



# Te Kaunihera o Tai Tokerau ki te Raki

# AGENDA

## Bay of Islands-Whangaroa Community Board Meeting

## Thursday, 17 November 2022

Time:

Location:

10:00 am Turner Centre 43 Cobham Road Kerikeri

#### Membership:

Chairperson Belinda Ward Deputy Chairperson Lane Ayr Member Bruce Mills Member Amy Slack Member Roddy Hapati Pihema Member Jane Hindle Member Tyler Bamber Member Ann Court

#### 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 Centre, 43 Cobham Road, Kerikeri on: Thursday 17 November 2022 at 10:00 am

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#### 1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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

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

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

#### 3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

#### 4 NGĀ TONO KŌRERO / DEPUTATION

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

#### 5 NGĀ KAIKŌRERO / SPEAKERS

Representative from: Kaeo Christmas Parade Committee Little Dippers Swim School/Aquatic Centre Miria Marae Kaeo Festival Group Northern Community Family Service Our Kerikeri Community Charitable Trust SMC Events Ltd.

#### 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 20 October 2022 is 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. 2022-10-20 Bay of Islands-Whangaroa Community Board Minutes [A3944378] - A3944378 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.

#### MINUTES OF

#### BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING HELD AT THE TURNER CENTER , 43 COBHAM ROAD, KERIKERI ON THURSDAY, 20 OCTOBER 2022 AT 9:00 AM

- **PRESENT:** Members Amy Slack, Belinda Ward, Bruce Mills, Lane Ayr, Roddy Hapati Pihema and Tyler Bamber
- **IN ATTENDANCE:** Mayor Elect Moko Tepania and Councillors Elect Kelly Stratford, Babe Kapa and Ann Court
- STAFF PRESENT: Joshna Panday (Democracy Services Advisor), Aisha Huriwai (Democracy Services Advisor), Nicola Smith (Community Board Liaison), Janice Smith (Chief Executive's Appointed Officer), Carla Ditchfield (Legal Services Manager)

#### 1 KARAKIA TIMATANGA / OPENING PRAYER

The Chief Executive Officer's Appointed Officer - Janice Smith, commenced the meeting and Mayor elect Moko Tepania opened with a karakia.

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

The apology from Community Board member elect Jane Hindle was noted.

#### 3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

No public forum for this inaugural meeting.

#### 4 NGĀ TONO KŌRERO / DEPUTATIONS

No deputations for this inaugural meeting.

#### 5 NGĀ KAIKŌRERO / SPEAKERS

No speakers for this inaugural meeting.

#### 6 REPORTS

#### 6.1 MAKING AND ATTESTING OF DECLARATIONS

Agenda item 6.1 document number A3913070, pages 8 - 9 refers..

The Chief Executive Officer's Appointed Officer – Janice Smith, witnessed the Attestation and Declaration of Community Board Members:

- Member Amy Slack,
- Member Belinda Ward,
- Member Bruce Mills,
- Member Lane Ayr,
- Member Tyler Bamber,
- Member Roddy Hapati Pihema

#### 6.2 ELECTION OF CHAIRPERSON

Agenda item 6.2 document number A3913083, pages 10 - 12 refers.

#### **RESOLUTION 2022/96**

Moved: Member Roddy Hapati Pihema Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

a) use System B as the preferred voting system to elect a Chairperson.

b) elect Belinda Ward as Chairperson for the triennium October 2022 to October 2025, in accordance with Standing Orders.

CARRIED

Belinda accepted the role of Chairperson and presided over the meeting by opening with a prayer.

#### APOLOGY

#### **RESOLUTION 2022/97**

Moved: Chairperson Belinda Ward Seconded: Member Lane Ayr

That the apology received from elected member Jane Hindle be accepted and leave of absence granted.

CARRIED

#### 6.3 ELECTION OF DEPUTY CHAIRPERSON

Agenda item 6.3 document number A3913040, pages 13 - 15 refers

#### **RESOLUTION 2022/98**

Moved: Member Bruce Mills Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board:

a) use System B as the preferred voting system to elect a Deputy Chairperson.

b) elect Lane Ayr as Deputy Chairperson for the triennium October 2022 to October 2025, in accordance with Standing Orders.

CARRIED

At 9:51 am, Member Lane Ayr left the meeting.

#### 6.4 EXPLANATION OF LAWS AFFECTING ELECTED MEMBERS

Agenda item 6.4 document number A3913018, pages 16 - 16 refers

#### **RESOLUTION 2022/99**

Moved: Member Bruce Mills Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board note the report "Explanation of Laws Affecting Elected Members", and the advice provided at this meeting.

CARRIED

## 6.5 NOTING OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD STANDING ORDERS

Agenda item 6.5 document number A3913112, pages 17 - 18 refers

#### **RESOLUTION 2022/100**

Moved: Member Belinda Ward Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the Bay of Islands-Whangaroa Community Board Standing Orders.

CARRIED

#### 6.6 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD SCHEDULE OF MEETINGS

Agenda item 6.6 document number A3913138, pages 19 - 19 refers

#### **RESOLUTION 2022/101**

Moved: Member Belinda Ward Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board receive the report "Bay of Islands-Whangaroa Community Board Schedule of Meetings" as

- Thursday, 17 November 2022; and
- Monday, 12 December 2022

CARRIED

At 9:56 am, Member Lane Ayr returned to the meeting.

At 9:57 am, Member Tyler Bamber left the meeting.

#### 6.7 BAY OF ISLANDS WHANGAROA COMMUNITY BOARD STRATEGIC PLAN 2022-2025

Agenda item 6.7 document number A3932472, pages 20 - 22 refers

#### **RESOLUTION 2022/102**

Moved: Member Belinda Ward Seconded: Member Roddy Hapati Pihema

That the Bay of Islands-Whangaroa Community Board note the Strategic Plan as adopted by the Bay of Islands-Whangaroa Community Board on 1 September 2022.

CARRIED

At 10:03 am, Member Tyler Bamber returned to the meeting.

#### 8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 10:05 am with Member Roddy Hapati Pihema saying a karakia.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 17 November 2022.

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CHAIRPERSON

#### 7 REPORTS

#### 7.1 MAKING AND ATTESTING OF DECLARATIONS

File Number:	A3960253
Author:	Joshna Panday, Democracy Advisor
Authoriser:	Aisha Huriwai, Team Leader Democracy Services

#### PURPOSE OF THE REPORT

To set out the process for making and attesting of declarations.

#### BACKGROUND

Clause 14(1) & (2) Schedule 7 of the Local Government Act 2002 (The Act) states that no person shall be capable of acting as a member of any local authority until he or she has made an oral and written declaration as set out in Clause 14 (3) Schedule 7 of The Act, as set out below. Section 54 (2) of the Act states that these parts of Schedule 7 apply to Community Boards.

#### DISCUSSION AND NEXT STEPS

The Chief Executives appointed officer will witness the declaration of the Bay of Islands-Whangaroa Community Board Members.

The declaration that each member is required to take is set out in Clause 14(3) Schedule 7 of the Act and reads:

#### **DECLARATION BY MEMBER**

,, declare that I will faithfully and impartially, and according	I,
o the best of my skill and judgement, execute and perform, in the best interests of the Bay of Islands-	tc
Whangaroa the powers, authorities, and duties vested in, or imposed upon, me as Member of the	И
Bay of Islands-Whangaroa Community Board by virtue of the Local Government Act 2002, the Local	В
Government Official Information and Meetings Act 1987, or any other Act.	G

**DATED** at Kerikeri this 17<sup>th</sup> day of November 2022

In the presence of:	

#### And

Ko ahau, ko \_\_\_\_\_\_, ka ōati ai ki runga i te pono me te tika ka mutu ki te taumata o tōku atamai me āku whakataunga. Ka mahi ai mō te painga o Te Hapori o Bay of Islands-Whangaroa, haere tonu ki ngā ihi me ngā herenga mahi, ka pā ki roto, ka uruhi ki runga i ahau hei mema o Te Poari o Te Hapori o Bay of Islands-Whangaroa, e ai ki te Ture Kāwanatanga ā-Rohe rua mano ma rua. Te Ture Kāwanatanga ā-Rohe mō ngā Kōrero Whakamōhio me ngā Huihuinga Kōrero kotahi mano iwa rau waru tekau ma whitu, me tāpiri atu ki ērā atu o ngā Ture raini.

He mea whakaū tēnei i Kerikeri i tēnei rā tekau ma whitu, o Whiringa-ā-rangi i te tau rua mano rua tekau mā rua.

#### FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

#### ATTACHMENTS

Nil

#### 7.2 CHAIRPERSON AND MEMBERS REPORTS

File Number: A3905204

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 that no reports were received for this meeting.

#### 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

Nil

#### 7.3 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 SEPTEMBER 2022

File Number:	A3956756
Author:	Segun Rotimi, Accounting Support Officer
Authoriser:	Janice Smith, Acting General Manager - Corporate Services

#### PURPOSE OF THE REPORT

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

#### RECOMMENDATION

District Council

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

#### 1) BACKGROUND

The statement is attached for the B**BardNorthribistinica Council**vide sufficient information to enable the Board to allocate funds in accordance with the funds available. In accordance with the Community Grant Policy, section 10, "applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Charperson's Discretion Account as at 30-September-2022

Community Fund Account balance as at 01 July 2022	\$301,549.00
Plus, unused funds from 2020-22	\$170,684.00
Less funds granted and uplifted to 30 September 2022	\$163,640.64
<ul> <li>Less funds not uplifted from previous community meetings (committed to projects)</li> </ul>	\$173,879.00
Community Fund Account balance as at 30 September 2022	\$134,713.36

#### 2) DISCUSSION AND OPTIONS

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 30 September 2022 is \$134,713.36.

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.

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Bay of Islands-Whangaroa Community Board. The statement of the Community Fund account as at 30 September 2022 is attached.

#### ATTACHMENTS

1. Statement of Community Fund Account BOI-Whangaroa as at 30 September 2022 - A3956618 J

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Allocation Grants & Donations Annual Budget 2021-22	201,549.00	
Community Board Placemaking Fund	100,000.00	
Community Fund Account Balance as at 30 September 2022		301,549.00
Unused funds from 2020/21 - Kerikeri Football Club for costs towards storage facilities for equipment	3,000.00	
Unused funds from 2021/22 - Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project	77.00	
Unused funds from 2021/22 - Kawakawa Hundertwasser Charitable Trust for coss towards facilitate development community plan	10,000.00	
Unused funds from 2021/22 - Kerikeri Community Cadet Unit costs towards 2021 Regimental Dinner	1,000.00	
Unused funds from 2021/22 - Procurement of concept drawings for The Strand, Russell	100,000.00	
Unused funds from 2021/22 - Rangitane Residents Association for costs towards CCTV replacement	5,149.00	
Unused funds from 2021/22 - Bald Angels Charitable Trust for costs towards establishing a drop-in centre and promoting Rainbow Rangatahi services	10,000.00	
Unused funds from 2021/22 - Business Paihia Inc for costs towards the inaugural Matariki Festival 2022	5,000.00	
Unused funds from 2021/22 - Bay of Islands Singers for costs towards 2022 concert series	5,000.00	
Unused funds from 2021/22 - Stage Door for costs towards Beauty and the Beast	5,000.00	
Unused funds from 2021/22 - Business Paihia Inc for costs towards inaugral Matariki Festival 2022	15,000.00	
Unused funds from 2021/22 - Kerikeri District Business Association for costs towards main street irrigation replacement	7,458.00	
Unused funds from 2021/22 - Bay of Islands Animal Rescue for costs towards animal desexing	4,000.00	
Plus, unused funds from 2020-22		170,684.00
		472,233.00

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Less Expenditure 2022/23 (Funds Uplifted)		
July 22		
Bay of Islands Animal Rescue for costs towards animal desexing	4,000.00	
Barker & Associates Limited for professional services	4,121.64	
Stage Door for costs towards Beauty and the Beast	5,000.00	
Bay of Islands Singers for costs towards 2022 concert series	5,000.00	
Business Paihia Inc for costs towards inaugral Matariki Festival 2022	15,000.00	
Business Paihia Inc for costs towards the inaugural Matariki Festival 2022	5,000.00	
Bay of Islands Animal Rescue for costs towards 2022/23 animal desexing programme 2022	17,000.00	
Whangaroa County Museum and Archives for annual operating costs	4,500.00	
August 22		
Kerikeri Gymnastics Club for costs towards purchasing a van to transport children to gymnastics	12,500.00	
Bay of Islands Rotary Club for costs towards 2022 Colour Run	2,909.00	
Our Kerikeri Community Trust for costs towards Northland Chess Championship	2,000.00	
Bay of Islands Arts Festival for costs towards 2022/23 Arts Festival	5,128.00	
Bay of Islands Yacht Club for costs towards CCTV to link in to the Paihia system	3,235.00	
September 22		
Kawakawa Hundertwasser Charitable Trust for costs towards Te Hononga Booking Office project	77.00	
Kawakawa Hundertwasser Charitable Trust for costs towards facilitate development community plan	10,000.00	
Far North EcoCentre for costs towards Bay of Islands Te Tai Tokerau Timebank	4,920.00	
Bay of Islands Jazz and Blue Festival for costs towards shuttle bus for the festival	2,500.00	
Heritage Northland for costs towards school students attending a heritage tour	2,500.00	
Our Kerikeri for costs towards landscaping of the SH10/Kerikeri Road Intersection	48,250.00	

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Business Paihia for costs towards 2022 Paihia Christmas		
Parade	5,000.00	
Te Puna Aroha Putea Whakapapa costs towards 2022		
Moerewa Christmas Parade	5,000.00	
	0,000.00	
Less funds granted and uplifted to 30 September 2022		<u>163,640.64</u>
Balance as at 30 September 2022		308,592.36
Less funds not uplifted from previous community meetings	at 30 September 2	2022
Meeting 03.06.21		
Kerikeri Football Club for costs towards storage facilities for		
equipment	3,000.00	
Meeting 03.02.22 and Meeting 02.06.22		
Procurement of concept drawings for The Strand, Russell	100,000.00	
Meeting 03.03.22		
Rangitane Residents Association for costs towards CCTV replacement	5,149.00	
Meeting 05.05.22		
Bald Angels Charitable Trust for costs towards establishing a drop-in centre and promoting Rainbow Rangatahi services	10,000.00	
Meeting 07.07.22		
Bay of Islands Animal Rescue for costs towards 2022/23		
animal desexing programme 2022	17,000.00	
Kerikeri Gymnastics Club for costs towards purchasing a van to		
transport children to gymnastics	12,500.00	
Bay of Islands Yacht Club for costs towards CCTV to link in to the Paihia system	2 225 22	
Whangaroa County Museum and Archives for annual operating	3,235.00	
costs	4,500.00	
Meeting 04.08.22		
Bay of Islands Arts Festival for costs towards 2022/23 Arts Festival	5,128.00	

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Bay of Islands Rotary Club for costs towards 2022 Colour Run	2,909.00	
Our Kerikeri Community Trust for costs towards Northland Chess Championship	2,000.00	
Meeting 11.11.21 and 01.09.22		
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	1,000.00	
Meeting 02.06.22 and 15.09.22		
Approves that the funds granted on 2/06/2022 of \$7,458 (plus GST if applicable) for the renewal of the Kerikeri main street irrigation system be instead used for the purchase and installation of hanging baskets	7,458.00	
	7,430.00	
Less funds not uplifted from previous community meetings (committed to projects)		<u>\$173,879.00</u>
Community Fund Account balance as at 30 September 2022		\$134,713.36

#### 7.4 PROJECT FUNDING REPORTS

File Number:	A3950540
Author:	Kathryn Trewin, Funding Advisor
Authoriser:	Shayne Storey, Community Development Advisor

#### 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) Bay of Islands Country Rock Festival
- b) Beauty and the Beast
- c) Heritage Northland
- d) Massive Theatre Company
- e) Morph! Puppet Festival

#### 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.

Heritage Northland have advised they did not use all the funding due to a lack of student applicants and they will be returning \$1,090 to the Board. This will be included for redistribution when received.

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. Bay of Islands Country Rock Festival A3950532 🗓 🛣
- 2. Beauty and the Beast A3950526 👲 🛣
- 3. Heritage Northland A3950534 🗓 🛣
- 4. Massive Theatre Company A3950531 😃 🛣
- 5. Morph! Puppet Festival A3950525 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</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.

At the completion of a project that received community funding, rec Community Grant Policy, to submit a Project Report to the Commun received no later than two months after the completion of the project months of the funding being spent.	nitv Board, Project R	eports are to be
Applicants who fail to provide a project report within the required time will no	t be considered for futu	ire funding.
Please return the completed form to: <u>funding@fndc.govt.nz</u> PDF attach Funding Advisor Far North District Council Private Bag 752 KAIKOHE 0440	ment via email is pre	ferred) OR:
Name of organisation: BAY OF LSLANDS MUS	IC FESTIVAL	TRUST
Name & location of project: BOI Country Rock MI	usic Festival	- Bay of Isla
Date of project/activity:		
Which Community Board did you receive funding from?		
Te Hiku	Bay of Islands-	Whangaroa
Te Hiku Kaikohe-Hokianga		Whangaroa
Te Hiku Kaikohe-Hokianga		
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Mursday		Whangaroa
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Mursday	5 <sup>th</sup> May	2022
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Mursday Please give details of how the money was spent: • Your contribution to the project and the funding you received from the Co	5 <sup>th</sup> May	2022
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Mursday Please give details of how the money was spent: Your contribution to the project and the funding you received from the Co Attach supplier receipts or bank statements to show proof of expenditure	ommunity Board must	2022_ be accounted for funds. Receipt/s attached
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.00 Board meeting date the grant was approved: Mursday Please give details of how the money was spent: Your contribution to the project and the funding you received from the C Attach supplier receipts or bank statements to show proof of expenditure Supplier/Description	ommunity Board must i e of Community Board \$amount	2022_ be accounted for funds. Receipt/s attached
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Thursday Please give details of how the money was spent: • Your contribution to the project and the funding you received from the CC • Attach supplier receipts or bank statements to show proof of expenditure Supplier/Description Clarks (cachline (Shuffle Bus)	ommunity Board must of Community Board \$amount \$3,154.00	2022_ be accounted for funds. Receipt/s attached
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Thursday Please give details of how the money was spent: • Your contribution to the project and the funding you received from the CC • Attach supplier receipts or bank statements to show proof of expenditure Supplier/Description Clarks (cachline (Shuffle Bus)	0 5 <sup>th</sup> May ommunity Board must of Community Board \$amount \$3,154.00 \$2,796.32	2022_ be accounted for funds. Receipt/s attached
Te Hiku Kaikohe-Hokianga Amount received from the Community Fund: \$5750.0 Board meeting date the grant was approved: Thursday Please give details of how the money was spent: • Your contribution to the project and the funding you received from the CC • Attach supplier receipts or bank statements to show proof of expenditure Supplier/Description Clarks (cachline (Shuffle Bus)	0 5 <sup>th</sup> May ommunity Board must i e of Community Board \$amount \$3,154.00 \$2,796.32 \$ \$	2022_ be accounted for funds. Receipt/s attached

Privote Bog 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephane: 0800 920 029,
 Phane: (09) 405 2750, Fax: (09) 401 2137, Emoil: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Item 7.4 - Attachment 1 - Bay of Islands Country Rock Festival

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

phase	se	attached	#1	letter.	
		•			

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

please find lownly Lock of Funding	attached	а Сору о-	four	2022	,
Country Lock	= festival	programme	which	your	Contribution
of funding	also helps	fund.			

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

Bay	of	tslands	Country	Lock	Festival	
~						

This report was completed by:

Name:	Shirley May
Address:	418 Hautapu Load Moerewa
Phone	094041063 mob: 0272350106
Email:	Maysplace @ map actrix, co.nz
Date:	20/06/22

Private Bag 752, Hemorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029, Phone: (09) 405 2750, Fax: (09) 401 2137, Emoit: ask.us@fndc.gov1.nz, Website: www.lndc.gov1.nz

#### Project Report – BOI Country Rock Music Festival

Schedule of Supporting Documentation

Document	Title
1	Cover Letter
2	Funding Payment Advice
3	Event Programme
4	Poster
5	Invoice from Clarks Coachline
6	Payment advice for coaches
7	Invoice for Calders Design and Print Co
8	Payment advice for printing

Far North District Council	Project Report COMMUNITY GRANT FL	JND - LOCAL	
At the completion of a project that Community Grant Policy, to submit received no later than two months a months of the funding being spent.	a Project Report to the Commu	nity Board. Project R	eports are to be
Applicants who fail to provide a project re	eport within the required time will not	be considered for future	e funding.
Please return the completed form to: Funding Advisor Far North District Council Private Bag 752 KAIKOHE 0440	funding@fndc.govt.nz PDF attachn	nent via email is prefe	rred) OR:
Name of organisation: Stage Do			
Date of project/activity: 2 <sup>nd</sup> to 10 <sup>th</sup>	-		
Which Community Board did you	receive funding from?		
Te Hiku	Kaikohe-Hokianga	x Bay of Island	ds-Whangaroa
Amount received from the Comm Board meeting date the grant was	s approved: 2 <sup>nd</sup> June 2022		
	ney was spent: I the funding you received from the Co Itements to show proof of expenditure		
Supplier/Description		\$amount	Receipt/s attached (please tick)
Magic Playhouse, set and costume		\$5,000	x
		\$	
		\$	
		\$	
	Total:	\$5,000	

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

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

The cast was 39 actors and we had a crew of 43, 82 local people in total. We performed 8 shows at the Turner centre in Kerikeri with a total of 2,058 people attending.

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

The show was a great success for the local community. The whole cast performed beyond expectation for an amateur group. The feedback we have had has been amasing.

We performed one show for children in the local area who may not otherwise have been able to see live theatre. We invited schools from Kaikohe, Kaeo, Kawakawa, Pakaraka and Kerikeri to a show which was performed free to them. We have had many cards and thank you letters from the children who all thoroughly enjoyed the experience.

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

The Community Board was acknowledged on all posters and flyers, billboards and in our programme for the show.

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

https://www.facebook.com/TheStageDoorKerikeri

#### This report was completed by:

Name: Tim

Crawley \_

Address: 28 Edkins

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 – Beauty and the Beast

#### Schedule of Supporting Documentation

	Document	Title
F	1	Invoice from The Magic Playhouse

Far North District Council Project Report COMMUNITY GRANT F	UND - LOCAI	F0080402
It the completion of a project that received community funding, rec community Grant Policy, to submit a Project Report to the Commur aceived no later than two months after the completion of the project of nonths of the funding being spent.	nity Board. Project or if the activity is	Reports are to be ongoing, within two
pplicants who fail to provide a project report within the required time will not lease return the completed form to: <u>funding@fndc.govt.nz</u> PDF attachu unding Advisor ar North District Council rivate Bag 752 AIKOHE 0440		•
ame of organisation: Neritage Northland -	Inc	
ame & location of project: Bay of Islands - Visiting S		y interaction to
ate of project/activity: 29 September 2022		
/hich Community Board did you receive funding from?		
	Bay of Island	ds-Whangaroa
/hich Community Board did you receive funding from?	Bay of Island	ds-Whangaroa
/hich Community Board did you receive funding from?         Te Hiku       Kaikohe-Hokianga         mount received from the Community Fund:       \$2500	ommunity Board mu	st be accounted for ard funds.
/hich Community Board did you receive funding from?         Te Hiku       Kaikohe-Hokianga         mount received from the Community Fund:       \$2500         oard meeting date the grant was approved:       September 2022         lease give details of how the money was spent:       Your contribution to the project and the funding you received from the C         Your contribution to the project and the funding you received from the C         Supplier/Description	ommunity Board mu	st be accounted for
/hich Community Board did you receive funding from?         Te Hiku       Kaikohe-Hokianga         mount received from the Community Fund:       \$2500         oard meeting date the grant was approved:       September 2022         lease give details of how the money was spent:       Your contribution to the project and the funding you received from the C         • Your contribution to the project and the funding you received from the C         • Attach supplier receipts or bank statements to show proof of expenditure	ommunity Board mu e of Community Boa	st be accounted for ard funds. Receipt/s attached
/hich Community Board did you receive funding from?         Te Hiku       Kaikohe-Hokianga         mount received from the Community Fund:       \$2500         oard meeting date the grant was approved:       September 2022         lease give details of how the money was spent:       Your contribution to the project and the funding you received from the C         Your contribution to the project and the funding you received from the C         Supplier/Description	ommunity Board mu e of Community Boa \$amount	st be accounted for and funds. Receipt/s attached (please tick)
/hich Community Board did you receive funding from?         Te Hiku       Kaikohe-Hokianga         mount received from the Community Fund:       \$2500         oard meeting date the grant was approved:       September 2022         lease give details of how the money was spent:       Your contribution to the project and the funding you received from the C         • Your contribution to the project and the funding you received from the C         • Attach supplier receipts or bank statements to show proof of expenditur         Supplier/Description         Australasian Society for Historical Archaeology	ommunity Board mu e of Community Board \$amount \$1410.00	st be accounted for and funds. Receipt/s attached (please tick)
/hich Community Board did you receive funding from?         Te Hiku       Kaikohe-Hokianga         mount received from the Community Fund:       \$2500         oard meeting date the grant was approved:       September 2022         lease give details of how the money was spent:       Your contribution to the project and the funding you received from the C         • Your contribution to the project and the funding you received from the C         • Attach supplier receipts or bank statements to show proof of expenditur         Supplier/Description         Australasian Society for Historical Archaeology	ommunity Board mu e of Community Board \$amount \$1410.00 \$0.00	st be accounted for and funds. Receipt/s attached (please tick)

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

The trip was made up with 120 people on Board the Explore Vessel. 15 Students + Teachers, 12 Northland people and 57 people representing the Australiasion Historical Archaeologists (both NZ e Australian). Matu Clenden and Dame Anne Salmond provided a bicultural dimension to the experie with their Knowledge ble connectioned The Instance educational content was Private Bag 752, Memorial Ave, Kaikohe 0100, New Zealand, Freephone: 0800 920 029, Phone: (09) 405 2750. Fax: (09) 401 2137. Email: ask.us@tndc.aovt.nz. Website: www.tndc.aovt.nz 1

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

Northland Str e) ina lents . Teachers in our 4 S was ld best say it in some the oticarbi CO 11 shound Nes. ing ven K atua 100 tr V 001 to ation ponee ec E B.D.T. Ann LOAS at the visit & Marion de Fresne the BOIT. to

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

HH yer supplied to the North Hentage and Ka NZ Knowledge Ce 2 The next Annual Re -+ B Report tie No

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

No facebook Page

This report was completed by:

Name:	Merle Elizabeth New love	- Seretaryetteritage Northand Inc.
Address:		
Phone	09.4397492	mob: 021 4397490
Email: Date:	M.n. newlove extra.co.n	Z 7.10.202R
	Magnalon.	

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 – Heritage Northland

Schedule of Supporting Documentation

Document	Title
1	Event Details
2	Invoice for students
3	Proof of payment
4	Bank statement



#### Project Report COMMUNITY GRANT FUND - LOCAL

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: <u>funding@fndc.govt.nz</u> PDF attachment via email is preferred) OR: Funding Advisor Far North District Council Private Bag 752 KAIKOHE 0440

#### Name of organisation: Massive Company Trust (Massive Theatre Company)

Name & location of project: The Director's Lab, Kerikeri (Turner Centre)

Date of project/activity: 9 – 13 May 2022

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

Te Hiku

Kaikohe-Hokianga

x Bay of Islands-Whangaroa

Amount received from the Community Fund:

Board meeting date the grant was approved: 5 May 2022

Please give details of how the money was spent:

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

\$1000

Supplier/Description	\$amount	Receipt/s attached (please tick)
Turner Centre venue hire – covered by FNDC grant	\$ 1000.00	x
Turner Centre venue hire – covered by Massive Company Trust	\$ 1750.00	x
Note: All amounts are excluding GST	\$	
	\$	
 Total:	\$ 2750.00	x

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

After wanting to run a Director's Lab programme in the Far North for several years it was a triumph to be able to finally do so through the support of FNDC and Turner Centre. Both of the emerging directors and their actors were able to dedicate a full week to developing their practice as directors and theatre makers under the mentoring of experienced director and arts practitioner Sam Scott MNZM. The second Director's Lab is set for August 2022 and we look forward to continuing the mahi and growing the skills of local artists in the Far North.

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

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

There has been an ongoing lack of devleopment opportunities for practioners and artists in the Far North for many years; feedback from locals who have paritcipated in our free workshop programmes have consistently asked us to bring more of our skill-building opportunites to the area. To offer a week-long workshop that allows for full focus and dedication to craft has been a huge triumph for the region. It has also allowed Massive to continue building our relationships with local artists, venues and organisations in the Far North. Our plans include being able to come to the area more regularly and provide other free development workshops to more artists and schools.

Feedback from one director: "We came into the space each day ready to work. And we worked really hard! Great growth and learning. I need to give myself permission to work in these other ways. They are new but have opened up so many doors to approaching making work like I have never known before."

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

Please see attached screen shots of social media post and website page for funders/supporters.

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

https://www.facebook.com/MassiveCompany

#### This report was completed by:

Name: Carrie Rae Cunningham Address: PO Box 6071, Victoria St W, Auckland 1142 Phone 09 369 1864 mob: 021 114 2679 Email: carrierae@massivecompany.co.nz Date: 30 08 2022

> Private Bag 752, Memorial Ave, Kaikahe 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 – Massive Theatre Co

Schedule of Supporting Documentation

Document	Title
1	Bank statement showing venue payment
2	Turner Centre Invoice
3	Website page showing acknowledgement of sponsors
4	Facebook posting acknowledging sponsorship



Eight events in 5 days with a variety of ticket prices including free events. Magical Midnight Adventure (stage show) - 287 / Kylie & Friends (workshop) - 9 Magic in the Bush (workshop) 12 families / Poetry by Monsters (stage show) - 157 The Maginificent World of Morph (exhibition) Children free & 64 adults / Shadow Worlds (films) - 7 contributing schools + 215 audience Company of Giants workshops - 65 / TOTAL 820 accounted + free admission entries Pivote Bag 752, Memorial Ave, Kalkohe 0400, New Zealand, Freephone: 0800 920 029, Phone: (09) 405 2750, Fax: (09) 401 2137, Email: sk.us@fndc.govt.nz, Website: www.fndc.govt.nz

Item 7.4 - Attachment 5 - Morph! Puppet Festival



Morph Puppet Festival Report 2022

Morph! incorporated seven exciting events in five days, taking place at The Turner Centre in Kerikeri. With innovative plays, fun workshops, community-led programmes and an interactive exhibition, the puppet festival brought a bright burst of colour into a dull winter for those who attended.

Across the festival, we welcomed over 1,000 attendees, including whanau who booked to enjoy every event. We witnessed the excitement on the faces of the tamariki who watched, created and dreamed in the world we made for them. Afterwards, we received overwhelmingly positive comments.

The 2022 festival was very much a test case, accomplished on a small budget with a huge amount of volunteer time and no paid personnel. The aim was to test the water and find out if a positive, child-orientated but all-inclusive festival, using the huge diversity that puppetry provides, would be viable.

Though puppets and puppetry have been around for centuries, many people don't realise the impact they can have, and the wide range of entertainment they can encompass. Puppetry is seen by many as exclusively for children and, while the main focus of the festival was on entertaining and opening the eyes of the tamariki, we also wanted to show the adults that there are endless possibilities. Everyone can be entertained by puppets, and audiences of all ages can take something positive away from a puppet festival and see something new and exciting.

At the time of the festival, our region was hit hard with Covid-19. As the date loomed, we began to lose volunteers and other key people to isolation, including our technical support, photographer/videographer, and venue manager. And, as a result, we estimate that we also lost between 30% and 50% of our possible audience, who were either isolating due to Covid, or staying away from crowded situations to keep safe.

We were also hit with a weather bomb, which inhibited travel and forced us to move one of our biggest community events, taking place on the streets of Kerikeri, indoors to a new date. This was followed by a weekend of beautiful beach-worthy weather, which saw whanau seeking the sunshine, unwilling to spend a day indoors.

In spite of the last-minute obstacles that we had to navigate, we are confident in saying that Morph! Puppet Festival was a success, and one that can be repeated and improved upon. As a test case, it was also a big learning experience to find out what worked and what didn't work as well as we'd hoped. With these lessons learnt, we can move forward with confidence.

MORPHPUPPETFESTIVAL.COM

FACEBOOK.COM/MORPHPUPPETFESTIVAL
#### Project Report – Morph Puppet Festival

Schedule of Supporting Documentation

Document	Title
1	Turner Centre Invoice
2	Sonic Productions Invoice
3	Hat and Rabbit Invoice
4	Invoices for advertising boards and installation
5	Morph Marketing

#### 7.5 BAY OF ISLANDS-WHANGAROA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 30 SEPTEMBER 2022

File Number:	A3959510
Author:	Segun Rotimi, Accounting Support Officer
Authoriser:	Janice Smith, Acting General Manager - Corporate Services

#### PURPOSE OF THE REPORT

The purpose of the report is to provide the Bay of Islands – Whangaroa Community Board with financial statements for the period ended 30 September 2022.

#### **EXECUTIVE SUMMARY**

The financial report is ward-specific, covering the activities in the Bay of Islands - Whangaroa ward only.

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Statement of Financial Performance Activities by Ward for the period ending 30 September 2022.

#### BACKGROUND

This is the first quarterly financial report for 2022-2023 detailing the financial performance of community activities to be provided to the Bay of Islands-Whangaroa Community Board.

#### DISCUSSION AND NEXT STEPS

Refer to the commentary in the attached statement.

#### Understanding the report

Variances in excess of \$100k and significant "%" variances will be commented on.

The financial year runs from 01 July 2022 to 30 June 2023. The "Year to date" columns reflects income and expenses for the period 01 July 2022 to 30 September 2022.

The variances column highlights the difference between the budget set in the 2021/31 Long Term Plan and actual income and expenses as at 30 September 2022.

The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2022 to 30 June 2023.

The full year forecast column shows the best estimate for the actual year end position as advised by Managers. Unfavourable variances will represent expenses higher than budget or income less than budget.

#### FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

#### ATTACHMENTS

1. BWCB Statement of Financial Performance Activities by Ward for the period ending 30 September 2022 - A3959372 J 🖫

Statement of Financial Performance Community Activities by Ward for the period ending 30-September-2022 Bay of Islands - Whangaroa

Year to date		Year to date			Full year		Full year	
	Actual	Annual Plan	Variance		Annual Plan	Carry Forward		Forecast
	(\$000)	Budget (\$000)	(\$000)		Budget (\$000)	Budgets (\$000)	Budget (\$000)	(\$000)
Operations Operational income								
Rates - general (excl water supply rates)	1,361	1,328	33	2%	5,313	0	5,313	5,313
Rates - penalties	17	28	(11)	-39%	113		113	113
Fees & charges (inc water supply rates)	23	27	(3)	-13%	107	0	107	107
Central govt subsidies - operational	(1)	0	(1)	100%	62	0	62	117
Other income	1	1	1	61%	4	0	4	25
Capital income								
Central govt subsidies - new works	285	0	285	100%	998	0	998	256
Central govt subsidies - renewals	0	0	0	100%	118	0	118	217
Other contributions	116	0	116	100%	0	0	0	1,140
Total operating income	1,803	1,384	419	30%	6,714	0	6,714	7,287
Expenditure								
Amenity Lighting	22	19	(3)	-17%	76	0	76	76
Carparks	49	42	(7)	-16%	157	0	157	157
Cemeteries	33	33	1	2%	134	0	134	134
Community Centres	24	28	4	13%	113		113	113
Footpaths	127	139	12	9%	562	0	562	562
Halls	89	81	(9)	-11%	341	0	341	341
Parks & Reserves	458	623	165	27%	2,528		2,528	2,545
Public Toilets	233	246	13	5%	1,016		1,016	1,083
Swimming Pools Town Maintenance	57 183	69 143	12	17% -29%	630 623	0	630 623	630 633
		_	(41)					
Total operating expenditure	1,276	1,423	147	10%	6,180	0	6,180	6,273
Net operating surplus/(deficit)	527	(39)	566		535	0	535	1,014

#### Commentary - Bay of Islands - Whangaroa

**Operational Income** 

Rates penalties have not been applied due to the challenging times that rate payers are going through.

Capital Income

Central Government Subsidies New Works

- Tourism Infrastructure Funds (TIF) grant received from Ministry of Business, Innovation & Employment (MBIE) for the construction of public toilets at Waitangi boat ramp, Waipapa and Lake Manuwai.

- Income received under round 5 Tourism Infrastructure Funds (TIF) for the Stone Store Lighting and Wi-Fi network projects at Russell and Paihia.

- Income received under round 6 Tourism Infrastructure Funds (TIF) for the Waipapa landing carpark project.

Other Contributions

- Provincial Growth Funds (PGF) capital grant received for the Kerikeri Domain project.

#### Expenditure

Parks and Reserves

- Request For Services (RFS) are lower when compared to the same period last financial year.

- Interest on notional loans do not get transacted and processed until the end of the year

Town Maintenance

- Targeted rate annual grant has been paid earlier than anticipated.

#### 7.6 FUNDING APPLICATIONS

File Number:	A3950538
Author:	Kim Hammond, Funding Advisor
Authoriser:	Shayne Storey, Community Development Advisor

#### 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 17 November 2022 meeting.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Eight new applications have been received, requesting \$66,789.02.
- The Board has \$139,357 available to allocate.
- The Board also has \$51,750 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 \$4,250 (plus GST if applicable) be paid from the Board's Community Fund account to Kawakawa Business Association for costs towards 2022 Kawakawa 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 \$3,795 (plus GST if applicable) be paid from the Board's Community Fund account to Kaeo Christmas Parade Committee for costs towards Kaeo 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;

- c) approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Our Kerikeri Community Charitable Trust for costs towards 2022 Kerikeri Christmas Festival to meet the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board;

- d) approves the sum of \$1,290 (plus GST if applicable) be paid from the Board's Community Fund account to Little Dippers Aquatic Centre costs towards lifejackets for pre-school swimming training 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 \$28,783 (plus GST if applicable) be paid from the Board's Placemaking Fund account to Miria Marae for costs towards the powerline relocation as part of the marae redevelopment to meet the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### **TŪTOHUNGA / RECOMMENDATION**

That the Bay of Islands-Whangaroa Community Board;

- f) approves the sum of \$4,373 (plus GST if applicable) be paid from the Board's Community Fund account to Ngā Purapura Festival for costs towards the 2023 Ngā Purapura Festival to meet the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### **TŪTOHUNGA / RECOMMENDATION**

That the Bay of Islands-Whangaroa Community Board;

- g) approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Northern Community Family Services for costs towards providing budgeting services to the community 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;

- h) approves the sum of \$4,000 (plus GST if applicable) be paid from the Board's Community Fund account to SMC Events for costs towards running an in-school kids TRY-athlon series to meet the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### 1) TĀHUHU KŌRERO / BACKGROUND

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the Long Term Plan 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
Kawakawa Business Association	2022 Christmas Parade	\$4,250	\$4,250	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." It is noted that this event no longer requires a road closure as it has moved to the park so does not incur traffic management costs.	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event
Kaeo Christmas Parade Committee	2022 Christmas Parade	\$3,795	\$3,795	The Board's Strategic Plan states that the Board will: <i>"Fund one Christmas event or</i> <i>Parade in Kerikeri, Kaeo, Kawakawa,</i> <i>Moerewa, Paihia and Russell of up to</i> <i>\$2500 per annum for the event, plus traffic</i> <i>management costs up to a maximum of</i> <i>\$2500."</i> It is noted that this event no longer requires a road closure as it has moved to the park so does not incur traffic management costs.	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event

17 November 2022

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Туре
Our Kerikeri Community Charitable Trust	2022 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." The Trust was granted funds in 2021 for a major Christmas festival, that was unable to take place due to covid. They used some of those funds to run a smaller Christmas event and are asking for funds this year to top up the funds based on the original grant	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event
Little Dippers Swim School	Water Safety Training	\$8,410	\$1,290	The applicant has the only year-round swimming training facility in Kerikeri and is asking for assistance in promoting their services, obtaining AV equipment and lifejackets for young swimmers. It is recommended funding be considered for the lifejackets, but the other requested items be declined as they are business expenses.	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Community Development
Miria Marae	Movement of powerlines at the marae	\$28,723	\$28,783	The applicant is undertaking a multi-stage redevelopment of Miria Marae, in the Ngati Hine rohe. They have secured substantial funding from other sources for the bulk of the work, but need assistance in funding the movement of the powerlines to a more appropriate location. This could be funded from the Boards placemaking funding.	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Infrastructure

17 November 2022

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Туре
	Ngā Purapura Festival 2023		\$4,373	This is an ongoing festival run on a shoe- string in Kaeo by volunteers. The applicant applied for Events Investment funding but was declined as this event is	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> </ul>	Event
				a community event, rather than a district event.	ii) Proud, vibrant communities	
Northern Community Family Services	Venue hire and costs for running family budgeting services	\$8,238	\$5,000	This is a service run out of the Kerikeri Baptist Church for the wider community. The applicant was successful in a previous application to the Board and is seeking further funding for their services.	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Community Development
SMC Events	Sanitarium Weetbix Kids Try-athlon Series	\$4,000	\$4,000	This was originally a single event and received multiple year funding through the Events Investment fund. Covid has caused issues with holding the events nationwide, and in the Far North District they have pivoted to make this a school- based series, which is why the applicant was denied Events funding this year and it was recommended they approach the Boards for funding for the schools/students in each Ward area.	<ul> <li>i) Communities that are healthy, safe, connected and sustainable</li> <li>ii) Proud, vibrant communities</li> </ul>	Event

#### 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. Kawakawa Business Association Christmas A3950530 🗓 🛣
- 2. Kaeo Christmas Parade A3950535 🗓 🛣
- 3. Little Dippers A3950528 🕂 🔛
- 4. Miria Marae A3950529 🗓 🛣
- 5. Nga Purapura A3950527 🗓 🛣
- 6. Northern Community Family Services A3950536 🗓 🛣
- 7. Our Kerikeri Charitable Trust A3959275 👢 🕍
- 8. Sanitarium Kids TRY-athlon A3950533 🗓 🛣

#### 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.



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

Applicat	
Project Deta	ails
Which Communi	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	CHRISTMAS IN THE PARK Date 4th Dec ( 11th
Location	HUNDERTWASSER MEMORIAL PARK. Time 2 pm
Will there be a cha	arge for the public to attend or participate in the project or event?
f so, how much?	
Outline your acti	ivity and the services it will provide. Tell us:
• Who	will benefit from the activity and how; and
	will benefit from the activity and how, and
• How	it will broaden the range of activities and experiences available to the community.
	it will broaden the range of activities and experiences available to the community.
SIMILAR	EVENT AS TO WHAT WE HELD 2 YEARS AGO.
SIMILAR MR NHIN	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHGE SIZZLE, ENTERTAINMENT, SCHOOL GROUP
SIMILAR MR NHIN FACE PA	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSAGE SIZZLE, ENTERTAINMENT, SCHOOL GROW WNTING, LOLLY SCRAMBLE, SHATA CLAUS, DECORATE
SIMILAR MR NHIN FACE PA	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHGE SIZZLE, ENTERTAINMENT, SCHOOL GROUP
SIMILAR MR NHIN FACE PA YOUR B	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSAGE SIZZLE, ENTERTAINMENT, SCHOOL GROW WNTING, LOLLY SCRAMBLE, SHATA CLAUS, DECORATE
SIMILAR MR NHIN FACE PA YOUR B NO CH	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSAGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, SHATTA CLAUS, 'DECORATE SIKE' COMPETITION.
SIMILAR MR NHIN FACE PA YOUR B NO CH A CHAM	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSAGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, SHNTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE
SIMILAR MR NHIN FACE PA YOUR B NO CH A CHAM	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, STANTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIE FOR PEOPLE TO GET TOGETHER IN A SAFE + Y ENVIRONMENT.
SIMILAR MR NHIN FACE PA YOUR B NO CH A CHAM	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHAE. SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, SHNTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIE FOR REOPLE TO GET TOGETTER IN A SAFE + Y ENVIRONMENT.
SIMILAR MR NHIN FACE PA YOUR B NO CH A CHAM	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, STANTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIE FOR PEOPLE TO GET TOGETHER IN A SAFE + Y ENVIRONMENT.
SIMILAR MR NHIN FACE PA YOUR B NO CH A CHAM	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHAGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF VNTING, LOLLY SCRAMBLE, STANTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIGE FOR PEOPLE TO GET TOGETTHER IN A SAFE + Y ENVIRONMENT.
SIMILAR MR NHIN FACE PA YOUR R NO CH A CHAN FREINDL	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS MGO. APT, SAUSAGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, STANTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIE FOR PEOPLE TO GET TOGETHER IN A SAFE + Y ENVIRONMENT.
SIMILAR MR NHIN FACE PA YOUR R NO CH A CHAN FREINDL	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS AGO. APT, SAUSHAGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF VNTING, LOLLY SCRAMBLE, STANTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIGE FOR PEOPLE TO GET TOGETTHER IN A SAFE + Y ENVIRONMENT.
SIMILAR MR NHIN FACE PA YOUR R NO CH A CHAN FREINDL	it will broaden the range of activities and experiences available to the community. EVENT AS TO WHAT WE HELD 2 YEARS MGO. APT, SAUSAGE SIZZLE, ENTERTAINMENT, SCHOOL GROWF WNTING, LOLLY SCRAMBLE, STANTA CLAUS, 'DECORATE SIKE' COMPETITION. ARGE TO THE COMMUNITY FOR ANY OF THE ABOVE SIE FOR PEOPLE TO GET TOGETHER IN A SAFE + Y ENVIRONMENT.

## **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	\$500 Kohn HUNDERWASSER TRUST	\$500
Advertising/Promotion	5100	\$100
Facilitator/Professional Fees <sup>2</sup>	\$1000 Koha MAORI WARDENS	\$1000
Administration (incl. stationery/copying)		Takin teratik
Equipment Hire	PA SYSTEM + STAGE \$500	\$500
Equipment Purchase (describe)	SMNTA SUIT + XMAS \$50 DECS	\$50 PL \$100
Yes / Periors	KIDS GAMES \$30	350
Utilities	as ith	VC
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	GIFTBACS \$500	\$5,00
Refreshments BAKERT	MR NHIPPI \$800 NEN WORLD 4SQUARE \$350 & \$300	\$1550 \$1550
Travel/Mileage	an morrestener contractions a	in furming Consider and
Volunteer Expenses Reimbursement		
Wages/Salary	and an amount will and	not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		1.224 2.225 C. B. C.
TOTALS	\$4050\$4250 PL	\$4050 \$4250 rL

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



Local Grant	R
Application Form	
Financial Information	
Is your organisation registered for GST?   Yes  No GST Number	
How much money does your organisation currently have? ろうしんしょく	260
How much of this money is already committed to specific purposes?	060

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

Purpose	Amount
CCTV OPERATION + MAINTENANCE	\$123,560.
LIGHTING FOR BUSINESSES IN TOWN	\$5000
TREES	\$6000
SWIMMING POOL	\$1500
TOTAL	

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

Funding Source	Amount	Approved	
and Pares Distant	t Duz Aranici	Yes / Pending	
		Yes / Pending	
AL		Yes / Pending	
N1.		Yes / Pending	
	a smartine but	Yes / Pending	

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

Purpose	Amount	Date	Project Repor Submitted
Xmcs Pathy		2021	//Y / N
XMas Party		2020	( Y / N
Xmos PcAy.		2019.	Y// N
			Y / N

# 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)

#### KANAKANA BUSINESS + COMMUNITY ASSOCIATION

#### 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

# **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.

Signature	P little	Le 110122
Phone Number	0210 250 3169 6 Mobile Number	n dinagan sti has gaint à sgann
Postal Address	PO BOX 117 , KANAKANA	Post Code 0243
Name	PATRICIA LITTLE Position	SECRETARY
Signatory Tv		sea have trix informing but fit when the transfer of the strengther to all fixed as
Signature		Date 4/10/22
Phone Number	09-404-0048 Mobile Number 6	0277667767
Postal Address	11-15 GULIES ST, KAMOKAWA	Post Code 0210
Name	Maccoun Francis Position	CHAIRMAN

#### Signatory One

### **Application Form**

#### 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 be submitted along with this application form:</u>
- 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	KAEO CHRISTMAS PARADE COMMITTEE	Number of Members: 5
Postal Address:	P.O. Box	Post Code: 0478
Physical Address	: c/- 12 Lewer Road, RD1, WHANGAROA, KAEO	Post Code: 0478
Contact Person:	Eljon Fitzgerald	Position: Chairperson
Phone Number:	021-02206851	Mobile Number: 021-02206851
Email Address:	Eljon.fitzgerald@gmail.com	

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

To manage and produce a community Christmas Parade and festival for the people and families of Kaeo and Whangaroa

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

A2686814

Local Gr Application		R
Which Community	Board is your organisation applying to (see map Schedule A)?	
🗆 Te H	iku 🗆 Kaikohe-Hokianga X Bay of Islands-Whangaroa	
Clearly describe the	e project or event:	
Name of Activity:	KAEO SANTA PARADE	
Date:	SUNDAY – 11 DECEMBER 2022	
Location Time	WHANGAROA COLLEGE CARPARK AND SPORTS FIELD - 12 NOON	
Will there be a charg	je for the public to attend or participate in the project or event? $\Box$ Yes	X No
If so, how much?	Not applicable	
Outline your activit	y and the services it will provide. Tell us:	
	penefit from the activity and how; and I broaden the range of activities and experiences available to the commu	unity.

The annual Santa parade and festival is a highlight of the year for families, individuals, and community organisations in our small community of Kaeo – Whangaroa. As in past years this year's parade and festival will bring our community together to celebrate the festive season and experience the array of decorated Santa parade floats created by our school children and talented families across our community.

In addition, the event creates an opportunity for community groups to do some much-needed fundraising through the sale of delicious food and a widespread array of goods and produce. It is also a wonderful time for these groups to recruit new members, share information and promote various activities.

The festival will also include displays and activities from various organisations including the popular horizontal bungee slide hosted by the fire service. Traditional country fair games of tug-o-war, sack and egg n' spoon races will entertain the kids and a stage will be in place for an entertainment package we hope will include a local band.

The Whangarei Pipe Band has been approached to lead our Santa parade once again and the new route of staying off the public roads and keeping to Whangaroa College car park and sports fields will ensure no traffic is disrupted by the parade.

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**Application Form** 



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.
- If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested
Halvo Signs	600	600
Newspaper advertising	200	200
Northland Portaloos hire	300	300
John Argent Sound System hire	300	300
Band hire for stage entertainment	500	500
Carters Bouncy Castles hire	645	645
Stage hire	100	100
Marquee hire	200	200
Face Painting hire	200	200
Māori Wardens	300	300
\$100 prizes - best community, junior, senior float, \$50 kids decorated bike	350	350
Volunteer Value (\$20/hr)	2000	not applicable
Other (describe) Lollies prizes for age group – egg n'spoon and sack races	100	100
TOTALS	5,795	3,795

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#### **Financial Information**

Is your organisation registered for GST? 

□ Yes X No

GST Number

How much money does your organisation currently have? \$988 -

#### How much of this money is already committed to specific purposes? \$500

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

Purpose	Amount
Consumables for disabled and kaumatua tent – tea, coffee, cakes, sausage sizzle	100
Consumables for the festival e.g. Hi viz vests, loud speaker, spray paint for marking the fields, boundary marking tape and other incidentals	200
Emergency funds for unexpected costs	200
TOTAL	500

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

Funding Source	Amount	Approved
Bank account reserves	488	Yes

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

Purpose	Amount	Date	Project Report Submitted
Kaeo Christmas Parade and Festival	\$2,500	2020	Y
Kaeo Christmas Parade and Festival	\$2,500	2019	Y
Kaeo Christmas Parade and Festival	\$2,500	2018	Y
Kaeo Christmas Parade and Festival	\$2,500	2017	Y

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#### **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)** 

#### KAEO CHRISTMAS PARADE COMMITTEE

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 ELJON FITZGERALD

Signatory Two LORRAINE GOULTON

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

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

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- 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: Eljon Fitzgerald	Position: Chairperson
Postal Address: 12 Lewer Road, RD1, WH Phone Number: 021-02206851	HANGAROA, KAEO Post Code: 0478 Mobile Number: 021-02206851
Signature Eyon Fitzgurald	Date
Signatory Two	
Name: Lorraine Goulton	Position: Treasurer
Postal Address: Mangmanihi Road, RD2, I	Post Code: 0479
Phone Number: 09-4050786	Mobile Number: 021-1820552
Signature	Date
www.fndc.govt.nz   Memorial Ave. Kaikoh	e 0440   Private Bag 752, Kaikohe 0440   funding@fndc.gov
Phone 0800 920 029	e offo   i iivate bag 702, Raikone offo   iununig@nuc.go
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#### Funding Application – Kaeo Christmas Parade

Schedule of Supporting Documentation

Document	Title
1	Quote - Band
2	Quote – Bouncy Castles
3	Quote – Face painting
4	Quote – Sound system
5	Quote – Portaloos



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

An	plica	nt d	etal	ile
CUT I	PILISE	une e	CE GE	dis.

Organisation	Little Dippers SWM School / Aquatic Contre Number of Members N/A.
Postal Address	84 Kapiro Rol. RDJ. Kerikeri Post Code 0294
Physical Address	84 Kappin Rd, RD 1. Kenkeni Post Code 0294
Contact Person	Karla McCatgheun Position Director
Phone Number	09 4075 335 Mobile Number 021 501 813
Email Address	kartalittedippers@xtva, co.nz
Please briefly d	escribe the purpose of the organisation.
	an Aquatic Centre and smin School, providing community
fitness, h	upbotherapy, rehabilitation, swimming and water safety
ww.fndc.govt.nz	Memorial Ave, Kaikohe 0440   Private Bag 752, Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 920 029

A2686814 (version Sept 2018)

Lo	cal Grant	P
Appli	cation Form	
Project	Details	
Which Com	nunity Board is your organisation applying to (see map Schedule A)?	
	Te Hiku  Kaikohe-Hokianga  Say of Islands-Whangaroa	
Clearly des	ribe the project or event:	
Name of Ac	(and a start and a start a sta	
Location	Mid-Fey Novth - dayoves, takelys, schools, takelogisme 30 min - Thour ses	site/
	a charge for the public to attend or participate in the project or event?  Yes  No	
If so, how m		
Outline you	activity and the services it will provide. Tell us:	
٥	Who will benefit from the activity and how; and	
۰	How it will broaden the range of activities and experiences available to the community.	
Wen	111 be providing 30 min to Thom. Nater Safety	
sessio		yps
acros	Northland. These are sessions where we use	
stone	, songe and educational resources to educate	
OUV	tamanilei and whanaw the key messages about	-
being	safer around water.	
The	key beneficiantes are children, their nhanay care	evs
the	while community.	
Dron	ning Aevention nove is essential. It's not a	
matte	v of can we afford to but rather, can we	
affor	l not to.	
The	e sessions open pathways and provide an	
Entro	luction to a vide vange of aquatic activitie	2
from to R	have to such and notice safety sessions	
Mos	- Emportantly this valuable information can help	-
	soure lives	]
ww.fndc.gov	nz   Memorial Ave, Kaikohe 0440   Private Bag 752, Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 9	20 <u>0</u>

#### **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	\$4000	\$4000
Facilitator/Professional Fees <sup>2</sup>	fragment distance operations where	
Administration (incl. stationery/copying)		and the second
Equipment Hire		
Equipment Purchase (describe)	\$1638 - Projector+Scient \$1290 - Lifejachets	\$2928
Utilities		2
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage	\$1482	\$1482
Volunteer Expenses Reimbursement	\$ 500	Contraction of the second second
Wages/Salary	\$8250	not applicable
Volunteer Value (\$20/hr)	\$ 800	not applicable
Other (describe)	ι	
TOTALS	\$17,960	\$ 8410

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

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#### 17 November 2022

R

# Local Grant

# **Application Form**

Financial Information				
Is your organisation registered for GST?	☑ Yes	🗆 No	GST Number	085 796 380
How much money does your organisation cu	rrently hav	e?	5	2616:03
How much of this money is already committee	ed to specif	ic purposes?	\$2	000 —

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

Purpose	Amount
Running Costs.	\$2000
1	
TOTAL	

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

Funding Source	Amount	Approved
N/A		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
N/A			Y / N
1			Y / N
			Y / N
			Y / N

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A2686814

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#### **Applicant Declaration**

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

On behalf of: (full name of organisation)

# Little Digoeus Sminn School Ltd.

#### 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 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.
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  - 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

un fade gout az Memorial Ave Keikete 0440 I Drivete Dr	g 752, Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 920 029

A2686814 (version Sept 2018)



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

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- 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 Kavla McCaughoun Position Director
Postal Address 84 Kap Mo Rd , RD 1. Ken Ken! Post Code 0294
Phone Number 09 4075335 Mobile Number 021 SOL 813
Signature Date 19/8/22
Signatory Two
Name Position
Postal Address Post Code
Phone Number Mobile Number
Signature
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#### Signatory One

#### Funding Application – Little Dippers

#### Schedule of Supporting Documentation

Document	Title
1	Quote – Promotion of Facility
2	Quote – Projector and Screen
3	Quote – Lifejackets
4	Bank account details
5	Annual Financial Statement
6	Term Schedule
7	Health and Safety Statement

#### 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.
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• 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:

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- 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	Miria Marae		Number of Members 5000+
Postal Address	18 Gill Drive, Kawakawa, 0210		Post Code 0210
Physical Address	Rapid no. 5101 Main Road, Waiomio, k	(awakawa BOI	Post Code
Contact Person	Cheyenne Heke	Position	Project Manager
Phone Number		Mobile Number	021 765 190
Email Address	cheyenne@kupai.co.nz		
Please briefly de	escribe the purpose of the organisation.		
A prominent m	arae for the iwi of Ngāti Hine. A meeting pl	ace for the peop	ble of Ngāti Hine, host to the wider
community, ne	ighbouring hapū/iwi, and many visitors pre	e-dating the sigr	ning of Te Tiriti.

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Applicat			
Project Deta	ils		
/hich Communi	ty Board is your organisation applying to (see map Schedule A)?	?	
	Te Hiku 🛛 Kaikohe-Hokianga 🗹 Bay of Is	sland	s-Whangaroa
learly describe	the project or event:		
lame of Activity	Miria Marae Re-build: Stage 1 Da	ate	01/02/2023
ocation	Miria Marae, State Highway 1, Waiomio, Kawakawa Tir	ime	
/ill there be a ch	arge for the public to attend or participate in the project or event?		🗆 Yes 🛛 No
so, how much?		_	
Who     How     Hiria Marae and the rea in the 1700's. T	vity and the services it will provide. Tell us: will benefit from the activity and how; and it will broaden the range of activities and experiences available to the area of Waiomio has been occupied by the iwi of Ngāti Hine since our eponymo here are many historical memories on the whenua of Miria Marae including that o	ous tũ of Ng	puna Hineamaru arrived in the
Who     How	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the area of Waiomio has been occupied by the iwi of Ngāti Hine since our eponymor	ous tū	puna Hineamaru arrived in the
Who     How     Airia Marae and the     rea in the 1700's. T     nd his son Maihi Ka     e Tiriti o Waitangi a	will benefit from the activity and how; and it will broaden the range of activities and experiences available to the area of Waiomio has been occupied by the iwi of Ngāti Hine since our eponymor	ous tū of Ng ficant	puna Hineamaru arrived in the jāti Hine rangatira Te Ruki Kaw hui pre and post-signing of location of Miria Marae along
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#### **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		
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)	\$84,382.55	\$28,723.02
TOTALS	\$84,382.55	\$28,723.02

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

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Financial Information				
Is your organisation registered for GST?	□ Yes	🛛 No	GST Number	r
How much money does your organisation currently have?			2	87,533.55
How much of this money is already committed to specific purposes?			2	60.498.55

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

Purpose	Amount	
-4 x Grants from partnership funders, DIA, TPK and MCH for maintenance repairs to		
Te Rapunga (window and frame replacement, fix the front door and replace lock prior to move), moving Te Rapunga costs, comms strategy and website development (to keep benficiaries updated on re-build progress and secure storage of documents) and develop a database of		
benficiary/uri/whakapapa details.	87,447	
Set aside in the build account - as this will be an essential contribution/contingency		
for construction of the new buildings in addition to our funding partners contributions.	173,051.55	
TOTAL	260,498.55	

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

Funding Source	Amount	Approved
Ngāti Hine Forestry Trust	\$50,000	Yes / Pending
Fundraising and Koha	\$5,659.53	Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N

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#### **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)

#### Miria Marae

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.
- 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

19/10/2022

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#### 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 Arama Rahana Position Chairman
Postal Address 5104 Man Kd, Waromra Post Code
Phone Number 021 261 4022 Mobile Number 021 261 4022
Signature . Reham Date 19/10/2022,
Signatory Two
Name Anadonna Jalceman Position Trustee
Postal Address 253 Paihia Rd, RD 2 Kawakenz, Post Code 0282
Phone Number 0220772008
Signature left Date 19/10/2022
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### Signatory One

#### Funding Application – Miria Marae

### Schedule of Supporting Documentation

Document	Title
1	Project Plan
2	Quote – Top Energy 2 Options
3	Financial Performance Report

### 17 November 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** Number of Members Organisation Kaeo Festival Group Post Code 0478 2708b Waiare Road, Kaeo **Postal Address** Post Code **Physical Address** Volunteer Position **Contact Person** Hannah Hunter 0211749760 Mobile Number Phone Number hannahhunter78@gmail.com Email Address Please briefly describe the purpose of the organisation. Our Purpose is to produce a free family festival of music, arts and culture for Whangaroa's residents and and visitors. To provide creative opportunties and hands on activities for children, young people and their whanau.

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Project Deta	ils							
/hich Communit	y Board is your org	ganisa	ation app	p <mark>lying to</mark> (se	e map Schedu	e A)?		
	Te Hiku		Kaikohe	e-Hokianga	🖾 Ba	y of Island	ds-Whanga	aroa
learly describe	the project or even	it:						
ame of Activity	Nga Purapura :	2023				Date	4th Ma	arch 2023
ocation	Central Kaeo					Time	9.30a	am - 2.30pm
/ill there be a cha	arge for the public to	attend	d or parti	icipate in the	project or even	!?	□ Yes	🛛 No
so, how much?	-							
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## Local Grant

## **Application Form**

## Project Cost

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

<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	100	-
Advertising/Promotion	(00	
Facilitator/Professional Fees <sup>2</sup>	2450	-
Administration (incl. stationery/copying)	-	-
Equipment Hire	3900	2300
Equipment Purchase (describe)		
braste Monogenie	- 219	219
Utilities bark fees	120	
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	50	-
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	6360	not applicable
Other (describe) Insvience Maori Worden	954 600 30 0	300
Maori Wordens	954	954
TOTALS	8793	4373

<sup>2</sup> 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

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Local Grant Application Form				R
Financial Information				
Is your organisation registered for GST?	🗆 Yes	🛛 No	GST Number	
How much money does your organisation o	urrently hav	ve?	223	35
How much of this money is already commit	ted to specif	fic purposes	? 22	35

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

Purpose	Amount
Nga Purapura 2023	2235
TOTAL	

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

Funding Source	Amount	Approved
Creative Communities	2450	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
Nga Purapura 2018	2796		Y / N
Nga Purapura 2019	3135		Y / N
Nga Purapura 2020			Y / N
Nga Purapura 2021	5000		Y / N

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## **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)

## 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

Signator	y One		Signatory Two
	lli		
www.fndc.gc	ovt.nz   Memorial Ave, K	Kaikohe 0440   Private Bag 752, K	Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 920 029
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- 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 Mannal Unter Position Volunteer Co-ordinato
Postal Address 27086 Warare Rd, Kaeo Post Code 0478
Phone Number 021 174 9766 Mobile Number
Signature Date 20 Ozt 22
Signatory Two
Name Anouce van Donzei Position Chair
Postal Address 3243 Waiare Road, Laco Post Code 0478
Phone Number 0272545462 Mobile Number
Signature Date 19/10/22
www.fndc.govt.nz   Memorial Ave, Kaikohe 0440   Private Bag 752, Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 920 029
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## Signatory One

### Funding Application – Ngā Purapura 2023

### Schedule of Supporting Documentation

Document	Title
1	Budget
2	Bank account details
3	Quote – marquee hire
4	Quote – Sound system
5	Quote – St John
6	Final accounts for 2020 and 2021 Financial Year

#### 17 November 2022



- 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 Ò

#### **Applicant details**

Organisation Northern Community Femily Service Number of Members 1070
Postal Address PO Box 357 Kerikeri Post Code 0230
Physical Address 43 Hobson ave, Kenken Post Code 0230
Contact Person Clada Ryco Position Administrator
Phone Number 09 407 800 Mobile Number 021 888 493
Email Address budgetmane xtra. co. oz
Please briefly describe the purpose of the organisation.
Budget adusary Finnal metoring, advaracy and Whanan Support Services
vww.fndc.govt.nz   Memorial Ave, Kaikohe 0440   Private Bag 752, Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 920 02
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	al Grant ation Form	R
Project De	etails	
Which Commu	unity Board is your organisation applying to (see map Schedule A)?	
	] Te Hiku 🛛 Kaikohe-Hokianga 🖬 Bay of Islands-Whangaroa	
Clearly descril	be the project or event:	
Name of Activit	Time 8.30 - 12.3	0 2f(mseme
	charge for the public to attend or participate in the project or event?	
f so, how much Outline your a	n? Inctivity and the services it will provide. Tell us:	
See	ow it will broaden the range of activities and experiences available to the community.	

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

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

Northern Community Family Service (NCFS) has provided a financial mentoring service for some 23 years. Although we have always provided a holistic service, prior to COVID the whanau support service was going to be extended, become more accessible and formalized. Whilst plans were made to widen our service provision, COVID prevented some of those plans coming to fruition.

The increase in need from the community caused by job losses, stress and anxiety, rise in cost of living, reduction of access to health care, inability to see a better future and a general feeling of malaise, as well as the ongoing health fears that COVID still present is just the tip of the iceberg insofar as the presenting issues that we are seeing within our service. We have seen over 1200 clients so far this year and the trend of those numbers rising is ongoing. Our clients continue to return with further issues they feel overwhelmed with and require assistance. Clients who come with budgeting and financial support needs, once forming a relationship open up and return with other issues they are experiencing. We are making ourselves more accessible and available to the community by offering appointment times outside our normal hours and will extend our normal office hours in the future. Currently we have a person about to complete their training as a financial mentor to help meet the increase of clients requesting our services.

Our aim is to help individuals and families find satisfaction and security in handling their own financial affairs through the development of good money management education. Debt has been a huge issue due to loss of employment and general rise in cost of living. We have the development of the "working poor" within our community due to the costs of living and the fall out from COVID and how it affected businesses and workers alike.

Whanau support is an area of growth, which broadens our range of activities for our community where we are seeing those seeking support, advice and advocacy in areas of marital issues, family and criminal court issues as well as general personal and family issues. Depression and loss of hope is overwhelming many people. We have employed an extra member of staff who has experience in social service provision.

Our services are meeting an essential need for the various communities in our far north sector. Our budgeting service has an educational component where clients learn skills to manage their own finances and what is available in the community or through government agencies where help can be accessed.

Our whanau/family support services are meeting the increased needs in the community for those who are disenfranchised, living with abuse and other negative impacts in their life by providing a confidential professional service which is accessible.

We are seeking funding to cover operational costs such as rent, phone, stationery, general costs and insurance. Phone costs are increasing due to most clients using mobile phones along with other costs e.g. stationery, as they relate to the increase in clients. In order to increase staffing levels to

meet the needs of our community, it is even more essential for operational costs to be covered by funding such as this.

Attached is a copy of our Chairman's Report from our recent AGM which eloquently sets out the current climate facing our service. We also attach a support letter from Te Mana Oranga Trust.

#### **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	5,800.00	2900.00
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)	3,126,00	1563.00
Equipment Hire		1 - 03 - 00
Equipment Purchase (describe)		
Utilities	4,800.00	2400.00
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	250,00	125.00
Travel/Mileage	2,500.00	1,260.00
Volunteer Expenses Reimbursement		1,230.00
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	16,476.00	8,238.00

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

Local Grant				R
Application Form				
Financial Information				
Is your organisation registered for GST?	🗆 Yes	🗹 No	GST Number	
How much money does your organisation c	urrently hav	e?	3	51,461.
How much of this money is already committ	ed to specif	ic purposes	?	Lh 000

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

Purpose	Amount
	outs 12,000
EDGS - gibbal FNDC - Salares	10,000
Foundation North-salarus	25,000
TOTAL	52,000

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

Funding Source	Amount	Approved
Foundation North	925,000	Yes / Pending)
Baptist Ministry	\$ 15,000	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
Rent Rent Operation costs a	\$5000	2.020	Ý / N Y / N
ponotion	\$5,000	2021	Y / N Y / N

#### **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)

# Northern Comunity Family Service

### 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

E R Shepherd

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

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

Signatory One
Name Position Character
Postal Address Post Code Post Code
Phone Number Mobile Number 0208740782
Signature Date 5-10-22
Signatory Two
Vame Coral Shephero Position
Postal Address 34 Darwin Road Keriken Post Code 0230
Phone Number O211627648
Signature CRShephendr Date 5-10-22

### Funding Application – Northern Community Family Services

Schedule of Supporting Documentation

Document	Title
1	Chairman's Report
2	Quote – Venue hire
3	Resolution of Committee to apply for funding
4	Performance Report
5	Westpac bank statement
6	Letter of support – Te Mana Oranga Trust

## 17 November 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	rust		Numbe	er of Member	S	7
Postal Address	PO Box 501, Kerikeri				Post Code	024	45
Physical Address	10 Fairway Drive, Kerikeri				Post Code	023	80
Contact Person	Annika Dickey		Position	Chairper	son/Truste	e	
Phone Number	021 2407720	Mobile Nu	umber	021 240	7720		
Email Address	annika@wwc.co.nz						

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

Our Kerikeri was formed after extensive consultaiton wit the community, by a small group of passionate volunteers who are united by a goal of unlocking the potential of our town. We do this through working collaboratively with other community groupsand our local hapu to do great things. You can see Our Kerikeri projects throughout out town. Visit our website - www.kerikeriourtown.co.nz or our Facebook page for more info.

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

				9
Local Grant				
Application Form				
Project Details				
Which Community Board is your organis	ation applying to (see map Sch	edule	A)?	
Te Hiku	Kaikohe-Hokianga $\sqrt{2}$			ds-Whangaroa
Clearly describe the project or event:	· · · · · · · · · · · · · · · · · · ·	, .		
Name of Activity Christmas in the Dom	ain		Date	03/12/2022
Location Kerikeri Domain			Time	4pm - 9.30pm.
Vill there be a charge for the public to atten	d or participate in the project or e	event?		□ Yes 🖾 No
so, how much? Free entry, free activit	es. There are some activities	s that v	will cos	t a minimal amount.
Outline your activity and the services it w	vill provide. Tell us:			
Who will benefit from the activi	ty and how; and			
• How it will broaden the range of	f activities and experiences avail	able to	the co	mmunity.
The Our Kerikeri elves are plannig a r	nnth of Christmas activities ur	nder th	e banr	ner Kerikeri Christmas
Festival, that appeal to young and old				
celebrate our town and the year passe	ed. The programme will include	de:		
* The Beds R Us Christmas Parade -	3rd December. A non motoris	sed (th	ink ma	ardi gras!) parade.
* Kerikeri Christmas in the Domain be	fore and after the parade, inco	orpora	ting fu	n activity zones, food
and market lanes!				
* The finale of the day is the lighting o	f the Christmas Tree!			
Throughout the month of December, w	ve also have a Light Up Kerik	eri cor	npetitio	on where homes, streets
and businesses compete for great priz	es by decorating and lighting	up the	eir plac	ce. We also have the
Pallet Tree competition where busines	s decorated their recycled pa	llet tre	es for	a people's choice
competition. Along with all of this, we	are promoting other Christma	is eve	nts ha	opening throughout Kerikeri
on our dedicated website - www.kerik	erichristmas.co.nz			
The zones include themed areas - Wi	nter Wonderland, Whoville, Ki	wi Chi	ristmas	s and Ye Old Fashioned
Christmas zone that caters for the eld				
Note: Last year we were successful ir Christmas.Festival. Due to Covid, the	obtaining \$10,000 event fund	d from	FNDC	for the inaugural
decorate Kerikeri CBD with a beautifu streets with a Carol Convoy for all to e	tree, giant baubles and a kiw	viana g	rotto.	We also took the music to the
year, but some of the fund was used f	or last year's activities.	arry S		
/w.fndc.govt.nz   Memorial Ave, Kaikohe 04/	10   Private Bag 7 <u>52, Kaikohe 0440</u>	)   f <u>und</u>	ing@f <u>n</u>	dc.govt.nz   Pho <u>ne 0800 920 02</u> 9
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## **Local Grant**

## **Application Form**

#### **Project Cost**

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

<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 <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)	See detailed budget enclosed.	
TOTALS	63,900	5,000

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

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(version Sept 2018)

Local Grant Application Form					R	
Financial Information						
Is your organisation registered for GST?	🖾 Yes	🗆 No	GST Number	131-500-181		
How much money does your organisation currently have? 149,796.61						
How much of this money is already committed to specific purposes? 149,761.61						

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

Purpose	Amount		
Te Haa Sculpture and Landscaping	114,176		
Christmas Tree	1,743		
Christmas 2022 (incl. 2021 Event Fund c/forward)	20,802		
Cathay Cinema Wall Placemaking & Other	5,976		
Chess Northland Champs	7,065		
TOTAL	149,762		

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

Funding Source	Amount	Approved
Business Sponsors - Christmas 2022	\$21,900	Yes / Pending
Street Party - Donations	\$4,000 approx	Yes / Pending
FNDC Event fund carried over	\$5,000	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	
FNDC Event Fund - Christmas 2021	10,000	September 21	Y / N	
Christmas Tree	10,000	September 21	Y / N	
Creative Communities - Wall Art	3,000	September 21	Y / N	
Landscaping - Kerikeri Entranceway	48,250	September 22	Y / N	
Chess Northland Champs	2,000	August 22		
vww.fndc.govt.nz   Memorial Ave, Kaikohe 0440   Private Bag 752, Kaikohe 0440   funding@fndc.govt.nz   Phone 0800 920 029				

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## Local Grant

## **Application Form**

### **Privacy Information**

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

### **Applicant Declaration**

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

On behalf of: (full name of organisation)

Our Kerikeri Community Charitable Trust

#### We, the undersigned, declare the following:

In submitting this application:

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

#### Signatory One

#### Signatory Two

#### Annika Dickey

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

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## Local Grant

## **Application Form**



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

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

## Signatory One

Name	Annika Dickey	F	Position	Trustee	/Chairperson
Postal Address	PO Box 501, Kerikeri				Post Code
Phone Number	021 2407720	Mobile Num	nber		
Signature	CH4			Date 25/	10/22
Signatory T	wo				
Name	Lasse Pedersen	F	Position	Trustee	
Postal Address	PO Box 501, Kerikeri				Post Code
Phone Number	027 272 8478	Mobile Num	nber 027	7 272 847	8
Signature			D	ate 25/	10/22
www.fndc.govt.r	nz   Memorial Ave, Kaikohe 0440   Private Bag 7	52, Kaikohe (	0440   fui	nding@fnd	lc.govt.nz   Phone 0800 920 029
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### Schedule of Supporting Documentation

#### OUR KERIKERI COMMUNITY CHARITABLE TURST

(Christmas in the Domain)

## The following supporting documentation has been provided in support of the funding application and is emailed under separate cover.

1	Overview of Kerikeri Christmas Festival 2022 – x 5 pages
2	Proof of Liability Insurance – x 1 page
3	Environmental Sustainability and Waste Management Policy – x 5 pages
4	Management Reports – x 9 pages
5	Bank Statement – x 3 pages

## **KERIKERI CHRISTMAS FESTIVAL 2022**

### **Event Description & History**

For over 25 years, Kerikeri Lions have organized and run the annual Christmas Parade. In 2020 they announced that this year would be their last time holding the reigns of the sleigh and have passed Santa's hat over to the townsfolk!

Local community advocates, Our Kerikeri, have taken on the challenge of organizing and planning this event and are excited to look at ways to invigorate the Parade, add new events and create an annual celebration that will support the businesses, retailers, cafes and restaurants as well as provide multiple opportunities for residents and visitors to the region to participate and enjoy Kerikeri.

The planned festival sadly had to be adapted in 2021 due to COVID restrictions, but we still managed to decorate Kerikeri CBD with a beautiful tree, giant baubles and a kiwiana style grotto. *Light Up Kerikeri* was able to proceed and was hugely popular.

Carols in the Park became the *McDonalds Carol Convoy* touring the streets of Keri with our merry singers 'socially distanced' on the back of a truck!

And as all our major events had to be cancelled, an 8m high *Grinch* appeared at the entry to town bringing a smile to many faces!



### The Festival 2022

Back to the original plan! The Our Kerikeri elves are planning a month of Christmas activities under the banner **Kerikeri Christmas Festival**, that appeal to young and old, events that bring people, families and community together to celebrate our town and the year passed. The programme will include:

#### Our Kerikeri organized events and activities:

- The Beds R Us Christmas Parade Sat 3 Dec (for clarity, this is part of Christmas in the Domain event and is ON the Domain, not the street)
- Kerikeri Christmas in the Domain Sat 3 Dec
- The Lighting of The Tree Sat 3 Dec (part of Christmas in the Domain event and tree remains until 31 Dec)
- Light Up Kerikeri throughout December
- Pallet Tree Competition throughout December

#### Inclusion of other events in town under our festival marketing umbrella:

- Handel's Messiah / Bay of Islands Singers, Turner Centre, Sun 27 Nov
- Harvest Christian School Christmas Market, 421 Te Ahu Ahu Road, Fri 2 Dec
- Traditional Christmas Carols / Bay of Islands Singers, Turner Centre, Tues 13 Dec
- A Celtic Christmas, Turner Centre, Weds 21 Dec
- Carols in the Park (TBC)
- Santa's Grotto (Excite Church TBC)
- Late Night Shopping (KKDBA TBC)
- Charity Gift Wrap

#### **Our Kerikeri Events Details and Copy**

### Kerikeri Christmas in the Domain // Kerikeri Domain Sat 3 December 2022 4.30pm – 9.30pm

Kerikeri Christmas in the Domain is our big event when the Kerikeri Domain will come alive with colour and fun! We have multiple themed zones, the Beds R Us Christmas Parade, a stage packed with great entertainment, an ice rink, climbing wall, bouncy castles, food and craft stalls....it's EPIC!

The awesome finale will be the lighting of our brand-new giant Christmas Tree! There will be a big countdown, Christmas music and partying in the Domain!

NB: Ice Rink may move to Turner Centre after the 3 Dec



#### **BEDS R US CHRISTMAS PARADE**

Businesses, schools and community groups are all invited to join in! With amazing prizes for creativity and innovative approach. This is a 'people powered' Parade, ie: no vehicles allowed!

Our theme for 2022 is **OUR CHRISTMAS GARDEN** and if you want some inspiration please register and we will send you our Parade Info Sheet.



#### THE BIG CHRISTMAS TREE

Our newly revitalised Kerikeri Domain will be home to the massive Kerikeri Christmas Tree, a space where everyone can enjoy it!

The Our Kerikeri team raised the funds and sponsorship required to purchase the tree which will be erected for the first time this year. The tree is 8m high and spectacular! The official sponsor for each year will get to 'Light' the tree

NB: Sponsorship has been secured for a 6year term. Funders need to be acknowledged each year and our corporate / business sponsors are sharing the love with each getting a more prominent acknowledgement in rotation ie: Year 1 will be The Seeka Community Christmas Tree proudly supported by (Funders and other sponsors) IMPORTANT: We cannot announce order of acknowledgement yet

Funders to be acknowledged:

- Pub Charities
- BOI-WHANGAROA Community Board

Sponsors to be acknowledged:

- SEEKA (Years 1/4)
- WAIPAPA PINE (Years 2/5)
- LIGHT FORCE (Years 3/6)

#### LIGHT UP KERIKERI

LIGHT UP KERIKERI invites our businesses, individual home-owners and even whole streets to go to town with their Christmas lights and decorations! Our Kerikeri will have a map on the Kerikeri Christmas website showing locations of the streets and homes that have decorated so the public can locate them during the Christmas period.

Our aim is to bring the Christmas spirit to the Kerikeri and Waipapa CBDs and surrounds and we have great prizes to award for:

- Best Decorated Business
- Best Decorated Home
- Best Decorated Street

Inspiration: Franklin Road in Ponsonby!



#### PALLET TREE COMPETITION

Made from recycled pallets by the Mens Shed Kerikeri, the Pallet trees cost \$40 and we invite businesses to get creative and decorate them to represent their business. Prize awarded for the best efforts! We are adding a new element this year and asking businesses to add an 'Elf on a Shelf' – again, prizes for the most innovative interpretations!



## EVENT SCHEDULE (DRAFT - NOT FOR PUBLICATION AT THIS STAGE!)

9.00am (approx.)	Stage / Production / Zones / Stalls Set Up		
4.30pm	Stalls, activities and Zones open, music from stage		
	NB: We have discussed the Ice Rink being open earlier if ready		
5.30pm	The Beds R Us Christmas Parade		
6.00pm	Music / MC on stage		
8.25pm	Sunset		
8.45pm	Countdown / The Lighting of the Christmas Tree		
9.30pm	Event ends / Packdown		
11.00pm	Domain clear of stalls		

### STAGE SCHEDULE (DRAFT)

4.30pm – 5.00pm	Playback music on stage
5.00pm	MC Welcomes everyone / Housekeeping
5.05pm – 5.30pm	Local choir / traditional carols on stage
5.30pm – 6.00pm	MC / DJ / Playback Christmas music while parade happening
6.00pm – 6.30pm	BAND x 30min – judges go and meet the Parade participants
6.30pm – 6.45pm	MC / Parade Prize-Giving from stage
6.45pm – 7.30pm	BAND x 45min
7.30pm – 7.45pm	MC / Giveaways
7.45pm – 8.35pm	BAND x 50min
8.35pm – 8.45pm	MC / fun, giveaways, thankyous, the countdown!
8.45pm	THE LIGHTING OF THE TREE
8.45pm – 9.15pm	BAND TO CLOSE x 30min
9.15pm	MC thankyous again, travel home safe and have a wonderful Christmas
WEBSITE:	www.kerikerichristmas.co.nz
FACEBOOK PAGE:	https://www.facebook.com/kerikerichristmas





## BusinessGuard Combined Liability Insurance Certificate of Currency

The following Liability Insurance has been arranged on behalf of the mentioned Insured and is subject always to the terms, conditions, endorsements, exclusions and limitations of the policy.

Insured:	Jacman Entertainment Limited			
Policy Number:	CLI 013706			
Policy Period:	23 June 2022 both days at 4.00pm and subj	to 23 June 2023 ject to annual renewal thereafter a	as agreed	
Limit of Indemnity:	General Liability Products Hazard Statutory Liability	\$10,000,000 \$10,000,000 \$1,000,000	each occurrence in the aggregate in the aggregate	
Retroactive Date:	Unlimited			
Continuity Date:	14 December 2015			
Insurer:	AIG Insurance New Zealand I	Limited		

Signed for and on behalf of AIG Insurance New Zealand Limited



Authorised Person Issued on 22 June 2022



AIG Insurance New Zealand Limited

The AIG Building, Level 19 PO Box 1745 Shortland Street Auckland 1140

T +64 9 355 3100 F +64 9 355 3135 www.aig.co.nz

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## **Environmental Sustainability & Waste Management Policy**

Jacman Entertainment embraces our environmental responsibility as a standard within our operating ethos. We automatically build the following into our events as much as possible and communicate our aims to attendees and suppliers.

## Avoid; Reduce, Re-use, Recycle

• Recycling, Food Compost, and General Waste Bin Stations strategically placed.

Attendees	<100	100-500	500-1000	1000-5000	5000-15000
Waste / Recycle Stations	1-3	3-5	5-8	8-12	12-15
3 bins per station					
(Recycle, General, Food)	3-9	9-15	15-24	24-36	36-45

- Food composting where possible to a local pig farmer.
- Donate un-used food to local community https://www.foodbank.co.nz/northland
- Back End sorting of Waste / Cardboard Recycling Station(s)
- Use of Compostable / Reusable Bin Liners
- Volunteers / Re-cycle Ambassadors. Identified by Hi Viz Vests or branded clothing.
- Reusable drinking vessels with deposit system where possible generic branding for re-use.
- Re-Hydration Water Stations reduce single use plastic water bottles.
- Clear and plentiful Event Signage generic branding for re-use.
- Recyclable Crockery & Cutlery also contract requirement with Stallholders.
- Paperless Ticketing no need to print tickets if required
- Transport Policy with Responsible Hosting Shuttles / Buses to promote mass transit (environmental)
- Traffic Management Plan includes public transport wherever possible
- Communication of Policy to Attendees in pre-event marketing.
- Communication of Policy to Attendees by visibility encourages uptake.
- Food vendors / Stall-holders must abide by our environmental policy
- Environmentally conscientious Suppliers & Sponsors favoured wherever possible



Hangarua

Wairakau/Compost @

Suppliers we work with:

 EcoSolutions, a CBEC Business.
 <u>http://www.ecosolutions.org.nz/</u>

 Northland Waste Recycling Centres <u>https://northlandwaste.co.nz/service/transfer-station/</u>

## Environmental Sustainability & Waste Management Policy Stall Holder Policy

## Stall holder info

We need your help to reduce the large amounts of waste that is created at events. All events aim to be Zero Waste. This means maximize recycling, minimize waste, and ensure that products are made to be reused, repaired or recycled back into nature or the marketplace. Zero waste includes recycling but goes much further than this; it is a whole system approach and looks at creating no waste from start to finish.

In order for Jacman Entertainment events to reach their Zero Waste Goal your help is needed. Most New Zealanders care about the environment and will support an event where waste minimisation is undertaken and promoted. As a stallholder you can make a real difference.

Think about how your stall can avoid creating waste before you go to the event. Look at what you bring in and if it will create waste that has to go to landfill eg. do people need a plastic plate or will a serviette do?

All Stall holders are asked to Pack In - Pack Out their rubbish ie: take their rubbish home with them.

Materials that are recyclable or compostable can be deposited in the recycling facilities provided.

#### **Compostable Packaging requirement**

We require all stall holders selling food use <u>compostable</u> food packaging. This means **no** polystyrene or plastic containers.

We recommend using Polylactic Acid (P.L.A.) cups and straws this year as other plastics will not be accepted. Unlike plastic, compostable packaging is made from renewable resources (plants) and breaks down in a commercial compost, massively decreasing the impact on the environment.

There are many compostable alternatives for packaging now available:





Hangarua





Sugarcane or potato starch plates and bowls, compostable coffee cups with plantbased lining, compostable wooden cutlery



Compostable paper bags, straws made from maize (P.L.A) and bamboo plates.



Paper plates (not shiny) and paper serviettes are suitable for use at our eventas they can be composted.

Supermarkets also stock a limited range of biodegradable packaging. Look forproducts that have these claims: Biodegradable, Compostable.

Biodegradable packaging can be purchased locally through Cavaliers in Kaitaia, andDirect Distributors Northland in Whangarei and Haruru Falls.



### Non-acceptable goods

Normal cardboard coffee and hot chip cups have a plastic lining so **cannot be composted or recycled**.Shiny paper plates (i.e. Poly coated plastic coated), cannot be composted for the same reason.

Plastic cutlery and straws are not recyclable. Plastic cups are usually non-recyclable due to food contamination. Please use wooden cutlery and maize straws.









All these items are not compostable or recyclable and **are not accepted** at this festival for these reasons.







Shiny paper plates

Plastic straws

Normal coffee cups



Polystyrene cups or food containers

## Tips for reducing waste

## Step 1. Avoid

Think about the hand-outs or material you give away to patrons. Eco friendly giveaways could include:

- Reusable bags, reusable drink bottles or mugs, fridge magnets or stickers. Avoid disposable items.
- Avoid excess packaging or unnecessary packaging.
- Non –recyclable containers for drinks. Polystyrene and tetrapak cartons cannot be recycled.
- Consider finger foods that don't require utensils.




#### Step 2: Reduce

- Ask customers if they would like a lid for their coffee, a serviette/a straw/chopsticks etc. rather than automatically giving them one. Many don't need one.
- No plastic bags. Use paper bags or biodegradable plastic bags
- Be different paper bags are 'back in vogue'.
- Use the smallest size container that you need per serve.
- Give patrons a squirt of sauce or mustard, soy out of a bottle instead of selling little sachets.

### Step 3: Reuse

• Bring food or ingredients to the event in reusable containers instead of on plates with gladwrap.

### Step 4: Recycle / composting

• Use recycling services available.

Looking to the future and the health of the environment is a key principle of our events. Your cooperation in supporting waste minimization and recycling efforts for this festival is greatly appreciated!

To view a comprehensive range of compostable packaging products -go on-line.

Friendlypack Eden Enterprises Potatopak NZ Ltd Innocent packaging http://www.friendlypak.co.nz http://www.edengreennz.co.nz http://www.potatopak.com/ www.innocentpackaging.co.nz

Environmentally friendly advice is available at <u>www.ecosolutions.co.nz</u>



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Wairakau/Compost @record @



# Management Reports

Our Kerikeri Community Charitable Trust For the 3 months ended 30 September 2022

Prepared by Whitelaw Weber Limited



## Contents

- 3 Profit and Loss
- 4 Profit and Loss Tracked by Project
- 6 Cash Summary
- 7 Balance Sheet
- 8 Bank Account Transactions
- 9 Profit and Loss Project Totals to date

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## **Profit and Loss**

## Our Kerikeri Community Charitable Trust

For the 3 months ended 30 September 2022

	JUL 2022	AUG 2022	SEP 2022	TOTAL YTD
Revenue				
Donations Received	8-	1	5	5
MBIE/PGF Funding Received		-	42,200	42,200
Sponsorship Received		17,400	2,804	20,204
Grants Received	( <u> </u>	2,000	48,250	50,250
Insurance Proceeds - Te Haa	1. <del></del>	100 A	24,932	24,932
Total Revenue	-	19,400	118,191	137,591
Direct Costs				
Purchases	5,998	26,354	48,812	81,164
Total Direct Costs	5,998	26,354	48,812	81,164
Gross Profit	(5,998)	(6,954)	69,379	56,428
Gross Profit Percentage	-	(36)	59	41
Other Income				
Interest Income	-	272	-	272
Total Other Income	-	272	. <del></del>	272
Expenses				
Insurance	-	1,292	147	1,440
Pallet Trees & Other	2,034	784	175	2,993
Asset Purchases - Community	-	10,060	-	10,060
Total Expenses	2,034	12,137	322	14,493
Net Profit (Loss) Before Taxation	(8,032)	(18,819)	69,057	42,207
Net Profit (Loss) for the Year	(8,032)	(18,819)	69,057	42,207
Net Profit Percentage	_	(97)	58	31

Management Reports Our Kerikeri Community Charitable Trust

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## **Profit and Loss - Tracked by Project**

### Our Kerikeri Community Charitable Trust For the 3 months ended 30 September 2022

	NOTES TE HAA	CHRISTMAS TREE	CHRISTMAS LIGHTING	CATHAY CINEMA WALL	CHRISTMAS 2022	CHESS - NORTHLAND CHAMPS	STREET PARTY
Revenue							
Donations Received	-	-	2		-	-	5
MBIE/PGF Funding Received	42,200		-	-			-
Sponsorship Received	-	-	-	-	19,335	870	-
Grants Received	48,250	1	5	. <del>.</del> .	9 <del>70</del> 0	2,000	≂
Insurance Proceeds - Te Haa	24,932	-	-	-			-
Total Revenue	115,382			-	19,335	2,870	5
Direct Costs							
Purchases	81,164	-	-	; <b>-</b>	-	- :	-
Total Direct Costs	81,164	-	-	-		-	-
Gross Profit	34,219	-	-	-	19,335	2,870	5
Other Income							
Interest Income		-	-	-	-	-	-
Total Other Income				-		-	Ĵ
Expenses							
Insurance	521	918	-	-	-	- 1	-
Pallet Trees & Other	-	96	-	1,939	959	-	-
Asset Purchases - Community	-	10,060		-	-		-
Total Expenses	521	11,074	-	1,939	959	- :	-

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Management Reports Our Kerikeri Community Charitable Trust

# WHITELAW WEBER LTD

UNASSIGNED	TOTAL
( <b>2</b>	5
)	42,200
-	20,204
22 <del></del>	50,250
	24,932
-	137,591
) <b>-</b>	81,164
-	81,164
-	56,428
272	272
272	272
) <b>-</b>	1,440
-	2,993
2	10,060
3 <del>-</del>	14,493

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Profit and Loss - Tracked by Project



	NOTES	TE HAA	CHRISTMAS TREE	CHRISTMAS LIGHTING	CATHAY CINEMA WALL	CHRISTMAS 2022	CHESS - NORTHLAND CHAMPS	STREET PARTY	UNASSIGNED	TOTAL
Net Profit (Loss) Before Taxation		33,697	(11,074)	-	(1,939)	18,376	2,870	5	272	42,207
Net Profit (Loss) for the Year		33,697	(11,074)	-	(1,939)	18,376	2,870	5	272	42,207

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Management Reports Our Kerikeri Community Charitable Trust



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## **Cash Summary**

### Our Kerikeri Community Charitable Trust For the 3 months ended 30 September 2022

	JUL 2022	AUG 2022	SEP 2022	TOTAL YTD
Revenue				
Donations Received	-	-	5	5
Sponsorship Received		18,785		18,785
Interest Income	1-	272		272
Grants Received		2,300	55,488	57,788
Insurance Proceeds - Te Haa	S <del>.</del>	-	28,672	28,672
Total Revenue	-	21,357	84,164	105,521
Direct Costs				
Te Haa o Te Ao (The Breath of the World) Project Expenditure	6,559	12,577	80,278	99,414
Total Direct Costs	6,559	12,577	80,278	99,414
Gross Profit (Loss)	(6,559)	8,780	3,886	6,107
Administration Expenses				
Pallet Trees & Other	2,100	750	353	3,203
Asset Purchases - Community		-	11,569	11,569
Total Administration Expenses	2,100	750	11,922	14,772
Insurance, Interest, and Rent				
Insurance	-	430	1,226	1,656
Total Insurance, Interest, and Rent	-	430	1,226	1,656
Operating Profit (Loss)	(8,659)	7,600	(9,261)	(10,321)
GST Movements				
GST	9,870	-	(79)	9,791
Total GST Movements	9,870		(79)	9,791
Net Cash Flows	1,211	7,600	(9,340)	(530)
Cash and Cash Equivalents				
Cash and cash equivalents at beginning of period	119,144	120,355	127,955	119,144
Net change in cash for period	1,211	7,600	(9,340)	(530)
Cash and cash equivalents at end of period	120,355	127,955	118,614	118,614

Management Reports Our Kerikeri Community Charitable Trust

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## **Balance Sheet**

### Our Kerikeri Community Charitable Trust

As at 30 September 2022

30 SEP 2022
118,614
118,614
59,230
12
177,856
177,856
6,517
6,517
6,517
171,339
171,339
171,339

Management Reports Our Kerikeri Community Charitable Trust

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## **Bank Account Transactions**

### Our Kerikeri Community Charitable Trust For the period 1 July 2022 to 30 September 2022

Date between 1 Sept 2022 and 30 Sept 2022

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	PROJECTS
ANZ Cheque	e Account					
2 Sep 2022	Payable Payment	Payment: Celebrations Group Limited	INV-2309	-	11,569	Christmas Tree
5 Sep 2022	Payable Payment	Payment: Aon New Zealand	107804767	-	1,056	Christmas Tree
5 Sep 2022	Spend Money	Inland Revenue Depa	rtment	. <del>.</del> .	79	
12 Sep 2022	Receive Money	IAG		28,672	-	Те Наа
15 Sep 2022	Payable Payment	Payment: Craig & Jane Jones	19243		201	Christmas 2022
15 Sep 2022	Payable Payment	Payment: Craig & Jane Jones	Xmas 2022	-	134	Christmas 2022
15 Sep 2022	Payable Payment	Payment: Craig & Jane Jones	Xmas 2022	-	18	Christmas 2022
22 Sep 2022	Receivable Payment	Payment: Far North District Council	INV-0039	55,488	2050. -	Те Наа
23 Sep 2022	Payable Payment	Payment: Serious about Security	INV-61019	-	483	Те Наа
23 Sep 2022	Payable Payment	Payment: Northland Scaffolding	INV-17070	-	2,638	Те Наа
23 Sep 2022	Payable Payment	Payment: Serious about Security	INV-60948	-	483	Те Наа
23 Sep 2022	Payable Payment	Payment: Serious about Security	INV-61062		483	Те Наа
23 Sep 2022	Payable Payment	Payment: BWRS Insurance	100826512	2- <b>-</b>	169	Те Наа
23 Sep 2022	Payable Payment	Payment: Chris Booth Sculpture Ltd	182	-	55,637	Те Наа
23 Sep 2022	Payable Payment	Payment: Serious about Security	INV-61426	8-	483	Те Наа
23 Sep 2022	Payable Payment	Payment: Jobsite Hire Ltd	INV-15322	14	1,521	Те Наа
23 Sep 2022	Payable Payment	Payment: Serious about Security	INV-61281	8-	483	Те Наа
23 Sep 2022	Payable Payment	Payment: Wynn Fraser	253083	0- <sup>1</sup>	83	Те Наа
23 Sep 2022	Payable Payment	Payment: Chris Booth Sculpture Ltd	181	-	16,048	Те Наа
23 Sep 2022	Payable Payment	Payment: Jobsite Hire Ltd	INV-15130	-	1,521	Те Наа
23 Sep 2022	Payable Payment	Payment: Serious about Security	INV-61567	-	414	Те Наа
28 Sep 2022	Receive Money	Eventfinda Ltd		5	-	Street Party
Total ANZ Che	que Account			84,164	93,505	
Total	N		<u>.</u>	84,164	93,505	

Management Reports Our Kerikeri Community Charitable Trust

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### **Profit and Loss**

### Our Kerikeri Community Charitable Trust For the 42 months ended 30 September 2022

·	BEYOND THE SKIN OF THE PEOPLE	CATHAY CINEMA WALL	CHESS - NORTHLAND CHAMPS	CHRISTMAS 2021	CHRISTMAS 2022	CHRISTMAS LIGHTING	CHRISTMAS PALLET TREES 2020	CHRISTMAS PALLET TREES 2021	CHRISTMAS TREE	STREET PARTY	TE HAA	UNASSIGNED	τοται
Trading Income													
Donations Received	-	-	-	-	-	2,413	-	-	4,000	5	-	5,000	11,418
Donations Received - Te Haa o Te Ao	.=	-	-	-	-	-		-	-		10,000		10,000
Fundraising Income Received	-	-	-	-	-	-	1,644	522	2,461	-	-	1,496	6,122
Grants Received		15,500	2,000	10,000	-	-			30,000		48,250	<i></i>	105,750
Interest Income	-	-	-	-	-	-	-	-	-	-	-	471	47:
MBIE/PGF Funding Received	-	-	-	H	-	-		-	-	-	550,000	-	550,000
Sponsorship Received	-	870	870	13,000	19,335	-	-	-	15,000	-	-	3,400	52,47
Insurance Proceeds - Te Haa	-		-	-	-	-	-	_	-	-	24,932	-	24,93
Total Trading Income	-	16,370	2,870	23,000	19,335	2,413	1,644	522	51,461	5	633,182	10,367	761,16
Cost of Sales													
Pallet Trees & Other	1,600	5,055	-	17,133	4,139	1,768	1,287	365	96	-	-	4,152	35,59
Te Haa o Te Ao (The Breath of the World) Project Expenditure	-			-	-		-	-	-		491,019	æ	491,019
Total Cost of Sales	1,600	5,055	-	17,133	4,139	1,768	1,287	365	96	-	491,019	4,152	526,614
Gross Profit	(1,600)	11,315	2,870	5,867	15,196	645	357	156	51,365	5	142,163	6,215	234,553
Operating Expenses													
Advertising	-	-		-	50	.=	-	-	-	-	-	223	272
General Expenses	-	-	-	261	-	-	-	-	-	-	-	-	26
Insurance	-			-	-	-	-	-	918		3,328		4,24
Printing & Stationery	-	-	-	-	-	-	-	-	-	-	-	135	13
Salaries	-	201	-	-	-	-	-	-	-	-	-	-	20
Subscriptions	-	-	-	-	-	-	-	-	-	-	-	44	4
Asset Purchases - Community	-	9,350	-	-	-	-	-	-	48,704	-	-	-	58,054
Total Operating Expenses	-	9,551	-	261	50	-	-	-	49,622	-	3,328	403	63,214
Net Profit	(1,600)	1,763	2,870	5,606	15,146	645	357	156	1,743	5	138,835	5,812	171,339

Profit and Loss - Project Totals to date Our Kerikeri Community Charitable Trust





Our Kerikeri

MRS ANNIKA VICTORIA DICKEY Non Profit Organisation Current Account 06-0350-0878294-00

\$149,796.61	\$149,796.61
Account Balance	Available Funds

Transactions between 01 Jul 2022 and 25 Oct 2022

Date	Туре	Details	Deposits	Withdrawals	Balance
21 Oct 2022	Direct Credit	Lightforce L Lightforce 0027	\$5,750.00		\$149,796.61
21 Oct 2022	Payment	Lara'S Critte Lara Critter Kk Xmas Market	\$57.50		\$144,046.61
20 Oct 2022	Direct Credit	Bay Builders 2003 Li Bay Builders Bay Builders	\$200.00		\$143,989.11
19 Oct 2022	Direct Credit	Davis A C & T M Tina Davis Stall 03 Dec 2022	\$57.50		\$143,789.11
18 Oct 2022	Payment	Smyth Landscaping Smyth Landsc Aping Deposit		\$27,674.75	\$143,731.61
17 Oct 2022	Deposit	0350T0113500 Spec Savers Analysis Code: Spec Savers	\$40.00		\$171,406.36
17 Oct 2022	Direct Credit	Eventfinda Ltd 17-10-2022 Ourkerikeric 44	\$9.50		\$171,366.36
14 Oct 2022	Direct Credit	Mrs C A Lane And Kk Xmas Market Cheryll Lane	\$57.50		\$171,356.86
13 Oct 2022	Bill Payment	J R T & M L Kara Kk Xmas Market Jkara Aumarire Art	\$57.50		\$171,299.36
12 Oct 2022	Payment	Pedersen,Ld&D Ncc-2022 Donation	\$2,000.00		\$171,241.86
12 Oct 2022	Payment	Lanning Rk Donation Ncc-2022	\$1,500.00		\$169,241.86
12 Oct 2022	Direct Credit	Mrs D J Bamford And Kkxmasmarket Fos Clothing	\$57.50		\$167,741.86
11 Oct 2022	Bill Payment	A R Ruwhiu Kk Xmas 0211351633 Arirose	\$57.50		\$167,684.36
10 Oct 2022	Payment	Leafland Limited Landscaping Te Haa Inv 77250		\$3,739.80	\$167,626.86
10 Oct 2022	Payment	Northland Scaffoldin Northland Scaffolding Inv 17316		\$377.77	\$171,366.66
10 Oct 2022	Payment	Kerikeri Hire Keri Hire Tee Haa Toilet		\$305.00	\$171,744.43
10 Oct 2022	Direct Credit	Northland Bagels Lim Inv 43 Knight Spon	\$200.00		\$172,049.43
10 Oct 2022	Payment	Mrs R L Neeth Kk Xmas Market Giftsbyruth	\$57.50		\$171,849.43
10 Oct 2022	Direct Credit	Beer M L Kk Xmas Market Michellebeer	\$57.50		\$171,791.93
07 Oct 2022	Payment	Crystal Attun Crystal Attunements Daniela	\$57.50		\$171,734.43
07 Oct 2022	Direct Credit	Ms C A Massey Kk Xmas C A Massey Busy Bee	\$25.00		\$171,676.93
07 Oct 2022	Direct Credit	Miss O S Harkins And Xmas Market Livvys Littl Gst	\$7.50		\$171,651.93
06 Oct 2022	Direct Credit	Mbie Crown Payments Ref Rem Adv	\$48,530.00		\$171,644.43
06 Oct 2022	Direct Credit	Miss O S Harkins And Kk Xmas Harkins Livvys Littl	\$50.00		\$123,114.43
05 Oct 2022	Payment	J J Mccondach Jj Mccondach 0037	\$1,725.00		\$123,064.43
04 Oct 2022	Direct Credit	Property Market Ljhooker Inv0041	\$1,000.00		\$121,339.43

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ANZ	?
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Balance	Withdrawals	Deposits	Details	Туре	Date
\$120,339.43		\$1,725.00	Feast Nz Ltd Feast Nz Inv0031	Payment	03 Oct 2022
\$118,614.43		\$4.75	Eventfinda Ltd 27-09-2022 Ourkerikeric 44	Direct Credit	28 Sep 2022
\$118,609.68	\$71,685.55		Chris Booth Sculptur Chris Booth Inv 181 182 Te Haa	Payment	23 Sep 2022
\$190,295.23	\$3,042.90		Jobsite Hire Limited Jobsite Hire Inv 15322 15130	Payment	23 Sep 2022
\$193,338.13	\$2,829.00		Serious About Securi Serious Abou T Security Te Haa	Payment	23 Sep 2022
\$196,167.13	\$2,637.96		Northland Scaffoldin Northland Scaffolding Inv 17070	Payment	23 Sep 2022
\$198,805.09	\$169.45		Bwrs Insurance 100826512 Bwrs	Payment	23 Sep 2022
\$198,974.54	\$82.63		Wynn Fraser Wynn Fraser Inv 253083 Te Haa	Payment	23 Sep 2022
\$199,057.17		\$55,487.50	Far North District C 99999 Fndc	Direct Credit	22 Sep 2022
\$143,569.67	\$352.83		Jane Jones Jane Jones Xmas Reimbur Se Winterzon	Payment	15 Sep 2022
\$143,922.50		\$28,671.92	lag New Zealand C0761925 Nzi Ins 0220090124	Direct Credit	12 Sep 2022
\$115,250.58	\$1,056.05		Aon Nz Limited Aon Insuranc E Xmas Tree Insurance	Payment	05 Sep 2022
\$116,306.63	\$79.19		Inland Revenue Gst 131-500-181 Gst	Payment	05 Sep 2022
\$116,385.82	\$11,569.00		Celebrations Group Celebrations Group Depos Lights	Payment	02 Sep 2022
\$127,954.82		\$271.75	Credit Interest Paid	Credit Interest Paid	31 Aug 2022
\$127,683.07		\$3,450.00	Far North Hardware L Far North Our001 M10 Kerikeri	Direct Credit	31 Aug 2022
\$124,233.07		\$1,610.00	Horner, Hannah 0034 Rapid Exposu Xmas	Bill Payment	31 Aug 2022
\$122,623.07	\$750.00		Bigfoot Adventures Bigfoot Adve Xmas 22 Rock Wall	Payment	24 Aug 2022
\$123,373.07		\$4,025.00	Kerikeri Beds Bedsrus Xmas 2022 Inv-0032	Payment	24 Aug 2022
\$119,348.07		\$9,200.00	Lynley Reid Limited Mcdonalds Kerikeri Inv-0030	Direct Credit	19 Aug 2022
\$110,148.07		\$2,300.00	Far North District C 99999 Fndc	Direct Credit	18 Aug 2022
\$107,848.07	\$5,360.49		Northland Sea Safety Northland Se A Safety Te Haa	Payment	10 Aug 2022
\$113,208.56	\$2,719.31		Northland Scaffoldin Northland Scaffolding Inv 16828	Payment	10 Aug 2022
\$115,927.87	\$2,245.95		Jobsite Hire Limited Jobsite Hire Ground Mats Te Has	Payment	10 Aug 2022
\$118,173.82	\$1,449.00		Serious About Securi Serious Abou T Security Te Haa	Payment	10 Aug 2022
\$119,622.82	\$647.31		Northland Sea Safety Northland Se A Safety Te Haa	Payment	10 Aug 2022
\$120,270.13	\$430.08		Bwrs Insurance Bwrs Ext Te Haa	Payment	10 Aug 2022
\$120,700.21	\$155.00		Kerikeri Hire Keri Hire Tee Haa Toilet	Payment	10 Aug 2022
\$120,855.21		\$500.00	Seeka Kiwifruit Seeka Ltd Sponsorship Inv-0029	Direct Credit	10 Aug 2022

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Date	Туре	Details	Deposits	Withdrawals	Balance
18 Jul 2022	Payment	Flash Gordon Photogr Flash Gordon Photography Wall Art		\$440.00	\$120,355.21
12 Jul 2022	Direct Credit	I.R.D. 131-500-181 D431736928# Gst 30/06/2022	\$9,870.22		\$120,795.21
11 Jul 2022	Payment	Serious About Securi Serious Abou T Security Te Haa	\$1,242.00		\$110,924.99
11 Jul 2022	Payment	Keri Design & Print Keri Design Print Wall Comp	\$51.75		\$112,166.99
07 Jul 2022	Payment	Northland Scaffoldin Northland Scaffolding Inv 16155		\$4,706.94	\$112,218.74
07 Jul 2022	Payment	Kerikeri Hire Keri Hire Tee Haa Toilet	\$150.00		\$116,925.68
06 Jul 2022	Payment	Melanie Chandler Win Stepping Sto Ne M Chandle R Admin Wall	\$498.56		\$117,075.68
06 Jul 2022	Payment	Kasey Powder Coating Kasey Powder Coating Inv 4491		\$460.00	\$117,574.24
04 Jul 2022	Payment	Nola Blainey Nola B Reimb Fence Xmas 2022		\$110.00	\$118,034.24
01 Jul 2022	Payment	Alex Moyse Alex Moyse Artist Cash Prize		\$1,000.00	\$118,144.24

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### 17 November 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	SMC Events Ltd on behalf of Sanitarium Numbe			er of Members	s	10	
Postal Address	PO Box 132 027, Sylvia Park, Auckland			Post Code	10	60	
Physical Address	500 Mount Wellington Highway, Mount Wellington, Auckland			Post Code	10	60	
Contact Person	Craig Seuseu Position Series			Manager			
Phone Number		Mobile Number	(	0276 77	77 033		
Email Address	craig@smcevents.co.nz						

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

To provide a non-competitive sporting event for 7-15yr olds, delivered in a fun way to encourage physical activity, and a sense of achievement.

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

Loca	Grant			R
Applicat	ion Form			
Project Deta	ils			
Which Communit	y Board is your organisation applying to (see map Schedule A	<b>\)</b> ?		
	Te Hiku 🛛 Kaikohe-Hokianga 🔲 Bay o	f Island	ls-Whanga	aroa
Clearly describe t	he project or event: Location/Date/Time TBC, in collaboration Board & Sport Northland	n with	Bay of Isl	ands-Whangaroa
Name of Activity	Sanitarium Weet-Bix Kids TRY CHALLENGE	Date	Oct'22 ·	- May'23 - TBC
Location	TBC	Time	TBC	
Will there be a cha	rge for the public to attend or participate in the project or event?		□ Yes	□ No
If so, how much?	Free to participate and view. Event Kit is \$15+delivery			
activity_goal_ar	5 – 15 years old to get active, and have fun, as they work tov d earning their Champions medal and TRYathlon t-shirt.	ly holo	La school	
	the 3 boards, working alongside Sport Northland and its Hea hool from each of the three wards as recipients for 2023. With 1,000 plus students. Free of charge to the schools.			
-Host school ar	e In Schools sees the TRYathlon delivery team planning and d guest schools it may invite. Healthy Active learning teams f s work alongside the TRYathlon team to engage and plan the	rom R	egional S	ports Trusts
tamariki. Partio	elps to build resilience and a balanced hauora; vital for the pe ipants feel a sense of achievement, boost in self-esteem and nal growth, form positive physical activity habits, and connect	confid	dence, ins	pire others,
"TRY SEASOI	I" defined as October 2022 until May 2023.			

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

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(version Sept 2018)

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### **Local Grant**

### **Application Form**

#### **Project Cost**

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

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

<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	1167	
Facilitator/Professional Fees <sup>2</sup>	300	
Administration (incl. stationery/copying)		
Equipment Hire	767	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	125	
Refreshments		
Travel/Mileage	592	
Volunteer Expenses Reimbursement		
Wages/Salary	5250	not applicable
Volunteer Value (\$20/hr)	333	not applicable
Other (describe) Security	400	
TRY Challenge Kit, plus shirt, medal etc x 400 @ \$15/child	6000	4000
TOTALS	14934	4000

<sup>2</sup> 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)

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Local Grant Application Form					R
Financial Information					
Is your organisation registered for GST?	□ Yes	🗆 No	GST Number	87661520	
How much money does your organisation c	currently hav	ve?			
How much of this money is already committed to specific purposes?					

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

Purpose	Amount
TOTAL	

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

Funding Source	Amount	Approved	
		Yes / Pending	

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

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N

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)

Sanitarium Weet-Bix Kids TRYathlon

#### 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

Signator	y One	112eM	Signatory Two
www.fndc.go	ovt.nz   Memorial Ave, H	Kaikohe 0440   Private Bag 752, k	aikohe 0440   funding@fndc.govt.nz   Phone 0800 920 029
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### Local Grant

### **Application Form**



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

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

Name	Craig Seuseu	Pos	ition	Series Manager
Postal Address	PO Box 132 027, Sylvia Park,	Auckland		Post Code 1060
Phone Numbe		Mobile Numbe	r 027	76 777 033
Signature	CJ Septern-		Date	e 7/10/22
Signatory 1	wo			
Name		Pos	ition	
Postal Address				Post Code
Phone Number		Mobile Numbe	r	
Signature			Date	9
www.fndc.govt.	nz   Memorial Ave, Kaikohe 0440   Pri	vate Bag 752, Kaikohe 044	0   fundi	ing@fndc.govt.nz   Phone 0800 920 029
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### **Signatory One**

#### Funding Application – Sanitarium Kids TRY-athlon

Schedule of Supporting Documentation

Document	Title
1	Event overview
2	Financial Statements

### 8 INFORMATION REPORTS

### 8.1 WHARAU ROAD AND RESERVE - A WAY FORWARD - PART 1 COMPLETE

File Number:	A3941622	
Author:	Carla Ditchfield, Legal Services Officer	
Authoriser:	Janice Smith, Acting General Manager - Corporate Services	

### TAKE PŪRONGO / PURPOSE OF THE REPORT

Wharau Road and Reserve is a popular public space in the Bay of Islands. The Esplanade Reserve and Road provide the public with access to water and public spaces to enjoy recreational activities that a reserve and coastline inspires. Maximising the public space in this area is of interest to residents of the District and Council itself. This report provides an update to the Community Board members of the progress made in regard to the use of the public space in the area.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council recognises the wonderful public spaces that Wharau Road and the Esplanade Reserve provides.
- The area encompasses a sandy beach, green space on both Esplanade Reserve and Road corridor as well as space for parking.
- The area is enjoyed by many with a keen interest in preserving it for future enjoyment.
- In 2020, members of the public brought to Council's attention structures, evidenced by a boundary survey, that have encroached on portions of the public space.
- A licence to occupy has been put in place with 2 x owners on Wharau Road accepting encroachments.
- The next step is ensuring that the space available to the public is enhanced, sign posted.
- Erosion mitigation should form a part of the enhancement considerations of the area.

### TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Wharau Road and Reserve - A Way Forward - Part 1 complete.

### TĀHUHU KŌRERO / BACKGROUND

An initial report regarding this matter was filed and discussed at the Community Boards' meeting of 31 March 2022. For easy reference that report is annexed (under attachments) at the end of this document. This report provides to the Community Board an update on progress made to date, as well as what is yet to be undertaken. The report in March (part 1 of this project) dealt with the encroachments in the area. Part 2 of this project will look at enhancement of the public space and erosion mitigation.

### PART 1 - ENCROACHMENTS

### 457 Wharau Road, Kerikeri – Lot 1, DP 103192

A licence to occupy for occupation (LTO) of a part of the esplanade reserve has been executed. The LTO boundary to demarcate the occupied space has been designed and quoted. The works have begun and will likely be complete by the time this Community Board convenes.

The boundary line is demarcated by plants (Giant Lomandra) and large boulders (refer pics below). Though the pictures depicts as such, please note that no bollards or gates will be implemented in this boundary.

Signage will be put in place for the benefit of the public.



### 456 Wharau Road, Kerikeri being Lot 1 DP 61328

A LTO for the occupation of a part of a road has been executed. The boundary accepted for LTO space is indicated on the adjacent survey plan. The LTO boundary line will be re-fenced by the owners, these works will occur in the coming months. Once the new fence line is in place signs will be implemented by Council to indicate the space available to the public.

Once this space is opened up, bollards will be inserted to prevent cars from driving from the gravel road/carparking space and onto the open green space at the Northern end in front of 456 Wharau Road.

Council will maintain the open spaces moving forward.



### PART 2 - ENHANCING PUBLIC SPACE at WHARAU ROAD and RESERVE

At the Wharau Road and Reserve Community Board site visit March 2022, discussions of budget were had regarding the proposal of enhancing the public space in front of and surrounding 456 and 457 Wharau Road. The following was considered:

- a. Picnic tables and or appropriate seating
- b. Plantings for mitigation of coastline erosion

Budget for the above is yet to be acquired. Community Board assistance and consideration is welcomed for the further development of public space at Wharau Road and Reserve.

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

Community Board to discuss budget available for enhancement of the public space.

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

NIL

### **ĀPITIHANGA / ATTACHMENTS**

Nil

Attachments – report from prior Community Board meeting 31 March 2022



### 8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE

### File Number: A3905216

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

- Action sheets are a mechanism to communicate progress against decisions/resolutions.
- Action sheets are also in place for all formal elected member meetings.

### 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

Any resolution or decision from a meeting is compiled on an action sheet, to capture actions trigged by Board decisions. Staff provide updates on progress against tasks that are not yet completed.

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

Community Board coordinators assist in following up outstanding action points with staff where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings following the printing of an agenda.

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

Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

## 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 - A3969687 🕂 🛣

		Printed: Tuesday, 1 November 2022 3:40:26 PM		
	D Ci O	Date From:         1/01/2021           Date To:         1/11/2022		
Meeting	Title	Resolution	Notes	
Bay of Islands- Whangaroa Community Board 15/09/2022	Road Naming - 256 Mangakaretu Road, Okaihau	RESOLUTION 2022/95         Moved:       Member Lane Ayr         Seconded:       Member Manuela Gmuer-Hornell         That the Bay of Islands-Whangaroa Community Board, pursuant to         Council's Road Naming and Property Addressing Policy #2125, name a         private road, Ridge Way that is currently addressed at 256 Mangakaretu         Road, Okaihau as per map (A3883224).         In Favour:       Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Manuwai Wells         Against:       Abstained:         Rachel Smith, Dave Hookway-Kopa       CARRIED         Note: The Community Board would like to be advised of the form of contact that was used to for contacting the hapu representatives for input and the form of contact to be included in future reports.	Selina to provide information as per Community Board enquiry regarding the road naming process	
Bay of Islands- Whangaroa Community Board 2/06/2022	Amenity lighting and town beautification budgets	RESOLUTION 2022/64 Moved: Member Manuela Gmuer-Hornell Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa community board request from the CE confirmation of the priority listing and obtain costing for all noted amenity lighting in report 7.1. And that Cobham Road bowling club car park two lights be added to the list and costed. Member Lane Ayr to liaise with staff and project manager to identify the location. CARRIED	Jeanette England: 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	

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		OUTSTANDING ACTIONS REPORT	Printed: Tuesday, PM	, 1 November 2022 3:40:26
	Co	vision: ommittee: Bay of Islands-Whangaroa Community Board fficer:	Date From: Date To:	1/01/2021 1/11/2022
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 2022/20 Moved: Member Bruce Mills Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board approve the Relocation and Installation of Kerikeri Domain Playground to Totara North Hall Reserve. In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and Dave Hookway-Kopa Against: Nil	Bruce Mills to provide verbal update	
Bay of Islands- Whangaroa Community Board 2/12/2021	Notice of Motion - Cherry Park House	COMMITTEE 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.         Abstained:       Rachel Smith         CARRIED	are still awa door from B are with Bay	es: Phil Gore Builders iting the assembled ay Glass. All materials or Glass for assembly. allation date now Nov

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### 9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

### **RESOLUTION TO EXCLUDE THE PUBLIC**

### RECOMMENDATION

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

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

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 - Onewhero Bay Land Purchase update	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons 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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

### 10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

### 11 TE KAPINGA HUI / MEETING CLOSE