



KAIKOHE-HOKIANGA COMMUNITY BOARD



Mitimiti

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 14 September 2022

Time: 10.30 am
Location: Council Chambers
Memorial Avenue
Kaikohe

Membership:

Member Mike Edmonds - Chairperson
Member Emma Davis – Deputy Chairperson
Member Laurie Byers
Member Kelly van Gaalen
Member Alan Hessell
Member Moko Tepania
Member Louis Toorenborg
Member John Vujcich
Member Moko Tepania



Far North District Council



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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 14 September 2022 at 10:30 am

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

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

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

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

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

3 NGĀ TONO KŌRERO / DEPUTATION

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

4 NGĀ KAIKŌRERO / SPEAKERS

Funding Applicants:

- 10.30 am – Bay of Islands Animal Rescue Trust
- 10.35 am – Hokianga Community Education Trust
- 10.40 am – Hokianga Country Music Club Incorporated
- 10.45 am – Kaikohe Business Association
- 10.50 am – Kaikohe Yun Jung Do Development Trust
- 10.55 am – Okaihau Bowling Club Incorporated
- 11.00 am – Pioneer Village Kaikohe
- 11.05 am – Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3538493

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 3 August 2022 as a true and correct record.

1) BACKGROUND

Local Government Act 2002 Schedule 7 clause 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) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

The Kaikohe-Hokianga Community Board Standing Orders Section 3.17.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

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) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Kaikohe-Hokianga Community Board Minutes - 3 August 2022 - A3819131** [↓](#) 

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 3 AUGUST 2022 AT 10:35 AM**

PRESENT: Chairperson Mike Edmonds, Deputy Chairperson Emma Davis, Member Louis Toorenburg, Member Kelly van Gaalen, Member Alan Hessel, Member Laurie Byers, Member John Vujcich, Member Moko Tepania

IN ATTENDANCE:

STAFF PRESENT: Kim Hammond (Funding Advisor), Laurel Belworthy (Community Development Advisor), Marlema Baker (Democracy Advisor).

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

Nil

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Shaun Reilly – Ohaeawai streets and footpathing.

3 NGĀ TONO KŌRERO / DEPUTATIONS

There are no deputations for this meeting

4 NGĀ KAIKŌRERO / SPEAKERS

Rob Pink – representing Hokianga Bowling Club Incorporated. Item 6.1 a) refers. Also acknowledged the Kaikohe-Hokianga Community Board for approving previous funding.
At 10:46 am, Member Kelly van Gaalen left the meeting. At 10:58 am, Member Kelly van Gaalen returned to the meeting.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3538481, pages 8 - 12 refers

RESOLUTION 2022/46

Moved: Chairperson Mike Edmonds
Seconded: Deputy Chairperson Emma Davis

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

CARRIED

6 REPORTS

6.1 FUNDING APPLICATIONS

Agenda item 7.1 document number A3791421, pages 13 - 31 refers

RESOLUTION 2022/47

Moved: Member Louis Toorenburg

Seconded: Deputy Chairperson Emma Davis

That the Kaikohe-Hokianga Community Board:

- a) approves the sum of **\$5,580** (plus GST if applicable) be paid from the Boards Community Fund account to **Hokianga Bowling Club Incorporated** for the purchase and installation of a storage shed at 61 Clendon Esplanade, Rawene, to support the following Community Outcomes:

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

NOTE: Payment will only be made once the Hokianga Bowling Club has been granted Council permission for the storage shed to be built on 61 Clendon Esplanade, Rawene by Council.

CARRIED

RESOLUTION 2022/48

Moved: Chairperson Mike Edmonds

Seconded: Member Moko Tepania

That this funding application be left to lie on the table.

- b) ~~approves the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Fund account to Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitiaki) for the purchase of a mobile phone, mobile plan and workshop facilitator fee, to support the following Community Outcomes:~~

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

**LEFT TO LIE
CARRIED**

7 INFORMATION REPORTS

7.1 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE AUGUST 2022

Agenda item 8.1 document number A3805777, pages 32 – 34 refers

RESOLUTION 2022/49

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update August 2022.

CARRIED

Note:

The Board request that the Amenity Lighting Report to be brought forward to the September meeting.

8 MAJOR ITEMS NOT ON THE AGENDA

MAJOR ITEM NOT ON THE AGENDA - VISUAL COMMUNICATIONS AND PUBLIC RELATIONS FOR MEMORIAL PARK.

RESOLUTION 2022/50

Moved: Chairperson Mike Edmonds

Seconded: Member Moko Tepania

That the Kaikohe-Hokianga Community Board:

- a) resolves to consider the item not on the agenda: **Visual Communications and Public Relations for Memorial Park.**
- b) and notes that Member Kelly van Gaalen provided an explanation of why this item was not on the agenda and why it could not be delayed.

CARRIED

8.1 MAJOR NOT ON THE AGENDA – VISUAL COMMUNICATIONS AND PUBLIC RELATIONS FOR MEMORIAL PARK

RESOLUTION 2022/51

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board;

- a) allocate **\$3,000 from the Boards Placemaking Fund towards Visual Communications and Public Relations to advise the local community and visitors of planned work at Memorial Park.**
- b) ask that **Sportsville be encouraged to do the same.**
- c) ask that the **CE and Communications Manager draft these communications, and**
- d) delegates final approval of the draft, before publication, to **Member Kelly van Gaalen .**

CARRIED

9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2022/52**

Moved: Member John Vujcich

Seconded: Member Alan Hessell

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

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

The meeting closed at 11:12 am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 14 September 2022.

.....

CHAIRPERSON

6 REPORTS

6.1 CHAIRPERSON REPORT

File Number: A3876920

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The purpose of this report is to provide feedback to the community on matters of interest or concern to the Community Board and how the Community Board has communicated with community organisations and special interest groups within the community.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board;

- a) notes the report from Chairperson, Mike Edmonds.
- b) allocates \$5,000 from the Placemaking Fund to the Okaihau Community Association to fund up to 100% of a design and price for kitchen and/or toilets for the Okaihau Hall, to be uplifted upon submission of a grant application for the same before the Board meeting in June 2023. If an application is not received the Board should reallocate the funds at its June 2023 meeting.
- c) earmark \$20,000, from the Placemaking Fund, for the Chief Executive of the Far North District Council to prepare a Museum Strategy for the Kaikohe-Hokianga Ward, with particular attention paid to the Kaikohe Pioneer Village, with a view to including its recommendations for funding in the next annual or long-term plan.
- d) add the following section to the Kaikohe-Hokianga Community Board Standing Orders, and that any minor editing for readability and consistency be delegated to the Chair;

"Election of Chairperson"

The election of the Chairperson of the Board is a serious matter and should be done, as far as it can, in a deliberate manner. The first meeting of a Board may be a strange place for a new member, who should not be confused or rushed.

A majority decision is, therefore, appropriate and 'System A' (Local Government Act 2002 Sch7 (25), while the act requires a meeting decision, is recommended.

"System A" is described in the Act:

It requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the Board present and voting; and

It has the following characteristics:

- (i) *there is a first round of voting for all candidates; and*
- (ii) *if no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and*
- (iii) *if no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and*

- (iv) *in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.*

The following clarifications are added to these Standing Orders;

- (i) *no formal nomination procedure is required for candidates for Chair - an Expression of Interest is sufficient,*
- (ii) *candidates may speak for 3 minutes in support of their candidacy prior to the election process,*
- (iii) *where 2 or more candidates tie for the highest number of votes, subject to (v), further rounds of voting are undertaken until the tie is broken,*
- (iv) *the meeting may be adjourned, and/or further discussion may be undertaken between votes,*
- (v) *where three or more candidates are tied for the highest number of votes, the meeting may remove a candidate by majority vote before the next round of voting*
- (vi) *where 2 candidates continue to tie for the highest number of votes and three tie breaking votes have been taken, the meeting may decide to audition the candidates by alternating the Chair between the remaining items on the agenda and continue voting later in the meeting,*
- (vii) *the order of the chairing of items in (vi) should be agreed by the candidates or, in the absence of agreement, by lot.*
- (viii) *these directions are subject to the Act which requires that a Chair be elected at the first meeting.*
- (ix) *the Deputy Chair should not be elected before the Chair*

A complete description of this Standing Orders section must appear in the agenda of the first meeting”.

e) add the following section to the Kaikohe-Hokianga Community Board Standing Orders, and that any minor editing for readability and consistency be delegated to the Chairperson;

“Unanimous Consent

In order to promote an efficient meeting, these standing orders may be varied by the chair by unanimous consent. That is, if no objections are received, or points of order made, the chair may assume that unanimous consent has been given for the change in a single instance. Such a variation, by itself, is not a reason to invalidate any meeting decision.

For example, if the members appear interested in a speaker whose speech is exceeding a time limit, the chair may allow them to continue without seeking the explicit consent of the meeting. An alternative is to seek a suspension of the standing orders which require a 75% vote.

Another example is the requirement for a mover and seconder. If a motion is uncontroversial, the chair may assume the wording and progress to a discussion and vote, or in some cases simply to a vote. A decision to adopt the minutes as a true and correct record of a previous meeting is an example of this.

The chair may choose to highlight the use of unanimous consent by using the words ‘if there is no objection ...’

A single member objecting violates unanimous consent which then requires the following of the standing orders as written.

Unanimous consent does not permit the violation of any rule encoded outside the Standing Orders, such as legislation”.

1) 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.

2) DISCUSSION AND OPTIONS

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 is attached.

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 on its behalf.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Chairs Report - Mike Edmonds - A3875983** [↓](#) 

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 Council's Significance and Engagement Policy	Not applicable
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable
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 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.	Not applicable
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.	Yes
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

Chair's Report to the Meeting of September 2022

I thank the members of the board for your effort and decision-making over the last three years. While I think we are all disappointed with the level of support of the communities of our ward by the council, I think one of our major contributions is a principled approach to decisions.

In particular, I will highlight three of them

1. The funding of a community plan for Mangamuka, a community that seems to be right at the end of any funding decisions. To the extent that the council will fund many 100s of \$1000's for toilet blocks in other communities, but cannot see past a budget of \$30k for a public toilet in Mangamuka – which is in the middle of an hour long trip between Okaihau and Kaitaia, and was a stopping point for tourist buses until the pandemic.
2. The principled approach to footpath allocation that sought to make redress for lack of previous investment in small communities.
3. The insistence of a formal design approach (using Akau) to the upgrade of Memorial Park, to put an end to the old way of 'plonking down' of new infrastructure.

I ask the board to consider the following proposals to cement in the strategic aims of this board.

Okaihau Hall Projects

Summary

I propose that the board puts \$5000 aside to pay up to 100% for a design and pricing of a kitchen and bathrooms for Okaihau Hall, should the project that is proposed by council (in response to a complaint about the state of the hall toilets) not go ahead.

Background

The Okaihau Community Association has been asking the council for a kitchen and bathroom upgrade (amongst other things) for many years. There have been many false starts in response to their requests, and my requests. Requests for design and pricing to support a business case to be taken to long term plans have fallen on deaf ears. With the board success in getting support in response to completed designs, I suggested that the OCA apply for grant funding for such a design.

In the meantime, there was an unfortunate incident, involving a wheelchair bound resident, in the bathrooms, which has prompted the council to initiate a bathroom replacement. One of the options involves using the space the kitchen now occupies, and rebuilding the kitchen in an old used space in the centre of the building.

Rather than a full reliance on the council to follow through on this plan, I have suggested to the OCA that they get a price for a design anyway, and have plan B ready to execute. That is, have the community board pay for it.

6.2 PROJECT FUNDING REPORTS

File Number: A3809407

Author: Kim Hammond, Meetings Administrator

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the project reports received from

- a) Hokianga Community Educational Trust
- b) Hokianga Community Educational Trust (Composting Project)
- c) Kaikohe & Districts Sportsville.
- d) Manaki Tinana Trust
- e) Rawene Area Residents Association

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

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






Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Project Report - Hokianga Community Educational Trust - A3832511 [↓](#) 
2. Project Report - Hokianga Community Educational Trust (Composting Project) - A3832632 [↓](#) 
3. Project Report - Kaikohe & Districts Sportsville - A3809475 [↓](#) 
4. Project Report - Manaki Tinana Trust - A3842771 [↓](#) 
5. Project Report - Rawene Area Residents Association - A3877574 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

6.3 FUNDING APPLICATIONS

File Number: A3868049

Author: Kim Hammond, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the September 2022 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Community Board has a total of \$103,211 to allocate during the 2022/23 financial year, and an additional \$100,000 for Placemaking activities/projects.
- The Community Board has allocated a total of \$15,915 to date from the Community Board Funding Account, leaving an unallocated budget of \$87,296 for the 2022/23 financial year.
- The Community Board has allocated a total of \$3,000 to date for from the Community Board Placemaking Account, leaving an unallocated budget of \$97,000 for the 2022/23 financial year.
- Eight applications for funding were received requesting a total of \$160,149.30.
- The application received from Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust was considered at the August 2022 meeting but left to lie on the table for consideration at the September 2022 meeting.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) approves the sum of \$10,000 (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Animal Rescue Trust for the Community Vaccination and Desexing Programme, to support the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable.
- b) approves the sum of \$5,000 (plus GST if applicable) be paid from the Boards Community Fund account to Hokianga Community Educational Trust for two co-ordinators at the Arts Hub, to support the following Community Outcomes:
 - i) Proud, vibrant communities
- c) approves the sum of \$2,625 (plus GST if applicable) be paid from the Boards Community Fund account to Hokianga Country Music Club Incorporated for the additional costs of ferrys' during the 2022 Hokianga Country Music Festival, to support the following Community Outcomes:
 - i) Proud, vibrant communities
 - ii) Prosperous communities supported by a sustainable economy
 - iii) Communities that are healthy, safe, connected and sustainable
- d) approves the sum of \$3,817 (plus GST if applicable) be paid from the Boards Community Fund account to Kaikohe Business Association for advertising/administration, equipment hire, decorations, portaloos, lollies and road closure and traffic management for the 2022 Kaikohe Santa Parade, to support the following Community Outcomes:
 - i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable

e)	approves the sum of \$2,500 (plus GST if applicable) be paid from the Boards Community Fund account to Kaikohe Yun Jung Do Development Trust for rent of Memorial Hall to run classes, to support the following Community Outcomes:
i)	Proud, vibrant communities
ii)	Communities that are healthy, safe, connected and sustainable
f)	approves the sum of \$90,000 (plus GST if applicable) to be paid from the Boards Place-Making Fund account to Okaihau Bowling Club for the purchase and installation of an all-weather surface, to support the following Community Outcomes:
i)	Proud, vibrant communities
ii)	Communities that are healthy, safe, connected and sustainable
g)	approves the sum of \$4,164.30 (plus GST if applicable) to be paid from the Boards community Fund account to Omanaia Marae for the purchase and installation of carpet in the multipurpose room, to support the following Community Outcomes:
i)	Proud, vibrant communities
ii)	Communities that are healthy, safe, connected and sustainable
iii)	We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.
h)	declines the application form Pioneer Village Kaikohe due to Council undertaking a review and development of the Arts, Culture and Heritage Strategy in Council, which will achieve the Community Boards outcome without having to allocate funding towards this piece of work.
i)	Uplifts the funding application from Te Pokapu Tiaki Taiao O Te Tai Tokerau (Eco Centre) that was left to lie on the table at the 03 August 2022 meeting for consideration.
j)	approves the sum of \$2,335 (plus GST if applicable) be paid from the Boards Community Fund account to Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitaia) for the purchase of a mobile phone, mobile plan and workshop facilitator fee, to support the following Community Outcomes:
i)	Proud, vibrant communities
ii)	Communities that are healthy, safe, connected and sustainable.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Bay of Islands Animal Rescue Trust – Community Vaccination and Desexing Programme	\$20,000 (6%)	\$10,000	The applicant has applied to the Bay of Islands-Whangaroa and Te Hiku Community Board. Bay of Islands-Whangaroa Community has allocated the applicant \$17,000 and Te Hiku Community will consider their application at a later meeting. Unlike the SPCA, the applicant does not receive funding from Central	Community Development

			<p>Government to undertake the work they do.</p> <p>The applicant works with Far North District Council to help re-home pound dogs from Horeke and help to put on Bark in the Park annual event in different locations, with the last event being hosted in the Kaikohe-Hokianga Community Board area.</p> <p>The applicant may have started three years ago just focusing on the Bay of Islands-Whangaroa area, they are now getting call outs and providing services across the Far North District.</p>	
Hokianga Community Educational Trust – Setting Up and Managing an Arts Hub	\$6,000 (43%)	\$6,000	<p>Applicant requires this funding to be able to continue the delivery of arts courses at the Hokianga Community Campus.</p> <p>There are other funding schemes that the applicant can apply to for these costs, however the funding is required now to be able to continue to offer this programme.</p>	Arts, Culture and Heritage
Hokianga Country Music Club Inc – 2022 Hokianga Country Music Festival	\$2,625 (5%)	\$2,625	<p>The Hokianga Country Music Festival is an affordable ticketed event, that not only locals to the area enjoy, but also bring in visitors from outside the district who book accommodation, purchase food and drinks and spend their money in the area over the weekend.</p> <p>The applicant has asked for a small amount compared to the total event costs and the funds will be used locally and achieve three of the community outcomes in the Long-Term Plan 2021/31.</p>	Events
Kaikohe Business Association – 2022 Kaikohe Christmas Parade	\$4,860 (63%)	\$3,817	<p>This is a free event, providing opportunities for family to spend time together. The event will also allow local business, education providers and sports groups to partake in the parade and other events.</p> <p>Last year the event had to be modified to meet COVID-19 restrictions, this year the Kaikohe Business Association is aiming to make this a bigger and better Christmas Parade than previous years. Of course, with a bigger and better Christmas Parade comes additional costs.</p>	Events

			The staff recommendation is based upon that funding requested may not exceed 50% of the total cost.	
Kaikohe Yun Jung Do Development Trust – Yun Jung Do Martial Arts	\$2,500 (26%)	\$2,500	Kaikohe Yun Jung Do Development Trust work hard to keep the classes affordable for participants. If this was not available in Kaikohe, then children and adults would need to travel to other areas like Kerikeri or Kaitaia to participate adding additional costs to participants and whanau.	Sport and Recreation
Okaihau Bowling Club – All Weather Surface	\$100,000 (33%)	\$90,000	<p>Placemaking inspires to collectively reimagine and reinvent public spaces as the heart of every community and to strengthen the connection between people and the places that they share.</p> <p>Okaihau Bowling Club is placed shared between members of the club, other local organisations who use the facility and other members of the public across the district.</p> <p>The cost to maintain a grass seed green is becoming unaffordable to local bowling clubs and this has seen some clubs fold and others who are working hard to fundraise and save to install an old weather surface so that bowls can continue to be played in Northland.</p> <p>The Okaihau Bowling Club is becoming the hub of the community by expanding the services provided and branching out from just being a 'traditional' bowling club.</p>	Sport and Recreation
Omanaia Marae	\$4,164.30 (0.84%)	\$4,164.30	<p>This is the final step to complete the multi-purpose room for not only whanau and hapu, but for the whole community to use. The multipurpose room is hired out at a very affordable rate to the community.</p> <p>Omanaia Marae was allocated \$492,430 to upgrade the facility as part of the Provincial Growth Fund. Upgrades included a new tomokanga (entranceway), waharoa (main entranceway) and pou as well as the multipurpose area.</p>	Infrastructure
Pioneer Village Kaikohe	\$20,000 (100%)	Decline	Council is undertaking work to complete an Arts, Culture and Heritage Strategy in which museums from across the district.	Arts, Culture and Heritage

			Staff and Council understand that Pioneer Village plays a vital role for not only Kaikohe, but the district and that Council needs to include a yearly grant for Pioneer Village in the Annual Plan and Long-Term Plan. This annual grant would then allow Pioneer Village to continue to operate and maintain and upgrade the facilities and exhibitions.	
Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust – Tai Tokerau Timebank	\$2,455 (13%)	\$2,335	Te Pokapu Tiaki Taiao o Te Tai Tokerau is based in Kaitaia. With travel being difficult they are now wanting to run workshops in Kaikohe so that more people can attend without having to travel to Kaitaia. The costs in this application are for the Kaikohe workshops. The consumables that they would like to purchase are materials for the workshop e.g. wax for bee wrap workshop. The mobile phone will be used to the Kaikohe-Hokianga Time Bank Coordinator. The amount recommended by staff does not include the funding of administration costs.	Environment

Take Tūtohunga / Reason for the recommendation

The applicants are required to complete a standard application form and provide supporting information. For each application the Board has three options.










- Option 1** Authorise funding for the full amount requested.
- Option 2** Authorise partial funding.
- Option 3** Decline funding.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Application - Bay of Islands Animal Rescue Trust - A3868478 [↓](#) 
2. Application - Hokianga Community Educational Trust - A3868413 [↓](#) 
3. Application - Hokianga Country Music Club Incorporated - A3832275 [↓](#) 
4. Application - Kaikohe Business Association - A3831947 [↓](#) 
5. Application - Kaikohe Yun Jung Do Development Trust - A3851206 [↓](#) 
6. Application - Okaihau Bowling Club Incorporated - A3868391 [↓](#) 
7. Application - Omanaia Marae - A3868422 [↓](#) 
8. Application - Pioneer Village Kaikohe - A3856854 [↓](#) 
9. Application - Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre) - Left to Lie on the Table - A3868434 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications for Māori in relation to land and/or water.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in the application.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7 INFORMATION REPORTS

7.1 GROW KAIKOHE INFORMATION REPORT

File Number: A3768056

Author: Laurel Belworthy, Community Development Advisor

Authoriser: Darren Edwards, General Manager - Strategic Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaikohe-Hokianga Community Board with an overview of the Grow Kaikohe Project and the Mayors Taskforce for Jobs Community Recovery Programme funding.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- An update of the progress and achievements of the Grow Kaikohe Project (formerly Kaikohe Cares).
- The Kaikohe Community Stocktake has achieved its initial goal of developing a map of community functions in Kaikohe.
- A Grow Kaikohe Leadership group has been formed with a purpose of articulating a clear vision of aspirations that strengthen collaboration for greater impact towards the regeneration of Kaikohe.
- The draft Community Safety Model Proposal is being held by Kaikohe Business Association (KBA) who are leading this space.
- FNDC has successfully achieved its outcomes for the Mayors Task Force for Jobs (MTFJs) funding.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report *Grow Kaikohe Information Report*.

TĀHUHU KŌRERO / BACKGROUND

In February of this year an information report was presented to the Community Board regarding the Kaikohe Cares Project and Mayors Taskforce for Jobs. This report is to update the board on achievements and progress. Note, the project name is now Grow Kaikohe.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Kaikohe Community Stocktake. *This is a collaboration between Community Connector Scarlet Mocaraka, Sport Northland Community Connector Cheryl Smith and FNDC Community Development Advisor Laurel Belworthy.* The creation of a collaborative document that contributes towards building more connected community functions for Kaikohe has been a success. The stocktake is divided into two sections, one with who, what and how details, the second collates community functions and what levels of contribution exist. This is a powerful map of community work in progress, while highlighting areas to build strength in. *To date, there have been 60 completed submissions, representing a 61.2% completion from 98 starts, and 208 views of the survey.*

Grow Kaikohe Leadership Group. A community led process identified community members to form a leadership group. The vision to include fair representation of community sectors and a purpose of articulating a clear vision of aspiration that strengthens collaboration for greater impact towards the regeneration of Kaikohe was well received at the inaugural hui on 4th July. A workshop to further define and shape this is booked for 9th August.

Kaikohe Community Hui. Currently working with the community to form a 'hui not hui' community development organisation with a focus on events and activities for the community.

Kaikohe Safety Together Draft Proposal. In response to current community focus on community safety and the aspiration for a holistic community response, this proposal provides background, a potential model based on Whangarei City Safe, funding options and collates what the community is already doing. It currently sits with KBA who are leading this work and will indicate how the community wishes to be supported going forward. Draft attached.

Mayor's Task Force for Jobs. *We achieved 42 outcomes of sustainable employment.* The majority being continuous employment pathways for Covid affected employees at Kaikohe Berries. The Berry Bus was a critical part of this success and will continue to provide transportation services to the park until the awarded funding is fully utilised.

This funding has enhanced relationships with key players in the community economic development of Kaikohe, which will continue beyond the funding. This includes the establishment of key educational initiatives in the district; the Maritime Tourism Course in Opuia, and a Digital Skills Programme in Kaikohe, (in progress). Both provide training to employment pathways in growth industries.

The Grow Kaikohe Community Economic Development Workshop Series which took place from the 1 to 14th August 6 included 7 focused workshops alongside pop up events around town. The series focused on engaging the wider community with the aspiration of sparking curiosity about innovation and the opportunities this will provide.

The intended outcome will be a future road map of business, employment, skills and training, social and economic development opportunities.


Take Tūtohunga / Reason for the recommendation

To provide current information regarding the Grow Kaikohe project and Mayors Taskforce for Jobs Community Recovery Funding.

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.

ĀPITIHINGA / ATTACHMENTS

1. **Kaikohe Safer Together Proposal - A3783251** [↓](#) 
2. **Grow Kaikohe Community Economic Development Workshop Series - A3783256** [↓](#) 

7.2 FOOTPATH PROGRAMME 2022-2024 PRIORITISATION

File Number: A3860905

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 sessions for action by the Northland Transportation Alliance.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Kaikohe-Hokianga 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 Kaikohe-Hokianga Community Board receive the report Footpath Programme 2022-2024 Prioritisation and confirm the listed locations and priority order.

TĀHUHU KŌRERO / BACKGROUND

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 2021-2024 period. The Board has a total of \$450,000 in Community Board Funds and \$940,000 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.

Footpath Location	CB Priority Order	Notes	Cost Estimate
Horeke Road: End of Existing to School	1	Priced for design & consent (\$200,000) and quick win sections for construction this LTP period (\$200,000)	\$400,000
SH 12 Ohaeawai: Existing to Rugby Field	2		\$50,000
SH 12 Ohaeawai: Preschool to Existing	2		\$25,000
Manning Street - #54 to Existing	3		\$100,000
Parnell Street: Gap between Honey Street & School	3	Retaining required	\$160,000
Parnell @Nimmo Street	3	Required Nimmo Street Closure	\$15,000
SH 12 Kaikohe: Reservoir Road to Showgrounds	4	Requires safe crossings, look at options for alternative all weather path construction past SH 15. Design for the full extent, consider construction staging. Coordination with FNHL & Waka Kotahi required.	\$875,000
Okaihau: Mitchie Street (Lawn to End)	5		\$35,000
KohuKohu Road: Tautehihi Rd to Old Beach Road	6		\$340,000
SH 15 (Mangakaihia Road): #77 to Kohewhate Marae	7	Requires safe crossing, look at mix of treatments - traditional footpath to Cumber Rd, all weather path construction for remainder - able to phase if needed	\$675,000
Penny Crescent: SH 15 to End	8		\$125,000

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The NTA will use the list of funding priorities provided by the Board to deliver the footpath programme over the next two years. 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 for the footpath programme. There are no additional financial or budgetary implications.

ĀPITI HANGA / ATTACHMENTS

Nil

7.3 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2022

File Number: A3871637

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Angie Thomas, Acting Chief Financial Officer

PURPOSE OF THE REPORT

The Community Fund account provides information on financial matters relating to the Kaikohe-Hokianga Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 July 2022

BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available.

Community Fund Account balance as at 1 July 2022	\$203,211.00
<ul style="list-style-type: none"> Plus, unused funds from 2016-2022 	\$113,821.18
Less funds granted and uplifted to 31 July 2022	\$7,112.00
<ul style="list-style-type: none"> Less funds not uplifted from previous community meetings (committed to projects) 	\$115,469.18
Community Fund Account balance as at 31 July 2022	\$194,451.00

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The committed balance in the Community Fund account as at 31 July 2022 is \$194,451.00.

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Kaikohe-Hokianga 31 July 2022 is attached.

ATTACHMENTS

- Statement of Community Fund Account Kaikohe-Hokianga as at 31 July 2022 - A3871603**



7.4 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE SEPTEMBER 2022

File Number: A3862186

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaikohe-Hokianga Community Board with an overview of outstanding decisions from 1 January 2020.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update September 2022.

TĀHUHU KŌRERO / BACKGROUND

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The outstanding tasks are multi-facet projects that take longer to fully complete.

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

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

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHINGA / ATTACHMENTS

1. Action Sheet - KHCB September 2022 - A3874419 [↓](#) 

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

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Ground Lease over part of Okaihau Recreation Reserve	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Kaikohe Library Progress Report	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

10 TE KAPINGA HUI / MEETING CLOSE