



KAIKOHE-HOKIANGA COMMUNITY BOARD



Te Whakamāharatanga Marae - Waimamaku

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 1 June 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 Hessel
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 & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

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

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

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

Terms of Reference

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

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Maori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a. Holding a Community forum prior to Board meetings
 - b. Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

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

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

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

| Name | Responsibility (i.e. Chairperson etc) | Declaration of Interests | Nature of Potential Interest | Member's Proposed Management Plan |
|-------------------------|--|--|---|---|
| Mike Edmonds | Chair | Kaikohe Mechanical and Historic Trust | Council Funding | Decide at the time |
| | Committee member | Kaikohe Rugby Football and Sports Club | Council Funding | Withdraw and abstain |
| 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 1 June 2022 at 10:30 am

Te Paeroa Mahi / Order of Business

| | | |
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| 8 | Te Kapinga Hui / Meeting Close..... | 100 |

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

- Donna McCarthy representing Far North Land Search and Rescue
- Kelly van Gaalen representing Pioneer Village Kaikohe
- John Vujcich representing Kaikohe (Rau Marama) Community Trust
- Rene de Vries representing Hokianga Sailing Trust
- Jenny McDougal representing Manaki Tinana Trust (Optional as they are requesting less than \$3,000)
- Kirsty Joiner representing Rawene Area Residents Association

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

11 May 2022

File Number: **A3709477**Author: **Marlema Baker, Meetings Administrator**Authoriser: **Aisha Hurlwa, Team Leader, Democracy Services**

ON WEDNESDAY, 11 MAY 2022 AT 10:30 AM

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.

PRESENT: Chairperson Mike Edmonds, Member Louis Toorenborg, Member Kelly van Gaalen, Member Alan Hessel, Member Laurie Byers, Member John Vujcich, Member Moke Terepia.

STAFF PRESENT: Marlema Baker – Meetings Administrator, Kim Hammond – Funding Advisor, Laurel Belworthy – Community Development Advisor, Ken Ross – Community Development Advisor.

RECOMMENDATION

1 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST
That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 11 May 2022 as a true and correct record.

RESOLUTION 2022/28

1) BACKGROUND

Moved: Chairperson Mike Edmonds
Seconded: Member Alan Hessel

Local Government Act 2002, Schedule 7, clause 28 states that a local authority must keep minutes of its proceedings. The minutes of the proceedings must be entered and authenticated as prescribed by a local authority. There are no apologies for absence.

2) DISCUSSION AND OPTIONS

2. TE WĀHANGA TŪMATANUI / PUBLIC FORUM

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 of any succeeding meeting, except as to their correctness”.

- Linda Bracken - Kaikohe Business Association “Making Kaikohe a Safer Place”.

Reason for the recommendation

3 NGĀ TONO KŌRERO / DEPUTATIONS

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

4 NGĀ KAIKŌRERO / SPEAKERS

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

- Okorihī Marae Charitable Trust Funding Application: Quinton Hita (on TEAMS).
- Kaikohe Rugby, Football and Sports Club Funding Application: Cheryl Smith.

ATTACHMENTS

CONFIRMATION OF PREVIOUS MINUTES

1. 2022-05-11 Kaikohe- Hokianga Community Board Minutes - A3703814

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3538469, pages 10 - 16 refers.

RESOLUTION 2022/29

Moved: Chairperson Mike Edmonds
Seconded: Member Alan Hessel

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

CARRIED

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

11 May 2022

6 REPORTS**6.1 OKAIHAU COMMUNITY PLAN REVIEW**

Agenda item 8.1 document number A3673423, pages 118 - 130 refers.

RESOLUTION 2022/30

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the updated Okaihau Community Plan Review.**CARRIED****6.2 WINTER 2021/2022 RURAL TRAVEL FUNDING APPLICATIONS**

Agenda item 7.1 document number A3677220, pages 17 - 80 refers

RESOLUTION 2022/31

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board;

- a) allocates Rural Travel Grant funding in accordance with the original recommendations received from Sport Northland as follows and
- b) allocates \$2000.00 from the Board's Community Fund to Rawene School.

| | |
|---|-------------------|
| a) Broadwood Area School | \$1000.00 |
| b) Hokianga Sports Club | \$1000.00 |
| c) Kaikohe Rugby Football and Sports Club | \$3278.00 |
| d) Okaihau Rugby Club (Junior) | \$800.00 |
| e) Opononi Area School | \$1000.00 |
| f) Otaua Netball Club | \$2000.00 |
| g) Parafed Northland | \$1300.00 |
| h) Taiamai Ohaeawai Junior Rugby | \$2000.00 |
| i) Te Kura Taumata o Panguru | \$1,500.00 |
| j) Te Kura Kaupapa Maori o Hokianga | \$1000.00 |
| k) Te Kura o Omanaia (Omanaia School) | \$800.00 |
| l) Valley United Rugby League Club | \$2000.00 |
| m) Rawene School | \$2000.00 |
| Total: | \$19678.00 |
| | CARRIED |

Member Kelly Van Gaalen left the meeting 11:56 am

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

11 May 2022

6.3 FUNDING APPLICATIONS

Agenda item 7.2 document number A3671330, pages 81 - 117 refers

RESOLUTION 2022/32

Moved: Member Moko Tepania

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board move the following applications for discussion with blank amounts:

- a) uplifts the application from Weka Weka Valley Community Trust from the meeting on 06 April 2022 for consideration.
- b) approves the sum of **\$xxx** (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 **\$xxx** (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 **\$xxx** (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 **\$xxx** (plus GST if applicable) to be paid from the Boards Community Fund account to Freedom Whare Limited for the costs of, CCTV, to support the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable.

CARRIED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2022/33**

Moved: Member Moko Tepania

Seconded: Member John Vujcich

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

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

11 May 2022

| 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 |
|--|---|--|
| 7.2 – Funding Applications | s7(2)(f)(i) free and frank expression of opinions by or between or to members or officers or employees of any local authority. | s7(2)(f)(i) free and frank expression of opinions by or between or to members or officers or employees of any local authority. |
| 8.1 - Ground Lease to Fire and Emergency NZ (FENZ) - 1089 Broadwood Road, Broadwood | s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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) | 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

At the conclusion of the public excluded discussion the meeting confirmed that information and decisions with public excluded would remain excluded.

6.3. FUNDING APPLICATIONS - CONTINUED**RESOLUTION 2022/34**

Moved: Member John Vujcich

Seconded: Member Alan Hessel

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.**

CARRIED

- 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.**

CARRIED

- c) **approves the sum of \$20,000 (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**

CARRIED

- d) **approves the sum of \$12,500 (plus GST if applicable) be paid from the Boards**

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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.**

CARRIED

- 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 a fridge/freezer for 12-16 Puia Street Ngawha Springs, to support the following Community Outcomes:**

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

CARRIED

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessel

- f) **revoke the following decisions**

- i) **2016/2017 Commitment, Carry 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:

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

CARRIED

Moved: Chairperson Mike Edmonds

Seconded: Member John Vujcich

- 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.**

CARRIED**7 INFORMATION REPORTS****7.1 OKAIHAU COMMUNITY PLAN REVIEW**

Agenda item 8.1 document number A3673423, pages 118 - 130 refers.

RESOLUTION 2022/35

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the updated Okaihau Community

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Plan Review.**CARRIED****7.2 KOUTŪ MONGERO PICNIC AREA - PROGRESS REPORT**

Agenda item 8.2 document number A3680629, pages 131 - 140 refers.

RESOLUTION 2022/36

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Koutū Mongero Picnic Area - Progress Report.**CARRIED****7.3 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2022.**

Agenda item 8.3 document number A3674020, pages 141 - 145 refers.

RESOLUTION 2022/37

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 March 2022.**CARRIED****7.4 KAIKOHE-HOKIANGA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 MARCH 2022.**

Agenda item 8.4 document number A3675284, pages 146 - 148 refers.

RESOLUTION 2022/38

Moved: Member Moko Tepania

Seconded: Member John Vujcich

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

The meeting closed at 12:57 pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 1 June 2022......
CHAIRPERSON

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6 REPORTS

6.1 AMENITY LIGHTING AND TOWN BEAUTIFICATION BUDGETS

File Number: A3697600

Author: Jeanette England, Assets Manager - District Facilities

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek confirmation from the Community Board that the use of the Amenity Lighting and Town Beautification budgets be allocated as listed.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Each ward has Amenity Lighting and Town Beautification budgets allocated each financial year.
- The Amenity Lighting budget is for new lighting within each ward.
- The Town Beautification budget is for unplanned work identified by Staff and Community Boards that has no allocated funding.
- Staff have provided a list of projects, based on Community Plans and work requests, for the utilisation of budgets for the Community Boards to prioritise.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) accepts the report outlining the allocation of the Amenity Lighting and Town Beautification budgets for financial year 2022/2023.**
- b) approves the allocation of the Amenity Lighting budget for financial year 2022/23.**
- c) approves the allocation of the Town Beautification budgets for financial year 2022/23.**

1) TĀHUHU KŌRERO / BACKGROUND

During the Long-Term Plan (LTP) process funding is allocated to each of the Community Board areas for new Amenity Lighting and Town Beautification projects.

Historically, these budgets have been underspent and there has been no clear plan, either developed or discussed, with staff and board members for the spend of these budgets.

Asset Management have worked with the Community Development team to identify, through Community Plans where this funding should be allocated.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Staff are proposing that the Community Board review and prioritise the list of projects for the use of these budgets over the remainder of this financial year and for the next financial year.

Amenity Lighting

The Amenity Lighting budget is for the installation of new lights throughout the Kaikohe-Hokianga ward as follows:

- 2021/22 – new amenity lighting has been identified in Memorial Park development project
- 2022/23 – new amenity lighting has been identified for:
 - Reed Park, Kaikohe as part of a development plan to be undertaken.
 - Hone Heke Reserve – Asset Managers would like to work with the community board to develop a plan for this reserve which would include lighting.

Town Beautification

For clarity, the capital programme titled town Beautification is not associated with Community Board funding. This budget was put in place several years ago to provide District Facilities a source of funding to enable completion of small capital pieces of work requested by elected members and/or the community. It was typically used for additional rubbish bins on streets to keep the area tidy or for street furniture to improve the look and function. The purpose of this funding line has become vague over the years due to staff changes. Most recently, it has become apparent that the Community Boards believe that this capital works item is a fund at their disposal as Town Beautification is listed as a delegated authority. However, this is not the case. The reason the funding was put in place has not changed; there are often situations where small pieces of work where it would be beneficial to improve the form and function of a town or area as opportunities or needs arise.

Works identified for this budget is as follows:

- 2021/22 – to be utilised in the Memorial Park development project
- 2022/23;
 - Reed Park, Kaikohe as part of a development plan to be undertaken
 - Review and replace tree pits and gardens on Broadway Kaikohe (this could be done as a bigger upgrade once a decision is made on the new library/hub)
 - Provide coloured tables, shade umbrellas and drinking fountains around other parks within the district as budget allows.
 - Freese Park
 - Rawiri Park
 - Opononi
 - Rawene – location to be determined
 - Broadwood
 - Kohukohu – location to be determined
 - Mangamuka – to be determined as part of the community plan
 - Okaihau Two Ponga Park

As much of this list will be executed as is possible within the existing funds available. Any outstanding items will transfer to future years priority.

Take Tūtohunga / Reason for the recommendation

The proposed areas recommended are based on work programmes identified following meetings with community groups, community plans, community board priorities and requests from public.

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

There are no additional funding requirements for these two budgets as these are already included in the last LTP. Unspent funding from 2021/22 financial year has been transferred to the 2022/2023 financial year.

ĀPITI HANGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / Staff Assessment |
|---|--|
| State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy | This is of low significance as it is approved through the LTP process |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision. | This work delivers on all of Council's community outcomes. |
| 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 views have been considered through community plans, requests for services and other source gathering forums. |
| State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi. | No significant cultural impacts would occur as part of this project. |
| 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). | These projects will benefit the communities in which they are delivered. Where applicable community plans have formed the main source of information |
| State the financial implications and where budgetary provisions have been made to support this decision. | There are no additional budgetary provisions required as these budgets are approved via the LTP and subsequent Annual Plans. |
| Chief Financial Officer review. | The Chief Financial Officer has reviewed this report |

6.2 FUNDING APPLICATIONS

File Number: A3717267

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 June 2022 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Six applications for funding were received requesting a total of \$30,850.00.
- The balance of the community board funding available for the Board to allocate is \$1,258.84.
- 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, leaving an available budget of \$75,000.
- If the Community Board agree with staff recommendations, there will be an unallocated budget of \$39,017.34 for the Placemaking Fund.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga community Board:

- a) approves the sum of \$5,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri to support the following Community Outcomes:**
 - i) Proud, vibrant communities**
 - ii) Communities that are healthy, safe, connected and sustainable.**
- b) approves the sum of \$429.34 (plus GST if applicable) be paid from the Boards Community Fund account and \$1,350.66 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Sailing Trust for the purchase of an outboard motor, to support the following Community Outcomes:**
 - i) Proud, vibrant communities**
 - ii) Communities that are healthy, safe, connected and sustainable.**
- c) approves the sum of \$5,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Kaikohe (Rau Marama) Charitable Trust for the administration, equipment hire, purchase of hardware and materials plus travel and mileage for Wipe Out Project, to support the following Community Outcomes:**
 - i) Proud, vibrant communities**
 - ii) Communities that are healthy, safe, connected and sustainable.**
- d) approves the sum of \$5,000 (plus GST if applicable) to be paid from the from the 2022/2023 Boards Community Fund account to Kaikohe (Rau Marama) Charitable Trust for the administration, equipment hire, purchase of hardware and materials plus travel and mileage for Wipe Out Project, to support the following Community Outcomes:**
 - i) Proud, vibrant communities**
 - ii) Communities that are healthy, safe, connected and sustainable.**

- e) approves the sum of \$829.50 (plus GST if applicable) be paid from the Boards Community Fund account to Manaki Tinana Trust for the purchase of a TV and portable stand, to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- f) approves the sum of \$10,430 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Pioneer Village Kaikohe for the repair costs the 1902 Burrell Steam Traction engine, to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- g) approves the sum of \$4,202 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Rawene Area Residents Association for venue hire, incorporation costs including incorporation fee, travel/milage and accommodation to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- Note: funding allocated does not include refreshments and the contingency of 10%.
- h) revokes the following decision made at the Kaikohe-Hokianga meeting on 4 February 2022 meeting
- “approves the sum of \$1,650 (plus GST if applicable) be paid from the Board’s Community Fund account, for 2022/23, to Rob Pink for the purchase, transportation and installation of sand for the Clendon Esplanade beach, to support the following Community Outcomes:*
- Proud, vibrant communities*
- Communities that are healthy, safe, connected and sustainable.*
- Noting that sand must be deposited landward side of the Mean High Water Springs line (MHWS). Sand is not to be deposited in the Coastal Marine Area without attaining consent from the Northland Regional Council”.*
- i) approves the sum of \$1,650 (plus GST if applicable) be paid from the Board’s Community Fund account to Rob Pink for the purchase, transportation and installation of sand for the Clendon Esplanade beach, to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- Noting that sand must be deposited landward side of the Mean High Water Springs line (MHWS). Sand is not to be deposited in the Coastal Marine Area without attaining consent from the Northland Regional Council”.
- j) approves the sum of \$1,650 (plus GST if applicable) be paid from the 2022/23 Boards community Fund account to Rob Pink for the purchase, transportation and installation of sand for the Clendon Esplanade beach, to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.
- Noting that sand must be deposited landward side of the Mean High Water Springs line (MHWS). Sand is not to be deposited in the Coastal Marine Area without attaining consent from the Northland Regional Council”.

- k) approves the sum of \$10,000 be tagged for the 2022/2023 Rural Travel from the Boards Placemaking Fund account due to the limited amount allocated to the Community Board compared to the amount requested from applicants and the outcomes and opportunities for children and youth this fund provides.**

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.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

| Applicant and Project | Requested | Recommend | Comments | Type |
|---|----------------------|-------------------|---|-----------------------|
| Far North Land Search and Rescue – Leasing Building from FNHL | \$5,000.00 (3.7%) | \$5,000 | Applicant has also submitted applications to Bay of Islands-Whangaroa and Te Hiku Community Board for consideration, requesting \$5,000 from each Board. The property is not located in the Kaikohe-Hokianga Community Board boundaries, however in the last 12 months there have been 4 searches undertaken by Far North Land Search and Rescue in the Kaikohe-Hokianga Community Board boundaries. | Community Development |
| Hokianga Sailing Trust – Safety Board for Sailing Tuition | \$3,560.00 (100%) | \$1,780 | The applicant is requesting funding for the purchase of an outboard motor for one of the current safety boats that they have, this application is not for the purchase of a whole boat. The Community Grants Policy states that applicants can only apply for up to 50% of the total project cost, the Community Grants Advisor recommendation is based on this. | Sport and Recreation |
| Kaikohe (Rau Marama) Charitable Trust | \$5,000 (50%) | Approve - \$5,000 | The applicant came and spoke at the previous Community Board and the Board asked the applicant to submit an application for consideration at this meeting, for the current financial year and the 2022/23 financial year. The applicant delivers a wide range of activities for youth in the Kaikohe-Hokianga district, and the outcomes of this project will help to combat some of the current issues that Kaikohe is facing. Funding will be awarded the cover the 2021/22 programmes costs and an additional \$5,000 to come from the 2022/23 Community Fund account. | Community Development |

| | | | | |
|--|----------------------|--------------------|--|-----------------------|
| Manaki Tinana Trust – Purchase of TV and Trolley | \$1,658.99 (100%) | Approve - \$829.50 | The Community Grant Policy states that funding requested may not exceed 50% of the total cost, in this case the total amount requested should be no more than \$829.50. Staff's recommendation aligns with the Community Grants Policy. | Sport and Recreation |
| Pioneer Village Kaikohe- | \$10,430.00 (48%) | Approve – \$10,430 | This project will repair and important part of local history that both young and old enjoy seeing at not only Pioneer Village but also as part of the Christmas parade and Annual A&P shows. This is very specialised work that needs to take place with limited people in the country able to complete this task. | Heritage |
| Rawene Area Residents Association - | \$15,922.00 (33%) | Approve - \$4,202 | This application will allow work to take place to set up the legal entity for the Men's Shed in Rawene and to be able to research the most appropriate set up of the Men's Shed. The amount recommended by staff does not include the cost of refreshments - \$500, or the contingency budget \$500. | Community Development |
| Rob Pink | N/A | N/A | The Board considered this application at their February 2022 meeting. Rob Pink has been paid the first amount allocated for 2021/22. However, the resolution does not state clearly the Boards intention for a second payment of \$5,000 to be paid from the 2022/23 Community Grants account. This recommendation will make clear of the Boards intention. | Community Development |
| Rural Travel Fund 2022/23 | N/A | Approve - \$10,000 | The Community Board is allocated \$13, 878.67 each year for the Rural Travel Fund from Sport New Zealand and Sport Northland. In the 2021/22 financial year a total of \$25,818 was requested from applicants. If the Board had allocated an additional \$10,750 to the Rural Travel Fund, applicants would have only received \$0.53 for each dollar requested. By allocating the additional \$10,750 applicants could receive full funding. | Sport and Recreation |

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. KHCB Budgets 20212022 - A3721786 [↓](#) 
2. Application - Far North Land Search and Rescue - A3721149 [↓](#) 
3. Application - Hokianga Sailing Trust - A3721165 [↓](#) 
4. Application - Kaikohe (Rau Marama) Charitable Trust - A3721203 [↓](#) 
5. Application - Manaki Tinana Trust - A3721259 [↓](#) 
6. Application - Pioneer Village Kaikohe - A3721309 [↓](#) 
7. Application - Rawene Area Residents Association - A3721352 [↓](#) 

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. |

KHCB Budget \$ 103,211.00
 Budget left over from Outward Bound \$ 1,275.84 \$ 104,486.84

| Meeting Date | Organisation | Amount Requested | Amount Allocated |
|--------------|--|----------------------|----------------------|
| Jul-21 | Hush Dance Company | \$ 5,119.00 | \$ 1,550.00 |
| Jul-21 | Okaihau Community Association | \$ 425.00 | \$ 425.00 |
| Aug-21 | Hokianga Community Education Trust | \$ 4,316.00 | \$ 4,316.00 |
| Aug-21 | Hokianga Country Musical Festival | \$ 3,235.00 | \$ 3,235.00 |
| Aug-21 | Kaikohe and Districts Sportville | \$ 1,000.00 | \$ 1,000.00 |
| Aug-21 | Kaikohe and Districts Sportville | \$ 9,775.00 | \$ - |
| Oct-21 | Nga Mahi Toi o Horeke | \$ 1,785.00 | \$ 1,785.00 |
| Oct-21 | Pioneer Village Kaikohe | \$ 1,500.00 | \$ 1,500.00 |
| Oct-21 | South Hokianga War Memorial Hall | \$ 4,098.00 | \$ 4,098.00 |
| Oct-21 | Youthline Auckland Charitable Trust | \$ 3,000.00 | \$ 3,000.00 |
| Nov-21 | Kaikohe Business Association | \$ 2,500.00 | \$ 2,500.00 |
| Nov-21 | Ngapuhi Hokianga Ki o Rahi | \$ 2,550.00 | \$ 1,300.00 |
| Nov-21 | Okaihau Residents Association | \$ 1,559.00 | \$ 1,559.00 |
| Nov-21 | Rawene Residents and Ratepayers | \$ 2,475.00 | \$ 2,475.00 |
| Dec-21 | Hokianga Community Education Trust | \$ 2,999.00 | \$ 2,999.00 |
| Dec-21 | Parent to Parent Northland | \$ 1,059.00 | \$ 1,059.00 |
| Dec-21 | Rawene Community Hall Management Committee | \$ 3,296.00 | \$ 3,296.00 |
| Dec-21 | Te Pu o Te Wheke community Art Gallery Trust | \$ 1,749.00 | \$ 1,749.00 |
| Feb-22 | Hokinga Sailing Club | \$ 86,873.00 | \$ - |
| Feb-22 | Manaki Tinana Trust | \$ 758.00 | \$ 758.00 |
| Feb-22 | Rob Pink | \$ 1,650.00 | \$ 1,650.00 |
| Feb-22 | June Hicks | \$ 56,041.80 | \$ - |
| Apr-22 | Kohukohu Bowling Club | \$ 14,190.00 | \$ 14,190.00 |
| Apr-22 | R Tucker Thompson | \$ 2,140.00 | \$ 2,140.00 |
| Apr-22 | Weka Weka Valley Community Trust | \$ 2,144.00 | \$ 2,144.00 |
| May-22 | Kaikohe Rugby Football Club | \$ 15,950.00 | \$ 20,000.00 |
| May-22 | Okorihī Marae Charitable Trust | \$ 10,000.00 | \$ 12,500.00 |
| May-22 | Freedom Whare Limited | \$ 10,000.00 | \$ 10,000.00 |
| May-22 | Rawene School (Rural Travel Fund) | \$ 2,000.00 | \$ 2,000.00 |
| | Totals: | \$ 254,186.80 | \$ 103,228.00 |
| | | Balance: | \$ 1,258.84 |

KHCB Placemaking Budget \$ 100,000.00

| Meeting Date | Organisation | Amount Requested | Amount Allocated |
|--------------|---------------------------|---------------------|---------------------|
| 4/02/2022 | Akau Limited | \$ 21,000.00 | \$ 20,000.00 |
| 4/02/2022 | Council - internal budget | \$ - | \$ 5,000.00 |
| | | | |
| | | | |
| | | | |
| | Totals: | \$ 21,000.00 | \$ 25,000.00 |
| | | Balance: | \$ 75,000.00 |

Local Grant Application Form

Kerikeri Service Centre
04 APR 2022



Instructions

Please read carefully:

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

- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

| | | | |
|------------------|--|-------------------|--|
| Organisation | <input type="text" value="Far North Land Search and rescue"/> | Number of Members | <input type="text" value="23"/> |
| Postal Address | <input type="text" value="PO Box 720 kerikeri"/> | Post Code | <input type="text"/> |
| Physical Address | <input type="text" value="218 Wiroa Road Kerikeri (BOI Airport)"/> | Post Code | <input type="text"/> |
| Contact Person | <input type="text" value="Donna McCarthy"/> | Position | <input type="text" value="President"/> |
| Phone Number | <input type="text"/> | Mobile Number | <input type="text" value="021 857 976"/> |
| Email Address | <input type="text" value="president@fnsar.org.nz"/> | | |

Please briefly describe the purpose of the organisation.

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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Project Details

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

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

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

Lost persons throughout the FNDC District and Northland -

When we are called out we are, in most instances, required to meet at MNRC within the hour, as getting a good outcome from the search is time dependant. Our members are located in Okaihau, Kaikohe, Rawene, Kerikeri, Kaitia and the Paihia area, MNRC is central to most of our volunteers and we are well placed to travel in any direction from this central point. We are briefed and organise ourselves into the least amount of vehicles as possible. We leave the cars we are not taking at the MNRC until our return, which can be overnight in some cases.

We use MNRC for meetings, training and storage. We need a base to call home so our small team with a mighty heart can stay resilient.

We currently sub-lease the building off Coastguard, but they are moving their base to Paihia where their boat is. This leaves us without an affordable home unless we can get funding.

We can support other community groups with a venue for a training and meeting place.

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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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

| Expenditure | Total Cost | Amount Requested |
|---|----------------|------------------|
| Rent/Venue Hire | 16,387 | 5,000 |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | 1,250 | |
| Administration (incl. stationery/copying) | 900 | |
| Equipment Hire | | |
| Equipment Purchase (describe) Targeted funds and grants. NRC Grant & Sale of a building | 30,000 | |
| Utilities | 5,845 | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | 2,100 | |
| Refreshments | 1,400 | |
| Travel/Mileage | 530 | |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | 75,800 | not applicable |
| Other (describe) Wander Search Expenses | 885 | |
| TOTALS | 134,262 | 5,000 |

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

| Purpose | Amount |
|---|--------|
| Equipment replacement upgrading - NRC Targeted Grant | 15,000 |
| Sale of Building - Targeted for assets/ trailer upgrade | 15,000 |
| Consumables - Cogs Targeted Grant | 4,500 |
| | |
| | |
| TOTAL | |

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

| Funding Source | Amount | Approved |
|----------------------------------|--------|--------------------------|
| Foundation North - in progress | 25,000 | Yes / Pending |
| Next Lottery Round opens 22 June | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |

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

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

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

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Far North Search and Rescue

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

[Signature]

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)

Page 5

Local Grant Application Form



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

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

Signatory One

| | | | |
|----------------|---|---------------|---|
| Name | <input type="text" value="Donna McCarthy"/> | Position | <input type="text" value="President"/> |
| Postal Address | <input type="text" value="100 Amuri Road, Kerikeri"/> | | Post Code <input type="text" value="0293"/> |
| Phone Number | <input type="text" value="021 857 976"/> | Mobile Number | <input type="text" value="021 857 976"/> |
| Signature | <input type="text" value="DMacCarthy"/> | Date | <input type="text" value="06 April 2022"/> |

Signatory Two

| | | | |
|----------------|--|---------------|---|
| Name | <input type="text" value="Raewyn Smythe"/> | Position | <input type="text" value="Vice President"/> |
| Postal Address | <input type="text" value="PO Box 333 Paihia"/> | | Post Code <input type="text" value="0247"/> |
| Phone Number | <input type="text"/> | Mobile Number | <input type="text" value="022 128 5475"/> |
| Signature | <input type="text" value="RSmyth"/> | Date | <input type="text" value="4 April 2022"/> |

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A2686814

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Page 6

Schedule of Supporting Documentation**FAR NORTH LAND SEARCH AND RESCUE**

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

| | |
|---|---|
| 1 | Background/Additional Information for Far North Land Search and Rescue – x 11 pages |
| 2 | Email from Far North Holdings Limited for Lease and Cost – x 1 page |
| 3 | Affiliation Letter – x 1 page |
| 4 | Accounts and Fincials – x 4 pages |

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

| | | | |
|------------------|-------------------------------------|-------------------|---------------------------|
| Organisation | <u>Hokianga Sailing Trust</u> | Number of Members | <u>50</u> |
| Postal Address | <u>PO Box 82, Omapere 0444</u> | Post Code | <u>0444</u> |
| Physical Address | <u>26 Clendon Esplanade, Rawene</u> | Post Code | <u>0473</u> |
| Contact Person | <u>Rene de Vries</u> | Position | <u>Chairman/President</u> |
| Phone Number | <u>09 405 8842</u> | Mobile Number | <u>021 02393844</u> |
| Email Address | <u>devriesrene@xtra.co.nz</u> | | |

Please briefly describe the purpose of the organisation.

To share the joy of sailing and teach the skills needed in the marine environment for the Hokianga youth at no charge.

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Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity safety boat for sailing tuition Date

Location Pawene, Hokianga Harbour Time

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

If so, how much?

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

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

1. young people of the Hokianga, learning to sail
2. requirement is to have one safety boat per 6 sailing boats. As we have more than 6 sailing boats on the water we are limited at the moment by distance because the second boat is underpowered with an old small outboard. This boat is unable to carry extra passengers or tow boats being rescued.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

| Expenditure | Total Cost | Amount Requested |
|--|-------------|------------------|
| Rent/Venue Hire | | |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire | | |
| Equipment Purchase (describe) | \$ 3,560.00 | \$ 3,560.00 |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments | | |
| Travel/Mileage | | |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | | not applicable |
| Other (describe) | | |
| TOTALS | \$ 3,560.00 | \$ 3,560.00 |

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 113-822-546

How much money does your organisation currently have? \$ 7,406.69

How much of this money is already committed to specific purposes? \$ 7,000.00

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

| Purpose | Amount |
|--|------------|
| installation carport and site preparation. | \$ 3000.00 |
| running costs winter boat maintenance, outboard servicing, trailer repairs | \$ 4000.00 |
| TOTAL | |

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 | Project Report Submitted |
|------------------|------------|-----------|--------------------------|
| life vests | \$ 645.07 | 29/4/2019 | (Y) / N |
| 2 shower heaters | \$ 1000.00 | Oct 2020 | (Y) / N |
| | | | Y / N |
| | | | Y / N |

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Local Grant Application Form



Privacy Information

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Applicant Declaration

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

On behalf of: (full name of organisation)

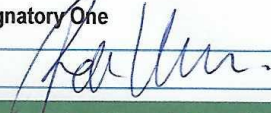
Hokianga Sailing Trust

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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Local Grant Application Form



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

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

Signatory One

Name Rene de Vries Position President
 Postal Address 84 Waihuka road, Omapere Post Code 0444
 Phone Number 09 4058842 Mobile Number 021 023 93844
 Signature [Signature] Date 03/05/2022

Signatory Two

Name CRAIG JOINER. Position Sailing Tutor.
 Postal Address P.O. Box 26 Rawene 0443. Post Code 0443.
 Phone Number 09 4057631 Mobile Number 021 1487984
 Signature [Signature] Date 03/05/2022

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Schedule of Supporting Documentation**HOKIANGA SAILING TRUST**

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

| | |
|---|--|
| 1 | Quote: Yamaha Outboard Motor – x 2 pages |
| 2 | Quote: Yamaha Outboard Motor – x 1 page |
| 3 | Bank Statement – x 1 page |
| 4 | Statement of Financial Performance as of 31 March 2022 – 2 pages |
| 5 | Hokianga Sailing Trust Health and Safety Plans – x 10 pages |

Local Grant Application Form



Instructions

Please read carefully:

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

The following must be submitted along with this application form:

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

Applicant details

| | | | | |
|------------------|---|---------------|--------------------|----------------------|
| Organisation | KAIKOHE (RAU MARAMA) COMMUNITY TRUST | | Number of Members | <input type="text"/> |
| Postal Address | 32 BISSET ROAD, KAIKOHE | | Post Code | 0405 |
| Physical Address | <input type="text"/> | | Post Code | <input type="text"/> |
| Contact Person | JOHN VUJCICH | Position | CHAIRPERSON | |
| Phone Number | <input type="text"/> | Mobile Number | 021 983 720 | |
| Email Address | vujcich@gmail.com | | | |

Please briefly describe the purpose of the organisation.

Supporting community development.

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Local Grant Application Form



Project Details

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

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Date
 Location Time

Will there be a charge for the public to attend or participate in the project or event?

☐ Yes ☒ No

If so, how much?

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

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

Please refer to attach "Wipe Out" project description
attached

“Wipe Out” Project

INTRODUCTION

The Wipe Out Project is a graffiti removal programme, I have voluntarily operated over the last 5-6 years the aim of the programme was to help youth offenders complete their community services hours and whilst doing this kept our community graffiti clean and reduced their re-offending.

The young people, Police deal within our area, are increasingly coming under the influence of gangs and gang culture. This combined with the financial deprivation at home, and a lack of willingness to 'foster the child', means that our youth do not get the opportunities to experience the outdoor environment. It is this natural environment which can be a constant in a young person's life. It can be a vehicle for self-discovery and advancement.

Outdoor education provides opportunities which enrich the lives of 'at risk' youth offenders. Young people learn by enjoying experiences appropriate to their needs and their environment. Varied experiences are necessary for maximum development. All learners should be given opportunities to explore the world around them. The provision of supervised challenges helps young people develop self-confidence. It also develops a need for collective responsibility, which is an essential tool for day to day living.

It is widely acknowledged that Maori Youth at risk are largely devoid of their cultural identity and its inherent values. It has also been proven that an awareness and embracing of their identity and culture leads to a marked reduction in them engaging in negative behaviours.

One of the key components of this activity is that it is a catalyst for supporting to change the negative behaviour and attitude of those who participate.

MISSION

To offer beautification of art-based activities / physical outdoor pursuits programme, presented in a “cultural world view” context, which is both innovative, and challenging. This will be provided in a safe environment, positively extending the participants. The programme will adhere to best practice models for outdoor education and learning.

The key theme of leadership potential messages will be reflected in all outdoor activities undertaken and throughout the programme.

The activities will develop skills that equip these young people for the outdoor environment and learning the art of graffiti. It will also foster an appreciation, awareness, and respect for that outdoor environment as well as themselves within those environments.

It will foster self-confidence, personal innovation, and skill building, within a cultural framework (Leadership). The activities will look to enhance the intellectual, social, emotional, physical and spiritual elements of these young people. The activities will reinforce socially accepted values and standards by surrounding the participants with positive role models and leadership.

| |
|------------------|
| EXECUTION |
|------------------|

- The programme may collaborate with a co-ordinated approach between local community, schools, agencies and businesses.

The project will tailor a programme specifically to the needs of the young people depending on the youths 'dreams & goals, their ability and weather conditions; they can find themselves doing any of the following activities.

- Camping
- Sports / Physical Exercise.
- Touch.
- Basketball.
- Skate boarding.
- Cycling.
- Scooter riding.
- Participating in Graffiti and art.
- Observation.
- Fishing and Eeling

| |
|------------|
| AIM |
|------------|

- **Drug and Alcohol-free programme.**
- Enhance and reflect the culture of the participants.
- Encourage respect and care for the community and environment.
- Develop a culture of using our natural environment for sport and recreation
- To be sensitive to the needs of people with a variety of disabilities, or limitations.
- To provide fair play, positive behaviour, and a sense of teamwork.
- To work with and improve Peer Group outcomes of the Youth at Risk.
- To assist young people in achieving their outdoor education life skill goals.
- Maximum transfer of knowledge and skills back to their home and school environment.
- Keeping our communities' graffiti free is a shared responsibility. Help make Kaikohe a more beautiful and liveable community.
- The programme activities are designed to enhance cultural awareness, participation, learning, and fun.
- Eliminate and reduce any criminal activities

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

| Expenditure | Total Cost | Amount Requested |
|--|---------------|------------------|
| Rent/Venue Hire | | |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | | |
| Administration (incl. stationery/copying) | 1,000 | 1,000 |
| Equipment Hire | 1,000 | 1,000 |
| Equipment Purchase (describe) | | |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | 1,000 | 1,000 |
| Consumable materials (craft supplies, books) | 1,000 | 1,000 |
| Refreshments | | |
| Travel/Mileage | 1,000 | 1,000 |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) \$20.00 \$25.00 | 5,000 | not applicable |
| Other (describe) | | |
| TOTALS | 10,000 | 5,000 |

* Per Annum for Two Years

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

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Local Grant Application Form



Financial Information

Is your organisation registered for GST?

☒ Yes
 ☐ No

GST Number

043 - 753 - 452

How much money does your organisation currently have?

50,371.24

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

50,371.24

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

| Purpose | Amount |
|--|-----------|
| Nga Wheta o Te Wa o Kaikohe | 13,877.77 |
| Kaikohe (Rau Marama) Community Trust | 36,493.47 |
| (SiP Panel Insulation product development) | |
| | |
| TOTAL | |

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

| Funding Source | Amount | Approved |
|----------------|--------|---------------|
| N/a. | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |

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

| Purpose | Amount | Date | Project Report Submitted |
|---------|--------|------|--------------------------|
| N/a. | | | Y / N |
| | | | Y / N |
| | | | Y / N |
| | | | Y / N |

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Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

KAIKOHE (RAU MARAMA) COMMUNITY TRUST

We, the undersigned, declare the following:

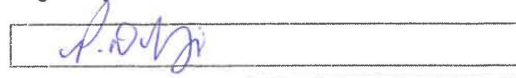
In submitting this application:

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

Signatory One



Signatory Two



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Local Grant Application Form



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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.

Signatory One

Name John Vujcich Position Chairperson
 Postal Address 32 Bisset Road, Kaikohe Post Code 0405
 Phone Number Mobile Number 021 983 720
 Signature [Signature] Date 13/05/2022

Signatory Two

Name Paul Wihongi Position Trustee
 Postal Address 33 Taheke Rd, Kaikohe Post Code 0405
 Phone Number 09 401 1001 Mobile Number 021 1144 105
 Signature [Signature] Date 13/05/2022

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Schedule of Supporting Documentation**KAIKOHE (RAU MARAMA) COMMUNITY TRUST**

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

| | |
|---|---|
| 1 | Cover Letter – x 1 page |
| 2 | Photos of activities – x 2 pages |
| 3 | Statement of Income and Expenditure – x 2 pages |
| 4 | Bank Statement – x 2 pages |

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

| | | | |
|------------------|------------------------------------|-------------------|--------------------------|
| Organisation | <u>Manaki Tinana Trust</u> | Number of Members | <u>153</u> |
| Postal Address | <u>P.O. Box 112 Rawene</u> | Post Code | <u>0443</u> |
| Physical Address | <u>20 Clendon Esplanade Rawene</u> | Post Code | <u>0473</u> |
| Contact Person | <u>Jenny McDougall</u> | Position | <u>Funding Secretary</u> |
| Phone Number | <u>09 405 7598</u> | Mobile Number | <u>0211477751</u> |
| Email Address | <u>jennymcd@extra.co.nz</u> | | |

Please briefly describe the purpose of the organisation.

We operate as Hokianga Community Gym, offering gym and exercise facilities to all, regardless of age or ability

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We are a small, not for profit, community gym, run by a charitable trust. We work to provide training and fitness facilities and programmes for the Hokianga community, regardless of age, fitness level, or ability. We operate a fully-equipped gym in the community building on the Rawene Domain, with the services of a personal trainer offered to all members free of charge.

In addition, Hokianga Community Gym runs an Over 60's Women's exercise group three times a week. This caters for a group of older women members wishing to exercise together, and supporting each other on their fitness journeys. Of these 3 weekly sessions, one is run in the gym, and the other two are held at the Rawene Town Hall, where there is plenty of space, allowing us to do aerobics, Swiss ball and yoga classes.

The Over 60's Women's Group is tutored by volunteers from within the class. Many of the tutors refer to Youtube exercise videos for ideas and inspiration for workout programmes, and then incorporate these into their own sessions. Others bring along their own laptops or tablets, so that they can play downloaded Youtube workout videos direct to the class.

The tutor will often balance their laptop or tablet on a chair on the Town Hall stage, to make it as visible as possible, but it is very difficult for a whole class to see and follow a programme on such a small screen.

We are seeking funding to buy a large flatscreen TV to attach to a laptop via an HDMI cable, effectively greatly increasing the size of the screen, and making it visible to everyone. Exercise videos could also be saved on USB sticks, and played through the TV.

In our attached quotes, we have chosen a TV, rather than just a monitor, as TVs of this size are quite common and actually cheaper than very large monitors, which are a specialist product, and generally sold only for gaming purposes.

We propose that the TV would be stored within the Town Hall, in the music room, which has a separate key that very few people have access to. In addition, we would chain and padlock the TV to

the wall within the room. So in terms of security, the TV would need 3 separate keys to access it - a key to the Town Hall, a key to the music room and a key to the padlock.

We are also seeking funding for a mobile trolley to securely mount the TV onto, making it easy and safe to move.

A further use of the TV would be again as a monitor connected to a laptop, for presentations for Trust meetings, and for training purposes.

The present Gym building has capacity issues, and long-term we would like to build a twin building alongside it, which would function as a community hub, and have plenty of space available for aerobics, Zumba, yoga, etc. This would mean that we would no longer need to hire the Town Hall, and the TV would then be moved to the new building and utilised there.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

| Expenditure | Total Cost | Amount Requested |
|--|----------------|------------------|
| Rent/Venue Hire | | |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire | | |
| Equipment Purchase (describe) Trolley | 259-99 | 259-99 |
| Phillips 65" TV | 1399-00 | 1399-00 |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments | | |
| Travel/Mileage | | |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | | not applicable |
| Other (describe) | | |
| TOTALS | 1658-99 | 1658-99 |

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

| Purpose | Amount |
|--|-----------------|
| Contractor (personal trainer) payments | 9755-00 |
| Contribution to new cabin | 5000-00 |
| Current cabin (office) lease | 3000-00 |
| Equipment replacement & repairs | 1000-00 |
| Admin (insurance, power, auditor) | 2000-00 |
| TOTAL | 20755-00 |

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

| Funding Source | Amount | Approved |
|---------------------|-----------|---------------|
| please see attached | \$1720-00 | Yes / Pending |
| volunteer hours | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |

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

| Purpose | Amount | Date | Project Report Submitted |
|-----------------------------|---------|-----------|--------------------------|
| Mayor's fund - cleaning | 996-46 | June 2019 | (Y) / N |
| Community Board - equipment | 4000-00 | May 2019 | (Y) / N |
| Community Board - hall rent | 1560-00 | Feb 2021 | Y / (N) pending |
| Community Board - laptop | 758-00 | Jan 2022 | (Y) / N |

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

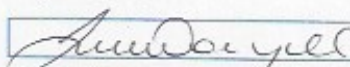
Manaki Tinana Trust

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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Local Grant Application Form



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

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

Signatory One

Name Jenny McDougall Position Trustee / Funding Sec
 Postal Address 246 Wharekawa Rd RD3 Kaikohe Post Code 0473
 Phone Number 09 4057598 Mobile Number 021 14 77751
 Signature Jenny McDougall Date 2/5/2022

Signatory Two

Name Anthony Wright Position Trustee
 Postal Address 218 Wharekawa Rd RD3 Kaikohe Post Code 0473
 Phone Number 09 4057578 Mobile Number 021 080 59 100
 Signature Anthony Wright Date 02/05/2022

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Schedule of Supporting Documentation**MINAKI TINANA TRUST**

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

| | |
|---|--|
| 1 | Volunteer Time Breakdown – x 1 page |
| 2 | Quote for TV – x 4 pages |
| 3 | Quote for TV Stand – x 3 pages |
| 4 | Bank Statement – x 3 pages |
| 5 | Health and Safety Plans – x 3 pages |
| 6 | Performance Report Year Ended 31 March 2021 – 13 pages |

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

| | | | |
|------------------|---|-------------------|---|
| Organisation | <input type="text" value="Pioneer Village Kaikohe."/> | Number of Members | <input type="text"/> |
| Postal Address | <input type="text" value="1A Recreation Road, Kaikohe"/> | Post Code | <input type="text" value="0405"/> |
| Physical Address | <input type="text" value="as above"/> | Post Code | <input type="text"/> |
| Contact Person | <input type="text" value="Kelly van Gaalen."/> | Position | <input type="text" value="Ops Manager."/> |
| Phone Number | <input type="text" value="09) 4010816."/> | Mobile Number | <input type="text" value="0223508960."/> |
| Email Address | <input type="text" value="info@pioneer-village.org.nz."/> | | |

Please briefly describe the purpose of the organisation.

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Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

attached.

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

| Expenditure | Total Cost | Amount Requested |
|--|-------------------|------------------|
| Rent/Venue Hire | | |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire | | |
| Equipment Purchase (describe) | | |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments | | |
| Travel/Mileage | | |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | 2 500.00 | not applicable |
| Other (describe) Repair. | 19,423.66. | 10,430.00 |
| TOTALS | 21,923.66. | 10,430.00 |

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST?

☒ Yes☐ No

GST Number

101541-231

How much money does your organisation currently have?

114,000 -

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

All.

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

| Purpose | Amount |
|--------------------------------|-----------|
| * P.V.C. (Traction Engine) | \$4,000 * |
| M.H.F. (Collection) | \$20,000. |
| - Foundation North (Education) | \$10,000. |
| Operations / Salaries / R.M. | \$58,000. |
| Conservation Settlers Where. | \$22,000. |
| TOTAL | |

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

| Funding Source | Amount | Approved |
|-----------------------|-------------|---------------|
| Donation / Sponsored. | \$5,000.00. | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |

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

| Purpose | Amount | Date | Project Report Submitted |
|-----------------------------------|-----------------------------|------------|--------------------------|
| * Halloween (not to be completed) | 1500.00. | (Oct 2022) | Y / N |
| * Stage project. | (Interim report submitted.) | | Y / N |
| | | | Y / N |
| | | | Y / N |

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Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

Kaikohe District Historical - Mechanical Trust.

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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Local Grant Application Form



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

1. To uplift any funding granted within 3 months of the date on the letter of agreement. Failure to do so will result in loss of the grant money.
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5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact Governance Support for digital imagery.
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.
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9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

Name Kelly vanGaalen Position Ops Manager
 Postal Address 1A Recreation Road, Kōhō Post Code
 Phone Number 09 4010816 Mobile Number 0223508960
 Signature [Signature] Date 1/5/2022

Signatory Two

Name Delwyn Walker Position Collections Manager
 Postal Address 1A Recreation Rd. Kaikohe Post Code 0405
 Phone Number 09 4010816 Mobile Number 022 697 2758
 Signature [Signature] Date 9/5/2022

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Schedule of Supporting Documentation**PIONEER VILLAGE KAIKOHE**

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

| | |
|---|---------------------------------|
| 1 | Quote for Repair – x 1 page |
| 2 | Project Description – x 2 pages |
| 3 | Photos of Betty – x 1 page |
| 4 | Bank Statement – x 2 pages |

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
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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.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

| | | | |
|------------------|--|-------------------|--|
| Organisation | <input type="text" value="Rawene Area Residents Association"/> | Number of Members | <input type="text" value="15"/> |
| Postal Address | <input type="text" value="P.O. Box 26, Rawene"/> | Post Code | <input type="text" value="0443"/> |
| Physical Address | <input type="text" value="c/- 3 Webster St, Rawene"/> | Post Code | <input type="text" value="0473"/> |
| Contact Person | <input type="text" value="Kirsty Joiner"/> | Position | <input type="text" value="Treasurer"/> |
| Phone Number | <input type="text" value="09 4057631"/> | Mobile Number | <input type="text" value="021 2367682"/> |
| Email Address | <input type="text" value="Kirsty@rarz.co.nz"/> | | |

Please briefly describe the purpose of the organisation.

Preserve, promote & enhance the Rawene township, promote understanding, work & co operate with local authorities & community groups, provide an open forum

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Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

Community members have developed a roadmap for establishing a Men's Shed in Rawene. There is clear community interest. Before a full viability test can be done on options for location and types of building for a Men's Shed, three activities have been identified, two of these activities need funding support. Rawene Area Residents Association is supporting members to take forward these activities. If the project is successful, a formal Rawene area Mens Shed will be incorporated as a separate organisation and good information will be available to inform appraisal of options for investment in the physical Shed and how it should be equipped, etc. This can inform potential further funding proposals to FNDC community fund, or infrastructure fund, or alternatives such as Foundation North. Incorporation of a Men's Shed, with a primary objective of supporting men's wellbeing (through social interaction and shared activities) is important to be able to join the national Men's Shed network and for governance. This project has three parts: first, form a local working group (under way, no cost). Second, incorporate a local Rawene Mens Shed: this requires some legal time to prepare articles of association and to register the incorporated society. Third, although there are other Mens Sheds in Northland, none match the needs of a Shed in Rawene, due to its rural and scattered population. Mens Shed national has arranged for the Rawene working group to visit comparable Sheds in Wairarapa and Manawatu to learn lessons and understand rural Shed needs/viability.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

| Expenditure | Total Cost | Amount Requested |
|--|--|---|
| Rent/Venue Hire | 300 | 300 |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | 7,400 <small>Local facilitator services pro-bono plus estimated legal fees</small> | 600 <small>estimated legal fees for incorporation</small> |
| Administration (incl. stationery/copying) | | |
| Equipment Hire | | |
| Equipment Purchase (describe) | | |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments (study visit to Wairarapa) | 500 | 500 |
| Travel/Mileage Study visit to Wairarapa | 2,000 | 2,000 |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | 3,920 | not applicable |
| Other (describe) | | |
| Incorporation fee | 102 | 102 |
| Accommodation 4 nights, 4 people | 1,200 | 1,200 |
| Contingency 10% | 500 | 500 |
| TOTALS | 15,922.00 | 5,202.00 |

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

| Purpose | Amount |
|---|-----------------|
| Community Hui re: Waka 'Hawera' | 590.00 |
| Revegetation Project: 2nd Stage | 2293.00 |
| Fundraising total for landscape projects in Rawene Town Centre | 3965.24 |
| TOTAL | 6,848.24 |

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

| Funding Source | Amount | Approved |
|----------------|--------|---------------|
| | | Yes / Pending |
| | | Yes / Pending |
| Nil | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |

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

| Purpose | Amount | Date | Project Report Submitted |
|------------------------------------|--------|------|--------------------------|
| Community Hui re: Waka | 590 | 2018 | Y / N |
| Revegetation Project, 2nd Stage | 2500 | 2019 | Y / N |
| Reprinting of booklet | | | Y / N |
| "Rawene the Past in Pictures" | 2475 | 2021 | Y / N |
| Project Report due to be Submitted | | | |

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

Local Grant Application Form



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)

Rawene Area Residents Association

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

K. M. JOINER

Signatory Two

A. E. Donald. Donald

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)

Page 5

Local Grant Application Form



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

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

Signatory One

Name Kirsty Joiner Position Treasurer

Postal Address P.O. Box 26, Rawene Post Code 0443

Phone Number 09 4057631 Mobile Number 021 2367682

Signature K. Joiner Date 3 May 2022

Signatory Two

Name Aranne Donald Position Rep. Chairperson

Postal Address P.O. Box 53 Post Code 0443

Phone Number 09 4057679 Mobile Number 027 319 8014

Signature Aranne E. Donald Date 3 May 2022

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

Schedule of Supporting Documentation**RAWENE AREA RESIDENTS ASSOCIATION**

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

| | |
|---|---|
| 1 | Project Description – x 5 pages |
| 2 | Bank Statement – x 1 page |
| 3 | Statement of Income and Expenses – x 1 page |
| 4 | Budget for Work – x 3 pages |

6.3 PROJECT FUNDING REPORTS

File Number: A3725644

Author: Kim Hammond, Meetings Administrator

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 Kaikohe-Hokianga Community Board

- a) note the project report received from Manāki Tinana Trust**
- b) note the project report received from Te Pū o Te Wheke Community Art Gallery**
- c) approve Hokianga Community Educational Trust to spend the remaining \$1,249.00, allocated at the December 2021 meeting, to be spent on the purchase of a Makita Multi-Functional Split Shaft Power Head and Makita Pole Saw Attachment, to meet the following Community Outcomes:**
 - i) Proud Vibrant Communities**
 - ii) Communities that are healthy, safe, connected and sustainable.**

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.

The Kaikohe-Hokianga Community Board has the following options in relation to the request from Hokianga Community Educational Trust:

Option 1: Approve the request and allow Hokianga Community Education Trust to purchase the additional equipment; or

Option 2: Decline their request and Hokianga Community Educational Trust will need to return the unspent funds to the Kaikohe-Hokianga Community 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.

ĀPITIHINGA / ATTACHMENTS

- 1. Project Report - Manaki Tinana Trust - A3725940**  

2. **Project Report - Te Pu o Te Wheke Community Art Gallery - A3725779** [↓](#) 
3. **Hokianga Community Educational Trust - Request for Unspent Funding - A3725723** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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



Project Report COMMUNITY GRANT FUND - LOCAL

FOC80402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz (PDF attachment via email is preferred) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Manaki Tinana Trust
Name & location of project: Hokianga Community Gym - laptop purchase
Date of project/activity: 18 February 2022

Which Community Board did you receive funding from?

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

Amount received from the Community Fund: \$758.00

Board meeting date the grant was approved: 4 February 2022

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) |
|--------------------------|----------|----------------------------------|
| Acer Aspire 15.6" laptop | \$761.14 | ✓ |
| - Supplier E-life Ltd | \$ | |
| | \$ | |
| | \$ | |
| Total: | \$761.14 | |

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

The laptop is essential for Manaki Tinana Trust, which runs Hokianga Community Gym, to independently monitor and manage our 24/7 door entry system ourselves. This task was previously contracted out to an electrician in Waitara.

Private Bag 752, Manukau Ave, Kaikohe 0440, New Zealand. Telephone: 0800 930 079.
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.ash@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:

By the Covid-19 Government mandate, we are required to monitor daily all gym users. If someone tested positive for Covid, we would have to notify all close and casual contacts in the gym. We could not do this using our previous contractor, who lives in Kaitiaki. We are also required to activate/deactivate members' key tags, as they provide proof of vaccination status.

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

Photos of the laptop, and our Trust Board member and IT Specialist, Anthony Wright, are attached. We have posted a notice in the gym, thanking the Community Board for their support.

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

This report was completed by:

Name: Jenny McDougall
Address: 246 Whareroa Rd, RD3, Kaikohe 0473
Phone: 09 4057598 mob: 0211477761
Email: jennymcd@xtra.co.nz
Date: 25 March 2022

Schedule of Supporting Documentation**Project Report****MANĀKI TINANA TRUST**

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

| | |
|---|---|
| 1 | Invoice: Laptop and Windows Package x 2 pages |
| 2 | Payment of grant details (has been paid) x 1 page |
| 3 | Photo of laptop in use x 2 pages |



Far North
District Council

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Te Pu o Te Wheke Community Arts Gallery
Name & location of project: 'Fries, Lies + Alibis' - Kaikohe
Date of project/activity: 18th November 2022.

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 1,749.00

Board meeting date the grant was approved: 9th December 2021

Please give details of how the money was spent:

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

| Supplier/Description | Amount | Receipt/s attached (please tick) |
|---|-------------|---------------------------------------|
| Leighton Electrical Limited | \$ 2,475.41 | Please accept invoices All fully paid |
| Lighting Plus Limited | \$ 1,170.00 | |
| Leighton Electrical Limited | \$ 1,174.04 | |
| Kaikohe Beta Electrical - ^{new oven} rangehood | \$ 143.00 | |
| Total: | \$ 4,819.45 | |

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

We have had to reschedule the 'Fries, Lies + Alibis' exhibition from April till November 18th due to omicron. We are very grateful to the Community Board for providing the grant money towards getting proper gallery lighting and our stove installed. The gallery will provide another project report in November, after the exhibition.

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029.

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

• Due to the significance of this exhibition around methamphetamine, we felt it wise to postpone it.
 • We have keynote speakers attending, both local and from afar.
 • There needs to be a robust media campaign done.
 • Film (doco type) needs to be completed.
 We believe ANY conversation about meth is important.

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

Enclosed are photos of the kitchen with the wired up stove and the lighting (new) in the gallery. We still need at least 24 more lights to create full effect of the artwork.

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

We are going to close + then reopen a new facebook site.

This report was completed by:

Name: Karen Browne
 Address: 11 Manning Street, Rawene
 Phone: mob: 0274053444
 Email: karen.browne001@gmail.com // tepuoteuwhke@trust@gmail.com
 Date: 29th April, 2022

x Please keep Friday November 18th 6pm free. We would be honoured if any of the Community Board are able to attend.

Schedule of Supporting Documentation**Project Report****TE PŪ O TE WHEKE COMMUNITY ARTS GALLERY**

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

| | |
|---|---|
| 1 | Invoice: Installation of track lighting, oven wire up, hob and range hood x 2 pages |
| 2 | Invoice: Purchase of lighting tracks and lights x 1 page |
| 3 | Invoice: Installation of track lighting x 1 page |
| 4 | Invoice: Purchase of rangehood x 1 page |
| 5 | Photos of project |

Kim Hammond

From: Jessie McVeagh <jessiemcveagh72@gmail.com>
Sent: Thursday, 19 May 2022 2:45 pm
To: Funding; Louis Toorenborg; John Vujcich; Moko Tepania
Subject: Possible to change part spending of Community Grant?
Attachments: Multi-Function Head.png; Pole Saw Attachment.png; food packaging and cardboard shredded.png; Flame tree and Elephant grass chips easily.jpg; Carbon Cycle bins.jpg; Flame tree and Elephant grass chipped.jpg; packaging, cardboard and garden waste compost.jpg; Kai for Hospital kitchens and SIQ.jpg; Masport Shredder Chipper.jpg

Categories: Kaikohe-Hokianga CB

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

Kia ora Kaikohe-Hokianga Community Board members,

we were very grateful to receive \$2999 Community Board funding last year to purchase a chipper- shredder for the Community Composting Project based at the Ara Rongoa Hikoi Whakaora, Hauora Hokianga, nga mihi nui ki a koutou.

After much research we bought a Masport Garden Shredder which easily deals with cardboard and compostable packaging, as well as Elephant Grass, garden waste and branches up to 50mm diameter. To date we have composted around 8.75 cubic metres of 'waste' since we bought the chipper, and our kai gardens are growing beautifully on the compost created from this. As we are located in a very public site there has been a lot of interest and conversation around composting, waste and recycling with hospital staff and members of the public.

The Masport Chipper-Shredder only cost \$1750 in total, so we have \$1249 of the Community Grant remaining. With your permission, we would like to purchase a battery powered [Makita Multi-Function Split Shaft Power Head-40Vmax XGT](#) at \$986.01 and a [Makita Pole Saw Attachment](#) at \$386.29 with the remaining funds. We would cover the shortfall of \$126.30 as well as purchase a spare battery.

The reason we want the Makita multi-function tool with the pole saw is to cut small trees and branches such as the Flame trees surrounding the Ara Rongoa and many other local areas. At present we use loppers to cut the branches and trees, which is quite slow. We chip the branches in the chipper and it makes great compost/ mulch.

The multi-function head would allow us to build up our tool set over time, making it more affordable to purchase a range of tools to support the project. This tool set, along with the Masport Chipper, would be owned and maintained by the Hokianga Community Educational Trust, for the benefit of Hokianga Community projects or organisations. . Only approved, skilled operators will have permission to use the tools.

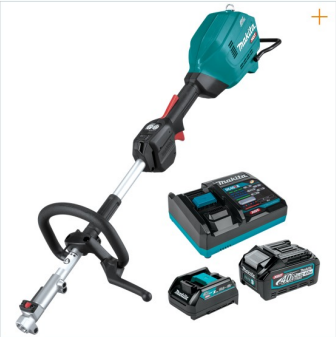
I have attached screenshots of the tools I hope to buy, and some photos of the Chipper and waste it deals with.

Thank you again for your support, it has made our project really take off. If you have any questions please don't hesitate to contact me,

nga mihi nui,
Jessie McVeagh
Manutaki- Project Manager

Ara Rongoa Hikoi Whakaora
021 066 7262

nzsafetysupply.co.nz/en/makita-multi-function-split-shaft-power-head-40vmax-xgt-each~438829?gid=Cj0KCQwspKUBHCvARIsAB2YurWw3W...



Makita Multi-Function Split Shaft Power Head-40Vmax XGT (Each)

Code : 438829 AVAILABILITY: Expected Dispatch 24-05-2022

\$857.40 \$986.01 incl. GST


QTY

PRODUCT DESCRIPTION

Supplied with 1 x 4.0Ah battery (BL4040), Rapid Charger (DC40RA) with LXT adapter (ADP10).

- Powerful Brushless 52 Motor Enables to Work under Heavy Load
- No Load Speed of 9,700rpm
- 3 Speed selection (High/Medium/ Low)
- Attachments are easily changed
- Reverse switch to remove tangled grass

ita-pole-saw-attachment-ey403mp-each--02000955?gclid=Cj0KCQjwspKUBhCvARIsAB2IYuuKIUd41vOHWzumD



Makita Pole Saw Attachment EY403MP (Each)

Code : 02000955 AVAIL

\$335.90 \$386.29 incl. GST

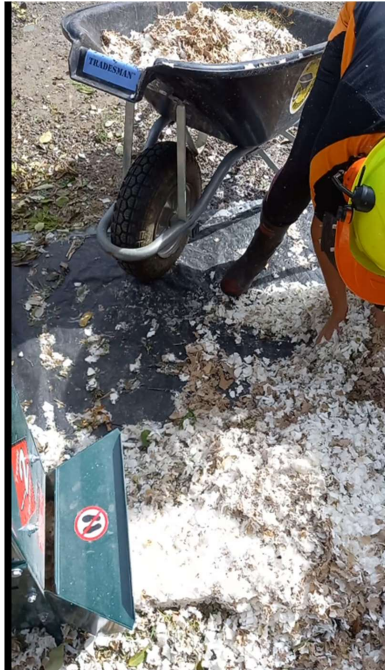
QTY

PRODUCT DESCRIPTION

EY403MP Pole saw attachment for Multi-function

- Provides 1,800mm reach with DUX60
- Maximum cutting width of 296mm
- No load speed up to 9,700rpm with DUX60
- Lever lock system allows for quick installation
- Compatible with DUX60, DUX18 and EX2650L

TECHNICAL SPECIFICATIONS



Food packaging and cardboard shredded



Flame Tree and Elephant grass chips easily



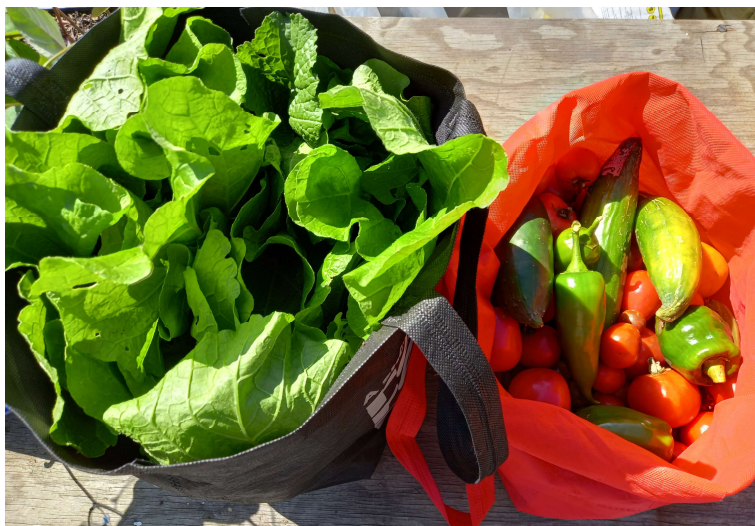
Carbon Cycle bins



Flame tree and Elephant grass chipped



Packaging, cardboard and garden waste compost



Kai for Hospital kitchens and SIQ



Masport Shredder Shipper

7 INFORMATION REPORTS

7.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2022

File Number: A3713441

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 30 April 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 | \$62,052.55 |
| • 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"> Less funds not uplifted from 06 April 2022 for Kohukohu Bowling Club to replace the grass and purchase two water tanks for the Kohukohu Bowling Club | \$14,190.00 |
| <ul style="list-style-type: none"> Less funds not uplifted from 06 April 2022 for 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 | \$2,140.00 |
| <ul style="list-style-type: none"> Community Fund Account balance as at 30 April 2022 | \$120,629.45 |

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 30 April 2022 is \$120,629.45.

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 30 April 2022 is attached.

ATTACHMENTS

1. Statement of Community Fund Account Kaikohe-Hokianga as at 30 April 2022 - A3713339  

Far North District Council**Kaikohe - Hokianga Community Board****Statement of the Community Fund Account as at 30 April 2022**

| | | |
|--|------------|------------|
| Allocation Grants & Donations Annual Budget 2021-22 | 103,211.00 | |
| Community Board Placemaking Fund | 100,000.00 | |
| Carry Forward - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park | 19,523.79 | |
| Carry Forward - Junior Bike Park | 14,376.54 | |
| Unspent from 2020/21 - BOI Canine Association | 2,580.00 | |
| Unspent from 2020/21 - Nth Hokianga A&P Society 2021 Show | 3,720.00 | |
| Unspent from 2020/21 - Outward Bound Student Sponsorship | 6,000.00 | |
| Board Contribution to Rural Travel Funding | 10,751.00 | |
| | | 260,162.33 |

Less Expenditure 2021/22 (Funds Uplifted)**July 21**

| | |
|--|----------|
| Okaihau Community Association for costs towards town signage repair | 425.00 |
| Bay of Islands Canine Association for costs towards community dog education and training | 2,580.00 |
| Hush Dance Studio for costs towards Dance Showcase and Dinner | 1,550.00 |

August 21

| | |
|---|----------|
| Kaikohe and Districts Sportville for costs towards Māori Warden monitoring of Penney Cres parking | 1,000.00 |
| Hokianga Community Education Trust for costs towards Walks of the Hokianga publication | 4,316.00 |
| Hokianga Country Music Festival for costs towards 2021 Hokianga Country Music Festival | 3,235.00 |

October 21

| | |
|---|----------|
| Youthline Auckland Charitable Trust for costs towards Youthline services | 3,000.00 |
| Ngā Mahi Toi o Horeke for costs towards installation of murals along Te Pou Herenga cycle trail | 1,785.00 |

November 21

| | |
|--|----------|
| South Hokianga War Memorial Hall for costs towards the purchase and installation of an AED defibrillator | 4,098.60 |
| Ngapuhi Hokianga Ki O Rahi for costs towards 2021 Christmas event | 1,300.00 |
| Okaihau Residents Association for costs towards the replacement of community hall lights | 1,555.95 |
| Kaikohe Business Association for costs towards 2021 Christmas Festival | 2,500.00 |

December 21

| | |
|---|----------|
| Rawene Residents and Ratepayers for costs towards reprinting "Rawene: A past in pictures" | 2,475.00 |
| Rawene Community Hall Management Committee to purchase chairs | 3,296.00 |

January 22

| | |
|--|----------|
| Parent to Parent Northland for the transport, admission and catering from Manea Footprints of Kupe, facilitator fees and volunteer costs for the Siblings Activity Day | 1,059.00 |
|--|----------|

Far North District Council**Kaikohe - Hokianga Community Board****Statement of the Community Fund Account as at 30 April 2022**

| | |
|--|----------------------------|
| Te Pu o Te Wheke Community Art Gallery Trust for costs to install an oven and track spotlights | 1,749.00 |
| February 22 | |
| North Hokianga A&P Society Inc for costs towards entertainment at the 2021 show | 3,720.00 |
| Manaki Tinana Trust Hokianga Community Gym for Laptop | 758.00 |
| March 22 | |
| AKAU for a masterplan of Mangamuka | 20,000.00 |
| April 22 | |
| Rob Pink for the purchase, transportation and installation of sand for the Clendon Esplanade beach, Rawene | 1,650.00 |
| | <u>62,052.55</u> |
| Balance as at 30 April 2022 | <u>\$198,109.78</u> |
| Less Commitments 2021/22 as at 30 April 2022 (Funds not yet uplifted) | |
| 2016/2017 Commitment | |
| Carry Forward - Junior Bike Park | 14,376.54 |
| 2019/2020 Commitment | |
| Carry Forward - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park | 19,523.79 |
| Meeting 02.06.21 | |
| Allocation to the tamariki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year | 10,751.00 |
| Meeting 04.08.21 | |
| Far North District Council for travel costs and attendance costs towards three students attending Outward Bound in association with the Mayors Taskforce for Jobs | 4,724.16 |
| 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 |
| Meeting 06.10.21 & 04.02.22 | |
| Pioneer Village Kaikohe for costs towards 2021 Halloween event to now be used for the 2022 Halloween Party | 1,500.00 |
| Meeting 08.12.21 | |
| Hokianga Community Educational Trust for the purchase of a shredder/chipper | 2,999.00 |
| Meeting 04.02.22 | |
| Authorise costs towards placement of barriers for the protection of the Opononi Pohutukawa trees | 5,000.00 |
| Meeting 03.06.20 | |

Far North District Council**Kaikohe - Hokianga Community Board****Statement of the Community Fund Account as at 30 April 2022**

| | |
|---|----------|
| Kaikohe Business Association for costs towards their Community Patrol vehicle | 1,000.00 |
|---|----------|

Meeting 06.04.22

| | |
|---|-----------|
| Kohukohu Bowling Club to replace the grass and purchase two water tanks for the Kohukohu Bowling Club | 14,190.00 |
|---|-----------|

| | |
|--|----------|
| 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 | 2,140.00 |
|--|----------|

77,480.33

| | |
|--|----------------------------|
| Balance 30 April 2022 Uncommitted/(Overcommitted) | <u>\$120,629.45</u> |
|--|----------------------------|

7.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JUNE 2022**File Number:** A3709479**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 June 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 June 2022 - A3725638 [↓](#) 

| OUTSTANDING ACTIONS REPORT | | | |
|--|--|--|---|
| Division: Committee: Officer: | | Printed: Tuesday, 24 May 2022 12:16:00 PM Date From: 1/01/2020 Date To: 24/05/2022 | |
| Kaikohe-Hokianga Community Board | | Kaikohe-Hokianga Community Board | |
| Meeting | Title | Resolution | Notes |
| Kaikohe-Hokianga Community Board 11/11/2020 | Petition of Perry van Gaalen - Speedbumps on Hillcrest Road - Kaikohe. | RESOLUTION 2020/52 Moved: Member Moko Tepania Seconded: Member John Vujcich That the Kaikohe-Hokianga Community Board; a) request a report investigating options, including speed bumps, to reduce speed along Hillcrest Road in Kaikohe. b) draft a letter of support for this petition to be sent to Mayor Carter. CARRIED | 20 May 2022 11:23am Baker, Marlema Part a) has been completed. Update from Elizabeth Stacey (NTA), Part b) NTA will also spend a portion of the June workshop time discussing the traffic calming projects. |
| Kaikohe-Hokianga Community Board 2/06/2021 | Kaikohe-Hokianga Footpath Programme | MOTION Moved: Member Louis Toorenburg Seconded: Member Alan Hessel That the Kaikohe-Hokianga Community Board: a) Agree to the 2021/2022 footpath programme to include the following 'top nine' prioritised and subject to funding availability: i) Parnell Street Rawene - Hospital to Clendon Esplanade (Est \$500,000) ii) Manning Street Rawene - Existing to House #54 Manning Street (Est \$70,000) iii) Koutu Point Road Koutu - SH12 to 68 Koutu Point Road (Est \$340,000) iv) Old Wharf Road Omapere - SH12 to Wharf (Est \$40,000) v) Freese Park Road Omapere – Old Wharf Road to end (Est \$40,000) vi) Horeke Road Okaihau - Existing to house 2054 (Est \$230,000) vii) Honey Street – Parnell Street to End (Est \$120,000) viii) Taumataiwi Street Opononi – Walkway to SH10 - via bowling green (Est \$30,000) ix) Michie Street – Start to Playschool (Est \$30,000) | 20 May 2022 10:36am Baker, Marlema Update from Elizabeth Stacey (NTA), NTA will conduct a full workshop following the KHCB June meeting., NTA will provide maps of the urban areas with footpath gaps identified and instructions for each member to prioritise individual footpath sections on the map with their priority order. At the June meeting NTA will have an in person working session after the CB has had an opportunity to do the individual scoring. Additionally, based on the criteria in the FNDC bylaw, NTA can provide a list of prioritisations based only on that criteria for consideration. |

| OUTSTANDING ACTIONS REPORT | | | |
|--|---|--|---|
| Division: Committee: Officer: | | Printed: Tuesday, 24 May 2022 12:16:00 PM Date From: 1/01/2020 Date To: 24/05/2022 | |
| Kaikohe-Hokianga Community Board | | | |
| Meeting | Title | Resolution | Notes |
| | | That the Kaikohe-Hokianga Community Board: b) Identify and recommend to Council a list of footpaths from the above priority safety programme to the value of \$150,000 to be constructed 100% funded from Far North District Council Funds. ITEM LEFT TO LIE Workshop with Sandi Morris (NTA) for Monday 14 June 2021 at Pioneer Village 10am. | |
| Kaikohe-Hokianga Community Board 6/10/2021 | Koutu Mangeroa Picnic Area Encroachment | RESOLUTION 2021/62 Moved: Member Alan Hessel Seconded: Member Louis Toorenburg That the Kaikohe-Hokianga Community Board. a) engage with the kaitiaki of the Koutū Mongeroa Picnic Area to formalise a Kaitiaki Agreement for the lawful use of the area as a campground; and b) engage with the kaitiaki to obtain the necessary consents under the Resource Management Act, Local Government Act and Health Act to facilitate the lawful use of the area as a campground. CARRIED | 24 Mar 2022 11:55am Baker, Marlema At their meeting held 24 February 2022, Council resolved to: a) engage with the kaitiaki of the Koutu Mongeroa Picnic Area to formalise a Kaitiaki Agreement for lawful use of the area as a campgrounds; and, b) engage with the kaitiaki to obtain the necessary consents under the Resource Management Act, Local Government Act and Health Act to facilitate the lawful use of the area as a campground., c) that a progress report be brought to the Kaikohe-Hokianga Community Board., Work in Progress - update pending. 28 Apr 2022 2:30pm Baker, Marlema A progress report will be presented at the May 2022 meeting |
| Kaikohe-Hokianga Community Board 6/10/2021 | Upgrade Memorial Park, Kaikohe | RESOLUTION 2021/64 Moved: Member Moko Tepania Seconded: Member Kelly van Gaalen That Kaikohe-Hokianga Community Board: a) approves the final concept for Memorial Park as developed by AKAU. b) approves the removal of the Casuarina Tree close to the final location of the Wharepaku. | 22 Feb 2022 3:03pm Baker, Marlema No update provided. 22 Feb 2022 3:07pm Baker, Marlema No update provided. 28 Apr 2022 2:34pm Baker, Marlema No update provided 24 May 2022 12:12pm Baker, Marlema No update provided |

| OUTSTANDING ACTIONS REPORT | | | |
|--|--|--|--|
| Division: Committee: Officer: | | Printed: Tuesday, 24 May 2022 12:16:00 PM Date From: 1/01/2020 Date To: 24/05/2022 | |
| Kaikohe-Hokianga Community Board | | | |
| Meeting | Title | Resolution | Notes |
| | | c) approves the use of Streetscapes budget for the landscaping, furniture, footpaths, tree works and learn to ride paths within Memorial Park (\$344,200). d) approves the use of Town Beautification budget for the new civil works and surfacing for the new Playground within Memorial Park (\$100,000). e) approves the use of the Amenity Lighting budget for new lights within Memorial Park (\$18,500). CARRIED ABSTAINED : Member Byers | |
| Kaikohe-Hokianga Community Board 6/10/2021 | Omapere Wharf - Renewal of End section | RESOLUTION 2021/65 Moved: Member Louis Toorenburg Seconded: Member Emma Davis That the Kaikohe-Hokianga Community Board: a) Receive the report Omapere Wharf - Renewal of End section. b) Supports the new design concept for the replacement section of the Wharf; and c) that inter-tidal steps be strongly recommended and incorporated into the design. CARRIED | 24 May 2022 12:13pm Baker, Marlema This action can be closed as the steps are in the design |
| Kaikohe-Hokianga Community Board 6/10/2021 | Kaikohe-Hokianga Footpath Programme | RESOLUTION 2021/66 Moved: Chairperson Mike Edmonds Seconded: Member Louis Toorenburg That the Kaikohe-Hokianga Community Board identifies: a) Manning Street Rawene - Existing to House #54 Manning Street (Est \$70,000) to be constructed 100 % from the footpath budget and a list of Kaikohe footpaths be brought back to Kaikohe-Hokianga Community Board for consideration; and | 20 May 2022 10:35am Baker, Marlema Update from Elizabeth Stacey (NTA), The Community Board will have the opportunity to consider and prioritise the Manning Street footpath, along with others, for funding in Years 2 and 3 of the current LTP. The budget for footpath construction in 2020/2021 was managed as a total budget, understanding that overruns and underruns on projects generally balance each other out. |

8 TE KAPINGA HUI / MEETING CLOSE