



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 Hessell
Member Moko Tepania
Member Louis Toorenborg
Member John Vujcich



Far North District Council



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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 1 June 2022 at 10:30 am

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1 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

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

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

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

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day'

3 TE TONO KŌRERO / DEPUTATION

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

4 NGA KAIKORERO / SPEAKERS

- 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 Hurrwar, Team Leader, Democracy Services**

PURPOSE OF THE REPORT

PRESENT: Chairperson Mike Edmonds, Member Louis Toorenborg, Member Kelly van Gaalen, Member Alan Hessel, Member Laurie Byers, Member John Vujcich, Member Moko Teponia
STAFF PRESENT: Marlema Baker of the previous meeting, 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 Procedure 7-01 Use 28 states that a local authority must keep minutes of its proceedings. The minutes of the proceedings shall be entered and authenticated as prescribed by a local authority. **2** **TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.
 The Kaikohe-Hokianga Community Board Standing Orders Section 3.17.3 states that “no discussion may arise on the substance of the minutes 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. There were no depositions.

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 Hessell

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:

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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 Hessell

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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Kaikohe-Hokianga Community Board Meeting Minutes

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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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Kaikohe-Hokianga Community Board Meeting Minutes

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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.

WHAKARĀPOPOTO 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.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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 Toii 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	Okorihi 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
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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

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.

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
<ul style="list-style-type: none"> • Plus, carry forward – Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park 	\$19,523.79
<ul style="list-style-type: none"> • Plus, carry forward – Junior Bike Park 	\$14,376.54
<ul style="list-style-type: none"> • Plus, Unspent from 2020/21 – BOI Canine Association 	\$2,580.00
<ul style="list-style-type: none"> • Plus, Unspent from 2020/21 – Nth Hokianga A&P Society 2021 Show 	\$3,720.00
<ul style="list-style-type: none"> • Plus, Unspent from 2020/21 – Outward Bound Student Sponsorship 	\$6,000.00
<ul style="list-style-type: none"> • Plus, Unspent from 2020/21 – Allocation to the Tamariki 	\$10,751.00
<ul style="list-style-type: none"> • Less funds granted and uplifted to 31 March 2022 	\$62,052.55
<ul style="list-style-type: none"> • Less funds not uplifted from 2016/2017 Commitment Carry Forward – Junior Bike Park 	\$14,376.54
<ul style="list-style-type: none"> • 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
<ul style="list-style-type: none"> • 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** [↓](#) 

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 [↓](#) 

8 TE KAPINGA HUI / MEETING CLOSE