



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 1 September 2022

Time:

Location:

10:00 am Turner Center 43 Cobham Rd, Kerikeri

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

- 1. Provide appropriate management support for the Boards.
- 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 in the Turner Center, 43 Cobham Rd, , Kerikeri on: Thursday 1 September 2022 at 10:00 am

Te Paeroa Mahi / Order of Business

1	Karakia	Timatanga / Opening Prayer	7
2	Nga Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest7		
3	Te Wāhanga Tūmatanui / Public Forum7		
4	Ngā Tono Kōrero / Deputation7		
5	NGā ka	ikŌrero / Speakers	7
6	Confirmation of Previous Minutes		8
	6.1	Confirmation of Previous Minutes	8
7	Reports	\$	15
	7.1	Chairperson and Members Reports	15
	7.2	Bay of Islands Whangaroa Community Board Strategic Plan 2022-2025	23
	7.3	Paihia Heritage Trail Proposal	60
	7.4	Alfresco Dining Applications	. 114
	7.5	Project Funding Reports	. 138
	7.6	Funding Applications	. 147
8	Informa	tion Reports	. 206
	8.1	Footpath Programme 2022-2024 Prioritisation	. 206
	8.2	Community and Customer Services Activity Report 1 January - 30 June 2022	. 208
	8.3	Petition - Paihia Cruise Ship Market	. 217
	8.4	Petition - Market Petition	. 220
	8.5	Bay of Islands-Whangaroa Community Board Action Sheet Update	. 234
9	Karakia	Whakamutunga / Closing Prayer	. 239
10	Te Kapi	nga Hui / Meeting Close	. 239

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

Jane Johnston to address the board on the Bay of Islands-Whangaroa Strategic Plan and Community access to use of Community Facilities.

AnneMaree Mills to address the board regarding Kerikeri Township Reserve Dog Walking Options.

4 NGĀ TONO KŌRERO / DEPUTATION

Martin Williams to address the board on item 7.3 Paihia Heritage Trail – Landowner and other approvals.

5 NGĀ KAIKŌRERO / SPEAKERS

Ian MacIntosh on behalf of Duffus Memorial Trust.

Donna King on behalf of Far North Eco Center.

Annika Dickey on behalf of Our Kerikeri Community Trust.

Shirley May on behalf of the Jazz & Blues Festival.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

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 4 August 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 ĀPITIHANGA / ATTACHMENTS

1. 2022-08-04 Bay of Islands-Whangaroa Community Board Minutes [A3820126] - A3820126 J 🖾

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.

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's</u> <u>Significance and Engagement Policy</u>	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.

Bay of Islands-Whangaroa Community Board Meeting Minutes

4 August 2022 CONFIRMED

MINUTES OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING HELD AT THE VIA MICROSOFT TEAMS ON THURSDAY, 4 AUGUST 2022 AT 10:00 AM

PRESENT: Chairperson Belinda Ward, Member Lane Ayr, Member Bruce Mills, Member Manuwai Wells, Member Dave Hookway-Kopa,

IN ATTENDANCE:

STAFF PRESENT: Joshna Panday (Democracy Services)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Belinda Ward commenced the meeting with a karakia.

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

RESOLUTION 2022/63

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

That the apology received from Member Frank Owen, Member Manuela Gmuer-Hornell, Cr Rachel Smith and Cr David Clendon be accepted and leave of absence granted.

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

Against: Nil

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Nil

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Rex Wilson spoke in favour of the Paihia Cruise Ship Petition. Item 8.3 refers.
- Robyn Stent spoke in favour of the Paihia Cruise Ship Petition. Item 8.3 refers.
- Craig Johnston spoke in favour of the Paihia Cruise Ship Petition. Item 8.3 refers.
- Christine Hawthorn (Landscape Architect) regarding Reserves
- Julie Cunnigham on behalf of the Arts market spoke against the Paihia Cruise Ship Petition. Item 8.3 refers.
- Wendy Hopkinson spoke against the Paihia Cruise Ship Petition. Item 8.3 refers.
- Charles Parker spoke against the Paihia Cruise Ship Petition. Item 8.3 refers.
- Martin Robinson spoke against the Paihia Cruise Ship Petition. Item 8.3 refers.

5 NGĀ KAIKŌRERO / SPEAKERS

Caroline Armstrong representing the bay of islands arts festival trust. Item 7.2 a refers

Bay of Islands-Whangaroa Community Board Meeting Minutes	4 August 2022
,	

CONFIRMED

.6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3538446, pages 8 - 19 refers

RESOLUTION 2022/64

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 on 7 July 2022 are a true and correct record.

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

Against: Nil

CARRIED

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A3786937, pages 18 - 33 refers

RESOLUTION 2022/65

Moved: Member Manuwai Wells Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Deputy Chair Frank Owen and Member Lane Ayr.

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

Against: Nil

CARRIED

7.2 FUNDING APPLICATIONS

Agenda item 7.2 document number A3798630, pages 34 - 69 refers

RESOLUTION 2022/66

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

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

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

Against: Member Dave Hookway-Kopa

CARRIED

Bay of Islands-Whangaroa Community Board Meeting Minutes	4 August 2022
	CONFIRMED
RESOLUTION 2022/67	
Moved: Member Bruce Mills Seconded: Member Lane Ayr	
That the Bay of Islands-Whangaroa Community Board;	
b) approves the sum of \$2,909 (plus GST if applicable) be Community Fund account to Bay of Islands Rotary Club for co Run to meet the following Community Outcomes:	
i) Communities that are healthy, safe, connected and susta	inable
ii) Proud, vibrant communities	
In Favour: Members Belinda Ward, Lane Ayr, Bruce Mills and Manuw	vai Wells
Against: Member Dave Hookway-Kopa	
	CARRIED
RESOLUTION 2022/68	
Moved: Chairperson Belinda Ward Seconded: Member Dave Hookway-Kopa	
That the Bay of Islands-Whangaroa Community Board;	
c) approves the sum of \$2,000 (plus GST if applicable) be Community Fund account to Our Kerikeri Community T Northland Chess Championship to meet the following Commu	rust for costs towards
i) Communities that are healthy, safe, connected and susta	inable
ii) Proud, vibrant communities	
In Favour: Members Belinda Ward, Lane Ayr, Bruce Mills, Manuwai Kopa	Wells and Dave Hookway-
- 1	
Against: Nil	

7.3 PROJECT FUNDING REPORTS

Agenda item 7.3 document number A3798670, pages 70 - 76 refers

RESOLUTION 2022/69

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board note the project report received from Northland Community Family Services

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

Against: Nil

CARRIED

Bay of Islands-Whangaroa Community Board Meeting Minutes	4 August 2022
	CONFIRMED

8 INFORMATION REPORTS

8.1 COMPACTOR FOR PUBLIC RUBBISH DISPOSAL

Agenda item 8.1 document number A3775632, pages 77 - 81 refers

RESOLUTION 2022/70

Moved: Member Bruce Mills Seconded: Member Lane Ayr

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

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

Against: Nil

CARRIED

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

Agenda item 8.2 document number A3783477, pages 82 - 92 refers

RESOLUTION 2022/71

Moved: Member Bruce Mills Seconded: Member Manuwai Wells

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.

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

Against: Nil

CARRIED

8.3 PETITION - PAIHIA CRUISE SHIP MARKET

Agenda item 8.3 document number A3803162, pages 93 - 153 refers

MOTION

Moved: Member Dave Hookway-Kopa Seconded: Member Lane Ayr

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

AMENDMENT

Moved: Chairperson Belinda Ward

Bay of Islands-Whangaroa Community Board Meeting Minutes	4 August 2022	
	CONFIRMED	
Seconded: Member Manuwai Wells		
That Bay of Islands-Whangaroa Community Board:		
a) formally receive the petition from Rex Wilson on behalf of all signatories on t	he 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; and		
c) Chair Ward, (Paihia Subdivision Representative) meets with Council Staff, Focus Paihia, Mana		
whenua and Community groups to discuss and resolve the Paihia Village Green issue		
regarding the current Cruise ship season and report the outcome back to the board.		
In Favour: Members Belinda Ward, Lane Ayr, Bruce Mills and Dave Hookway-	Кора	
Against: Nil		
THE MEETING LOST QUORUM AND THIS ITEM WAS LEFT TO LIE ON THE TABLE.		
At 12:57pm, Member Manuwai Wells left the meeting.		
At 12:59pm, Member Dave Hookway-Kopa left the meeting.		

9 MEETING CLOSED AND ADJOURNED

That Bay of Islands-Whangaroa Community Board lost quorum and resolved to adjourn and close at 1:02pm.

The minutes of this meeting were confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 1 September 2022.

CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number:	A3855785
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 Chairperson Frank Owen, Member Manuela Gmuer-Hornell 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 ĀPITIHANGA / ATTACHMENTS

- 1. Chairperson Belinda Ward Report A3855774 🗓 🛣
- 2. Member Frank Owen Report A3855772 🗓 🛣
- 3. Member Manuela Gmuer-Hornell Report A3855775 🗓 🛣
- 4. Member Lane Ayr Report A3855776 🗓 🛣

COMMUNITY BOARD MEMBER'S REPORT

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

Member Name: Belinda Ward

Subdivision: Paihia

Date: 15th July 2022 - 14 August 2022

REPORT

1) Meetings

Date:

18/07/22 Paihia War Memorial Hall AGM - PWMH Conference Room
25/07/22 BOI-W CB Agenda Preview - Virtual
26/07/22 Mihi Whakatau for new Maori appointed Committee members - Virtual
26/07/22 Strategy & Policy Committee Meeting - Virtual
26/07/22 Parks & Reserves & Cycle Trail Bylaw Hearings - Virtual
28/07/22 Business Paihia Inc AGM - Scenic Hotel Paihia
04/08/22 BOI-W CB Meeting - Virtual
06/08/22 Ivision Kerikeri AGM - The Centre Kerikeri
10/08/22 Iwi Hapu Cruise Ship Hui - Scenic Hotel Paihia
10/08/22 FNHL CB Chairs quarterly update meeting - Charlottes Paihia
11/08/22 Kerikeri Districts Business Assoc AGM - Kerikeri Golf Club

2) Issues

09/08/22 Attended Chris Williams funeral. Chris was a long time resident of Paihia, an accountant, successful restauranteur, Trustee on Focus Paihia & a passionate community volunteer. RIP Chris & on behalf of our community thank you.

- I am still receiving ongoing complaints about the increase of burglaries in the area.
- There has been an increased Police presence noted during the day.

This being our last CB meeting for the triennium I would like to thank all fellow CB members for your contributions, time & commitment as part of the team over the past 3yrs. Together we have achieved & supported many projects & events within our communities & have left plenty on the table for new members to work with. Thank

Document number A1554813

you for your support in my role as chair & I wish you all the best in your new adventures or re-election. It is an honour & pleasure to serve our communities.

3) Resources Consents - NIL

4) Requests for Service

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

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

RFS's are either work in progress or outstanding.

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

Focus Paihia are about to commence with a landscaping plan on the area in front of the Hall & this should solve the flooding problem :)

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.

Document number A1554813

COMMUNITY BOARD MEMBER'S REPORT

Report to: Member Name: Subdivision: Period	Bay of Islands-Whangaroa Community Board Frank Owen Kerikeri 16 July 2022 to 12 August 2022
Meetings	
Date	Meeting
20/07/22	Meeting Cherry Park users re future of Cherry Park House
25/07/22	Pre Meeting Agenda meeting with Chair
06/08/22	AGM Vison Kerikeri.

CHERRY PARK HOUSE

A meeting of the Cherry Park House Management Committee and Cherry Park House user groups was held on 20 July. The purpose of the meeting was to acquaint the users with issues surrounding Cherry Park House and thoughts on the future of the facility. The meeting was constructive and agreement was reached that the management committee continue discussions with Council on an acceptable way forward. As a consequence a working group is being established made up of Cherry Park House Management Committee representatives and representatives of other Art Groups in the area to ensure plans moving forward meet a wider community need than that being provided by Cherry Park House at the moment. I have been asked to join that working group and have agreed to be involved. In the meantime, work is progressing on the safety improvements on the building and the obtaining of a building warrant of fitness. As Board members will be aware I have enjoyed my involvement with Cherry Park House and I have agreed to be co-opted to the Management Committee in the event that the electorate decides at the coming election that I have reached my use by date. If re-elected I would clearly like to continue as the Board rep. on the management Committee. Finally I think it would be appropriate if the Board were to pass a resolution thanking the Management Committee for the constructive and professional way that the Committee has worked with the Board and Council to resolve what has been a problem child for Council in recent years.

KERIKERI DOMAIN WORKING GROUP.

This has been a group I have enjoyed working with over the past months. The concept of a working group made up of elected representatives and staff has resulted in what I believe is a good model for future projects of this type. Everyone involved deserves thanks for the constructive way in which they have worked as a team to enhance our community. It would only be fair however to acknowledge the time and effort Lane Ayr as Chair of the group has put in to ensure the success of the project.

THE LAST THREE YEARS.

This may, or may not, be my last report as a member of the Board. The last three years have been both interesting and illuminating. Whereas I have enjoyed my time on the Board and the relationships we have developed as a group, I do feel Community Boards are underutilised. As members will be aware I think that it would be beneficial to our communities if Council delegated more authority and responsibility to Community Boards. That of course will an issue for the new Mayor and Council to address.

Finally I would like to place on record my thanks to the Chair for the enormous amount of work she has put in over the past three years. As her Deputy for the past two years it would be fair to say Belinda and I have not always agreed on some issues. That is how it should be, debating different viewpoints to reach consensus is always valuable and constructive. That aside, the commitment Belinda has brought to her role and the effort she has put in is tremendous, and we as a Board need to acknowledge that.

FRANK OWEN

12 July 2022

COMMUNITY BOARD MEMBER'S REPORT

Report to:	Bay of Islands-Whangaroa Community Board
Member Name:	Manuela Gmuer-Hornell
Subdivision:	Opua – Russell
Date:	14 August 2022

Issues/Feedback

This is my last report as an elected Bay of Islands – Whangaroa Community Board member. It has been an enjoyable three years, and I am proud of our board and how we worked as a team. We had robust discussions within our board and the two other community boards. The combined community boards significantly shifted within FNDC to be better heard and understood. It took some very frank discussions, and I hope the transformation can continue into the next term. I am delighted that the newly elected members will have a brand new and fantastic induction process.

The big challenge FNDC has is the vast diversity of our small population over a widespread area. This issue should be better explained and discussed within our region.

I am handing the baton over to the next representative of the Opua – Russell Subdivision. I thank my communities for their support and trust over the last three years.

In progress

- Opua Resource Consent non-notified for development Franklin St/Kellet St petition tabled at CB Meeting 3/2/2020 – this has now gone to a full (over 100 attendees) community meeting 8/3/2020 – and we have just been told FNHL has sold the land to a private developer. The land is now occupied by hapu and locals. This is a community being pushed out of their town.
- Footpath Kellet Street Opua School been approved but not carried out – after being promised to be finished by September, it is now "scheduled" for January 2021. As per this report, this is now FNHL project – I oppose this decision.
- Petition Okiato Boundary for paper road RFS-3996575 tabled at CB meeting 9/12.19 – the cost to be carried by petitioners. Motion passed in November 2020 CB meeting
- Speed Limit Review been pushed back for a couple of years now
- Maintenance in Russell Township to be outsourced to a local community group - Local procurement for the Russell Township, this issue is coming up weekly! I propose that Russell be a trial-town to get town maintenance localised again.
- Mark boundaries at the "Walls Bay" Opua reserve clearly with bollards
- Placemaking Russell The Strand WIP
- Smart Bins and Free Public WiFi is coming to Russell the bins arrived on Tuesday, 11 May! Mixed reactions from the community, where a recycling approach seems to be the desired outcome.
- Move Flagpole at the Russell Cemetery as per Russell RSA request
- Walking track to the beach at Kaha Place Terry Greening

- Coastal Walk Way & Harrison Reserve Track Opua DOC removed all bridges, and this popular track is no longer usable. Still awaiting an official reply from DOC Bay of Islands.
- FNDC has cancelled the cycle track from Opua to Kawakawa
- Mark the carparks outside the Russell tennis courts original request Oct 2019
- Rubbish Collection Point Skip Bins in rural areas

COMMUNITY BOARD MEMBER'S REPORT

Report to:	Bay of Islands-Whangaroa Community Board
Member Name:	Lane Ayr
Subdivision:	Kerikeri
Date:	June18/22 Aug 11/22

REPORT

Meetings

	_
05/08/22	Site visit Alderton Estate re storm water
04/08/22	BOI-Whangaroa Community Board Meeting Teams
03/08/22	Kerikeri rep meeting Cinema
01/08/22	DAG Meeting apologies
01/08/22	Kerikeri Domain Working Group
13/07/22	Our Kerikeri re funding future plan
07/07/22	BOI-Whangaroa Community Board Meeting Teams
27/06/22	Kerikeri Domain Working Group

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

#4097836 submitted 16/02/22

Re Public access to Moturoa Is. NO RESPONSE

Comments

RFS's no comment.

Kerikeri Domain

The playground is nearing completion, there has been some vandalism which requires repair. Subject to weather and any unforeseen events there will be a blessing on Aug 18/22 7am opening the Playground

7.2 BAY OF ISLANDS WHANGAROA COMMUNITY BOARD STRATEGIC PLAN 2022-2025

File Number:A3845732Author:Ana Mules, Team Leader - Community Development and InvestmentAuthoriser:Darren Edwards, General Manager - Strategic Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To present the Bay of Islands-Whangaroa Community Board with the Strategic Plan for adoption.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Bay of Islands-Whangaroa Community Board has developed a strategic plan.
- The plan captures Board and community aspirations.
- Plan content has been socialised with the community.
- The plan is a single source of truth and will be used to feed projects into Council's Long-Term and Annual Planning processes, as well as assisting the Board in their own decision-making and grant allocation.
- The incoming BOIWCB will adopt this plan again in the new triennium to support them in their role.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) Adopt this strategic plan, and that,
 - i) this plan be presented for adoption by the new Bay of Islands-Whangaroa Community Board at its first meeting of the new triennium.

1) TĀHUHU KŌRERO / BACKGROUND

The Bay of Islands-Whangaroa Community Board have worked with staff to update their strategic plan. This work was completed via 3 online workshops and follow-up email/phone communications.

The plan provides a decision-making guide, as Board discussions/resolutions can be checked against the strategic objectives identified in the plan.

The document also includes community aspirations. These projects have been represented spatially, in a conscious shift away from asset-based place planning to place-based planning.

It is the Board's intention that this plan be shared and adopted as a foundation document by the incoming Bay of Islands-Whangaroa Board at the end of this triennium. The data collected and insights shared will assist the new Board to begin their term well informed.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

While there is no legal requirement for a Community Board to have a strategic plan, there is immense value in any group or organisation taking the time to develop a strategic direction. Clearly articulating a vision allows the Board to be much more deliberate in its actions to achieving the vision. This focussed effort will help to effect long-term positive change in the Bay of Islands-Whangaroa Ward.

To "truth" the content of the plan and engage the wider community, the community maps were publicly shared on the Community Board webpage, hard copies were supplied to Far North libraries as well as being socialised with constituents by Community Board members from 8th-19th August 2022 (2 weeks). Staff also posted on the Bay of Islands-Whangaroa Community Board facebook page, linking to the website and encouraging people to view the maps and engage with their elected representatives with their feedback.

On adoption of this plan, staff will start work on developing businesses cases to help progress qualifying projects through the Long-Term/Annual Planning cycles.

Options

Option One: Do not adopt the Bay of Islands-Whangaroa Strategic Plan

Option Two: Do adopt the Bay of Islands-Whangaroa Strategic Plan

Take Tūtohunga / Reason for the recommendation

The primary purpose of this document is to present the aspirations of the communities in the Bay of Islands-Whangaroa ward. These have been collected via direct feedback to Community Board members or via Community Plans.

A secondary aim is to provide a foundation document to guide the incoming Bay of Islands-Whangaroa Board. With elections, representation may change but community aspirations endure long past an election cycle. It is hoped that this document can assist the new board by learning from experience, save on time gathering information and therefore speed up the delivery of these projects.

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

There are no immediate financial implications. Projects in the plan will be seeking funding via Council's Long-Term/Annual Planning process, Community Board grant funding or other mechanisms.

ĀPITIHANGA / ATTACHMENTS

1. Bay of Islands_Whangaroa Strategic Plan FINAL August 2022 - A3863230 🗓 🛣

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's Significance and Engagement Policy</u>	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.	Connects to the following community outcomes; Proud vibrant communities Communities that are healthy, safe, connected and sustainable
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.	Ward relevance, not District wide
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.	Board members have considered implications for Māori in their plan and added principles that acknowledge and support better decision making in this space.
State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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).	All communities within the BOIW ward. The maps have been socialised with the wider community for feedback, and as this is a living document it will be updated regularly, so there is always an opportunity to contribute.
State the financial implications and where budgetary provisions have been made to support this decision.	No immediate financial implications.
Chief Financial Officer review.	CFO has reviewed.

July 2022



Bay of Islands-Whangaroa Community Board Strategic Plan



R

July 2022

Contents

- 2 Introduction
- 3 Vision, Mission, Principles, Goals and Community Outcomes
- 5 SWOT Analysis
- 9 Map Key and System
- 10 Bay of Islands-Whangaroa Master Map
- (15) Kerikeri and Waipapa
- 18 Paihia, Haruru, Waitangi
- 20 Moerewa
- 22 Kawakawa
- 24 Russell
- 26 Opua and Okiato
- 28 Kaeo
- 30 Totora North and Whangaroa
- 32 Towai and Maromaku





July 2022

Introduction

The primary purpose of this document is to present the aspirations of our communities in the Bay of Islands-Whangaroa ward. These have been collected via direct feedback to Community Board members or via Community Plans.

A secondary aim is to provide a foundation document to guide the incoming Bay of Islands-Whangaroa Board. With elections, representation changes, but community aspirations endure long past an election cycle. We hope that this document can assist the new board by learning from our lived experience, save on time gathering information and therefore speed up the delivery of these projects via Council's Long Term Planning process, Community Board grant funding or other mechanisms.

Ngā mihi mahana,

Bay of Islands-Whangaroa Community Board



July 2022

Vision, Mission, and Principles

Our Vision

Vibrant, prosperous communities, that are socially, environmentally, and economically sustainable.

Our Mission

Empowered and connected representation, delivering oranga (community wellbeing) in creative partnership.

Our Principles

Our Board Strives for Equity

Equality means each individual or group is given the same resources or opportunities, however equity recognises that each person has different circumstances and allocates the exact resources and opportunities needed to reach an equal outcome. We will strive for equity by recognising that each person has different circumstances and allocate our resources and support opportunities that support an equal outcome.

Our Board Acknowledges the Impacts of Colonisation

We ask that members assess applications acknowledging pre-European settlement and respecting the stories and traditions that accompanied it, and that te Ao Māori/the Māori world view is heard.

Our Board Acknowledges the Impacts of Institutional Discrimination

Institutional discrimination is when institutions, either directly or indirectly, discriminate against certain groups of people. We ask that members challenge institutional discrimination by not participating in thinking, actions or processes that perpetuate this.

Our Board is Committed to Delivering Wellbeing

Community Wellbeing is the foremost purpose of the Local Government Act. We ask that members consider how we interpret this in relation to our communities. This includes all aspects of Wellbeing – Social, Economic, Environmental and Cultural.



Connected communites that are prepared for the unexpected

A wisely managed and treasured enviroment that recognises the role of tangata whenua as kaitiaki

We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride



July 2022

swot Analysis

Strengths

- We are a unified Board and we support each other.
- Understand each other's subdivisions.
- Individuals have great community connections across all subdivisions.
- Accessible & approachable Chair.
- Variation in membership which brings diverse thinking and life experiences.
- We approach our decision process in an unbiased manner.
- We collectively have a large volume of local knowledge, and are flexible in our responses.
- Community understand and respect our process.
- We are local, live local and are part of a community.
- We know the residents, volunteer groups, clubs and businesses.
- We are able to reach people connections amongst friends, work colleagues, socially etc.
- We have an understanding of the diversity within our communities.
- We provide Community Grant funding to assist events, projects & activities likely to succeed in our communities.
- We understand our geographical uniqueness.
- Placemaking Funding enables us to empower & mobilize volunteers to achieve community desired outcomes with pride by bringing people together.
- We are the eyes & ears on the ground representing & advocating for the interests of our communities.
- For some residents we are their only voice, a conduit between themselves & Council we are hope providing a necessary service.
- We aspire to listen to each other and to listen to our communities when they come and talk to us.
- We are warm and welcoming and try to be inclusive of whanau identified needs in our community where and when we can.
- We are adaptive in a crisis and help each other and our subdivision communities by connecting to each others networks, knowledge and skills e.g. covid.
- We are curious.
- We call something a duck when it's a duck.
- We acknowledge and continue to support LGBTQI+ diversity within our communties.





swot Analysis

Weaknesses

- Review Local Grant Policy, not fit for purpose. Application process/applicant should identify wellbeing outcomes.
- The slow turning cogs of government.
- Subdivision representation doesn't lend itself to thinking as a 'group.'
- Induction needs to be more comprehensive.
- Meetings could be more efficient.
- Meeting venue could be looked at as it doesn't allow for live streaming/transparency of process.
- Lack of resources inhibits actions, delivery & solutions.
- Lack of funds to develop & maintain existing community facilities & reserves.
- More power is required at CB level to enable us to deliver desired community outcomes & wellbeing.
- There is a disconnect with the operational aspects of Council.
- Not being fully informed of Council activities in our area is damaging to our brand & embarrassing to elected members.
- Communication between staff & governance at CB level is often ineffective.
- More education is required around staff understanding the CB role & who the representatives are in each subdivision.
- •CB recommendations can be overlooked in the decision-making process at Council.
- Digital connectivity & skills vary amongst members.
- Public often have better communication with council & achieve direct results ahead of Community Board Members.
- Our weaknesses are mainly external and emanate from Council and or staff not recognising the value of the Community Board.
- We need to insist that items on which we are required to make decisions are more clearly defined by policy and criteria.
- Lack of diversity on our board. No specific youth or tangata whenua representatives. Older, pakeha demographic well represented.
- Monocultural and Eurocentric norms and processes. It is assumed we all think in a western way (and
 western beliefs and values) and that that is the right way to approach everything. It has been mind
 blowing to observe the vast and deep differences between tangata whenua world views and realities
 and tangata Tiriti world views and realities. Our connection to whenua and wai as Rongoa and a
 pathway to oranga/wellbeing being one of those observed differences. There is no real depth of
 understanding there for our way of being. Because this has a huge impact on how our communities
 live, we need training workshops during induction for this.
- No resourcing to build whanaungatanga between the board and our community, no resourcing to build awareness of community board role, utility and delegations especially with the 50% of our people who do not vote.
- Others (community members) because our community cannot see our resourcing beyond community grant funding, the perception is often that we have no power and therefore no use. Community board members are often utilised as a backstop for failures in Council process, esp around a lack of communication kind of like the police complaints authority.
- We would like to be able to inform the procurement process through providing feedback on levels of service we deem important and to also providing progressive evaluation and feedback perhaps on an annual basis for those contracts which cover more than one year. For example, we have noted issues in the delivery of vegetation control and maintenance in Kerikeri (palm trees, Heritage Bypass, major roundabouts) and in replacement of lighting where some blown lights have not been replaced for a considerable period of time.
- We need to capture the role of CB as supporting funding with this being a mandatory requirement for all grants by the Board. This is important to distinguish Council activities to CB.



July 2022

July 2022

SWOT Analysis

Opportunities

- Making communities more aware of what CB's can do to help them move forward.
- Lobby for CB's to have more influence on Council.
- Increased need for both internal and external CB advice.
- Build on existing networks e.g. NRC.
- Increase in community placemaking initiatives and support required to Community from CB's.
- Increase funding given to CBs.
- We can continue to refine the methods by which we gain community opinion.
- We can continue to urge Council to recognise the potential/value of Community Boards.
- We can seek to define more closely what is wanted by both the Community and Council.
- We should support those parties that are encouraging more "local" government.
- Improve processes & communication by working more closely with councillors & staff breaking down barriers & improving transparency.
- Future for Local Government review could give Community Boards more teeth to overcome the hurdles we currently face in our ability to deliver.
- The potential reform could empower Community Boards to effectively recommend to Council.
- A Strategic Plan will better inform the Council through LTP & AP processes.
- We can identify different ethnicities & develop cultural inclusiveness. This would grow our sense of shared identity.
- Central Govt. could have the ability to relate to flax roots through increased growth & representation from the bottom up, reaching the peoples & needs & improving their wellbeing.
- Our geographical knowledge could enable us to advise on threats & barriers affecting the likes of shared services.
- Locals regard us as Council. we are often the first point of contact.
- Community Boards could have a stronger brand & better inform the public as to what we do.
- Place based planning will provide useful guidelines for our Strategic Planning.
- Becoming more Te Tiriti o Waitangi capable and compliant. This is a more inclusive way to connect to the invisible parts of our community by setting Te Tiriti as the baseline approach and practice moving forward.
- Not waiting for Council to lead the way, taking the initiative and courage to inspire and enable change. Be proactive.
- Establishing an independent community board brand and communications, separately but connected to Council. Until we do this, we will continue to be reactive in this space - doing only what Council allows e.g. our facebook page isn't run by our members, we have no control over how a visible comms tool like this is used by Council staff to portray us and tell our story. Other community boards in Aotearoa are trusted to administer their own page and comms. Council control and its narration (without our participation and partnership) is a threat to Community Boards.
- C19 presents opportunities to relook at how we do things.
- New Matariki public holiday/recognition events centred around this.
- Following several presentations from Healthy Families, it would be good to note moving forward that we also support the promotion of events which are both alcohol-free and sugary-drinks-free.
- Community Board members have an ability to speak at DLC hearings on liquor licencing issues.
- Stress the importance of having local community plans and reserve management plans as ways to capture and inform decision-making by both the Board and the Council moving forward. This require better resourcing of the Community Development team to enable more engagement with communities to support these processes.



July 2022

swot Analysis

Threats

- C19 poor community health and wellbeing, negative social trends and economic impact, transport restrictions and food supply interruptions. Volunteer continuity as most are older people.
- Council not listening to CB's.
- Poor connectivity and lack of digital skills in some areas makes it difficult for community to engage.
- Potential chaos within FNDC due to staff changes and LG reforms.
- Council deciding to scrap CB's.
- Our geographical uniqueness & location means our communities can be easily isolated & cut off.
- Climate Change will affect our public open spaces, assets & future planning for projects is required. A lack of funding to remedy is an issue
- Lack of resources to remedy encroachments & reclaim public spaces for future generations.
- Increased engagement & consultation could delay community projects & amp; volunteers will lose interest We cannot deliver false hope to communities.
- Elected members who have agendas or are not impartial.
- Current legislative processes are too restrictive. Change is required.
- Loss of Community Boards in developing a new model for LG.
- Worst case scenario could be the loss of LG all together!!
- Fear, control, ignorance, individualism, status quo.
- Open Spaces, compliance issues.





July 2022



July 2022


July 2022

Bay of Islands-Whangaroa Master Map

Across Ward Intiatives

S Community Events (non-commercial) Board more favourable to applicants that are community based not for profit organisations.

- Festive Events \$2.5k per town (plus up to \$2.5k for traffic management).
- Support Projects/Event Seed Funding A good chance of succeeding within the first three years.
- Access to Safe Drinking Water The CB advocates for safe drinking water to be supplied at all small events.

Marine Environment

Advocate for improved security and maintenance of recreational marine facilities, including ramps, parking, boat storage & racks at boat ramps.

Advocate for additional fees to be collected as part of mooring fees.

Advocate for the development of an equitable Marine Recreational Resources Strategy, and access to and development of accessible and future proofed community/recreational marine facilities.

S Town Beautification Capital Works Budget

P Request that this budget is delegated to Community Boards to distribute to support community initiatives.

Community Halls

The CB advocates for all halls to be fit for purpose across district, with safe drinking water, internet connectivity and effective heating/cooling.

Ensure that any divestment includes consultation with the community.

Community Plans (including iwi/hapu plans, reserve management plans). Community Board will work with communities and Council teams to increase participation based planning, empowering communities to develop their own plans/action plans that can then be fed into the AP/LTP process.

District Plan Consultation

The CB will support the District Plan Submission process by encouraging community engagement and awareness, and therefore participation.

Responsible Campers

Advocate Council to increase compliance and monitoring to ensure that responsible campers are being responsible visitors that respect our environment. Ensure all designated Responsible Camping Areas provide access to public toilets.

Spraying of Roadsides

Advocate Council undertake an education campaign regarding the 'No Spray' register to better inform residents of this service.





July 2022

S O P B A ? ! & ? 6 6 6 % # 6

Bay of Islands-Whangaroa Master Map

Across Ward Intiatives

Bilingual place and road naming (\mathbf{P}) The CB supports bilingual signage, building community pride and awareness about where we live through the special meanings behind these names. Seasonality Issues Toilets, Litter, Rubbish, Mowing (between October-April annually) The CB can offer helpful, local knowledge on these issues and asks that Council seeks CB input into town maintenance services contracts. Engagement with the Northland Transport Alliance The CB will support the delivery of the NZTA township plans and advocate for continued road safety improvements. The CB will advocate for footpaths to be built/replaced to Waka Kotahi standards. The CB will advocate for greater input and oversight into the footpaths renewals schedule. Advocate for sealing of Te Tii Maunganui Rd 500mtrs, Taranui Rd 1kms, Rawhiti Rd 2kms, Waikare Rd 16kms, Windsor Landing, Matawaia Marae, Omaunu Road to Bruce's gate. Explore options for recreational and commuter cycle paths. Install more EV bike chargers and bike and scooter racks at strategic locations/key Digital Inclusion The CB supports the implementation of the Nothing But Net Far North Digital Strategy, including free public WIFI and better broadband for rural communities. Online services are increasing & rural residents need connectivity to live their lives. Free public wifi and CCTV in all urban spaces. Support Māori Wardens Support for crime prevention programmes such as Maori Wardens, city safe, CCTV Acquisition and/or Retention of Land and Assets The CB support strategic land acquisition and/or retention. The CB advocate for an assessment of halls and options available, which may include the divestment of halls. Maintenance of existing walkways (<u>*</u>) Maintain walkways to track standards and maintenance plans when developing walkways.



Climate Change Mitigation

The CB supports lifting low lying tidal roads and footpaths and cycle trails.

The CB advocates for a review of roading & drainage suitability to cope with floods and tidal extremes. The CB requests to be included in the development of Council climate change policies and remedies.





July 2022

Bay of Islands-Whangaroa Master Map

Across Ward Intiatives

S Placemaking

Fund/allocate projects that are community led and demonstrate community identity, especially reflective of dual heritage and diversity. Promote bilingual initiatives to support on the revitalisation of Te Reo Maori. Advocate for FNDC to allocate 1% of all Capital works projects to public art. Package wellbeing infrastructure (ie seats, lighting, signage) by place to enable the Board to focus on equity.

Pump Tracks

The CB supports the development of pump tracks through CB placemaking funding. Also consider purchasing a modular pump track with other CB Boards (www. parklife.co.nz) that could be shared

around the three wards.

Mobile concept would align especially well with the FNDC shift to supporting a mobile library, ensuring equal opportunity around the District. In some cases, temporary may well be the better option for the ratepayer spend, when taking whole life cost into account.

Public toilets

Upgrade all public toilets to gender inclusive (i.e. Long Beach), with changing facilities available in each. Budget for public art with toilet block renewals.



Play spaces

Shade sails on all playgrounds in the BOI Whangaroa Ward.

Water fountains at all play spaces in the Far North, and clean drinking water available at all sports sites.

Explore and encourage mara hupara/traditional Maori playgrounds play options in partnership with sports facilities.

Libraries

Install water bottle refill stations in all Far North Libraries.

🔊 Waste

Request input by the Board into the Waste Management and Minimization Plan. Trial compactor innovation in rural areas to reduce illegal dumping and spread of waste into waterways.





July 2022

Bay of Islands-Whangaroa Master Map

Local Intiatives

- Walkway/footpath from Bay of Islands Academy to Tapuaetahi turnoff Safe path for children to get to school.
- Walkway/footpath from Riverstream Drive along Pungaere Road to SHW10 Support population growth and a safe path for pedestrians and cyclists.
 - Matauri Bay footpaths Te Tapui Rd to Matauri Bay school Pah Rd

👬 🚫 Lake Manuwai

Advocate for the development of the area as a jointly managed public recreation facility through the Management Plan review process.

Advocate for improved toilet facilities, including consideration of an additional accessible toilet. The land is not owned by FNDC and its not reserve, it is owned by the Kerikeri Irrigation Company.

Onewhero Bay

The CB supports the acquisition of Esplanade Reserve to Onewhero Bay to provide public assess to the beach between Kerikeri and Paihia.

P (K) Maritime facilities at Rangitane

The CB support the upgrade and expansion of maritime facilities at Rangitane, including the development of a footpath to connect the Reserve and Jetty, public access to launch boats, car and boat trailer parking and improved public amenities.

- Totara North to Taupo Bay Walking track Support the development of a track that links the Wairakau Track in Totara North to the settlement in Taupo Bay
- Purerua Road: BOI Academy to Taronui Road. Portion on unsealed section - option for alternative all weather materials.
- Te Tii Road: BOI Academy to Whitiora Marae. Portion of the route is unsealed - consider options for all weather materials. Minor drainage required.





July 2022

Kerikeri and Waipapa



July 2022

K	erikeri and Waipapa		
P	More public carparking in Kerikeri Fast growing town, demand increasing, residents/visitors frustrated.		
•	Bilingual signage Information and directional signage as BAU Support the restatement of place names that recognise the mauri of place, working with iwi/hapu e.g. Kerikeri River/Te Awa o Nga Rangatira. Ensuring Ngāti Rēhia Environmental Management Plan is recognised and incorporated into Council plans and processes.		
Ŕ	Waipapa West Road and Extension On bend – school children walking on road and on first major bend ("smashbend"), school buses stop there. Public Safety Issue		
Ŕ	Prioritise pedestrian safety in CBD areas Pedestrian friendly town centres and formal pedestrian crossings and controlled crosswalk outside Hunting and Fishing.		
Ŕ	Kapiro Road Whole length of road Promote Community Wellbeing		
*	Kerikeri footpaths Riverview Rd Length of Blacks Rd Kapiro Road Kerikeri Road to Greenway Drive The Ridge, Aranga Road to shops		
Ŕ	Walking track between Ness Road and Duck Death Bend Promote Community Wellbeing Public Safety Issue		
Ŕ	Waipapa Roundabout to Kerikeri Roundabout Future planning Growth planning linkages to Waipapa Sports Hub		
Ŕ	Pungaere Road - Waipapa Road, SH 10 Pedestrian safety NZTA		
Ŕ	Bay of Islands Airport to SH10 roundabout Not necessarily a full concrete path but Linkage with existing footpath to major infrastructure NZTA (ahead of installation of sculpture)		
a	Planting and identity projects at Kerikeri Domain		
!	Waipapa Road: Harvest School to Advance Build. Requires drainage.		





July 2022

⊜ (¥) ❷ (\$) (\$) (\$) (\$)







July 2022

Paihia, Haruru, and Waitangi



July 2022

P 🚯 🔊 🕅 🔹 💿 Paihia, Haruru, and Waitangi

- Te Kemara Ave 2 lights Trade off with Council for water line to Copthorne.
- Tohitapu Rd Paihia High user areaalong Te Haumi beach toilet. High public use of facilities on beach.
- Paihia disability/ elderly parking CBD Inner shopping area, review ratio of parking/disability and increase the disability parking ratio. Focus Paihia Disability Action Group.
- Connectivity to reserves and jetties
 A shared Pathway (bridge to bridge) linking the Waitangi Bridge with the KaipatikiBridge
 Support the development of a track for the purpose of connectivityoff SH11 walkway, offering an alternative route/ link to Waitangi & the Treaty Grounds.
 This is a historical track for those of you who can recall the late Toro (a local identity) & his horse trekking.
 Ongoing Growth Planning.
- Haruru Falls footpath Falls Rd to Watea (SH11) Public Safety Extension to existing footpath.
- (m) (ji) Shade and public toilet for Marsden Rd, Paihia playground Community/Focus Paihia
 - Implement Bedisloe Domain Management Plan
 If the Waitangi National Trust take the estate lease back, the Board recognises the need for Recreational land in the Haruru/Waitangi/Paihia area.
 Commence discussion and renegotiate lease extension and upgrade public facilities for future community intergenerational space.
 Build a community sports hub asset for 3 growing communities.
 - (New Watea Playground Community recreational space.
 - 🚯 A new Playground/Play Space for the Waitangi Reserve that runs between Te Kemara Ave & Te Karuwha Parade.
 - Water fountains Te Haumi Beach Tii Beach
 - 🚯 SH 11: Nautical Drive to Waikokere Stream Bridge
 - 🚯 SH11: Yorke Road to Wilson Road link
 - Joyces Road: Williams Road to End. Williams Rd to culdesac, requires minor drainage.
 - Investigate Solutions for Disability access in Dog Recreation Areas







July 2022





- Safe environment improve lighting in town and support increased police presence and local initiatives like community patrols and Māori wardens
- Youth provide activities for youth and children
- 🕋 Culture create a whare taonga
- Moerewa Pou Trail /Kororareka Wharf Wero Stories to educate in alignment with cultural and historical significance.
 - Placemaking Moerewa Food Forest
 - Install street light at end of Massey St. Moerewa
 Footpath lighting Public safety 2021-2022 Ref. T. Toki RFS 3994951
 - Moerewa footpaths Complete Snowden Rd and School Rd Moerewa School to Otiria Marae Public Safety, students walking home from school NZTA Moerewa Township Plan
 - Moerewa Playground and Kaeo Playground needs a shade structure. Community recreational space



Water Fountain at Nisbet Park, 65SH1









- Station Rd Kawakawa 2 lights. Public safety 2020-21 Cycle trail extension.
- Kawakawa Main St SH1 and under verandah lighting request new street lighting in Kawakawa.
 High visitor and traffic counts NZTA Township Plan.
- Support Ongoing Staff Updates of NZTA Township Plans for Kawakawa and Moerewa. Kawakawa additional crossing &; cycle trail extension, road calming through townships. Public Safety, accessibility, convenience, public connectivity with townships. NZTA Township Plans
- FNHL disability car parks to be painted in alignment with National standards. Accessible parking near Kawakawa 4 Square along Wynyard Street. To give kaumatua/kuia more able access through town.
- 🔨 Hoops in neighbourhoods install basketball hoop in Kawakawa
- 🕥 Skate Park in Kawakawa
- Water Fountains Johnson Park Kawakawa Playground
- Bowen Street: McFarlane to end Minor drainage improvements needed
- Bottom of Commercial Street Maintenance of exisiting Road.















(k) (ik) 😣

July 2022

Opua and Okiato

- Top of Opua Hill safe crossing/path SH11 - safe pedestrian crossing (esp for school children)
- Okiato Car Ferry Footpath lighting Public safety, high use area
- Opua footpath Kellet St to Opua School Public Safety Small linkage
- New Opua Playground FNHL reserve Comunity recreational space Community component of the marina resource consent.
- Additional covered bus Stop for passengers traveling to Keri Keri Public Safety to stop unnescary crossing of Road at Opua Hill.







Cor	of Islands-Whangaroa munity Board legic Plan	July 2022
Ś		
Ś	Kaeo Wellbeing Hub including pump track (support Council/community to acquire public land).	
	Hoops in neighbourhoods – install basketball hoop in Kaeo.	
Ŕ	Prioritise pedestrian safety in CBD areas. Pedestrian friendly town centres and formal pedestrian crossings.	
(ij) 😣	Kaeo Main St SH10 and amenity lighting (blue lights), playground lighting. Public safety, thru traffic increasing.	
P	Cemetery Rd. Expand car park and turning area to enable all weather parking. Additional off-street public parking.	
Ŕ	Work with NZTA on Kaeo footbridge to ensure it is completed. SH10	
(iji	Kaeo Northern reserve - "Transport Park" (maintained but not owned by FNDC) Tidy up the ownership issues of the property Recognising community benefit.	
	Extending our existing toilets in Kaeo and putting another toilet at the playground.	
Ŕ	Footpath Omaunu Road: Cemetry Road to Bridge.	





July 2022

Totora North and Whangaroa



July 2022

Totora North and Whangaroa

!	St Paul's Rock Road Development Develop a 'Tourist Road' linking Ota Point Rd, St Pauls and Kaheka Point track.
	The old Hospital Road is dangerous and has high use by tourists.
(ij)	Totara North playground with surrounding infrastructure (ie signage, seating, planting, parking)
(i)	Edible playground Whangaroa
(!)	Seasonal Road Safety Issue Install temporary 30km/hr Public safety speed zone on some Totara North andWhangaroa Harbour road areas.
P	Reserve by Whangaroa Gamefish Club be made available to all weather parking. Council Reserve adjacent to Whangaroa Gamefish Club, opposite the Whangaroa Hall All-weather parking.
Ŕ	Kaheka Point Track, Whangaroa Support the development of a track to Kaheka Point from Old Hospital Road.
Ŕ	Totara North to Taupo Bay Walking track Support the development of a track that links the Wairakau Track in Totara North to the settlement in Taupo Bay.
Ŕ	Kaeo, Totara North Whangaroa footpaths. Bowden Rd Totara Nth School Rd Lewes Rd to Kent Bay Clansman's Wharf to Ratcliffe Bay Boat Ramp
١	Extended connection Connecting Whangaroa and Ota Point to Kaeo Wastewater treatment System.
(!)	Roads - maintain safe roads with better maintenance and no significant potholes or corrugations
(!)	Roads – make intersection off SHW10 safe
(*)	Walkway – along foreshore area linking community to wharf
٢	Water supply – a safe and reliable water supply for all residents
٢	Waste water - no raw or untreated effluent into waterways or sea
	Culture - celebrate traditional industry such as boat building and farming. Acknowledge restoration efforts on heritage sites e/g/ Pohue Pa.
	Reinstate the disused toilet by the hall and add water tanks on the hall for safety for water when it's turned off in town.
Ŕ	Totara North Road: School Road to Okura Bay Road. Totara North to boardwalk. Boardwalk to Wharf. May require retaining, bridge crossing.
31	



July 2022

Towai and Maromaku



July 2022

- Towai and Maromaku Community Exit onto SH1 is dangerous Road safety issues.
- Roading extreme flood protection, widening, culverts and drainage, improved signage, roadside weeds, road base and grading, pothole repair
- (Roading make Towai and Maromaku intersections safe
- Digital connectivity utilise the fibre at Maromaku school to create better broadband solution for community
- (Keep providing support for Towai Makers Market, this community-led market is a trend setter for other rural areas.





7.3 PAIHIA HERITAGE TRAIL PROPOSAL

File Number:A3814220Author:Ross Baker, Parks and Reserves PlannerAuthoriser:Darren Edwards, General Manager - Strategic Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report recommends that the Bay of Islands - Whangaroa Community Board approve in principle the Paihia Heritage Trail project, subject to a number of conditions.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Paihia Historic Legacy Society Incorporated (the Society) has secured circa \$600,000 of funding from the Lotteries Board to roll out a heritage trail at Paihia involving a combination of fixed signage and augmented reality technology, located primarily along Te Karuwha Parade and Marsden Road (State Highway 11).
- Most of the signs will be about 0.26m wide at the base and 1.3m high.
- The Society is seeking formal landowner approval for the physical signs to occupy footpath, road berm and reserve land in the locations more specifically identified later in this report. Funding cannot be released to the Society until the various landowner approvals have been secured.
- It is proposed that the signs be installed by January 2023.
- This report seeks the Bay of Islands Whangaroa Community Board approval in principle to the project, subject upon a number of conditions first being satisfied.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands – Whangaroa Community Board approves the Paihia Historic Legacy Society Incorporated Paihia Heritage Trail project as outlined in this report, subject upon the following conditions first being satisfied, that:

The Far North District Council Disability Action Group approves the location of the structures.

The Northern Transport Alliance and Waka Kotahi NZ Transport Agency approve the location of the structures and confirms that potential associated walking tours will not impede pedestrian, cycle, and disability access.

Far North Holdings Limited approves the installation of the signage on its land. The Paihia Historic Legacy Society Incorporated will enter an agreement with the Council that addresses obligations for it, at its costs to maintain the signage structures located on the Council's land into the future, including provision of a long-term maintenance plan.

Heritage New Zealand Pouhere Taonga and local hapu approve the signage interpretation messaging as being both factually correct and appropriate.

The structures near the Historic Reserve of the Williams House & Stone Shed do not impact on the heritage of those structures, as described in the Salmond Report. Heritage New Zealand Pouhere Taonga review the location of the signs and confirm whether any archaeology may be at risk and if so that appropriate processes be implemented to avoid such archaeology.

All necessary regulatory consents (if any) be obtained.

1) TĀHUHU KŌRERO / BACKGROUND

The Paihia Historic Legacy Society Incorporated has approached Council seeking landowner approval to roll out a heritage trail at Paihia that will involve a number of fixed signs and augmented

reality technology structures, located primarily along Te Karuwha Parade and Marsden Road (State Highway 11). These signage structures are proposed to be located on a mix of local road and state highway footpaths, berms and fencing structures, plus on reserve structures as more specifically identifies later in this report.

This report addresses the landowner approval request.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Proposal

The Paihia Historic Legacy Society Incorporated has obtained approximately \$600,000 of funding from the Lotteries Board to establish a heritage trail in Paihia (the Trail), primarily along the route of Te Karuwha Parade and Marsden Road (State Highway 11).

The Trail will entail installation of sign structures, being approximately 0.26m wide at the base and 1.3m high. Each of those signs would activate (through a QR code) a video set of graphics and in some cases some text based information explaining the history of what took place at the specific site in earlier times, extending back as far as 1,000 years in terms of Māori history, but back to 1823 for more recent colonial and postcolonial history.

The installation of the Trail is proposed to be completed by January 2023, to coincide with the 200year anniversary of the establishment of the CMS Mission in Paihia by Henry Williams. The lead for the Society is a descendent of Henry Williams.

Signage Locations and Design

The proposed locations for the signage are outlined in the maps and montages shown at Attachment 1.

The proposed designs for the signs are shown in Attachment 2.

Land Ownership

The signs locations comprise a mix of underlying land status and ownership, with reference to Attachment 1 location maps, as briefly summarised as follows:

Far North District Council / Northern Transport Alliance:

- Te Karuwha Parade
- Te Tii Marae
- Tou Rangatira
- Williams House & Stone Shed
- Paihia School either NTA or school (Ministry of Education).
- Far North District Council Reserve:
- Village Green
- Manukaihuia Hill
- Maiki Hill Bottom Sign possibly on State Highway 11, depending on the exact location
- Maiki Hill Top Sign

Waka Kotahi NZ Transport Agency – State Highway 11/ Marsden Road:

- Horotutu Beach
- Joyce Boatshed (possibly also known as Hellaby's Boat Shed)
- Joyce Boatshed Optional Extra
- St Pauls Church
- Mission Village
- Herald Launch Site

Far North Holdings Limited:

- Paihia Map
- Paihia Map Optional Extra
- I Site Optional Extra

Land Ownership Approvals

The Society has advised that it must obtain the landowner approvals before the Lotteries Board will release half of the allocated funding for the project.

The Society has been informed that it will need to separately approach the Northern Transport Alliance, Waka Kotahi NZ Transport Agency and also Far North Holdings Limited to secure their approvals which we understand is currently happening.

The Community Board's conditional approval in principle is sought for the Trail project as a concept for Paihia as a whole and also as it applies to sites listed above under Council ownership.

Suggested Conditions of Approval

The conditions precedent suggested that should be linked to the Community Board approval in principle are as set out below:

- a) The Far North District Council Disability Action Group approves the location of the structures.
- b) The Northern Transport Alliance and Waka Kotahi NZ Transport Agency approve the location of the structures and confirms that potential associated walking tours will not impede pedestrian, cycle, and disability access.
- c) Far North Holdings Limited approves the installation of the signage on its land.
- d) The Paihia Historic Legacy Society Incorporated will enter an agreement with the Council that addresses obligations for it at its costs to maintain the signage structures located on the Council's land into the future, including provision of a long-term maintenance plan.
- e) Heritage New Zealand Pouhere Taonga and local hapu approve the signage interpretation messaging as being both factually correct and appropriate.
- f) The structures near the Historic Reserve of the Williams House & Stone Shed do not impact on the heritage of those structures, as described in the Salmond Report.
- g) Heritage New Zealand Pouhere Taonga review the location of the signs and confirm whether any archaeology may be at risk and if so that appropriate processes be implemented to avoid such archaeology.
- h) All necessary regulatory consents (if any) be obtained.

Other Consultation

The Society has been closely working with Focus Paihia and Mana Whenua on this project. Furthermore, Heritage New Zealand Pouhere Taonga supported the Society's funding application, but have not yet reviewed the content of the signage interpretation.

The Community Board resolving to support the project in principle, subject to the above noted conditions precedent will empower the Society to then advance the project under a clear directive. This is particularly relevant given the timing of the upcoming Triannual elections.

This conditional approval in principle process is supported by the Northern Transport Alliance.

Take Tūtohunga / Reason for the recommendation

Paihia has a rich history spanning over 1,000 years, from early Maori and later European arrival to current times. The Trail project proposes to provide interpretative signage in various locations from Waitangi to the end of the Marsden Road, Paihia foreshore to coincide with the 200-year anniversary of the establishment of the CMS Paihia Mission by Henry Williams.

The educational signage will convey the cultural and physical importance of Paihia in New Zealand Aotearoa's history. Tourism benefits may also result from the Trail.

It is for the above reasons that it is recommended that the Bay of Islands-Whangaroa Community Board approves in principle the Paihia Historic Legacy Society Incorporated Paihia Heritage Trail project, subject to the conditions as outlined in the report Recommendation section being satisfied.

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

The costs of implementing and maintaining the Trail will be met by the Society.

ĀPITIHANGA / ATTACHMENTS

- 1. Sign Locations Maps A3822649 🗓 🛣
- 2. Proposed Design of Signs A3822650 🗓 🛣

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's</u> <u>Significance and Engagement Policy</u>	In line with the Significance and Engagement Policy the recommendation to conditionally approve the Trail project will have little effect on financial thresholds, ratepayers, specific demographics, or levels of service.
	We acknowledge that there is a high level of interest in the topic of street and reserve infrastructure, however the recommendation of this report refers to minor structures and is conditional upon interested party approvals being secured, including from local hapu and Heritage New Zealand Pouhere Taonga.
	Therefore, the level of significance is low, and Council is not obliged to publicly consult.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Local Government Acts 1974 and 2002, Reserves Act 1977, Resource Management Act 1991, Regional Land Transport Plan, Operative and Proposed District Plans, Parks and Reserves Policy apply to the decision recommended in this report.
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 decision does not have District wide relevance. The Community Board has delegated authority for civic amenities as they relate to reserves, footpaths/cycle ways and walkways, but excludes the roading network.
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.	The Paihia Historic Legacy Society Incorporated advise that it has engaged and is working closely with local hapu on this project and that this is mana whenua lead. The recommendation is conditional upon local hapu approving the signage interpretation messaging as being both factually correct and appropriate.

	The cultural significance of the messaging and the location of the proposed signs needs to be approved by local iwi.
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).	 The following affected or interested people or parties are likely to be affected by this proposal: Far North District Council Disability Action Group. Northland Transport Alliance. Waka Kotahi NZ Transport Agency. Local hapu. Heritage New Zealand Pouhere Taonga. The recommendation is conditional upon the Society obtaining approvals from the above people or parties prior to the Trail installation occurring.
State the financial implications and where budgetary provisions have been made to support this decision.	The cost of implementing and maintaining the Heritage Trail is to be met by funding secured by the Paihia Historic Legacy Society Incorporated.
Chief Financial Officer review.	This report has not been reviewed by the Chief Financial Officer.





Sign Locations PROPOSED SIGN LOCATIONS FOR TRAIL



Paihia Legacies – Experiential Heritage Hikoi

June 2022



SIGN STYLES & REFERENCES – MISSION VILLAGE



Early reference









TE TII MARAE – SIGN LOCATION OPTION 2 RECOMMENDED



Proportions are not exactly to scale.

TE TII MARAE – OPTION 2 – REFERENCE IMAGES






TOU RANGATIRA – SIGN LOCATION OPTIONS

Address: Te Karuwha Parade, Paihia (opposite Tou Rangatira – on the beach side)

TOU RANGATIRA - SIGN LOCATION



Panel only on fence. (Steel bracket from post)

Proportions are not exactly to scale.

TOU RANGATIRA REFERENCE IMAGES



HOROTUTU BEACH – SIGN LOCATION



Address: Horotutu Beach - site of first cricket match - on the beach side

HOROTUTU BEACH – SIGN LOCATION



Replaces existing cricket sign. Proportions are not exactly to scale.

HOROTUTU BEACH – REFERENCE IMAGES



WILLIAMS HOUSE AND STONE SHED – SIGN LOCATION



Address: 2 Williams Road - sign location at entrance, next to existing sign

WILLIAMS HOUSE AND STONE SHED – SIGN LOCATION



Proportions are not exactly to scale.

WILLIAMS HOUSE AND STONE SHED - REFERENCES



WILLIAMS HOUSE AND STONE SHED - OPTIONAL EXTRA - SIGN LOCATION



Address: Williams House Village Green entrance - next to existing sign

WILLIAMS HOUSE AND STONE SHED - OPTIONAL EXTRA – LOCATION AND REFERENCE IMAGE



Proportions are not exactly to scale.

PAIHIA SCHOOL - SIGN LOCATION



Address: Approx 18 Williams Road

PAIHIA SCHOOL - LOCATION AND REFERENCE IMAGES







VILLAGE GREEN - SIGN LOCATION



Address: Village Green, 60 Marsden Road

VILLAGE GREEN - SIGN LOCATION OPTIONS



Left preferred. Proportions are not exactly to scale.

VILLAGE GREEN



PAIHIA MAP - OPTIONAL EXTRA - SIGN LOCATION



By Paihia map and traffic lights. Address: Corner Williams and Marsden Roads.

ISITE – OPTIONAL EXTRA - OPTIONAL EXTRA – LOCATION AND REFERENCE



By existing sign. Concrete footing not required (therefore services don't need checking).

MANUKAIHUIA HILL – SIGN LOCATIONS



Address: Maiki Hill entrance and top of hill, 57 Marsden Road



Move sign to front of steps. Top signs are mounted on posts. Proportions are not exactly to scale. LARGER SIGNS TO COME LATER.

MAIKI HILL – TOP X 2 – SIGN LOCATIONS

MAIKI HILL – REFERENCE IMAGES



JOYCE BOAT SHED – OPTIONAL EXTRA – SIGN LOCATION



Address: Next to Maiki Hill

JOYCE BOAT SHED – OPTIONAL EXTRA – SIGN LOCATION



Move closer to shed, away from light. Proportions are not exactly to scale.

JOYCE BOAT SHED – OPTIONAL EXTRA – REFERENCE IMAGES



ST PAUL'S CHURCH – SIGN LOCATION



Address: St Paul's Church, 36 Marsden Road

ST PAUL'S CHURCH – SIGN LOCATION



No need for concrete pad so no need to worry about the services. Small sign on path, closer to entrance. Proportions are not exactly to scale.





Address: Mission Village Site, 28 Marsden Road

MISSION VILLAGE SITE – SIGN LOCATIONS



Remove existing signs, place new signs around edges – suggest low profile as per reference image on right (poss too wide?). Plus small sign on street – left hand by fence. Proportions are not exactly to scale. MISSION VILLAGE SITE - REFERENCES



MISSION VILLAGE SITE REFERENCES



HERALD LAUNCH SITE – SIGN LOCATION



Address: Herald Monument, 3 Kings Road

HERALD LAUNCH SITE – SIGN LOCATION



As long as the footpath is in good condition (not cracked and broken) this should be fine. Proportions are not exactly to scale.

HERALD LAUNCH SITE – REFERENCES



CLIENT: Method CONTACT: Flavia & Sam PROJECT: 30795 - Paihia Signage Project_P5

Paihia Small Sign



THIS IS YOUR ARTWORK







CLIENT: Method CONTACT: Flavia & Sam PROJECT: 30795 - Paihia Signage Project_P5

Paihia Small Sign











CLIENT: Method CONTACT: Flavia & Sam PROJECT: 30795 - Paihia Signage Project_P5

Paihia Small Sign (Vertical Post Mount)



THIS IS YOUR ARTWORK






Paihia Small Sign (Vertical Post Mount)







THIS IS YOUR ARTWORK





Paihia Small Sign (Horizontal Railing Mount)





THIS IS YOUR ARTWORK





Paihia Small Sign (Horizontal Railing Mount)





THIS IS YOUR ARTWORK





Paihia Medium Sign (2x0.8m)











Paihia Medium Sign (2x0.8m)









7.4 ALFRESCO DINING APPLICATIONS

File Number:	A3830556
Author:	Rochelle Deane, Manager - Environmental Services
Authoriser:	Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board the ability to provide comment on the renewal alfresco dining applications from the Duke of Marlborough and 39 Gillies St Café.

To consider the request from the Duke of Marlborough that the Bay of Islands-Whangaroa Community Board approve the following:

- That the Duke of Marlborough furniture is able to remain in the alfresco dining area on public space at all times and that the furniture must be secured after hours to prevent public sitting on this furniture and consuming alcohol in an alcohol ban area
- That the stage on public land is to remain
- That the Board reconsider their decision regarding the removal of the public seating located on the public land directly outside of the Duke of Marlborough.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Duke of Marlborough and 39 Gillies St Café have paid have renewed their alfresco dining approvals which were due for renewal by 30 June 2022.

The Bay of Islands-Whangaroa Community Board has delegation over activities on reserves and is able to comment on alfresco dining applications.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) Provide comment on the renewal alfresco dining applications from the Duke of Marlborough and 39 Gillies Café;
- b) Permit the Duke of Marlborough alfresco dining furniture located on public land to remain in that area at all times, with a requirement that the furniture is secured once trading has ceased for the day to prevent the public from using the furniture after hours (should alfresco dining approval be revoked in the future, the furniture will need to be removed);
- c) Agree that the stage located on public land directly opposite the Duke of Marlborough is to remain in place and not be removed;
- d) Approve the relocation request of 3 public seats situated in front of the Duke of Marlborough following consultation with the relevant parties.

1) TĀHUHU KŌRERO / BACKGROUND

On the 30 June 2022, Council passed a resolution that delegates authority to Community Boards to comment on alfresco dining applications.

Prior to 30 June 2022, alfresco dining applications were assessed against the "Alfresco Dining Policy 2014", and only applications that were declined were considered by the relevant Community Board. This Policy was revoked by Council on 30 June 2022.

On 19 May 2022, Council adopted the "Road Use Bylaw 2022". The purpose of this bylaw is to regulate or control the use of roads and adjoining land by –

(a) vehicles; and

(b) stands, stalls or mobile shops; and

(c) animals; and

(d) structures, vegetation or other things that may affect road safety or the environment.

Part 4, clause 13 of the "Road Use Bylaw 2022" requires a person to obtain written approval from Council to allow them to occupy any part of a road with structures for providing food or beverage services.

Part 7 of the "Road Use Bylaw 2022" outlines the application, assessment and approval process. In particular, clause 20 outlines the conditions that can be imposed on all approvals granted under Part 7 of the Bylaw.

Alfresco dining approvals expire 30 June each year. Approval holders are required to renew their approval before it expires each year. If an approval holder renews their approval before the approval expires, their approval will continue to have effect until such time a decision is made on the renewal application.

At present there are 19 alfresco dining approval holders. Of these, 13 are held within the Bay of Islands – Whangaroa area.

The following table provides a list of all alfresco dining approval holders:

	Approval		Expiry	
	Number	Description		Ward
1	ALF-96	Burger Fiasko	2023	Bay of Islands-Whangaroa
2	ALF-93	29 THE STRAND LIMITED T/A SEASIDE	2023	Bay of Islands-Whangaroa
3	ALF-92	25 The Strand, Russell T/A Butterfish Limited	2023	Bay of Islands-Whangaroa
4	ALF-83	39 GILLIES CAFE	2022	Bay of Islands-Whangaroa Note: Pending decision on renewal application
5	ALF-65	KERIKERI LUNCHBOX	2023	Bay of Islands-Whangaroa
6	ALF-63	AVO SUSHI	2023	Bay of Islands-Whangaroa
7	ALF-50	SUSHI GALLERY	2023	Bay of Islands-Whangaroa
8		DUKE OF MARLBOROUGH BUSINESS	2022	Bay of Islands-Whangaroa
	ALF-49	LIMITED		Note: Pending decision on renewal application
9	ALF-48	CC'S CAFE CINEMA	2023	Bay of Islands-Whangaroa
10	ALF-39	THE GABLES RESTAURANT	2023	Bay of Islands-Whangaroa
11	ALF-37	JIMMY JACKS RIB SHACK	2023	Bay of Islands-Whangaroa
12	ALF-3	FISHBONE CAFE	2023	Bay of Islands-Whangaroa
13	ALF-98	Letz Café	2023	Bay of Islands-Whangaroa
14	ALF-88	Kaikohe Bakehouse Cafe	2023	Kaikohe-Hokianga
15	ALF-99	A New Era Cafe	2023	Kaikohe-Hokianga
16	ALF-97	Awanui Hotel	2023	Te Hiku
17	ALF-68	Mussel Rock Cafe and Bar	2023	Te Hiku
18	ALF-6	WATERFRONT CAFE & BAR	2023	Te Hiku
19	ALF-85	Beach Box Coffee and Gelato	2023	Te Hiku

11 alfresco dining approvals in the Bay of Islands–Whangaroa area were renewed and issued before 30 June 2022. These approvals met the conditions of the revoked "Alfresco Dining Policy 2014" and the Northland Transportation Alliance (NTA) had no objection to these renewal applications, so the approvals were renewed and issued without the need for the Community Board approval.

Duke of Marlborough

On 5 August 2021, the Bay of Islands–Whangaroa Community Board passed the following resolution in relation to the Duke of Marlborough:

RESOLUTION 2021/61

Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board:

- approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30th June 2022.
- 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.
- c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited.
- d) note community board members engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell.

CARRIED

Against: Member Dave Hookway-Kopa

The Duke of Marlborough renewed their alfresco dining approval on 20 June 2022.

As the Duke of Marlborough renewed their approval before the approval expired on 30 June 2022, their approval will continue to have effect until such time a decision is made on the renewal application.

The Duke of Marlborough currently occupies an area of public land which measures 44m x 3m. Within this area is three public seats and a stage. A copy of the approval which expired 30 June 2022 can be found at Attachment A.



The Duke of Marlborough has requested the following in relation to their alfresco dining renewal application:

- The Duke of Marlborough furniture remains in the alfresco dining area on public land at all times but that the furniture is secured after hours to prevent public sitting on this furniture and consuming alcohol in an alcohol ban area
- The stage within the alfresco dining area on public land is allowed to remain
- The Board reconsider their decision around the removal of the public seating located on the public land directly outside of the Duke of Marlborough.

The alfresco dining area located on public land is also licensed under the alcohol ON licence held by the Duke of Marlborough. Alcohol and food can be served in this area on Monday – Sunday from 8am – 10pm. A copy of the ON licence held by the Duke of Marlborough can be found at Attachment B. Council does not have a local alcohol policy, nor is it required to have one.

However, Council does have in place an Alcohol Control Bylaw 2018, adopted by Council on 13th December 2018 and commenced 19th December 2018. The consumption of alcohol is prohibited along The Strand, however the bylaw states that Alcohol control areas do not apply to licensed

premises, These include situations where a special license has been issued for a specific event. Licensed premises can include areas of public places such as footpaths.

In respect of the renewal application from the Duke of Marlborough the NTA expressed the following concerns:

- Consideration is given to the placement of the dining furniture away from the public seats to prevent "overcrowding" in this area as NTA have advised that there have been some instances where it has been congested in this area with people using the alfresco dining area and public wanting to sit on one of the public seats or take a photo of the beach
- Trip hazard in regard to the cord crossing for the stage
- The area between the bollards and the benches is meant to be the pedestrian walkway at this location, Currently pedestrians often use the roadway however this has not been designated a shared space zone

In discussion with the Duke of Marlborough on 8 August 2022, Duke of Marlborough confirmed that the cover over the cord leading to the stage on public land is to act as a speed hump to slow traffic. If this was removed it would lead to the possible risk of a pedestrian being hit by a vehicle. The Duke of Marlborough would like the area developed in to a shared zone or the speed limit reviewed.

Placemaking discussions will be facilitated by the Strategic Planning and Policy team and these are expected to commence in early to mid-2023.

In respect of the renewal application from the Duke of Marlborough the District Facilities team have some concerns over the layout of the Strand in Russell, in particular the coastal erosion on land in this area. There are also concerns about pedestrian vs traffic issues, however these concerns may be addressed through the placemaking discussions.

Approval for installation of the stage in the public space occupied by the Duke of Marlborough was provided by the District Facilities team on 30 August 2022, refer to Attachment C.

The Environmental Health Services team have not received any concerns or complaints from the Public in regard to the use of this public area by the Duke of Marlborough.

A copy of the draft renewal approval for the approval period 1 July 2022 – 30 June 2023 is found at Attachment D.

39 Gillies Café

39 Gillies Café renewed their alfresco dining approval on 28 June 2022.

39 Gillies Café were issued an interim approval which expired 31 July 2022 because they did not meet the requirements of the revoked "Alfresco Dining Policy 2014".

As the 39 Gillies Cafe renewed their approval before the approval expired on 31 July 2022, their approval will continue to have effect until such time a decision is made on the renewal application.

39 Gillies Cafe currently occupies an area of public land which extends beyond their premises front boundary points and also part of the neighbouring Hospice shop. In close proximity is a pedestrian crossing and bike rack. The bike rack is owned by the local Business Association and is 3.99m from the pedestrian access. Users of the pedestrian crossing are not affected by the alfresco dining carried out by 39 Gillies Café.

A copy of the approval which expired 31 July 2022 can be found at Attachment E.



NTA have no issues with 39 Gillies Café using the public land for alfresco dining. The Environmental Health Services team have not received any Public concerns or complaints in regard to the use of this public area by 39 Gillies Cafe.

A copy of the draft renewal approval for the approval period 1 July 2022 – 30 June 2023 is found at Attachment F.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

On 30 June 2022, Council delegated to Community Board authority to comment on alfresco dining applications.

The following options are proposed for the Bay of Islands-Whangaroa Community Board to consider in regard to the Duke of Marlborough renewal alfresco dining application:

Option No.	Option Description	Advantages	Disadvantages
1	Provide comment on the Duke of	Application complies	Sets a precedent that
	Marlborough renewal alfresco	with the "Road Use	other alfresco dining
	dining which includes conditions	Bylaw 2022".	approval holders may
	as per Attachment D. Should		want to develop road
	alfresco dining approval be	All expenses to	reserve or public land
	revoked the Operator (Duke of	develop the road	for alfresco dining
	Marlborough) is required to return	reserve for alfresco	activity.
	the road reserve back to its	dining activity should	
	original state at their own	be borne by the	5
	expense. Furniture is permitted to	Operator (Duke of	alfresco dining
	stay in this area at all times and	Marlborough).	approval holders.
	after hours it must be secured to	Blooomaking	Bublic are imposted by
	prevent the Public from using the furniture.	Placemaking discussions are being	Public are impacted by the relocation of the
		led by the Strategic	
	Approve the request that the	Planning & Policy	public scats.
	stage remains within the public	team which will	
	space currently occupied by the	improve the area to	
	Duke of Marlborough. Should any	enable a thriving and	
	issues arise in relation to the	safe environment for	
	stage and there is a need for the	all.	

	stage to be removed that the District Facilities consult with the Duke of Marlborough.		
	Approve the request to consider relocating the 3 public seats within the area occupied by the Duke of Marlborough to another area along the Strand in Russell. The District Facilities team will consult with the relevant parties including the Duke of Marlborough to determine the best location to relocate the public seats to along the Strand in Russell.		
2	Provide comment on the Duke of Marlborough renewal alfresco dining which includes conditions as per Attachment D. Should alfresco dining approval be revoked the Operator (Duke of Marlborough) is required to return the road reserve back to its original state at their own expense. Furniture is permitted to stay in this area at all times and after hours it must be secured to prevent the Public from using the furniture.	Application complies with the "Road Use Bylaw 2022".	Perceived road safety concerns.
	Decline the request that the stage remains within the public space currently occupied by the Duke of Marlborough.		
	Decline the request to consider relocating the 3 public seats within the area occupied by the Duke of Marlborough to another area along the Strand in Russell. options are proposed for the Bay of	Iclands_W/bangaroa Com	munity Board to consider

The following options are proposed for the Bay of Islands-Whangaroa Community Board to consider in regard to 39 Gillies Cafe:

Option No.	Option Description	Advantages	Disadvantages
1	Provide comment on the 39 Gillies Café renewal alfresco dining which includes conditions as per Attachment F. Should alfresco dining approval be revoked the Operator (39 Gillies Cafe) is required to return the road reserve back to its original state at their own expense.	with the "Road Use	

Take Tūtohunga / Reason for the recommendation

Option 1 is considered the most appropriate option for the Duke of Marlborough renewal alfresco dining application for the following reasons:

- The Duke of Marlborough agrees to return the road reserve to its original state at their own expense, should alfresco dining approval be revoked in the future. This will involve removing the furniture in the alfresco dining area
- Placemaking discussions will be led by the Strategic Planning & Policy team with the intention to re-design the Strand, Russell to enable a thriving and safe environment for all
- The Road Authority Northland Transportation Alliance support the renewal alfresco dining application from Duke of Marlborough
- The renewal alfresco dining application from Duke of Marlborough complies with the "Road Use Bylaw 2022" requirements.

The Option to support the 39 Gillies Cafe renewal alfresco dining application enables the Bay of Islands–Whangaroa Community Board to provide comment on the renewal application.

3) 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. The Duke of Marlborough and 39 Gillies Cafe have paid the required application fee for the alfresco dining renewal application and the Duke of Marlborough is prepared to pay for any relocation costs at a reasonable price (if approval is granted to relocate the three public seats that are located on public land to another area along the Strand in Russell).

ĀPITIHANGA / ATTACHMENTS

- 1. Attachment A DOM Alfresco Dining Approval Expired 30 June 2022 A3838377 🗓 🛣
- 2. Attachment B DOM ON Licence A3838378 🗓 🛣
- 3. Attachment C DOM Stage Approval A3838376 🗓 🖾
- 4. Attachment D DOM Renewal Alfresco Dining Expires 30 June 2023 A3838375 🗓 🛣
- 5. Attachment E 39 Gillies Cafe Alfresco Dining Approval Expired 31 July 2022 A3838373 J
- Attachment F 39 Gillies Cafe Renewal Alfresco Dining Approval Expires 30 June 2023
 A3838374 U

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's Significance and</u>	The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.
Engagement Policy	The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal alfresco dining applications from Duke of Marlborough and 39 Gillies Cafe is considered low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Use Bylaw 2022 – Part 4 clause 13 and Part 7.
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.	The Bay of Islands-Whangaroa Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision	Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.
making if this decision is significant and relates to land and/or any body of water.	The Road Use Bylaw 2022 was adopted on 19 May 2022.
State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.

State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications to this decision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Alfresco Dining Policy 2014". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Registration of: Site Address: Duke Of Marlborough Business Limited Duke Of Marlborough Business Limited 35 The Strand, Russell 0202

Approval Number: ALF-49 Unless sooner surrendered or revoked this licence shall remain in force until 30-June-2022.

Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	The maximum area in which the extended operation can take place must not exceed
	the premises front boundary points and must leave a minimum of 1.5 metres clear
	access for pedestrian traffic
2	Maintain both pedestrian and vehicular traffic flow in a sensible and safe manner
3	If you are serving alcohol in the alfresco dining area for which this approval pertains to,
	you cannot serve alcohol in the designated area unless your alcohol licence includes
	the designated area. The Alfresco dining approval does not override your
	responsibilities under the Sale & Supply of Alcohol Act 2012
4	The designated area and facilities provided must be cleaned and maintained to a
	standard acceptable to Council
5	Trading is limited to the area designated; the Licensee is required to remove all items
	used for alfresco dining by 10pm each day
6	Approval is not transferrable, if there is a change in ownership the new owner must
	apply for approval
7	The Licensee for which this approval is granted must abide by the direction of
	authorized Council Officers
8	Council can revoke the approval if any conditions are not being met or any problem
	cannot be resolved
9	The Council accepts no responsibility for any damage or physical injury caused by the
	Licensees operation
10	Public liability Insurance of \$500,000 must be carried by the Licensee
11	The Licensee ensures they meet their PCBU H&S requirements, with particular
	consideration to safety of their staff and their customers within the public space
12	Owners must comply with their resource consents and other licences (e.g. alcohol
	licence) and seek at their own expense any additional approvals regarding the
	extension of their premises. Any approval granted by Council to use public space in
	accordance with this Alfresco dining policy will not automatically imply compliance with
	any other regulatory issue





01/ON/003/2018

ON-LICENCE (for premises)

Sections 14 and 64, Sale and Supply of Alcohol Act 2012

Pursuant to the Sale and Supply of Alcohol Act 2012, **Duke Of Marlborough Business Limited** is authorised to sell and supply alcohol on the premises situated at 35 The Strand, Russell 0202, Far North District and known as "Duke Of Marlborough Hotel Limited", to any person for consumption on the premises and to allow persons to consume alcohol there.

The authority conferred by this licence must be exercised through a manager or managers appointed by the licensee in accordance with Subpart 7 of Part 2 of the Act.

CONDITIONS

(c)

This licence is subject to the following conditions:

- The licensee must have available for consumption on the premises, at all times when the premises are open for the sale of alcohol, a reasonable (a) range of non-alcoholic refreshments and low-alcohol beverages. Drinking water must also be available to customers free of charge upon request. No alcohol is to be sold or supplied on Good Friday, Easter Sunday, Christmas Day or before 1.00 pm on Anzac Day to any person other (b)
 - than: Any person who is for the time being living on the premises whether as a lodger or an employee of the licensee or otherwise; or (i) (ii) Any person who is present on the premises for the purpose of dining. Alcohol may be sold only on the following days and during the following hours:
 - - At any time on any day from any area of unit commonly known as a mini bar, to any guest who under agreement is entitled to (i)
 - occupy that room for which the unit is located, and to any person whom the guest permits to be in that room. Monday to Sunday 8.00 am to 1.00 am the following day to any other person who is present on the premises (ii)
- (iii) Monday to Sunday 8.00am to 10.00pm in the alfresco dining located on public space across the road from the premises Food must be available for consumption on the premises as follows: A range of food choices must be readily available at all times that the premises are open. Menus must be visible, and food should be actively (d)
- promoted. A minimum of three types of food should be available. The range or style of food will be as shown on any menu submitted. Alternatively, the range of food should include such items as paninis, pizzas, lasagne, toasted or fresh sandwiches, wedges, pies, filled rolls, and/or salads
- Each of the following parts of the premises is designated as: (e) Garden Bar: Un-Designated Every Bar: Supervised
- Alfresco Dining Located on Public Space across the road from the premises: Un-Designated
- The licensee must hold a valid Alfresco Dining Licence issued pursuant to Policy #3116 at all times the alfresco dining area is being used for the (f) sale, supply or consumption of alcohol.
- The licensee must ensure that signs are prominently displayed within the licensed premises detailing information regarding alternative forms of (g) transport from the premises
- The licensee must implement and maintain the steps proposed in the application for the licence aimed at promoting the responsible consumption of (h) alcohol.
- The licensee must ensure that the provisions of the Act relating to the sale and supply of alcohol to prohibited persons are observed and must display appropriate signs adjacent to every point of sale detailing the statutory restrictions on the supply of alcohol to minors and the complete (i) prohibition on sales to intoxicated persons.
- The licensee must comply with any order made under section 11 of the COVID-19 Public Health Response Act 2020 and any order made under (j) section 70 of the Health Act 1956 and listed in schedule 2 of the COVID-19 Public Health Response Act 2020;and any instruction from a Medical Officer of Health which relates to a notifiable or quarantinable disease.

THE LICENSED PREMISES

The sale, supply or consumption of alcohol is authorised in the premises generally. The premises, situated at 35 The Strand, Russell 0202, Far North District are more precisely identified as outlined in plans date stamped as received by the Far North District Licensing Committee on 28th day of November 2017 (the premises) and 23rd day of June 2021 (Alfresco Dining on Public Space).

DISPLAY OF LICENCE AND PRINCIPAL ENTRANCE/S

A copy of this licence and approved plans must be displayed at the principal entrance to the premises. The entrance from the Strand is designated as the principal entrance.

A COURT

DURATION Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, this licence continues in force

- either -(a) Until the close of the period for which it was last renewed; or
- ii.
- If it has never been renewed, until the close of the period of 12 months after the day it was issued; but (b) if an application for the renewal of the licence is duly made before the licence would otherwise expire, either-
 - Until the close of the period of 3 years after the period for which it was last renewed; or If it has never been renewed, until the close of the period of 4 years after the day it was issued. ii.

DATED at Kerikeri 16th day of August 2021



Subject to the conditions of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, this licence expires on:

Date: 3rd day of May 2023

Commor

Christina Rosenthal

From:	Nina Gobie
Sent:	Friday, 1 October 2021 3:10 PM
To:	Christina Rosenthal
Cc:	Rochelle Deane; 'anton@theduke.co.nz'
Subject:	RE: Advise and help

Kia ora ra e Chrissy

Ae - I will save this in Objective.

Mauri ora Nina



Nina Gobie

Team Leader - Facilities Operations Infrastructure & Asset Management, Far North District Council | 24-hour Contact Centre 0800 920 029 DDI +6494089406 | M +64212763875 | Nina.Gobie@fndc.govt.nz Website | Facebook | LinkedIn | Careers

Disclaimer: The information shown on plans that may be attached may not be accurate and is indicative only. The Far North District Council accepts no responsibility for incomplete or inaccurate information. Contractors are to verify the exact location of all Council services on site before work commences. Contractors are liable for any damage they may cause to Council services, including any services not identified on this plan.

Far North District Council | Te Kaunihera o Tai Tokerau Ki Te Raki | Phone: 09 401 5200 | Fax: 09 401 2137 | Email: ask.us@indc.govt.nz Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

Get it done online at your convenience, visit our website: www.fndc.govt.nz

Please consider the environment before printing this email.

From: Christina Rosenthal <Christina.Rosenthal@fndc.govt.nz>
Sent: Friday, 1 October 2021 3:03 pm
To: Nina Gobie <Nina.Gobie@fndc.govt.nz>
Cc: Rochelle Deane <Rochelle.Deane@fndc.govt.nz>; 'anton@theduke.co.nz' <anton@theduke.co.nz>
Subject: FW: Advise and help
Importance: High

Kia ora Nina

Please refer to the email below from Anton in regards to the stage located on public space outside of the Duke of Marlborough.

1

Can you please file it accordingly?

Nga mihi Christina



Christina Rosenthal

 Team Leader - Environmental Health Services

 District Services, Far North District Council | 24-hour Contact Centre 0800 920 029

 DDI +6494015406 | Christina.Rosenthal@fndc.govt.nz

Website | Facebook | LinkedIn | Careers



From: Anton Haagh <<u>anton@theduke.co.nz</u>>
Sent: Friday, 1 October 2021 12:32 PM
To: Christina Rosenthal <<u>Christina.Rosenthal@fndc.govt.nz</u>>
Subject: Fwd: Advise and help

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

Christina

we are going through a process with roading but please find attached the email - this is now the 4th time we have resent it - so can it please be filed in the correct places ?

cheers Anton

> From: Riki Kinnaird <<u>riki@theduke.co.nz</u>> Sent: Wednesday, 31 January 2018 11:48 AM To: Anton Haagh <<u>anton@theduke.co.nz</u>> Subject: FW: Advise and help

FYI

It was Mike Colebrook who gave us the approval

Cheers

Riki Kinnaird

Duke

ph +64 09 4037829

mobile +64 21983531

35 The Strand, Russell, New Zealand

2

www.theduke.co.nz

www.facebook.com/TheDukeRussell

From: Riki Kinnaird Sent: Tuesday, 30 August 2011 1:28 p.m. To: Mike Colebrook Cc: Barry Webb Subject: Re: Advise and help

Thanks for everything mike

All the best and see you in Russell soon

Riki

Sent from my iPad

On 30/08/2011, at 12:51 PM, "Mike Colebrook" <<u>Mike.Colebrook@fndc.govt.nz</u>> wrote:

Hi Rikki,

District Facilities agrees to the placement of the small band stand in the location discussed on site last week, subject to the suitable covering of any cabling or alternative use of a battery and that the activity must not obstruct traffic flows.

You will need to check with your local Police Officer and John Thorne our Liquor Licensing Officer to ensure compliance with your Liquor Licence and the Liquor Ban on the water front.

Regards Mike C

From: Riki Kinnaird [mailto:riki@theduke.co.nz] Sent: Wednesday, 24 August 2011 5:01 p.m. 3 To: Mike Colebrook Subject: RE: Advise and help

Thanks Mike for your help yesterday, much appreciated.

If you need anything give me a buzz 021983531

Cheers Riki

From: Mike Colebrook [<u>Mike.Colebrook@fndc.govt.nz</u>] Sent: Monday, 22 August 2011 4:25 p.m. To: Riki Kinnaird; Sue Hodge Cc: Lorelle Irwin Subject: RE: Advise and help

Will do . Will give you a call when I hit town.

Mike C

From: Riki Kinnaird [mailto:riki@theduke.co.nz] Sent: Monday, 22 August 2011 4:08 p.m. To: Sue Hodge; Mike Colebrook Cc: Lorelle Irwin Subject: RE: Advise and help

Thanks as usual.

Mike, just pop into the Duke anytime and well show you all the details and also some photos from summer. My number if needed is 021983531.

Cheers Riki

From: Sue Hodge [sue.hodge@fndc.govt.nz] Sent: Monday, 22 August 2011 3:57 p.m. To: Mike Colebrook Cc: Lorelle Irwin; Riki Kinnaird Subject: FW: Advise and help

Mike can you catch up with Riki tomorrow when you are in Russell and see where he has the band and what kind of permission he needs.

Item 7.4 - Attachment 3 - Attachment C - DOM Stage Approval

thanks Riki, Mike can visit you tomorrow as he is in town. regards Sue H

From: Riki Kinnaird [mailto:riki@theduke.co.nz] Sent: Monday, 22 August 2011 3:46 p.m. To: Sue Hodge Subject: Advise and help

Sue,

I hope all is well, as per my phone message.

During the summer last year we had a 2 piece band playing under the Pohutakawa tree. This was from 2 - 5pm and was great for tourists and locals alike. One of the local competitors is stiring a few things up, but he has a point, maybe we need some sort of permission for this.

John Thorn is OK with the licenses and we have had no complaints, he suggested I give you a buzz to see if we need to do anything from a council perspective to make sure we are all OK but though there should not be a problem. Barry the environment officer has also been in the loop over the last few days.

Have you got some time in the next few weeks for me to come and see you to ensure what we are doing is OK?

5

Cheers Riki

021983531

6

Par North District Council | Te Kaunihera o Tai Tokerau Ki Te Raki Ph. 0800 920 029 | Fax. 09 401 2137 | Email. <u>ask.us@fndc.govt.nz</u> Address. Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

Please consider the environment before printing this email.

Get it done online at your convenience, visit our website - www.fndc.govt.nz

Attention: The information contained in this email (including any attachments) is intended solely for the

Attention: The information contained in this email (including any attachments) is intended solely for the addressee(s). It is confidential and may be legally privileged. If you have received this email in error you must not use, copy, disclose or distribute it or any information in it. Please simply notify the sender and delete or destroy all copies of the email immediately. Unless formally stated, this e-mail and any attachments do not necessarily reflect the views of the Far North District Council.

The Far North District Council accepts no responsibility for any interception of, or changes to, our email after it leaves us

We do not accept responsibility for any viruses or similar carried with our email, or any effects our email may have on the recipients computer system or network.



HE ARA TĀMATA CREATING GREAT PLACES Supporting our people

Email: ask.us@fndc.govt.nz Website: www.fndc.govt.nz Freephone: 0800 920 029 Phone: (091 401 5200

Phone: (09) 401 5200 Fax: (09) 401 2137

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Road Use Bylaw 2022". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

 Licensee:
 Duke Of Marlborough Business Limited

 Registration of:
 Duke Of Marlborough Business Limited

 Site Address:
 35 The Strand, Russell
 0202

 Approval Number:
 ALF-49

 Unless sooner surrendered or revoked this licence shall remain in force until 30 June 2023.

Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres
clear access for pedestrian traffic
Maintain both pedestrian and vehicular traffic flow in a sensible and safe manner
If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
Trading is limited to the area designated; the Licensee is required to secure all furniture in this area once trading ceases each day to prevent Public sitting on it after hours. Approval is for 5 tables with chairs.
Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation
Public liability Insurance of \$500,000 must be carried by the Licensee
The Licensee ensures they meet their "a Person Conducting a Business or Undertaking -PCBU" and Health & Safety requirements, in particular consideration to safety of their staff and their customers within the public space
Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this Alfresco dining policy will not automatically imply compliance with any other regulatory issue
Annual inspection is required.





HE ARA TĀMATA CREATING GREAT PLACES

Supporting our people

Email: ask.us@fndc.govt.nz Private Bag 752, Memorial Avenue Website: www.fndc.govt.nz Kaikohe 0440, New Zealand Freephone: 0800 920 029 Phone: (09) 401 523 Fox: (09) 401 2137

INTERIM ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Alfresco Dining Policy 2014". This interim approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Registration of: Site Address: Approval Number:

Cathryn Rangi Baragwanath 39 Gillies Cafe 39-43 Gillies Street, Kawakawa 0210 ALF-83

Unless sooner surrendered or revoked this licence shall remain in force until 31 July 2022.

Signed on behalf of the Far North District Council

This interim approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

CON	DITIONS:
1	The maximum area in which the extended operation can take place must not exceed area outlined on the attached plan and must leave a minimum of 1.5 metres clear access for pedestrian traffic and keep clear of the pedestrian crossing.
2	Maintain both pedestrian and vehicular traffic flow in a sensible and safe manner.
3	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012.
4	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council.
5	Trading is limited to the area designated; the Licensee is required to remove all items used for alfresco dining by 10pm each day.
6	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval.
7	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers.
8	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved.
9	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation.
10	Public liability Insurance of \$500,000 must be carried by the Licensee.
11	The Licensee ensures they meet their "a Person Conducting a Business or Undertaking -PCBU" and Health & Safety requirements, in particular consideration to safety of their staff and their customers within the public space.
12	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this Alfresco dining policy will not automatically imply compliance with any other regulatory issue.
13	This interim approval allows for 1 large six-seater table and 2 four-seater tables.
14	This interim approval will expire 31 July 2022 . A long-term approval will need to be considered by the Bay of Islands-Whangaroa Community Board.

1 September 2022

THIS PLAN MUST BE ON DISPLAY ALONGSIDE YOUR ALFRESCO DINING APPROVAL





HE ARA TĀMATA CREATING GREAT PLACES Supporting our people

Email: ask.us@fndc.govt.nz Private Bog 752, Memorial Avenue Website: www.fndc.govt.nz Kaikabe 0440, New Zealand Freephone: 0800 920 029

Phone: (09) 401 5200 Fax: (09) 401 2137

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Road Use Bylaw 2022". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

 Licensee:
 Cathryn Rangi Baragwanath

 Registration of:
 39 Gillies Cafe

 Site Address:
 39-43 Gillies Street, Kawakawa 0210

 Approval Number:
 ALF-83

 Unless sooner surrendered or revoked this licence shall remain in force until 30 June 2023.

Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres
I	
0	clear access for pedestrian traffic at all times
2	Maintain both pedestrian and vehicular traffic flow in a sensible and safe manner
3	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve
	alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining
	approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
4	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to
	Council
5	Trading is limited to the area designated; the Licensee is required to remove all items used for alfresco
	dining by 10pm each day. Approval is for 3 tables with chairs.
6	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
7	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
8	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
9	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation
10	Public liability Insurance of \$500,000 must be carried by the Licensee
11	The Licensee ensures they meet their "a Person Conducting a Business or Undertaking -PCBU" and Health
	& Safety requirements, in particular consideration to safety of their staff and their customers within the
	public space
12	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their
	own expense any additional approvals regarding the extension of their premises. Any approval granted by
	Council to use public space in accordance with this Alfresco dining policy will not automatically imply
	compliance with any other regulatory issue
13	Annual inspection is required.

1 September 2022





7.5 PROJECT FUNDING REPORTS

File Number:	A3850148
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) Lonsdale Park

b) Te Puna Aroha – Moerewa Christmas 2021

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 Boards 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.

ĀPITIHANGA / ATTACHMENTS

- 1. Project Report Lonsdale Park A3850086 🗓 🛣
- 2. Project Report Te Puna Aroha A3850087 🗓 🛣

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Far North District Counci	Project Report		JND - LOCAL	F0080402
At the completion of a project Community Grant Policy, to sui received no later than two mont months of the funding being spen	omit a Project Report to hs after the completion of t.	the Communities the project of	ty Board. Project Rep r if the activity is ongo	orts are to be bing, within two
Applicants who fail to provide a pro Please return the completed for Funding Advisor Far North District Council Private Bag 752 KAIKOHE 0440				-
Name of organisation:	Lonsdale Park Cam	p Board Tru	ıst	
Name & location of project:	Footpath paving upg	ırade		
Date of project/activity:	Completed 23 June	2022		
Which Community Board did Te Hiku Amount received from the Community Board did	Kaikohe-Hokiang		Bay of Islands-W	hangaroa
Board meeting date the gran	t was approved: May	2022		
Please give details of how th Your contribution to the proje Attach supplier receipts or base 	ct and the funding you recei			inds.
Supplier/Description			\$amount	Receipt/s attached (please tick)
Far North Concrete Ltd			\$ 6998.90	~
			\$	
			\$	
			\$	
		Total:	\$ 6998.90	
			•	
Give a brief description of th	e highlights of your pro	ject includin	g numbers participa	iting:

The concreting work was conducted over a 2 week period with the old footpath removed

by a digger and replaced with a foundation of metal chip, steel mesh and a thicker layer of

concrete to ensure longevity. Levelling of the concrete was also enhanced to provide

adequate flow of surface water and ease of use for patrons.

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

1

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

Visitors to the park last week were very pleased with the upgrades, they commented

positively on the quality of the improvements and overall appearance.

The park has over 1200 visitors (schools and community groups) each year that will

benefit from the upgrades to the footpaths.

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

Photos attached	

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

Lonsdal	P	ark
LUIISUAI	υг	air

This report was completed by:

Name:	Brydie Lenden
Address:	190 Matauri Bay Road, Kaeo
Phone	mob: 021 0551755
Email:	lonsdalepark@gmail.com
Date:	14 / 07 / 2022

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

Project Report – Lonsdale Park

Schedule of Supporting Documentation

Document	Title
1	Invoice for concreting
2	Photographs of work
3	Social Media post acknowledging the Board

Distr	Vorth ict Council	Project Report COMMUNITY GRANT F	UND - LOCAL	F0080402
Community Grant received no later t months of the fundi Applicants who fail t	Policy, to subr han two months ng being spent. to provide a proje	hat received community funding, rec nit a Project Report to the Commun s after the completion of the project ect report within the required time will no	nity Board. Project Re or if the activity is on t be considered for futur	eports are to b going, within tw re funding.
Please return the of Funding Advisor Far North District Co Private Bag 752 KAIKOHE 0440		to: funding@fndc.govt.nz PDF attach	ment via email is pref	erred) OR:
Name of organis	ation:	TE Puna Aro	ha	
Name & location	of project:	Molitura Xma	St Vax Drij	e 202
Date of project/a	ctivity:	4 Dec 2021		
Which Communi	ty Board did y	ou receive funding from?	/	
Te Hiku	1	Kaikohe-Hokianga	Bay of Islands-\	Whangaroa
Amount received	l from the Con	nmunity Fund: \$ 5,000-	-010	
Board meeting da	ate the grant v	was approved: 🥂 🔗	ep 202)
		was approved: S money was spent:	ep 202)
Please give detai Vour contribution	ils of how the		ommunity Board must b	
Please give detai Vour contribution	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C	ommunity Board must b	funds. Receipt/s attached
Please give detai • Your contributio • Attach supplier	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C	ommunity Board must b e of Community Board	funds.
Please give detai • Your contributio • Attach supplier Supplier/Descrip	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C	community Board must k re of Community Board \$amount	funds. Receipt/s attached
Please give detai • Your contributio • Attach supplier Supplier/Descrip	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C	samount \$ 5,673-4	funds. Receipt/s attached
Please give detai • Your contributio • Attach supplier Supplier/Descrip	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C	samount \$ 5,673-4	funds. Receipt/s attached
Please give detai • Your contributio • Attach supplier Supplier/Descrip	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C	community Board must be the of Community Board to samount $\frac{5}{5,673-4}$ $\frac{5}{5}$	funds. Receipt/s attached
Please give detai • Your contributio • Attach supplier Supplier/Descrip	ils of how the on to the project receipts or bank	money was spent: and the funding you received from the C statements to show proof of expenditur $Balance of \frac{4}{6}73-43$ from R4LFress	community Board must be e of Community Board f \$amount \$5,673-4 \$ \$ \$	funds. Receipt/s attached
Please give detai • Your contributio • Attach supplier Supplier/Descrip <u>Appene</u>	ils of how the project of receipts or bank of the project of the p	money was spent: and the funding you received from the C statements to show proof of expenditur $Balance of \frac{4}{6}73-43$ from R4LFress	community Board must k re of Community Board samount $\frac{5}{5,673-4}$ $\frac{5}{5,673-4}$ $\frac{5}{5,673-4}$	funds. Receipt/s attached (please tick)
Please give detai • Your contribution • Attach supplier Supplier/Descrip	ils of how the project of receipts or bank of the project of the p	money was spent: and the funding you received from the C statements to show proof of expenditur Balance of 4673-48 from K4 L Fres. Total:	community Board must k re of Community Board samount $\frac{5}{5,673-4}$ $\frac{5}{5,673-4}$ $\frac{5}{5,673-4}$	funds. Receipt/s attached (please tick)
Please give detai • Your contribution • Attach supplier Supplier/Descrip	ils of how the project of receipts or bank of the project of the p	money was spent: and the funding you received from the C statements to show proof of expenditur Balance of 4673-48 from K4 L Fres. Total:	community Board must k re of Community Board samount $\frac{5}{5,673-4}$ $\frac{5}{5,673-4}$ $\frac{5}{5,673-4}$	funds. Receipt/s attached (please tick)

×

*at a "controlled Health Event". The Wellness is still being gosip about today... ("True Merewa Form")
Describe the main findings in your evaluation of the project/event; describe how your project/ event benefited the community:

i i i i i

CI 0 0 A 0 al m er Mar 0 pso

WR Codes, Masks, Sanjtizing, Social Pistancing, Stay howe Please provide details and attach or email photos and/or any marketing collateral that was produced wessays for your event/project acknowledging the Community Board:

mon 10

If you have a Facebook page that we can link to please give details: the ar nevena С MAC Ir

This report was completed by:

0

Name: Pamela-Ame Ngohe-Simon.
Address: 190 Oficia Rela RDI Kawakawa 0281
Phone mob: 027 911 5580
Email: panela. ane 21 Rg mail. con
Date: 15/12.2021
2
Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029, Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Project Report – Te Puna Aroha – Moerewa 2021 Christmas

Schedule of Supporting Documentation

Document	Title
1	Record of Expenditure
2	Copy of Receipts
3	Invoice for Traffic Management
4	Promotional posters and acknowledgements on social media
5	Report of event including photographs

7.6 FUNDING APPLICATIONS

File Number:	A3835341
Author:	Kathryn Trewin, Funding Advisor
Authoriser:	Sheryl Gavin, Manager - Corporate Planning & Community Development

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 1 September 2022 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Seven new applications have been received, requesting \$74,324.
- The Board has \$154,277 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 \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Business Paihia for costs towards 2022 Paihia Christmas Parade 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 \$9,500 (plus GST if applicable) be paid from the Board's Community Fund account to Duffus Memorial Trust for costs towards painting and repair of two pensioner housing units 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 \$4,920 (plus GST if applicable) be paid from the Board's Community Fund account to Far North EcoCentre for costs towards Bay of Islands Te Tai Tokerau Timebank 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 \$2,500 (plus GST if applicable) be paid from the Board's Community Fund account to Heritage Northland for costs towards school students attending a heritage tour to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- e) approves the sum of \$1,000 (plus GST if applicable) originally allocated to the Kerikeri Cadet Unit on 11/11/2021 for the 2021 Regimental Dinner be used instead for costs towards the Mangakaretu base relocation project meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) **Proud, vibrant communities**

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- f) approves the sum of \$48,250 (plus GST if applicable) be paid from the Board's Placemaking Fund account to Our Kerikeri for costs towards landscaping of the SH10/Kerikeri Road Intersection 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;

- g) approves the sum of \$2,500 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Jazz and Blue Festival for costs towards shuttle bus for the festival to meet the following Community Outcomes:
 - iii) Communities that are healthy, safe, connected and sustainable
 - iv) **Proud, vibrant communities**

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- h) approves that the funds granted on 2/06/2022 of \$7,458 (plus GST if applicable) for the renewal of the Kerikeri mainstreet irrigation system be instead used for the purchase and installation of hanging baskets to meet the following Community Outcomes:
 - v) Communities that are healthy, safe, connected and sustainable
 - vi) **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
--

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Туре
Business Paihia	2022 Paihia Christmas Parade	\$5,000	\$5,000	The Board's Strategic Plan states that the Board will: "Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$2500 per annum for the event, plus traffic management costs up to a maximum of \$2500."	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Event
Duffus Memorial Trust	Maintenance of Long Beach pensioner housing	\$9,500	\$9,500	The applicant has secured funding from other sources to undertake a large part of the work they applied for in 2021 (which was declined by the Board). The Trust is now applying for the costs for the work required to paint and repair two houses.	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Infrastructure
Far North Eco Centre	Te Tai Tokerau Timebank (BOI)	\$4,920	\$4,920	The applicant is looking for funding for workshop facilitators and equipment to allow community sewing workshops to take place.	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Infrastructure
Heritage Northland	Heritage Tour with Dame Anne Salmond	\$2,500	\$2,500	Heritage Northland is hosting a tour of Northland with Dame Anne Salmond to historic voyaging sites. They are looking for funding to allow students from local schools to participate.	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Event

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Туре
Kerikeri Cadet Unit	Mangakaretu Base Project	\$1,050	\$1,000	The Kerikeri Cadet Unit was granted \$1000 towards their 2021 graduation dinner at the meeting on 11 November 2021. It was unable to take place due to Covid. It is recommended this funding be reallocated to allow the unit to use it for items that are currently unfunded in their move to a new unit base.	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Infrastructure.
Our Kerikeri Community Trust	Kerikeri SH10 Roundabout	\$48,250	\$48,250	This funding could come from the \$100,000 placemaking budget held by the Board. The applicant has resubmitted their application with a reduced request for funding (down from \$75,000) and with written confirmation that once the work is complete, Waka Kotahi will take responsibility for the ongoing maintenance.	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Infrastructure
Bay of Islands Jazz and Blues Festival	2022 Jazz and Blues Festival.	\$3,154	\$2,500	This application was initially submitted over the counter at the Kaikohe Service Centre at the start of July, but was not passed on to the funding team and efforts to locate it have so far been unsuccessful. The applicant has resubmitted the application for the Board to consider as an out of policy decision (as it would have been considered prior to the event if received by the Funding Advisor).	 i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities 	Event

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Туре
Kerikeri Business Association	Mainstreet Hanging Baskets	\$7,428	\$7,428	At the meeting of 2 June 2022, the Board granted funding to the Kerikeri Business Association to repair the irrigation system on the Kerikeri Main Street to automatically water hanging baskets that the Association plans to install. At the time of their application, Kerikeri Business Association believed they owned the irrigation system but we have since confirmed the assets are owned by FNDC and that sufficient funds are held in depreciation reserves to undertake the necessary repairs by Council. The applicant asks that the Board consider amending the resolution to allow them to use the funds to purchase and install the hanging baskets. The plan is to install 165 baskets. Plant Zone have agreed to contribute \$5000 towards a total cost of \$16,500. The Association is raising funds for the remaining \$11,500. The original application is provided in the supporting information, showing the quote from PlantZone, as well as an email from Nola Blainey confirming the updated costs.	 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.

ĀPITIHANGA / ATTACHMENTS

- 1. Business Paihia Christmas Parade A3850081 🗓 🛣
- 2. Duffus Memorial Trust Pensioner Housing A3850082 🗓 🛣
- 3. Far North EcoCentre Timebank A3850088 🗓 🛣
- 4. Heritage Northland A3850083 🗓 🖺
- 5. Kerikeri Cadet Unit A3850084 🕹 🛣
- 6. Our Kerikeri SH10 Roundabout A3850085 🕂 🛣
- 7. BOI Jazz and Blues Festival A3850669 🗓 🛣

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <u>Council's</u> <u>Significance and Engagement Policy</u>	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.	No implications for Māori in relation to land and/or water.
State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	
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 <u>www.fndc.govt.nz</u>
- 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 <u>funding@fndc.govt.nz</u> we're happy to help.

• Send your completed form to funding@fndc.govt.nz or to any Council service centre The following <u>must</u> 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	Business Paihia Inc	er of Member	s	102			
Postal Address	PO 339 Paihia				Post Code	020	0
Physical Address					Post Code		
Contact Person	Stephanie Godsiff		Position	Administ	rator		
Phone Number		Mobile Nu	umber	02112293	307		
Email Address	info@paihianz.co.nz						

Please briefly describe the purpose of the organisation.

Business Paihia is an incorporation of businesses from Russell, Paihia, Waitangi, Opua, Haruru Falls, Whangarei. We aim to build a dynamic business environment and to be influential in decision making in our community.

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

A2686814 (version Sept 2018)

Loca	I Grant			R
Applicat	ion Form			
Project Deta	ils			
Which Communi	ty Board is your organisation applying to (see map Schedule	A)?		
	Te Hiku 🛛 Kaikohe-Hokianga <mark>🏹</mark> e s Bay	of Islan	ds-Whanga	aroa
Clearly describe	the project or event:			
Name of Activity	Paihia Christmas Parade	Date	2nd De	cember 2022
Location	Paihia	Time	5.30pm	
Will there be a cha	arge for the public to attend or participate in the project or event?		□ Yes	🗖 No
If so, how much?				
churches, com	nmunity benefits. The parade brings all the schools, dayca munity groups and businesses together. The day is magic n in Paihia. There is a theme and everyone really makes a	al for k	ids and a	dults and is
Last year we re the same this y The Paihia Ch	ntertainment for the kids and a great atmosphere. The the cally noticed the community coming together after the ever ear as things are pretty tough for so many businesses and ristmas Parade focuses on the environment this year n the natural environment.	nts of c familie	ovid, and s within t	think it will be he community.
We encourage repurposed ite	e floats to avoid balloons, tinsel, glitter and plastic of a ms where you can. Many floats use flora and cardboa	ard.		
-	te a lead especially when so many of our local childre e environment and being awarded with enviro certific			
This can be ch they do or not	allenging and we just want people to try their best. N do.	o-one	will be c	riticised for wha
Note – road clo	sure is a very big expense for the parade.			

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

A2686814 (version Sept 2018)

Local Grant

Application Form

Project Cost

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

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

<u>Amount Requested</u> - 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	1456.00 signage, posters, newsletters, listing on websites etc				
Facilitator/Professional Fees2					
Administration (incl. stationery/copying)	2500 (includes health and safety and all admin/road closure forms, float liaison etc)	1000			
Equipment Hire	250 - sound system				
Equipment Purchase (describe)					
Utilities					
Hardware (e.g. cement, timber, nails, paint)	100				
Consumable materials (craft supplies, books)					
Refreshments					
Travel/Mileage					
Volunteer Expenses Reimbursement					
Wages/Salary		not applicable			
Volunteer Value (\$20/hr)	1200	not applicable			
Other (describe) Kids entertainment \$750 Road closure Kia Tupato \$4525 Road Closure FNDC \$465 Goodies for kids and prizes \$800	6540	4000 – road closure/traffic management			
TOTALS	12,046	5000			

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

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

Local Grant Application Form					R
Financial Information					
Is your organisation registered for GST?	Yes	GST Num	ber	93973186	
How much money does your organisation o	urrently have?		460	42.00	
How much of this money is already commit	46042.	00			

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

Purpose	Amount
Christmas Parade	2000
Admin /website/Audit / H&S/etc	6000
Event Co-ordinator	8000
"it" Bay of Islands Food and Wine Festival 2022	30,000
TOTAL	46,000.00

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

Funding Source	Amount	Approved
Business Paihia	2000.00	Yes /
Local business sponsorship/support	3000.00	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
Please see table attached.			

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

A2686814 (version Sept 2018)

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)

Business Paihia Inc

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One Irwin Wilson

Signatory Two - Charles Parker

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

A2686814 (version Sept 2018)

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	Irwin Wilson		Position	Treasure	er	
Postal Address		PO Box 7, C	Opua		Post Code	0200
Phone Number		Mobile Nu	mber 02	7447003	9	
Signature Signatory Tv	26/7/2022					
• •			D '''			
Name	Charles Parker		Position	Chairper	son	
Postal Address	PO Box 44, Paihia					0247
Phone Number		02720975	48			
www.fndc.govt.n	z Memorial Ave, Kaikohe 0440 Private Bag 7	52, Kaikohe	0440 fur	nding@fnd	c.govt.nz I	Phone 0800 920 029
A2686814 (ver	sion Sept 2018) Page	6				



Ca Aabr Signature

26/07/2022

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

A2686814 (version Sept 2018)

Funding Application – Business Paihia – 2022 Christmas Parade

Schedule of Supporting Documentation

Document	Title
1	Record of funding received by Business Paihia for Events
2	Quote for Blah Blah Marketing for Event Management
3	Audited Accounts for Business Paihia
4	Bank Statements
5	Quote – Heather Tyson
6	Quote – Imogen Brough – Bubbles
7	Quote – Mike the Magician
8	Quote – Kia Tupato – Traffic Management
9	Quote – Design and Print Kerikeri – Signs
10	Safety Plan

LUCAI	Grant	
Applicatio	on Form	
Instructions		
applicatio Please se All applicatio Incomple Applicant years are If there's freephon Send yo The following mus Quote Most	Ily: a application form in full before you start filling it in. It is easier to complete in if you have the information you need at your fingertips. ee Section 1 of the <u>Community Grant Policy</u> to ensure you are eligible. ations are to be submitted 15 clear working days prior to the Community Board me on will be considered. Deadlines dates are on Council's website <u>www.fndc.govt.nz</u> ete, late, or non-complying applications will not be accepted. ts who have failed to complete a Project Report for previous funding granted wi e not eligible for funding. s anything on this form you're not sure of, please contact the Community Devi- te 0800 920 029, or <u>funding@fndc.govt.nz</u> – we're happy to help. but completed form to funding@fndc.govt.nz or to any Council service centre st be submitted along with this application form: as (or evidence of costs) for all items listed as total costs on pg 3 recent bank statements and (signed) annual financial statements ramme/event/project outline	beting where the thin the last five
U Vour	alth and safety plan organisation's business plan (if applicable)	
Your If you		
Your Your If you Signe Applicant d	organisation's business plan (if applicable) ur event is taking place on Council land or road/s, evidence of permission to do so ed declarations on pgs 5-6 of this form etails	bers 8 TRu
 Your If you Signe Applicant description Postal Address	organisation's business plan (if applicable) ur event is taking place on Council land or road/s, evidence of permission to do so ed declarations on pgs 5-6 of this form etails <u>THE DUFFUS MEMORIAL TRUST</u> Number of Mem <u>DMT, P.D. Box 3, Russell</u> Post Cou Post Cou	bers 8 TRu de 02.42 de 02.02
Your If you Signe Applicant d Organisation	organisation's business plan (if applicable) ur event is taking place on Council land or road/s, evidence of permission to do so ed declarations on pgs 5-6 of this form etails THE DUFFUS MEMORIAL TRUST Number of Mem DMT, P.D. Box 3, Russell Post Cou Post Cou	de 0202
 Your If you Signe Applicant d Organisation Postal Address Physical Address Contact Person Phone Number Email Address	organisation's business plan (if applicable) ur event is taking place on Council land or road/s, evidence of permission to do so ed declarations on pgs 5-6 of this form etails THE DUFFUS MEMORIAL TRUST Number of Mem DMT, P.D. BOX 3, RUSSELL Post Cou LONG BEACH ROAD, RUSSELL TAN MAGINTOSH Nobile Number 024 7063	de 02.02



Applica	tion Form
Project Det	ails
Which Commun	ity 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	MAINTENANCE OF HOLSING TE PENSIONERS Date UNDER WAR
Location	MUFFUS ESTATE, LONG BEACH ROAD, RESELTIME
	arge for the public to attend or participate in the project or event?
If so, how much?	i n pr
• Who	ivity and the services it will provide. Tell us: to will benefit from the activity and how; and it will broaden the range of activities and experiences available to the community. See Armene)
• Who • How	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the community.
• Who • How	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the community.
• Who • How	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the community.
• Who • How	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the community.

Community Board/Local Grant Application: Who will Benefit/Broaden Ranges of activities and experiences available to the community.

The residents of the existing houses, are life long residents of the Russell peninsular. The accommodation provided by the Trust allows for our elderly to remain in the area in which they have been all their lives, close to whanau, tamariki, mokopuna and friends. This directly and indirectly benefits many in the community, by reducing inter - generational housing, allowing tamariki to work, all of the required carers are from the Russell Peninsular bringing more employment into the immediate area. The Trust also maintains a rent regime far below market rates, in order that our elderly and vulnerable can afford to live the comfortable life that they deserve. If the community did not have the Trust's accommodation the residents would be homeless, or in government sponsored homes outside of Russell and away from whanau.

The local community benefits from all maintenance, garden, restorative work is being done by local firms and local volunteers.

The project is to maintain and exceed if possible government maintenance requirements for acceptable housing standards. The project commenced in October 2021 to a limited extent, and so far we have finalised roof work on all of the 4 cottages and exterior walls of cottages 3 & 4. This leaves the final exterior walls of cottages 1 & 2.

The Duffus Trust has raised funds of almost \$ 9000 towards the scope of works.



Scope of works:

Total \$ 18,500 painting cottages 1,2,3,4, exterior Wall. Completed Cottages 3 and 4 (see above) \$ 9000 (funds raised) Balance required to complete cottages 1 & 2 - \$ 9500.

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	New Party of Station Constant	
Advertising/Promotion		
Facilitator/Professional Fees ²	tout all ad a	
Administration (incl. stationery/copying)		· Oscepsion inter
Equipment Hire		
Equipment Purchase (describe)		ge partir bannark - 9 Ann processient - naturin getranturk -
Utilities		
Hardware (e.g. cement, timber, nails, paint)	18,500	9,500
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement	221411	TRADIT & DIREUTIK
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	a this lo	not applicable
Other (describe)	itil dan Minda wa visi (kura)	na stal studenski – Redstal studenski –
TOTALS	18,500	9,500

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

www.fndc.govt.nz | Memorial Ave, Kalkohe 0440 | Private Bag 752, Kalkohe 0440 | funding@fndc.govt.nz | Phone 0800 920 0

Financial Information				
Is your organisation registered for GST	? 🗆 Yes	No GST	Number	
How much money does your organisati	ion currently have?	a annon ma 22 i		
How much of this money is already con	mmitted to specific	nurnosos?		
				18
List the purpose and the amounts of me	oney already tagge	d or committed	(if any):	0
Purpos	e			Amount
6 6 1 1	n st. en denom e aj	art of the second		
DRERATIONAL COST	ISSING D	F		Concernant of
OPERATIONAL COST	IS.			
Loss and in speed many th		anii yeqay iinb	man is prest to	
TOTAL Please list details of all other funding se	cured or pending a	pproval for this	project (minii	mum 50%):
Contraction of the second states in ad-	ecured or pending a	pproval for this Amount	project (minii	mum 50%): Approved
Please list details of all other funding se	cured or pending a		project (mini	
Please list details of all other funding se	cured or pending a		project (minii	Approve
Please list details of all other funding se	ecured or pending a		project (minii	Approve Yes / Pend
Please list details of all other funding se	ecured or pending a		project (minin	Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend
Please list details of all other funding se Funding Source		Amount		Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend
Please list details of all other funding se		Amount		Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend
Please list details of all other funding se Funding Source		Amount eived from Cour		Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend ast five years: Project R
Please list details of all other funding se Funding Source	rganisation has rec	Amount eived from Cour	ncil over the l	Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend
Please list details of all other funding se Funding Source	rganisation has rec	Amount eived from Cour	ncil over the l	Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend ast five years: Project R Submit
Please list details of all other funding se Funding Source	rganisation has rec	Amount eived from Cour	ncil over the l	Approved Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend Yes / Pend ast five years: Project R Submit

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)

THE DUFFUS MEMORIAL TRUST

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our goveming body.
- 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.
- 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.
- 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.
- 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

Signator	ry One	Signatory Two	
	Elin	Louise V. asmshong.	
www.fndc.go	ovt.nz Memorial Ave, Kaikohe	0440 Private Bag 752, Kaikohe 0440 funding@fndc.govt.nz Phone	0800 920 029
A2686814	(version Sept 2018)	Page 5	

Funding Application – Duffus Memorial Trust

Schedule of Supporting Documentation

Document	Title
1	Quote from Epic Services – Painting and repair
2	Quote for painting
3	Duffus Trust Performance 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
- Incomplete, late, or non-complying applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz - we're happy to help.

 Send your completed form to funding@fndc.govt.nz or to any Council service centre The following must be submitted along with this application form:

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

Applicant details

Organisation	Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco	Centre Kaitaia	a) Number of Members 550		
Postal Address	Shop 5, 42 Commerce Street, Kaitaia Post Code 0410				
Physical Address	Shop 5, 42 Commerce Street, Kaitaia (entra	ance off Ba	ank Street) Post Code 0410		
Contact Person	Donna King	Position	Funding & Finance Officer		
Phone Number	Mobil	e Number	022 458 2313		
Email Address	mebanjo@outlook.com				
Please briefly de	lescribe the purpose of the organisation.		,		
We want to make	e Tai Tokerau a better place for people to live, both soc	ially and envir	ironmentally. Our Mission: "We strengthen		
	creating and nurturing local eco-hubs facilitating meaning				
w.fndc.govt.nz N	Memorial Ave, Kaikohe 0440 Private Bag 752, Kaik	(obo 0440 fi			
	, taite of the printing of by 102, hair	tone 0440 IL	unung@muc.govi.nz Phone 0800 920 02		





Project Deta	ails			
Which Communi	ty Board is your organisation applying to (see map Schedule)	A)?		
	T-11		ds-Whang	aroa
Clearly describe	the project or event:			
Name of Activity	Tai Tokerau Timebank	Date	12 Mor	ths
Location	Bay of Islands - Whangaroa - Kerikeri	Time		
Will there be a cha	arge for the public to attend or participate in the project or event?		□ Yes	2 No
	Koha is always welcomed			¥1 NO
return for time credits. between skills or time	k operates like a club where members provide peer to peer help and support and Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently	for mon over 55	ey. There is 0 members	no discrimination involving people o
return for time credits. between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trust	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these common Nanourspurg Eachiel Boiles Miles (19 Miles and 19 Miles).	for mon over 55 , Maori, munity g	ey. There is 0 members Polynesian, roups, such	no discrimination involving people o Pakeha, new migi as: Paihia EcoHiv
retum for time credits. between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trust such as: Greens North Our Timebank Coordir inclusion inclusion	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these com	for mon over 55 , Maori, munity g Whanga I region.	ey. There is 0 members Polynesian, roups, such roa region,	no discrimination involving people o Pakeha, new mig as: Paihia EcoHiv with another 6 grou
return for time credits, between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trusi such as: Greens North Our Timebank Coordii inclusion into society for help, contributing to Our Far North Commu	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these comm ;; Ngapurapura Festival; Paihia Mission Village, are specifically based in the BOI- land; Te Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau hators help to facilitate exchanges and arrange working bees; workshops; and, so we find that group events, such as socials and workshops, help to breakdown the o self-sustainable neighbourhoods.	for moni- over 55 , Maori, munity g Whanga region. bcials in barrier	ey. There is 0 members Polynesian, roups, such roa region, ' local neighb s preventing es and indivi	no discrimination involving people o Pakeha, new migg as: Paihia EcoHiv with another 6 grou ourhoods to encou people from askir duals on low
return for time credits, between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trust such as: Greens North Our Timebank Coordin inclusion into society for help, contributing to Our Far North Commu incomes. There are als accessing healthy food	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these community is, Ngapurapura Festival; Paihia Mission Village, are specifically based in the BOI-land; Te Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau nators help to facilitate exchanges and arrange working bees; workshops; and, so welf-sustainable neighbourhoods.	for mon over 55 , Maori, munity g Whanga region. bcials in bcials in bcrials in contraction of familie r many t cial insol	ey. There is 0 members Polynesian, roups, such roa region, local neighb s preventing es and indivi o meet basi ation is a co	no discrimination involving people o Pakeha, new mig as: Paihia EcoHiv with another 6 grou ourhoods to encou people from askir duals on low c needs such as mmon problem,
return for time credits, between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trust such as: Greens North Our Timebank Coordin inclusion into society for help, contributing to Our Far North Commu incomes. There are als accessing healthy food especially for those wh and contributing to the	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these community, Ngapurapura Festival; Paiha Mission Village, are specifically based in the BOI-land; Te Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau hators help to facilitate exchanges and arrange working bees; workshops; and, sc We find that group events, such as socials and workshops, help to breakdown the oself-sustainable neighbourhoods.	for monn over 55 , Maori, munity g Whanga I region. ocials in a barrier of familie r many t cial insol	ey. There is 0 members Polynesian, roups, such troa region, local neighb s preventing es and indivi o meet basis ation is a co r arrivals wel	no discrimination involving people o Pakeha, new mig as: Paihia EcoHiv with another 6 grou ourhoods to encou people from askir duals on low c needs such as mmon problem, come help settling
return for time credits, between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trusts such as: Greens North Our Timebank Coordin inclusion into society. for help, contributing to Our Far North Commu incomes.There are als accessing healthy food especially for those wh and contributing to the In addition to one-off w workshop, along the lin teaching new skills to i	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these community, is Ngapurapura Festival; Paihia Mission Village, are specifically based in the BOI- land; Te Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, and workshops, help to breakdown the oself-sustainable neighbourhoods.	for mon over 55 , Maori, munity g Whanga I region. ocials in a barrier of familie r many t cial insol ks. New d exper Iso hopin e comm	ey. There is 0 members Polynesian, roups, such roa region, local neighb s preventing es and indivi o meet basi ation is a co r arrivals wei ience. ng to establi unity. includi	no discrimination involving people o Pakeha, new mig as: Paihia EcoHiv with another 6 grou ourhoods to encou people from askir duals on low c needs such as mmon problem, come help settling sh a regular sewin ng; reducing landf
return for time credits, between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trust such as: Greens North Our Timebank Coordin inclusion into society for help, contributing to Our Far North Commu incomes. There are als accessing healthy food especially for those wh and contributing to the In addition to one-off w workshop, along the lin teaching new skills to i charitable works; crea	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these commisses in the second over 51 community groups. 15 of these community is a specifically based in the BOI-land; Te Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the entire Tai Tokerau Debris Monitoring Cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the enti	for mon over 55 , Maori, munity g Whanga i region. ocials in a barrier of familie cial insol ks. New d exper iso hopin a commit d of buy sh a reg	ey. There is 0 members Polynesian, roups, such roa region, local neighb s preventing es and indivi o meet basis ation is a co r arrivals wei ience. ng to establi unity. includi ing new; ge ular singing	no discrimination involving people o Pakeha, new mig as: Paihia EcoHiv with another 6 grou ourhoods to encou people from askir duals on low c needs such as mmon problem, come help settling sh a regular sewin ng: reducing landfi nerating income fo group based out o
return for time credits, between skills or time range of ethnicities, ag professionals, low inc Bay Bush Action Trust such as: Greens North Our Timebank Coordi inclusion into society. for help, contributing to Our Far North Commu incomes. There are als accessing healthy foot especially for those wh and contributing to the In addition to one-off w workshop, along the lift teaching new skills to i charitable works; crea the Kaipatiki EcoHive. tension, depression an To achieve these goals	Timebanking enables individuals to trade skills in a community without the need traded. It helps members to help themselves and each other. There are currently ges, and qualifications, including the elderly/retired, parents, school aged children ome/unemployed and disabled, and over 55 community groups. 15 of these commisses in the second over 51 community groups. 15 of these community is a specifically based in the BOI-land; Te Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Project, that cover the entire Tai Tokerau Debris Monitoring Cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the entire Tai Tokerau Debris Monitoring Cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the cover the entire Tai Tokerau Debris Monitoring Cover the enti	for moni- over 55 , Maori, munity g Whanga I region. ocials in a barrier of familie r many t sial insol ks. New id exper lso hopie a commi d of buy sh a reg and car	ey. There is 0 members Polynesian, roups, such roa region, ' local neighb s preventing es and indivi o meet basi ation is a co r arrivals wei- ience. ng to establi unity. includi ing new; ge ular singing have bener	no discrimination involving people o Pakeha, new mig as: Paihia EcoHiv with another 6 grou ourhoods to encou people from askir duals on low c needs such as mmon problem, come help settling sh a regular sewin ng: reducing landf nerating income fo group based out c fits in reducing stre

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

A2686814 (ve

(version Sept 2018)

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.

<u>Amount Requested</u> - 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	2261	0
Advertising/Promotion	360	0
Facilitator/Professional Fees ²	15000	0
Administration (incl. stationery/copying) (5%)	1277	0
Equipment Hire		-
Equipment Purchase (describe) Apple iPhone Noticeboard Sewing Chairs Foldup Tables Overlocker	869 800 520 920	0 800 520 920
Utilities (Phone Plan \$60/month)	626	0
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	600	300
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Nages/Salary		not applicable
Volunteer Value (\$20/hr)	6000	not applicable
Other (describe) Workshop Facilitators (3hrs x \$30hr x 12) Singing Facilitator (\$100 x 2 x 12mnths)	1080 2400	1080 1200
TOTALS	32813	4920

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

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

(version Sept 2018)

Local Grant				R
Application Form				
Financial Information				
Is your organisation registered for GST?	🖾 Yes	🗆 No	GST Number	71-849-252
How much money does your organisation c	urrently hav	re?	\$10)1,081
How much of this money is already committee the second sec	ted to specif	ic purposes?	\$87	,615

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

Purpose	Amount
Tai Tokerau Timebank Coordinators & equipment	29331
EcoCentre Kaitaia Contractors	43277
Rent	4000
Community Garden & Zero Waste Contractors and Equipment	7169
Workshops / Training / Creditors	3838
TOTAL	87615

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

Funding Source	Amount	Approved
Lotteries Northland Community Funding	10000	Yes / Pending
Pub Charity / Oxford Sports Trust (partially approved)	4000	
Focus Paihia	1200	
Foundation North	3000	Yes / Pending
Enviro Hubs Aotearoa	3500	Yes / Fending

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

Purpose	Amount	Date	Project Report Submitted
Te Hiku Ward - CUE	5000	July 2022	Х / N
Creative Communities - Workshops	2500	June 2022	Х / N
Te Hiku Ward - CUE	5000	June 2021	Y / 🗙
Te Hiku Ward - Timebank Coordinators	3000	December 2020	Y / 🔀

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

A2686814

(version Sept 2018)

Bay of Islands-Whangaroa Community Board Meeting Agenda

1 September 2022

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)

Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (EcoCentre Kaitaia)

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our gov-1. erning body.
- We acknowledge and agree that the Far North District Council may disclose or obtain information related to the fund-2 ing of the organisation from any other government department or agenda, private person, or organisation.
- We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other 3 financial documents that demonstrate its ability to manage a grant.
- Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of 4. any grant money arising from this application.
- The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable 5. 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 T	NO					
Name	Ian Kaihe-Wetting		Position	Chairpe	rson	
Postal Address	11 Tahuna Road, Kaitaia				Post Code	0410
Phone Number		Mobile N	umber 02	7 210 08	70	
Signature	la fail			Date	21.07	7.2022
www.fndc.govt.n	z Memorial Ave, Kaikohe 0440 Priva	te Bag 752, Kaikoh	e 0440 fu	nding@fn	dc.govt.nz	Phone 0800 920 029
A2686814	(version Sept 2018)	Page 6				

Item 7.6 - Attachment 3 - Far North EcoCentre - Timebank

Funding Application – EcoCentre Kaitaia

Schedule of Supporting Documentation

Document	Title	
1	Contract – Anna Dunford	
2	Contract – Jane Edwards	
3	Job Description – Member Support Coordinator	
4	Job Description – Regional Coordinator	
5	Contract – Barbara Belger	
6	Far North Environment Centre Performance Report	
7	Far North Environment Centre Deposit Slip	
8	Health and Safety Manual	
9	Mobile Plans – Spark	
10	Vodafone	
11	Apple iPhone 11 – JB Hi-Fi Quote	
12	Apple iPhone 11 – Noel Leeming Quote	
13	Transaction History 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 <u>Community Grant Policy</u> 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 <u>www.fndc.govt.nz</u>
- 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 <u>funding@fndc.govt.nz</u> – we're happy to help.

• Send your completed form to funding@fndc.govt.nz or to any Council service centre The following <u>must</u> 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

Applicant details

- □ 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

rippirearre	in the second
Organisation	Her; tage Northland Inc Number of Members 40
Postal Address	2 Cobham Ave, Dargaville Post Code 0310
Physical Address	as about Post Code
Contact Person	Merke Newlove Position Secretary
Phone Number	09 439 7492 Mobile Number 027 439 7490
Email Address	m.r. newlove @ Xtra.co.NZ

Please briefly describe the purpose of the organisation.

head historic awarness via education opportunities available to young people, communities and visitors alike. Planning events, trips and lectures to for interested persons. Being responsible to evidence to the need to support preservation and protection encourts by communities and individuals www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029

A2686814 (version Sept 2018)

	l Grant tion Form	R
Project Det		
Which Commun	ity Board is your organisation applying to (see map Schedule A)?	
	Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa	
Clearly describe	the project or event:	
		022
Location	Bay of Islands Time 9 am	
Will there be a ch	arge for the public to attend or participate in the project or event?	
If so, how much?	\$30-00	
Outline your act	vity and the services it will provide. Tell us:	
organisir and visit	mber 29th 2022 Heritage Northland Inc and ASH estralousian Society for historical archaeology of ig a field thip with Dame Anne Salmond to ex sites of early European Voyages and tangata u Bay of Islands.	An- ane amine Jhenua
The fie youth -	Ld trip will be a wonderful apportunity for North	
from No	thand Colleges to listen, look and learn on the	uclents e
Trip.		
• • • • • • • • • • • • • • • • • • •	will be respected matua such as Matu Gend	
that us	Il bring a bicultural dimension to the exper	rience
Heritage Places	- Northland Inc was previously known as Hist Trust-Northland Committee.	pric
Mr Bill Er - this -	dwards as Northland Area Manager Heritage NZ will le trips for further information please contact him a	27 272
	, , ,	
	emorial Ave, Kaikohe 0440 Private Bag 752, Kaikohe 0440 funding@fndc.govt.nz Phone ۵۵	States and the second se

Local Grant Application Form

Project Cost

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

<u>Total Cost</u> - 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	9500	2500
Advertising/Promotion	500	
Facilitator/Professional Fees ²	500	
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)	_	
Utilities	_	
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	450	
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	10 950	2500

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

www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029
Local Grant Application Form						R
Financial Information						
Is your organisation registered for GST?	□ Yes	🖾 No	GST Numb	er		
How much money does your organisation co	urrently hav	re?	[\$	25662	
How much of this money is already committe	ed to specif	ic purposes	?	١	6740	

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

Purpose	Amount
Term Deposit Funds held to support conservation projects as submitted	
conservation projects as submitted	16740
tous	
TOTAL	16740

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

Funding Source	Amount	Approved
No other Sunding sourced		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
None.			Y / N
			Y / N
			Y / N
			Y / N

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

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)

Herritage Northland Incorporated

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

Ellips	MeSnleulour.
www.fndc.govt.nz Memorial Ave, Kaikohe 0440 Private Ba	g 752, Kaikohe 0440 funding@fndc.govt.nz Phone 0800 920 029

Local Grant Application Form



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

- 1. To uplift any funding granted within 3 months of the date on the letter of agreement. Failure to do so will result in loss of the grant money.
- 2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
- 3. To spend the funding only for the purpose(s) approved by Far North District Council unless written approval for a change of purpose(s) is obtained **in advance** from the Community Board.
- 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.

Name	Flizabeth Ann hupton Position Chainperson
Postal Address	396 Scottijs Camp Road Post Code 0377
Phone Number	09 439 4614 Mobile Number
Signature	E00/10/2 Date 3-08-3022
Signatory T	NO
Name	Merle Elizabeth Newlove Position Secretary
Postal Address	2 Cabham Ave Dargaville Post Code 0310
Phone Number	09 439 7492 Mobile Number 0274397490
Signature	Marlanlan. Date 28 2022
www.fndc.govt.n	z Memorial Ave, Kaikohe 0440 Private Bag 752, Kaikohe 0440 funding@fndc.govt.nz Phone 0800 920 029
A2686814	(version Sept 2018) Page 6

Signatory One

Funding Application – Heritage Northland Inc

Schedule of Supporting Documentation

Document	Title
1	Bank Account Details
2	Financial Report
3	Charities Services Registration
4	Performance Report



. ÷

	tails
Which Commu	nity Board is your organisation applying to (see map Schedule A)?
	Te Hiku 🗆 Kaikohe-Hokianga 🗖 Bay of Islands-Whangaroa
Clearly describe	e the project or event:
(a	Mangakaretu Base Project
Name of Activity	148 Mangakaretu Road Kerikeri
Location	Time
Will there be a cl	harge for the public to attend or participate in the project or event?
If so, how much?	
Outline your act	tivity and the services it will provide. Tell us:
• Who	o will benefit from the activity and how; and
	v it will broaden the range of activities and experiences available to the community.
	Unit operates from inadequate rental premises in Walpapa whilst the development
a nermanen	
	t base is established on land leased (rent free) from Landcorp's Pamu Farms
lock at Puketo	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house th
lock at Puketo nit's ex Army L	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence.
lock at Puketo hit's ex Army U d Search and	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house th
lock at Puketo ht's ex Army U d <u>Search and</u> ttery Grant fur	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from nding as listed.
lock at Puketo ht's ex Army U d Search and ttery Grant fur ant funding is	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed.
lock at Puketo ht's ex Army U d Search and ttery Grant fur ant funding is	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from nding as listed.
lock at Puketo ht's ex Army U d Search and ttery Grant fur ant funding is	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed.
lock at Puketo hit's ex Army U d Search and ttery Grant fur ant funding is the contract in	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed.
lock at Puketo hit's ex Army U d Search and ttery Grant fur ant funding is the contract in the Unit membe	t base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Inimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from nding as listed. sought to purchase items for service facilities not included in order that meetings may commence.
lock at Puketo hit's ex Army U d Search and ttery Grant fur ant funding is the contract in the Unit membe	It base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Unimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed. sought to purchase items for service facilities not included in order that meetings may commence.
lock at Puketo hit's ex Army U d Search and ttery Grant fur ant funding is the contract in he Unit membe	It base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Unimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed. sought to purchase items for service facilities not included in order that meetings may commence.
lock at Puketo hil's ex Army U d Search and ttery Grant fur ant funding is the contract in the Unit member bligatory and fi	It base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Unimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed. sought to purchase items for service facilities not included in order that meetings may commence.
lock at Puketo hit's ex Army U d Search and ttery Grant fur ant funding is the contract in he Unit membe	It base is established on land leased (rent free) from Landcorp's Pamu Farms stara. Delivery and construction of a TotalSpan shed for meetings and to house the Unimog vehicle which has been and is available for Community civil defence Rescue services is expected shortly. Costs in this regard have been met from inding as listed. sought to purchase items for service facilities not included in order that meetings may commence.

1 September 2022

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 Fees2		
Administration (incl. stationery/copying)		
Equipment Hire		
Enlingent Purchase (describe) Vater Tank	702 1458	350 700
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	2160	1050

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

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

9

Local Grant			R
Application Form			
Financial Information			
Is your organisation registered for GST?	X Yes No	GST Number 0 55-164-983	
How much money does your organisation of	currently have?	\$ 27118	
How much of this money is already commit	tted to specific purposes?	\$ 20964	
		144 - J. 198	

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

Purpose	Amount
Remaining Grant for construction of Base	18727
Premises Rent pending completion est October	400
xisting Container hire pending base completion	510
Contribution to this Grant request	1050
TOTAL	20687

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

Funding Source	Amount	Approved
ottery Community Grant	30,000 excl	Yes / XPOXX Pending
Lottery Community Grant	29,576 excl	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
Cerikeri Sports Complex Hire	180	2/12/2021	Y /XN
			Y / N
			Y / N
			Y / N

www.fpdc.govt.pz.l.Memorial Ave. Kaikobe 0440 | Private Bag 752, Kaikobe 0440 | funding@fodc.govt.pz.l.Phone 0800 920 029

Local Grant

I\\

Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Kerikeri Community Cadet Unit N.Z. Army Association

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our goveming body.
- 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.
- 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.
- 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 Two **Signatory One**

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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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).
- To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Name	JEFFREY MARTIN Position CHAIRMAN
Postal Address	OTANGAROA ROAD RD KAED Post Code 0479
Phone Number	09-4050578 Mobile Number 02/2828346
Signature	ABN Dete 3/8/22
Signatory Tv	vo
Name	BRUCE NEVILLE DOUGLAS Position TREASURER
Postal Address	192 OPITO BAY ROAD R.D.I KERIKERI Post Code 0294
Phone Number	09-4077514 Mobile Number 022/053191
Signature	Date 3/8/22

Signatory One

Funding Application – Kerikeri Community Cadet Unit

Schedule of Supporting Documentation

Document	Title
1	Quote – Promax Water Tank
2	Quote - Generator
3	Financial Statement
4	ASB Bank Statement

1 September 2022

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 <u>Community Grant Policy</u> 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 <u>www.fndc.govt.nz</u>
- 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 <u>funding@fndc.govt.nz</u> – we're happy to help.

• Send your completed form to funding@fndc.govt.nz or to any Council service centre The following <u>must</u> 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	Our Kerikeri Community Charitable T	er of Members	7			
Postal Address	PO Box 501, Kerikeri	Post Code				
Physical Address	10 Fairway Drive, Kerikeri				Post Code	
Contact Person	Annika Dickey		Position	Chairpe	rson/ Trustee	
Phone Number	021 2407720	Mobile Nu	umber	021 2407	720	
Email Address	annika@wwc.co.nz					

Please briefly describe the purpose of the organisation.

Our Kerikeri was formed after extensive consultation with the community, 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.

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

A2686814 (version Sept 2018)

Loca	al Grant
Applicat	tion Form
Project Deta	zails
	nity Board is your organisation applying to (see map Schedule A)?
	Te Hiku Kaikohe-Hokianga Z Bay of Islands-Whangaroa
Clearly describe	e the project or event:
Name of Activity	Kerikeri Entranceway Landscaping Date September/October
Location	
	harge for the public to attend or participate in the project or event? Yes No
If so, how much?	tivity and the services it will provide. Tell us:
•	
	o will benefit from the activity and how; and
• How	w it will broaden the range of activities and experiences available to the community.
The Kerikeri e	entranceway is arguably the Far North's most strategic entranceway with 11,000
vehicles per da	ay using Kerikeri Road, 110,000 visitors using the BOI Airport and more then 8,000
vehicles passi	sing through on the State Highway each day. This key entranceway has lacked
investment in it	it since the roundabout was first constructed.
	ut instead is used regularly by vehicles doing doughnuts in the centre, unsightly hoarding
	sale" vehicles on the corner, topped off with the often unkept and unmaintained grass berms
	nal funding application back in April 2022, we have worked hard on reducing the cost of the
<u> </u>	ng local suppliers for plants (given at wholesale price), a local reputable landscaper to under
	Waka Kotahi agreeing to maintain the gardens at no extra cost to us once planted.
	ause the landscape plan was designed to be low maintenance and yet high impact.
	the feedback from the community regarding the design and it has been very positive.
	ulpture has had its fair share of controversy, this application is for stage 2 of the
	and separate from the sculpture. It is however designed with the sculpture in mind so that
by Waka Kotah	gether. All safety matters have been considered and the landscape plan approved

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

A2686814 (vers

(version Sept 2018)

Local Grant

Application Form

Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)	\$96,500 + GST	\$48,250 + GST
	(Was \$150,000 in April 22)	(Was \$75,000 in April 22)
TOTALS	\$96,500 + GST	\$48,250 + GST

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

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

(version Sept 2018)

Local Grant Application Form						R
Financial Information						
Is your organisation registered for GST?	🖾 Yes	🗆 No	GST Num	ber	131-500-181	
How much money does your organisation of	currently hav	re?		120	,355.21	
How much of this money is already commit	ted to specif	ic purposes	?	120,	355.21	

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

Purpose	Amount
Te Haa o Te Ao Sculpture	\$99,140
Christmas Tree	\$12,722
Christmas 2022	\$3,535
Wall Art	\$4,958
TOTAL	\$120,355

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

Funding Source	Amount	Арр	proved
Te Urungi (via Ngā Ngāti Rehia) - includes stage 2 & 3	\$200,000	Yes	Pending
Foundation North (not yet submitted)	Planning on 50% of stage 2	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		
Christmas Tree	\$10,000	September 21	Y N		
FNDC Event Fund - Christmas 2021	\$10,000	September 21	Y N		
Creative Communities - Wall Art	\$3,000	September 21	Y N		
* Tree final invoice not received for lights yet, Event fund carrie	d over to 22, Wall art just finished		Y / N		

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

A2686814

(version Sept 2018)

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

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

```
A2686814 (version Sept 2018)
```

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	Annika Dickey	P	osition	Chairpe	erson/Trust	tee
Postal Address	PO Box 501, Kerikeri				Post Code	
Phone Number	021 2407720	Mobile Numb	ber 02	1 24077	20	
Signature	CH C		D	ate 03	/08/2022	
Signatory T	wo					
Name	Lasse Pedersen	P	osition	Secretar	ry/Trustee	
Postal Address	PO Box 501, Kerikeri				Post Code	
Phone Number	027 272 8478	Mobile Numb	ber 027	272 84	78	
Signature	Jon fortan		D	ate 03/	/08/2022	
www.fndc.govt.r	nz Memorial Ave, Kaikohe 0440 Private Bag 75	52, Kaikohe 0	440 fur	nding@fn	dc.govt.nz P	Phone 0800 920 029
A2686814	(version Sept 2018) Page 6					

Funding Application – Our Kerikeri Charitable Community Trust

Schedule of Supporting Documentation

Document	Title
1	Letter of Approval from Waka Kotahi
2	Agreement from Waka Kotahi regarding ongoing maintenance
3	Bank Statement
4	Landscape Plan
5	Annual Report
6	Monthly Management Report
7	Quote – Traffic Management
8	Quote – Hawthorne Landscape
9	Quote – Smyth Landscaping

1 September 2022

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 <u>Community Grant Policy</u> 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 <u>www.fndc.govt.nz</u>
- Incomplete, late, or non-complying applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz we're happy to help.

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

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

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

Applicant details

Organisation Bay of Island's Music Festival	Number of Members
Postal Address Po Box 100 Moerewa	Post Code 0472
Physical Address 418 Hantapy Road, RD2 Karkohe	Post Code 0472
Contact Person Shirley May Position	Director
Phone Number 09) 4041063 Mobile Number	0272350106
Email Address Mays place @ actrix. co.nz	
Please briefly describe the purpose of the organisation.	
To Provide a music festival which will	attract people to
	of year
ww.fndc.govt.nz Memorial Ave, Kaikohe 0440 Private Bag 752, Kaikohe 0440 fun	ding@fndc.govt.nz Phone 0800 920 029
A2686614 (version Sept 2018) Page 1	

	ails
Clearly describe	ity Board is your organisation applying to (see map Schedule A)? Te Hiku
Location Will there be a cha f so, how much? Dutline your activ • Who	Bay of f slands f
It will businesses communite	help get continued business for all our local by encouraging people to return to our local s with family + friends throughout the year.

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	12,357.00	
Facilitator/Professional Fees2	10/00.00	
Administration (incl. stationery/copying)		
Equipment Hire Sound Lighting	18,600.00	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage Shuttle Bus	3154.00	3154.00
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	34, 111.00	3154.00

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

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

A2686814

(version Sept 2018)

Local Grant Application Form				R
Financial Information				
Is your organisation registered for GST?	Yes	🗆 No	GST Number	66-454-657
How much money does your organisation c	urrently hav	re?	6	300.00
How much of this money is already committ	ted to specif	ic purposes	? All	Funds
11.64				

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

Purpose	Amount
Sound + Lighting	18,600.00
Musician Travel + Accomodation	56,200.00
Badges	2,300.00
Advertising	12,357.00
TOTAL	89,457.00

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

Funding Source	Amount	Approved
Rub Charity	31,000.00	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
Shuttlet Programme.	5750.00	2/6/22	() / N
Shuttle Bus + Advertising	3433.90	8/04/21	(Ý / N
		,	Y / N
			Y / N

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

A2686814

⁽version Sept 2018)

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)

-					
12.	2	1.1. 10		- · · /	
Dai	r ot	Islanou	Music	Linval	
				FCO INTERI	

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.
- 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

 Image: Signatory Two
 Image: Signatory Two

 Image: Signatory Two
 Image: Signatory Two

 Image: Signatory Two
 Image: Signatory Two

 Image: Www.indc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029

 A26666814
 (version Sept 2018)

 Page 5

Local Grant Application Form



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

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

Name Jasmine Munico Position Treasurer
Postal Address 5288A SH12, RD2 Kaikohe Post Code 0492
Phone Number Mobile Number 021 743369
Signature Jase Murro Date 15/08/22
Signatory Two
Name Shirley May Position Director
Postal Address 418 Hautapu Road, RD2 Karkohe Post Code 0472
Phone Number 0272350106
Signature 500 Date 15/08/22
www.fndc.govt.nz Memorial Ave, Kaikohe 0440 Private Bag 752, Kaikohe 0440 funding@fndc.govt.nz Phone 0800 920 029
A2686814 (version Sept 2018) Page 6

Signatory One

Funding Application – BOI Jazz and Blues Festival

Schedule of Supporting Documentation

Document	Title
1	Cover Letter
2	Quote – Clarks Buses
3	Financial Report

8 INFORMATION REPORTS

8.1 FOOTPATH PROGRAMME 2022-2024 PRIORITISATION

File Number:	A3860856

Author: Elizabeth Stacey, NTA Road Safety and Traffic Engineer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to present the footpath ranking made by the Community Board in workshop session for action by the Northland Transportation Alliance.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Bay of Islands Community Board have prioritised locations for the next two years of FNDC Unsubsidised and Community Board funding for the footpath program. The Northland Transportation Alliance (NTA) has compiled this prioritisation for confirmation by the Board.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Footpath Programme 2022-2024 Prioritisation and confirm the listed locations and priority order.

TĀHUHU KŌRERO / BACKGROUND

The Northland Transportation Alliance, as guided by the Community Board and Infrastructure Committee have confirmed funding for the following footpath projects in Year 1 of the LTP:

- 1) Taumatamakuku Settlement Road Moerewa
- 2) Kellet Street Opua
- 3) Florence Street Russell
- 4) Reed Street Moerewa

The NTA submitted a three-year program of work for funding consideration to Waka Kotahi, however the projects were not ranked high enough under the prioritisation criteria to be eligible in this LTP period. As a result, the footpath program is now fully funded by FNDC and not subject to the Waka Kotahi prioritisation.

The Board has met and prioritised the following list of footpaths for funding in the 2022-2024 period. The Board has a total of \$300,000 in Community Board Funds and \$640,000 in FNDC Unsubsidised funds to allocate during this time period. As a result the Board has selected a number of projects that may exceed the available funding, but will give the Northland Transportation Alliance guidance of the Board priorities for consideration in future years.

	CB Priority		
Footpath Location	Order	Notes	Cost Estimate
		Project constricted by embankment & bay.	
		May require alternative construction methods	
Whangaroa Road: Lewers Road to Kent Bay	1	and/or resource consent	\$335,000
SH11: Nautical Drive to Haruru Falls Road	2	Priced @ 2.5m shared use path	\$215,000
SH 10: Waipapa Loop Road to Pungaere Road		Various pinch points to consider, connect with	
	3	pram crossing at Waipapa Loop Road	\$210,000
		Portion of the route is unsealed - consider	
		options for all weather materials. Minor	
Te Tii Road: BOI Academy to Whitiora Marae	4	drainage required	\$410,000
Queen Street: Wellington to Little Queen Street	5		\$25,000
School Road: School to Totara North			
	6		\$30,000
		Price as 2.5m shared path. Design only route to	
Wiroa Road: SH10 to Airport	7	airport, look at staged construction for project	TBD

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The NTA will use the list of funding priorities provided by the Board to deliver the next two years of footpath funding. The NTA will provide the Board with regular updates to the status of all projects (2021-2024) and keep the board informed of progress on the design and construction process throughout this time period.

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

The list of prioritised footpaths utilises budget already identified to the footpath programme. There are no additional financial or budgetary implications.

ĀPITIHANGA / ATTACHMENTS

Nil

8.2 COMMUNITY AND CUSTOMER SERVICES ACTIVITY REPORT 1 JANUARY - 30 JUNE 2022

File Number: A3838076

Author: Jacine Warmington, Manager - Community and Customer Services

Authoriser: Dean Myburgh, General Manager - District Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to provide information to the Bay of Islands-Whangaroa Community Board for the community and customer service activities including Libraries and Museum, i-SITEs, Customer Care (Service Centres, Contact Centre), Housing for Elderly tenancy, Event applications and Cemeteries plots and burials.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This information-only report is provided by way of an update to Community Boards every six months.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Community and Customer Services Activity Report 1 January - 30 June 2022.

TĀHUHU KŌRERO / BACKGROUND

Statistical information in relation to the Community and Customer Service Department (District Services Group) is provided to the Bay of Islands-Whangaroa Community Board giving an overview of activity and performance for the months of January to June 2022 for the Bay of Islands-Whangaroa area.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Contact Centre

Customer interactions district-wide for the six months ending June 2022 totalled 55,172 which is a 25.9% decrease (down from 74,513) for the same six months in the previous year. These interactions included Phone calls: 33,320, AskUs emails: 6,115, Requests for Service: 13,266, and Booking Building Inspections: 3,677. The improving information available on Council's website has contributed to a decrease in the number of contacts via other channels.

There has been a 118% increase (297 up from 136) in Online Registrations. This data indicates the number of customers who have registered on FNDC's online portal which enables them to track and view details of their properties, see the status of applications, licences, and make payments online.













Service Centres







Libraries

Paihia Library

There has been a change to the leadership structure within Libraries. Nicola Smith has now assumed the role of Team Leader – Libraries – Procter and Paihia. Nicola has previously been in the role of Senior Librarian and has significant experience with library services and projects.

Customer use of Paihia Library has begun to grow again after a challenging first few months of the year. There has been an uptick in the use of services by the growing number of families who are using emergency housing in the town, with the free Wi-Fi and public computers particularly useful for this group.

A successful Robots programme was run in partnership with the local primary school during term two. This programme was delivered by the library Outreach Librarian and Digital Services librarian. Often, they had up to 30 students attending the afterschool programme, learning about coding, robotics and STEAM, all of which tie in with the new, New Zealand Digital Curriculum.

Kawakawa Library

There has been a change to the leadership structure within Libraries. Megan Hindmarsh has now assumed the role of Team Leader – Libraries – Kawakawa and Kaikohe. Megan has been with the team for over eight years and has worked her way up into this leadership role.

Library use has grown in the second quarter of the year, with families and school students returning to the space. There were well attended school holiday events, and children are particularly happy to see the return of robots, virtual reality and Minecraft programmes.

Use of the new customer self-check machines continue to grow, with over 50% of all customers now issuing their own books. This is providing the team at Kaikohe with more opportunity to deliver a wider range of programmes and services. This includes restarting the Skinny Jump programme, which delivers no-cost modems and low-cost internet into Kaikohe homes, in partnership with the Digital Inclusion Alliance of Aotearoa.

Procter Library

There has been a change to the leadership structure within Libraries. Nicola Smith has now assumed the role of Team Leader – Libraries – Procter and Paihia. Nicola has previously been in the role of Senior Librarian and has significant experience with library services and projects.

At Procter Library, a new Makerspace area opened in May. This area incudes access to 3D printing, arts and crafts materials, vinyl cutting, sewing machines and robotics kit. Use of the area is growing, and there will be access in weekends during the second half of the year.

Programming for children and adults has restarted after being paused during Covid-19 lockdown and red settings. The range of programming includes Crafternoons, Minecraft, Lego club, Robot Thursdays, Writers Club, as well as Storytime. Public response has been high, with most programmes now operating at capacity.

Kaeo Library

New Library Team Leader Ange Simonsen started in May 2022. Ange has previous experience working in Hurunui District Council and comes with strengths in programming and working with schools and young people. She is Team Leader for the Kaitaia and Kaeo libraries.

Kaeo Library and Service Centre continues to deliver valuable services into the community, including the reintroduction of the Skinny Jump programme. In partnership with the Digital Inclusion Alliance of Aoteaora, Skinny Jump provides no-cost modems and low-cost internet into the homes of people across the district.

Floating collections have recently been introduced into our library service. This means that when a book is requested by a customer at Kaeo library from one of the other Far North District Libraries, it will now stay at Kaeo after the customer has finished with it. This has reduced the number of books being transferred across the district, and has helped refresh Kaeo library collections, so that customers feel like they have access to a continually evolving collection.

Combined with our new books, which are now arriving directly at the branch from our supplier rather than transferring through Kerikeri on the way, the Kaeo book collection does look modernized and appealing for customers.



Library Statistics





Bay of Islands i-SITE

Covid and the cost of fuel continue to affect visitor numbers which are down on the same period last year. Retail sales have also slumped as fewer visitors spend time in the i-SITE.

The i-SITEs are working closely with the Department of Conservation and staff have participated in a number of famils to ensure everyone is building on their knowledge and able to provide good information about DOC trails and activities in the Bay of Islands area.

The Section 17A Service Delivery Review of i-SITEs commenced in May after Morrison Low were awarded the contract to complete the review. A workshop of internal stakeholders and discussions with some external stakeholders have taken place. An information report summarising future options is scheduled to be presented to the Strategy and Policy Committee in September.

The Bay of Islands i-SITE continues to process Council payments for rates, mobile licenses, managers license's along with dog registrations etc. The i-SITEs have been very busy with dog registrations.









Events on Council Reserves and other Council Managed Spaces

Permits are issued to applicants for the use of Councils open spaces for many kinds of activities such as weddings, family picnics, sporting events, circuses, fairs and large community events.

From January to the end of June, 29 events were successfully held across the district. COVID19 level changes meant 6 events were cancelled with 2 postponed to until 2023.

Most of the event organisers have taken advantage of Councils online application process, and all event organisers are encouraged to use this process <u>https://www.fndc.govt.nz/Our-Facilities/Parks-playgrounds-and-reserves/Book-a-Park-Reserve-or-Open-Space</u>



Cemeteries - Sexton Services

Council manages the Kaeo, Kerikeri, Russell, Paihia and Kawakawa public cemeteries under the legislation of the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

Plans remained in place for the management the Council-run cemeteries during the COVID 19 pandemic.

Families have struggled to arrange burials under Covid 19 restrictions with many choosing ash burials. Now the borders are open families are able to come from overseas to carry out ash burials of loved ones who died during the pandemic. Ash burials are treated with great care as they are often the only farewell families have been able to hold.





There were 18 full burials and 18 ash burials in the Eastern Ward during this period.

There has been an average of 31 enquiries per month during the January to end of June 2022

Housing for the Elderly

Council owns and rents out 144 Housing for the Elderly units and bedsits overall.

In the Bay of Islands-Whangaroa ward there are villages in:

Location	1- bedroom	Bed-sit	Vacancies	Ready to tenant	With District Facilities
Kerikeri	4	3	0	N/A	N/A
Kawakawa	6	-	0	N/A	N/A
Total	10	3	0	N/A	N/A

During the period from 1 January - 30 June 2022

• 1 tenancy ended in Kawakawa

- 3 tenancies began (2 x Kawakawa and 1 x Kerikeri)
- There are currently no vacant units in the BOI-Whangaroa villages



There are currently 31 people on the waitlist for the Bay of Islands-Whangaroa ward

Location	Number of people on waitlist:
Kerikeri	27
Kawakawa	4
Total	31



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

No financial implications

ĀPITIHANGA / ATTACHMENTS

Nil
8.3 PETITION - PAIHIA CRUISE SHIP MARKET

File Number:	A3855752
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 (removed).
- There are currently expressions of opposition to the petition presented to Council under RFS number (removed) 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:
 - Names removed for privacy rights

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

- Names removed for 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 maori 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

Nil

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 <u>Council's</u> <u>Significance and Engagement Policy</u>	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

8.4 PETITION - MARKET PETITION

File Number:	A3852216
Author:	Joshna Panday, Democracy Advisor
Authoriser:	Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

For the Board to consider the market petition request to restrict the Paihia Art and Craft Cruise Ship Market solely to artisans that are residents in the Bay of Islands.

EXECUTIVE SUMMARY

- This petition was presented to the Council by Julie Cunningham on 15 August 2022.
- The petition is made up of a digital copy of signatories.
- There is a total of 134 signatures on the petition.
- All signatories are in favour to have the Paihia Art and Craft Cruise Ship Market continue with a restriction that only residents to the Bay of Islands are permitted to display and sell their wares.
- There is no associated RFS for this petition.
- There is an associated petition against the continuation of the Paihia Art and Craft Cruise Ship Market that is currently before this Board with an associated RFS number (removed).

RECOMMENDATION

That Bay of Islands-Whangaroa Community Board:

- a) formally receive the petition from Julie Cunningham 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 Julie Cunningham on behalf of the 134 signatories on 15 August 2022 via email to the Far North District Council (FNDC).

Attached hereto:

- a) copy of the Market Petition
- b) copy of received correspondence from Julie Cunningham

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 maori 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. MARKET PETITION_ A3852419
- 2. Email from Julie Cunningham A3852415

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 <u>Council's</u> <u>Significance and Engagement Policy</u>	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.	Agreement with Focus Paihia
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

Petition removed to protect the privacy of the signatories

8.5 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE

File Number:	A3855320
--------------	----------

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.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

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

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.

ĀPITIHANGA / ATTACHMENTS

1. Action Sheet - A3805409 🕂 🛣

	C	ivision: ommittee: Bay of Islands-Whangaroa Community Board fficer:	Printed: Friday, 22 July 2022 10:52:28 AM Date From: 1/01/2020 Date To: 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	RESOLUTION 2022/58Moved:Chairperson Belinda WardSeconded:Member Bruce MillsThat the Bay of Islands-Whangaroa Community Board receivethe report Bay of Islands-Whangaroa Community Board ActionSheet Update July 2022 and includes the following RFS4070342 onto the next Action Sheet Update:-That the overflow carpark, south of the WhangaroaFishing Club (green area) to be metaled or surfacedappropriately as an all-weather site. Member Mills toliaise with the CEO.	19 July 2022 Nina Gobie 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	RESOLUTION 2022/66 Moved: Member Manuela Gmuer-Hornell Seconded: Member Bruce Mills That a copy of the Pa road post construcution audit report be forwarded to the summiter of the petition.	22 Jul 2022 Joshna Panday 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	RESOLUTION 2022/65 Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr 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	15 Jul 22 England, Jeanette 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

Page 1 of 4

	Co	OUTSTANDING ACTIONS REPORT ivision: mmittee: Bay of Islands-Whangaroa Community Board fficer:	Printed: Friday, 22 July 2022 10:52:28 AM Date From: 1/01/2020 Date To: 22/07/2022
Meeting	Title	Resolution	Notes
Bay of Islands- Whangaroa Community Board 31/03/2022	Relocation and Installation of Kerikeri Domain Playground to Totara North Hall Reserve	RESOLUTION 2022/22 Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands-Whangaroa Community Board approves the sum of \$5,000 (plus GST if applicable) 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: 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	RESOLUTION 2021/115 Moved: Member Frank Owen Seconded: Member Manuela Gmuer-Hornell 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.	18 Jul 2022 1:07pm James, Darren 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/ BWOF parameters for escape and evacuation plans.
Bay of Islands- Whangaroa Community Board 5/08/2021	Alfresco Dining Application - Duke of Marlborough Limited	 RESOLUTION 2021/61 Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands-Whangaroa Community Board: a) approve the Alfresco Dining Application from the Duke of Marlborough Limited; until it expires on 30th June 2022. 	15 Jul 22 Deane, Rochelle 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.

Page 2 of 4

		OUTSTANDING ACTIONS REPORT Division: Committee: Bay of Islands-Whangaroa Community Board Officer:	Printed: Friday, 22 July 2022 10:52:28 AM Date From: 1/01/2020 Date To: 22/07/2022
Meeting	Title	Resolution	Notes
g		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.	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
		c) decline the relocation request for 3 public seats situated in front of the Duke of Marlborough Limited.	for one year which expiry on 30 June 2022.
		 note community board members engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell. 	The DOM renewal will go before the BOIWCB meeting being held on 1 September 2022.
			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. The Placemaking discussions are being led by the Council's Strategic Planning & Policy Team. Briar Macken who is the Team Leader for the SPP (Policy) Team will lead this project.
			Briar has indicated that these discussions will not start until February 2023 at the earliest.
Bay of Islands- Whangaroa Community Board 3/06/2021	Moreton Bay Fig, Russell - Arboricultural Report 2021	 RESOLUTION 2021/65 Moved: Member Dave Hookway-Kopa Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board: a) receive the report Moreton Bay Fig, Russell – Arboricultural Report 2021; and that, 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, 	19 Jul 2022 4:22pm George, Tania 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.

Page 3 of 4

	Ċ	OUTSTANDING ACTIONS REPORT ivision:	Printed: Friday, 22 July 2022 10:52:28 AM Date From: 1/01/2020 Date To: 22/07/2022
Meeting	Title	Resolution C) seek clarification on reference to the Tree Management- Eastern Tree account and the off set by the Parks and reserves – Vegetation control budget	Notes
Bay of Islands- Whangaroa Community Board 4/02/2021	RESOLUTION	RESOLUTION 2021/9 Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr 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.	08 Jul 2022 1:43pm Andersen, Gayle 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	 RESOLUTION 2020/111 Moved: Manuela Gmuer-Hornell Seconded: Lane Ayr That Bay of Islands-Whangaroa Community Board recommend that Council: 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. 	11 Jul 2022 4:23pm George, Tania 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.

Page 4 of 4

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE