



KAIKOHE-HOKIANGA COMMUNITY BOARD



Horeke Hotel

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 11 May 2022

Time: 10.30 am
Location: Council Chambers
Memorial Avenue
Kaikohe

Membership:

Member Mike Edmonds - Chairperson
Member Emma Davis – Deputy Chairperson
Member Laurie Byers
Member Kelly van Gaalen
Member Alan Hessell
Member Moko Tepania
Member Louis Toorenborg
Member John Vujcich



Far North District Council



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

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

Council Delegations to Community Boards - January 2013

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

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

Exclusions: *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & 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 Maori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a. Holding a Community forum prior to Board meetings
 - b. Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

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

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

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Mike Edmonds	Chair	Kaikohe Mechanical and Historic Trust	Council Funding	Decide at the time
	Committee member	Kaikohe Rugby Football and Sports Club	Council Funding	Withdraw and abstain
Kelly van Gaalen	No form received			
Louis Toorenburg	No form received			
Alan Hessel	Nil	Nil	Nil	Nil
Laurie Byers	Kaikohe Golf Club			
	Kaikohukohu Trust			
	North Point Trust			
	Patron Bay of Islands Hockey			
Emma Davis	Secretary	Pompallier Hokianga Trust	Council Funding	Decide at the time to withdraw and/or abstain
	Trustee	Raiatea Resource Centre	Council Funding	Decide at the time to withdraw and/or abstain
	Committee Member	Rawene Hall	Council Funding	Decide at the time to withdraw and/or abstain
	Committee Member	Kohukohu Hall	Council Funding	Decide at the time to withdraw and/or abstain
	Member of teaching staff	Broadwood Area School	Council Funding	Decide at the time to withdraw and/or abstain
John Vujcich	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
Moko Tepania	Teacher	Te Kura Kaupapa Māori o Kaikohe.	Potential Council funding that will benefit my place of employment.	Declare a perceived conflict
	Chairperson	Te Reo o Te Tai Tokerau Trust.	Potential Council funding for events that this trust runs.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Te Rarawa	As a descendent of Te Rarawa I could have a perceived conflict of interest in Te Rarawa Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Whaingaroa	As a descendent of Te Rūnanga o Whaingaroa I could have a perceived conflict of interest in Te Rūnanga o Whaingaroa Council relations.	Declare a perceived conflict
	Tribal Member	Kahukuraariki Trust Board	As a descendent of Kahukuraariki Trust Board I could have a perceived conflict of interest in Kahukuraariki Trust Board Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga ā-Iwi o Ngāpuhi	As a descendent of Te Rūnanga ā-Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā-Iwi o Ngāpuhi Council relations.	Declare a perceived conflict

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 11 May 2022 at 10:30 am

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1 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.

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

3 TE TONO KŌRERO / DEPUTATION

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

4 NGA KAIKORERO / SPEAKERS

- Representatives from Okorihi Marae
- Representative from Kaikohe Rugby Football and Sports Club

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3538469

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 6 April 2022 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **2022-04-06 Kaikohe-Hokianga Community Board Meeting minutes - A3654205** [↓](#) 

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE HELD VIRTUALLY VIA MICROSOFT TEAMS
ON WEDNESDAY, 6 APRIL 2022 AT 10:31 AM**

PRESENT: Chairperson Mike Edmonds, Member Emma Davis, Member Louis Toorenburg, Member Kelly van Gaalen, Member Alan Hessel, Member Laurie Byers, Member John Vujcich, Member Moko Tepania

STAFF PRESENT: Kim Hammond, Aisha Huriwai, Shayne Storey, Laurel Belworthy, Kirsty Farrow, Nick Marshall (NTA), Elizabeth Stacey (NTA), Ken Lewis, Joshna Panday, Rhonda-May Whiu, Sheryl Gavin

1 NGĀ KAIKŌRERO / SPEAKERS

- Esther Booth from Kohukohu Bowling Club regarding Item 6.3a funding application.
- Rhonda Zielinski and Te Miringa Mihaka requesting support for Freedom Whare Limited.

Member Alan Hessel joined the meeting at 10.55am

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Shaun Reilly - Kaikohe township and stormwater needs maintenance, and has poor appearance.

3 NGĀ TONO KŌRERO / DEPUTATIONS

No deputations.

7 INFORMATION REPORTS

7.1 KAIKOHE TRAFFIC CALMING DELIVERY STRATEGY

Agenda item 7.1 document number A3627293, pages 55 - 56 refers

MOTION

Moved: Member Alan Hessel
Seconded: Member Louis Toorenburg

That the Kaikohe-Hokianga Community Board receive the report Kaikohe Traffic Calming Delivery Strategy

AMENDMENT

Moved: Chairperson Mike Edmonds
Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board

- a) receive the report Kaikohe Traffic Calming Delivery Strategy; and
- b) accepts Elizabeth Stacey's (NTA) commitment to provide an overall strategy list for Kaikohe at the next meeting.

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenburg, Kelly van Gaalen, Alan Hessel, Laurie Byers and John Vujcich

Against: Nil

CARRIED 7/0

The amendment became the substantive motion

RESOLUTION 2022/16

Moved: Chairperson Mike Edmonds

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Kaikohe Traffic Calming Delivery Strategy and accepts Elisabeth's commitment to provide an overall strategy list for Kaikohe at the next meeting.

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessell, Laurie Byers and John Vujcich

Against: Nil

CARRIED

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

RESOLUTION 2022/17

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the apology received from Member Moko Tepania be accepted.

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessell, Laurie Byers and John Vujcich

Against: Nil

CARRIED

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A3538463, pages 12 - 12 refers

RESOLUTION 2022/18

Moved: Member Alan Hessell

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 2 March 2022 as a true and correct record

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessell, Laurie Byers and John Vujcich

Against: Nil

CARRIED

6 REPORTS

6.1 DISCHARGING OF THE HOKIANGA SPRAYING COMMITTEE

Agenda item 7.1 document number A3615572, pages 16 - 17 refers

RESOLUTION 2022/19

Moved: Chairperson Mike Edmonds

Seconded: Member John Vujcich

That Kaikohe-Hokianga Community Board;

a) **disestablish the Hokianga Spraying Committee and discharge all members from their committee roles.**

b) **acknowledge and thank community representatives Gail and John Aiken, Peter Reid and Lorene Royal for their service and community advocacy.**

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessel, Laurie Byers and John Vujcich

Against: Nil

CARRIED

6.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 28 FEBRUARY 2022

Agenda item 7.2 document number A3640349, pages 18 - 19 refers

RESOLUTION 2022/20

Moved: Member Louis Toorenborg

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 28 February 2022.

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessel, Laurie Byers and John Vujcich

Against: Nil

CARRIED

7 INFORMATION REPORTS CONTINUED

7.1 KAIKOHE - HOKIANGA COMMUNITY HALL ANNUAL INFORMATION UPDATE

Agenda item 8.2 document number A3603256, pages 61 - 62 refers

RESOLUTION 2022/21

Moved: Member Louis Toorenborg

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board receive the report Kaikohe - Hokianga Community Hall Annual Information Update.

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessel, Laurie Byers and John Vujcich

Against: Nil

CARRIED

7.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE APRIL 2022

Agenda item 8.3 document number A3640622, pages 117 - 117 refers

RESOLUTION 2022/22

Moved: Chairperson Mike Edmonds

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update April 2022.

In Favour: Members Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan

<u>Against:</u>	Hessell, Laurie Byers and John Vujcich Nil	CARRIED
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6.3 FUNDING APPLICATIONS**RESOLUTION 2022/23**

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board:

- a) approves the sum of **\$xx.xx** (plus GST if applicable) be paid from the Board's Community Fund account to Kohukohu Bowling Club to replace the grass and purchase two water tanks for the Kohukohu Bowling Club, to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- b) approves the sum of **\$xx.xx** (plus GST if applicable) be paid from the Board's Community Fund account to R. Tucker Thompson to send a youth from the Kaikohe-Hokianga Community Board area to attend the 7-day Youth Development Voyage on the R. Tucker Thompson, to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- c) approves the sum of **\$xx.xx** (plus GST if applicable) be paid from the Boards Community Fund account to Weka Weka Valley Community Trust for the purchase of shelving, paint, roller blinds and barstools for the Waimamaku Resource Centre, to support the following Community Outcomes:
- i) Proud, Vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

In Favour: Mike Edmonds, Emma Davis, Louis Tooreburg, Kelly van Gaalen, Alan Hessell, Laurie Byers, John Vujcich and Moko TepaniaAgainst: Nil**CARRIED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2022/24**

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessell

That the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
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7.5 – Funding Applications	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons. s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority.	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7.
CARRIED		

The meeting adjourned 12.03 to 12.15pm

At 12:12 pm, Member Moko Tepania joined the meeting.

RESOLUTION TO READMIT THE PUBLIC

<p>RESOLUTION 2022/25</p> <p>Moved: Chairperson Mike Edmonds Seconded: Member Alan Hessell</p> <p>That Kaikohe-Hokianga Community Board moves out of Public Excluded and into Ordinary meeting.</p> <p><u>In Favour:</u> Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessell, Laurie Byers, John Vujcich and Moko Tepania</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED</p>	
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6 REPORTS

6.3a FUNDING APPLICATIONS CONTINUED

Agenda item 7.3 document number A3614080, pages 22 - 25 refers

<p>RESOLUTION 2022/26</p> <p>Moved: Member Kelly van Gaalen Seconded: Member John Vujcich</p> <p>That the Kaikohe-Hokianga community Board approves the sum of \$14,190 (plus GST if applicable) be paid from the Board's Community Fund account to Kohukohu Bowling Club to replace the grass and purchase two water tanks for the Kohukohu Bowling Club, to support the following Community Outcomes:</p> <p style="margin-left: 40px;">i) Proud, vibrant communities</p> <p style="margin-left: 40px;">ii) Communities that are healthy, safe, connected and sustainable.</p> <p><u>In Favour:</u> Mike Edmonds, Emma Davis, Louis Toorenborg, Kelly van Gaalen, Alan Hessell, Laurie Byers, John Vujcich and Moko Tepania</p> <p><u>Against:</u> Nil</p> <p style="text-align: right;">CARRIED</p>	
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6.3b FUNDING APPLICATIONS CONTINUED

Agenda item 7.3 document number A3614080, pages 22 - 25 refers

RESOLUTION 2022/27

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

That the Kaikohe-Hokianga community Board approves the sum of \$2,140 (plus GST if applicable) be paid from the Board's Community Fund account to R. Tucker Thompson to send a youth from the Kaikohe-Hokianga Community Board area to attend the 7-day Youth Development Voyage on the R. Tucker Thompson, to support the following Community Outcomes:

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

In Favour: Mike Edmonds, Emma Davis, Louis Tooreburg, Kelly van Gaalen, Alan Hessell, Laurie Byers, John Vujcich and Moko Tepania

Against: Nil

CARRIED

6.3c FUNDING APPLICATIONS CONTINUED

Agenda item 7.3 document number A3614080, pages 22 - 25 refers

MOTION

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community board leave the Weka Weka Valley Community Trust funding application for the purchase of shelving, paint, roller blinds and barstools for the Waimamaku Resource Centre to lie on the table pending Weka Weka Valley Community Trust seeking local quotes.

In Favour: Mike Edmonds, Emma Davis, Louis Tooreburg, Kelly van Gaalen, Alan Hessell, Laurie Byers, John Vujcich and Moko Tepania

Against: Nil

LEFT TO LIE

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12.31pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 11 May 2022.

.....
CHAIRPERSON

6 REPORTS**6.1 WINTER 2021/2022 RURAL TRAVEL FUNDING APPLICATIONS****File Number: A3677220****Author: Kim Hammond, Funding Advisor****Authoriser: Ana Mules, Team Leader - Community Development and Investment****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2021/22 winter sporting season.

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

a)	Broadwood Area School	\$1,000.00
b)	Hokianga Sports Club	\$1,000.00
c)	Kaikohe Rugby Football and Sports Club	\$3,278.00
d)	Okaihau Rugby Club (Junior)	\$800.00
e)	Opononi Area School	\$1,000.00
f)	Otaua Netball Club	\$2,000.00
g)	Parafed Northland	\$1,300.00
h)	Taiamai Ohaeawai Junior Rugby	\$2,000.00
i)	Te Kura Taumata o Panguru	\$1,500.00
j)	Te Kura Kaupapa Maori o Hokianga	\$1,000.00
k)	Te Kura o Omanaia (Omanaia School)	\$800.00
l)	Valley United Rugby League Club	\$2,000.00
	Total:	\$17,678.00

1) TĀHUHU KŌRERO / BACKGROUND

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

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

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until November 2022 when the next round of funding is allocated.

Council advertises that funding is available approximately one month before applications close in local newspapers and on Council's Facebook page. Sport Northland representatives also forward

information of the fund to clubs and schools that they work with as a more targeted approach to advertise the funding is available.

Sport Northland recently restructure their strategic plans and direction and the funding now comes from Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering:

- Tākaro/play
- Ngā mahi a te rēhia/active recreation; and
- Hākinakina/sport opportunities.

Priority for the Tū Manawa Active Aotearoa will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

	Sport Northland (Tū Manawa Active Aotearoa)	Sport New Zealand (Rural Travel)
What are the Objectives?	1. Tākaro/play 2. Ngā mahi a te rēhia/active recreation; and 3. Hākinakina/sport opportunities.	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$25,000.00 across the Far North District.	\$25,080.30 across the Far North District.
Funding is not available for	Coaches, referees, children playing in Regional or District rep teams, club/school sport administration.	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools, programmes, projects, clubs or individuals.	Schools, clubs or individuals.
What age group is funding for?	Funding is available for school aged children. This is understood to be ages 5 - 18 years of age.	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Team or individual organised sporting activities such as volleyball, netball, rugby; hockey, football, orienteering, waka ama, basketball, ki-o-rahi, shooting, athletics, swimming.	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

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

Take Tūtohunga / Reason for the recommendation

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

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

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

The total budget for rural travel funding for the 2021/2022 financial year is \$50,080.30. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that the remaining budget be allocated for winter activities.

The Kaikohe-Hokianga Community Board has a total budget of \$13,878.67 to allocate for the 2021/2022 Rural Travel summer and winter rounds. The Kaikohe-Hokianga Community Board allocated a total of \$6,140.00 for the summer round, which leaves a budget of \$7,738.67 to allocate.

The Community Board also resolved to roll over \$10,751 from there 2020/2021 Grants budget, tagged for the 2021/2022 financial year allocations. As this round received a large number of applications, the additional \$10,751 will allow for applications to receive a substantial, if not full funding for those applications received.

%	Board	40% Summer	60% Winter	Total
40.5%	Bay of Islands-Whangaroa Community	\$8,029.80	\$12,044.70	\$20,074.50
31.5%	Te Hiku Community	\$6,245.40	\$9,368.10	\$15,613.50
28%	Kaikohe-Hokianga Community	\$6,140.00	\$7,738.67	\$13,878.67

ĀPITIHINGA / ATTACHMENTS

1. RTF Winter Application - Broadwood Area School - A3677280  
2. RTF Winter Application - Hokianga Sports Club - A3677281  
3. RTF Winter Application - Kaikohe Rugby Football and Sports Club - A3677282  
4. RTF Winter Application - Okaihau Rugby Club (Junior) - A3677283  
5. RTF Winter Application - Otua Netball Club - A3677334  
6. RTF Winter Application - Opononi Area School - A3677284  
7. RTF Winter Application - Parafed Northland - A3677286  
8. RTF Winter Application - Taiamai Ohaeawai Junior Ruby - A3677287  
9. RTF Winter Application - Te Kura Taumata o Panguru - A3677288  
10. RTF Winter Application - Te Kura Kaupapa Maori o Hokianga - A3677289  
11. RTF Winter Application - Te Kura o Omanaia (Omanaia School) - A3677290  
12. RTF Winter Application - Valley United Rugby League Club - A3677291  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

6.2 FUNDING APPLICATIONS

File Number: A3671330

Author: Kim Hammond, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the 6 April 2022 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Three applications for funding were received requesting a total of \$99,783.08 and one application for consideration was left to lie on the table from the April meeting.
- The balance of the community board funding available for the Board to allocate is \$47,902.84.
- The Board also had \$100,000 for placemaking funding to grant in the 2021/22 financial year and has allocated a total of \$22,000.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga community Board:

- a) uplifts the application from Weka Weka Valley Community Trust from the meeting on 06 April 2022 for consideration.
- b) approves the sum of \$2,144 (plus GST if applicable) be paid from the Boards Community Fund account to Weka Weka Valley Community Trust for the purchase of shelving, paint, roller blinds and barstools for the Waimamaku Resource Centre, to support the following Community Outcomes:
 - i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- c) approves the sum of \$15,950 (plus GST if applicable) be paid from the Boards Community Fund account to Kaikohe Rugby Football and Sports Club for architectural fees, to support the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
- d) approves the sum of \$10,000 (plus GST if applicable) be paid from the Boards Community Fund account to Okorihi Marae Charitable Trust for roading, carparking, landscaping and paths, to support the following Community Outcomes:
 - i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- e) approves the sum of \$10,000 (plus GST if applicable) to be paid from the Boards Community Fund account to Freedom Whare Limited for the costs of electrical, roof, spouting, CCTV, pest management and purchase of fridge/freezers for 12-16 Puia Street, Ngawha Springs, to support the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable.
- f) revoke the following decisions
 - i) 2016/2017 Commitment, Cary Forward – Junior Bike Park - \$14,376.54

ii) **2019/2020 Commitment, Carry Forward – Kaikohe Community and Youth Centre Trust for installation of the basketball court and hoops at Memorial Park - \$19,523.79**

iii) **04 August 2021. Item 6.1 Funding Applications**

Resolution 2021/65

6.1e) That the Kaikohe-Hokianga Community Board amends their resolution of 2 June 2021 and approves the sum of \$4724.16 (plus GST if applicable) be paid from the Boards Community Fund account to Far North District Council for travel costs and attendance costs towards three students attending Outward Bound in association with the Mayors Taskforce for Jobs, to support the following Community Outcomes:

Communities that are healthy, safe, connected and sustainable

Proud, vibrant communities

g) **approves that the \$38,624.49 revoked in the previous resolution, that was allocated to the Junior Bike Park, Basketball Court and Hoops at Memorial Park and Outward Bound be allocated to the Memorial Park Redevelopment Project.**

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 Long-Term Plan (LTP) and all provisions listed on the application form.

The Kaikohe-Hokianga Community Board received the application from Weka Weka Valley Community Trust for consideration at their meeting on 06 April 2022. The Kaikohe-Hokianga Community Board resolved to leave this application to lie on the table until quotes from local companies could be provided for consideration.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Weka Weka Valley Community Trust – Resource Centre	\$2,144.16 (24%)	Approve - \$2,144	<p>Wekaweka Valley Community Trust offers a wide range of activities to the Waimamaku community and community groups in the area. Activities include free Wifi, printing, Op Shop but also hosts workshops throughout the year.</p> <p>The applicant did include GST in their application, the total cost of the project excluding GST is \$8,753.04 and the amount requested is \$2,144.16 GST exclusive. As they are GST registered the amounts requested should be GST exclusive.</p> <p>The Community Board left this item to lie on the table and asked that Wekaweka Valley Community Trust provide quotes from local organisations. Wekaweka Valley Community Trust has supplied an</p>	Community Development

			email with the reason why they cannot use local providers.	
Kaikohe Rugby Football and Sports Club – Upgrade of KRFSC Clubrooms – Architect Fees	\$31,900.00 (100%)	Approve - \$15,950	Applicant has requested full funding for this activity, under the Community Grants Policy funding requested may not exceed 50% of the total cost, staff recommend funding 50% of the cost of the activity. The activity is also taking place on Council-owned property and the applicant is working with staff to make sure that they met Council policies and lease conditions.	Infrastructure
Okorihi Marae Charitable Trust – Project Completion Works	\$34,819.00	Approve - \$10,000	This application is for the final part of the marae building completion. This proposal aligns with priorities of the Community Grants Policy: <ul style="list-style-type: none"> - Provide infrastructure and contribute significantly to placemaking; - Demonstrated community need; - High degree of local participation and engagement; - Likely to succeed; - Family-friendly - Applied for funding from sources outside of Council. 	Infrastructure
Freedom Whare Limited	\$33,064.08	Approve - \$10,000	Under the Community Grants Policy it states: Commercial activities, unless of direct benefit to the community; Projects on private property, unless of direct benefit to the community. are not eligible for funding. This project is of direct benefit to the community and have demonstrated that there is a community need and that this service is stretched to capacity.	Infrastructure

Take Tūtohunga / Reason for the recommendation

The applicants are 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 Provisions has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITIHINGA / ATTACHMENTS

1. **Application - Weka Weka Valley Community Trust - A3623017**  
2. **Email from Weka Weka Valley Community Trust - A3679430**  
3. **Application - Kaikohe Rugby Football and Sports Club - A3679636**  
4. **Application - Okorihi Marae Charitable Trust - A3679774**  
5. **Application - Freedom Whare Limited - A3692048**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7 INFORMATION REPORTS

7.1 OKAIHAU COMMUNITY PLAN REVIEW

File Number: A3673423

Author: Ken Ross, Community Development Advisor

Authoriser: Angie Thomas, Manager - Accounting Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To present the updated Okaihau Community Plan to the Kaikohe Hokianga Community Board for acknowledgement and inclusion into their strategic planning process.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Okaihau was one of the first communities in the Far North to produce a Community Plan (completed early 2009). Some of the goals in the original plan have been met, a few have become out-dated and some goals from the original plan are yet to be reached. A working group in the Okaihau community has spent the last year reviewing and updating their Community Plan with the current aspirations of their community.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the updated Okaihau Community Plan Review.

TĀHUHU KŌRERO / BACKGROUND

Far North District Council started its current practice of working with its communities to produce an expression of community aspiration, in 2007. Normally, a community will construct a Community Plan in the knowledge the material covers three aspects of community 'life' and relationship. Those aspects are:

- 1 The relationship the community has with FNDC.
- 2 The relationships the community has with Regional Government and Central Government agencies, and finally,
- 3 Those internal relationships and aspirations the community chooses to fulfil for itself.

A community plan will normally be constructed in sections based closely on the 'four well beings', so the document bears relationship with Local and Central Government documentation and objectives. When a draft plan has been produced, it undergoes a period of socialisation and endorsement from the wider community before it is presented to Council, through the relevant Community Board. The community 'socialised' this document over the summer period utilising local businesses, shops, and social media.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

When Council undertook the Community Plan process back in 2007, the 'acceptance' of a community plan by a Community Board was seen as the first step of bringing community thinking and aspiration into Council, to inform Council's own thinking and planning. The benefit of having such information 'in Council' was two-fold. The information was to be available to inform Council officers and contractors of community aspirations and needs when they went into that community, and secondly, the information in the plan could be viewed as a 'communal submission' during the process of creating Council's LTP.

A more recent process has been established that takes a slightly different approach, but with the intent of a similar outcome, in that Community Plans are to be 'strong informers' of Community Board Strategic Planning, which of course, inform Council's planning and LTP directions.

Members of the Okaihau Community Plan working group have requested attend the Kaikohe Hokianga Community Board meeting on 11th May to present their updated Community Plan to the Community Board.

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

The Community Plans set out a range of community goals and aspirations, many of which will require budget to achieve, but only a small proportion of that is asked of Council because Foundation North, Lottery and other philanthropic parties respond well to communities who make the effort to create community plans.

What is normally done however, when a community presents its Community Plan to its Community Board, is the Board grants the Community Plan Implementation Group a sum of money to undertake one of its 'low-hanging-fruit' projects.

This sum has varied over the years (\$5k-\$15k) and depends on the Board finances and the needs of the community. It is seen as a gesture of 'good-will' that cements a relationship between the Board and the community, and also vindicates and rewards the effort made by the community plan working party on behalf of the community in a visible manner.

ĀPITI HANGA / ATTACHMENTS

1. Okaihau Community Development Plan 2021 - A3681243 [↓](#) 

7.2 KOUTŪ MONGERO PICNIC AREA - PROGRESS REPORT

File Number: A3680629

Author: Rochelle Deane, Manager - Environmental Services

Authoriser: Trent Blakeman, Manager - Building Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Community Board with an update on the progress to formalise a Kaitiaki Agreement for the lawful use of Koutū Mongero picnic area as a campground.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

At the February Council meeting a resolution was made in relation to the Koutū Mongero Picnic Area Encroachment. The resolution was for Council to:

- a) Engage with the kaitiaki of the Koutū Mongero Picnic Area to formalise a Kaitiaki Agreement for the lawful use of the area for a campground; and
- b) Engage with the kaitiaki to obtain the necessary consents under the Resource Management Act 1991, Local Government Act 2002, and Health Act 1956 to facilitate the lawful use of the area as a campground.
- c) That progress reports be brought to the Kaikohe-Hokianga Community Board.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Koutū Mongero Picnic Area - Progress Report.

TĀHUHU KŌRERO / BACKGROUND

In April 2021 Council Monitoring Officers responded to a complaint that an area of unformed road known as Koutū Picnic Area was being used illegally as a campground. A site visit was carried out which confirmed the presence of illegal structures and signage relating to a campground. The kaitiaki occupiers have been mowing and maintaining the picnic area.

The Monitoring Team and the Northern Transport Alliance (NTA) sought direction from Council about the future use of the picnic area. Staff recommended that Council engage with the kaitiaki occupier to formalise a Kaitiaki Agreement. Further, that Council also assists the occupier to obtain the necessary consents to legalise the use of the Koutū Picnic Area as a campground. See attachment A: Koutū Mongero Picnic Area Report

On 6 October 2021 the Kaikohe-Hokianga Community Board resolved to support the recommendation of that report.

On 24 February 2022 Council also resolved to support the recommendation.

The Kaitiaki Agreement can document Council's expectations relating to public access and maintenance of the area.

Council can work with kaitiaki to assess compliance with the requirements of the Resource Management Act 1991 (RMA), s.120B of the Health Act 1956 (Campground Regulations) and s.357 LGA. It is likely that resource consent and health licensing would be required.

If compliance is achieved, the Kaitiaki Agreement can provide for both campervan parking and public access to the coast. Resource consent and health licensing conditions would also apply. An agreement would recognise the role of local kaitiaki and be the focus for constructive dialogue

between Council and the kaitiaki occupier. This aligns with the Treaty of Waitangi principles of Tino Rangatiratanga and Partnership.

This is the start of a potentially transformational and sincere relationship with the local hapū in the area and will bode well for future projects.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

In March 2022, Council's Kaiarahi Kaupapa Maori have contacted and spoken to the Ngāti Korokoro representatives regarding Koutū Point. They have been provided a copy of the report for their perusal.

Ngāti Korokoro, had not heard about this kaupapa and were pleased it was brought it to their attention and extremely pleased with the recommendations coming out of the Community Board and Council meetings, respectively.

Ngāti Korokoro is to contact Kaitiaki Whānau to map out next steps and will then reach back out to Council.

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

There are no financial or budgetary implications associated with this information report, however Council will need to fund technical and legal support to assess whether the proposed campground can achieve compliance with the requirements of the Resource Management Act 1991 (RMA), 120B of the Health Act 1956 and LGA.

ĀPITIHINGA / ATTACHMENTS

1. **Koutu Mongero Picnic Area Encroachment Report - A3540785** [↓](#) 

7.3 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2022.

File Number: A3674020

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 March 2022.

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.

Community Fund Account balance as at 1 July 2021	\$203,211.00
• Plus, carry forward – Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	\$19,523.79
• Plus, carry forward – Junior Bike Park	\$14,376.54
• Plus, Unspent from 2020/21 – BOI Canine Association	\$2,580.00
• Plus, Unspent from 2020/21 – Nth Hokianga A&P Society 2021 Show	\$3,720.00
• Plus, Unspent from 2020/21 – Outward Bound Student Sponsorship	\$6,000.00
• Plus, Unspent from 2020/21 – Allocation to the Tamariki	\$10,751.00
• Less funds granted and uplifted to 31 March 2022	\$60,402.55
• Less funds not uplifted from 2016/2017 Commitment Carry Forward – Junior Bike Park	\$14,376.54
• Less funds not uplifted from 2019/2020 Commitment Carry Forward – Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at memorial park	\$19,523.79
• Less funds not uplifted from 02 June 2021 for Allocation to the Tamariki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year	\$10,751.00

<ul style="list-style-type: none"> • Less funds not uplifted from 04 August 2021 for travel and attendance costs for students attending Outward Bound in association with the Mayors Taskforce for Jobs 	\$4,724.16
<ul style="list-style-type: none"> • Less funds not uplifted from 04 August 2021 for Balance of funding initially set aside (but not required) for the Outward-Bound Students that were selected for sponsorship through the Mayors Taskforce for Jobs be added to the funds set aside for Rural Travel Funding 	\$1,275.84
<ul style="list-style-type: none"> • Less funds not uplifted from 06 October 2021 and 04 February 2022 for Pioneer Village Kaikohe for costs towards 2021 Halloween event 	\$1,500.00
<ul style="list-style-type: none"> • Less funds not uplifted from 08 December 2021 for Hokianga Community Educational Trust for the purchase of a shredder/chipper 	\$2,999.00
<ul style="list-style-type: none"> • Less funds not uplifted from 04 February 2022 for Authorise costs towards placement of barriers for the protection of the Opononi Pohutukawa trees 	\$5,000.00
<ul style="list-style-type: none"> • Less funds not uplifted from 03 June 2020 for Kaikohe Business Association for costs towards their Community Patrol vehicle 	\$1,000.00
<ul style="list-style-type: none"> • Community Fund Account balance as at 31 March 2022 	\$138,609.45

DISCUSSION AND NEXT STEPS


Board members will consider the applications on the agenda and decide on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 March 2022 is \$138,609.45.

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Kaikohe-Hokianga 31 March 2022 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account Kaikohe-Hokianga as at 31 March 2022 - A3673959** [↓](#) 

7.4 KAIKOHE-HOKIANGA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 MARCH 2022.

File Number: A3675284

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

The purpose of the report is to provide the Kaikohe-Hokianga Community Board with financial statements for the period ended 31 March 2022.

EXECUTIVE SUMMARY

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

Understanding the report

- Variances in excess of \$100k and significant “%” variances will be commented on.
- The financial year runs from 01 July 2021 to 30 June 2022.
- The “Year to Date” columns reflect income and expenses for the period 01 July 2021 to 31 March 2022.
- The variances column highlights the difference between the budget set in the 2021/31 Long Term Plan (2021/2022 Year 1) and actual income and expenses as at 31 March 2022.
- The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2021 to 30 June 2022.
- The full year forecast column shows the best estimate for the actual year end position as advised by Managers.
- Unfavourable variances will represent expenses higher than budget or income less than budget.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Financial Performance Activities by Ward for the period ending 31 March 2022.

BACKGROUND

This is the third quarterly financial report for 2021-2022 detailing the financial performance of community activities to be provided to the Kaikohe-Hokianga Community Board.


DISCUSSION AND NEXT STEPS

Refer to commentary in the attached statement.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

1. **KHO Statement of Financial Performance Activities by Ward for the period ending 31 March 2022 - A3675262** [↓](#) 

7.5 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE MAY 2022**File Number:** A3688318**Author:** Marlema Baker, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Kaikohe-Hokianga 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 also in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update May 2022.

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.

ĀPITIHINGA / ATTACHMENTS

1. KHCB Action Sheet - May 2022 - A3688551 [↓](#) 

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Ground Lease to Fire and Emergency NZ (FENZ) - 1089 Broadwood Road, Broadwood	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

9 TE KAPINGA HUI / MEETING CLOSE