



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Bay of Islands-Whangaroa Community Board Meeting**

**Thursday, 7 July 2022**

**Time: 10:00 am**  
**Location: Te Hononga Centre,  
Gillies Street,  
Kawakawa**

**Membership:**

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

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

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

**Council Delegations to Community Boards - January 2013**

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

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

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

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

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

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

20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

### Terms of Reference

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

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

### Protocols

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

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

**BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS**

| <b>Name</b>                   | <b>Responsibility (i.e. Chairperson etc)</b>        | <b>Declaration of Interests</b> | <b>Nature of Potential Interest</b> | <b>Member's Proposed Management Plan</b>                      |
|-------------------------------|---|---------------------------------|-------------------------------------|---|
| <b>Belinda Ward</b>           | Ward Jarvis Family Trust                            | Trustee                         |                                     |   |
|                               | Kenneth Jarvis Family Trust                         | Trustee                         |                                     |   |
|                               | Residence in Watea                                  |                                 |                                     |   |
| <b>Belinda Ward (Partner)</b> | Ward Jarvis Family Trust                            | Trustee and beneficiary         |                                     |   |
|                               | Kenneth Jarvis Family Trust                         | Trustee and beneficiary         |                                     |   |
|                               | Residence in Watea                                  | Trustee                         |                                     |   |
| <b>Lane Ayr</b>               | Retired   |                                 |                                     |   |
|                               | Home  |                                 |                                     |   |
|                               | Residence in Kerikeri                               |                                 |                                     |   |
| <b>Lane Ayr (Partner)</b>     | Riverview School                                    |                                 |                                     |   |
|                               | Home  |                                 |                                     |   |
|                               | Residence in Kerikeri                               |                                 |                                     |   |
| <b>Bruce Mills</b>            | Galloquine Trust / Galloquine Limited               | Director                        |                                     |   |
|                               | Whangaroa Community Trust                           | Trustee                         |                                     |   |
| <b>Manuwai Wells</b>          | No form received                                    |                                 |                                     |   |
| <b>Frank Owen</b>             | Retired   |                                 |                                     | Step aside from decisions that arise, that may have conflicts |
|                               | House Property in Kerikeri                          |                                 |                                     | Step aside from decisions that arise, that may have conflicts |
| <b>Frank Owen (Partner)</b>   | House Property in Kerikeri                          |                                 |                                     |   |
| <b>Manuela Gmuer Hornell</b>  | Bay of Islands Sailing week Incorporated            | Chair                           | Funding for events                  | Step aside from decisions that arise, that may have conflicts |
|                               | Te Au Mārie 1769 Sestercennial Trust                | Trustee                         |                                     | Step aside from decisions that arise, that may have conflicts |
|                               | Chris Hornell and Manuela Gmuer-Hornell Partnership | Partner                         |                                     | Step aside from decisions that arise, that may have conflicts |
|                               | Hornell-Gmuer Trust                                 | Trustee and Beneficiary         |                                     | Step aside from decisions that arise, that may have conflicts |
|                               | Russell Contracting Limited                         | Family Business                 |                                     | Step aside from decisions that arise, that may have conflicts |
|                               | Russell Volunteer Fire Brigade                      | Secretary                       |                                     | Step aside from decisions that arise, that may have conflicts |

| Name                          | Responsibility (i.e. Chairperson etc)                          | Declaration of Interests          | Nature of Potential Interest                  | Member's Proposed Management Plan                                   |
|-------------------------------|--|-----------------------------------|---|---|
| <b>Dave Hookway-Kopa</b>      | Manu Hapori Hauora – Community Wellbeing Advisor Northland DHB | Employee                          | Possibility of joint working groups with FNDC | Consider each situation on merit and declare any potential conflict |
|                               | Property on Waipapa West Road                                  | Property owner                    | Issues to do with the street                  | Declare as appropriate  |
| <b>Rachel Smith</b>           | Friends of Rolands Wood Charitable Trust                       | Trustee                           |   |   |
|                               | Mid North Family Support                                       | Trustee                           |   |   |
|                               | Property Owner   | Kerikeri                          |   |   |
|                               | Friends who work at Far North District Council                 |                                   |   |   |
|                               | Kerikeri Cruising Club   | Subscription Member               |   |   |
|                               | Vision Kerikeri  | Financial Member                  |   |   |
| <b>Rachel Smith (Partner)</b> | Property Owner   | Kerikeri                          |   |   |
|                               | Friends who work at Far North District Council                 |                                   |   |   |
|                               | Kerikeri Cruising Club   | Subscription Member and Treasurer |   |   |
|                               | Vision Kerikeri  | Financial Member                  |   |   |
|                               | Town and General Groundcare Limited)                           | Director/Shareholder              |   |   |

**Far North District Council**  
**Bay of Islands-Whangaroa Community Board Meeting**  
**will be held in the Te Hononga Centre, , Gillies Street,, Kawakawa on:**  
**Thursday 7 July 2022 at 10:00 am**

---

**Te Paeroa Mahi / Order of Business**

|           |  |            |
|-----------|--|------------|
| <b>1</b>  | <b>Karakia Timatanga / Opening Prayer.....</b>   | <b>9</b>   |
| <b>2</b>  | <b>Nga Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest.....</b>                  | <b>9</b>   |
| <b>3</b>  | <b>Te Wāhanga Tūmatanui / Public Forum .....</b>   | <b>9</b>   |
| <b>4</b>  | <b>Te Tono Kōrero / Deputation.....</b>  | <b>9</b>   |
| <b>5</b>  | <b>NGA kaikorero / Speakers .....</b>  | <b>9</b>   |
|           | <b>Representatives for the following funding applications: .....</b>                               | <b>9</b>   |
| <b>6</b>  | <b>Confirmation of Previous Minutes.....</b>   | <b>10</b>  |
|           | 6.1 Confirmation of Previous Minutes.....  | 10         |
| <b>7</b>  | <b>Reports.....</b>  | <b>22</b>  |
|           | 7.1 Chairperson and Members Reports.....   | 22         |
|           | 7.2 Road Naming - 405 Kerikeri Inlet Road, Kerikeri .....  | 29         |
|           | 7.3 Project Funding Reports.....   | 49         |
|           | 7.4 Funding Applications.....  | 68         |
| <b>8</b>  | <b>Information Reports.....</b>  | <b>119</b> |
|           | 8.1 Funding Granted by the Bay of Islands-Whangaroa Community Board 2016-2022 Financial Years..... | 119        |
|           | 8.2 Bay of Islands-Whangaroa Community Board Action Sheet Update July 2022.....                    | 124        |
| <b>9</b>  | <b>Te Wāhanga Tūmataiti / Public Excluded.....</b>   | <b>131</b> |
|           | 9.1 Confirmation of Previous Minutes - Public Excluded .....                                       | 131        |
| <b>10</b> | <b>Karakia Whakamutunga / Closing Prayer.....</b>  | <b>132</b> |
| <b>11</b> | <b>Te Kapinga Hui / Meeting Close.....</b>   | <b>132</b> |



## **1 KARAKIA TIMATANGA / OPENING PRAYER**

“Ka tuku mātou kia kaha mai ngā māngai kua whiriwhirihia mō Te Kaunihera o Tai Tokerau ki te Raki ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono”.

We ask that through the boards discussions and decisions the representatives elected may advocate on behalf of the Bay of Islands-Whangaroa community with aroha, imagination, skill and wisdom to achieve a fairer and more united community that enhances the wellbeing of the community and solves the community's problems efficiently and effectively.

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

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

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

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

## **3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

## **4 TE TONO KŌRERO / DEPUTATION**

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

## **5 NGA KAIKORERO / SPEAKERS**

Representatives for the following funding applications:

- Kerikeri Gymnastics Club
- Kerikeri Rifle and Pistol Club
- Bay of Islands Yacht Club
- Kerikeri Theatre Company
- Whangaroa County Museum and Archives

**6 CONFIRMATION OF PREVIOUS MINUTES****6.1 CONFIRMATION OF PREVIOUS MINUTES****File Number: A3538442****Author: Rhonda-May Whiu, Democracy Advisor****Authoriser: Aisha Huriwai, Team Leader Democracy Services****TE TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

**NGĀ TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 2 June 2022 are a true and correct record.**

**1) TE TĀHUHU KŌRERO / BACKGROUND**

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

**2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

**Te Take Tūtohunga / Reason for the recommendation**

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

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

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

**NGĀ ĀPITI HANGA / ATTACHMENTS**

- 1. 2022-06-02 Bay of Islands-Whangaroa Community Board Minutes - A3725522**  

**Te Hōtaka Take Ōkawa / Compliance schedule:**

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

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

| <b>He Take Ōkawa / Compliance requirement</b>   | <b>Te Aromatawai Kaimahi / Staff assessment</b>   |
|---|---|
| State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>  | This is a matter of low significance.   |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.   | This report complies with the Local Government Act 2002 Schedule 7 Section 28.  |
| State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.   | It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.  |
| State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. | There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report. |
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).  | This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as art of the individuals report.                                  |
| State the financial implications and where budgetary provisions have been made to support this decision.  | There are no financial implications requiring input from the Chief Financial Officer.   |
| Chief Financial Officer review.   | The Chief Financial Officer has not reviewed this report.   |

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI  
ON THURSDAY, 2 JUNE 2022 AT 10:07 AM**

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

**STAFF PRESENT:** Kathryn Trewin, Rhonda-May Whiu, Aisha Huriwai, Jamie-Lee Pulham

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chairperson Belinda Ward opened the meeting with a prayer.

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

**APOLOGY**

**RESOLUTION 2022/43**

Moved: Chairperson Belinda Ward  
Seconded: Member Dave Hookway-Kopa

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

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Lesley Lucas from Business Paihia and Ngati Kawa Taituha from Waitangi Marae spoke regarding Business Paihia's funding application 7.3a Inagural Matariki Festival 2022

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Lesley Lucas from Business Paihia answered questions regarding agenda item 7.3a funding application
- Summer Johnson and Ed Lyman from Bay of Islands Animal Rescue spoke regarding agenda item 7.3d funding application
- Colleen Rodgers from Aroha Music society spoke regarding agenda item 7.3b funding application
- Janet Huddleston from Bay of Islands Singers spoke regarding 7.3 funding application
- Raewyn Smyth and Donna McCarthy from Far North Land Search and Rescue
- Sarah Curtis and Tegan Weber from the Kerikeri District Business Association regarding agenda item 7.3 funding application
- Jaime Pavlicevic and Janet McLea from Kerikeri Gymnastics Club spoke regarding agenda item 7.3 funding application
- Tim Crawley and Miriam Collins from Stage Door Theatre Group regarding agenda item 7.3 Funding application

At 11:25 am, Member Frank Owen left the meeting.

At 11:31 am, Member Frank Owen returned to the meeting.

## **6 CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3538440, pages 10 - 23 refers

#### **RESOLUTION 2022/44**

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

**That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held on 5 May 2022 are a true and correct record.**

**CARRIED**

## **7 REPORTS**

### **7.1 AMENITY LIGHTING AND TOWN BEAUTIFICATION BUDGETS**

Agenda item 7.1 document number A3697518, pages 24 - 27 refers

#### **RESOLUTION 2022/45**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Dave Hookway-Kopa

**That the Bay of Islands-Whangaroa Community Board:**

- a) **Accepts the report outlining the allocation of the Amenity Lighting and Town Beautification budgets for financial year 2021/2022 and 2022/2023**
- b) **Notes the allocation of the Amenity Lighting budget for financial years 2021/2022 and 2022/2023 as prioritised by the Community Board.**
- c) **Notes the allocation of the Town Beautification budgets for financial years 2021/2022 and 2022/2023 as prioritised by the Community Board.**

**CARRIED**

### **7.2 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.2 document number A3702480, pages 28 - 35 refers

#### **RESOLUTION 2022/46**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

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

**CARRIED**

**7.4 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2022**

Agenda item 7.4 document number A3713402, pages 114 - 117 refers

**COMMITTEE RESOLUTION 2022/47**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 30 April 2022"**

Against: Manuela Gmuer-Hornell and Dave Hookway-Kopa

**CARRIED**

The meeting was adjourned from 12:30pm to 1:08pm.

**7.3b FUNDING APPLICATION****RESOLUTION 2022/48**

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board;**

**approves the sum of \$5,000 (plus GST if applicable) with the condition tickets are made available at no cost to people with a community service card and be paid from the Board's Community Fund account to Aroha Music Society for costs towards 2022 concert series to meet the following Community Outcomes:**

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

**CARRIED**

**7.3c FUNDING APPLICATION****RESOLUTION 2022/49**

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board;**

**approves the sum of \$5,000 (plus GST if applicable) with the condition that tickets are made available at no cost to people with a community service card and be paid from the Board's Community Fund account to Bay of Islands Singers for costs towards 2022 concert series to meet the following Community Outcomes:**

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

**CARRIED**

**7.3j FUNDING APPLICATION****RESOLUTION 2022/50**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board;**

**approves the sum of \$5,000 (plus GST if applicable) with the conditions that tickets are made available at student cost to people with a community service card and a Monday Matinee for school children with a priority given to lower decile schools and it be paid from the Board's Community Fund account to Stage Door for costs towards Beauty and the Beast to meet the following Community Outcomes:**

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

**CARRIED****7.3a FUNDING APPLICATION****COMMITTEE RESOLUTION 2022/51**

Moved: Chairperson Belinda Ward

Seconded: Member Manuwai Wells

**That the Bay of Islands-Whangaroa Community Board;**

**approves the sum of \$15,000 (plus GST if applicable) is tagged towards the portaloos, marquee, fencing, waste, transport and security to be paid from the Board's Community Fund account to Business Paihia Inc for costs towards inaugural Matariki Festival 2022 to meet the following Community Outcomes:**

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

Against: Lane Ayr and Bruce Mills**CARRIED****7.3g FUNDING APPLICATION****RESOLUTION 2022/52**

Moved: Member Lane Ayr

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board;**

**approves the sum of \$7458 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri District Business Association for costs towards main street irrigation replacement to meet the following Community Outcomes:**

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

**CARRIED**

**7.3f FUNDING APPLICATIONS****RESOLUTION 2022/53**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board;**

**approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Far North Land Search and Rescue for costs towards club venue lease to meet the following Community Outcomes:**

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

**ii) Proud, vibrant communities**

Against: Dave Hookway-Kopa

**CARRIED**

**7.3h FUNDING APPLICATION****RESOLUTION 2022/54**

Moved: Member Manuwai Wells

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board;**

**Tables the request for the sum of \$25,000 (plus GST if applicable) from the Board's Community Fund account to Bay of Islands Gymnastic Club for costs towards community van to be considered in the new financial year.**

**CARRIED**

**7.3d FUNDING APPLICATION****MOTION**

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

**That the Bay of Islands-Whangaroa Community Board;**

**Tables the request for the sum of \$21,000 (plus GST if applicable) from the Board's Community Fund account to Bay of Islands Animal Rescue for costs towards animal desexing and to be considered in the new financial year.**

**AMENDMENT**

Moved: Member Frank Owen

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board approves the sum of \$4000 (plus GST if applicable) from the Board's Community Fund account to Bay of Islands Animal Rescue for costs towards animal desexing and the \$17,000 to be considered in the new financial year.**

**CARRIED**

The amendment became the substantive motion

**RESOLUTION 2022/55**

Moved: Chairperson Belinda Ward  
Seconded: Member Dave Hookway-Kopa

**That the Bay of Islands-Whangaroa Community Board approves the sum of \$4000 (plus GST if applicable) from the Board's Community Fund account to Bay of Islands Animal Rescue for costs towards animal desexing and the \$17,000 to be considered in the new financial year.**

**CARRIED****7.5 COMMITMENT OF PLACEMAKING FUNDING FOR 2021-22**

Agenda item 7.5 document number A3714834, pages 118 - 120 refers

**RESOLUTION 2022/56**

Moved: Member Manuela Gmuer-Hornell  
Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board commits \$85,000 from its Placemaking Fund for 2021-22 to detailed design work at The Strand, Russell.**

**CARRIED****7.6 PROJECT FUNDING REPORTS**

Agenda item 7.6 document number A3715929, pages 121 - 125 refers

**RESOLUTION 2022/57**

Moved: Member Frank Owen  
Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board note the project report received from:**

- a) Bay of Islands Community Centre Association**

**CARRIED****8 INFORMATION REPORTS****8.1 UPDATE ON KERIKERI/WAIPAPA SPATIAL PLAN**

Agenda item 8.1 document number A3658714, pages 126 - 127 refers

**RESOLUTION 2022/58**

Moved: Chairperson Belinda Ward  
Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board receive the report Update on Kerikeri/Waipapa Spatial Plan.**

**CARRIED**

**8.2 CHERRY PARK HOUSE UPDATE**

Agenda item 8.2 document number A3673964, pages 128 - 135 refers

**RESOLUTION 2022/59**

Moved: Member Frank Owen

Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board receive the report Cherry Park House Update.**

**CARRIED**

**8.3 BAY OF ISLANDS SPORTS COMPLEX PROJECT UPDATE**

Agenda item 8.3 document number A3694091, pages 136 - 148 refers

**RESOLUTION 2022/60**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands Sports Complex Project Update.**

**CARRIED**

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Deputy Mayor Ann Court and James Coleman from Northern Regional Football provided a verbal update on agenda item 8.3 Bay of Islands Sports Complete Project - Te Puāwaitanga

**8.4 PA ROAD POST-CONSTRUCTION AUDIT REPORT**

Agenda item 8.4 document number A3707979, pages 149 - 177 refers

**RESOLUTION 2022/61**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board receive the report Pa Road Post-Construction Audit Report .**

**CARRIED**

**8.5 2022 KERIKERI REDWOODS UPDATE**

Agenda item 8.5 document number A3711840, pages 178 - 194 refers

Motion

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board**

**(a) receive the report 2022 Kerikeri Redwoods Update; and**

**(b) note that an annual inspection will continue to be undertaken to assess the health and condition of the trees**

**AMENDMENT**

Moved: Lane Ayr

Seconded: Frank Owen

That the Bay of Islands-Whangaroa Community Board

- (a) receive the report 2022 Kerikeri Redwoods Update; and
- (b) note that an annual inspection will continue to be undertaken to assess the health and condition of the trees and that it does not include felling the trees without consultation

**CARRIED**

The amendment became the substantive motion

**RESOLUTION 2022/62**

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board

- (a) receive the report 2022 Kerikeri Redwoods Update; and
- (b) note that an annual inspection will continue to be undertaken to assess the health and condition of the trees and that it does not include felling the trees without consultation

**CARRIED**

**8.6 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE JUNE 2022**

Agenda item 8.6 document number A3702476, pages 195 - 198 refers

**RESOLUTION 2022/63**

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update June 2022.**

**CARRIED**

At 3:02 pm, Member Frank Owen left the meeting.

**MOTION**

---

## Bay of Islands-Whangaroa Community Board Meeting Minutes

2 June 2022

**RESOLUTION 2022/64**

Moved: Member Manuela Gmuere-Hornell

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community board request from the CE confirmation of the priority lighting and obtain costing for all noted amenity lighting in report 7.1. And that Cobham road Bowling club car park two lights be added to the list and costed. Member Lane Ayr to liaise with staff and project manager to identify the location..

**CARRIED**

At 3:14 pm, Member Frank Owen returned to the meeting.

**MOTION****RESOLUTION 2022/65**

Moved: Member Manuela Gmuere-Hornell

Seconded: Member Bruce Mills

That a copy of the Pa road post construction audit report be forwarded to the submitter of the petition.

**CARRIED****9 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2022/66**

Moved: Chairperson Belinda Ward

Seconded: Member Manuwai Wells

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

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

| General subject of each matter to be considered  | Reason for passing this resolution in relation to each matter  | Ground(s) under section 48 for the passing of this resolution  |
|--|--|--|
| <b>9.1 - Confirmation of Previous Minutes - Public Excluded</b>                          | s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons   | 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 |
| <b>9.2 - Ground Lease To Fire And Emergency Nz (Fenz) - 721 Taupo Bay Road, Mangonui</b> | s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities<br>s7(2)(i) - the withholding of the information is necessary to | 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 |

Page 9

## Bay of Islands-Whangaroa Community Board Meeting Minutes

2 June 2022

|                |  |  |
|----------------|--|--|
|                | enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) |  |
| <b>CARRIED</b> |  |  |

**10 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:29.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 7 July 2022.

.....  
**CHAIRPERSON**

## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A3702463

**Author:** Rhonda-May Whiu, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

#### NGĀ TŪTOHUNGA / RECOMMENDATION

**That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Deputy Chair Frank Owen, and member Manuela Gmuer-Hornell.**

#### TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

Resource Consents for the Bay of Islands-Whangaroa Ward have been emailed to members.

#### TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The reports from the Chairperson and Members provide information to community on these requirements. They also provide Request for Service (RFS) information on issues of interest or concern to the Community Board, providing a reference for further enquiry on the progress of the matters raised. The report from the Chairperson and members are attached.

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.

#### REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

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

There are no financial implications or the need for budgetary provision as a result of this report.

#### NGĀ ĀPITI HANGA / ATTACHMENTS

1. Community Board Chairperson Report - Belinda Ward - A3760058 [↓](#) 
2. Community Board Member Report - Frank Owen - A3760123 [↓](#) 
3. Community Board Member Report - Manuela Gmuer-Hornell - A3764334 [↓](#) 

## COMMUNITY BOARD MEMBER'S REPORT

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

**Member Name: Belinda Ward**

**Subdivision: Paihia**

**Date: 16th May 2022 - 16th June 2022**

---

### REPORT

#### 1) Meetings

Date:

19/05/22 FNDC Meeting - Kaikohe  
20/05/22 BOI-W CB Agenda Preview - Virtual  
25/05/22 Combined CB Workshop - Kaikohe  
30/05/22 FNHL re cruise ships returning - Whare Waka  
01/06/22 Meeting re Kerikeri Transport/Roading - JBC Kerikeri  
02/06/22 BOI-W CB Meeting - Turner Centre Kerikeri  
07/06/22 Regulatory & Compliance Committee Meeting - Kaikohe  
07/06/22 FNDC District Plan Workshop - Kaikohe  
09/06/22 FNDC District Plan Workshop re notification - Kaikohe  
13/06/22 Paihia War Memorial Hall Committee Meeting - PWMH  
13/06/22 Friends of Williams House & Garden AGM - PWMH  
14/06/22 FNDC Strategy & Policy Committee meeting - Kaikohe  
15/06/22 FNDC Extraordinary Council Meeting - Virtual  
16/06/22 Kerikeri-Waipapa Spatial Plan Workshop - JBC Kerikeri

#### 2) Issues

16/05/22 Petition email received from Ni Mayson to make Kapiro Rd safer & more community focused.  
26/05/22 Request from Jo Wood Paretu Drive, Skudders Beach neighbourhood for a playground upgrade. Swings were removed during covid & structures deemed not sound enough to replace swings. Volunteers available if required.  
31/05/22 Meeting with Focus Paihia & Business Paihia re new on-licence application for Pipi Patch, Kings rd Paihia.  
04/06/22 Businesses in Paihia are requesting that Focus Paihia Inc. do not hire out

Document number A3760058

sites on the Paihia Village Green this summer to the Craft Markets due to the impact on retail in the post covid environment. Petition to follow.

07/06/22 Objection lodged for new on-licence on behalf of the Paihia Community.

09/06/22 CB's to be involved in community awareness of the DP Notification Process "closing the loop".

27/04/22 Notice served to occupiers on council reserve next to the lower Marae at Waitangi. 21 days required to process approval for Police to act. **Update:** After a thorough title search this reserve is actually designated as Crown land & therefore falls under DOC. The situation is now in DOC hands.

### 3) Resources Consents

NIL

### 4) Requests for Service

21/05/22 Lodged on behalf. Water leak (possible burst mains) on Paihia side of Seaview Road hill.

30/05/22 RFS: 4108097 Safety rail at Bluff, Marsden Rd Paihia kicked in. Fulton Hogan phoned & going to fix.

03/06/22 RFS on behalf: Dennis Knill. Sewage smell & grounds cut up by vehicles at occupation site Te Kemara Ave Waitangi.

09/06/22 Lodged on behalf. Mike Pivac 35 Te Haumi Dr. Paihia is seeking permission to pay for arborist to trim trees on adjacent reserve.

21/02/22 Historical RFS: 4097296 Trees down on Gilbert Mair Reserve Te Wahapu. Site visit required & arborist assessment to resolve. **In progress**

08/12/21 RFS:4090172 What is required for a change of use when turning accommodation from Travellers to Residential - I have requested further communication on this matter. **Response not clear. Follow up meeting held with staff 15/02/22 A combined approach is required with all agencies & lobbying to the Govt. by FNDC to address issues.**

**RFS's are either work in progress or outstanding.**

**RFS: 3795613** 18/04/18 Follow up on flooding issues in front apron of Paihia War Memorial Hall. **Closed but not resolved - I will follow up. In progress**

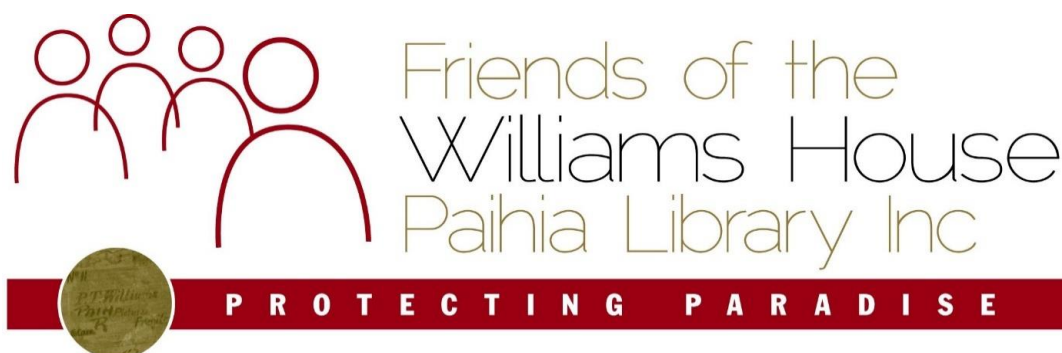
**Update:** Proposed Focus Paihia Inc Placemaking Project could resolve this.

**01/10/15 3717930** Pedestrian safety issues & parking in front of Heritage Boutique Hotel (The Waterfront) Marsden Road Paihia - Pending NZTA response. **Closed but not resolved - I will follow up.**

### 5) Correspondence Received

Thank you letter from Friends of Williams House Paihia Library Inc

Document number A3760058



Cl- P.O. Box 15, Paihia.

11 June 2022.

Belinda Ward,

Chairperson,

Bay of Islands-Whangaroa Community Board.

Dear Belinda,

The Friends of Williams House, Paihia Library Inc would like to acknowledge and sincerely thank the Board for granting us \$20,000.00 towards our project for the upstairs area of Williams House, Paihia.

As you know we have completed and self funded many projects within the property and it was the first time we called on your input.

It was very humbling to receive the support from your Board Members endorsing our many years of voluntary work on the Williams Estate.

We look forward to inviting you and the Board Members to the official blessing and opening.

Yours sincerely,

Anne Corbett.

Secretary.

Document number A3760058

**COMMUNITY BOARD MEMBER'S REPORT**

**Report to:** Bay of Islands-Whangaroa Community Board  
**Member Name:** Frank Owen  
**Subdivision:** Kerikeri  
**Date:** Period 6 May 2022 to 17 June 2022

---

**Meetings**

| <b>Date</b> | <b>Meeting</b>  |
|-------------|---|
| 05/05/22    | BOI-Whangaroa Community Board Meeting Teams               |
| 16/05/22    | BOI-Whangaroa CB strategic planning Zoom meeting          |
| 20/05/22    | Community Board agenda preview meeting                    |
| 25/05/22    | Combined Community Board Meeting Kaikohe                  |
| 30/05/22    | Kerikeri Domain Working Group                             |
| 01/06/22    | Kaikohe Community Board meeting.                          |
| 02/06/22    | BOI-Whangaroa Community Board Meeting Kerikeri            |
| 13/06/22    | Meeting with Emma Davis Kaikohe Board Deputy Chair        |
| 16/06/22    | Spatial Plan Workshop Zoom                                |
| 17/06/22    | BOI-Whangaroa Community Board Meeting Teams re footpaths. |

---

**CHERRY PARK HOUSE.**

The fire door for the basement in Cherry Park House has been ordered and a builder is organised to fit it on arrival. Once the new door is fitted it is anticipated that a Building Warrant of Fitness inspection will be undertaken.

**KERIKERI DOMAIN**

This project has been a delight to be associated with. The number of young people using the skate park and the basketball court clearly demonstrates the benefits that accrue from community support for younger members of the community. The playground now under construction is also going to be a magnificent for the community. Congratulations to member Lane Ayr for leadership on the work.

**FRANK OWEN**

**17 June 2022**

---

## COMMUNITY BOARD MEMBER'S REPORT

**Report to:** Bay of Islands-Whangaroa Community Board  
**Member Name:** Manuela Gmuer-Hornell  
**Subdivision:** Opuā – Russell  
**Date:** 21 June 2022

---

### Meetings

| Date       | Meeting                                  |
|------------|--|
| 05/05/2022 | Community Board Meeting - TEAMS          |
| 10/05/2022 | Russell Sports Club Meeting              |
| 11/05/2022 | Resilient Russell Meeting                |
| 16/05/2022 | Strategic Planning Workshop – TEAMS      |
| 16/05/2022 | Russell Community Hall Committee Meeting |

---

### Issues/Feedback

Three SmartBins have been installed in Russell; they look great and hopefully will take care of the unsightly, smelling, rat-attracting bins. I am, however, disappointed with the (social media) reaction from my community. After three years, we finally have an improvement, yet people find negativity to rubbish (pun intended) the initiative.

Local procurement for the Russell Township, this issue is coming up weekly! I propose that Russell be a trial-town to get town maintenance localised again.

DoC has removed the bridges along the Harrison Reserve Track out of the blue – the backlash from the not consulted Opuā and Paihia community is massive! Right now, I am lost for words.

---

### In progress

- Opuā Resource Consent non-notified for development Franklin St/Kellett St – petition tabled at CB Meeting 3/2/2020 – this has now gone to a full (over 100 attendees) community meeting 8/3/2020 – and we have just been told FNHL has sold the land to a private developer. The land is now occupied by hapu and locals. This is a community being pushed out of their town.
- **Footpath Kellett Street – Opuā School – been approved but not carried out – after being promised to be finished by September, it is now "scheduled" for January 2021. As per this report, this is now FNHL project – I am opposing this decision.**
- Petition Okiato Boundary for paper road RFS-3996575 – tabled at CB meeting 9/12.19 – the cost to be carried by petitioners. Motion passed in November 2020 CB meeting
- Speed Limit Review

- **Maintenance in Russell Township to be outsourced to a local community group**
- Mark boundaries at the "Walls Bay" Opua reserve clearly with bollards
- Placemaking Russell The Strand
- Smart Bins and Free Public WiFi is coming to Russell – the bins have arrived on Tuesday, 11 May! Mixed reactions from the community, where a recycling approach seems to be the desired outcome.
- Move Flagpole at the Russell Cemetery as per Russell RSA request
- Walking track to the beach at Kaha Place – Terry Greening
- Coastal Walkway & Harrison Reserve Track - Opua
- Cycle track from Opua to Kawakawa has been cancelled by FNDC
- Mark the carparks outside the Russell tennis courts
- Rubbish Collection Point Skip Bins in rural areas



**7.2 ROAD NAMING - 405 KERIKERI INLET ROAD, KERIKERI****File Number: A3713060****Author: Selina Topia, Roding Support Officer****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a right-of-way (ROW).

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

Council has received a Road Naming application to name a right-of-way (ROW) addressed at 405 Kerikeri Inlet Road, Kerikeri. Community Boards have delegated authority to name a right-of-way (ROW).

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a right-of-way (ROW), Egret Way that is currently addressed at 405 Kerikeri Inlet Road, Kerikeri as per map (A3640647).**

**1) TĀHUHU KŌRERO / BACKGROUND**

Natalie Watson of Williams & King has advised that this is a right-of-way (ROW) created by a subdivision addressed at 405 Kerikeri Inlet Road, Kerikeri.

- a) Egret Way or Egret View is indicative of the type of the birds that lives in the estuarine habitats in this subdivision.
- b) The name Inlet View is suggested because of the inlet view.

The following names were also suggested (see attachment 1 – email) in recognition of the historical name of the island portion of the site and a cultural impact assessment that included the islands name in the 1940s:

- a) Te Korau Way
- b) Onaia / Konaia Way
- c) Pihoe Way

The background for these names is given also as per the Road Naming application attached (A3640647).

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

1. Egret Way
2. Egret Lane
3. Inlet View Close

The Roding team and Land Information NZ (LINZ) have no objections to the names suggested above.







**Take Tūtohunga / Reason for the recommendation**

The road names recommended in this report are not duplicates of any other road names in the district, therefore they meet the criteria set out in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard – AS/NZS 4819:2011

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

There are no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

#### ĀPITIHINGA / ATTACHMENTS

1. Application and Map - Document number - A3640647  
2. LINZ approval - Document number - A3640421  
3. Schedule - Document number - A3710124  

#### 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 <a href="#">Council's Significance and Engagement Policy</a>  | This is the naming of a right-of-way (ROW) and is of low significance.   |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.   | Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011         |
| State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.   | No district wide relevance and the Community Board have the delegated authority to approve road names.                           |
| State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.<br><br>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi. | An email was sent to the representatives of Ngati Rehia and were asked to provide feedback. There has been no response received. |

|  |  |
|--|--|
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities). | There are currently no property owners as this is a new subdivision.   |
| State the financial implications and where budgetary provisions have been made to support this decision.   | There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant. |
| Chief Financial Officer review.  | The Chief Financial Officer has reviewed this report   |



## Application for road naming or renaming

### GENERAL INFORMATION

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

### APPLICANT DETAILS

Applicant/Developer Name: Nags Head Horse Hotel Limited

Organisation: c/- Williams & King, Attention: Natalie Watson

Postal Address: PO Box 937, Kerikeri 0245

Phone: 09 407 6030 Mobile: \_\_\_\_\_

Email: nat@saps.co.nz

| ROAD LOCATION  |                                |
|--|--------------------------------|
| Address: 405 Kerikeri Inlet Road, Kerikeri   |                                |
| Legal Description: Lot 1 DP 167657 (including private access over Lot 2 DP 210733).  |                                |
| Resource Consent Application Number: RC 2200263  |                                |
| <b>Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.</b>             |                                |
| <b>TYPE OF ROAD (Please tick) -</b><br><input type="checkbox"/> Public Road <input type="checkbox"/> Private Road <input checked="" type="checkbox"/> Right-of-Way |                                |
| PROPOSED ROAD NAMES  |                                |
| <b>Road 1</b>  | First Choice: Egret Way        |
|  | Second Choice: Egret Lane      |
|  | Third Choice: Inlet View Close |
| <b>Road 2</b>  | First Choice:                  |
|  | Second Choice:                 |
|  | Third Choice:                  |
| <b>Road 3</b>  | First Choice:                  |
|  | Second Choice:                 |
|  | Third Choice:                  |
| BACKGROUND   |                                |
| <i>A background to the names, their origins and their link with the area is to be supplied</i>   |                                |
| Egrets are a bird that occur in estuarine habitats such as within this subdivision.  |                                |
| Refer to attached correspondence with the only other property owner who will use this private access.  |                                |
| Also refer to correspondence with Kaire Edmonds Whanau Trust, who opposed the use of ancestral names of the site features.   |                                |
|  |                                |
|  |                                |
|  |                                |

**ROAD RENAMING**

*Please state the current road name and your reason for requesting the name change below then complete the rest of the form. Also, please ensure you attach the written consents of at least 85% of affected residents and attach to the application form.*

Not applicable.

**GENERAL INFORMATION AND GUIDELINES**

Ensure that road names are not duplicated in the Far North District (*both spelling and pronunciation to be considered*); this includes same road names with different suffix. To do this, please use [www.google.co.nz/maps](http://www.google.co.nz/maps) and search "proposed road name (excl suffix) Northland" to check if proposed names may be duplicates.

Ensure that road type appropriately matches the definition of the suffix, such as 'road', 'avenue' etc. Road names without a suffix are now strongly discouraged (e.g. Broadway). The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.

**Suffix Definition**

|           |  |
|-----------|--|
| Avenue    | A generally broad straight roadway planted on each side with trees                                 |
| Boulevard | A wide roadway well paved usually with trees and grass   |
| Circle    | A roadway that generally forms a circle or a short enclosed roadway bounded by a circle            |
| Close     | A short enclosed road.   |
| Court     | A short enclosed road usually surrounded by buildings  |
| Crescent  | A crescent or half-moon shaped street rejoining the road from which it starts                      |
| Drive     | Wide main roadway without many cross streets - an especially scenic road or street                 |
| Esplanade | Level roadway along the seaside, lake or a river   |
| Glade     | Roadway usually in a valley of trees   |
| Green     | Roadway often leading to a grassed public recreation area  |
| Grove     | A road that often features a group of trees standing together                                      |
| Lane      | A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley |
| Loop      | Roadway that diverges from and then rejoining a main thoroughfare                                  |
| Mews      | Roadway in a group of houses   |

**Suffix Definition**

|         |   |
|---------|---|
| Parade  | Public roadway or promenade   |
| Place   | A short sometimes narrow enclosed roadway   |
| Quay    | A roadway alongside or projecting into water  |
| Rise    | A roadway going to a higher place or position   |
| Road    | Route or way between places. General usage. Defined in Local Government Act 1974, Section 315 |
| Terrace | Roadway on a hilly area that is mainly flat   |
| Vale    | A roadway along low ground between hills  |
| Way     | A winding or curved track or path for passing along   |

**The following are suitable suffixes for particular road types:**

| Road Type  | Suffix                    |
|--|---------------------------|
| Cul-de-sac ( <i>short dead-end street with turnaround at the end</i> ) | Close, Court, Place       |
| Wide spacious street   | Avenue, Boulevard, Parade |

**The following are suitable suffixes for private roads and private ways categorised into particular road types:**

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

PP  Date: 1 December 2021

Applicants Signature: \_\_\_\_\_

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

## **Appendix - Guidelines for Choosing a Road Name**

Road names should be chosen from the following categories provided they meet the criteria in clause 5.5 and 5.6 of this policy.

### **7.1 History – Weighting 3**

7.1.1 The name of a historical person, event, industry or activity associated with the area. Such names may include early settlers and early notable people such as conservationists or naturalists.

7.1.2 The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established.

### **7.2 Culture – Weighting 3 (*Cultural significance to Maori or culture other than Maori*)**

7.2.1 This category includes the name of a Maori heritage precinct, site or track or traditional appropriate Maori name for the area.

7.2.2 All Maori names are to be submitted to an Iwi representative to ensure that they are appropriate, spelt correctly, interpreted correctly and are not offensive to Maori.

7.2.3 Maori should be consulted as to whether they have an interest in the land on which the road is to be constructed and asked if they wish to contribute names at the beginning of the Resource Consent process.

7.2.4 Joint non-Maori/Maori names will not generally be considered.

### **7.3 Geography – Weighting 2**

7.3.1 This category includes local geographical, topographical, geological and landscape features.

7.3.2 Local flora and fauna also fall into this category e.g. trees, plants and animals that are widespread and plentiful in the area.

7.3.3 Views must be readily identifiable.

### **7.4 Theme – Weighting 2 (*Common or established themes in the area*)**

7.4.1 Where more than one road is being created in a development, a common theme is recommended for the names.

7.4.2 Where there is an established theme in an area, new road names should reflect this theme.

7.4.3 Proposed themes for a new subdivision must be submitted to council for approval.

7.4.4 When all the roads in a development or suburb fit a theme, the road layout of the development is easier to remember. The area will stand out on a map.

7.4.5 A theme may contribute to a sense of community within the area. A well chosen theme with the roads named accordingly can leave a lasting impression long after the development process has been completed.

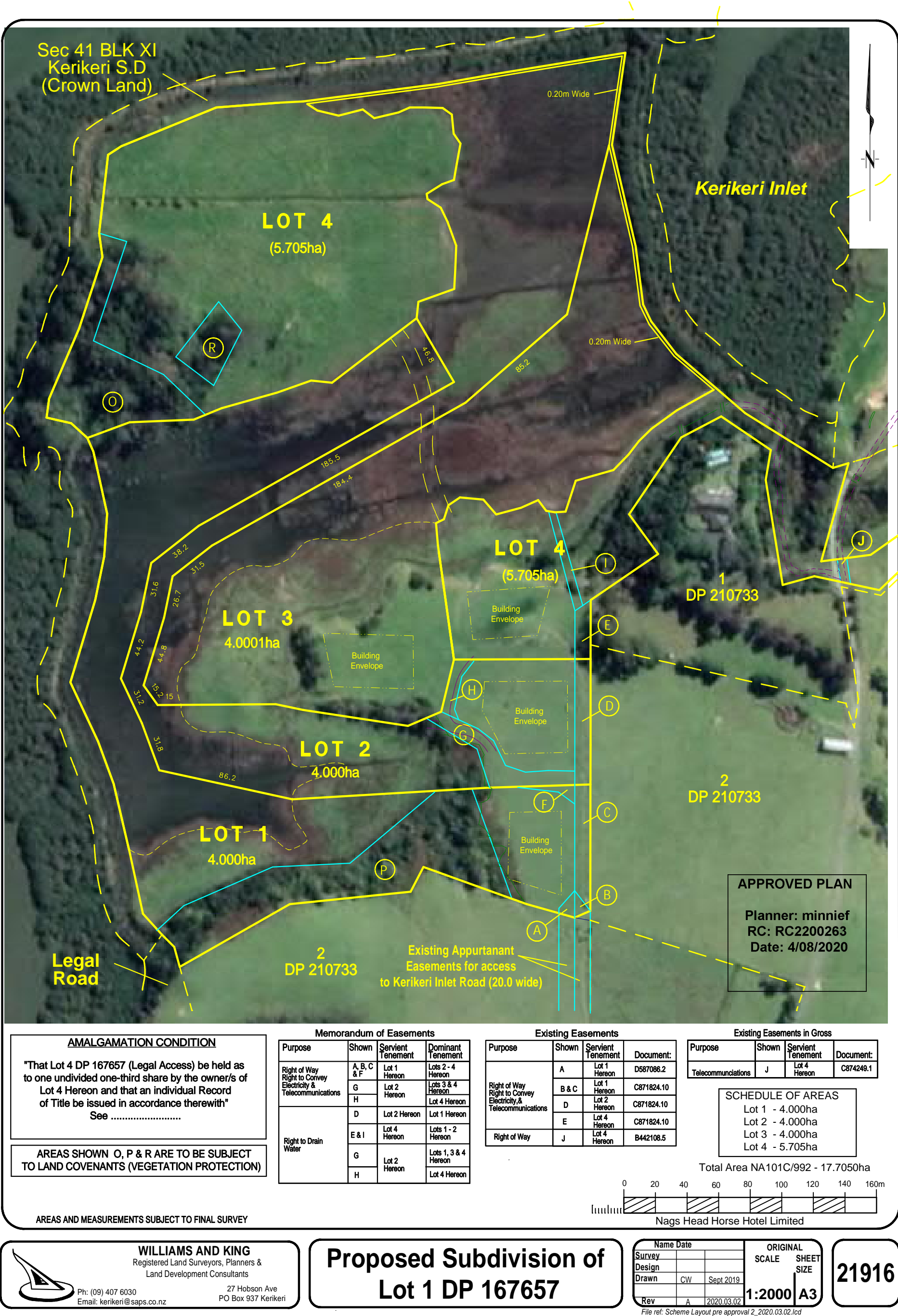
### **7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)**

7.5.1 Persons who have made a notable contribution to the area or the District fall into this category. The contribution which can be duly recognised may be in conservation, community service, sport, arts, military, commerce, local government or other sphere of activity.

7.5.2 Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

### **7.6 Weighting the Names**

7.6.1 Names may fit more than one category. The weighting reflects the relative importance of the categories and enables names to be ranked in order of merit - with the highest scored being the highest ranked.







**Natalie Watson**

---

**From:** Natalie Watson  
**Sent:** Monday, 18 October 2021 9:21 am  
**To:** Sarah Lowndes; Angela Houry  
**Cc:** Tracy Smith  
**Subject:** FW: Lane/Way  
**Attachments:** Road name at approved subdivision - 405 Kerikeri Inlet Rd, Kerikeri

Hi Sarah & Angela,

I'm following up on the road name proposals to summarise where we got to.

The first suggested set of names sent to Angela were:

Te Korau Drive / Te Korau Lane : This name would reflect the name of the island portion of the site of the approved subdivision.

Onaia Drive / Onaia Lane : This name was found within the Cultural Impact Assessment (attached), which says that the island was known in the 1940s as Konaia shortened to the place name of Onaia.

Konaia Lane / Konaia Drive : As above.

Angela responded that the road name type should be "Way" and that local residents have not heard of the proposed names and then responded with some further names - unfortunately most of these have been used already in the local area - refer to the emails below.

My suggestion is that following on from consultation with Iwi, to send the suggestions to Council and let the Community Board decide which is best. Please advise whether you both agree to this.

-Te Korau Way

-Pihoe Way

-Onaia Lane

I would like to get these in front of the Community Board as soon as possible, as they only sit at certain times and the end of the year is drawing close.

Kind regards,  
Natalie Watson

WILLIAMS & KING  
P +64 9 407 6030  
27 Hobson Ave  
P.O. Box 937, Kerikeri 0230, NZ  
<http://www.saps.co.nz>

A Division of Survey & Planning Solutions (2010) Ltd This email is intended solely for the use of the addressee and may contain information that is confidential or subject to legal privilege. If you receive this email in error please immediately notify the sender and delete the email.

-----Original Message-----

From: Angela Houry <ahgangan@gmail.com>  
Sent: Saturday, 18 September 2021 7:56 am  
To: Natalie Watson <nat@saps.co.nz>  
Subject: Re: Lane/Way

Thanks Natalie yes you would be correct the Trig Hill AngelaHoury

Sent from my iPhone

> On 13/09/2021, at 12:52 PM, Natalie Watson <nat@saps.co.nz> wrote:

>

> Hi Angela,

>

> Thanks for sending through those suggestions. All except Pikoe have already been used in the Far North district unfortunately and wouldn't be accepted for use on this private road. Did you mean Pihoe, referring to the hill on the southern side of Kerikeri Inlet?

>

> Regards,

> Natalie

>

>

>

> -----Original Message-----

> From: Angela Houry <ahgangan@gmail.com>

> Sent: Friday, 3 September 2021 11:51 am

> To: Natalie Watson <nat@saps.co.nz>

> Subject: Lane/Way

>

> Hi Natalie

> Have come up with a few names from neighbours and family Puketutu Way/Area Kotuku Way/Spoonbill Egret Way  
Pikoe Way/Trig Hill These seemed to be the favourites Many thanks AngelaHoury

>

> Sent from my iPhone

**Natalie Watson**

---

**From:** Angela Houry <ahgangan@gmail.com>  
**Sent:** Saturday, 18 September 2021 7:56 am  
**To:** Natalie Watson  
**Subject:** Re: Lane/Way

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Thanks Natalie yes you would be correct the Trig Hill AngelaHoury

Sent from my iPhone

> On 13/09/2021, at 12:52 PM, Natalie Watson <nat@saps.co.nz> wrote:

>

> Hi Angela,

>

> Thanks for sending through those suggestions. All except Pikoe have already been used in the Far North district unfortunately and wouldn't be accepted for use on this private road. Did you mean Pihoe, referring to the hill on the southern side of Kerikeri Inlet?

>

> Regards,

> Natalie

>

>

>

> -----Original Message-----

> From: Angela Houry <ahgangan@gmail.com>

> Sent: Friday, 3 September 2021 11:51 am

> To: Natalie Watson <nat@saps.co.nz>

> Subject: Lane/Way

>

> Hi Natalie

> Have come up with a few names from neighbours and family Puketutu Way/Area Kotuku Way/Spoonbill Egret Way Pikoe Way/Trig Hill These seemed to be the favourites Many thanks AngelaHoury

>

> Sent from my iPhone

**Natalie Watson**

---

**From:** Ian Mitchell <tekauri1@xtra.co.nz>  
**Sent:** Monday, 15 November 2021 8:06 am  
**To:** Natalie Watson  
**Cc:** Esther Horton  
**Subject:** RE: Proposed private road name for subdivision at Kerikeri Inlet Road for Nags Head Horse Hotel Limited

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Natalie,  
Actually we are feeling used and abused by FNDC and NRC and so we do object to the use of our ancestral names. We suggest you use a European name such as Don Reid Way (the last European to live on the island) or Governor Grey Lane (who took all this land under the 1858 Bay of Islands Settlement Act.)

Kind regards  
Ian Mitchell

Sent from [Mail](#) for Windows

---

**From:** [Natalie Watson](#)  
**Sent:** Thursday, 4 November 2021 11:54 am  
**To:** [tekauri1@xtra.co.nz](mailto:tekauri1@xtra.co.nz)  
**Subject:** FW: Proposed private road name for subdivision at Kerikeri Inlet Road for Nags Head Horse Hotel Limited

---

**From:** Natalie Watson  
**Sent:** Tuesday, 26 October 2021 10:00 am  
**To:** staceywadkins@yahoo.com; tekauri1@xtra.co.nz; clarrieh@xtra.co.nz  
**Subject:** Proposed private road name for subdivision at Kerikeri Inlet Road for Nags Head Horse Hotel Limited

Good morning,

The conditions of a subdivision consent for a four lot subdivision at Kerikeri Inlet Road, issued to Nags Head Horse Hotel Ltd, requires a road name to be submitted for approval for the private road.

The suggested names are:

Te Korau Way : This name would reflect the name of the island portion of the site of the approved subdivision.

Pihoe Way: Based on the name of the Hill to the east in the south Kerikeri Inlet area.

Onaia Lane or Way: This name was found within the Cultural Impact Assessment (attached), which says that the island was known in the 1940s as Konaia shortened to the place name of Onaia.

Could you please let me know if you have any objections to the above names being submitted to Council, or alternatively if you have any other suggestions?

Kind regards,  
Natalie Watson

WILLIAMS & KING  
P +64 9 407 6030  
27 Hobson Ave  
P.O. Box 937, Kerikeri 0230, NZ  
<http://www.saps.co.nz>

A Division of Survey & Planning Solutions (2010) Ltd This email is intended solely for the use of the addressee and may contain information that is confidential or subject to legal privilege. If you receive this email in error please immediately notify the sender and delete the email.

-----Original Message-----

From: Angela Houry <ahgangan@gmail.com>  
Sent: Saturday, 18 September 2021 7:56 am  
To: Natalie Watson <nat@saps.co.nz>  
Subject: Re: Lane/Way

Thanks Natalie yes you would be correct the Trig Hill AngelaHoury

Sent from my iPhone

> On 13/09/2021, at 12:52 PM, Natalie Watson <nat@saps.co.nz> wrote:

>

> Hi Angela,

>

> Thanks for sending through those suggestions. All except Pikoe have already been used in the Far North district unfortunately and wouldn't be accepted for use on this private road. Did you mean Pihoe, referring to the hill on the southern side of Kerikeri Inlet?

>

> Regards,

> Natalie

>

>

>

> -----Original Message-----

> From: Angela Houry <ahgangan@gmail.com>

> Sent: Friday, 3 September 2021 11:51 am

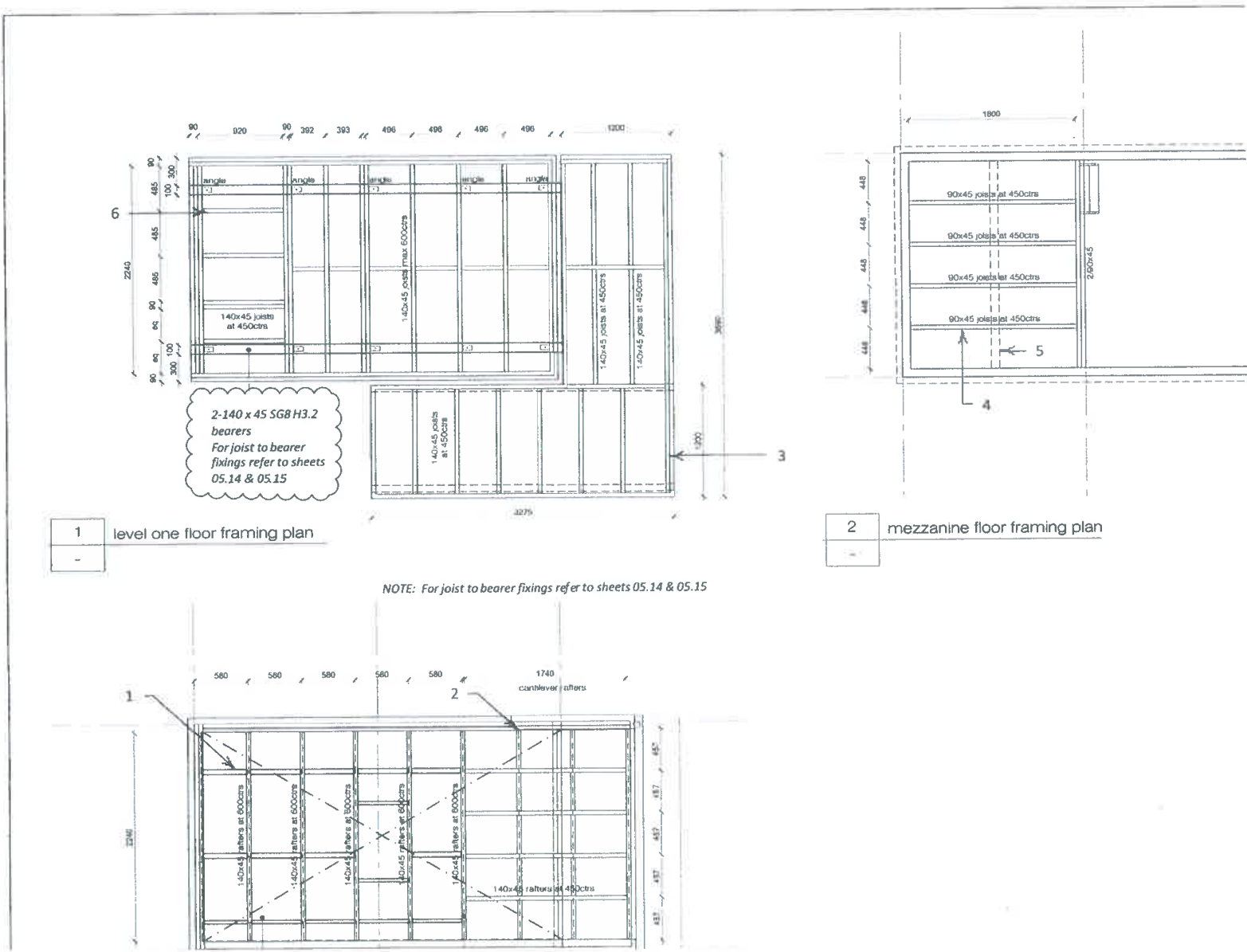
> To: Natalie Watson <nat@saps.co.nz>

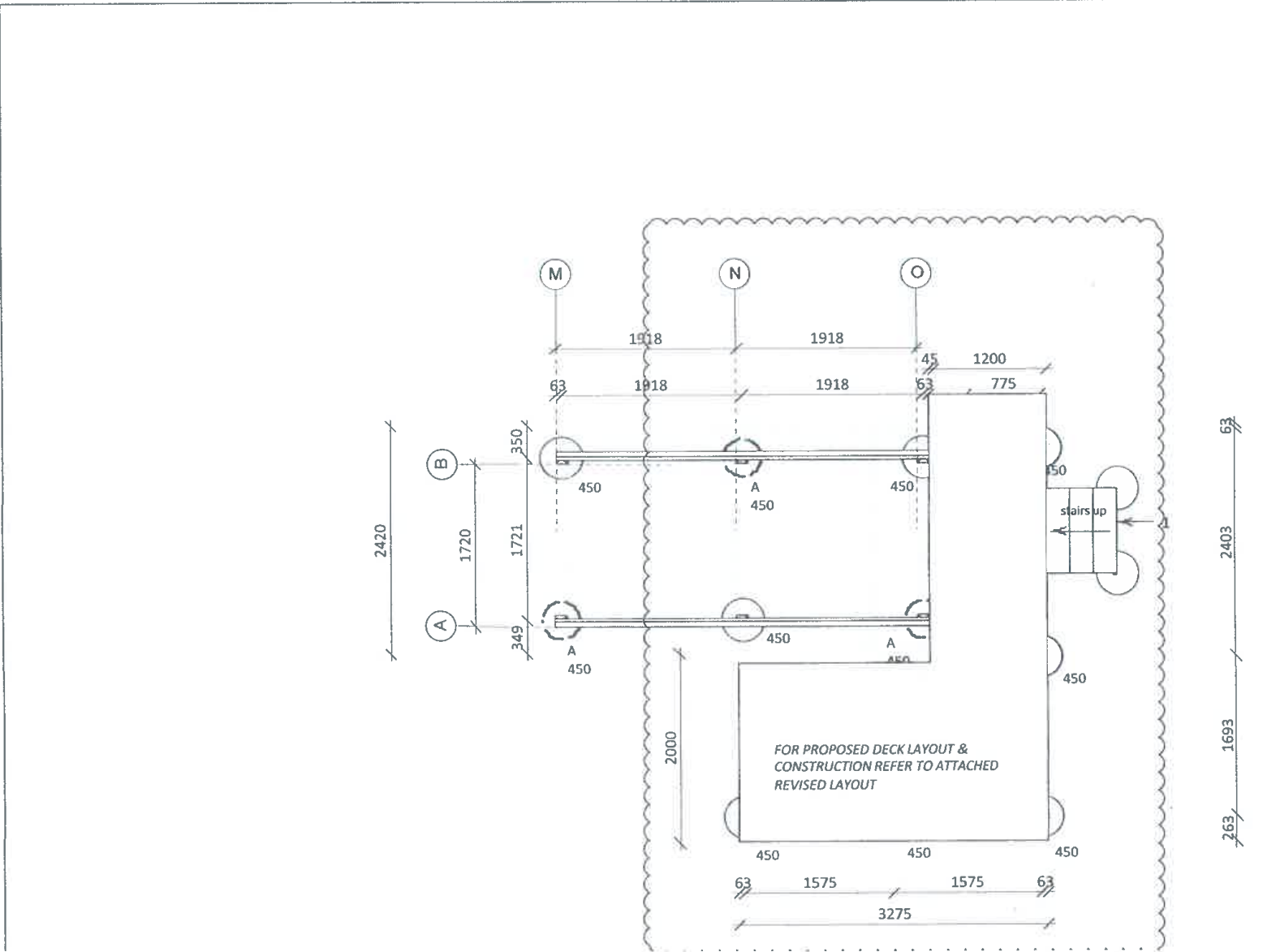
> Subject: Lane/Way

>

> Hi Natalie

- > Have come up with a few names from neighbours and family Puketutu Way/Area Kotuku Way/Spoonbill Egret Way  
Pikoe Way/Trig Hill These seemed to be the favourites Many thanks AngelaHoury
- >
- > Sent from my iPhone





| Bay of Islands-Whangaroa Community Board Road Naming Schedule (Private Right-of-Way) - 2 June 2022 |                   |                      |                      |  |          |                 |
|--|-------------------|----------------------|----------------------|--|----------|-----------------|
| Kerikeri   |                   |                      |                      |  |          |                 |
| Location   | Preference Status | Submitted Road Names | Number of Submitters | Background (provided by submitters)  | Comments | Recommendation  |
| Name a Private Right-of-Way (ROW) addressed at 405 Kerikeri Inlet Road Kerikeri                    | First Preference  | Egret Way/ Lane      | 1                    | name of the bird that live in estuarine habitats such as within this subdivision |          | Egret Way/ Lane |
|  | Second Preference | Inlet View Close     | 1                    | because of the inlet view  |          |                 |
|  | Third Preference  |                      |                      |  |          |                 |

### 7.3 PROJECT FUNDING REPORTS

**File Number:** A3760774

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Sheryl Gavin, Manager - Corporate Planning & Community Development

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Community Board's Local Grant Fund must complete and submit a project report no later than two months after the completion of their project.

#### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the project report received from:

- a) Kerikeri Gymnastics Club
- b) Kerikeri Paddlers
- c) Youthline

#### 1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

#### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

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







#### Take Tūtohunga / Reason for the recommendation

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

#### ĀPITIHINGA / ATTACHMENTS

- 1. Kerikeri Gymnastics - A3760741  
- 2. Kerikeri Paddlers - A3760743  
- 3. Youthline - A3760739  

**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.

| <b>He Take Ōkawa / Compliance Requirement</b>   | <b>Aromatawai Kaimahi / Staff Assessment</b>  |
|---|---|
| State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>  | 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.<br><br>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi. | No implications for Māori in relation to land and/or water.   |
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).  | Considered in the application.  |
| State the financial implications and where budgetary provisions have been made to support this decision.  | Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy. |
| Chief Financial Officer review.   | The Chief Financial Officer has not reviewed this report.   |



**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](mailto: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:**

**Name & location of project:**

**Date of project/activity:**

**Which Community Board did you receive funding from?**

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

**Amount received from the Community Fund:**

**Board meeting date the grant was approved:**

**Please give details of how the money was spent:**

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

| Supplier/Description      | \$amount | Receipt/s attached (please tick) |
|---------------------------|----------|----------------------------------|
| Marshall Investment Trust | \$ 7,500 | ✓                                |
|                           | \$       |                                  |
|                           | \$       |                                  |
|                           | \$       |                                  |
| Total:                    | \$ 7,500 |                                  |

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

This financial support helped us during a difficult period through Covid-19 alert level restrictions and operating constraints.

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

The funding benefited our 300+ membership as this helped us to continue to operate and provide gymnastics programmes.

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

Please find attached.

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

<https://www.facebook.com/page/378442638937058/search/?q=community%20board>

**This report was completed by:**

Name: Jaime Pavlicevic, Club President  
Address: 1901 State Highway 10, Waipapa  
Phone: mob: 02041123405  
Email: jaime@kerikerigymnastics.co.nz  
Date: 17 June 2022

**Project Report – Kerikeri Gymnastics**  
**Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>           |
|-----------------|------------------------|
| <b>1</b>        | <b>Deposit Summary</b> |
| <b>2</b>        | <b>Invoice</b>         |
| <b>3</b>        | <b>Bank Statement</b>  |



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](mailto: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:**

Kororipo Paddlers

**Name & location of project:**

SUP Triple Crown

**Date of project/activity:**

4-6 June 2022

**Which Community Board did you receive funding from?**

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

**Amount received from the Community Fund:**

\$950

**Board meeting date the grant was approved:**

May 22

**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) |
|----------------------|----------|----------------------------------|
| Romeyn Woodcraft     | \$950    | yes                              |
|                      | \$       |                                  |
|                      | \$       |                                  |
|                      | \$       |                                  |
| Total:               | \$950    |                                  |

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

See attached doc

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

See attached doc

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

See attached doc

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

facebook.com/farnorthsuptour

This report was completed by:

Name: Bill Dawes  
Address: 2 Marsden Place Kerikeri  
Phone: 027 777 1035 mob:   
Email: paddlecompany@gmail.com  
Date: 7 June 2022

## **Kororipo Paddlers, % 2 Marsden Place Kerikeri - 027 777 1035**

---

Bay of Islands/Whangaroa Community Board  
FNDC

7 June 2022

### **Report on 2022 Stand Up Paddleboarding Triple Crown**

I hope you don't mind this separate document, but my handwriting is appalling and your MS Word report template doesn't actually allow you to type into it! So this was the easiest way to submit our report.

#### **Brief description of the project highlights**

This year's Triple Crown is reckoned to be amongst the best ever, according to the participants! The weather certainly played its part, giving us three fabulous days. But we also took the opportunity to really showcase the whole district, including a race in Whangaroa Harbour, which was a massive success. The vast majority of competitors travel from outside Northland to compete, only one of them had ever even visited the harbour before, and they were all blown away by the stunning scenery and potential for further exploration. They will be back!

#### **Event Evaluation - Benefits to the Community**

Unfortunately, participant numbers were considerably down this year, almost entirely thanks to covid. We had about 30 cancellations in the weeks leading up to the event, which obviously was very disappointing. But the athletes were making the right call. It's pretty well understood now that strenuous exercise is not a smart thing to do when recovering from covid. Indeed, in some cases we had to advise them to err on the side of caution and not come, despite them wanting to, which was a bit frustrating! But still very much the right thing to do. We also had to dissuade a few from coming who 'probably don't have covid, just feeling a bit under the weather but should be alright on the day' - just to be on the safe side. We did not want the Triple Crown to go down in history as a super-spreader event!

Notwithstanding all this, we still had nearly 40 entrants, pretty much all of whom came with partners and families, so it amounted to around 100 people in the group - of bar 2 from outside our district. So they all booked local accommodation, shopped and ate out, and because of the nature of the event whereby half of each day is free time, they also visited the Treaty Grounds, the Waitangi Mountain Bike Park, the Packhouse Market, climbed St Paul's Rock, went up to Mangonui for fish and chips and a whole lot more visiting, exploring and spending money around the area.

Most importantly, we kept the momentum going with the Triple Crown, and all those people who couldn't make it this year are gutted about what they missed, and will be back for sure next year!

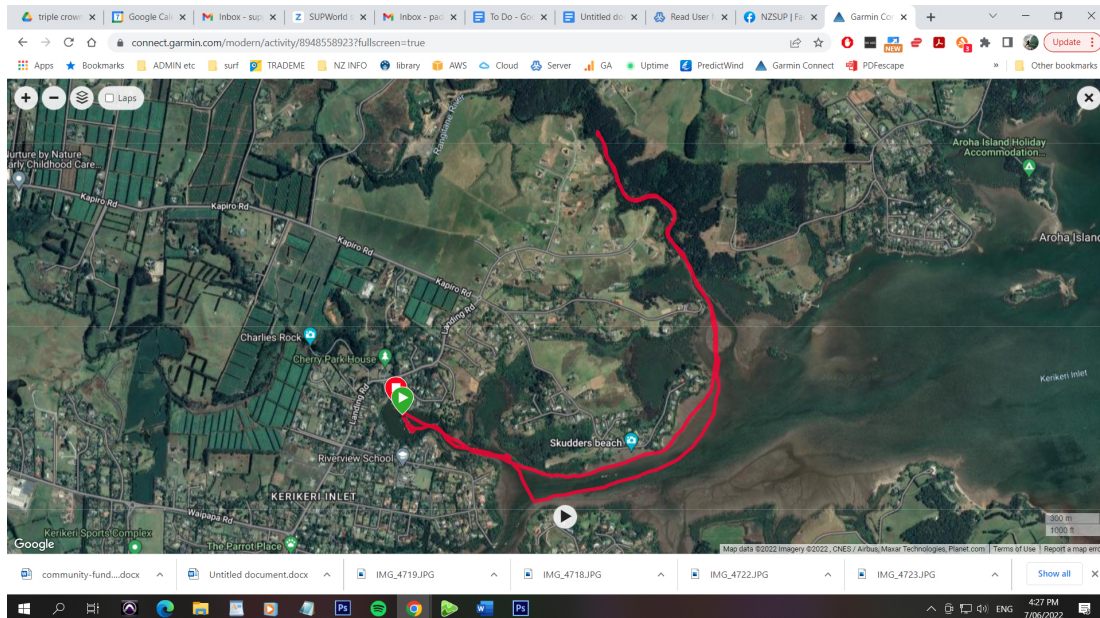
It was also really good for some of our local youth to see the event. The youngest competitor this year was just 10 years old, yet she completed all three competitions (20km+ of paddling in all!); a fabulous effort and very inspiring for some of the local youngsters who watched it. As a direct consequence, we are now looking to set up a youth training programme here in the Bay of Islands to ensure that more of our local tamariki can get involved next year.

## Summary of what took place

### Saturday SUP-Prize

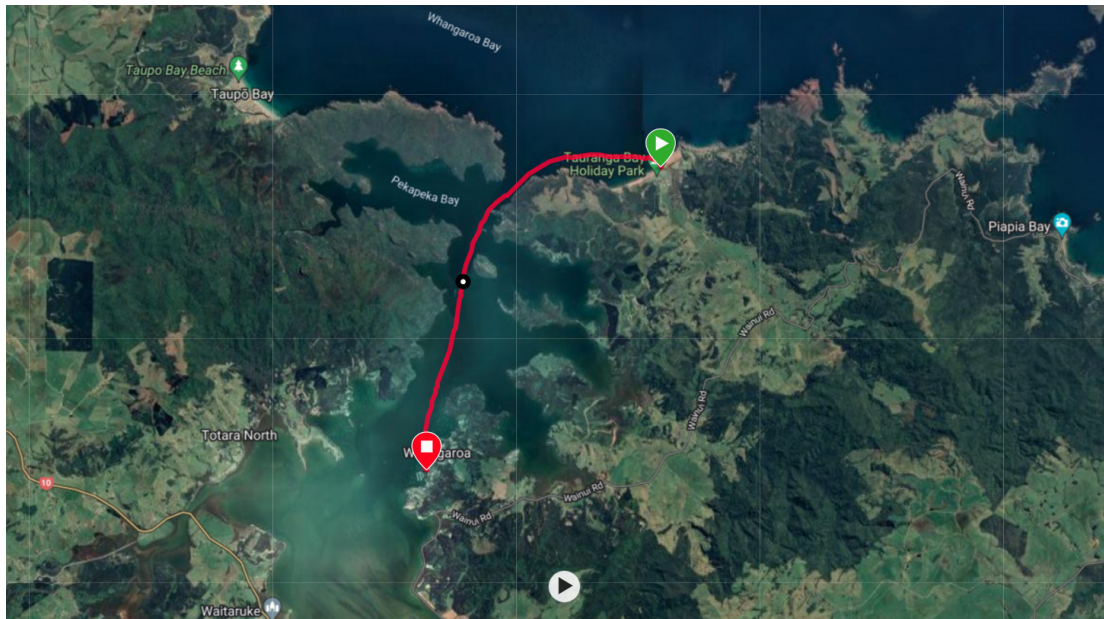
The first race started from Waipapa Landings, and went up the Kerikeri inlet past Skudders Beach, and then up the incredibly scenic Rangitane River, and then back to Waipapa Landings for the finish.

Conditions could not have been more perfect.



**Sunday SUP-Special**

Event #2 was the aforementioned Whangaroa harbour event, but it actually started at Tauranga Bay, which was also a bit of a *'we must come back and camp here!'* revelation for many of the visitors.



**Monday Madness**

The third and final event was held off the beach Paihia, in absolutely perfect conditions. This was 'technical racing', laps of a shorter course with lots of turns and corners, which was very much enjoyed by the local spectators too.



The event finished with a prizegiving ceremony on the beach, with the Waitangi Treaty Grounds in the background.

So the event really showcased this part of Northland, and the pictures posted on Facebook by us and the competitors have already been shared all around the world.

## Expenditure

The expenditure ended up differing a bit from our initial estimated budget, since the reduced entry numbers allowed us to scale back the safety coverage (support boats on the water etc) accordingly, and the conditions also allowed us to utilise venues that had public toilets (Waipapa Landing, Tauranga Bay, Te Tii Beach), which meant we could remove the cost of toilet hire.

So our final event outlay was as follows:

|                               |               |
|-------------------------------|---------------|
| Trophies and medals           | \$1288        |
| Fuel (cars and support boats) | \$160         |
| Food for support teams        | \$60          |
| VHF Radios                    | \$247         |
| Printing                      | \$17          |
| <b>Total</b>                  | <b>\$1772</b> |

(There is also the cost of the website, and probably several hundred hours of volunteer time in all, in planning, researching and preparing everything for the event).

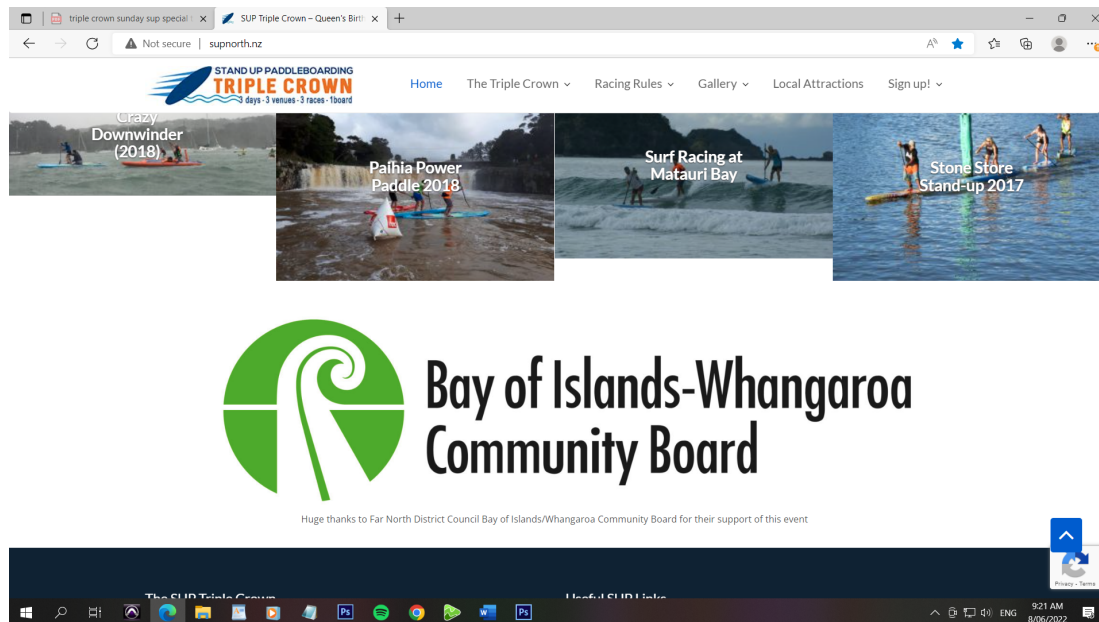


Your funding allowed us to get these most excellent trophies and medals, made by a local craftsman (Romeyn Woodcraft in Haruru Falls), which were hugely appreciated by the competitors, and I think will hopefully generate some more business for him as well, as it really opened people's eyes to what can be done with wood these days. So as this expenditure alone was more than your funding grant, I've attached a copy of the invoice for that. I can supply copies of the other invoices as well though, if required.

The reason the cost for the trophies and medals is such a significant part of the overall cost is because each day is a standalone event, plus overall prizes for the series, so the event actually requires 4 sets of trophies. And we have lots of different prize groups; age categories etc, so as to ensure that most people go home with something, which is very much a part of the event. So there are lots of trophies to give out. It has been a mainstay of the Triple Crown since the very first event that trophies are made locally by Northland craftspeople.

**Marketing Collateral**

We only received the Community Board graphic a week before the event so there wasn't the opportunity to incorporate it into our trophies etc, but we displayed it prominently on the event website and registration page



Thanks again for your support of our event. It really makes all the difference. It may only be small but it does bring a useful group of 'high quality' tourists into the district out of season, and they spend freely while they're here. And the pictures from the event get circulated far and wide on social media and show the Far North at its very best. Momentum is also really important with this sort of event - pulling off a really great show this year despite the reduced entry numbers should mean that we can look forward to a much bigger entry for next year, which will increase the value of the event still further.

Thanks again

Bill Dawes  
Kororipo Paddlers

## TAX INVOICE

G.S.T. Reg. No: 78-348-038

*Romeyn  
Woodcrafts Ltd*

P.O. Box 190, Paihia, New Zealand  
Ph (09) 402 7305 Fax (09) 402 7354  
email: RomeynWoodcrafts@hotmail.com

**To:**

Support Productions

**Invoice No:** 22029**Date:** 3/C6/2022**Your Order No:**

| QTY                  | DESCRIPTION | INLAY | EACH             | TOTAL      |
|----------------------|-------------|-------|------------------|------------|
| 160                  | Engraving   | None  | \$7.00           | \$1,120.00 |
| <b>Total QTY 160</b> |             |       | <b>Sub Total</b> | \$1,120.00 |
|                      |             |       | <b>Freight</b>   | \$0.00     |
|                      |             |       | <b>G.S.T.</b>    | \$168.00   |
|                      |             |       | <b>TOTAL</b>     | \$1,288.00 |

**Please detach and return with payment****For electronic payments: ASB Bank, Paihia, 12 3102 0052147 000, Romeyn Woodcrafts Limited**

**Romeyn Woodcrafts Ltd**  
P.O. Box 190  
Paihia  
Bay of Islands, NZ

**Invoice No:** 22029      **Order No:** 18743  
**Company:** Support Productions  
**Date:**



**Far North  
District Council**

## Project Report COMMUNITY GRANT FUND - LOCAL

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](mailto: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:** Youthline Auckland Charitable Trust

**Name & location of project:** Bay of Islands-Whangaroa Community Board area

**Date of project/activity:** Oct 2021-Mar 2022

**Which Community Board did you receive funding from?**

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

✓ Bay of Islands-Whangaroa

**Amount received from the Community Fund:**

\$3,000

**Board meeting date the grant was approved:**

October 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) |
|---|-----------|----------------------------------|
| Modica for Telecommunication costs for Texts – Jan 2022 | \$2173.70 | ✓                                |
| Modica for Telecommunication costs for Texts – Feb 2022 | \$826.30  | ✓                                |
|   | \$        |                                  |
|   | \$        |                                  |
| Total:  | \$3000    |                                  |

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

Last year was a very challenging period for Youthline and was a particularly busy time for the Helpline team with lockdowns and restrictions continuing to have a significant impact on both staff and clients.

The pandemic increased the demand for our services to a significant degree, changed the nature and increased the complexity of the issues presented and placed additional pressure on our already stretched resources. This has continued in the over two years since COVID-19 arrived.

Our absolute priority was the health and well-being of the young people who reach out to us for help. We needed to ensure that young people knew where to turn to for help. Importantly we remained steadfast in our message to young people ensuring through direct contact and social media that they knew we were there for them and their friends.

In the year we managed 126,226 contacts to the Helpline nationwide of which 1,517 were from the Far North and 631 were from Bay of Islands-Whangaroa.

In partnership with The Parenting Place our services were promoted to 7,477 students across 17 schools in Northland as part of our strategy to ensure that young people know where to turn for help, feel okay asking for help and get help when needed. In the Far North 1,744 students at 6 schools benefited from this service including Kerikeri High School, Springbank School, Opononi Area School, Kaitiā Abundant Life School, Okaihau College and Taipa Area School.

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

New Zealand has been under siege from COVID-19 for over 2 years. In the circumstances we think we have made good progress in meeting the community outcomes identified in our application.

Both staff and clients had to learn how to cope with different ways of doing things. Working from home presented challenges for our staff. Getting used to meeting online presented challenges for our clients who also had to cope with long periods of lockdown. For those who were students they could not go to school or hang with their friends.

Importantly we remained steadfast in our message to young people. We are here for you. We are here to listen and help. We know these are hard times. Our priority was ensuring that our services were available to youth when they needed them which we delivered on under very trying circumstances. We simply had to be there for them.

For the year we received 1,517 Helpline contacts from the Far North which represented 1 in 5 young people reaching out for help. 91% were by text with 1 in 2 texts presenting around mental health issues and 1 in 5 around suicide. COVID has exacerbated these conditions to a significant degree.

Feedback from our clients, the young people we work with, is the best form of evaluation for our mahi. Here are some of the comments we have logged in the last 12 months

From a young person txting in - "Hey I'm also feeling heaps better now but I really appreciate it and thank you so much for doing this, you and the other volunteers are such fantastic people and deserve a bloody medal I reckon"

From a young person contacting us while going through urges to self-harm - "I think I'm safe. thank you so much you have helped me a lot so good at your job have a good night", "Thank you so much I really love that you care"

Parent who texted back after talking with them and their daughter due to safety concerns - "What an amazing service you provide. Thank you for asking to speak to me and letting me know there was concern for my daughter. We have spoken about this and I can't thank you enough. You make a difference"

We are proud to receive this sort of feedback. It makes it all worthwhile.

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

The Community Boards will receive acknowledgement in the soon to be published FY2022 Youthline Annual Report along the lines of the acknowledgement in the FY2020 Annual Report.

Far North District Council  
– Bay of Islands-Whangaroa Board

Far North District Council  
– Kaikohe-Hokianga Board

Far North District Council – Te Hiku Board

## OTHER ACKNOWLEDGMENTS

|   |   |  |
|---|---|--|
| Akarana Community Trust                         | Grassroots Trust                                      | Presbyterian Support Northern                        |
| Ara Taiohi                                      | Homecare Medical                                      | Pub Charity  |
| ANZ Staff Foundation                            | Infinity Foundation                                   | Public Library                                       |
| Auckland Council – Local Boards                 | Jazz Thornton   | PwC New Zealand                                      |
| - Albert-Eden Local Board                       | J R McKenzie Trust                                    | QBE Foundation                                       |
| - Devonport-Takapuna                            | Kingston Sedgfield Charitable Trust                   | Rebecca Lawson, Pitchblack Partners and Lumo Digital |
| - Franklin                                      | L W Nelson Charitable Trust                           | Rotorua Energy Charitable Trust                      |
| - Henderson-Massey                              | Lottery Community Facilities                          | SDW Events   |
| - Hibiscus and Bays                             | Lottery Grants Board                                  | Sharyn Casey, Jayden King and The Edge               |
| - Howick  | Meridian Trust  | Sky City Auckland                                    |
| - Kaipatiki                                     | Mt Wellington Foundation                              | Sky City Hamilton                                    |
| - Mangere-Otahuhu                               | New Zealand Community Post                            | South Waikato District Council                       |
| - Manurewa                                      | New Zealand Community Trust                           | Spark  |
| - Maungakiekie-Tamaki                           | North & South Trust                                   | Stan Walker  |
| - Orakei  | NZ Scaffolding Group                                  | The Dairy Goat Collective                            |
| - Otara-Papatoetoe                              | One Foundation  | The Page Trust                                       |
| - Papakura                                      | Pato Entertainment                                    | The Southern Trust                                   |
| - Puketapapa                                    | Perpetual Guardian Covid Fund                         | The Trusts Community Foundation                      |
| - Upper Harbour                                 | Perpetual Guardian – Charles Frederick Bennett Estate | Trillian Trust                                       |
| - Waheke  | Perpetual Guardian Trust                              | Trust Waikato  |
| - Waitakere Ranges                              | – Strathgillian Fund                                  | Vodafone Foundation                                  |
| - Waiemata                                      | Perpetual Guardian Trust                              | Waikato Community Funders                            |
| - Whau  | – The Kingdom Foundation                              | Zurich Insurance                                     |
| Bay Trust                                       | Ports of Auckland Round the Bays                      |  |
| Bidvest   |   |  |
| Blue Sky Community Trust                        |   |  |
| Bluewaters Community Trust                      |   |  |
| Caresaver                                       |   |  |
| Chartered Accountants Australia and New Zealand |   |  |
| Christine Taylor Foundation for Mental Health   |   |  |
| Colmar Brunton                                  |   |  |
| Dragon Community Trust                          |   |  |
| Eastern & Central Community Trust               |   |  |
| Ember   |   |  |
| Evander Management Ltd                          |   |  |
| Far North District Council                      |   |  |
| – Bay of Islands-Whangaroa Board                |   |  |
| Far North District Council                      |   |  |
| – Kaikohe-Hokianga Board                        |   |  |
| Far North District Council – Te Hiku Board      |   |  |
| Four Winds Foundation                           |   |  |
| Frozen Funds Charitable Trust                   |   |  |
| Good in the Hood                                |   |  |



Youthline Auckland North Community Christmas Lunch

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

[www.facebook.com/youthline.changing.lives](https://www.facebook.com/youthline.changing.lives)

**This report was completed by:**

Name: Geoff Lawson

Address: 91 Norfolk Street, Grey Lynn, Auckland

Phone: 021 727 004

mob: 021 727 004

Email: [geoff@youthline.co.nz](mailto:geoff@youthline.co.nz)

Date: 24/5/2022

2

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

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

**Project Report – Youthline**  
**Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>                      |
|-----------------|-----------------------------------|
| <b>1</b>        | <b>Financial Breakdown</b>        |
| <b>2</b>        | <b>Invoices from Modica Group</b> |
| <b>3</b>        | <b>Bank Statement</b>             |

## 7.4 FUNDING APPLICATIONS

**File Number:** A3760765

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Sheryl Gavin, Manager - Corporate Planning & Community Development

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 7 July 2022 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Four new applications and two applications from the June meeting have been received, requesting \$78,271.
- The Board has \$201,549 at the start of the new Financial Year.
- The Board also has \$100,000 for placemaking funding to grant in the 2022/23 financial year.

#### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- a) approves the sum of \$17,000 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Animal Rescue for costs towards 2022/23 animal desexing programme 2022 to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- b) approves the sum of \$12,500 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Gymnastics Club for costs towards purchasing a van to transport children to gymnastics to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- c) approves the sum of \$10,000 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Rifle and Pistol Club for costs towards construction of a shelter to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- d) approves the sum of \$3,235 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Yacht Club for costs towards CCTV to link in to the Paihia system to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- e) approves the sum of \$8,536 (plus GST if applicable) be paid from the Board's Community Fund account to Kerikeri Theatre Company for costs towards Blackadder Stage Show to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board;**

- f) approves the sum of \$4,500 (plus GST if applicable) be paid from the Board's Community Fund account to Whangaroa County Museum and Archives for annual operating costs to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

**1) TĀHUHU KŌRERO / BACKGROUND**

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the LTP and all provisions listed on the application form.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

| <b>Applicant</b>                | <b>Project</b>                   | <b>Requested</b> | <b>Recommended</b> | <b>Comments</b>  | <b>Community Outcome(s)</b>  | <b>Type</b>    |
|---------------------------------|----------------------------------|------------------|--------------------|--|--|----------------|
| Bay of Islands Animal Rescue    | Desexing programme               | \$17,000         | \$17,000           | The Board allocated the remaining funds at the end of the 2021/22 Financial Year in the amount of \$4,000 and resolved to revisit this application in the new financial year for the remaining request.  | i) Communities that are healthy, safe, connected and sustainable<br>ii) Proud, vibrant communities | Community      |
| Kerikeri Gymnastics Club        | Purchase of a transport van      | \$25,000         | \$12,500           | The club has requested the full amount needed for the van, but has not yet secured any other funding for the purchase or operation at the time this report was written. The applicant spoke at the June meeting when this application was originally received. | i) Communities that are healthy, safe, connected and sustainable<br>ii) Proud, vibrant communities | Community      |
| Kerikeri Rifle and Pistol Assoc | Shelter Construction at new site | \$20,000         | \$10,000           | The Board may choose to provide funding for this club, which has relocated and is seeking to build additional shelter.   | i) Communities that are healthy, safe, connected and sustainable<br>ii) Proud, vibrant communities | Infrastructure |
| Bay of Islands Yacht Club       | CCTV System                      | \$3,235          | \$3,235            | This system will link into the wider Paihia area CCTV network and will cover the wharf area, which is well used by the community, as well as cruise ship tenders when cruise ships are in port   | i) Communities that are healthy, safe, connected and sustainable<br>ii) Proud, vibrant communities | Infrastructure |

| Applicant                            | Project            | Requested | Recommended | Comments  | Community Outcome(s)   | Type      |
|--------------------------------------|--------------------|-----------|-------------|---|--|-----------|
| Kerikeri Theatre Company             | Blackadder         | \$8,536   | \$8,536     | This is a repeat applicant with a track record of putting on successful shows. They are asking for funding to cover their venue hire.                     | i) Communities that are healthy, safe, connected and sustainable<br>ii) Proud, vibrant communities | Event     |
| Whangaroa County Museum and Archives | Operating Expenses | \$4,500   | \$4,500     | This is the annual request for assistance with operating costs for the Whangaroa County Museum. They have secured some other funding this year to assist. | i) Communities that are healthy, safe, connected and sustainable<br>ii) Proud, vibrant communities | Community |

### Take Tūtohunga / Reason for the recommendation

The applicant was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

**Option 1** Authorise funding for the full amount requested

**Option 2** Authorise partial funding

**Option 3** Decline funding

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

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

Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.

**ĀPITI HANGA / ATTACHMENTS**

1. Bay of Islands Animal Rescue - A3715784  
2. Kerikeri Gymnastics Club - A3715786  
3. Kerikeri Rifle and Pistol Club - A3715779  
4. Bay of Islands Yacht Club - A3760740  
5. Kerikeri Theatre Company - A3760738  
6. Whangaroa County Museum - A3760742  

**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.

| <b>He Take Ōkawa / Compliance Requirement</b>   | <b>Aromatawai Kaimahi / Staff Assessment</b>  |
|---|---|
| State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>  | 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.<br><br>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi. | No implications for Māori in relation to land and/or water.   |
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).  | Considered in the application.  |
| State the financial implications and where budgetary provisions have been made to support this decision.  | Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy. |
| Chief Financial Officer review.   | The Chief Financial Officer has not reviewed this report.   |

## Local Grant Application Form



### Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the Community Grant Policy to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website [www.fndc.govt.nz](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.

- **Send your completed form** to [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) or to any Council service centre

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

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☒ Most recent bank statements and (signed) annual financial statements
- ☒ Programme/event/project outline
- ☒ A health and safety plan *N/A*
- ☒ 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>B.O.I Animal Rescue Trust</u>        | Number of Members | <u>5</u>             |
| Postal Address   | <u>c/o 52 Gillies Street</u>            | Post Code         | <u>0210</u>          |
| Physical Address | <u>Kawakawa</u>                         | Post Code         |                      |
| Contact Person   | <u>Kate Moroney</u>                     | Position          | <u>Secretary</u>     |
| Phone Number     | <u>09 404 0842</u>                      | Mobile Number     | <u>021 084 81036</u> |
| Email Address    | <u>Secretary@boianimalrescue.org.nz</u> |                   |                      |

Please briefly describe the purpose of the organisation.

To provide Care & shelter & rehoming of unwanted animals, to educate our community & desex as many animals as possible

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## 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 Desexing Scheme 2022 Date Ongoing

Location B.O.I Vets 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.

B.O.I Animal Rescue have offered a free desexing scheme to people who have dogs in our community for several years now. The cost of a spay is usually \$350 & dog castration is \$220 per dog. In just the first 4 months of this year we have neutered 110 community dogs, this has cost us \$17,000. We rely purely on donations from the general public & funding from F.N.D.C, Pub Charities etc. Our desexing Scheme is ongoing & we will never not offer this to our community (although we would dearly not have to!) This benefits our whole community, there are less stray unwanted animals in our neighbourhoods & on our streets. We find that through this Scheme we talk to people who would not normally come to the vets, so we can educate them on how to care for their animals.

## 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 <sup>2</sup>           |                  |                  |
| Administration (incl. stationery/copying)            |                  |                  |
| Equipment Hire                                       |                  |                  |
| Equipment Purchase (describe)                        |                  |                  |
| Utilities  |                  |                  |
| Hardware (e.g. cement, timber, nails, paint)         |                  |                  |
| Consumable materials (craft supplies, books)         |                  |                  |
| Refreshments   |                  |                  |
| Travel/Mileage                                       |                  |                  |
| Volunteer Expenses Reimbursement                     |                  |                  |
| Wages/Salary   |                  | not applicable   |
| Volunteer Value (\$20/hr)                            |                  | not applicable   |
| Other (describe)<br>100 x desexing<br>2 vaccinations | \$21,000.        | \$21,000.        |
| <b>TOTALS</b>  | <b>\$21,000.</b> | <b>\$21,000.</b> |

<sup>2</sup> 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       |
|-----------------------------|--------------|
| Vet Bills, vehicle costs,   |              |
| Petrol, Vehicle maintenance | \$17,710.71. |
| & on road costs.            |              |
|                             |              |
|                             |              |
| <b>TOTAL</b>                | \$17,710.71. |

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

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

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

| Purpose                | Amount        | Date | Project Report Submitted |
|------------------------|---------------|------|--------------------------|
| Bark in the Park 2021  | Not sure say? |      | Y / N                    |
| Bark in the Park 2019. | Not sure say? |      | Y / N                    |
|                        |               |      | Y / N                    |
|                        |               |      | Y / N                    |

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

A2686814

(version Sept 2018)

Page 4

## 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)**

Bay of Islands Animal Rescue Trust

**We, the undersigned, declare the following:**

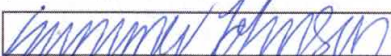
In submitting this application:

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

**Signatory One**



**Signatory Two**



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

## Local Grant Application Form



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

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

### Signatory One

Name  Position

Postal Address  Post Code

Phone Number  Mobile Number

Signature  Date

### Signatory Two

Name  Position

Postal Address  Post Code

Phone Number  Mobile Number

Signature  Date

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

**Funding Application from Bay of Islands Animal Rescue****Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>                     |
|-----------------|----------------------------------|
| <b>1</b>        | <b>Cover Letter</b>              |
| <b>2</b>        | <b>Background Information</b>    |
| <b>3</b>        | <b>Monthly Report</b>            |
| <b>4</b>        | <b>Bank Statement</b>            |
| <b>5</b>        | <b>Quote for Desexing Scheme</b> |

## 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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

|                         |  |                          |                |
|-------------------------|--|--------------------------|----------------|
| <b>Organisation</b>     | Kerikeri Gymnastics Club Incorporated  | <b>Number of Members</b> | 275            |
| <b>Postal Address</b>   | 31B Skudders Beach Road, RD1, Kerikeri   | <b>Post Code</b>         | 0294           |
| <b>Physical Address</b> | 1901 State Highway 10, Waipapa   | <b>Post Code</b>         | 0295           |
| <b>Contact Person</b>   | Jaime Pavlicevic   | <b>Position</b>          | Club President |
| <b>Phone Number</b>     | 02041123405  | <b>Mobile Number</b>     |                |
| <b>Email Address</b>    | <a href="mailto:jaime@kerikerigymnastics.co.nz">jaime@kerikerigymnastics.co.nz</a> |                          |                |

**Please briefly describe the purpose of the organisation.**

We promote achievement for all, providing gymnastics programmes in a fun and safe environment, delivering quality coaching that enables our members to confidently develop fundamental movement skills - the foundation of all sport.

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## 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? If so, how much? ☒ Yes ☐ No

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.

There are several community groups who will benefit from the club acquiring a van as well as environmental and social benefits:

1. Early Childhood Centres - due to the Pandemic impacting staff levels at local ECE's they're now unable to attend their weekly sessions at the club. We have spoken to the 4 centres impacted about us coming to them, and they're onboard.
2. Gym Connect Service - children and youth from Kerikeri High School and Kerikeri Primary School (approx. 100 kids) who are members of our after-school programmes (Mon-Fri) used this service for several years when we had our old van -helps close a gap in public transport
3. Parents of the kids who attend the above schools - helps with fitting transportation to sport around their work commitments
4. Expands options for Gymnasts/athletes finding it difficult traveling to competitions (some as far as Auckland)
5. Better option for the environment - less cars on the road, and decreases carpark movements
6. Eases the cost of living burden (increased petrol costs) for our families - every little bit counts!
7. Fosters a sense of pride and belonging for kids using a club van
8. Transportation for our youth coaches from Kerikeri High School - 5 days per week

## 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 <sup>2</sup>   |              |                  |
| Administration (incl. stationery/copying)    |              |                  |
| Equipment Hire                               |              |                  |
| Equipment Purchase (describe)                | 25,000       | 25,000           |
| Utilities                                    |              |                  |
| Hardware (e.g. cement, timber, nails, paint) |              |                  |
| Consumable materials (craft supplies, books) |              |                  |
| Refreshments                                 |              |                  |
| Travel/Mileage                               | 6000         |                  |
| Volunteer Expenses Reimbursement             |              |                  |
| Wages/Salary                                 |              | not applicable   |
| Volunteer Value (\$20/hr)                    | 8800         | not applicable   |
| Other (describe)                             |              |                  |
| <b>TOTALS</b>                                | <b>39800</b> | <b>25000</b>     |

<sup>2</sup> 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        |
|----------------------|---------------|
| Rent - May           | 5,000         |
| Wages - Term 2       | 4,000         |
| GNZ Affiliation fees | 1,250         |
| Utilities            | 350           |
| Funding tagged       | 400           |
| <b>TOTAL</b>         | <b>11,000</b> |

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

| Funding Source         | Amount | Approved        |
|------------------------|--------|-----------------|
| Flute Farm Donation    | 400    | ✓ Yes / Pending |
| Donation from ATJ Hire | 2000   | 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 |
|-------------------------------------|--------|----------------|--------------------------|
| Facility upgrade                    | 2958   | 14 June 2021   | Y / N ✓                  |
| Rent contribution (12.5% of annual) | 7500   | 11 August 2021 | 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

## 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)**

Kerikeri Gymnastics Club Incorporated

**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**

*JP*

**Signatory Two**

*Rebecca Davison*

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

## Local Grant Application Form



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

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

### Signatory One

|                |  |               |                |
|----------------|--|---------------|----------------|
| Name           | Jaime Pavlicevic                       | Position      | Club President |
| Postal Address | 31B Skudders Beach Road, RD1, Kerikeri | Post Code     | 0294           |
| Phone Number   | 02041123405                            | Mobile Number |                |
| Signature      | <i>JP</i>                              | Date          | 4 May 2022     |

### Signatory Two

|                |                            |               |                          |
|----------------|----------------------------|---------------|--------------------------|
| Name           | Rebecca Davison            | Position      | Club Committee Secretary |
| Postal Address | 7 Homestead Road, Kerikeri | Post Code     | 0230                     |
| Phone Number   |                            | Mobile Number | 027 372 7712             |
| Signature      | <i>Rebecca Davison</i>     | Date          | 4 May 2022               |

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 6

**Funding Application from Kerikeri Gymnastics Club****Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>                         |
|-----------------|--------------------------------------|
| <b>1</b>        | <b>ASB Statement</b>                 |
| <b>2</b>        | <b>Community Van Project Outline</b> |
| <b>3</b>        | <b>Van Quotes</b>                    |

## 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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     | Kerikeri Pistol & Rifle Club Inc. | Number of Members | 35             |
| Postal Address   | c/- 29 Ludbrook Rd, RD2, Kaikohe  | Post Code         | 0472           |
| Physical Address | 990 Oromahoe Road, Opua           | Post Code         | 0200           |
| Contact Person   | Tracy Wakeford                    | Position          | Club Secretary |
| Phone Number     | 021 62 65 69                      | Mobile Number     |                |
| Email Address    | tracywakeford@orcon.net.nz        |                   |                |

#### Please briefly describe the purpose of the organisation.

KPRC is a family-oriented sports shooting club. We aim to provide a safe environment for both competitive and recreational pistol and rifle shooters from the Kerikeri and Bay of Islands area.

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## Local Grant Application Form



### Project Details

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

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

Clearly describe the project or event:

Name of Activity  Date   
Location  Time

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

If so, how much?

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

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

The Kerikeri Pistol and Rifle Club was started in 1990 by enthusiastic locals who wanted to be able to participate in the sport of pistol shooting in a safe and controlled manner. They built a range at Redcliffs Road, Kerikeri where the club has grown over the years and has maintained an impeccable safety record. The Club holds a current membership of 35 members, all local people and range from professional hunters to professionals in the local community, with an age range of 14 to 79 years old, and a mix of male and female members. This includes a number of families where all members of the family participate in shooting. Pistol shooting is one of the biggest shooting disciplines in NZ and has approximately 5000 members. As responsible pistol shooters we are required to shoot at a certified pistol range only (i.e., pistols cannot be used anywhere other than a certified range). Pistol shooting in New Zealand is the most tightly regulated and controlled shooting discipline. It is unique that the club committee have to review and approve members ensuring that they maintain safety and competency with firearms. Members are required to attend a minimum of 12 shoots a year to retain their licence. Prospective members go through a strict vetting process. All shoots require a certified range officer to monitor members and ensure the highest standard of safety. Unfortunately for Kerikeri Pistol Club we received notification from the Redcliffs Road landowner that as of December 2021 we were no longer able to continue at this location as the land adjacent to it was under development for domestic housing. We therefore needed to find an alternative location and were fortunate to collaborate with other shooting clubs in our area and found a suitable location in Oromahoe Road which we have been developing since January 2022. A lot of work has already been done by club members to get this area suitable for use as a pistol range (including considering safety aspects and applying for safety certification through Pistol New Zealand and NZ Police, and adding gravel to the driveway). We envision further development will include shelter over our shooting points and at a later stage, perhaps a club room. We already have a shipping container to use for storage of range equipment and targets. Kerikeri Pistol Club also supports relevant youth groups such as the Kerikeri Cadet Unit. This unit does not have its own approved shooting range for the cadets to practice their rifle shooting and therefore they use the Kerikeri Pistol & Rifle Club range. We also welcome other interest groups and potential members and hope that this move to a larger area will mean that we can grow our club.

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 2

## 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 <sup>2</sup>      |              |                  |
| Administration (incl. stationery/copying)       |              |                  |
| Equipment Hire                                  |              |                  |
| Equipment Purchase (describe)                   |              |                  |
| Utilities                                       |              |                  |
| Hardware (e.g. cement, timber, nails, paint)    | 26088        | 20000            |
| Consumable materials (craft supplies, books)    |              |                  |
| Refreshments                                    |              |                  |
| Travel/Mileage                                  |              |                  |
| Volunteer Expenses Reimbursement                |              |                  |
| Wages/Salary                                    |              | not applicable   |
| Volunteer Value (\$20/hr)                       | 7740         | not applicable   |
| Other (describe) Earthworks - levelling, drains | 8647         | 0                |
| <b>TOTALS</b>                                   | <b>42475</b> | <b>20000</b>     |

<sup>2</sup> 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      |
|--|-------------|
| Range surface and driveway upgrade (gravel and compacting) | 3000-4000   |
| Relocation of 40 foot container from Ngawha to Oromahoe    | 1000        |
|  |             |
|  |             |
|  |             |
| <b>TOTAL</b>   | <b>5000</b> |

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                    |

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 4

## 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)**


Kerikeri Pistol & Rifle Club Inc.

**We, the undersigned, declare the following:**

In submitting this application:

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

**Signatory One**



**Signatory Two**



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

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="Tracy Wakeford"/>                 | Position      | <input type="text" value="Club Secretary"/> |
| Postal Address | <input type="text" value="29 Ludbrook Road, RD2, Kaikohe"/> |               | Post Code <input type="text" value="0472"/> |
| Phone Number   | <input type="text" value="021 62 65 69"/>                   | Mobile Number | <input type="text"/>                        |
| Signature      | <input type="text" value="Tracy Wakeford"/>                 | Date          | <input type="text" value="03 May 2022"/>    |

### Signatory Two

|                |  |               |   |
|----------------|--|---------------|---|
| Name           | <input type="text" value="A.P.S. HANCOX"/>                       | Position      | <input type="text" value="PRESIDENT"/>      |
| Postal Address | <input type="text" value="34 B TURNER STREET, KAEO, NORTHLAND"/> |               | Post Code <input type="text" value="0448"/> |
| Phone Number   | <input type="text" value="09 405 1110"/>                         | Mobile Number | <input type="text"/>                        |
| Signature      | <input type="text" value="A.P.S. Hancox"/>                       | Date          | <input type="text" value="5th May 2022"/>   |

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 6

**Funding Application from Kerikeri Pistol and Rifle Club****Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>                                 |
|-----------------|--|
| <b>1</b>        | <b>Bank Statement</b>                        |
| <b>2</b>        | <b>Range Shelter Design</b>                  |
| <b>3</b>        | <b>Placemaker Quotes</b>                     |
| <b>4</b>        | <b>Health and Safety Plan</b>                |
| <b>5</b>        | <b>Financial Statements</b>                  |
| <b>6</b>        | <b>Cover Email (outlines project stages)</b> |

## 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) or to any Council service centre

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

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

### Applicant details

|                  |                                    |                   |                      |
|------------------|------------------------------------|-------------------|----------------------|
| Organisation     | <u>Bay of Islands Yacht Club</u>   | Number of Members | <input type="text"/> |
| Postal Address   | <u>Po Box 205 Paihia</u>           | Post Code         | <input type="text"/> |
| Physical Address | <u>2 Tau Henare Drive Waitangi</u> | Post Code         | <input type="text"/> |
| Contact Person   | <u>Helen McNeill</u>               | Position          | <u>Fundraising</u>   |
| Phone Number     | <u>02108576611</u>                 | Mobile Number     | <u>02108576611</u>   |
| Email Address    | <u>boiyachtclub@gmail.com</u>      |                   |                      |

Please briefly describe the purpose of the organisation.

Sports club.

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## 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 Installation of security cameras Date

Location 2 Tau Henare Drive Waitangi 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.

We wish to install a security camera to cover the wharf + grounds around the Waitangi Yacht Club. ~~With~~ This would be linked into the Paikia Community security cameras & extend their areas of coverage. With the increase in crime and assaults currently being seen the goal is to support the Police and community ~~to~~ by having high quality video evidence when crimes are committed ~~on~~ while discouraging antisocial behaviour occurring at our site after hours.

## 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 <sup>2</sup>                          |                    |                                 |
| Administration (incl. stationery/copying)                           |                    |                                 |
| Equipment Hire  |                    |                                 |
| Equipment Purchase (describe)<br>2x Security Cameras<br>+ equipment | \$6470.00<br>+ GST | \$3235.00                       |
| 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)  |                    |                                 |
| <b>TOTALS</b>   | \$6470.00          | 3235.00<br><del>\$6470.00</del> |

<sup>2</sup> 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 49 542 437

How much money does your organisation currently have?

*(after paying 20th month A/c for June)*

\$194 759.55

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              |
|-------------------------------|---------------------|
| Replacement mooring poles     | \$87,471.90         |
| Upgrade ramps                 | \$50,174.88         |
| Fixed Term Dep emergency fund | \$42,752.29         |
| Running Costs.                | \$14,360.48         |
|                               |                     |
| <b>TOTAL</b>                  | <b>\$194,759.55</b> |

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

| Funding Source | Amount | Approved                 |
|----------------|--------|--------------------------|
|                |        | <del>Yes</del> / 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 |
|-------------------------------------|-----------|---------|--------------------------|
| Shower facilities                   | \$146,135 | 2020/21 | <u>Y</u> / N             |
| via the Tourism Infrastructure fund |           |         | 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

## 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)**

Bay of Islands Yacht Club Incorporated

**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**

*A. M. Nidd*

**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 Philip McNeill Position Treasurer

Postal Address Po Box 572 Kerikeri Post Code 0045

Phone Number 021 902 535 Mobile Number

Signature *P. McNeill* Date

### Signatory Two

Name Susan Perry Position Secretary

Postal Address 55 Goffe Drive Haruru Post Code 0204

Phone Number 09 402 5647 Mobile Number 021 082 03952

Signature *S. Perry* Date

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

**Funding Application – Bay of Islands Yacht Club****Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>                |
|-----------------|-----------------------------|
| <b>1</b>        | <b>Project Overview</b>     |
| <b>2</b>        | <b>Northland CCTV Quote</b> |
| <b>3</b>        | <b>Bank Statement</b>       |
| <b>4</b>        | <b>Annual Report</b>        |

## 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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="Kerikeri Theatre Company"/>        | Number of Members | <input type="text" value="75"/>          |
| Postal Address   | <input type="text" value="PO Box 168, Kerikeri"/>            | Post Code         | <input type="text" value="0245"/>        |
| Physical Address | <input type="text" value="17 Sammaree Place, Kerikeri"/>     | Post Code         | <input type="text" value="0230"/>        |
| Contact Person   | <input type="text" value="Teresa Wakelin"/>                  | Position          | <input type="text" value="Producer"/>    |
| Phone Number     | <input type="text"/>   | Mobile Number     | <input type="text" value="02102211782"/> |
| Email Address    | <input type="text" value="info@kerikeritheatrecompany.com"/> |                   |  |

**Please briefly describe the purpose of the organisation.**

To provide workshops, studios, halls, rehearsal rooms and theatres including the furnishings and maintaining of these, along with other society property for members as a means of assisting with education in the performing arts.

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## 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.

>To produce, perform and tour a stage adaptation of the second season of the hilarious television show, Blackadder 2.

>To share the show with our neighbouring communities (OneOneSix, Whangarei and Te Ahu Centre, Kaitia) in an effort to entertain, inspire and show off the great talent in our region.

>A cast and crew of 20+ locals get the opportunity to gain performing arts experience and collaboration with fellow community members while promoting and growing the concept of Whakawhanaungatanga in our theatre community as well as between theatre communities in our wider Northland region.

>Our members and the wider Far North community have the opportunity to experience a high calibre, touring community theatre production, live IN their community and FROM their community.

>While this production appeals to a wide range of people, we feel like our older community members will greatly benefit by having some local, live entertainment in this classic British-style with well known characters, the lead as portrayed by the brilliant Rowan Atkinson. We will seek to encourage engagement of Gold Card holders by offering a reduced ticket price as well as looking to offer discount group bookings to retirement homes.

>Local creative businesses will receive some much needed business from the production also.

## 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                              | 12783.5   | 8536             |
| Advertising/Promotion                        | 9460  |                  |
| Facilitator/Professional Fees <sup>2</sup>   | 7500  |                  |
| Administration (incl. stationery/copying)    | 2900  |                  |
| Equipment Hire                               | 5900  |                  |
| Equipment Purchase (describe)                | 3000 = props for show plus additional lights for touring show |                  |
| Utilities                                    |   |                  |
| Hardware (e.g. cement, timber, nails, paint) | 3000  |                  |
| Consumable materials (craft supplies, books) |   |                  |
| Refreshments                                 | 450   |                  |
| Travel/Mileage                               | 2740  |                  |
| Volunteer Expenses Reimbursement             |   |                  |
| Wages/Salary                                 |   | not applicable   |
| Volunteer Value (\$20/hr)                    | 79200   | not applicable   |
| Other (describe)                             |   |                  |
| <b>TOTALS</b>                                | <b>126933.5</b>   | <b>8536</b>      |

<sup>2</sup> 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

135-081-548

How much money does your organisation currently have?

53700

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

100%

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

| Purpose   | Amount |
|---|--------|
| Funding received for other projects (Postponed show & Venue Manager)  | 29,500 |
| Reserved to cover rent through to April 2023  | 17300  |
| Reserved for operational expenses: Rates, water, power, internet, consumable items, maintenance & contingency | 6900   |
|   |        |
|   |        |
| <b>TOTAL</b>  |        |


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

| Funding Source                 | Amount  | Approved      |
|--------------------------------|---------|---------------|
| Dalton Trust                   | 8500    | Yes / Pending |
| Creative Communities - Te Hiku | 1520    | Yes / Pending |
| Whangarei District Council     | 1467.50 | 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 |
|---------------------------------|---------|-----------|--------------------------|
| Directing Workshops             | \$900   | 7/09/2021 | Y / N                    |
| Venue Hire - The Sound of Music | \$10000 | 6/08/2021 | 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



## 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.*

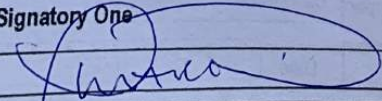
**On behalf of: (full name of organisation)**

Kerikeri Theatre Company

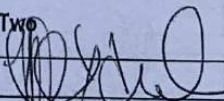
**We, the undersigned, declare the following:**  
In submitting this application:

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

**Signatory One**



**Signatory Two**



[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto: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  Position

Postal Address  Post Code

Phone Number  Mobile Number

Signature  Date



### Signatory Two

Name  Position

Postal Address  Post Code

Phone Number  Mobile Number

Signature  Date

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 6

**Funding Application – Kerikeri Theatre Company****Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>                  |
|-----------------|-------------------------------|
| <b>1</b>        | <b>Project Outline</b>        |
| <b>2</b>        | <b>Design Quote</b>           |
| <b>3</b>        | <b>Keriprint Quote</b>        |
| <b>4</b>        | <b>Marketing Quote</b>        |
| <b>5</b>        | <b>Blackbox Quote</b>         |
| <b>6</b>        | <b>Turner Centre Quote</b>    |
| <b>7</b>        | <b>Performance Report</b>     |
| <b>8</b>        | <b>Health and Safety Plan</b> |

## Local Grant Application Form

Kaeo Service Centre

9 - JUN 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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

Budget

Performance Report

### Applicant details

Organisation Whangaroa County Museum Archives Society Incorporated Number of Members 33  
 Postal Address P.O. Box 197 KAEO Post Code 0448  
 Physical Address 23 Leigh St. KAEO Post Code 0448  
 Contact Person Lorraine Goulton Position Museum Administrator  
 Phone Number 09 405 0050 Mobile Number 021 122 0552  
 Email Address whangaroa.museum@yahoo.co.nz

Please briefly describe the purpose of the organisation.

Please see attached sheet

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## 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 operating costs Date ongoing

Location Whangaroa Museum Time —

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

If so, how much? not applicable.

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

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

*Please attach sheet*

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

A2686814

(version Sept 2018)

Page 2

**Local Grant Application Form****Whangaroa County Museum and Archive Society Incorporated****Page 1****Briefly describe the purpose of the organization**

- Our Museum provides graphic and historical records of the rich and diverse cultural history and heritage of the community, and early families of Whangaroa.
- The museum is open 5 days a week, 10.30 – 2.30pm,
- Has one paid Office Administrator (12 hours per week)
- Six Volunteers – who jointly contribute up to 30 hours per week
- Funding comes from Community Grants, donations made by visitors (no set entrance fee), and sale of 'Whangaroa' Book, and other books.

**Page 2****Outline your Activity and the services it will provide. tell us:**

- **Who will benefit and how, and**
- **How it will broaden the range of activities and experiences available to the community**

Whangaroa Museum is an important community resource, that adds value to our small town of Kaero, as a visitor destination for travelers and locals.

It is an education resource for local residents, schools and visitors – who are researching whanau and local history.

The Museum is needed. It is unique as the only Museum in the Whangaroa area. It has become a safe repository of whanau artifacts, genealogies, photographs. It was established in 1979 and has been a popular visitor attraction in Kaero township ever since. Visitation records show that in the past few years the numbers have increased significantly, except during the time of covid, suggesting that the Museum is indeed, fulfilling a community need. From the positive feedback we receive from the community via the Visitors book comments across the counter, during conversations with visitors, we believe the community is supportive of maintaining the Museum.

It is also significant to the town as an institution that is operating positively and is resilient in the face of challenges experienced by many rural townships and many that are struggling. The relationship with Whangaroa RSA, and also Whangaroa Memorial Hall, and proximity to other businesses nearby demonstrates that Kaero is alive and thriving. The requested funding support will ensure the Museum maintains this important role for the township and community. It fulfils the need for our community to have people visit the area, view local attractions and assist the local economy.

We have been seriously impacted in the last two years by Covid.

July 2020 to April 2021 – 1145 visitors

July 2021 to April 2022 – 470 visitors

As all our Museum Committee & Volunteers are senior members of the community, we have not been prepared to take health risks, and have closed the doors on several occasions.

- In the past we have been successful in receiving funding for the majority of our operating costs of approximately \$13,000.00 per year, plus \$13000.00 for one staff members wages.

- This has enabled the koha and profit from book sales etc to be used for other costs, ie enhancing what we have, renovations, maintenance – all important to protect and care for the records and taonga we hold.

**Community Funders have less funds to give, however our running costs remain the same**

## 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 <sup>2</sup>   |            |                  |
| Administration (incl. stationery/copying)    |            |                  |
| Equipment Hire                               |            |                  |
| Equipment Purchase (describe)                |            |                  |
| Utilities                                    |            |                  |
| Hardware (e.g. cement, timber, nails, paint) |            |                  |
| Consumable materials (craft supplies, books) |            |                  |
| Refreshments                                 |            |                  |
| Travel/Mileage                               |            |                  |
| Volunteer Expenses Reimbursement             |            |                  |
| Wages/Salary                                 |            | not applicable   |
| Volunteer Value (\$20/hr)                    |            | not applicable   |
| Other (describe)                             |            |                  |
| <b>TOTALS</b>                                |            |                  |

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

|  |                        |                   |
|--|------------------------|-------------------|
| <b>Whangaroa County Museum</b>   |                        |                   |
| <b>1 July 2021 - 30 June 2022</b>  |                        |                   |
|  |                        |                   |
| <b>Funding request</b>   |                        |                   |
| Far North District Council - Community Grant Request                     | \$                     | 4,500.00          |
|  |                        |                   |
| <b>How much money do we currently have</b>                               |                        |                   |
| ANZ - Transaction Account  | \$                     | 8,410.00          |
| ANZ - Serious Saver Account  | \$                     | 11,802.00         |
| <b>Total</b>   | <b>\$</b>              | <b>20,212.00</b>  |
|  |                        |                   |
| <b>How much is already committed to a specific purpose</b>               |                        |                   |
| Lotteries Community Grant - (Running costs) - to October 2022            | \$                     | 7,059.00          |
| AK Franks Grant - Display Boards   | \$                     | 1,000.00          |
| Foundation North - Wages (remaining)                                     | \$                     | 1,000.00          |
| Whangaroa Boating Club - signage or other single expense, not day to day | \$                     | 3,500.00          |
| <b>Total Tagged</b>  | <b>\$</b>              | <b>12,559.00</b>  |
|  |                        |                   |
| <b>Untagged - surplus for unexpected expenditures</b>                    |                        | <b>\$7,653.00</b> |
|  |                        |                   |
| <b>List of Secured or Pending funding</b>                                |                        |                   |
| Museums Aotearoa (Hardship Fund) - Wages                                 | \$13,104.00            | Secured           |
| Bluesky Community Trust - Wages -  | \$3,276.00             | Cancelled         |
| Four Winds Foundation - Wages  | \$13,104.00            | Cancelled         |
|  |                        |                   |
| <b>EXPENDITURE</b>   | <b>Budgeted amount</b> |                   |
|  |                        |                   |
| Annual Audit Fees  | \$                     | 1,794.00          |
| Rates  | \$                     | 2,977.00          |
| Security (CCTV Northland)  | \$                     | 420.00            |
| Insurance (Building & Contents)  | \$                     | 2,052.00          |
| Electricity  | \$                     | 3,599.00          |
| Internet & Phone   | \$                     | 1,170.00          |
| Cleaning & toiletries  | \$                     | 50.00             |
| Volunteer Expenses (to attend regional meetings)                         | \$                     | 150.00            |
| Annual Wormald Inspections   | \$                     | 330.00            |
| Xero Accounting Fees   | \$                     | 420.00            |
| Office Administration costs - stationary                                 | \$                     | 2,000.00          |
| Wages  | \$                     | 13,104.00         |
|  |                        |                   |
| <b>TOTAL EXPENDITURE</b>   | <b>\$</b>              | <b>28,066.00</b>  |
|  |                        |                   |

## Local Grant Application Form



### Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 55074 151

How much money does your organisation currently have? \$20212.00

How much of this money is already committed to specific purposes? \$12559.00

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

| Purpose   | Amount           |
|---|------------------|
| from Lotteries Community - RUNNING COSTS through to & inclusive Oct. 22 | 7059.00          |
| from A K Franks foundation - DISPLAY BOARDS                             | 1000.00          |
| from Foundation North - WAGES until June 22                             | 1000.00          |
| from Boating Club - SIGNAGE OR SINGLE EXPENSE                           | 3500.00          |
| <b>TOTAL</b>  | <b>12,559.00</b> |

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

| Funding Source                  | Amount    | Approved                                       |
|---------------------------------|-----------|--|
| Museum Aotearoa (Hardship fund) | 13,104.00 | <input checked="" type="radio"/> Yes / Pending |
| Blue Sky Community Trust        | 3276.00   | <del>Yes</del> / Pending <i>cancelled</i>      |
| Four Winds Foundation           | 13,104.00 | <del>Yes</del> / Pending <i>cancelled</i>      |
|                                 |           | 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               |
|-----------------|---------|------|--|
| operating costs | 2875.00 | 2020 | <input checked="" type="radio"/> Y / N |
| operating costs | 5000.00 | 2018 | <input checked="" type="radio"/> Y / N |
|                 |         |      | Y / N                                  |
|                 |         |      | Y / N                                  |

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

A2686814

(version Sept 2018)

Page 4

## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

On behalf of: (full name of organisation)

Whangaroa County Museum +  
Archives Society Inc.


We, the undersigned, declare the following:  
In submitting this application:

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

Signatory One



Signatory Two



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

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 Lorraine Gaulton Position Museum Administrator  
 Postal Address RP2, 100 Maramanahi Rd Post Code 0479  
 Phone Number 021 182 0552 Mobile Number Kaiko  
 Signature Boulton Date 9 June 2022

### Signatory Two

Name Glenys Grace Position Secretary  
 Postal Address 113 OTA POINT ROAD, KAIO Post Code 0478  
 Phone Number 09 4050517 Mobile Number 027 4608500  
 Signature Grace Date 09/06/2022

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

A2686814

(version Sept 2018)

Page 6

**Funding Application – Whangaroa County Museum and Archive**  
**Schedule of Supporting Documentation**

| <b>Document</b> | <b>Title</b>              |
|-----------------|---------------------------|
| <b>1</b>        | <b>Bank Statement</b>     |
| <b>2</b>        | <b>Performance Report</b> |

## 8 INFORMATION REPORTS

### 8.1 FUNDING GRANTED BY THE BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD 2016-2022 FINANCIAL YEARS

**File Number:** A3760510

**Author:** Kathryn Trewin, Funding Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The Bay of Islands-Whangaroa Community Board requested a break-down of funding provided by subdivision during the current triennium versus the previous triennium.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The amount of funding granted over the last two triennium increased significantly, with \$470,232 granted by the Board between July 2016 and June 2019 and \$719,078 granted between July 2019 and June 2022.
- The number of applications did not increase significantly, but it is expected that this is primarily because of the effect of Covid-19 on communities, putting projects and events on hold.
- It should be noted that funding that was granted and then rescinded is not included in these amounts, as this funding was reallocated by the Board.

#### TŪTOHUNGA / RECOMMENDATION

**That the Bay of Islands-Whangaroa Community Board receive the report Funding Granted by the Bay of Islands-Whangaroa Community Board 2016-2022 Financial Years.**

#### TĀHUHU KŌRERO / BACKGROUND

The Board requested information on funding is has granted over the past triennium. Information has been provided to allow the Board to compare what was granted in the previous triennium. Although application numbers are similar across both periods, anecdotal evidence from our communities indicate that application numbers would be higher if not for the impact of Covid-19, which caused a number of events and projects to be delayed or cancelled due to lockdowns and lack of resources and visitors.

It is noted that the full \$100,000 Placemaking Funding for the 2021/22 Financial Year has been granted to the placemaking project on the Russell Waterfront.

The attachments to this report show the overall funding by the Board and also provide a breakdown by subdivision.

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

Funding is granted by the Board in accordance with the Community Grant Policy.

#### ĀPITIHINGA / ATTACHMENTS

1. **Funding Breakdown by Subdivision - A3760468**  
2. **Graphs showing overall funding - A3760477**  

**Total Amount Granted by Subdivision**

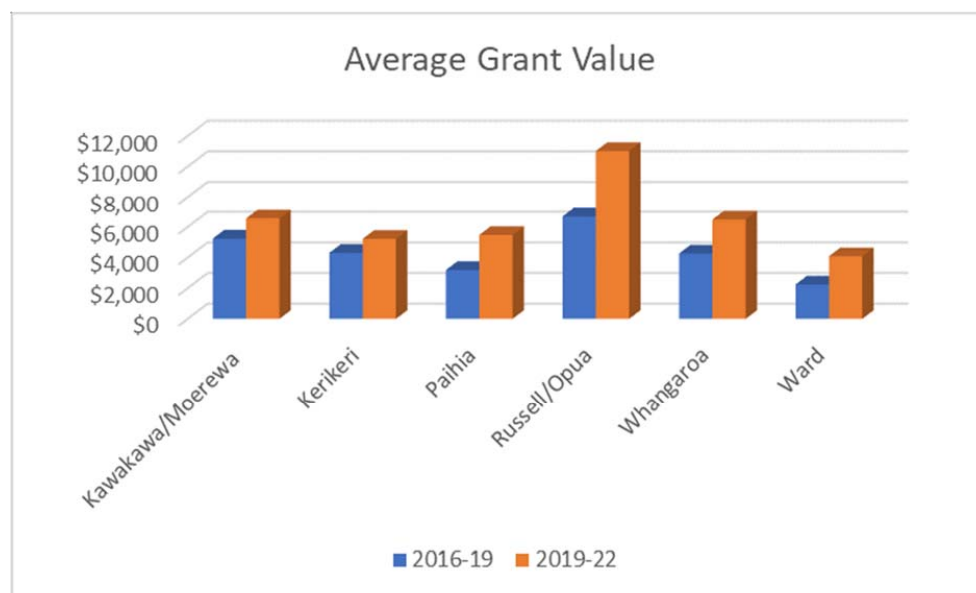
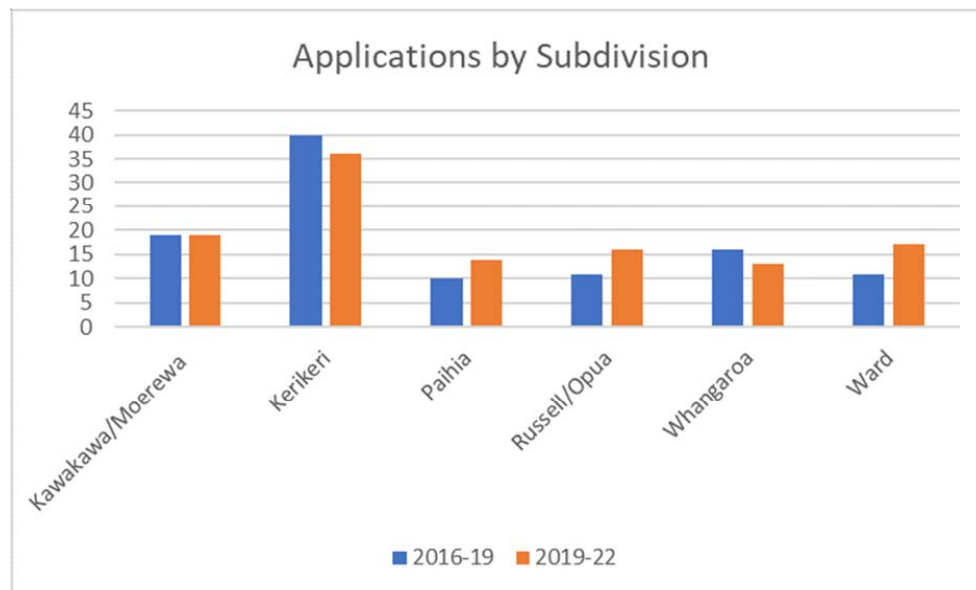
| Subdivision      | 2016-19 Amount | Avg grant | 2016-19 Apps | 2019-22 Amount | Avg Grant | 2019-22 App |
|------------------|----------------|-----------|--------------|----------------|-----------|-------------|
| Kawakawa/Moerewa | \$99,543       | \$5,239   | 19           | \$124,584      | \$6,557   | 19          |
| Kerikeri         | \$172,278      | \$4,307   | 40           | \$187,870      | \$5,219   | 36          |
| Paihia           | \$31,877       | \$3,188   | 10           | \$76,613       | \$5,472   | 14          |
| Russell/Opua     | \$73,543       | \$6,686   | 11           | \$176,250      | \$11,016  | 16          |
| Whangaroa        | \$68,281       | \$4,268   | 16           | \$84,284       | \$6,483   | 13          |
| Ward             | \$24,710       | \$2,246   | 11           | \$69,477       | \$4,087   | 17          |
| Total            | \$470,232      |           | 107          | \$719,078      |           | 115         |

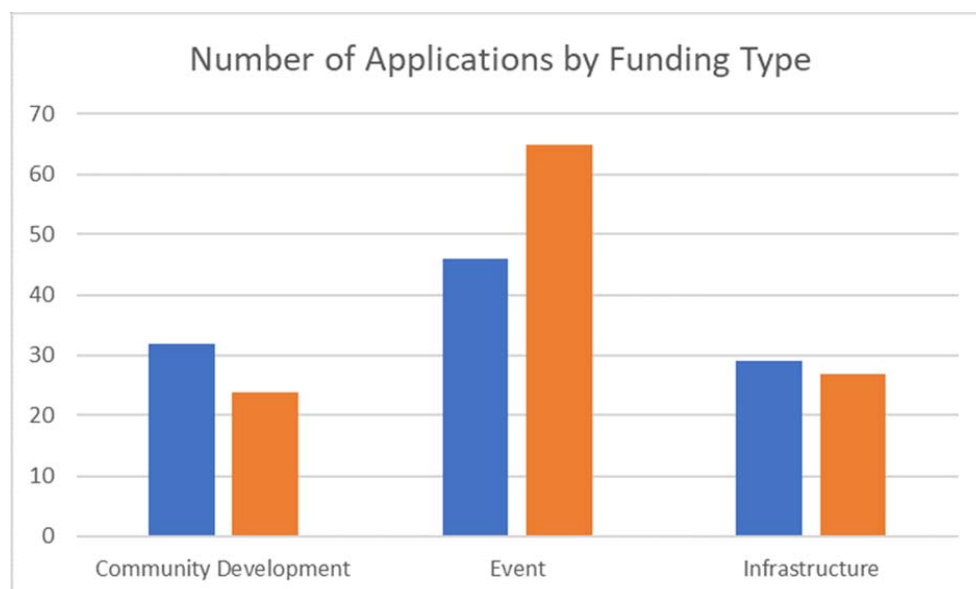
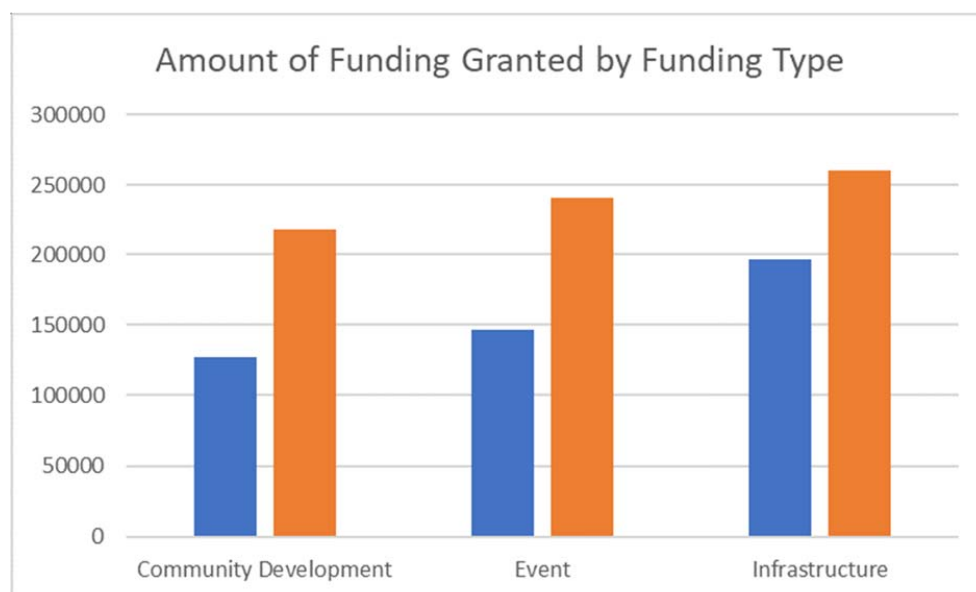
**Total Amount Granted by Subdivision and Funding Type****2016-19**

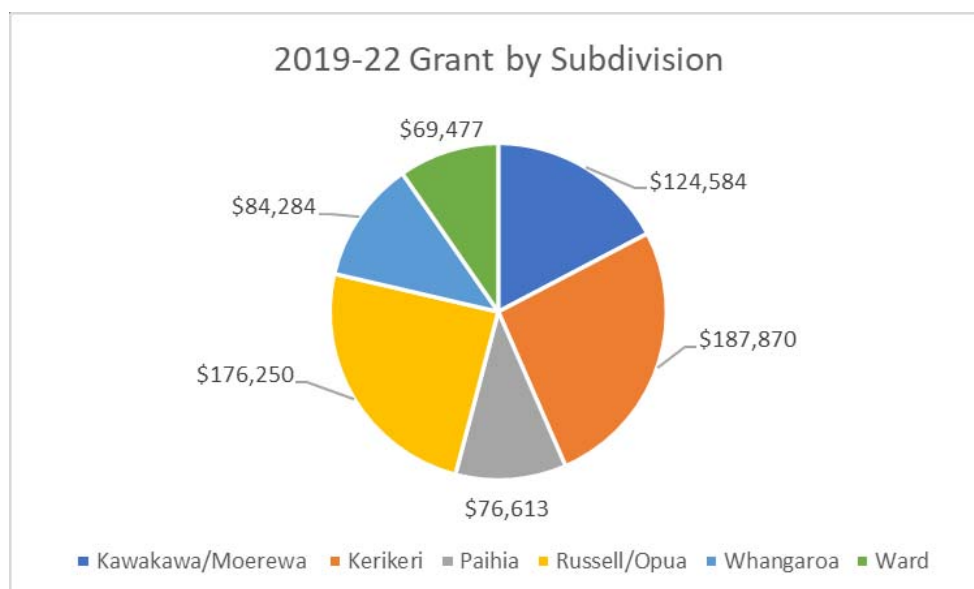
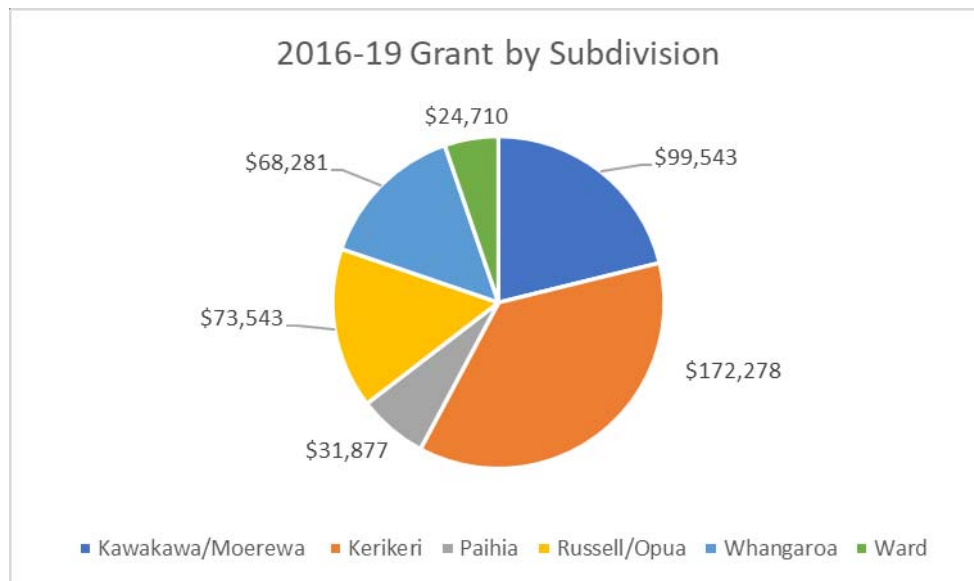
| Subdivision      | Community Development | Com Dev App | Events    | Event App | Infrastructure | Infra App |    |
|------------------|-----------------------|-------------|-----------|-----------|----------------|-----------|----|
| Kawakawa/Moerewa | \$26,650              | 6           | \$17,239  |           | 6              | \$23,917  | 7  |
| Kerikeri         | \$31,523              | 8           | \$56,877  |           | 18             | \$99,222  | 14 |
| Paihia           | \$2,000               | 1           | \$25,979  |           | 8              | \$3,897   | 1  |
| Russell/Opua     | \$40,186              | 4           | \$23,567  |           | 6              | \$10,000  | 1  |
| Whangaroa        | \$23,520              | 6           | \$12,751  |           | 4              | \$32,010  | 6  |
| Ward             | \$18,417              | 7           | \$6,293   |           | 4              | \$0       | 0  |
| Total            | \$126,951             | 32          | \$146,922 |           | 46             | \$196,358 | 29 |

**2019-22**

| Subdivision      | Community Development | Com Dev App | Events    | Event App | Infrastructure | Infra App |    |
|------------------|-----------------------|-------------|-----------|-----------|----------------|-----------|----|
| Kawakawa/Moerewa | \$13,000              | 2           | \$44,453  |           | 14             | \$67,131  | 4  |
| Kerikeri         | \$25,194              | 3           | \$91,761  |           | 23             | \$70,915  | 10 |
| Paihia           | \$6,000               | 2           | \$50,613  |           | 11             | \$20,000  | 1  |
| Russell/Opua     | \$110,000             | 3           | \$26,150  |           | 6              | \$40,100  | 7  |
| Whangaroa        | \$4,239               | 2           | \$22,709  |           | 7              | \$57,336  | 4  |
| Ward             | \$58,966              | 12          | \$5,511   |           | 4              | \$5,000   | 1  |
| Total            | \$217,399             | 24          | \$241,197 |           | 65             | \$260,482 | 27 |







**8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE JULY 2022****File Number: A3702474****Author: Rhonda-May Whiu, Democracy Advisor****Authoriser: Aisha Huriwai, Team Leader Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

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

**TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update July 2022.**

**TĀHUHU KŌRERO / BACKGROUND**

Action Sheet's provide regular updates on progress against decisions made at meetings.

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.

**MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

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. Bay of Islands-Whangaroa Community Board Action Sheet July 2022 - A3761633  

| OUTSTANDING ACTIONS REPORT  |   |  |   |
|---|---|--|---|
| <b>Division:</b><br><b>Committee:</b> Bay of Islands-Whangaroa Community Board<br><b>Officer:</b> |   | <b>Printed:</b> Monday, 20 June 2022 4:46:20 PM<br><b>Date From:</b> 1/01/2020<br><b>Date To:</b> 20/06/2022   |   |
| Meeting   | Title   | Resolution   | Notes   |
| Bay of Islands-Whangaroa Community Board<br>5/11/2020   | Notice of Motion - Public Access to Tapu Point Okiato | <b>RESOLUTION 2020/111</b><br>Moved: Manuela Gmuer-Hornell<br>Seconded: Lane Ayr<br><b>That Bay of Islands-Whangaroa Community Board recommend that Council:</b><br>a) reviews the public access to Tapu Point, Okiato via unformed paper road, and;<br>b) identify the boundaries by survey and erect appropriate signage to officially mark the public access to Tapu Point, Okiato via unformed paper road.<br><b>CARRIED</b><br><u>Abstained:</u> Rachel Smith   | IAMS Management to work with staff for an update      |
| Bay of Islands-Whangaroa Community Board<br>3/06/2021   | Moreton Bay Fig, Russell - Arboricultural Report 2021 | <b>RESOLUTION 2021/65</b><br>Moved: Member Dave Hookway-Kopa<br>Seconded: Member Lane Ayr<br><b>That the Bay of Islands-Whangaroa Community Board:</b><br>a) receive the report Moreton Bay Fig, Russell – Arboricultural Report 2021; and that,<br>b) recommend to Council an annual operating budget of \$10,000 per year for an annual arborist report (\$5000) and annual maintenance and mulch work (\$5000) to manage and protect the Russell Morton Bay fig tree; and that,<br>c) seek clarification on reference to the Tree Management-Eastern Tree account and the off set by the Parks and reserves – Vegetation control budget<br><b>CARRIED</b> | Arborlab to be engaged on a way forward with the tree |

| OUTSTANDING ACTIONS REPORT  |   |   |  |
|---|---|---|--|
| <b>Division:</b><br><b>Committee:</b> Bay of Islands-Whangaroa Community Board<br><b>Officer:</b> |   | <b>Printed:</b> Monday, 20 June 2022 4:46:20 PM<br><b>Date From:</b> 1/01/2020<br><b>Date To:</b> 20/06/2022  |  |
| Meeting   | Title   | Resolution  | Notes  |
|   |   | <u>Abstained:</u> Rachel Smith  |  |
| Bay of Islands-Whangaroa Community Board<br>5/08/2021   | Alfresco Dining Application - Duke of Marlborough Limited | <b>RESOLUTION 2021/61</b><br>Moved: Chairperson Belinda Ward<br>Seconded: Member Manuela Gmuer-Hornell<br><b>That the Bay of Islands-Whangaroa Community Board:</b><br>a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30 <sup>th</sup> June 2022.<br>b) request an urgent review of the Alfresco Dining Policy (#3116) is done in particular in relation to The Strand, Russell to ensure the Alfresco Dining Policy (#3116) is fit for purpose.<br>c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited.<br>d) note community board members engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell.<br><b>CARRIED</b><br><u>Against:</u> Member Dave Hookway-Kopa | Following up with Roger Ackers (SPP) for an update on items b) to d)<br>The current licences are due for renewal in June.<br>Update from Sheryl Gavin – no option but to renew the licence for a further two years. To engage with Duke of Marlborough to workout a safe way for the Alfresco Dining |
| Bay of Islands-Whangaroa Community Board<br>2/12/2021   | Notice of Motion - Cherry Park House                      | <b>RESOLUTION 2021/115</b><br>Moved: Member Frank Owen<br>Seconded: Member Manuela Gmuer-Hornell<br><b>That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer</b>  | DF AM awaiting quote from LBC qualified builder for supply and installation of fire egress. Will need unbudgeted fund request.<br>CB requests for the Cherry Park House to urgently fall within the Councils Halls Policy  |

| OUTSTANDING ACTIONS REPORT  |  |   |   |
|---|--|---|---|
| <b>Division:</b><br><b>Committee:</b> Bay of Islands-Whangaroa Community Board<br><b>Officer:</b> |  | <b>Printed:</b> Monday, 20 June 2022 4:46:20 PM<br><b>Date From:</b> 1/01/2020<br><b>Date To:</b> 20/06/2022  |   |
| Meeting   | Title  | Resolution  | Notes   |
|   |  | <b>it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report.</b><br><br><u>Abstained:</u> Rachel Smith<br><br><b>CARRIED</b>  |   |
| Bay of Islands-Whangaroa Community Board<br>31/03/2022  | Relocation and Installation of Kerikeri Domain Playground to Totara North Hall Reserve | <b>RESOLUTION 2022/20</b><br>Moved: Member Bruce Mills<br>Seconded: Member Lane Ayr<br><b>That the Bay of Islands-Whangaroa Community Board approve the Relocation and Installation of Kerikeri Domain Playground to Totara North Hall Reserve.</b><br><u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa<br><u>Against:</u> Nil<br><br><b>CARRIED</b> |   |
| Bay of Islands-Whangaroa Community Board<br>4/02/2021   | RESOLUTION   | <b>RESOLUTION 2021/9</b><br>Moved: Chairperson Belinda Ward<br>Seconded: Member Lane Ayr<br><b>That the Bay of Islands-Whangaroa Community Board recommend to the Strategy and Policy Committee that a framework be developed for the funding of community facilities across the Far North as a matter of urgency.</b><br><u>Abstained:</u> Cr Rachel Smith   | Sheryl Gavin last updated the board on 3 March 2022.<br>It is in progress |

| OUTSTANDING ACTIONS REPORT  |  |  |   |
|---|--|--|---|
| <b>Division:</b><br><b>Committee:</b> Bay of Islands-Whangaroa Community Board<br><b>Officer:</b> |  | <b>Printed:</b> Monday, 20 June 2022 4:46:20 PM<br><b>Date From:</b> 1/01/2020<br><b>Date To:</b> 20/06/2022   |   |
| Meeting   | Title  | Resolution   | Notes   |
|   |  | <b>CARRIED</b>   |   |
| Bay of Islands-Whangaroa Community Board<br>5/05/2022   | ROAD NAMING - 1913 State Highway 10, Waipapa | <b>RESOLUTION 2022/35</b><br><br>Moved: Chairperson Belinda Ward<br>Seconded: Member Manuela Gmuer-Hornell<br><br><b>That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way (ROW), Industrial Way that is currently addressed at 1913 State Highway 10, Waipapa as per map (A3667618).</b><br><br><u>In Favour:</u> Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills and Frank Owen<br><br><u>Against:</u> Nil<br><u>Abstained:</u> Manuwai Wells, Dave Hookway-Kopa and Cr Rachel Smith<br><br><b>CARRIED</b> | Glenn Rainham to takeback to staff around the wording for wither a consultation or feedback requested from Hapu   |
| Bay of Islands-Whangaroa Community Board<br>2/06/2022   | Motion                                       | <b>RESOLUTION 2022/65</b><br><br>Moved: Member Manuela Gmuer-Hornell<br>Seconded: Member Lane Ayr<br><br>That the Bay of Islands-Whangaroa Community board request from the CE confirmation of the prioity lisiting and obtain costing for all noted amenity lighting in report 7.1. And that Cobham road Bowling club car park two lights be added to the list and costed. Member Lane Ayr to liaise with staff and project manager to identify the location..<br><br><b>CARRIED</b>  | Further information and costings being gathered from Community Plans. This information will be provided to the Community Board at their August meeting. |

| OUTSTANDING ACTIONS REPORT                               |        |  |   |
|--|--------|--|---|
| <b>Division:</b><br><b>Committee:</b><br><b>Officer:</b> |        | Bay of Islands-Whangaroa Community Board   |   |
|  |        | <b>Printed:</b> Monday, 20 June 2022 4:46:20 PM  |   |
|  |        | <b>Date From:</b> 1/01/2020<br><b>Date To:</b> 20/06/2022  |   |
| Meeting  | Title  | Resolution   | Notes   |
|  |        |  |   |
| Bay of Islands-Whangaroa Community Board<br>2/06/2022    | Motion | <b>RESOLUTION 2022/66</b><br><br>Moved: Member Manuela Gmuer-Hornell<br>Seconded: Member Bruce Mills<br><br>That a copy of the Pa road post construction audit report be forwarded to the summitter of the petition.<br><br><b>CARRIED</b> | <b>Request allocated to report writer to provide copy</b> |



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

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

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

| <b>General subject of each matter to be considered</b>          | <b>Reason for passing this resolution in relation to each matter</b>   | <b>Ground(s) under section 48 for the passing of this resolution</b>   |
|---|--|--|
| <b>9.1 - Confirmation of Previous Minutes - Public Excluded</b> | s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons | 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 |

**10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**11 TE KAPINGA HUI / MEETING CLOSE**