

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 14 SEPTEMBER 2022 AT 10:30 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:** Elizabeth Stacey (NTA Engineer – Pathway Contractor), Rochelle Deane (Manager – Environmental Services), Melissa Woods (Community Board Coordinator), Kim Hammond (Funding Advisor), Marlema Baker (Democracy Advisor), Aisha Huriwai (Team Leader – Democracy Services).

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

**1.1 APOLOGIES AND DECLARATIONS OF INTEREST**

**RESOLUTION 2022/44**

Moved: Chairperson Mike Edmonds  
Seconded: Deputy Chairperson Emma Davis

**That the Kaikohe-Hokianga Community Board receive the apology from Member Moko Tepania and grant a leave of absence.**

**CARRIED**

**2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Shaun Reilly – spoke regarding street lighting on Thorpe Road and acknowledges the Community Board for their services.
- Linda Bracken – spoke regarding Grow Kaikohe and acknowledged the Pioneer Village for the great teaching programs it runs. Also acknowledged the Community Board for its continuous support.
- Mark Andrews – spoke regarding the Kaikohe Christmas Parade.
- Anna Clarke – spoke regarding Dark Skies and requested that the Community Board support her petition.

**3 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations for this meeting.

**4 NGĀ KAIKŌRERO / SPEAKERS**

Funding Applicants:

- 10.30 am Bay of Islands Animal Rescue Trust – Ed Lyman. Item 6.3a refers.
- 10.35 am Hokianga Community Education Trust – Janine McVeagh and Reva Mendes. Item 6.3b refers.
- 10.40 am Hokianga Country Music Club Incorporated – Medina Davis. Item 6.3c refers.
- 10.45 am Kaikohe Business Association – Linda Bracken. Item 6.3d refers.

- 10.50 am Kaikohe Yun Jung Do Development Trust. Item 6.3e refers.
- 10.55 am Okaihau Bowling Club Incorporated – Danial Amosa and Nati Tonitara. Item 6.3f refers.
- 11.00 am Pioneer Village Kaikohe. Item 6.3h refers.
- 11.05 am Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust – Janine McVeagh. Item 6.3i refers.

*At 11:11 am, Deputy Chairperson Emma Davis left the meeting and returned at 11:13 am.*

## **7.2 FOOTPATH PROGRAMME 2022-2024 PRIORITISATION**

Agenda item 8.2 document number A3860905, pages 133 - 134 refers

### **RESOLUTION 2022/45**

Moved: Member Emma Davis

Seconded: Member Louis Toorenborg

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

**CARRIED**

#### *NOTE:*

*That Kaikohe-Hokianga Community Board confirm \$400k footpathing allocation to the Horeke by June 2024 and would like the COMs department to include this in the Rating Newsletter, perhaps a letter to the school etc.*

## **5 CONFIRMATION OF PREVIOUS MINUTES**

### **5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3538493, pages 10 - 14 refers

### **RESOLUTION 2022/46**

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessel

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

**CARRIED**

## **6 REPORTS**

### **6.1 CHAIRPERSON REPORT**

Agenda item 7.1 document number A3876920, pages 15 - 13 refers

### **RESOLUTION 2022/47**

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

**That the Kaikohe-Hokianga Community Board notes the report from Chairperson, Mike Edmonds.**

**CARRIED**

### **RESOLUTION 2022/48**

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessell

- a) 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.

**CARRIED**

**RESOLUTION 2022/49**

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessell

- b) allocates **\$20,000** to enable future planning by the CE, or his nominee, for the Pioneer Village to ensure a sustainable future.

**CARRIED**

**RESOLUTION 2022/50**

Moved: Chairperson Mike Edmonds

Seconded: Member John Vujcich

- 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”.*

**CARRIED UNANIMOUSLY**

## **RESOLUTION 2022/51**

Moved: Chairperson Mike Edmonds

Seconded: Member John Vujcich

- 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”.*

**CARRIED UNANIMOUSLY  
CARRIED**

## **6.2 PROJECT FUNDING REPORTS**

Agenda item 7.2 document number A3809407, pages 24 - 40 refers

### **RESOLUTION 2022/52**

Moved: Member John Vujcich

Seconded: Member Alan Hessel

**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**

**CARRIED**

## 7 INFORMATION REPORTS

### 7.1 GROW KAIKOHE INFORMATION REPORT

Agenda item 8.1 document number A3768056, pages 112 - 133 refers

#### **RESOLUTION 2022/53**

Moved: Member John Vujcich

Seconded: Member Emma Davis

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

**CARRIED**

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

Agenda item 8.3 document number A3871637, pages 135 - 139 refers

#### **RESOLUTION 2022/54**

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

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

**CARRIED**

### 7.4 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE SEPTEMBER 2022

Agenda item 8.4 document number A3862186, pages 140 - 143 refers

#### **RESOLUTION 2022/55**

Moved: Member Louis Toorenborg

Seconded: Member Alan Hessel

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

**CARRIED**

*At 1:13 pm, Member Emma Davis left the meeting and returned at 1:44 pm.*

## 8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

### RESOLUTION TO EXCLUDE THE PUBLIC

#### **RESOLUTION 2022/56**

Moved: Chairperson Mike Edmonds

Seconded: Member Laurie Byers

**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

**CARRIED**

### 6.3 FUNDING APPLICATIONS

Agenda item 7.3 document number A3868049, pages 41 - 111 refers

#### RESOLUTION 2022/57

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessel

**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.
- CARRIED**
- 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

**CARRIED**

- 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 ferry's' 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

**CARRIED**

- d) approves the sum of **\$3,870** (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

**CARRIED**

*1:34 pm - Chair Mike Edmonds declared a conflict with 6.3e as Chairperson for Kaikohe Yun Jung Do Development Trust, and vacated the chair – Kelly Van Gaalen assumed Chair.*

- 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

Abstained: Cr Mike Edmonds

**CARRIED**

*1:35pm Chair Edmonds resumed the Chair*

- f) approves the sum of **\$10,000** (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
  - iii) and request Council Financial department prepare a financial report on funding options to complete the Okaihau Bowling Club's All Weather Surface

**CARRIED**

- 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.

**CARRIED**

- 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.

**CARRIED**

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.

**CARRIED**

j) approve the sum of **\$960** (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 workshop facilitator fee, to support the following Community Outcomes:

i) Proud, vibrant communities

ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED**

k) earmark **\$5,000** for Rawene Domain Master Plan on receipt of a funding application from Manaaki Tinana Trust.

**CARRIED**

## 9. ADDITIONAL COMMENTS FROM THE OUTGOING COMMUNITY BOARD FOR THE INCOMING COMMUNITY BOARD

### RESOLUTION 2022/58

Moved: Chairperson Mike Edmonds

Seconded: Deputy Chairperson Emma Davis

The Kaikohe-Hokianga Community Board make the following recommendations to the incoming Community Board Members:

- a) that the Mayor, Deputy Mayor and General Managers attend the Kaikohe-Hokianga Board meetings.
- b) that the Community Board receive copies of all Community Plans for the Kaikohe-Hokianga Ward.
- c) that the Community Board note the current Chairpersons' final report. (Item 6.1 refers)
- d) that the Community Board compile a Community Board Long Term Plan.
- e) that the Community Board be given delegations for Kohukohu Hall.
- f) that the Request for Service (RFS) system be fine-tuned.
- g) that the Community Board listens to their communities and the people who live there.

**CARRIED**

## 9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3:00pm.

The minutes of this meeting will be confirmed as soon as practicable at the Kaikohe-Hokianga Community Board Meeting in the new triennium.

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**CHAIRPERSON**