



**Far North  
District Council**



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

# **AGENDA**

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

**Thursday, 4 August 2022**

**Time: 10:00 am**

**Location: Via Microsoft Teams**

**Membership:**

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

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

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

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

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

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

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

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

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

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

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

### Terms of Reference

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

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



**Far North District Council**  
**Bay of Islands-Whangaroa Community Board Meeting**  
**will be held Virtually via Microsoft Teams on:**  
**Thursday 4 August 2022 at 10:00 am**

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**Te Paeroa Mahi / Order of Business**

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## 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

**AnneMaree Mills** regarding the Kerikeri Township Reserve/s Dog Walking Options

## 4 NGĀ TONO KŌRERO / DEPUTATION

**CHRISTINE HAWTHORN** (LANDSCAPE ARCHITECT) REGARDING RESERVES

**REX WILSON** AND TWO OTHERS TO SPEAK IN FAVOUR TO THE PETITION AT ITEM 8.3

**JULIE CUNNIGHAM** AND ONE OTHER TO SPEAK AGAINST THE PETITION AT ITEM 8.3

## 5 NGĀ KAIKŌRERO / SPEAKERS

Representatives from the following funding applications:

**Caroline Armstrong** representing the Bay of Islands Arts Festival Trust for item 7.2 a

**Isobelle Cherrington** representing the Kawakawa Museum for item 7.2 d

## 6 CONFIRMATION OF PREVIOUS MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A3538446

**Author:** Joshna Panday, 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 on 7 July 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. 2022-07-07 Bay of Islands-Whangaroa Community Board Minutes [A3778657] - A3778657  

**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.

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7 July 2022

**CONFIRMED**

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON THURSDAY, 7 JULY 2022 AT 10:00 AM**

**PRESENT:** Chairperson Belinda Ward, Member Lane Ayr, Member Bruce Mills, Member Frank Owen, Member Manuwai Wells, Member Dave Hookway-Kopa, Member Rachel Smith

**IN ATTENDANCE:** Councillor David Clendon

**STAFF PRESENT:** Joshna Panday, Rhonda-May Whiu, Kathryn Trewin

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Belinda Ward opened the meeting with a karakia.

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

No conflicts of interest were noted. Refer to the end of the minutes for apologies.

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

There were no public forum speakers

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations

**5 NGĀ KAIKŌRERO / SPEAKERS**

Jaime Pavlicevic from Kerikeri Gymnastics Club spoke regarding item 7.4b funding application

Russell Shaw and Tracy Wakeford from Kerikeri Rifle and Pistol Club spoke regarding item 7.4c funding application

Charles Parker and Hellen McNeil from Bay of Islands Yacht Club spoke regarding item 7.4d funding application

Lorraine Goulton from Whangaroa County Museum and Archives spoke regarding item 7.4f funding application

Teresa Wakelin for Kerikeri Theatre Company spoke regarding item 7.4e funding application

**6 CONFIRMATION OF PREVIOUS MINUTES**

**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3538442, pages 10 - 21 refers

**RESOLUTION 2022/47**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**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.**

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**CONFIRMED**

<u>In Favour:</u>	Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa
<u>Against:</u>	Nil
<u>Abstained:</u>	Rachel Smith
<b>CARRIED</b>	

## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A3702463, pages 22 - 28 refers

**RESOLUTION 2022/48**

Moved: Member Frank Owen  
Seconded: Member Manuwai Wells

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

<u>In Favour:</u>	Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa
<u>Against:</u>	Nil
<u>Abstained:</u>	Rachel Smith
<b>CARRIED</b>	

### 7.3 PROJECT FUNDING REPORTS

Agenda item 7.3 document number A3760774, pages 49 - 67 refers

**RESOLUTION 2022/49**

Moved: Member Dave Hookway-Kopa  
Seconded: Member Manuwai Wells

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

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

<u>In Favour:</u>	Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen and Manuwai Wells
<u>Against:</u>	Nil
<u>Abstained:</u>	Dave Hookway-Kopa (Dissatisfied with the level of details provided by the Kerikeri Gymnastics Club) and Rachel Smith
<b>CARRIED</b>	

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CONFIRMED

**7.2 ROAD NAMING - 405 KERIKERI INLET ROAD, KERIKERI**

Agenda item 7.2 document number A3713060, pages 29 - 48 refers

**MOTION**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

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), Egret Way that is currently addressed at 405 Kerikeri Inlet Road, Kerikeri as per map (A3640647).

**AMENDMENT**

Moved: Member Dave Hookway-Kopa

Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board, refers the application for the private right-of-way road naming back to staff for further consultation with Manawhenua.

In Favour: Manuwai Wells and Dave Hookway-KopaAgainst: Belinda Ward, Lane Ayr, Bruce Mills and Frank OwenAbstained: Rachel Smith**LOST 2/4****MOTION**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

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), Egret Way that is currently addressed at 405 Kerikeri Inlet Road, Kerikeri as per map (A3640647).

In Favour: Belinda Ward, Lane Ayr, Bruce Mills and Frank OwenAgainst: Manuwai Wells and Dave Hookway-Kopa (Concerns over the report and options presented)Abstained: Rachel Smith

The original motion became the substantive motion.

**RESOLUTION 2022/50**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**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), Egret Way that is currently addressed at 405 Kerikeri Inlet Road, Kerikeri as per map (A3640647).**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills and Frank OwenAgainst: Dave Hookway-Kopa (Concerns over the report and options presented)Abstained: Manuwai Wells and Rachel Smith**CARRIED**

*Meeting adjourned at 11:55 am and resumed at 12:05 pm*

At 12:17 pm, Member Rachel Smith left the meeting.

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**CONFIRMED****7.4 FUNDING APPLICATIONS**

Agenda item 7.4 document number A3760765, pages 68 - 118 refers

**RESOLUTION 2022/51**

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

**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**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED****RESOLUTION 2022/52**

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

**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**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen and Manuwai Wells

Against: Dave Hookway-Kopa

**CARRIED****RESOLUTION 2022/53**

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

**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**

In Favour: Belinda Ward

Against: Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

**LOST 1/5**

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**CONFIRMED****RESOLUTION 2022/54**

Moved: Member Lane Ayr

Seconded: Member Manuwai Wells

**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**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen and Manuwai Wells

Against: Dave Hookway-Kopa

**CARRIED****RESOLUTION 2022/55**

Moved: Chairperson Belinda Ward

Seconded: Member Dave Hookway-Kopa

**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**

In Favour: Belinda Ward

Against: Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Abstained: Lane Ayr

**LOST 1/4****RESOLUTION 2022/56**

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

**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**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills and Frank Owen

Against: Dave Hookway-Kopa

Abstained: Manuwai Wells

**CARRIED**

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**CONFIRMED****8 INFORMATION REPORTS****8.1 FUNDING GRANTED BY THE BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD 2016-2022 FINANCIAL YEARS**

Agenda item 8.1 document number A3760510, pages 119 - 123 refers

**MOTION**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

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.

**AMENDMENT**

Moved: Member Manuwai Wells

Seconded: Member Dave Hookway-Kopa

That the Bay of Islands-Whangaroa Community Board leaves the report Funding Granted by the Bay of Islands-Whangaroa Community Board 2016-2022 Financial Years to lie on the table pending the inclusion of the additional information provided by Staff.

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION 2022/57**

Moved: Member Lane Ayr

Seconded: Member Manuwai Wells

**That the Bay of Islands-Whangaroa Community Board leaves the report Funding Granted by the Bay of Islands-Whangaroa Community Board 2016-2022 Financial Years to lie on the table pending the inclusion of the additional information provided by Staff.**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

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**CONFIRMED****8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE JULY 2022**

Agenda item 8.2 document number A3702474, pages 124 - 130 refers

**MOTION**

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

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

**AMENDMENT**

Moved: Member Bruce Mills

Seconded: Chairperson Belinda Ward

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update July 2022 and includes the following RFS 4070342 onto the next Action Sheet Update:

- That the overflow carpark, south of the Whangaroa Fishing Club (green area) to be metaled or surfaced appropriately as an all-weather site. Member Mills to liaise with the CEO.

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION 2022/58**

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update July 2022 and includes the following RFS 4070342 onto the next Action Sheet Update:**

- **That the overflow carpark, south of the Whangaroa Fishing Club (green area) to be metaled or surfaced appropriately as an all-weather site. Member Mills to liaise with the CEO.**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED****APOLOGY****RESOLUTION 2022/59**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

**That the apology received from Member Manuela Gmuer-Hornell, be accepted and leave of absence granted.**

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED**

Page 7

**9 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2022/60**

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

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

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa

Against: Nil

**CARRIED****10 TE KAPINGA HUI / MEETING CLOSE**

The meeting ended with a karakia by Member Dave Hookway-Kopa and closed at 13:42pm.

The minutes of this meeting were confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 4 August 2022.

.....  
CHAIRPERSON

## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A3786937

**Author:** Joshna Panday, 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 Lane Ayr.**

#### 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. Chairperson Belinda Ward Report - A3799523  
2. Deputy Chairperson Frank Owen Report - A3799524  
3. Member Lane Ayr Report - A3799525  

## COMMUNITY BOARD MEMBER'S REPORT

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

**Member Name: Belinda Ward**

**Subdivision: Paihia**

**Date: 17th June 2022 - 14 July 2022**

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### REPORT

#### 1) Meetings

Date:

- 17/06/22 BOI-W CB Footpath Priority Workshop - Virtual
- 17/06/22 Kerikeri Plan - a process that works for community groups - Virtual
- 21/06/22 Kerikeri Planning - follow up with staff re Transport - Virtual
- 22/06/22 BOI-W CB Agenda preview - Virtual
- 07/07/22 BOI-W CB Meeting - Virtual
- 08/07/22 Vision Kerikeri Chair Meeting re Community CBD Plan - Kerikeri
- 14/07/22 Extraordinary FNDC Meeting - Virtual

#### 2) Issues

- 19/06/22 Advertised Paihia War Memorial Hall AGM for Monday 18th July 2022 following 3 committee members resigning over the period of a few weeks.
- 04/07/22 Resident phoned concerned about FB post & invasion of privacy from Paihia CCTV. Complaint resolved & declined 14/07/22 by CPNZ Trustee following investigation this was not deemed a privacy issue.

#### 3) Resources Consents

RC:2220608-RMALUC BOI Holiday Park 678 Puketona Rd Haruru.

To redevelop a holiday park breaching scale of activities, storm water management, setback from boundaries, traffic intensity, signs & natural hazards in the rural production zone.

#### 4) Requests for Service

30/06/22 RFS:4116368 on behalf of Paihia War Memorial Hall Committee.

Top trees on the south side of hall & clear spoutings.

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

Document number A1554813

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.**



**COMMUNITY BOARD MEMBER'S REPORT**

**Report to:** Bay of Islands-Whangaroa Community Board  
**Member Name:** Frank Owen  
**Subdivision:** Kerikeri  
**Period** 17 June 2022 to 15 July 2022

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**Meetings**

<b>Date</b>	<b>Meeting</b>
22/06/22	Agenda preview meeting
27/06/22	Kerikeri Domain Working Group
30/06/22	Council Meeting Kaikohe.
04/07/22	Cherry Park House AGM
6/06/22	Cherry park House Management Committee
07/07/22	BOI-Whangaroa Community Board Meeting

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**CHERRY PARK HOUSE AGM.**

The AGN of Cherry park House was held on 4<sup>th</sup> July. The minutes of the meeting, the Chairs Report, and the Financial Report are attached.

**FRANK OWEN**

**17 June 2022**

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**Cherry Park House Management Committee Annual General Meeting Held at Cherry Park House, 160 Landing Road, Kerikeri Monday 4th July 2022 at 1.30pm**

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**1. Welcome:**

Chairperson, Richard Lawty opened the meeting and welcomed everyone

**2. Attendees:** Dale Sutherland, Gladys Carlo, Mary Mead, Elizabeth Wakeford, Lorna Hunkin, Richard Hawkins, Frank Owen, Richard Lawty, Jenny Hawkins, Penny Lawty, Carol de Ridder, Janette Klomp.

**3. Apologies:** None.

**4. Minutes of the 2021 AGM.** Move that the minutes of the minutes of the 2021 AGM be accepted.

Moved: Richard Lawty Seconded: Carol de Ridder. Carried: All Matters arising: Refer to Chair's report attached.

**5. Chair's Annual Report:** Presented by Richard Lawty. Copy attached. Janette Klomp asked for clarification about the definition of a "hall." Richard Lawty and Frank Owen responded. Those present were also referred to FNDC document "Community Halls Policy" for specific definitions and guidelines.

Move that the Chair's report be accepted Moved: Richard Lawty Seconded: Dale Sutherland Carried: All

**6. Treasurer's Annual Report:** Presented by Dale Sutherland. Copy attached.

Move that the Treasurer's report be accepted. Moved: Dale Sutherland Seconded: Carol de Ridder Carried: All

**7. Review of Financial Statements:** Dale Sutherland reported that the financial statements had been reviewed by Dean Smith of Acura Accountants. Report attached. Dale confirmed that Dean Smith is willing to be the reviewer for the following financial year. Financial reports attached.

Move that Dean Smith of Acura Accountants be approved as reviewer for 2022/2023. Moved: Dale Sutherland Seconded: Jenny Hawkins Carried: All

**8.** The committee confirmed there are no changes to the current fee structure.

**9. Booking Officer's Report:** Presented by Penny Lawty. Booking Officer's Report for 2022 Cherry Park House Management Committee AGM

Well, after the initial shockwave adjusting to Covid changes, 2022 to date has been met with the attitude of knuckle down to solve/ overcome issues. Not always agreeable but at least managed with civility and seemingly minimal disobedience. We are but mortal volunteers and the user groups appreciate the venue and enjoy their time. Booking rates fluctuated, with an increase this year to date: 3 groups have moved on with 6 new groups signing on. There are just 2-3 "quiet" users who remain connected but are not booking at the moment. Casual booking rates have increased this year. With the settling down and understanding of life with Covid, generally booking rates are on the increase as are user group enquiries.

Move that the Booking Officer's report is accepted. Moved: Richard Lawty Seconded: Carol de Ridder Carried: All

**10. Election of New Committee:** Jenny Hawkins, as returning officer reported that 5 nominations had been received as follows: Carol de Ridder Richard Lawty Dale Sutherland Gladys Carlo Penny Lawty No vote was therefore required and all nominations were elected:

Frank Owen continues as a committee member in his role as a representative of Bay of Islands - Whangaroa Community Board.

Move that the nominees all be elected: Move: Jenny Hawkins Seconded: Richard Lawty Carried: All

**11. General Business:** Mary Mead enquired about storage facilities available for user groups and the safe keeping of keys. The committee agreed that there is a need to review this to ensure a fair, appropriate and safe storage facilities for regular groups using the facilities. This matter will be discussed in due course at an upcoming committee meeting. Mary also voiced concern about those users with mobility issues accessing CPH safely. The committee urged the use of the rear access which has a ramp designed for this. The committee is aware of the steep stairs at the front of the building which now has two hand rails but users are encouraged to enter via the rear access. It was suggested that a sign on the front entrance should be used to alert new users to the mobility access available at the rear of the building. Pot holes : The recent bad weather has made the pot holes much worse. Frank will Discuss this asap with FNDC. Richard Hawkins asked the committee about the capital assets in the CPH accounts. He asked given that there was around \$2000 more than last year should the committee consider releasing some funds to upgrade equipment and resources etc. Richard Lawty and Frank Owen responded, explaining originally some the funds were hoped to be put towards moving the pottery else where on site. This will not be going ahead at this stage. In view of the uncertainty of FNDC's plans for the CPH site. The committee feels it needs to have the capital available for any further development at CPH or at a different site. Gladys Caolo pointed out that any sponsorships we may apply for in the future are likely to require that CPH provides some financial contribution when applying for funds to support a project. There was agreement that smaller projects such as improving storage, seating and tables should be reviewed by the committee. In response to the above Gladys Caolo suggested a good starting point was a Working Bee to tidy the house and garage inside and remove any rubbish. A review of storage facilities could then be made and the installation of cupboard doors on existing shelving units considered. The committee will organise the working Bee at their first meeting . With no further business identified. Richard Lawty acknowledged the incoming committee for their commitment to CPH and acknowledged thanked the outgoing member for her contribution over the past few years.

Meeting closed at 2.15pm

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**CHERRY PARK HOUSE MANAGEMENT COMMITTEE CHAIRMAN'S REPORT AGM 2022**

Although the COVID problem is still with us, its effects on the operation of Cherry Park House are now diminishing. Our Booking officer will tell us that the building is now operating at about maximum capacity and our Treasurer will assure us all that we remain solvent. There seem always to be carryovers of matters from one year to the next. One of those outstanding has been resolved this year, that of the hot water system. The residue of the stolen califont has been removed and hot water is now supplied by an internal hot water tank. That leaves the other major matter, that of the proposed moving of the Pottery facility upstairs which has been on-going for a number of years. This has now been joined by those matters raised at the last AGM namely Health and safety (Tripping and fire alarms), adequacy of the constitution with regard to personal liability of the Committee and their ability to control finances adequately. In an attempt to overcome the lack of action, all of these matters have been rolled up together in a presentation made by us earlier on in the year to the December meeting of the Bay of Islands Community Board which oversees Cherry Park House. This presentation has been received and is championed by committee member Frank Owen who, as a member of the Board will be our major support with the outcome. Response to our presentation is on-going. On receipt of our report, Council made their own internal response followed by their own initial report. Some early feedback you may be interested to hear is that:-

- The house doesn't need a warrant of fitness.
- Council reps are happy with the Health and Safety as it stands pending a review of some aspects, but with the exception of fire egress from downstairs, this will mainly be resolved by an exit door on the landing to be installed in the coming weeks.
- Concepts for the future of CPH (further than 5 years out) are now being reviewed within the Wider Kerikeri and Waipapa Spatial Plan and the Boat Ramp Study implementation Plan. This involves all sorts of options for CPH or a replacement.
- The house is to be re-classified from Community Centre to Community Hall. (There is doubt among some that it was ever properly classified), to be managed as in the Community Halls Policy. (More or less as now). So that is the current situation with regards the discussions on Cherry Park House. Your committee and I look forward to a future where the Spirit of "Centre of the Arts" continues with suitable environment for all aspects and space for all you user groups.

Richard Lawty Chairman CPHMG Cherry Park House AGM Treasurer's Report for the period 1st April 2021 to March 2022 At 31 March 2022, Cherry Park House has total current assets of 18,812.71. this is made up of 8,416.14 in the current account and 10,396.57 in the savings account. This is an increase of 2,267.84 over the balance as at 31 March 2021. Cherry Park House has no liabilities. All amounts are stated inclusive of GST and reported on a cash basis. Revenue for the period consisted of hireage and interest received. Income from hireage was \$9,013.00. This was an increase of \$3,678 over the previous year. Interest received is \$34.90, \$159.31 less than the previous year. Expenses showed an increase of \$1,894.63 over the previous year. This was largely due to:

- an increase in cleaning from twice a month to weekly
- refunds of \$365.00 - there were no refunds accounted for in the previous year
- repairs and maintenance - \$1,608.05, compared with \$489 for the previous year. That increase was largely due to the installation of ramps and handrails at a cost of \$997.46, along with electrical repairs required due to rat strike of \$441.40. Sundry expenses were \$546.82. this was similar to previous years except for \$496.80 for the website subscription, which was renewed for four years rather than an annual renewal. Equipment was \$382.37 for smoke alarms and a replacement pump. Electricity for the year was 1,251.38. \$480 of this was reimbursed by the pottery and is included in the income from hireage. \$207 - Security - was paid for keys We have reviewed receivables as at 31 March. There is just one instance of a group using the facility up to the period ending 31 March 2022 and not having paid in full for that useage. The amount outstanding is \$20 and we are following that up with the user. The Reviewer has noted that

processes should be in place to review the account to ensure parties are fully aware of the invoices due and establish expectations for payment timing. A review of these processes will be undertaken as soon as possible and users will be notified of the outcome of that review

**20 JUNE 2022 CHERRY PARK HOUSE ADMINISTRATIVE COMMITTEE REVIEWERS REPORT**

To the Members of the administrative committee I have reviewed the financial reports in accordance with accepted auditing standards and have carried out such procedures as I considered necessary in review of the activities and reporting for the period. Based on my review of the financial reports, no details come to attention that cause me to believe that the accompanying financial reports are not presented fairly, in all material respects of the results of the activities of the Cherry Park House Administrative Committee for the period ended 31 March 2022. The financial statements accurately present the financial position at 31 March 2022 and the results of its operations and cash flows for the year ended on that date. The accounts receivable are not recorded in the accompanying financial reports. I suggest a note is included of receivable amounts to enable easy reference in the future. I have reviewed the cash receipts along with invoices issued and credits applied and all invoices are correctly recorded. It would seem the systems in place for bookings and invoicing still require some adjustment to avoid the significant number of credit notes issued, and ensure reporting to members on balances receivable is accurate. In instances of receivable amounts that remain for a significant number of months, it would be beneficial to have processes in place to review the account to ensure both parties are fully aware of the balances due and establish expectations for payment timing. The nature of the organisation is that cash basis reporting is acceptable. I recommend that accounts receivable are reviewed periodically and committee minutes record the application of credits.

For Acura Accountants Limited

Dean Smith

22 Puriri Park Lane

Kerikeri

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## COMMUNITY BOARD MEMBER'S REPORT

**Report to:** Bay of Islands-Whangaroa Community Board  
**Member Name:** Lane Ayr  
**Subdivision:** Kerikeri  
**Date:** Apr 15/22 June17/22

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### REPORT

#### Meetings

25/04/22 ANZAC day Dawn gathering  
29/04/22 Inspection with D Clamp of Memorial Wall  
02/05/22 Kerikeri Domain Working Group  
04/05/22 Spatial Plan Workshop Kaikohe  
05/05/22 BOI-Whangaroa Community Board Meeting Teams  
16/05/22 BOI-Whangaroa CB strategic planning Zoom meeting  
23/05/22 Meeting with local Dog Group  
25/05/22 Combined Community Board Meeting Kaikohe  
30/05/22 Kerikeri Domain Working Group  
02/06/22 BOI-Whangaroa Community Board Meeting Kerikeri  
13/06/22 DAG meeting Kaikohe  
16/06/22 Spatial Plan Workshop Zoom

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#### Resource Consents

None received

#### Requests for Service/information

#4060535 submitted 17/05/21

Post Office Parking Lot not action but possible scheduled post 27/28

#4097831 submitted 16/02/22

Re Noise complaint Limited Response, will investigate the reg under which we inspect

#4097836 submitted 16/02/22

Re Public access to Moturoa Is. NO RESPONSE

#4097823 submitted 16/02/22

Re: Road maintenance Rangihoua Rd Partial response only

### **Comments**

RFS's no comment.

### **Kerikeri Domain**

As previously indicated the initial budget has been exhausted but should cover the completing of the Playground which has been started recent weather conditions has limited construction time. End if July is still within reason The working group has agreed on the segmentation of the remain project on the Domain and a priority schedule. Additional funds may be available after July 1/22 these will be prioritized over the various areas

While technically the Domain remains with the Council as an area of District wide importance the Working Group was approached in regard to a mural to be painted on the back of the existing washroom block which will face the new playground, it was unanimously agreed to by all. The final decision of course remains with Council

### **DAG Committee**

The DAG group continues to bring awareness of the needs of the disabled to elected officials and staff.

A draft Council policy for Accessibility is attached to this report.



20220516 - Final  
Draft for consultation

### **Last Meeting**

At our last meeting I stated that to the best of my knowledge there had not been any major incident with regards to tree or branch fall in the Reserve( at Village) I was publicly admonished by the Chair who stated that I was “wrong”, but gave no details, a letter from the Manager of the Village was then not only tabled, but

read out by the Chair, this letter contained no empirical data rather just a series of claims re safety and possible liability. I would like to formally request copies of any **existing** reports (not written tomorrow) regarding any events. If such reports are available, they should have formed part of the numerous submissions to the Board. If there are no such reports, I would reasonably expect an apology. This is a comment upon our process not the trees.





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

## Accessibility Policy

Adopted:  
Last updated:

### Background

The disabled community suffers from marginalisation, stigmatisation, and barriers that affect access to employment, education, recreation, entertainment, health care, and other services.

The council has a significant role as a provider of public services and facilities to support all people to access and participate in a meaningful manner. It is imperative that those with access needs are supported in a mana enhancing way that encourages independence and a strong sense of mana motuhake (self-determination) as guaranteed by te Tiriti o Waitangi.

Supporting those who have accessibility needs to participate, may increase individuals' sense of agency, oranga (wellbeing), and happiness. Which may contribute to positive interactions across the Far North, increasing quality of life, happiness, and reduction of stigma across the region.

The council can be champions in the region by providing safe and equitable experiences to all residents. This can be achieved by actively promoting accessibility services, ensuring communications, accessibility. Any action, service, and facility that provides for those with accessibility needs will benefit all who access these services.

### Definitions

The following definitions apply to this Policy:

- **Council** – means the Far North District Council.
- **Policy** – means the Council's adopted Accessibility Policy.

### Disability

The council recognises the definition set out in the social model of disability. The social model of disability recognises that people have a disability when their needs are not considered, and access and participation is compromised.

For the purposes of this policy, all who have access needs whether physical, intellectual, or attitudinal are considered, including but not limited to:

- disabilities and impairments
- English as a second language
- those with low literacy
- speech impediments
- parents with young children and prams
- disability assist dogs (as prescribed in Section 75 of the Dog Control Act)
- elderly and aging peoples
- temporarily impaired people (broken limbs and wheelchair support)

**An accessible community is where everyone:**

- has rights
- is treated with dignity and respect
- can access all places, activities, services
- information easily and with dignity.

### Legislative Context

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This policy supports multiple legislative requirements for local authorities, including but not limited to:

- Human Rights Act 1993
- Building Act 2004
- NZS 4121:2001 – Design for access and mobility: Buildings and associated facilities

**Te Tiriti o Waitangi** ensures Māori can participate in important matters. This policy supports the principles of Te Tiriti o Waitangi by ensuring the voice of Māori is heard. Tāngata Whaikaha (Māori disabled) will be supported to provide their input and expertise recognising our obligations set out in te Tiriti o Waitangi.

### Strategic alignment

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The policy will support and contribute to achieving outcomes set out in various strategies and action plans nationally and locally.

This policy is informed by, and supports:

- The United Nations Convention on the Rights of Persons with Disabilities (2007);

- Human Rights Act 1993
- New Zealand Disability Strategy (2016-2026)
- He Korowai Oranga, the Māori Health Strategy
- National Disability Action Plan (2019-2023)
- Enabling Good Lives (EGL) by the Ministry for Disabled People.

#### Disability Action Group

The Far North District Council is supported by the Disability Action Group (DAG). The DAG provides advice and a conduit between the community and council for all matters as they relate to the disability and access-needs community. This policy supports the Terms of Reference for the DAG.

1. Council will ensure that information received on behalf of DAG is considered and responded to in a timely fashion.
  - a. Council staff will maintain a presence on DAG to provide information and guidance
  - b. Council staff will receive information from DAG and respond to this information in a timely manner.
2. The Disability Action Group Annual Strategic Goals document will be circulated to council and considered to provide cohesive alignment and accurate reflection of the accessibility communities' goals and stated outcomes.

#### Objective

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To position the Far North District Council as a leader in inclusion through effective guidance, policies and strategies that ensure the mana motuhake (self-determination), participation and safety of all residents in the Far North Region by:

- recognising that people with disabilities are experts on their experiences
- ensuring information is accessible
- ensuring design and upgrades of facilities consider those with accessibility requirements,
  - referring to the engineering standards and minimum standards for buildings and actively considering universal access approaches to the design, build and alteration of new and existing facilities
  - considering accessibility requirements in each project and strategy
- encouraging and supporting all people regardless of ability to participate in democratic processes
- encouraging and supporting all residents regardless of ability to enjoy use of council facilities including recreation, reserves, parks, beaches, and buildings
- acknowledge that Māori are disproportionately represented in the disabled community

- upholding and delivering on the stated intentions set out by strategic documents.

## Policies

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### Communications

3. Council will support people with disabilities and those with access needs to understand communications by council by:
  - a. providing information in a variety of formats such as easy-read, pictorial, video, audio and written as appropriate
  - b. recognising that people with disabilities are experts in their experiences;
  - c. ensuring that public consultation is accessible.

### Participation

4. Council will encourage participation by people with disabilities and access needs by:
  - a. supporting the Disability Action Group to champion the needs and concerns of members of the access-needs communities;
  - b. giving effect to the principle of participation from Te Tiriti o Waitangi to ensure Māori participation in issues of significance to Māori and the access-needs community.

### Consideration

5. Council will ensure accessibility is a key driver in all facets of council operations and strategic thinking.
6. Council will consider the needs of the disability community are included in the development and resourcing of the Long-Term Plan and any other strategies or plans.

### Staff

7. As an employer, council will provide all staff with support and guidance to promote safe inclusion and participation of people with disabilities by:
  - a. providing disability and access training to all people leaders
    - i. where people leaders identify accessibility training as vital to the role of their team, ensuring the training is provided; and,
    - ii. making available this training for all other staff.
  - b. creating and reinforcing a culture that respects the diversity and individual needs of people who reside in the Far North District; and,
  - c. ensuring that disability is not a barrier to the democratic process, participation, or inclusion in council-led initiatives.

### Facilities and amenities

8. As a provider of public facilities, amenities, programmes and services, the council will seek to improve access by:
  - a. ensuring clear signage is in place indicating accessible entrances, services, and facilities;

- b. providing suitable focus on the needs of the disabled community through capital works spending including upgrading and retrofitting of existing facilities and services and design and development of new facilities and services; and,
- c. incorporating universal design principles and applicable accessibility standards for all new infrastructure.

### Monitoring and Implementation

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- This policy will be reviewed in response to issues that may arise, every 5 years, at the request of the Council, or in response to changes to legislative or statutory requirements (whichever occurs first).
- Amendment to this policy following a review will be consulted on with the Disability Action Group and any other parties identified because of that consultation.

Council will monitor the implementation of the policy.

## 7.2 FUNDING APPLICATIONS

**File Number:** A3798630

**Author:** Kathryn Trewin, Funding Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 4 August 2022 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Four new applications have been received, requesting \$14,317.
- The Board has \$164,314 available to allocate.
- 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 \$5,128 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Arts Festival for costs towards 2022/23 Arts Festival 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 \$2,909 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Rotary Club for costs towards 2022 Colour Run 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 \$2,000 (plus GST if applicable) be paid from the Board's Community Fund account to Our Kerikeri Community Trust for costs towards Northland Chess Championship 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 \$4,280 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Museum for costs towards purchasing a photocopier 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 Arts Festival Trust	2022 Arts Festival	\$5,128	\$5,128	The applicant was granted \$5,000 from the 2021/22 Events Investment fund for festival, which was then delayed due to covid. It has been recommended that the applicant apply to Events Investment fund for additional funding, but this has not yet been received at the time of writing this report.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Bay of Islands Rotary Club	2022 Colour Run	\$2,909	\$2,909	This is an annual event that has not been funded by the Board previously. The club ran the event in 2021 (between lockdowns) and is keen to run it again this year.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Our Kerikeri Community Trust	Northland Chess Championship	\$2,000	\$2,000	This event is for the whole of Northland and it is noted that the applicant is including buses to and from Kaitiaia to allow participants from across the district to participate.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Kawakawa Museum	Photocopier purchase	\$4,4280	\$4,4280	The museum, which is run by volunteers, is looking for assistance to fund the purchase of photocopier.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Infrastructure



**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 Arts Festival - A3797698 [↓](#) 
2. Bay of Islands Rotary - Colour Run - A3797699 [↓](#) 
3. Our Kerikeri - Northland Chess - A3797702 [↓](#) 
4. Kawakawa Museum - Copier - A3797697 [↓](#) 

**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.  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
- ☐ 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	Bay of Islands Arts Festival Trust		Number of Members	9
Postal Address	PO Box 995 Kenkeri		Post Code	230
Physical Address	16 Ray St, Newtown, Wellington		Post Code	6021
Contact Person	Caroline Armstrong	Position	Festival Co-Director	
Phone Number	021 486 681	Mobile Number	021 486 681	
Email Address	<del>car</del> armstrongs@upsurgetestival.co.nz.			

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

To present Upsurge 2022 - a multi-disciplinary arts festival in the BOI in Sept 2022.
---

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## Local Grant Application Form



### Project Details

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

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Upsurge 2022- BOI Arts Festival Date 18-25 Sept

Location Keikeri, Russell, Kawakawa, Murewa Time

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

If so, how much? Yes, some events are ticketed, some events are free.

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.

Upsurge 2022 will feature music, dance, theatre, visual arts reflecting the best talent in the BOI rōhe and in Aotearoa. Upsurge 2022 will be a festival that truly reflects the region and celebrates all of the communities in the region. Our comprehensive schools programme will engage with ~~sets~~ both primary + secondary schools; our writers/conversation programme will focus on local issues + personalities. The seven-day festival will build on the success of Upsurge 2015, 2017 and 2019 but with a strong local focus/sense of celebration.

In order to ensure success Upsurge 2022 needs to be highly visible around the region, with strong local awareness. We will be running a comprehensive social media campaign, but know that needs to be supported by tactile, visible marketing material including banners, posters and a brochure that can be picked up and taken home. This application is to support our print visibility campaign, for the 25 events throughout the week.

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## Local Grant Application Form



### Project Cost

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

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

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

**Please Note:**

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

Full Festival Budget attached to application

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion	23,450	5128
Facilitator/Professional Fees <sup>2</sup>		(as per attached 4 quotes)
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>	23,450	5128

<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 **065 065 371 553**

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): *\* Please see full festival budget.*

Purpose	Amount
	attached to application
TOTAL	

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
			Y / N
			Y / N
			Y / N
			Y / N

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**Upsurge Festival Revised Budget at 26 June 2022**

Overall Festival for 18-25 September 2022

<b>PERSONNEL COSTS</b>		
Directors fee and expenses	\$	50,000.00
Schools Programme Co-ord/Admin	\$	3,600.00
Conversations/Talks co-ord	\$	1,200.00
Artist Liaison and venue manager	\$	1,200.00
		\$ 56,000.00
<b>ARTISTS COSTS</b>		
Artist Fees	\$	41,250.00
Artists Travel	\$	6,300.00
Artists Accom	\$	11,850.00
Artists Per Diems	\$	6,300.00
		\$ 65,700.00
<b>TECHNICAL AND PRODUCTION COSTS</b>		
Venue hire	\$	16,000.00
Technical Manager	\$	9,000.00
Production Staff	\$	13,500.00
Production Equipment hire	\$	21,900.00
Security	\$	1,000.00
Tech crew travel and accom	\$	6,820.00
Artists& General Freight	\$	2,400.00
Covid Stations/sanitiser/ RAT tests	\$	400.00
Tech Contingency	\$	1,200.00
		\$ 72,220.00
<b>MARKETING</b>		
Publicist	\$	4,000.00
Website and Digital Design	\$	2,500.00
Brochure/Signage Design	\$	2,500.00
Printing -brochure/signage	\$	5,125.00
Press Advertising	\$	3,000.00
Radio Advertising	\$	2,000.00
Social Media	\$	1,500.00
Distribution - brochure, posters, banners	\$	1,000.00
Event Photography	\$	1,125.00
Marketing contingency	\$	700.00
		\$ 23,450.00
<b>GENERAL ADMIN/EXPENSES</b>		
Office and equipment hire 2 weeks		
Admin/insurance	\$	2,750.00
Accounting/xero/ audit fees	\$	800.00
Printing Stationary post box	\$	650.00
bank charges	\$	400.00
		\$ 4,600.00



<b>TOTAL PROJECTED EXPENDITURE</b>		<b>\$ 221,970.00</b>
<b>INCOME</b>		
Foundation North	\$50,000.00	
Northland Inc - Northland Events Fund	\$25,000.00	
Far North District Council - Events Investment 2021	\$5,000.00	
Dalton Trust - local Kerikeri trust	\$15,000.00	
Creative NZ	\$69,525.00	
Funding Agencies Other		
Sponsorship Local Business	\$ 5,000.00	
Patrons /Supporters	\$ 3,000.00	
Ticket revenue @ 50% houses	\$ 48,925.00	
Private sector sponsor	\$ 3,900.00	
Misc income		
<b>TOTAL PROJECTED INCOME @50% houses</b>		<b>\$ 225,350.00</b>

## 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)**

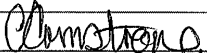
Bay of Islands Arts Festival Trust

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


In submitting this application:

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

**Signatory One**



**Signatory Two**



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## Local Grant Application Form



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

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

### Signatory One

Name  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

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**Funding Application – Bay of Islands Arts Festival Trust****Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Business Plan</b>
<b>2</b>	<b>Performance Report</b>
<b>3</b>	<b>Bank Statement</b>
<b>4</b>	<b>Health and Safety Management Plan</b>
<b>5</b>	<b>Quote - brochures</b>
<b>6</b>	<b>Quote - banners</b>
<b>7</b>	<b>Quote - posters</b>
<b>8</b>	<b>Quote - signs</b>

## Local Grant Application Form



### Instructions

#### Please read carefully:

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- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
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- **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	<u>ROTARY CLUB OF BAY OF ISLANDS</u>	Number of Members	<u>26</u>
Postal Address	<u>PO Box 585, PAIHIA</u>	Post Code	<u>0200</u>
Physical Address	<u>10 CAPTAIN'S LOOP, HARURU</u>	Post Code	<u>0204</u>
Contact Person	<u>Don Ruskworth</u>	Position	<u>DIRECTOR, COMMUNITIES</u>
Phone Number	<u>0274907841</u>	Mobile Number	<u>0274907841</u>
Email Address	<u>druskworth@gmail.com</u>		

Please briefly describe the purpose of the organisation.

TO ENCOURAGE AND FOSTER SERVICE TO OUR COMMUNITY AS A WORTHY ENTERPRISE, DIRECTING PROGRESS TOWARDS YOUTH, PEACE AND INTERNATIONAL COOPERATION.

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## Local Grant Application Form



### Project Details

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

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

Clearly describe the project or event:

Name of Activity BAY OF ISLANDS ROTARY COLOUR RUN Date 22<sup>nd</sup> October, 2022

Location HOROLOTU, PAMIA BEACH, TI BEACH/BAY Time FROM 10:00 am

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

If so, how much? FAMILY \$40, ADULT \$60, STUDENT \$45, CHILD \$40, (UNDER 5 FREE)

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.

PARTICIPANTS WILL RUN/WALK IN A FAMILY FUN RUN DRESSED IN COLOURFUL COSTUMES AND DURING THE RUN WILL RUN THROUGH COLOUR STATIONS MANED BY LOCAL BUSINESSES. COLOURED POWDER, IN THE FORM OF COLOURED CORN STARCH WILL BE DISBURSED ALONG THE ROUTE AT THE START, DURING THE RUN AND AT THE FINISH. THE RUN ROUTE WILL START AT THE PAMIA I-SITE, HEAD SOUTH TO THE SOUTHERN END OF PAMIA BEACH, TURN AROUND AND RETURN ON PAMIA BEACH, PASS THE START TO HOROLOTU BEACH, AROUND PAMIA BLUFF THEN ALONG TI BEACH TO THE TURN-AROUND POINT JUST BEFORE WAITAKI BRIDGE, THEN RETURN TO THE STARTING POINT AS AT THE PAMIA I-SITE. PARTICIPANTS FINISHING WILL DEPOSIT THEIR NAMED WRISTBANDS INTO A POT AND THERE WILL BE PRIZES DRAWN FROM THE POT FOR THOSE WHOSE NAME IS DRAWN.

## 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 (NEW SIGNAGE)	1139	1139
Facilitator/Professional Fees <sup>2</sup> (PA SYSTEM)	338	—
Administration (incl. stationery/copying) (BAGS EVENT LIVEREADS)	120	120
Equipment Hire		
Equipment Purchase (describe) Consumable Consumables AND EVENT INFRASTRUCTURE	4500	—
Utilities		
Hardware (e.g. cement, timber, nails, paint) (TIMBER + SIGN'S)	80	80
Consumable materials (craft supplies, books) (FINISHING MATERIALS)	1570	1570
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
<b>TOTALS</b>	<b>7147</b>	<b>2909</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
\$1,000 is Rember funds towards annual changeover ceremony	\$1,000
Various schools project	
including Dictionaries in Year 4 schools	\$1,600
other schools	\$4,400
<b>TOTAL</b>	

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

Funding Source	Amount	Approved
Club Funds - Equipment	4500	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> Pending
PA System	338	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> 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
	0		Y / N
			Y / N
			Y / N
			Y / N

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## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

On behalf of: (full name of organisation)

ROTARY CLUB OF BAY OF ISLANDS

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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## Local Grant Application Form



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

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

### Signatory One

Name Don Rushworth Position DIRECTOR, COMMUNITIES  
 Postal Address 10 CAPTAINS LOOP, HARURU Post Code 0204  
 Phone Number 027 4907841 Mobile Number 0274907841  
 Signature [Signature] Date 12/7/2022

### Signatory Two

Name CHARLIE WILLIAMS Position Treasurer  
 Postal Address 20 BALLYARD LOOP, HARURU Post Code 0204  
 Phone Number 021 427000 Mobile Number [Blank]  
 Signature [Signature] Date 12/7/22

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

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Course Map</b>
<b>2</b>	<b>Quote - Signs</b>
<b>3</b>	<b>Quote – Medals</b>
<b>4</b>	<b>Health and Safety Plan</b>
<b>5</b>	<b>Balance Sheet</b>
<b>6</b>	<b>Bank Statement</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>	Our Kerikeri Community Charitable Trust	<b>Number of Members</b>	7
<b>Postal Address</b>	PO Box 501, Kerikeri	<b>Post Code</b>	
<b>Physical Address</b>	10 Fairway Drive, Kerikeri	<b>Post Code</b>	
<b>Contact Person</b>	Lasse Pedersen	<b>Position</b>	Secretary / Trustee
<b>Phone Number</b>	027 2728478	<b>Mobile Number</b>	0272728478
<b>Email Address</b>	dannesoan@gmail.com		

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

Our Kerikeri Community Charitable Trust was formed by a small group of passionate volunteers who are united by a goal of unlocking the potential in Kerikeri. We work collaboratively with other community groups and our local hapu to do great things.

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## Local Grant Application Form



### Project Details

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

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

Clearly describe the project or event:

Name of Activity  Date

Location  Time

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

If so, how much?

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

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

Kerikeri Chess Club has partnered with OKCCT to bring the first ever large scale chess tournament to Northland.

The event will be open for all skill levels with no pre-qualification and entry fees. The aim is to create a fun, vibrant and family friendly event that is targeted for all locals that has an interest in chess. To ensure access for members of our community further north, we are offering a charter bus from Kaitia, with stopover in Okaihau, to the event.

The pandemic has created a renewed interest in playing chess and the plan is to create an annual reoccurring event that will motivate and engage players of all ages (including our school and kura students).

The event is likely to succeed as the format will be following a proven setup from other regions. We have also managed to book one of the most experienced chess arbiters in New Zealand as the tournament official.

The event will not only benefit our local players but also create a unique event in Kerikeri a week before the scheduled Kerikeri half marathon. We expect anywhere between 50-100 players registering with some players from Auckland already registered for the event. We chose on purpose the Turner Centre as we want to give our local Northland players an unique experience with easy access for visitors and alike.

Kerikeri Chess Club was started in June 2021 and have around 35 registered members meeting bi-monthly in the Procter library facility with a mix of younger and older players.

Apart from the many skill set chess can give it also functions as social facilitator bringing together people from all walks of life.

## 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	2,497	1,000
Advertising/Promotion	455	
Facilitator/Professional Fees <sup>2</sup>	969	250
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	686	250
Refreshments	348	
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) Charter bus Ritchies (Kaitaia-Okaihau-Kerikeri t/r)	846	500
<b>TOTALS</b>	<b>5,801</b>	<b>2,000</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
Te Haa o Te Ao Sculpture	\$100,899
Wall Art Installation Cathay Cinema Wall	\$5,702
Christmas Tree	\$6,937
Christmas 2021 Event fund c/forward due to Covid	\$5,606
<b>TOTAL</b>	<b>\$119,144</b>

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

Funding Source	Amount	Approved
Private donation	\$1,800	<input checked="" type="checkbox"/> Yes / Pending
Business sponsor package	\$2,000	Yes / <input checked="" type="checkbox"/> 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
Christmas Tree Awaiting final invoice	\$10,000	21.09.2021	Y / <input checked="" type="checkbox"/> N
FNDC Event Fund Funds c/over to 22	\$10,000	21.09.2021	Y / <input checked="" type="checkbox"/> N
Creative Communities Just completed	\$3,000	21.09.2021	Y / <input checked="" type="checkbox"/> N
			Y / N

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## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

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

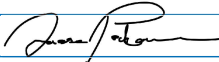
Our Kerikeri Community Charitable Trust

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

In submitting this application:

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

**Signatory One**



**Signatory Two**



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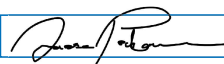
## Local Grant Application Form



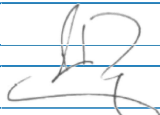
### We agree to the following conditions if we are funded by Local Community Grant Funding:

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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.
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9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

### Signatory One

Name	<input type="text" value="Lasse Pedersen"/>	Position	<input type="text" value="Secretary / Trustess"/>
Postal Address	<input type="text" value="10 Fairway Drive, Kerikeri"/>		Post Code <input type="text" value="0230"/>
Phone Number	<input type="text" value="027 2728478"/>	Mobile Number	<input type="text" value="027 2728478"/>
Signature		Date	<input type="text" value="05/07/2022"/>

### Signatory Two

Name	<input type="text" value="Annika Dickey"/>	Position	<input type="text" value="Chairperson/Trustee"/>
Postal Address	<input type="text" value="10 Fairway Drive, Kerikeri"/>		Post Code <input type="text" value="0230"/>
Phone Number	<input type="text" value="021 2407720"/>	Mobile Number	<input type="text" value="021 2407720"/>
Signature		Date	<input type="text" value="06/07/22"/>

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**Funding Application – Our Kerikeri Community Charitable Trust****Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Event Outline</b>
<b>2</b>	<b>Event Poster</b>
<b>3</b>	<b>Turner Centre Quote</b>
<b>4</b>	<b>Quote for Chess Arbiter</b>
<b>5</b>	<b>Quote for bus – Kaitaia to Kerikeri</b>
<b>6</b>	<b>Quote - trophies</b>
<b>7</b>	<b>Bank Statement</b>
<b>8</b>	<b>Management Report</b>
<b>9</b>	<b>Health and Safety Plan</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)
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- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or [funding@fndc.govt.nz](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="Kawakawa Memorial Museum &amp; Library"/>	Number of Members	<input type="text" value="8"/>
Postal Address	<input type="text" value="3 Wynyard Street, Kawakawa."/>	Post Code	<input type="text" value="0210"/>
Physical Address	<input type="text" value="as above"/>	Post Code	<input type="text"/>
Contact Person	<input type="text" value="Isobele Cherrington"/>	Position	<input type="text" value="Sec Treasurer"/>
Phone Number	<input type="text" value="09 404 1355"/>	Mobile Number	<input type="text" value="0272727450"/>
Email Address	<input type="text" value="issybilla@xtra.co.nz"/>		

Please briefly describe the purpose of the organisation.

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## Local Grant Application Form



### Project Details

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

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

Clearly describe the project or event:

Name of Activity Purchase of Photocopier Date

Location Kawakawa Time

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

If so, how much? n/a

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

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

Community

Collect and save history of peoples and  
places in our area.

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A2686814

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## Local Grant Application Form



### Project Cost

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

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

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

#### Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Photocopier	8650	4280
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>	8650	4280

<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? 1/6/22 \$ 252.59

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

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

Purpose	Amount
TOTAL	NIL

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

Funding Source	Amount	Approved
Pub charities	8650	Yes / <u>Pending</u>
		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
NIL			Y / N
			Y / N
			Y / N
			Y / N

## Local Grant Application Form



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### Applicant Declaration

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

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

Kawakawa Memorial Museum & Library

**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**

*[Signature]*

**Signatory Two**

\* *[Signature]*

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## Local Grant Application Form



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6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact Governance Support for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
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9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

### Signatory One

Name Isobelle Cherrington Position Sec / Treasurer  
 Postal Address 348 Pahiia Rd, RDI, RUSSELL Post Code 0272  
 Phone Number 09 4041355 Mobile Number 0272727450  
 Signature [Signature] Date 26-6-22

### Signatory Two

Name M. Shepherd (Noma) Position Chairperson  
 Postal Address 8 Neumann St. Kawakawa Post Code 0210  
 Phone Number 09 4040036 Mobile Number 0212582764  
 Signature [Signature] Date 26-6-22

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**Funding Application – Our Kerikeri Community Charitable Trust****Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Bank Statement</b>
<b>2</b>	<b>Financial Statement</b>
<b>3</b>	<b>Quote from ConBrio</b>
<b>4</b>	<b>Quote from Sharp</b>

### 7.3 PROJECT FUNDING REPORTS

**File Number:** A3798670

**Author:** Kathryn Trewin, Funding Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

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

- a) Northland Community Family Services**

#### 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.

#### ĀPITI HANGA / ATTACHMENTS

1. Northland Community Family Services - A3797701  

**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.  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.

**Name of organisation:** Northern Community Family Service (formerly Community Budget Service)

**Name & location of project:** NCFS expenses

**Date of project:** August 21 to April 22

**Which Community Board did you receive funding from?** Bay of Islands Whangaroa

**Amount received from the Community Fund:** \$5325.00

**Board meeting date the grant was approved:** 8<sup>th</sup> July 21

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

Please see attached xero accounting sheet from our accountant itemising expenditure. If bank statements are required I can supply.

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

The following are some anecdotes/ highlights of the ongoing work we do within the wider community.  
Note item 2. She works in Kawakawa

Item 4 is for Kaitaia but we also have clients from Russell to the Hokianga. This is an essential service especially in these hard times of isolation and cost of living increases. From my notes:

## Notes for Accountability reports 22

### Numbers 1<sup>st</sup> August 21 to mid April 22

#### Client totals

M 308 made up of	W Support M 228	B S M 80
E 72	E 49	E 23
O 7	O 6	O 1

#### Age grouping

	0 to 5	6 to 12	13 to 25	26 to 05	65 plus
W S	228	261	247	286	14
BS	16	49	42	88	14
New 31 Ret 73					

**Anecdotes/ Highlights**

- 1) Thank you so much for today. Another weight off my shoulders and I feel a little better from depression and stress. God Bless You  
Male mid 30s Other
- 2) Client of many years in big financial trouble has now completed her Social Work degree and employed by local iwi. Partnered with us for more than 3 years to pay back 90% of her debt burden and can see the end in sight.  
Female late 40s M
- 3) Kaitaia North Tech tutor with 20 agriculture students. Many travelling an hour each way to course on gravel roads. WINZ declined to provide any support by way of benefit or travel allowance. We have been able to offer some support. Work in progress
- 4) New client who can only work part time because of health issues. Has major dental issues. Normally works aerial/ up scaffolding but now grounded. Partner and two small children. WINZ has stated no walk in apptmnts, fill this in and we will phone contact you sometime in the next six weeks. His mother looking to relocate from Wellington to provide care. Male in 30s 2 x children M

**Networks**

Oranga Tamariki	Plunket	WINZ	Ngati
Hine			
Mental Health Kaikohe		Mental Health Kerikeri	
Bald Angels	Kaiangaroa (HNZ)	Health Coaches from 4	
medical Centres			
North Tech/ Ngati Kahu	Male Survivors	Primary Schools x 2	
Daycares x 2			
TE Taitokerau social services		RSE org	NZ Police

ASB Bank	Churches various	CAB	Fincap
Age Concern	Te Runanga Whaingaroa		Kairos
Connection Trust			
Friends and whanau	ACC		

## Trends

Clients continue to seek ways of claiming part of their Kiwisaver accounts to meet on going increasing costs of living.

Rental properties are becoming much harder to find as rental properties are sold back into private residential ownership with the continuing increase of population.

Rents now equate to Auckland prices and there are long queues for viewing. Many prospective folk get turned away before even viewing.

After lengthy periods of lockdown and redlight situations, people are very reluctant to return to the workforce. "I" has become the motivation and "do I have to do this". With a multi variety of "sound" reasons why not to including fear of spreading covid or flu. Fear and anxiety and mental health issues have exploded.

Education and medical facilities are understaffed and under huge stress. Clients who cannot afford GP visits are spending enormous time at hospital A and E. Screening done by nurses and folk often sent home without treatment. Clients in long term pain requiring orthopedic and cancer surgery are suffering long delays. Example: One client cancer surgery postponed for 18 months after getting to theatre door in December 2021.

One on one interviews with WINZ staff now a thing of the past. WINZ Kerikeri and Kawakawa overwhelmed after arson of Kaikohe branch.

More positively, those we are seeing are being prepared to actually share their real situation by the second appointment rather than continuing to be too ashamed (whakama) to reveal the true state of their finances and whanau stressors so that we can partner with them to bring some hope to their lives.

Clients with limited education or not being computer savvy are increasingly being caught in scams.

Again, lockdowns have given people much idle time. Some have chosen to fill this with positivity and a new hobby while others have turned to their mobile phones and gaming but worse still online gambling. Both of the latter are additive.

Please see our website [www.northerncommunityfamilyservice.co.nz](http://www.northerncommunityfamilyservice.co.nz) for further information on what we do. Our Facebook page is waiting for our new administrator to start work and is out of date. Please note that Rachel Palmer abruptly left our employ in December 21 after declining to wear a facemask when more than one person in our small office. Finding a replacement is like finding hen's teeth so I have stepped into the breach for now. Glenda Ryan will start as soon as her health improves.

**Name:**Jo David

**Address:** 1609 Springbank Rd RD 3 Kerikeri

**Phone:** 09 4078025

**Email:** [miltonberry@slingshot.co.nz](mailto:miltonberry@slingshot.co.nz) or [budgetman@xtra.co.nz](mailto:budgetman@xtra.co.nz)

**Date:** 21<sup>st</sup> June 2022

**Project Report – Northern Community Family Service**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Financial Reconciliation</b>



## **8 INFORMATION REPORTS**

### **8.1 COMPACTOR FOR PUBLIC RUBBISH DISPOSAL**

**File Number:** A3775632

**Author:** Simon Millichamp, Solid Waste Engineer

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

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

To provide information on standalone solar power rubbish compactors to receive bagged rubbish in public places.

#### **WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY**

- Illegal dumping is common at kerbside collection points and at coastal communities where maritime rubbish is problematic.
- Illegal dumping sits at these sites for extended periods before collection. It is unsightly and unhygienic.
- It has been suggested that mobile solar powered rubbish compactors (MRC's) will alleviate illegal dumping problems.
- Similar rubbish receptacles have been trialled by FNDC and are currently used by other Councils
- Capital and maintenance costs for MRC's are high.
- All three Councils report that Illegal dumping continues despite the provision of MRC's and at times becomes worse.

#### **TŪTOHUNGA / RECOMMENDATION**

**That the Bay of Islands-Whangaroa Community Board receive the report Compactor for public Rubbish Disposal .**

## **TĀHUHU KŌRERO / BACKGROUND**

Illegal dumping is common at kerbside collection points and at coastal communities such as Russell where maritime rubbish is problematic.

There are 2 fundamental problems at both these kinds of sites:

1. Bags placed before collection day sit at these sites for extended periods before collection. Not only is this unsightly, but the bags also attract rats and dogs.
2. Rubbish placed is often not in pre-paid kerbside bags, so FNDC pays for the cost of disposal

### **Kerbside Collection Points**

Kerbside services are contracted out to private companies. There are no provisions for providing these services in the current solid waste plan or contracts.

Northland Waste Ltd and Waste Management Ltd provide user pay kerbside services in areas that they select and generally only service roads that are economically viable.

Issues developed as residents and others dropped rubbish bags on the nearest road where there was a kerbside service. Unofficial collection points developed because of this.

Council has some control over limited aspects of these services through the Solid Waste Bylaw. Public consultation was carried out in the development of the bylaw and as a result, approved collection points were established with the relevant waste companies being responsible for:

- erecting signage that clearly informs public when to place waste for collection (in response to bags being dumped at the end of roads with no collection service) and
- clearing collection points within four days of rubbish being reported including illegally dumped black bags.

Despite this, problems continue as rubbish is regularly dropped at collection points outside of the specified times resulting in an almost constant pile of waste at some collection points.

### **Coastal Communities that service people who live aboard boats.**

People who live aboard boats often have no way of getting to a refuse transfer station so sometimes resort to dumping rubbish illegally around wharves and boat ramps where they come ashore. This

is a problem at both wharves that service commercial fishers such as Pukenui and Whangaroa, as well as those wharves that service live aboard holiday makers such as Opua and Russell.

Some of this dumping is in pre-paid kerbside bags but the majority is in generic black bags.

Contractors engaged by FNDC pick up this illegal dumping as they service nearby litter bins or in response to complaints from the public. It is difficult to identify offenders as this sort of rubbish doesn't generally contain addressed envelopes or other personal details.

## MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

It has been suggested that mobile solar powered rubbish compactors (MRC's) will alleviate illegal dumping problems at kerbside collection points and at coastal communities.

MRC's are approximately the size of a 20 ft shipping container (6m x1.5m X 2m) and are made up of 2 units:

1. a solar powered compactor unit that accepts bagged rubbish through a coin or EFTPOS operated loading chute.
2. a detachable rubbish pod that the rubbish is compacted into.



MRC's provide a means to store rubbish safely and relatively hygienically as well as a means for visitors to pay for rubbish without the need to purchase prepaid bags.

FNDC has used a similar coin operated rubbish container in the past at Rawhiti to cater for the rubbish from holiday makers living aboard boats in the Bay of Islands as well as campers staying on Urupukapuka. There were numerous problems. Many people simply didn't pay and left their rubbish next to the unit. The loading chute would often become jammed as people tried to cram as much rubbish in it as possible to get the maximum value for money. It was expensive to send technicians out to un-jam the loading chute. While the MRC was jammed, the public has no option but to dump rubbish beside it.

Dhanya Anthraper, Solid Waste Engineer, Thames-Coromandel District Council reports that “they generally work well when they are not misused .... Common materials we see that jam/block the machines includes fishing nets, air mattresses, timber, foam, camping squabs, metals rods, soft plastics, blankets/duvets. This then requires us sending a technician to unblock the machine and then reset it, which means other customers cannot use the machine until it is fixed..... The other issues we experience include the machine being vandalised when people try to steal the money or the solar power panels.”

Excerpt from Stuff article January 2019



*“They are meant to cut down on the mountains of trash created by Coromandel holidaymakers.*

*Instead, a collection of portable rubbish compactors strategically positioned in busy spots around the peninsula are attracting huge piles of trash dumped by campers unable or unwilling to make use of the machines.*

*The solar powered, coin-operated devices only cost \$2 per load and any large bag of rubbish placed inside gets swiftly squished down to size once it is activated.*

*In spite of the low cost, people seem to have balked at the prospect of shelling out anything at all to reduce their waste footprint - much to the dismay of staff at the Thames Coromandel District Council.”*

Whangarei District Council has a similar unit located at Parua Bay and is encountering similar problems to those outlined above - blockages due to customers trying to deposit inappropriate volumes and items as well as rubbish piled up around the unit. David Lindsay, Solid Waste Engineer, Whangarei District Council says the success of MRC depends on locating the unit close to service technicians to clear blockages and ensuring the MRC is under surveillance. He is currently looking to relocate the MRC away from Parua Bay due to complaints from local residents.

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

Watson Engineering who manufactured both Whangarei District Council and Thames-Coromandel District Councils' MRC have provided an estimate of \$61,000 (+GST) per unit (1 x Compactor unit

and 1 x Pod combination) for a multiple order of 3 or more. Watson Engineering are not willing to manufacture MRC's for lease.

Operational costs are more difficult to estimate as they depend on MRC location and the resulting cost to send specialist trucks to empty the pods. In low to medium use areas, pods may have to be emptied before they are full due to odour issues. Northland Waste has given an indicative cost of \$520 to send a hook truck from their depot in Waipapa to swap out a rubbish pod in Russell. This doesn't include disposal costs. Also note that this would result in closing off the MRC for approximately one hour while the pod was away being emptied. Service costs for technicians to un-jam MRC's also depends heavily on location and travel time.

Neither the purchase of MRC's or the servicing of MRC's is provided for under existing budgets and would be an increase in levels of service provided to the community.

## **ĀPITI HANGA / ATTACHMENTS**

**Nil**



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

**File Number:** A3783477

**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.

### WHAKARĀPOOTO 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.
- This report is resubmitted with the further information requested from the Board showing the complete list of funding granted by the Board over the two triennium.

### 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.

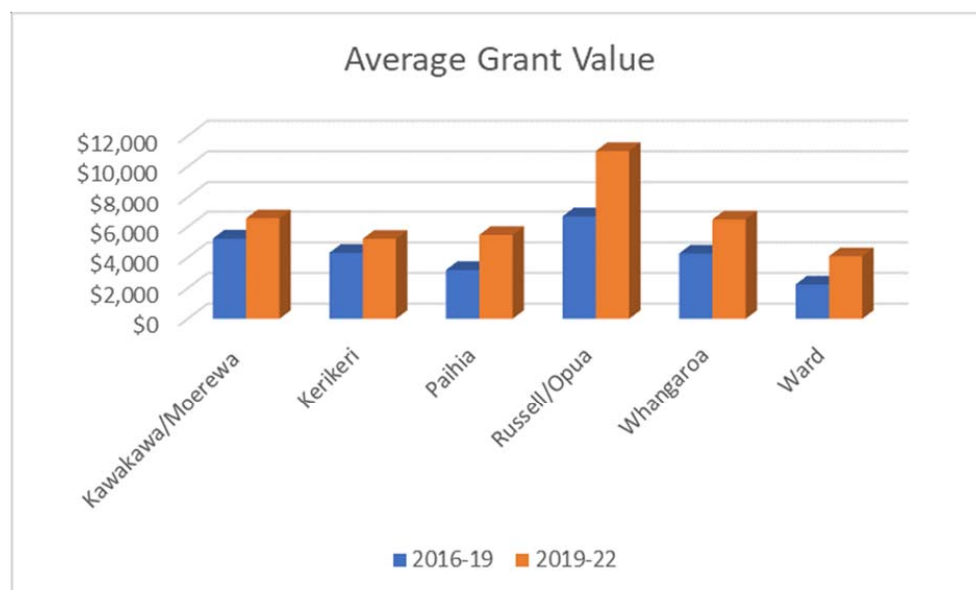
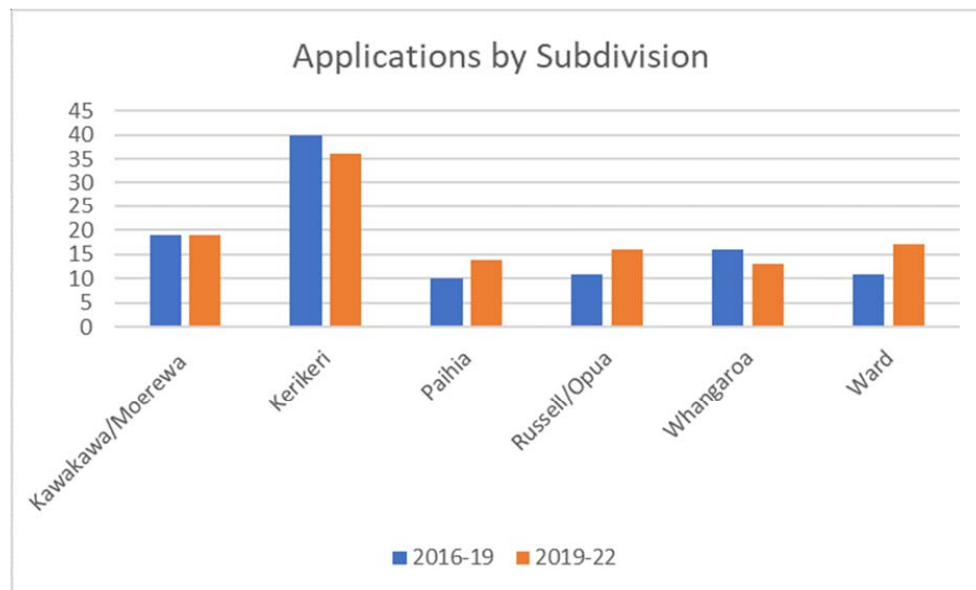
The attachments to this report show the overall funding by the Board and also provide a breakdown by subdivision.

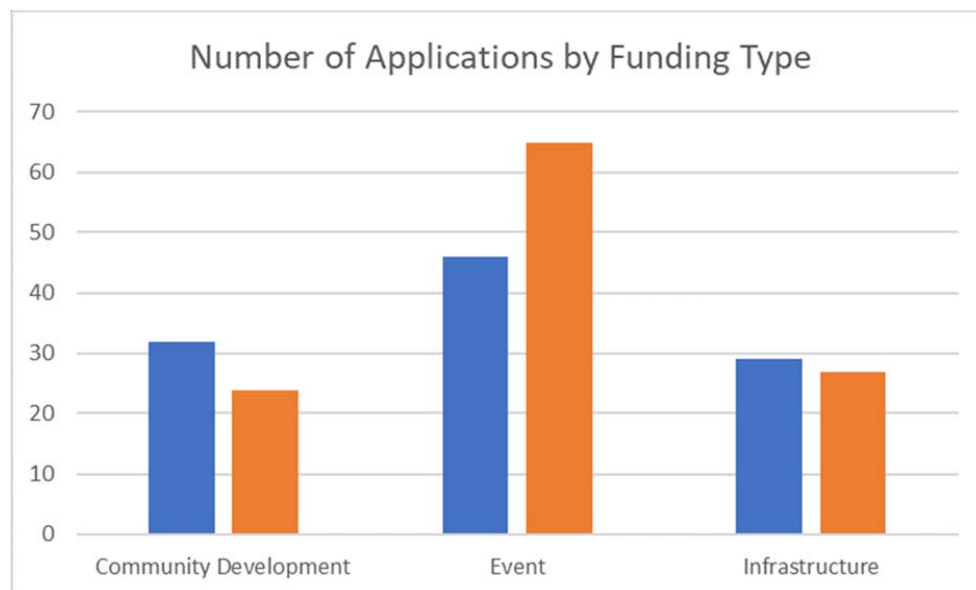
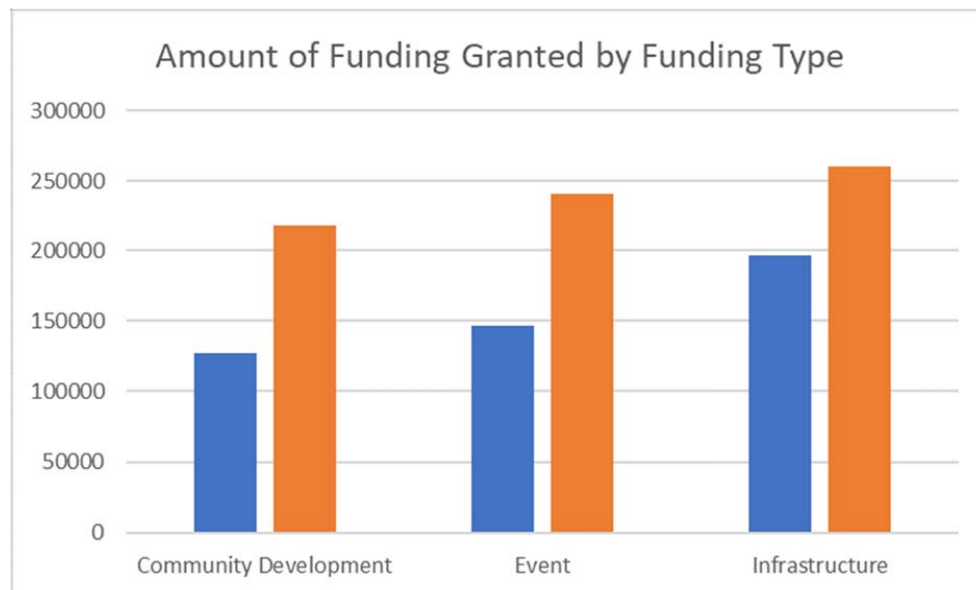
### PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

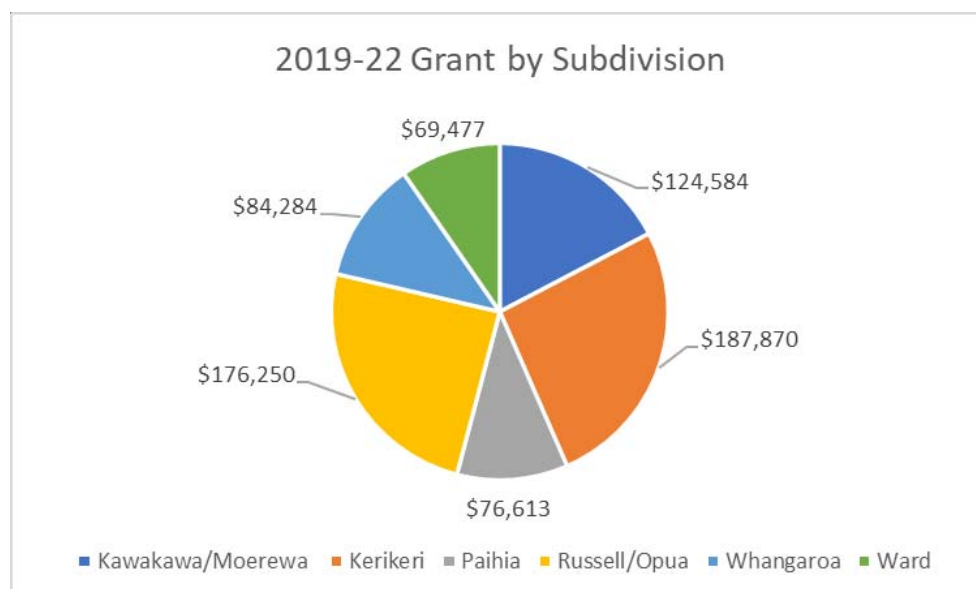
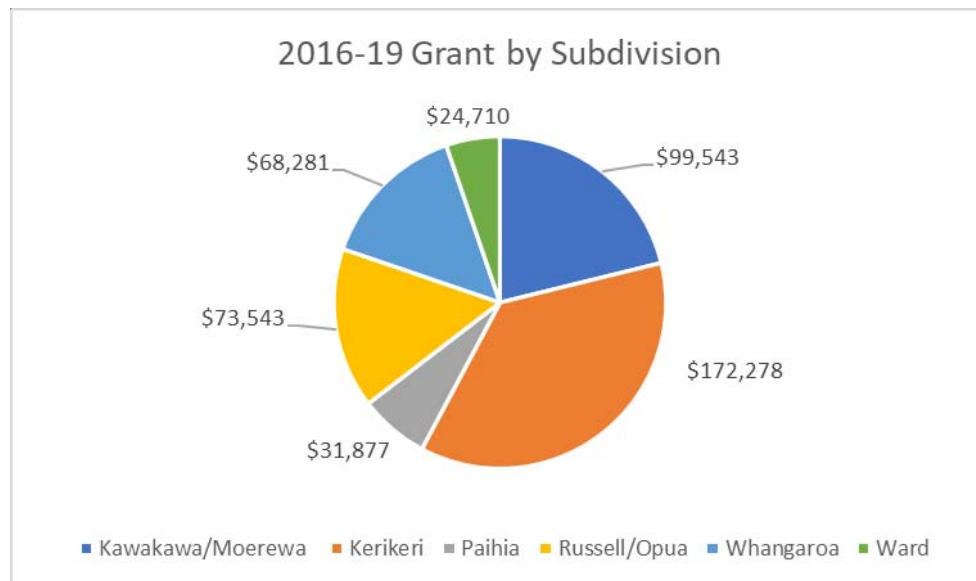
### ĀPITIHINGA / ATTACHMENTS

1. **Graph Breakdown of Funding - A3760477**  
2. **Overall funding breakdown - A3760468**  
3. **Funding granted 2016-18 - A3783465**  
4. **Funding Granted 2019-21 - A3783468**  









### 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

Date	Applicant	For	Amount	Subdivision	Total Granted	Applications	Type
10-Aug-16	Church of St Thomas	Footpath	6380	Kawakawa			Infrastructure
21-Sep-16	Ngati Hine Health Trust Board	Te Hauora o Pukepuke Rau community engagement	6750	Kawakawa			Community Development
31-Jan-17	Bay of Islands Vintage Railway Trust	Ticket office relocation and renovation	3478.5	Kawakawa			Infrastructure
27-Feb-17	Bay of Islands Amateur Swimming Club	Learn to swim programme	1150	Kawakawa			Community Development
22-May-17	Ngati Hine Maori Wardens Association	Patrolling of freedom camping sites	5000	Kawakawa			Community Development
14-Aug-17	Bay of Islands Vintage Railway Trust	Transport of Gabriel's Boiler	5280	Kawakawa			Infrastructure
25-Sep-17	Kawakawa Business and Community Association	Bike racks	3800	Kawakawa			Infrastructure
6-Nov-17	Kawakawa Community Patrol	Car Purchase	5000	Kawakawa			Community Development
11-Dec-17	Tukau Community Fund	Christmas Dinner	4000	Kawakawa			Event
26-Feb-18	Tukau Community Fund	Menstrual Cups	6250	Kawakawa			Community Development
9-Apr-18	Bay of Islands Country Rock Festival	Festival shuttle	2398	Kawakawa			Event
25-May-18	Karetu School	Pool repairs	8788	Kawakawa			Infrastructure
2-Jul-18	Bay of Islands Jazz and Blues Festival	Shuttle Bus	2077.39	Kawakawa			Event
5-Nov-18	Tukau Community Fund	Christmas hampers and lunch	5400	Kawakawa			Event
10-Dec-18	He Iwi Kotahi Tatou Trust	Christmas at the Marae (plus seed funding)	5400	Kawakawa			Event
25-Feb-19	Midway Inco Northland Day Services Trust	Moto-med machine and pool lifting device	13502	Kawakawa			Infrastructure
15-Apr-19	Bay of Islands Country Rock Festival	Shuttle Bus	2389	Kawakawa			Event
15-Apr-19	Fat Kina Publication	Seed funding - community advertising	2500	Kawakawa			Community Development
15-Apr-19	Kawakawa Business and Community Association	CCTV	10000	Kawakawa	99542.89	19	Infrastructure
10-Aug-16	Fiends of Roland's Wood Charitable Trust	Purchase of land	30000	Kerikeri			Infrastructure
21-Sep-16	Living Waters-Bay of Islands Maritime Park	Planting Project	5000	Kerikeri			Community Development
21-Sep-16	Kerikeri District Business Association	Street Party	2500	Kerikeri			Event
16-Nov-16	Waipapa and Districts Lions Club	Family Fun Day	6200	Kerikeri			Event
31-Jan-17	Performing Arts Kaipara South	Te Waka Huia at the Turner Centre	500	Kerikeri			Event
31-Jan-17	Bay of Islands Scottish Country Dance Club	Amplifier with CD player	250	Kerikeri			Community Development
31-Jan-17	BaySport Inc	Website	890	Kerikeri			Community Development
27-Feb-17	Bay of Islands Group Riding for the Disabled	Travel and Teacher Aide Costs	1152	Kerikeri			Community Development
27-Feb-17	Vision Kerikeri	Wairoa St to Te Wairere Waterfall Track	3449.28	Kerikeri			Infrastructure
22-May-17	Pear Tree Paddlers	Bay of Islands Triple Crown	494.5	Kerikeri			Event
3-Jul-17	Friends of Rolands Wood Charitable Trust	Access way and carpark	10000	Kerikeri			Infrastructure
3-Jul-17	Friends of Springbank School	Buses for Fireworks	1880	Kerikeri			Event
3-Jul-17	Kerikeri Bowling Club	Painting club rooms	3400	Kerikeri			Infrastructure
25-Sep-17	Kerikeri District Business Association	Wireless Link of Waipapa CCTV to police station	10000	Kerikeri			Infrastructure
6-Nov-17	BaySport Inc	Ground maintenance	1030	Kerikeri			Infrastructure
6-Nov-17	Kerikeri District Business Association	Street Party	2177	Kerikeri			Event
6-Nov-17	Puketi Forest Trust	Puketi Forest Kauri Challenge	1380	Kerikeri			Event
6-Nov-17	Vision Kerikeri	Wairoa Stream track bridge	2242.5	Kerikeri			Infrastructure
11-Dec-17	Kerikeri Steam Trust	Marine Paint for the Minerva	1723.38	Kerikeri			Community Development
26-Feb-18	Kerikeri Croquet Club	Lawn replacement	6000	Kerikeri			Infrastructure
26-Feb-18	Vision Kerikeri	Materials for Wairoa St track bridge	5000	Kerikeri			Infrastructure
26-Feb-18	Northern Region Young Farmers	Regional Final	3250	Kerikeri			Event
9-Apr-18	Tauwhara Marae	purchase of marquee	1600	Kerikeri			Community Development
25-May-18	Illumination Workshop Trust	Turner Centre Hire costs	7076.81	Kerikeri			Event
25-May-18	Pear Tree Paddlers	Triple Crown - portaloos hire etc	980	Kerikeri			Event
13-Aug-18	Kerikeri Rotary Club	Portable hoist and water chair	7093	Kerikeri			Infrastructure
24-Sep-18	Bay of Islands-Kaikohe Photography Club	administration, printing and drone hire	563	Kerikeri			Community Development
24-Sep-18	Friends of Springbank School	Fireworks shuttles	2375	Kerikeri			Event
5-Nov-18	BaySport Inc	Upgrade of changing rooms	10452	Kerikeri			Infrastructure
5-Nov-18	Dutch Community Group Bay of Islands	2019 Dutch Festival	2000	Kerikeri			Event

2016-2019

Date	Applicant	For	Amount	Subdivision	Total Granted	Applications	Type
10-Dec-18	Cherry Park House	Heatpump installation	3105	Kerikeri			Infrastructure
10-Dec-18	Hope Centre Northland Community Trust	Feast in the Street 2018	2500	Kerikeri			Event
10-Dec-18	Reinga Road Reserve Inc	Tree protection cages	2792	Kerikeri			Infrastructure
25-Feb-19	Be Free Inc	Family Day	4353	Kerikeri			Event
25-Feb-19	Pear Tree Paddlers	NZ National and Regional School Champs	2900	Kerikeri			Event
25-Feb-19	Vision Kerikeri	Tree felling and timber for steps -Wairoa Track	4658	Kerikeri			Infrastructure
15-Apr-19	Northern Community Family Service	Venue hire	5000	Kerikeri			Community Development
20-May-19	Northern Flash Fiction	Venue hire and advertising	694	Kerikeri			Event
20-May-19	Northern Floral Art Society	Designer of the year 2019	2963	Kerikeri			Event
20-May-19	Te Runanga o Ngati Rehia	Tuhono Kerikeri - advertising and equipment hire	12654	Kerikeri	172277.47	40	Event
10-Aug-16	Bay of Islands Golf Club	Hosting tournaments	2500	Paihia			Event
16-Nov-16	Ngati Rahiri Maori Komiti	Carols by Candlelight	3995.63	Paihia			Event
10-Apr-17	Bay of Islands Country Rock Festival	Festival	4024	Paihia			Event
10-Apr-17	Business Paihia	Bay of Islands Beast Mud Run	5000	Paihia			Event
3-Jul-17	Bay of Islands Jazz and Blues Festival	Festival	2320	Paihia			Event
25-Sep-17	Bay of Islands Walking Weekend Charitable Trust	Advertising and promotion	2739.7	Paihia			Event
25-Sep-17	Ngati Rahiri Maori Komiti	Carols by Candlelight	2000	Paihia			Event
25-May-18	Bay of Islands Walking Weekend Charitable Trust	2018 Walking Weekend	3400	Paihia			Event
24-Sep-18	Ngati Rahiri Maori Komiti	Administration and advertising	2000	Paihia			Community Development
10-Dec-18	Focus Paihia	Bledisloe Domain maintenance	3897.41	Paihia	31876.74	10	Infrastructure
21-Sep-16	Russell Museum	Operating Costs	20000	Russell			Community Development
21-Sep-16	Te Au Marie Sestercentennial Charitable Trust	Reestablishing Te Maiki/Flagstaff Hill viewlines	1769	Russell			Community Development
31-Jan-17	Bay of Islands Hash House Harriers	New Zealand Nash Hash	2500	Russell			Event
10-Apr-17	Red Leap Theatre Charitable Trust	Performance of the play "Kororareka"	4000	Russell			Event
22-May-17	Russell Birdman Charitable Trust	Birdman Festival	5656.69	Russell			Event
14-Aug-17	Russell Centennial Trust Board	Shelving and archiving material	12663	Russell			Community Development
25-May-18	Russell Birdman Charitable Trust	Russell Birdman	6200	Russell			Event
10-Dec-18	Resilient Russell Charitable Trust	Promotion and costs of annual awards	2500	Russell			Event
25-Feb-19	Russell Tennis Club	Court Resurfacing	10000	Russell			Infrastructure
15-Apr-19	Russell Centennial Trust Board	Administration costs	5754	Russell			Community Development
20-May-19	Russell Birdman Charitable Trust	2019 Festival	2500	Russell	73542.69	11	Event
10-Aug-16	Whangaroa Community Trust	Office Space Rental	2466.75	Whangaroa			Community Development
10-Aug-16	Whangaroa Community Trust	CCTV	5000	Whangaroa			Infrastructure
21-Sep-16	Kaeo Welcome to Summer Festival	Festival	3275	Whangaroa			Event
16-Nov-16	Whangaroa Community Trust	Whangaroa Armed Services Commemoration	3545	Whangaroa			Event
16-Nov-16	Whangaora County Museum and Archive Society	Installation of Heat pumps	10000	Whangaroa			Infrastructure
3-Jul-17	Kaeo Rugby Union Football Club	Costs towards mowing grounds	3000	Whangaroa			Infrastructure
3-Jul-17	Whangaroa Community Trust	Playground and toilet block improvements	5000	Whangaroa			Infrastructure
6-Nov-17	Kaeo Festival Group	Ngapurapura of Whangaroa	2796	Whangaroa			Event
6-Nov-17	Whangaroa Community Trust	Community coordinator operating expenses	5000	Whangaroa			Community Development
6-Nov-17	Whangaroa County Museum and Archives Society	Operating Costs	5000	Whangaroa			Community Development
9-Apr-18	Whangaroa Community Trust	Whangaroa map promotion and advertising	1053	Whangaroa			Community Development
9-Apr-18	Whangaroa Community Trust	Shade roof over picnic tables	3410	Whangaroa			Infrastructure
25-May-18	Whangaroa Memorial Hall Committee	Audio system	5600	Whangaroa			Infrastructure
5-Nov-18	Whangaroa Community Trust	Kaeo Library Rent	5000	Whangaroa			Community Development
10-Dec-18	Whangaroa County Museum and Archives Society	Operating Costs	5000	Whangaroa			Community Development
25-Feb-19	Kaeo Festival Group	Nga Purapura 2019	3135	Whangaroa	68280.75	16	Event

2016-2019

Date	Applicant	For	Amount	Subdivision	Total Granted	Applications	Type
21-Sep-16	Tlinks	Stickers for tourist/hire vehicles for safe driving	2500	Ward			Community Development
21-Sep-16	Brain Food for Better Learning	Parent and teacher seminars	1450	Ward			Community Development
31-Jan-17	Youthline Auckland Charitable Trust	Youthline	2466.84	Ward			Community Development
27-Feb-17	Parenting Place Attitude Youth Division	High School Presentations	1000	Ward			Event
10-Apr-17	Mid North Family Support	30 Year Anniversary	800	Ward			Event
22-May-17	Creative Northland	Funding for transport to Dargaville for students	1225	Ward			Event
3-Jul-17	Volunteering Northland	Operating Costs	3000	Ward			Community Development
26-Feb-18	Be Free Inc	Mangonui Festival	3268	Ward			Event
24-Sep-18	Kerikeri Baptist Church	Busy Bees Knitting	2000	Ward			Community Development
10-Dec-18	Epilepsy Association of New Zealand	Field service vehicle purchase	2000	Ward			Community Development
15-Apr-19	Volunteering Northland	Administration costs	5000	Ward	24709.84	11	Community Development

2016-2019

Date	Applicant	For	Amount	Subdivision	Granted Total	Applications	Type	Subdivision
1-Jul-19	Bay of Islands Jazz and Blues Festival	Shuttle Bus hire	2,489	Kawakawa			Event	Kawakawa
23-Sep-19	Kawakawa Hundertwasser Charitable Trust	Te Hononga Entrance	20,000	Kawakawa			Infrastructure	Kawakawa
4-Nov-19	Kawakawa Business Association	Christmas Parade	5,000	Kawakawa			Event	Kawakawa
4-Nov-19	He Iwi Kotahi Tatou Trust	Moerewa Christmas Parade	2,500	Kawakawa			Event	Kawakawa
4-Nov-19	Tukau Community Fund	Christmas Lunch	2,500	Kawakawa			Event	Kawakawa
3-Feb-20	Bay of Islands Animal Rescue Trust	Bark in the Park 2020	1,990	Kawakawa			Event	Kawakawa
3-Feb-20	Te Tai Tokerau Access Arts Trust	Creative Seasonal Programme at Kings Theatre	4,256	Kawakawa			Event	Kawakawa
01-Oct-20	Bay of Islands Animal Trust	Bark in the Park 2021	3,311	Kawakawa			Event	Kawakawa
03-Dec-20	Kawakawa Business Association	Kawakawa Christmas Festival	2,500	Kawakawa			Event	Kawakawa
01-Apr-21	Bay of Islands Country Music Festival	BOI Country Rock Festival	2,986	Kawakawa			Event	Kawakawa
03-Jun-21	Hapori Aquatics	Facility upgrade	3,784	Kawakawa			Infrastructure	Kawakawa
03-Jun-21	Bay of Islands College	Outdoor Pursuits attendance	3,000	Kawakawa			Community	Kawakawa
03-Jun-21	Simson Park Hall & Park Management	Re-roof of Hall	40,270	Kawakawa			Infrastructure	Kawakawa
05-Aug-21	Bay of Islands Jazz & Blues Festival	Shuttle Bus hire	2,485	Kawakawa			Event	Kawakawa
02-Sep-21	Te Puna Aroha Moerewa Christmas 2021	Te Puna Aroha Moerewa Christmas 2021	5,000	Kawakawa			Event	Kawakawa
07-Oct-21	Kawakawa Hundertwasser Charitable Trust	Community development	10,000	Kawakawa			Community	Kawakawa
07-Oct-21	Kawakawa Hundertwasser Charitable Trust	Placemaking for Te Hononga Hub Office Project	3,077	Kawakawa			Infrastructure	Kawakawa
02-Dec-21	Kawakawa Business Association	Kawakawa Christmas In the park	2,446	Kawakawa			Event	Kawakawa
05-May-22	Bay of Islands Country Music Festival	Bay of Islands Country Music Festival	5,000	Kawakawa			Event	Kawakawa
23-Sep-19	Bay of Islands Animal Rescue Trust	Bark in the Park 2020	1,990	Kawakawa	124584	19	Event	Kawakawa
1-Jul-19	Carbon Neutral New Zealand	Workshop Facilitator costs	7,694	Kerikeri			Community	Kerikeri
1-Jul-19	Kerikeri District Business Association	Road closure to support Tuhono Kerikeri	6,000	Kerikeri			Event	Kerikeri
1-Jul-19	Mai Lyfe Inc	Equipment for basketball events	2,145	Kerikeri			Event	Kerikeri
1-Jul-19	Pungaere Cemetery Trust	Replacement of gates	1,550	Kerikeri			Infrastructure	Kerikeri
12-Aug-19	Kerikeri Open Art Studios Trail	KOAST	2,000	Kerikeri			Event	Kerikeri
12-Aug-19	Te Runanga o Ngati Rehia	Tuhono Kerikeri	16,600	Kerikeri			Event	Kerikeri
23-Sep-19	Be Free Inc	Far North Summer Sounds 2020	5,000	Kerikeri			Event	Kerikeri
23-Sep-19	Eddie Trust	Sign language class venue hire	3,366	Kerikeri			Event	Kerikeri
23-Sep-19	Kerikeri Sports Complex	Playgroun	10,000	Kerikeri			Infrastructure	Kerikeri
23-Sep-19	Matauri Marae Trustees	Piri Wiremu Mokena Sports Tournament 2020	2,700	Kerikeri			Event	Kerikeri
23-Sep-19	Te Runanga o Ngati Rehia	Tuhono Kerikeri	1,000	Kerikeri			Event	Kerikeri
4-Nov-19	Kerikeri Lions	Christmas Parade	2,500	Kerikeri			Event	Kerikeri
5-Mar-20	Stage Door Inc	Wizard of Oz	2,500	Kerikeri			Event	Kerikeri
4-Jun-20	Tai Huri Films	Short film screening	1,000	Kerikeri			Event	Kerikeri
02-Jul-20	National Street Rod Association	National Street Rod Association Meet	3,000	Kerikeri			Event	Kerikeri
01-Oct-20	Kerikeri Lions Christmas Parade	Kerikeri Christmas Parade	5,000	Kerikeri			Event	Kerikeri
01-Oct-20	Arogya Mantra	Kerikeri Diwali celebrations	1,000	Kerikeri			Event	Kerikeri
04-Feb-21	Bay Sports Inc	Stadium Refurbishment	12,800	Kerikeri			Infrastructure	Kerikeri
06-May-21	Kerikeri Theatre Company	The Sound of Music	10,000	Kerikeri			Event	Kerikeri
03-Jun-21	Kerikeri Sports Complex	community playground	15,000	Kerikeri			Infrastructure	Kerikeri
03-Jun-21	Kerikeri Gymnastics Club	Improvement to facilities	2,958	Kerikeri			Infrastructure	Kerikeri
03-Jun-21	Kerikeri Football Club	storage for equipment - Container & shelving	3,000	Kerikeri			Infrastructure	Kerikeri
05-Aug-21	Kerikeri Gymnastics Club	Assistance with facility rent	7,500	Kerikeri			Community	Kerikeri
02-Sep-21	Our Kerikeri Community Charitable Trust	community Christmas Tree	10,000	Kerikeri			Infrastructure	Kerikeri
11-Nov-21	Kerikeri Community Cadet Unit	2021 Regimental Dinner	1,000	Kerikeri			Event	Kerikeri
02-Dec-21	Kerikeri Croquet Club	lawn maintenance	3,000	Kerikeri			Infrastructure	Kerikeri
02-Dec-21	Magic Playhouse	MORPH! Puppet Festival	6,000	Kerikeri			Event	Kerikeri
03-Mar-22	Rangitane Residents Association Inc	Community CCTV	5,149	Kerikeri			Infrastructure	Kerikeri
05-May-22	Bald Angels Charitable Trust	Rainbow Rangitahi Drop In Centre	10,000	Kerikeri			Community	Kerikeri

2019-2021

Date	Applicant	For	Amount	Subdivision	Granted Total	Applications	Type	Subdivision
05-May-22	Kororipo Paddlers	Triple Crown	950	Kerikeri			Event	Kerikeri
05-May-22	Magic Playhouse	MORPH! Puppet Festival	4,000	Kerikeri			Event	Kerikeri
05-May-22	Massive Theatre Company	Directors Lab Workshop	1,000	Kerikeri			Event	Kerikeri
02-Jun-22	Aroha Music Society	2022 Concert Series	5,000	Kerikeri			Event	Kerikeri
02-Jun-22	Bay of Islands Singers	"On the Wings of a Dove"	5,000	Kerikeri			Event	Kerikeri
02-Jun-22	Kerikeri Business Association	CBD Irrigation system replacement	7,458	Kerikeri			Infrastructure	Kerikeri
02-Jun-22	Stage Door Theatre Group	Beauty and the Beast	5,000	Kerikeri	187870	36	Event	Kerikeri
23-Sep-19	Bay of Islands Arts Festival Trust	Festival Director costs	7,500	Paihia			Event	Paihia
4-Nov-19	Business Paihia	Christmas Parade	4,466	Paihia			Event	Paihia
4-Nov-19	Ngati Rahiri	Christmas Carols	2,500	Paihia			Event	Paihia
9-Dec-19	Bay of Islands Community Centre Association	Community workshops	1,000	Paihia			Event	Paihia
06-Aug-20	Ngati Rahiri Māori Komiti	Carols in the Park 2020	2,500	Paihia			Event	Paihia
01-Oct-20	Bay of Islands Sailing Week Inc	Sailing Week 2021	2,750	Paihia			Event	Paihia
01-Oct-20	Business Paihia - Christmas Parade	Paihia Christmas Parade	5,000	Paihia			Event	Paihia
03-Dec-20	New Zealand Red Cross Inc	wool for the Paihia volunteer knitting group	2,000	Paihia			Community	Paihia
02-Sep-21	Henry & William Williams Memorial Museum Trust	concept development	4,000	Paihia			Community	Paihia
07-Oct-21	Ngati Rahiri Māori Komiti	Carols in the Park 2021	2,397	Paihia			Event	Paihia
11-Nov-21	Business Paihia Inc	Paihia Christmas Parade 2021	2,500	Paihia			Event	Paihia
05-May-22	Business Paihia	Matariki Festival 2022	5,000	Paihia			Event	Paihia
05-May-22	Friends of Williams House	Creation of permanent exhibition space	20,000	Paihia			Infrastructure	Paihia
02-Jun-22	Business Paihia	Matariki Festival 2022	15,000	Paihia	76613	14	Event	Paihia
1-Jul-19	Russell Bowling Club	re-roofing of clubhouse	20,000	Russell			Infrastructure	Russell
12-Aug-19	Bay of Islands Walking Weekend Charitable Trust	Walking Weekend venue hire	1,725	Russell			Event	Russell
23-Sep-19	Living Waters Bay of Islands	pest/predator control	5,000	Russell			Community	Russell
23-Sep-19	Russell Centennial Trust Board	Museum contractor fees	5,000	Russell			Community	Russell
4-Nov-19	Waikare Marae Trustees	Tuia 250	5,000	Russell			Event	Russell
4-Nov-19	Motatau School	Pool resurfacing	5,000	Russell			Infrastructure	Russell
9-Dec-19	Resilient Russell Community Trust	Community Awards	1,000	Russell			Event	Russell
03-Sep-20	Russell Baptist Church	Water supply for community centre	3,450	Russell			Infrastructure	Russell
05-Nov-20	Towai-Maromaku Vision Group	community road signage	3,900	Russell			Infrastructure	Russell
03-Dec-20	Mohinui Marae	Whiti Whārua 5k fun run	2,000	Russell			Event	Russell
03-Dec-20	Russell Centennial Trust Board	Russell Museum signage	2,000	Russell			Infrastructure	Russell
03-Dec-20	Te Ruapekapeka Trust	175 Anniversary of the Battle of Ruapekapeka	14,000	Russell			Event	Russell
04-Feb-21	Guardians of the Bay of Islands Inc	Te Rā nga Tamariki Day	2,425	Russell			Event	Russell
08-Jul-21	Towai Community Market	funding for a gazebo	2,750	Russell			Infrastructure	Russell
02-Sep-21	Bay of Islands Walkways and Walking Trust	signage costs for Russell to Okiato Pathways	3,000	Russell			Infrastructure	Russell
02-Jun-22	Russell Community	Placemaking	100,000	Russell	176250	16	Community	Russell

2019-2021

Date	Applicant	For	Amount	Subdivision	Granted Total	Applications	Type	Subdivision
9-Dec-19	Kaeo Festival Committee	Nga purapura 2020	3,100	Whangaroa			Event	Whangaroa
5-Mar-20	Whangaroa Health Services Trust	Water tank	799	Whangaroa			Infrastructure	Whangaroa
5-Mar-20	Te Ohanga Reo o Matangirau	Whangaroa Purapura	2,000	Whangaroa			Event	Whangaroa
02-Jul-20	Rangitahi Ora Roa	Youth Workshop	1,410	Whangaroa			Event	Whangaroa
06-Aug-20	Jacman Entertainment Ltd	Totara North Outreach	1,955	Whangaroa			Event	Whangaroa
01-Oct-20	Kaeo Christmas Parade	Kaeo Christmas Parade	2,500	Whangaroa			Event	Whangaroa
05-Nov-20	Kaeo Festival Group	Nga Purapura 2021	5,000	Whangaroa			Event	Whangaroa
05-Nov-20	Whangaroa Health Services Trust	fitness equipment for community gym	1,739	Whangaroa			Community	Whangaroa
03-Dec-20	Whangaroa County Museum and Archives	museum operating expenses	2,500	Whangaroa			Community	Whangaroa
01-Apr-21	Waka Atea	Kaupapa Waka Wananga	6,744	Whangaroa			Event	Whangaroa
02-Sep-21	Whangaroa Community Trust	purchase of shade sails for Kaeo playground	30,000	Whangaroa			Infrastructure	Whangaroa
05-May-22	Lonsdale Park Camp Board Trust	Footpath paving upgrade	3,476	Whangaroa			Infrastructure	Whangaroa
05-May-22	Totara North Residents and Ratepayers Association	Installation of playground at Totara North	23,061	Whangaroa	84284	13	Infrastructure	Whangaroa
1-Jul-19	Youthline Auckland Charitable Trust	Youthline	1,939	Ward			Community	Ward
12-Aug-19	Kerikeri Baptist Church	Busy Bees Knitting Group	2,000	Ward			Community	Ward
12-Aug-19	Te Pokapū Tiaki Taiao o Te Tai Tokerau Trust	Timebank coordinator	2,880	Ward			Community	Ward
23-Sep-19	Dynamo Cycling and Sports Club	Tour of Northland 2020	500	Ward			Event	Ward
3-Feb-20	Be Free	Mangonui Youth Stage	2,279	Ward			Event	Ward
4-Jun-20	Bay of Islands Canine Association	Community dog training classes	1,732	Ward			Event	Ward
4-Jun-20	Life Education Trust	Mobile classroom refurbishment	5,000	Ward			Infrastructure	Ward
4-Jun-20	Volunteering Northland	Operating expenses	2,900	Ward			Community	Ward
01-Oct-20	Kairos Connection Trust - Busy Bees	Busy Bees Knitting Group	3,000	Ward			Community	Ward
03-Dec-20	Be Free Inc	Mangonui Waterfront Festival 2021	1,000	Ward			Event	Ward
06-May-21	The Bay Of Islands Animal Rescue	Desexing and vaccination programme	20,000	Ward			Community	Ward
08-Jul-21	Northern Community Family Service	Budgeting services	5,325	Ward			Community	Ward
07-Oct-21	Youthline Auckland Charitable Trust	Youthline	3,000	Ward			Community	Ward
11-Nov-21	Kairos Connection Trust (Busy Bees)	Knitting resources	4,000	Ward			Community	Ward
31-Mar-22	R. Tucker Thompson Sail Training Trust	Youth Development Voyage	4,922	Ward			Community	Ward
02-Jun-22	Bay of Islands Animal Trust	Desexing and vaccination programme	4,000	Ward			Community	Ward
02-Jun-22	Far North Land Search and Rescue	Venue hire	5,000	Ward	69477	17	Community	Ward



### 8.3 PETITION - PAIHIA CRUISE SHIP MARKET

**File Number:** A3803162

**Author:** Joshna Panday, Democracy Advisor

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

#### PURPOSE OF THE REPORT

For the Board to consider the petition requesting for Focus Paihia Community Charitable Trust to refrain from having the Paihia Cruise Ship Craft Market stalls on the Paihia Village Green.

#### EXECUTIVE SUMMARY

- This petition was presented to the Council by Rex Wilson on 20 July 2022.
- The petition is made up of a digital copy of signatories.
- There is a total of 80 signatures on the petition.
- All signatories are in favour to have Focus Paihia Community Charitable Trust refrain from having Paihia Cruise Ship Craft Market stalls on the Paihia Village Green.
- The associated RFS for the petition is RFS number. [REDACTED]
- There are currently expressions of opposition to the petition presented to Council under RFS number [REDACTED] and via email correspondence.

#### RECOMMENDATION

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

- a) formally receive the petition from Rex Wilson on behalf of all signatories on the petition; and**
- b) determine an outcome that meet the following Community Outcomes:**
  - i) Communities that are healthy, safe, connected and sustainable**
  - ii) Proud, vibrant communities**

#### 1) BACKGROUND

This petition was received from Rex Wilson on behalf of the 80 signatories on 20 July 2022 via the Far North District Council (FNDC) but was originally requested via a request for service (RFS) with Council on 14 June 2022.

Attached hereto:

- a) a copy of the petition and supportive correspondence from:

- Removed due to privacy rights

- b) a copy of received correspondence against the petition from:

- Removed due to privacy rights

- c) a copy of the MOU – Focus Paihia FY21-22

Council's petitioning guidelines state that a petition:

- may be presented to the Council, a Committee or a Community Board.
- must contain at least 20 signatures and the request must consist of fewer than 150 words (not including signatures).
- must be received by the Chief Executive (or his representative) at least five working days before the date of the meeting at which it will be presented.
- must not use offensive language or include malicious statements
- may be written in English or te reo Māori.
- may be delivered by electronic means.

Council's process around petitions currently mean that any petition received will be presented to a formal meeting for endorsement and to raise awareness of potentially larger issues with our elected representatives.

Elected members need to be mindful when making decisions that they have sufficient information to satisfy the following decision-making provisions of the Local Government Act s77-82.

1. All reasonably practicable options with advantages/disadvantages
2. The views of the community
3. Compliance with legislation including Resource Management Act
4. That the resolution will be consistent with existing policies or plan (if not provided there is an explanation)
5. That the options take into consideration opportunities for māori engagement and views.
6. The potential impacts and views of affected persons.

## **2) DISCUSSION AND OPTIONS**

Staff do not undertake any vetting processes. To enable Community Boards to advocate for their communities, petitions with an impact or focus on a particular community will be presented to Community Board's to formally consider.

In receiving a petition, keeping in mind the decision-making requirements under the Local Government Act, the Board are asked to either:

1. Endorse the petition and request staff to investigate.
2. Or simply receive the petition noting the concerns.

Endorsing the petition formally agrees that the issue is a true representation of the concerns, and requests staff to investigate options. In some instances, the options may be straightforward and within staff delegation to action.

In other instances, the matter might require a further report to be prepared to seek resolution.

Receiving a petition doesn't necessarily mean that the Board doesn't agree with the petitioner's request. It might be that it is not a priority at present or that the Board would like to consider it via another process such as their strategic plan, or advocate for community through an external party.

If the Board simply note the petition it is recommended that the Board be clear on the reasoning why, so the minutes provide clear direction back to the petitioners.

Regardless of the Board outcome, if a petition is endorsed by the Community Board progress will be reported back to the Board via their action sheet.

### **Reason for the recommendation**

To allow the community board to formally receive the petition and provide a mechanism for the Board to advocate on behalf of its constituents where appropriate.


**3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There are no financial implications or need for budgetary provision in requesting a report. The report when provided will need to articulate and financial implications in the options including speedbumps.

**ATTACHMENTS**

1. Cease Paihia Cruiship Markets Petition - A3804398 [↓](#) 

2 – 9 Removed due to privacy rights

10. Agreement between Council and Focus Paihia - A3805097 [↓](#) 

**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.

Compliance requirement	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 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.	
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.	Will impact the community of Paihia. This is a Community Board report.
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.	None beyond those for wider community.
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.	Paihia community.
State the financial implications and where budgetary provisions have been made to support this decision.	None anticipated at this stage.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

The Petition has been removed to protect the privacy of the signatories































































































































**8.4 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE 22 JULY 2022****File Number: A3786943****Author: Joshna Panday, 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.

**WHAKARĀPOOTO 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 22 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. **Action Sheet 22 July 2022 - A3805409** [↓](#) 

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Bay of Islands-Whangaroa Community Board <b>Officer:</b>		<b>Printed:</b> Friday, 22 July 2022 10:52:28 AM <b>Date From:</b> 1/01/2020 <b>Date To:</b> 22/07/2022	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 7/07/2022	Bay of Islands-Whangaroa Community Board Action Sheet Update July 2022	<b>RESOLUTION 2022/58</b> Moved: Chairperson Belinda Ward Seconded: Member Bruce Mills <b>That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update July 2022 and includes the following RFS 4070342 onto the next Action Sheet Update:</b> <ul style="list-style-type: none"> <li>- That the overflow carpark, south of the Whangaroa Fishing Club (green area) to be metaled or surfaced appropriately as an all-weather site. Member Mills to liaise with the CEO.</li> </ul>	<b>19 July 2022 Nina Gobie</b> Compiling the information received from various Council staff before a decision can be made. Have asked the CE Office to confirm if Bruce Mills had this included in the LTP / AP, who would pay for it, if not and that such a facility would be available for use by the general public not just the Fishing Club
Bay of Islands-Whangaroa Community Board 2/06/2022	Motion	<b>RESOLUTION 2022/66</b> Moved: Member Manuela Gmuer-Hornell Seconded: Member Bruce Mills <b>That a copy of the Pa road post construction audit report be forwarded to the summitter of the petition.</b>	<b>22 Jul 2022 Joshna Panday</b> Lorraine Bentley has been identified as the submitter of the petition and to be notified of the post construction report.
Bay of Islands-Whangaroa Community Board 2/06/2022	Motion	<b>RESOLUTION 2022/65</b> Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr <b>That the Bay of Islands-Whangaroa Community board request from the CE confirmation of the prioity lisitng 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..</b>	<b>15 Jul 22 England, Jeanette</b> This information is still being gathered and will not be available for the August meeting. It is likely that a report will not be presented back to the CB before November or December now

OUTSTANDING ACTIONS REPORT			
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Bay of Islands-Whangaroa Community Board 31/03/2022	Relocation and Installation of Kerikeri Domain Playground to Totara North Hall Reserve	<b>RESOLUTION 2022/22</b>  Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell <b>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 Kerikeri Scout Group for costs towards 2022 Kerikeri ANZAC Service to meet the following Community Outcomes:</b> i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Bruce Mills to provide an update
Bay of Islands-Whangaroa Community Board 2/12/2021	Notice of Motion - Cherry Park House	<b>RESOLUTION 2021/115</b>  Moved: Member Frank Owen Seconded: Member Manuela Gmuer-Hornell <b>That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report.</b>	<b>18 Jul 2022 1:07pm James, Darren</b> Darren undertook measurements of the internal dimensions of Cherry Park House. Plans sent to Richard Poole (18 July 22) in BCA to determine capacity limitations/ BWO parameters for escape and evacuation plans.
Bay of Islands-Whangaroa Community Board 5/08/2021	Alfresco Dining Application - Duke of Marlborough Limited	<b>RESOLUTION 2021/61</b>  Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell <b>That the Bay of Islands-Whangaroa Community Board:</b> <b>a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30<sup>th</sup> June 2022.</b>	<b>15 Jul 22 Deane, Rochelle</b> As of 1 July 2022, all alfresco dining applications will need to go before the respective Community Board to allow the Board to provide comment on the application.



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		<b>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.</b>  <b>c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited.</b>  <b>d) note community board members engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell.</b>	<p>The DOM alfresco dining renewal was received on 20 June 2022, however, the renewal for the DOM needs to go before the BOIWCB because it did not meet the criteria of the now revoked Policy but also that the Board only approved the license for one year which expiry on 30 June 2022.</p> <p>The DOM renewal will go before the BOIWCB meeting being held on 1 September 2022.</p> <p>The report that will go before the BOIWCB will simply ask the Board for their comment on the DOM application with confirmation / approval that the DOM furniture can remain in the alfresco dining area on public space.</p> <p>The Placemaking discussions are being led by the Council's Strategic Planning &amp; Policy Team. Briar Macken who is the Team Leader for the SPP (Policy) Team will lead this project.</p> <p>Briar has indicated that these discussions will not start until February 2023 at the earliest.</p>
Bay of Islands-Whangaroa Community Board 3/06/2021	Moreton Bay Fig, Russell - Arboricultural Report 2021	<b>RESOLUTION 2021/65</b> Moved: Member Dave Hookway-Kopa Seconded: Member Lane Ayr <b>That the Bay of Islands-Whangaroa Community Board:</b> <b>a) receive the report Moreton Bay Fig, Russell – Arboricultural Report 2021; and that,</b> <b>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,</b>	<b>19 Jul 2022 4:22pm George, Tania</b> 2022/23 Budget – should have secured \$300k for Tree Management going forward. This will help towards the cost of any works associated with the Moreton Bay fig and the engagement of an in-house Arborist who can regularly assess the tree as well as seeking external professional advise on an annual basis.

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		c) seek clarification on reference to the Tree Management-Eastern Tree account and the off set by the Parks and reserves – Vegetation control budget	
Bay of Islands-Whangaroa Community Board 4/02/2021	RESOLUTION	<b>RESOLUTION 2021/9</b> Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr <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>	<b>08 Jul 2022 1:43pm Andersen, Gayle</b> First draft completed and review determined further work needed – this is now part of the current Strategy and Policy work programme.
Bay of Islands-Whangaroa Community Board 5/11/2020	Notice of Motion - Public Access to Tapu Point Okiato	<b>RESOLUTION 2020/111</b> Moved: Manuela Gmuer-Hornell Seconded: Lane Ayr <b>That Bay of Islands-Whangaroa Community Board recommend that Council:</b> a) reviews the public access to Tapu Point, Okiato via unformed paper road, and; b) identify the boundaries by survey and erect appropriate signage to officially mark the public access to Tapu Point, Okiato via unformed paper road.	<b>11 Jul 2022 4:23pm George, Tania</b> 6/7/2022 - Darren James and Graham Norton to meet with Kelly Stratford to explain what is required to give effect to the entire proposal as Mr Atkinson is expecting his entire proposal to be implemented. There are HSW and financial implications with the proposal presented to the Board, in its current format.

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**8 TE KAPINGA HUI / MEETING CLOSE**