell Lawn Tennis Club acquired the site by transfer from private landowners in 1922. In 1947 the Club then transferred the land to HMTK to form part of the Kororareka Domain, administered by the Kororareka Domain Board. A 1984 classification action under the Act classified the site as Local Purpose (community activities) Reserve, vesting in the Bay of Islands County Council. Far North District Council is the current vested authority.

The Act provides for the vested authority to lease all or part of a local purpose reserve for the purpose for which it is classified, in this case community activities. The Act does not require public consultation on leasing vested local purpose reserves.

The Club owns the existing assets and wishes to add a 40 square metre clubhouse to the site. The clubhouse will provide a small kitchenette, two toilets, a common area and storage. Currently the Club patrons use the toilets at the adjoining St Johns Ambulance/Medical Centre and seek shelter

in under the Centre's veranda. The clubhouse proposal cannot be progressed until the Clubs occupation of the reserve has been formalised. Letters of support for the proposed addition of a clubhouse to the site are attached to this report.

The Russell Tennis Club has a long-standing occupation of the reserved land at York Street Russell. Over the years the Club has been well managed and maintained. The facility is supported by the community with senior and junior memberships continuing to grow. The Club aspires to provide the local community with a progressive family orientated recreation facility.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Option 1: Enter into a 33-year ground lease, the maximum allowed for under the Reserves Act 1977.

Option 2: Enter into a 10 + 10 year lease.

Option 3: Retain the status quo.

Take Tūtohunga / Reason for the recommendation

The recommendation reflects Option 1 which is to enter into a ground lease of 33 years which gives the Club security of tenure and reflects the Club's longevity in the community. The lease will enable the Club to seek external funding and to apply for resource and building consents as will be defined within the proposed lease.

Option 2 does not provide the long-term security that option 1 does. Note the intention to build additional facilities.

Option 3 maintaining the status quo is untenable given that the Reserves Act requires occupation of reserved land by lease, licence or permit.

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

Currently Council does not collect a ground rental fee from the Club.

With the granting of the lease the standard community fee of \$110 per annum will be invoiced.

There will be no cost to Council for the ongoing maintenance nor the upgrading of the Clubs assets.

ĀPITIHANGA / ATTACHMENTS

- 1. Attachment 1: Russell Tennis Club Letter of Support Kororareka Marae A3397895
- 2. Attachment 2: Russell Tennis Club Letter of Support Kororareka-Russell Community Wharf Kaitiaki Trust - A3397896 J
- 3. Attachment 3: Russell Tennis Club Letter of Support Order of St John A3397894 J

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 <u>Council's</u> <u>Significance and Engagement Policy</u>	Under Council's Significance and Engagement Policy the proposed lease is considered to be 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.	The Reserves Policy notes sporting groups wanting a permanent base on a reserve will be offered a longer term lease if a significant financial investment in facilities is required by the group.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The lease proposal is of local community interest therefore this report is presented to the Bay of Islands - Whangaroa Community Board for consideration and recommendation.
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.	Te Taiao Kororareka Marae have provided a letter of support to the Club's proposal to add a clubhouse to the site. The land the club occupies is not Crown derived nor subject to a treaty of Waitangi claim.
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).	The local community would be surprised to learn this long-standing sports club has not had security of tenure through the years.
State the financial implications and where budgetary provisions have been made to support this decision.	The Club maintains the courts and fencing. Currently the Club has no access to Council water and sewage amenities.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



Ko Maiki te maunga, Ko Pikopikoiwhiti te moana, ko Kororāreka te marae

13 Mahuru/Hepetema 2021

Bridget Hughes Russell Tennis Club

Tena koe e Bridget kotuou ko ngā mema o Russell Tennis Club,

Thank you for consulting with Kororāreka Marae and sharing the concept drawings (by email 8 September) for the proposed new Tennis Club Pavilion to be built alongside the current courts on York Street.

We understand the pavilion will be built on the concrete pad currently used for the practice court and some very minor earthworks will be involved. We are happy with the proposal with one caveat regarding the scope of "very minor earthworks". There are specific guidelines as to the depth and amount of earthworks that can be undertaken in the Russell Township heritage zone so if you haven't consulted already with Heritage New Zealand then we recommend you do so.

We wish the Club all the best for the new pavilion.

Ngā mihi

Dallinger.

David McKenzie for Te Taiao Kororāreka Marae

2

Kororareka/Russell Community Wharf Kaitiaki Trust

Ref: Letter of Support for the Proposed Russell Tennis Clubhouse

To whom it may concern,

I write as Chairman of the above named trust to offer my support to the Chairperson, committee and members of the Russell Tennis Club in their application to erect a purpose built Tennis Clubhouse.

I have personally known the current chairperson of the club since I arrived in Russell over 11 years ago and witnessed first-hand the transformation and investment she and her team have put in not only the courts resurfacing but their wider commitment in transforming what was an overgrown and somewhat neglected surrounding area.

The members have not only transformed this very important recreational facility but now seek to enhance the experience of the users inc visitors to our historic township.

We must offer support this very important asset not only for Russell but the wider community which will not only be functional but will I'm sure attract new members and ensure it's future success.

Sincerely

Barry Heath

Chair: Kororareka/Russell Community Wharf Kaitiaki Trust



Duke of Marlborough Hotel

35 The Strand

Russell 0202

17th August 2021

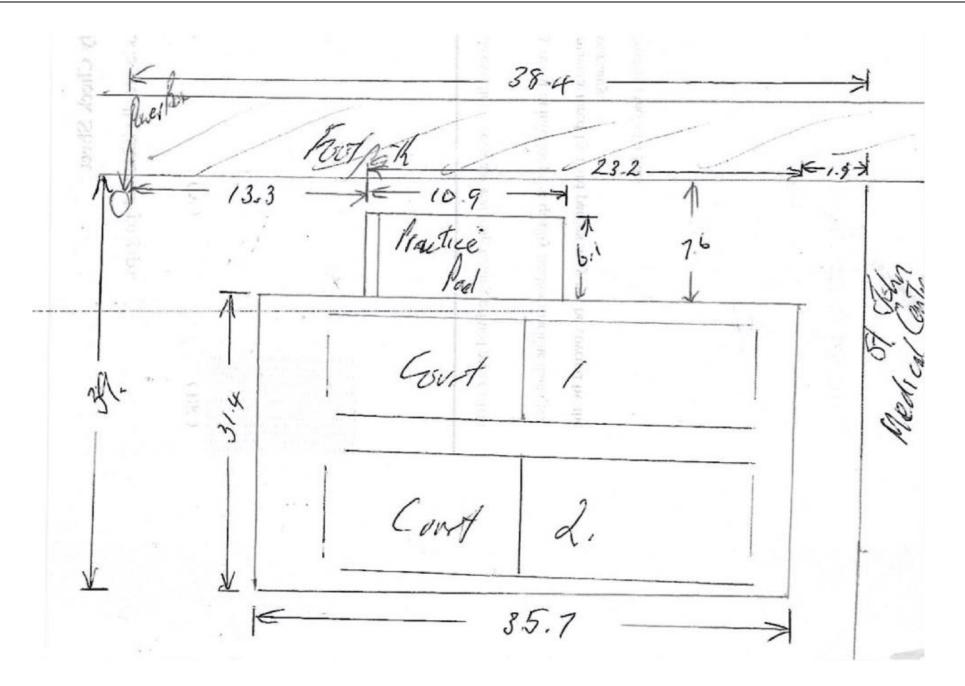
To Russell Tennis Association

We have reviewed the plans you have for the club house and are in support of the building and plans.

Please don't hesitate to contact us if you have any further questions.

Yours sincerely

ayre Shirley 021 02346578 jayne@theduke.co.nz





Order of St John Russell Area Committee PO Box 26 Russell

To Whom it May Concern

Russell St John fully support the construction of a Clubhouse for the Russell Tennis Club situated on York Street

This is an important asset to the wider Russell Community and will ensure the future of the club and also encourage more people to play tennis

Kind Regards

canot

Judith Scarrott Adminisitrator / Treasurer On behalf of the Russell St John Area Committee

7.6 PERMIT TO OCCUPY PLANTATION RESERVE - TE WAHAPU ROAD POMARE BAY

File Number: A3397598

Author: Kay Meekings, Property Legalisation Officer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Bay of Islands-Whangaroa Community Board recommendation to the ongoing use of a historic access occupation over a portion of plantation reserve adjoining 104 Te Wahapu Road, Pomare Bay.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The freehold land is effectively landlocked. The 1924 subdivision provided for coastal access.
- Historically the adjacent plantation reserve has provided access to the land locked property by way of a 1979 Council resolution.
- The applicant and landowner Mr Guy Holroyd inherited the property from his parents.
- Mr Holroyd is seeking from Council an updated consent in his name as the current landowner.
- The formed metal access does not prevent public access over the plantation reserve.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands -Whangaroa Community Board recommend that Council consents to the temporary occupation by Mr G B Holryod of approximately 1000m² of plantation reserve being Pt Wahapu Block adjoining 104 Te Wahapu Road. Subject to the following conditions:

- i) Maintenance of the accessway to be the responsibility of Mr Holroyd.
- ii) Mr Holroyd accepts all liability for the use of the accessway.
- iii) The consent is to Mr G B Holroyd for the life of the currently formed metal accessway.
- iv) The consent does not sit with land and will not automatically transfer to future landowners.

1) TĀHUHU KŌRERO / BACKGROUND

The freehold land, Lot 41 DP 17694, sits within the Y shaped plantation reserve off Te Wahapu Road. Access to the property is over a formed metal accessway being approximately 4 metres wide by 300 metres long.

Vehicular access over the reserve has been authorised by way of a Bay of Islands County Council resolution dated 18 July 1979 to the original owners J & J U Dyson. The resolution granted the Dyson's permission to use a 12 foot wide strip to gain vehicular access.

Such access arrangements over the various plantation reserves on the peninsula were not uncommon. Over time these arrangements have been superseded as land subdivision has progressed. In this situation the metal accessway continues to conform with the original resolution although at some point in time a power cable has been laid within the accessway.

The original house remains on the Holroyd property and the family have maintained and planted trees in support of the surrounding plantation reserve status. Mr Holroyd plans to re-establish native species to the site in the hope of addressing some erosion issues on the foreshore.

The reserve does not attract public use due to access through the vegetation and the steepness to the foreshore.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

FNDC Reserves Policy 2017 provides Council will seek to resolve all illegal encroachments and private use on public land by either removing or formalising the encroachment on a case by case basis.

In this case removing vehicular access to Lot 41 is not tenable. In the 21st century a ratepayer living in an urban area has an expectation to access their property from road not by sea.

The Reserves Act 1977 requires occupation of reserved land by lease, licence or permit.

- Option 1: Formalise the existing access over the reserve by permitting the continuation of the historic access for the duration of Mr Holroyd's ownership.
- Option 2: The landowner, Mr Holroyd, make application to Council for a right of way easement to be granted under section 48 (3) Reserves Act 1977.

Take Tūtohunga / Reason for the recommendation

Option 1 provides for the status quo which has been in place for 40 plus years with no issues. Council provided a verbal undertaking to the Holroyd family lawyer that the Dyson access arrangement could be sought and obtained in favour of Mr Holroyd's parents as the new owners but unfortunately this was never formalised.

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

No financial implications to Council. Mr Holroyd is responsible for all maintenance costs in association with the formed access.

ĀPITIHANGA / ATTACHMENTS

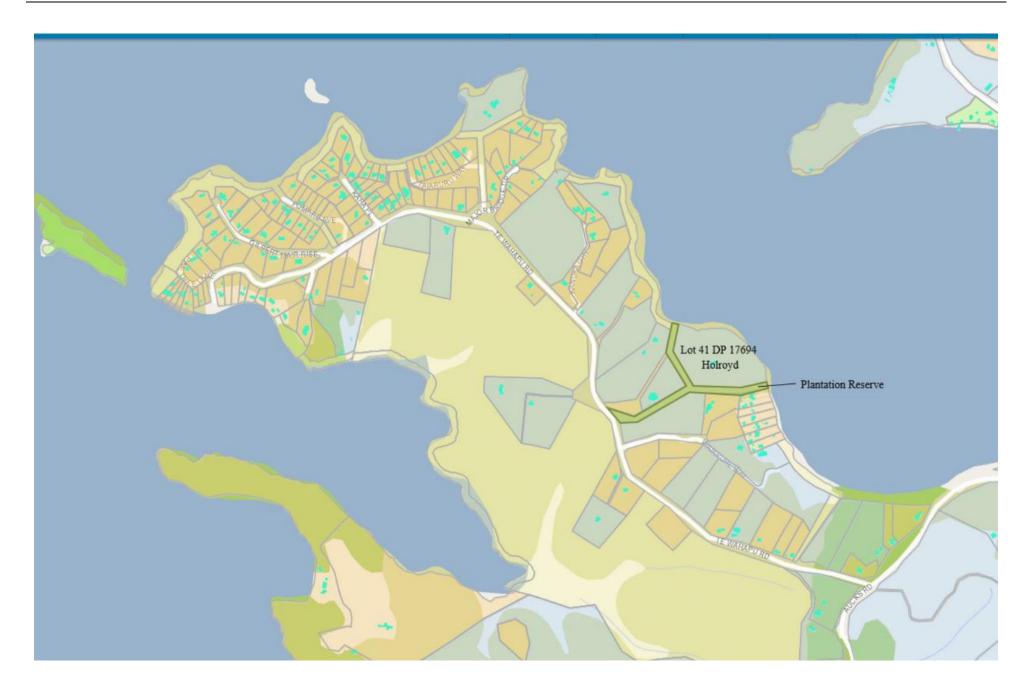
- 1. Locality Plan Plantation Reserve A3405161 🗓 🛣
- 2. NA15D/1327 Title Summarry A3405164 🗓 🛣
- 3. Access Agreement over Plantation Reserve Te Wahapu Road BIOCC Resolution A3405978 1
- 4. Plan of Accessway over Plantation Reserve Te Wahapu Road A3406216 🗓 🛣

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.

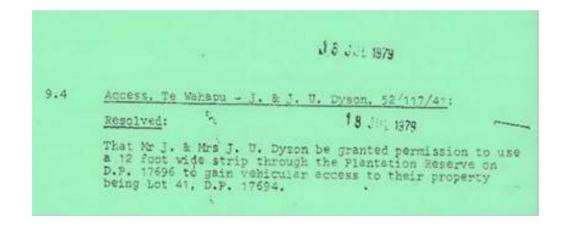
He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's</u> <u>Significance and Engagement Policy</u>	Under Council's Significance and Engagement Policy the proposed access permit 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.	The Reserves Act 1977 (the Act) provides a statutory framework for the management of reserves. The FNDC Reserves Policy 2017 provides guidance and mechanisms to Council staff in resolving encroachments on public land.
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 issuing of an access permit is relevant to the local area. The Community Board holds a delegation to advise Council on Reserve Act actions.
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.	Nil. Public access remains. No public consultation is required under the Reserves Act for an action that does not materially alter an existing situation.
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).	Nil. The access has been in place for 40 plus years. Public access remains.
State the financial implications and where budgetary provisions have been made to support this decision.	Conditions of the access permit provide for the land owner to pay all costs and indemnity in association with the access.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



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Bay of Islands County Council Resolution 18 July 1979 Plantation Reserve Te Wahapu Road



Existing accessway over Plantation Reserve -

104 Te Wahapu Road



7.7 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2021

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Angie Thomas, Manager - Accounting Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

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

1) BACKGROUND

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

Community Fund Account balance as at 01 July 2021	\$299,572.00
• Plus Unspent from 2020/21 – BOI Rotary Club Duck Race	\$1,974.00
Plus Unspent from 2020/21 - Kerikeri FC Storage Facilities	\$3,000.00
 Plus Unspent from 2020/21 - Kerikeri Gym Club Fitout Facility 	\$2,958.00
 Plus Unspent from 2020/21 - Kerikeri Sports Complex for community playground equipment 	\$15,000.00
 Plus Unspent from 2020/21 - Russell to Okiato Shared pathway Signage 	\$3,000.00
 Plus Unspent from 2020/21 - Kaeo Playground Shade Structure 	\$30,000.00
 Plus Unspent from 2020/21 - Kawakawa Community Development Plan 	\$10,000.00
 Plus Unspent from 2020/21 - Te Hononga Hub Old Bank Vault Renovation 	\$3,077.00
Less funds granted and uplifted to 31 July 2021	\$23,075.00
 Less funds not uplifted from 4 March 2021 for Bay of Islands Rotary Club for 2021 Duck Race 	\$1,974.00

 Less funds not uplifted from 03 June 2021 for Kerikeri Football Club 	\$3,000.00
 Less funds not uplifted from 03 June 2021 for Kerikeri Gymnastics Club 	\$2,958.00
 Less funds not uplifted from 03 June 2021 for Russell to Okiato shared pathway signage 	\$3,000.00
 Less funds not uplifted from 03 June 2021 for Kaeo playground 	\$30,000.00
 Less funds not uplifted from 03 June 2021 for Kawakawa community development plan 	\$10,000.00
 Less funds not uplifted from 03 June 2021 for Te Hononga Hub 	\$3,077.00
Community Fund Account balance as at 31 July 2021	\$291,497.00

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and make a decision on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 July 2021 is \$291,497.00.

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. Statement of Bay of Islands-Whangaroa Community Board Fund Account as at 31 July 2021 - A3345202 J 🖫

368,581.00

\$54,009.00

291,497.0(

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

Allocation Grants & Donations Annual Budget 2020-21	199,572.00
Community Board Placemaking Fund	100,000.00
Unspent from 2020/21 - BOI Rotary Club 2021 Duck Race	1,974.00
Unspent from 2020/21 - Kerikeri FC Storage Facilities	3,000.00
Unspent from 2020/21 - Kerikeri Gym Club Fitout Facility	2,958.00
Unspent from 2020/21 - Kerikeri Sports Complex for community playground equipm	15,000.00
Unspent from 2020/21 - Russell to Okiato Shared pathway Signage	3,000.00
Unspent from 2020/21 - Kaeo Playground Shade Structure	30,000.00
Unspent from 2020/21 - Kawakawa Community Development Plan	10,000.00
Unspent from 2020/21 - Te Hononga Hub Old Bank Vault Renovation	3,077.00

Less Expenditure 2021/22 (Funds Uplifted)

July 21 Towai Community Market for costs towards gazebo for shelter and community use Northern Community Family Service for costs towards budget advice and advocacy services Kerikeri Sports Complex for costs towards community playground equipment	2,750.00 5,325.00 15,000.00	
		23,075.0(
Balance as at 31 July 2021	-	\$345,506.0(
Less Commitments 2021/22 as at 31 July 2021 (Funds not yet uplifted)		
Meeting 04.03.21		
Bay of Islands Rotary Club for costs towards 2021 Duck Race	1,974.00	
Meeting 03.06.21		
Kerikeri Football Club for costs towards storage facilities for equipment	3,000.00	
Kerikeri Gymnastics Club for costs towards fitout of the current facility	2,958.00	
Russell to Okiato shared pathway signage	3,000.00	
Kaeo playground for costs towards shade structure	30,000.00	
Kawakawa community development plan for costs towards facilitate development		
community plan	10,000.00	
Te Hononga Hub for costs towards old bank vault renovations	3,077.00	

Balance 31 July 2021 Uncommitted/(Overcommitted)

7.8 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 AUGUST 2021

Flie Number: A3398536	File Number:	A3398536
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Author: Segun Rotimi, Accounting Support Officer

Authoriser: Angie Thomas, Manager - Accounting Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

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

1) BACKGROUND

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

Community Fund Account balance as at 01 July 2021	\$301,549.00
 Plus unused funds from 2020/21 – BOI Rotary Club 2021 Duck Race 	\$1,974.00
 Plus unused funds from 2020/21 – Kerikeri FC Storage Facilities 	\$3,000.00
 Plus unused funds from 2020/21 – Kerikeri Gym Club Fitout Facility 	\$2,958.00
 Plus unused funds from 2020/21 – Kerikeri Sports Complex for community playground equipment 	\$15,000.00
 Plus unused funds from 2020/21 – Russell to Okiato Shared pathway Signage 	\$3,000.00
 Plus unused funds from 2020/21 – Kaeo Playground Shade Structure 	\$30,000.00
 Plus unused funds from 2020/21 – Kawakawa Community Development Plan 	\$10,000.00
 Plus unused funds from 2020/21 – Te Hononga Hub Old Bank Vault Renovation 	\$3,077.00
 Refund of unused grant – Guardians of the Bay of Islands Inc – Te Ra nga Tamariki Day 2021 	\$360.87
 Less funds granted and uplifted to 31 August 2021 	\$36,018.00

 Less funds not uplifted from 4 March 2021 for Bay of Islands Rotary Club for 2021 Duck Race 	\$1,974.00
 Less funds not uplifted from 3 June 2021 for Kerikeri Football Club for costs towards storage facilities for equipment 	\$3,000.00
 Less funds not uplifted from 3 June 2021 for Bay of Islands Walkways and Walking Trust for costs towards Russell to Okiato Shared pathway Signage 	\$3,000.00
 Less funds not uplifted from 3 June 2021 for Whangaroa Community Trust for costs towards Kaeo Playground Shade Structure 	\$30,000.00
 Less funds not uplifted from 3 June 2021 for Kawakawa Community Development Plan for costs towards facilitate development community plan 	\$10,000.00
Less funds not uplifted from 3 June 2021 for Te Hononga Hub for costs towards Old Bank Vault Renovation	\$3,077.00
Community Fund Account balance as at 31 August 2021	\$283,849.87

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and make a decision on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 August 2021 is \$283,849.87.

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. Statement of Community Fund Account BOI-Whangaroa as at 31 August 2021 - A3398112 J

36,018.0(

\$334,900.87

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

Allocation Grants & Donations Annual Budget 2020-21	201,549.00	
Community Board Placemaking Fund	100,000.00	
Unspent from 2020/21 - BOI Rotary Club 2021 Duck Race	1,974.00	
Unspent from 2020/21 - Kerikeri FC Storage Facilities	3,000.00	
Unspent from 2020/21 - Kerikeri Gym Club Fitout Facility	2,958.00	
Unspent from 2020/21 - Kerikeri Sports Complex for community playground		
equipment	15,000.00	
Unspent from 2020/21 - Russell to Okiato Shared pathway Signage	3,000.00	
Unspent from 2020/21 - Kaeo Playground Shade Structure	30,000.00	
Unspent from 2020/21 - Kawakawa Community Development Plan	10,000.00	
Unspent from 2020/21 - Te Hononga Hub Old Bank Vault Renovation	3,077.00	
Refund of unused grant - Guardians of the Bay of Islands Inc - Te Rā nga		
Tamariki Day 2021	360.87	
		370,918.87

Less Expenditure 2021/22 (Funds Uplifted)

July 21 Towai Community Market for costs towards gazebo for shelter and community	
USE	2,750.00
Northern Community Family Service for costs towards budget advice and	
advocacy services	5,325.00
Kerikeri Sports Complex for costs towards community playground equipment	15,000.00
August 24	

August 21

Bay of Islands Jazz and Blues Festival for costs towards transport and promotion	2,485.00
Kerikeri Gymnastics Club for costs towards venue hire	7,500.00
Kerikeri Gymnastics Club for costs towards fitout of the current facility	2,958.00

Balance as at 31 August 2021

Less Commitments 2021/22 as at 31 August 2021 (Funds not yet uplifted)

Meeting 04.03.21 Bay of Islands Rotary Club for costs towards 2021 Duck Race	1,974.00
Meeting 03.06.21 Kerikeri Football Club for costs towards storage facilities for equipment Bay of Islands Walkways and Walking Trust for costs towards Russell to Okiato shared pathway signage	3,000.00 3,000.00
Whangaroa Community Trust for costs towards Kaeo playground shade structure	30,000.00

Far North District Council Bay of Islands - Whangaroa Community Board		
Statement of the Community Fund Account as at 31 August 2021		
Kawakawa community development plan for costs towards facilitate development community plan Te Hononga Hub for costs towards old bank vault renovations	10,000.00 3,077.00	
	-	\$51,051.0(
Balance 31 August 2021 Uncommitted/(Overcommitted)	=	283,849.87

7.9 FUNDING APPLICATIONS

File Number:	A3398711
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 7 October 2021 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Three new applications for funding have been received, requesting \$55,397
- 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. The final two applications have been received for the Kawakawa projects.
- The amount of funding for the Board to grant will increased by 25% on the 2020/21 financial year to \$201,549. A refund of unspent funds from an applicant has also been received. The Board has \$164,849.87 available to allocate.
- The Board also has \$100,000 for placemaking funding to grant in the 2021/22 financial year.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board leaves the application from D'Vine Community Oasis for \$50,000 for the creation of a carpark to lie on the table pending further information.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$2,397 (plus GST if applicable) be paid from the Board's Community Fund account to Ngāti Rahiri Māori Komiti for costs towards Te Tii Carols in the Park to meet 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 \$3,000 (plus GST if applicable) be paid from the Board's Community Fund account to Youthline Auckland Charitable Trust for costs towards Youthline services to meet 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 \$3,077 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project 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 confirm their resolution of 3 June 2021 and approve the sum of \$10,000 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Hundertwasser Charitable Trust with the following conditions:

- I. Kawakawa Hundertwasser Charitable Trust work with Bay of Islands-Whangaroa Community Board Kawakawa Moerewa subdivision representative, Kawakawa business association, iwi/hapu representatives and other interested community groups.
- II. report back to Bay of Islands-Whangaroa Community Board with a project brief including timeline and deliverable commitments before funds are uplifted.

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)	Туре
D'vine Community Oasis	nunity Carpark application be reserve. The Roading team are still		i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Placemaking		
Ngāti Rahiri Māori Komiti	Te Tii Carols in the Park	\$2,397 (57%)	\$2,397 (57%)	The Board's Strategic Plan states that the Board will: "Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$2500 per annum for the event, plus traffic management costs up to a maximum of \$2500."	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Event
Youthline Auckland Charitable Trust	Youthline services	\$3000 (1%)	\$3000 (1%)	Youthline has asked all three Boards to contribute \$3000 each towards their youthline services, specifically the phoneline for youth to reach out and find support.	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Community Development

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Туре
Kawakawa Hundertwasser Charitable Trust	Conversion of the old bank vault into a booking office	\$3,077	\$3,077	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
Kawakawa Hundertwasser Charitable Trust	Kawakawa Community Plan	\$10,000	\$10,000	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

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

ĀPITIHANGA / ATTACHMENTS

- Pages from BOIWCB Application D'Vine Community Oasis Russell (Carpark Project)
 A3398261 <u>1</u>
- 2. Pages from BOIWCB Application Ngati Rahiri Maori Komiti Carols in the Park A3398262 J 🖫
- 3. Pages from BOIWCB Application Youthline Auckland Charitable Trust A3398260 J
- 4. Pages from BOIWCB Application Kawakawa Hundertwasser Charitable Trust (Te hononga Hub Office Placemaking Project) A3398259 J
- 5. Pages from BOIWCB Application Kawakawa Hundertwasser Charitable Trust (Kawakawa Community Development).BOIWCB Actione A3398258 J

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 <u>Council's</u> <u>Significance and Engagement Policy</u>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No implications for Māori in relation to land and/or water.
State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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 <u>www.fndc.govt.nz</u>
- 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 <u>funding@fndc.govt.nz</u> – we're happy to help.
- · Send your completed form to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	D' Vine Community Oasis	er of Membe	rs			
Postal Address	PO Box 51, Russell, New	Zealand			Post Code	0242
Physical Address	12 Wellington Street, Russ	sell			Post Code	0202
Contact Person	Miles Frankum		Position	Pastor		
Phone Number	09 403 7798 Mobile Number 027 959 7525				7525	
Email Address	frankum@slingshot.co.nz					
Please briefly d	escribe the purpose of the o	rganisation.				
We provide co	ommunity service and facilit	ies to Russell and nei	ghbouri	ing comm	unity. Our	centrally locate
community ce	entre is running now for 4 ye	ars				
w fode govt oz l	Memorial Ave, Kaikohe 0440 F	Private Bag 752 Kaikohe	0440 fu	unding@fn	de govt nz L	Phone 0800 920
and a set of the set o		interesting i vari i tanto i to			and a second second	

Applicati	ion Forn	n						
Project Detai	ils							
hich Community	Board is your	organis	ation applying to (see	map Sch	nedule A)?			
	Te Hiku		Kaikohe-Hokianga	Ø	Bay of Isl	ands-V	Vhangaroa	
learly describe	the project or e	event:						
learly describe	the project of t							
			y Oasis Carpark pro	oject		Date	1 st Nove	ember 2021
Name of Activity		nmunit		oject		Date Time	1 st Nove	ember 2021
Name of Activity	D 'Vine Com Russel Baptis	nmunit st Chure			or event?		1 st Nove	ember 2021

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

Dear Board Members...

The D 'Vine Community Oasis has been successfully running for the last four years thanks to our incredible team of Volunteers. These past years have been incredible as we have welcomed many members, tourists in the community to our much-loved Oasis. There have been additions done to uphold and ensure the ongoing commitment to the Health and Safety of our facilities so that we may continue offering a safe, fun space for our community, of these additions include e.g.: heat pumps, updated windows, water tank, sterilizer in the kitchen. One of the biggest concerns we have noticed and has been a growing concern for many years now, due to the growth in the use of the facilities the absence of a carpark is of concern, we have many seniors in the community who are unable to parallel park, exit their vehicles parked along the curb quick enough before oncoming traffic approaches and vehicles when parked on the grass loose traction and slip down the slope, not ideal when you have families around trying to get out their vehicles. We have had email correspondence with the Community Council and they have returned by offering us \$8000 towards this project, these funds will be kept by the council until we have approved plans for our carpark. We respectfully request funding to the value of \$50 000 to begin this project. We have included images of the planned carpark in our motivational letter. The D 'Vine Oasis will cover the costs to have the concrete access way put in to make the facility wheelchair accessible, and will also offer a sturdy pathway entering the facility.

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

Amount Requested

D'Vine Community Oasis Car park Estimated Budget 2021

Estimate for 8 carparks at 12 Welington St	Costing
	Costing
Note footpath ascess way will be paid for by D'vine Community Oasis	
Gabion Baskets	
Use 1050mm Cube Gabion Baskets to for retaining for carpark.	
PC Sum for 25 baskets	\$ 5,000.00
PC Sum Rock for baskets	\$ 3,000.00
Hard Fill	
PC Sum for hard fill	\$ 8,000.00
PC Sum for Fines	\$2,000.00
Machine Hire	
PC Sum for Digger Hire	\$ 5,000.00
PC Sum for Trucks Hire	\$ 4,000.00
Drainage	
PC Sum For Drainage	\$9,000.00
Tar sealing	
PC Sum for Tar sealing	\$14,000.00
	\$50,000.00

Local Grant					R
Application Form					
Financial Information					
Is your organisation registered for GST?	Ves Yes	□ No	GST Number	60-847-576	
How much money does your organisation of	currently hav	re?			
How much of this money is already commit	ted to speci	fic purposes	\$8	8000.00	

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

Purpose	Amount
The community Council have granted us \$8000	\$8000.00
towards this project but they will hold these funds until	
a plan for the carpark has been approved.	
TOTAL	\$8000.00

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

Funding Source	Amount	Approved		
none		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	Projec Sub	:t F mi	Report tted
Water Tank	\$3450.00		1	1	N
			Y	1	N
			Y	1	N
			Y	1	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)

Application Form



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)

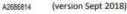
D' Vine Community Oasis / Russell Baptist Church

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
- 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.
- 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.
- 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.
- 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
MC	
www.fndc.govt.nz Memorial Ave, Kaikohe 0440 Pri	vate 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:

- 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.
- 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.
- 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.
- 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.
- 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).
- To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Name	Miles Frankum	Positio	on Pa	stor	
Postal Address	5475 Russell-Whakapara RD			Post Code	0272
Phone Number	0279597525	Mobile Number	02795	97525	
Signature	- Mill		Date	05/09/202	1
Signatory Tv	wo				
Name	Karen Poole	Positio	on Trea	asurer	
Postal Address	32 Titore Way Russell			Post Code	0202
Phone Number		Mobile Number	021044	10556	
Signature	- zh		Date	0\\ 05/09	/2021
ww.fndc.govt.n	z Memorial Ave, Kaikohe 0440 Private Bag	752, Kaikohe 0440	funding@	fndc.govt.nz P	hone 0800 9
A2686814	(version Sept 2018) Page	e 6			

Signatory One

Schedule of Supporting Documentation

D'VINE COMMUNITY OASIS / RUSSELL BAPTIST CHURCH

(D'VINE COMMUNITY OASIS CARPARK PROJECT)

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

1	Site/Concept plan x 2 pages
2	Project Estimated Budget x 1 page
3	Letter supporting application x 4 pages
4	Email thread re: CAR & TMP requests

Local Community Grant Fund 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.
- If there's anything on this form you're not sure of, please contact the Governance team at DDI (09) 401 5188, freephone 0800 920 029, or <u>governance@fndc.govt.nz</u> we're happy to help.
- 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.
- 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.

The following must be submitted along with this application form:

- □ Signed applicant declaration
- Two quotes for purchases where practicable, or evidence of expected purchases
- Businessplan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- □ A health and safety plan

Applicant details

Organisation	NGATI RAHIRI MAORI KO	Number of Member	s 7
Postal Address	5/54 TE KEMARA AVE	Post Code	0200
Physical Address	5/54 TE KEMARA AVE	PostCode	0200
Contact Person	WAIRETI PAORA	ADMINISTR	ATOR
Email address	pwaireti@gmail.com	021 0825 2	926

Please briefly describe the purpose of the organisation.

By providing events whereby whanau from the neighbouring communities can attend and enjoy.

1

To build relationships with other communities interested in providing such events for the wellbeing of communities.

Loca	l Commu Applica		y Grant Fund n Form	d			P
Project Deta	ils						
Which Communi	ty Board is you	r organ	nisation applying to (se	e map S	chedule A)?		
	Te Hiku		Kaikohe-Hokianga		Bay of Island	ls-Whangaroa	
Clearly describe	the project or e	vent:					
NameofEvent	CAROLS IN	I THE P	PARK		Date	9 th DEC 2021	
Location	TE TII WAIT	ANGI M	MARAE		Time	11 – 3pm	
Are you applying f	or annual funding	for the	remaining years of the tr	iennium ¹	? □¥e	əs ⊡No	
If so, how much?	instand the ser	vices it		oplicable			
			t will provide. Tell us:				
			facilities and for whom of activities and experience	ces availa	ble to the com	munity	
		•	ies or volunteer capability				
and is In kee enterd how t The ir suppo partic A con when	s free of charge eping with the tainment, cultur he majority rate ort of local volu- ipation. certed effort of ua/environmer	e to ou theme ral atte her tha munity inteers f exerce nt, the	e Park will be held o or community and vis of Carols in the Par endance, and experi an the minority of ou v sustainability will be s (whanau, hapu and cising <i>kaitiakitanga</i> of meet and greet/host teme for an enjoyable	sitors. k, the va iences v r comm a achiev d commu caring fo ting of m	aried vill demonst unity will be ed with the unity alike) r our papa nanuhiri, tra	rate nefit.	

¹The triennium refers to the three-year period between local elections.

2

Local Community Grant Fund Application Form

Project Cost

Provide a detailed cost estimate for the project or event. Funding requested may not exceed 50% of the total project cost.

<u>Total Cost</u>-provide the total amount of the estimated quoted cost against the appropriate item.

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

Please Note:

- 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 koha	300	260.87
Advertising/Promotion	400	260.87
Facilitator/Professional Fees/MC	NIL	NIL
Administration (incl. stationery/copying) koha	400	173.91
Equipment Hire - sound system	1000	434.78
Equipment Purchase (describe-lighting	NIL	NIL
Utilities	NIL	NIL
Consumable materials (craft supplies, books)	500	383.48
Refreshments Manaakitanga 1 - countdown Manaakitanga 2 - churchills Travel/Mileage	400 600 NIL	186.96 NIL NIL
Mana o te Hula variety group	600	260.87
Wages/Salary		not applicable
Volunteer Value		not applicable
Other (describe) Stage koha Entertainment koha	NIL NIL	NIL 434.78
	\$4,200	\$2,396.52

Local Community Application		und				R
Financial Information						
Is your organisation registered for GST?	Yes	🗆 No	GST Numb	er	132 147 086	
Whatare your organisation's currently acc	cessible financ	ialresourc	es?		\$16,379.37	
How much of this is tagged or committed	for specific pu	rposes?			\$16,000.00	

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

Purpose	Amount
A series of Wananga noho embracing Ako Te Reo me ona tikanga, whakapapa, whanaungatanga Kaitiakitanga; environmental, Retreat Rongoa Mirimiri; He Whakaputanga 1835; Te Tiriti o Waitangi 1840;Marae noho beyond Waitangi Day, travels	

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

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

Purpose	Amount	Date	Project Report Submitted
CAROLS 2016	3,995.63	8dec16	Y
CAROLS 2017 / 2018	2,000.00	23nov17 / 15nov18	Y
CAROLS 2019	2,500.00	20nov19	Y
CAROLS 2020	2,500.00	23sept20	Y

Local Community Grant Fund Application Form



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)

NGATI RAHIRI MAORI KOMITI

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 out 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)
 - Aregularly 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

Local Community Grant Fund 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.
- 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.
- 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.
- 11. To notify the Far North District Council immediately if our GST status changes.

Signatory One

Name	WAIRETI PAORA	F	Position	CHAIRP	ERSON
Postal Address	5 / 54 TE KEMARA AVE,	PAIHIA		Postcode	0200
Phone Number		Mobile Num	ber	021 082	5 2926
	Alara-			18 th Aug	ust 2021

Lo	ocal Community Grant Fund Application Form	I		
Signatory Two	(if applicable)			
Name	HINEWHARE HARAWIRA	Position	SECRETARY	
[5 / 54 TE KEMARA AVE, PAIHIA		0200	
			021 1846 701	
	get Abrenie		18 th August 2021	

Schedule of Supporting Documentation

NGATI RAHIRI MAORI KOMITI

(CAROLS IN THE PARK - TE TII WAITANGI MARAE)

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

1	Kiwibank Account balance (screenshot) at 18/08/2021 x 1 page
2	Quote – Aiga Kotahi x 1 page
3	Quote/Invoice – Arthurs Emporium (A&J Brasting) x 1 page
4	Quote – Countdown x 1 page
5	Quote/Pricing – Mana o te Hula x 1 page
6	Supporting letter from Ngati Rahiri Maori Komiti for application to Whangaroa BOI Community Board x 1 page
7	Marketing flyer x 1 page

L /

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 Dection 1 of the Community Orant Policy to chourd 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 <u>www.fndc.govt.nz</u>
- 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 <u>funding@fndc.govt.nz</u> – 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

Organisation	Youthline Auckland Charitable Trust Number			nber of Members 15		
Postal Address	PO Box 8670, Symonds St, Grafton Auckland			Post Code	1150	
Physical Address	13 Maidstone St, Grey Lynn, Auckland			Post Code	1021	
Contact Person	Geoff Lawson		Position Funding Coordinator		r	
Phone Number	021727004	Mobile Nu	Mobile Number 021727		727004	
Email Address	geoff@youthline.co.nz					
Please briefly d	escribe the purpose of the o	organisation.				
	youth, for youth" organisation					
2 11	ing young people who are in r					2010 DAIDUDAD AVANDAD

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- Page 1

	ails			
Which Communi	ty Board is your organisation applying to (see map Schedule	A)?		
	Te Hiku 🗆 Kaikohe-Hokianga 🖾 Bay d	of Island	ds-Whanga	aroa
Clearly describe	the project or event:			
Name of Activity	Youthline Helpline	Date	Every d	lay
ocation	Everywhere	Time	Any tim	ie
Vill there be a ch	arge for the public to attend or participate in the project or event?		□ Yes	No No
so, how much?				
from the Bay	rates a free, 24/7 national Helpline for young people in need. Las ils through the Helpline which is staffed by over 200 volunteer co of Islands-Whangaroa area. There are 3,150 young people aged	unsello	ors. An esti	imated 706 were
from the Bay almost 1 in 4 We are reque annual budge The funding v Many of the y desperate wit young person platform. Wha much more lik	ills through the Helpline which is staffed by over 200 volunteer co of Islands-Whangaroa area. There are 3,150 young people aged reached out to us for help. sting funding of \$5,000 as a contribution to the Bay of Islands-Wi ted costs of \$1.3m to provide Helpline services to the rangatahi of vill be allocated against the cost of volunteer training and supervis- oung people we work with are disadvantaged and often feel lone h a reduced sense of belonging to family, school or community. Of in a rural area will have access to that is free, anonymous and a tit we know is that if we are able to address the issues that the yo celly to 'normalise' their lives and re-engage with family and school	unsello 15-24 of Bay of sion an ly, alon Often w ccessit ung per ol.	ors. An esti years in th oa share o of Islands-1 d telecome e, disenga e are the o ole on a yo ople prese	imated 706 were e area meaning of \$6,472 of the Whangaroa. munications. oged and only service a outh-friendly ent with they are
from the Bay almost 1 in 4 We are reque annual budge The funding w Many of the y desperate wit young person platform. Wha much more lik In this digital difference if th We encourag services avail	ills through the Helpline which is staffed by over 200 volunteer co of Islands-Whangaroa area. There are 3,150 young people aged reached out to us for help. sting funding of \$5,000 as a contribution to the Bay of Islands-Wi ted costs of \$1.3m to provide Helpline services to the rangatahi of vill be allocated against the cost of volunteer training and supervision oung people we work with are disadvantaged and often feel lone h a reduced sense of belonging to family, school or community. Of in a rural area will have access to that is free, anonymous and a at we know is that if we are able to address the issues that the yo	unsello 15-24 of Bay of sion an ly, alon Often w ccessit ung pe- ol, oung p nverca Ve prov	ors. An esti years in th oa share o of Islands-1 d telecome e, disenga e are the c le on a yo ople prese eople. So i rgill. We of ide inform	imated 706 were e area meaning of \$6,472 of the Whangaroa. munications, oged and only service a outh-friendly ent with they are it makes no ounsel and refer. ation regarding
from the Bay almost 1 in 4 We are reque annual budge The funding w Many of the y desperate wit young person platform. Wha much more lik In this digital difference if th We encourag services avail right sort of ca As a "with you development the COVID-19 as a result of	ills through the Helpline which is staffed by over 200 volunteer co of Islands-Whangaroa area. There are 3,150 young people aged reached out to us for help. sting funding of \$5,000 as a contribution to the Bay of Islands-Wi ted costs of \$1.3m to provide Helpline services to the rangatahi of vill be allocated against the cost of volunteer training and supervisio oung people we work with are disadvantaged and often feel lone h a reduced sense of belonging to family, school or community. Of in a rural area will have access to that is free, anonymous and a twe know is that if we are able to address the issues that the yo tely to 'normalise' their lives and re-engage with family and school world, phone, text and online are key means of connecting with y te young person is in Opua and the counsellor is in Auckland or I e the young person to connect with support in their community. V able in their town. We work collaboratively with local support age	unsello 15-24 y hangaru of Bay of sion an ly, alon Diften w ccessit ung per bl. oung p nverca Ve prov ncies in young thessee ind any	ors. An esti years in the oa share o of Islands-1 d telecome e, disenga e are the c ople on a you ople prese eople. So i rgill. We cat ide inform n your town people act d at first hat iety that you	imated 706 were e area meaning of \$6,472 of the Whangaroa. munications. only service a only service a outh-friendly int with they are it makes no oounsel and refer. ation regarding ns to provide the cessing youth and the impact of oung people felt

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

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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	and selected of the select of the	
Facilitator/Professional Fees2		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		and the second se
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) Telecommunications (text, calls, emails)	\$132,821	\$2,500
Volunteer Training	\$112,951	\$2,500
TOTALS	\$245,772	\$5,000

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

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Application Form				• \
Application Form				
Financial Information	the set	Been Br		
Is your organisation registered for GST?	x□ Yes	🗆 No	GST Number	87528601
How much money does your organisation o	urrently have	?	\$63	8,000
How much of this money is already commit	ted to specifi	c purposes	\$63	8,000

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

Purpose	Amount
Helpline Services	\$638,000
TOTAL	

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

Funding Source	Amount	Appr	oved
Local and Central Government (Councils/Lottery)	\$82,106	Yes /	Pending
Govt Departments (MSD/MYD)	\$178,048	Yes /	Pending
Philanthropic & Gaming Trusts	\$377,869	Yes /	Pending
Funds to Raise from other funders	\$710,403	Yes /	Pending
Please see attached Youthline Helpline Funding Ex	planation]	Yes /	Pending

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

Purpose	Amount	Date	Project Report Submitted
Bay of Islands - Helpline Telecoms	\$1,939	5/7/19	Y / N
Kaikohe-Hokianga - Helpline Telecoms	\$1,800	4/7/19	Y / N
Te Hiku - Helpline Telecoms	\$1,535	16/7/19	Y / N
			Y / N

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1

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)

Youthline Auckland Charitable Trust

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
- 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.
- 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.
- 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.
- 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

Signato	Signatory-One		atory Two
E	DIASON		T
www.fndc.g	ovt.nz Memorial Ave, Kaikohe 04	440 Private Bag 752, Kaikoh	e 0440 funding@fndc.govt.nz Phone 0800 920 029
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Application Form

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

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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).
- To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Name	Geoff Lawson	Positio	n Fundi	ng Coordinator	
Postal Address	PO Box 8670, Symonds St, Gra	fton Auckland		Post Code	1150
Phone Number	021727004	Mobile Number	0217270	004	
Signature	(DATED	\	Date	17/8/2021	
Signatory Tv	No	2			
Name	John Nilson	Positio	Einan	ce Manager	
	John Nilsen PO Box 8670, Symonds St, G	Position Position	Finan	ce Manager Post Code 1	150
Name Postal Address Phone Number			022 344	Post Code 1	150

Signatory One

Schedule of Supporting Documentation

Youthline Auckland Charitable Trust

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

1	ASB Bank Statement as at Friday 20 August 2021
2	Group Financial Statements for the year ended 31 March 2021 x17 pages
3	Budget for financial year 1 April 2021 to March 31, 2022 x2 pages
4	Transaction and Training Costs from 1 April 2021 to 31 August 2021
5	Modica and Vodfone expenses from January 2021 to December 2021
6	Vodafone Statement as at 15 May 2021
7	Vodafone Statement as at 15 June 2021
8	Vodafone Statement as at 15 July 2021
9	Tax Invoice – Modica Group Ltd – 31 May 2021
10	Tax Invoice – Modica Group Ltd – 30 June 2021
11	Tax Invoice – Modica Group Ltd – 31 July 2021
12	Youthline Helpline Funding Breakdown 1 April 2021 to 31 March 2022
13	Cover Letter – Shae Ronald - CEO
14	Support Letter – About Youthline x15 pages
15	Support Letter – Lifewise - Peter Shimwell – Community Services Manager
16	Support Letter –AraTaiohi - Jane Zintl - CEO
17	Support Letter – Sandra Palmer Psychology Ltd
18	Support Letter – Development and Relationships National Manager – Brendon Crompton

7 October 2021

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.
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- 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 <u>www.fndc.govt.nz</u>
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- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
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- Send your completed form to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

Organisation	Kawakawa Hundertwasser Charitable Trust		Number of Members
Postal Address	3 Wynyard Street, Kawakawa		Post Code 0210
Physical Address	as above		Post Code
Contact Person	Laurell Pratt	Position	trustee
Phone Number	02102457571	Mobile Number	
Email Address	laurell.pratt@gmail.com		

Please briefly describe the purpose of the organisation.

Passionate group that endeavours to deliver community led outcomes in Kawakawa. With a special affinity for the relationship with Frederick Hundertwasser & the legacyhe left in our town. And bringing our cultures together.

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7 October 2021

	I Grant	
Applicat	ion Form	
Project Deta	ils	
Which Communi	ty Board is your organisation applying to (see map Schedule A)?	,
	Te Hiku 🛛 Kaikohe-Hokianga 🗹 Bay of Is	lands-Whangaroa
Clearly describe	the project or event:	
Name of Activity	Te Hononga Hub Office Placemaking Project D	ate September 2021
_ocation	Te Hononga Atea, Gillies Street, Kawakawa	me
Will there be a cha	arge for the public to attend or participate in the project or event?	□ Yes ☑ No
so, how much?		
	it will broaden the range of activities and experiences available to the	-
 How 	it will broaden the range of activities and experiences available to the	community
We are seeking funding	g for the development of the Hub office on the Atea. This is to convert the existing old bank va	ult on the Atea into a ticketing office and
We are seeking funding		ult on the Atea into a ticketing office and
We are seeking funding	g for the development of the Hub office on the Atea. This is to convert the existing old bank va n information centre for visitors and to book in and guide visitors to the many local attractions i	ult on the Atea into a ticketing office and
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A2686814

(version Sept 2018)

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.

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)	72,000 (labour & materials)	\$4000 or whatever you can grant us
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	42,000	not applicable
Other (describe)		
TOTALS	30,000	4,000 or whatever you can grant us

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					R
Financial Information					
Is your organisation registered for GST?	⊡⁄ Yes	🗆 No	GST Num	ber	104-124-879
How much money does your organisation c	urrently hav	ve?		89,452	
How much of this money is already commit	ted to specif	fic purposes	?	all of it	(have \$21k of accounts receivable)

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

Purpose	Amount
Artists, building elements	\$100,000
TOTAL	

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

Funding Source	Amount	Approved
		Yes / Pending

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

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

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(version Sept 2018)

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)

Kawakawa Hundertwasser Memorial Park Trust.

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
- 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.
- 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	
and the second se	Thepherd	Sf Broch	m
www.fndc.g	ovt.nz Memorial Ave, Kaikohe 0	440 Private Bag 752, Kaikohe 0440 funding@fndc.govl	.nz Phone 0800 920 029
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Application Form



- 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).
- To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

orginatory					
Name	Noma J. Shepherd	· F	Position Cha	in	
Postal Addres	ss & Neumann St	Kawakawa		Post Code	0210
Phone Numb	er 0940 40556	Mobile Num	ber		
Signature	1. chepherd		Date	5/8/21	
Signatory	Two				
Name	Shirley Brad	shaw P	Position 1	ersure (
Postal Addres	ss 18 Station Ro	, Kawakawa	÷	Post Code	0210
Phone Numb	er 09 404 045	Mobile Num	ber 0211	724 16	,2
Signature	Sf Bros Mrch	2	Date	5/8/	2021
ww.fndc.gov	t.nz Memorial Ave, Kaikohe 0440	Private Bag 752, Kaikohe (1440 funding@	fndc.govt.nz Pł	10ne 0800 920 02
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Signatory One

Schedule of Supporting Documentation

KAWAKAWA HUNDERTWASSER CHARITABLE TRUST

(TE HONONGA HUB OFFICE PLACEMAKING PROJECT)

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

1	Quote – HE Harnett Building Co Ltd. X 1 page				
2 Te Hononga – Hub Office, Placemaking Project (Business 1 page					
3	A3 Hawthorn Landscape Architects Concept Design (Atea Entranceway) x 4 pages				
4 A4 Avail Pacific Concept Design (ticketing booth) x 4 pages					

7 October 2021

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 <u>www.fndc.govt.nz</u>
- 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 <u>funding@fndc.govt.nz</u> – we're happy to help.
- · Send your completed form to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	Kawakawa Hundertwa	ber of Members				
Postal Address	3 Wynyard st Kawakawa					0210
Physical Address	as above				Post Code	
Contact Person	Rowena Tana	Rowena Tana Position		tru	stee	
Phone Number	021513428	Mobile Num	iber			
Email Address	tepung omahual	notmail.	Car	n		

Please briefly describe the purpose of the organisation.

A passionate group that endeavours to deliver community led projects in Kawakawa. With a special affinity for the relationship with Frederick Hundertwasser & the legacy he left in our town.

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	ails	12		Sec. 1
Which Communi	ty Board is your organisation applying to (see map Schedule A))?		
	Te Hiku 🗆 Kaikohe-Hokianga 🛛 Bay of	Island	s-Whangaroa	l
Clearly describe	the project or event:			
Name of Activity	Kawakawa Community Development Plan	Date	2021	
Location	Kawakawa	Time		
Will there be a cha	arge for the public to attend or participate in the project or event?		🗆 Yes 🖸	No
If so, how much?				
Outline your acti	vity and the services it will provide. Tell us:			
	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the	he cor	nmunity.	
	a community development plan was last creat	i hot	n 2000 T	
	vas generally felt that it was time to complete			
Some engager	ment occured. Led by the Kawakawa Busines of of work done in the time from 2012 to 2019.	the s &	process c Commun	of a new plan.
Some engager There was a lo Aspirations, op In 2019 there y	ment occured. Led by the Kawakawa Busines of of work done in the time from 2012 to 2019.	the s & Col	process o Commun lecting pe	of a new plan. http://www.sociation eople's ideas,
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Some engager There was a lo Aspirations, op In <u>2019 there v</u> Scratch, but in All <u>sorts of the</u> Du ring 2019 – And now we a	ment occured. Led by the Kawakawa Busines of of work done in the time from 2012 to 2019. pinions. was a working group formed. And we found w stead test those previous ideas and add to the mes like retaining the towns heritage, youth fa 2020 the working group carried out focus group re ready to have a draft written.	the S & Col em. acilit ups	process of Commun lecting pe dn't need ies, provisite to test the be writte	of a new plan. http://www.association eople's ideas, to start from sion of housing e ideas en.
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Application Form

Project Cost

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

<u>Total Cost</u> - 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)	design & print \$3,300	\$3,300
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments Kai and meeting room hire	\$700	\$700
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr) further 480 hours approx	\$9,600	not applicable
Other (describe) Drafting, writing & assembly of community plan	\$6000	\$6000
TOTALS		\$10,000

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

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⁽version Sept 2018)

Local Grant Application Form					N
Financial Information		1.4.18			
Is your organisation registered for GST?	🗹 Yes	🗆 No	GST Numb	ber	104-124-879
How much money does your organisation of	urrently hav	ve?	[\$89,4	52
How much of this money is already commit	ted to speci	fic purposes	s?	all of it (l	have \$21k of accounts receivable)

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

Purpose	Amount
Artists, building elements	\$100,000
TOTAL	\$100,000

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

Funding Source	Amount	Approved
		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
			Ý / N
			Y / N
			Y / N

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A2686814

⁽version Sept 2018)

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.
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- 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.

Name PETER TIPE	ENE Position TRUSTEE
Postal Address 7 BOSWELL ST	Post Code 0210
Phone Number 021 404047	Mobile Number 021404047
Signature Adphene	Date 13/8/2021
Signatory Two	
Name ROWENA TR	tNA Position trustee
Postal Address 154 To Kiri Ro	Titoki RD2 Whangere Post Code 0172
Phone Number 0215134-28	Mobile Number 021513428
Signature	Date 13/08/2021
www.fndc.govt.nz Memorial Ave, Kaikohe 044	0 Private Bag 752, Kaikohe 0440 funding@fndc.govt.nz Phone 0800 920 029
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Signatory One

Local Grant Application Form

Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

The Kawa kawa Hundertwasser Memorial Park Trust

We, the undersigned, declare the following:

In submitting this application:

- 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.
- 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 On			Signatory	I WO Ch
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www.fndc.go	ovt.nz Memorial Ave, I	Kaikohe 0440 Private Bag 752, K	aikohe 0440	0 funding@fndc.govt.nz Phone 0800 920 029
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Schedule of Supporting Documentation

KAWAKAWA HUNDERTWASSER CHARITABLE TRUST

(KAWAKAWA COMMUNITY DEVELOPMENT PLAN)

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

1	Annual Report FYE 31 March 2020 x 16 pages
2	Excel Balance Sheets, P&L, Aged Payables and Receivables x 6 pages
3	Kiwibank Statements – at 31 July 2021 x 4 pages
4	Kawakawa 2020-2040 Community Plan Priorities Paradigm x 1 page
5	Proposed Kawakawa Visitor Centre Business Case (November 2016) x 36 pages
6	Te Papa Paorooro – The echoing wetlands of Kawakawa x 44 pages

7.10 PROJECT FUNDING REPORTS

File Number:	A3398540
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) Ngati Rahiri Māori Komiti Carols in the Park 2020
- b) Resilient Russell Charitable Trust Go Green Awards
- c) Whangaroa Museum and Archives Society Inc

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 Boards funding would not be required. The applicant has still 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.

ĀPITIHANGA / ATTACHMENTS

- 1. Pages from BOIWCB Project Report Ngati Rahiri Maori Komiti (Carols in the Park 2020) A3405004 1
- 2. Pages from BOIWCB Project Report Resilient Russell Charitable Trust (Far North Go Green Awards).____ A3405005 🖟 🛣
- 3. Pages from BOIWCB Project Report Whangaroa Museum & Archives Society Inc A3405008 1

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 <u>Council's</u> <u>Significance and Engagement Policy</u>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	No implications for Māori in relation to land and/or water.
State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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.

Ngati Rahiri Maori Komiti

Project Report

COMMUNITY GRANT FUND - LOCAL

Name of organisation:	Ngati Rahiri Maori Komiti
Name & location of project:	Waitangi Marae
Date of project/activity:	10 th Dec 2020
Which Community Board did you receive funding from?	BOI Whangaroa
Amount received from the Community Fund:	\$2,500
Board meeting date the grant was approved:	September Board mtg

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)
Arthurs Emporium	441.40	attached
Mana o te Hula	300.00	attached
Aiga Kotahi soundz	800.00	attached
Jacqui & guide dog Paris tvl	50.00	attached bank pymnt
Tyler – fire dancer	150.00	attached bank pymnt
Juliana – face painter	330.00	attached bank pymnt
lollies etc	190.00	attached & bank pymnt
trvl & icecream lollies etc	322.69	attached & bank pymnt
	\$2,585.09	

Our contribution to the project \$2,000.00

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

- 1. the participation of the tamariki due to the MC, encouraging tamariki by giving away prizes, having 'sing offs', dance competitions.
- 2. members of the deaf society teaching everyone how to sing using sign language
- watching how tamariki interacted with Paris, the guide dog, once they knew her owner Jacqui was blind.
- 4. watching the reaction on the baby of santa when he realized that it was his dad
- 5. numbers participating was everyone right down to the bbq makers and members of the local church doing readings from the bible...this was because of the many talents of the MC.....where everyone enjoyed everyone.....

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

offers to seek donations for;

- xmas presents to be given out
- bouncy castle
- clear ball races

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

- the advertising of the Community Board was done verbally by the MC along with other sponsorship
- happy to display if there is signage available

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

yes we do but has been inactive for a while.....needing more training to negotiate properly

This report was completed by:

Name:	Hinewhare Harawira
Address:	5/54 Te Kemara Ave, Waitangi
Phone:	0211 846 701
Email:	hinewhare@xtra.co.nz
Date:	20sept21

Schedule of Supporting Documentation

BOIWCB - Project Report - Ngati Rahiri Maori Komiti - Carols in the Park

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

1	Bank Payments (screen shots) x 2 pages
2	Invoice – Mana o Te Hula x 1 page
3	Payment Till Receipts (various) x 2 pages
4	Event photos x 4 pages



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

KAIKO	HE	0440

Name of organisation:	Resilient Russell Charitable Trust			
Name & location of project:	Far North Go Green Awards. The Duke of Marlborough Hotel			
Date of project/activity:	Friday 25 th June 2021			
Which Community Board did you receive funding from?				
Te Hiku	Kaikohe-Hokianga X Bay of Islands-Whangaroa			
Amount received from the Community Fund:		^{\$} 1000.00		
Board meeting date the grant was approved:		9 th December 2019		

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Duke: Refreshments for recycled fashion show models and designers	\$241.50	Yes
Duke: Refreshments – dinner for MC, photographer, judges, organisers	\$650.00	Yes
Duke: Water transport for guests to Paihia	\$125.00	Yes
Kerikeri Plant Production & Redwoods: Trees for awards/prizes	\$170.73	Yes
Total:	\$1,187.23	

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

Approximately 80 people actively participated with 140 guests attending the event. All tickets were sold resulting in a full house at the Duke of Marlborough

The event was exceptionally well-managed within a very tight schedule from 6pm until 10pm.

The recycled fashion show showcased an amazing collection of recycled and compostable garments designed by local people. Post-event, these garments were exhibited in the shops in Russell township.

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

1

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

The awards highlighted and raised awareness of individuals and organisations doing outstanding work in

the community to improve environmental and sustainable practices. We have had very

positive feedback from the entire community with requests to do the event again next year.

The recycled fashion show adds huge entertainment value, attracting people to the event while showcasing the talent of the community and highlighting what can be created using natural, recycled and compostable

resources.

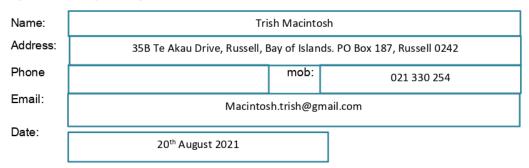
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

Website: http://www.resilientrussell.nz/far-north-go-green-awards/

See attached advertising posters, event programme , table brochures and post-event media release

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

This report was completed by:



Private Bag 752, Memorial Ave, Kaikahe 0400, New Zeoland, Freephone: 0800 920 029, Phone: (09) 405 2750, Fax: (09) 401 2137, Emoil: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz 2

Schedule of Supporting Documentation

RESILIENT RUSSELL CHARITABLE TRUST

FAR NORTH GO GREEN AWARDS – THE DUKE OF MARLBOROUGH HOTEL

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

1	Invoices – Duke of Marlborough Hotel, Duke of Marlborough business Limited, Russell Lights – Community Publication, Sandy Myhre, Kerikeri Plant Production Ltd, Redwoods Garden Centre 2018 Ltd x 7 pages
2	Far North Go Green Awards – Marketing posters x 3 pages
3	Far North Go Green Awards Celebrated (publication) x 2 pages
4	Far North Go Green Awards Programme x 5 pages

Kaeo Service Centre

1 6 SEP 2021

Far North District Council COMMUNITY GRANT	FUND - LOCAL	F0080402
At the completion of a project that received community funding, Community Grant Policy, to submit a Project Report to the Comm received no later than two months after the completion of the proje months of the funding being spent.	nunity Board. Project Repo	orts are to be
Applicants who fail to provide a project report within the required time will	not be considered for future fi	unding.
Please return the completed form to: funding@fndc.govt.nz PDF atta Funding Advisor Far North District Council Private Bag 752 KAIKOHE 0440	chment via email is preferm	ed) OR:
Name of organisation:	society	Inc.
Name & location of project: 05 00000		
Date of project/activity: Harah 21-	ANGUST	21
Which Community Board did you receive funding from? Te Hiku Kaikohe-Hokianga	Bay of Islands-Wh	angaroa
Amount received from the Community Fund:	id. on plu	18 GBJ
Board meeting date the grant was approved:	Dec 20	220
Please give details of how the money was spent:		
 Your contribution to the project and the funding you received from the Attach supplier receipts or bank statements to show proof of expension 		
Supplier/Description	Şamount	Receipt/s attached (please tick)
please ap	\$	
attended spreak	sheet	
	\$	
	\$	
То	otal: \$	

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



Item 7.10 - Attachment 3 - Pages from BOIWCB - Project Report - Whangaroa Museum & Archives Society Page 116 Inc

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2

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

1ease See

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

alt	este	201		
CALL	100			

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

 roportina	
Name:	Lappaure apute
Address:	23 Feigh St, Kaleo P448
Phone	405000 mobi PZ BRP550
Email:	
Date:	16, 91 2

This report was completed by:

Private Bag 752, Memorial Ave, Kaikabe 0400, New Zealand, Freephane: 0800 920 029, Phane: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndt.govt.nz, Website: www.fndt.govt.nz

Schedule of Supporting Documentation

WHANGAROA MUSEUM & ARCHIVES SOCIETY INC.

(ADMINISTRATIVE & UTILITY COSTS)

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

1	Cover letter with Project Report x 1 page
2	Summary of expenditure from March through to August 2021 x 1 page
3	ANZ Bank transactions X 4 pages
4	Administrative & Utility invoices (in month order) Spark, FNDC, Mercury, Xero, Northland CCTV x 32 pages
5	Thank you notice to funders x 1 page



23 Leigh Street PO Box 197 Kaeo 0448 New Zealand Ph: 09 405 0050 whangaroamuseum@yahoo.co.nz

16 September 2021

Funding Advisor Far North District Council Private Bag 752 KAIKOHE 0440

Project Report Community Grant Fund – Local \$2500.00 plus GST – 3 December 2020

Please give details of how the money was spent:

The grant was spent specifically on expenses to assist with meeting costs associated with the day to day running of the Whangaroa Museum in Kaeo. A team of six volunteers currently gives freely of their time to keep the Museum open each day, but support is needed to help with the costs for administration, power, telephone, rates and general operating costs

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

From the positive feedback we receive from the community via the visitors book comments and across the counter during conversations with visitors, we believe the community and wider, is supportive of our Museum. This is the highlight, and your funding contributes to this continuing into the future.

Describe the main findings in your evaluation of the project/event – how did it benefit the community

The benefits from this funding translates to the Museum being able to continue to operate day to day and provide an important resource to our community for locals and visitors passing through our district. The township is reliant on visitors stopping and viewing the uniqueness of our town and district. The Museum provides one of those reasons to stop, and plays its part in stimulating the small rural economy by being located in the centre of Kaeo, and in close proximity to other businesses nearby demonstrates that Kaeo is alive and thriving.

Please provide details and attach or email photos

The attached thank you is placed on the wall in our main entrance.

Nga mihi

Museum Administrator

8 INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE OCTOBER 2021

File Number:A3379209Author:Casey Gannon, Meetings AdministratorAuthoriser:Aisha Huriwai, Team Leader Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2020.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Action sheets are in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update October 2021.

TĀHUHU KŌRERO / BACKGROUND

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The outstanding tasks are multi-facet projects that take longer to fully complete.

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

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

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHANGA / ATTACHMENTS

1. Bay of Islands-Whangaroa Community Board Outstanding Actions Sheet - October 2021 - A3405550 1

Meeting	Date	Title	Resolution	Notes
Bay of Islands- Whangaroa Community Board 5/11/2020	5/11/2020	Notice of Motion - Public Access to Tapu Point Okiato	 RESOLUTION 2020/111 Moved: Manuela Gmuer-Hornell Seconded: Lane Ayr That Bay of Islands-Whangaroa Community Board recommend that Council: a) reviews the public access to Tapu Point, Okiato via unformed paper road, and; b) identify the boundaries by survey and erect appropriate signage to officially mark the public access to Tapu Point, Okiato via unformed paper road. CARRIED 	Work has been done but signage is still expected per resolution.
Bay of Islands- Whangaroa Community Board 4/02/2021	4/02/2021	RESOLUTION	RESOLUTION 2021/9Moved:Chairperson Belinda WardSeconded:Member Lane AyrThat the Bay of Islands-Whangaroa Community Boardrecommend to the Strategy and Policy Committee that aframework be developed for the funding of community facilitiesacross the Far North as a matter of urgency.Abstained:Cr Rachel SmithCARRIED	
Bay of Islands- Whangaroa Community Board 6/05/2021	6/05/2021	Discontent with Contracts and levels of service	RESOLUTION 2021/40 Moved: Member Bruce Mills Seconded: Member Dave Hookway-Kopa That the Bay of Islands-Whangaroa Community Board inform Council of their serious concerns and ongoing community complaints received by all community board members, regarding delivery, quality, levels of service and monitoring on sealed and unsealed roading contracts. CARRIED	NTA workshop TBD (Combined Community Board)

Meeting	Date	Title	Resolution	Notes
Bay of Islands- Whangaroa Community Board 3/06/2021	3/06/2021	Moreton Bay Fig, Russell - Arboricultural Report 2021	 RESOLUTION 2021/65 Moved: Member Dave Hookway-Kopa Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board: a) receive the report Moreton Bay Fig, Russell – Arboricultural Report 2021; and that, b) recommend to Council an annual operating budget of \$10,000 per year for an annual arborist report (\$5000) and annual maintenance and mulch work (\$5000) to manage and protect the Russell Morton Bay fig tree; and that, c) seek clarification on reference to the Tree Management-Eastern Tree account and the off set by the Parks and reserves – Vegetation control budget Abstained: Rachel Smith 	Tree Management- Eastern Tree account and the offset by the Parks and reserves – Vegetation control budget - Staff advised these are not new budgets - this is internal "coding/naming" for existing budgets - separated by ward instead of District wide.
Bay of Islands- Whangaroa Community Board 5/08/2021	5/08/2021	Project Funding Reports	 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. 	
Bay of Islands- Whangaroa Community Board 5/08/2021	5/08/2021	Alfresco Dining Application - Duke of Marlborough Limited	 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, 	Russell subdivision community board representative to engage with Russell community and necessary contractors to formulate a Placemaking Plan for The Strand Russell.

Meeting	Date	Title	Resolution	Notes
			 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 fit for purpose; c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited; until texpires on gage with the Russell community board members engage with the Russell community to develoip a Placemaking kaupapa for The Strand, 	
			Ruseell.	
			Against: Member Dave Hookway-Kopa The amendment became the substantive moition 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 30 th June 2022. b) request an urgent review of the Alfresco Dining Policy (#3116) is done in particular in relation to The Strand,	

Meeting	Date	Title	Resolution	Notes
			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.Against:Member Dave Hookway-Kopa	
Bay of Islands- Whangaroa Community Board 2/09/2021	2/09/2021	Pa Road Petition	RESOLUTION 2021/72 Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board receives the Pa Road Petition. In Favour: Chairperson Belinda Ward, Members Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells Against: Nil Abstained: Member Rachel Smith CARRIED MOTION Moved: Moved: Member Manuela Gmuer-Hornell Seconded: Member Manuwai Wells That the Bay of Islands-Whangaroa Community Board: a) acknowledges staff will complete a Post Construction Road Safety Audit At 11:29 am, Member Frank Owen returned to the meeting. AMENDMENT Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr b) acknowledges staff have yet to complete Post Construction Road Safety Audit, and request a report to come back to Community Board. In Favour: Chairperson Belinda Ward, Members Lane Ayr, Frank Owen and Manuwai Wells	

Meeting Date Title Resolution Notes	tes
Integration Nile Against: Nil Abstained: Members Manuela Gmuer-Hornell and Rachel Smith CARRIED The amendment became the substantive motion. RESOLUTION 2021/73 Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board: a) a) receives the Pa Road Petition; and, b) acknowledges staff have yet to complete Post Construction Road Safety Audit, and request a report to come back to Community Board. In Favour: Chairperson Belinda Ward, Members Lane Ayr, Frank Owen and Manuwai Wells Against: Nil Abstained: Members Manuela Gmuer-Hornell and Rachel Smith CARRIED	

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE