



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 12 April 2023

Time: 10:00 am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

Member Chicky Rudkin - Chairperson
Member Tanya Filia – Deputy Chairperson
Member Mike Edmonds
Member Trinity Edwards
Member Harmonie Gundry
Member Jessie McVeagh
Member John Vujcich

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 12 April 2023 at 10:00 am

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1 KARAKIA TIMATANGA / OPENING PRAYER**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

To be confirmed at the meeting

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

Representatives from Okaihau Community Association

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4144919

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of the extraordinary meeting held 3 March and the ordinary meeting held 15 March 2023 as a true and correct record.

1) BACKGROUND

Local Government Act 2002 Schedule 7 clause 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

The reason for the recommendation is to confirm the minutes as a true and correct record of the previous meeting.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. KHCB Extraordinary Meeting Minutes 3 March 2023 - A4111420 [↓](#) 
2. KHCB Meeting Minutes 15 March 2023 - A4127834 [↓](#) 

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes -
Unconfirmed

3 March 2023

**MINUTES OF
EXTRAORDINARY KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON FRIDAY, 3 MARCH 2023 AT 4:01 PM**

PRESENT: Member Chicky Rudkin, Member Mike Edmonds, Member Trinity Edwards (online), Member Harmonie Gundry (online), Member Jessie McVeagh, Member John Vujcich

IN ATTENDANCE:

STAFF PRESENT: Kathryn Trewin (Funding Advisor), Marlema Baker (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chair Rudkin commenced the meeting and opened with a karakia.

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

No apologies or conflicts declared at this meeting.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

No public forum at this meeting

4 NGĀ TONO KŌRERO / DEPUTATIONS

No deputations for this meeting

5 NGĀ KAIKŌRERO / SPEAKERS

Wally Te Huia and Brian Vesey. Item 6.1a refers

6 REPORTS

6.1 FUNDING APPLICATION

Agenda item 6.1 document number A4095489, pages 8 - 10 refers

RESOLUTION 2023/1

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board:

a) approves the sum of **\$4,000** (plus GST if applicable) be paid from the Boards Community Fund account to Man versus Wild Fishing Competition for the Man vs Wild Fishing Competition, to support the following Community Outcomes:

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

RESOLUTION 2023/2

Page 1

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes -
Unconfirmed

3 March 2023

Moved: Member Mike Edmonds
Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board:

- b) approves the sum of **\$985** (plus GST if applicable) be paid from the Boards Community Grant Fund account to Ohaeawai Taiaimai Residents Association for 2023 Taiaimai Day to support the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable.
 - ii) Proud, vibrant communities

CARRIED

7 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 4:14pm.

The minutes of this meeting will be confirmed at the Extraordinary Kaikohe-Hokianga Community Board Meeting held on 15 March 2023.

.....
CHAIRPERSON

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 15 MARCH 2023 AT 10:14 AM**

PRESENT: Deputy Chairperson Tanya Filia, Member Mike Edmonds, Member Trinity Edwards, Member Harmonie Gundry, Member Jessie McVeagh, Member John Vujcich

IN ATTENDANCE: Cr Babe Kapa, Cr Penetaui Kleskovic (online),

STAFF PRESENT: Kim Hammond (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Marlema Baker (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

MEETING ADJOURNED 10:14 AM – 10:40 AM

RESOLUTION 2023/0

Moved: Deputy Chairperson Tanya Filia

Seconded: Member John Vujcich

That the meeting of Kaikohe-Hokianga Community Board be adjourned to fix technical difficulties.

CARRIED

Deputy Chairperson Tanya Filia commenced the meeting and opened with a karakia.

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

2.1 APOLOGIES

RESOLUTION 2023/1

Moved: Deputy Chairperson Tanya Filia

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the apologies from Chairperson Chicky Rudkin and grant a leave of absence.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Linda Bracken – Speed bumps and planter boxes
- Shaun Reilly – Street sweeping and maintenance.
- Inge Friday (Paraire) – Otua Road dust, hazards and nuisance.
- Jenny McDougal – Manaaki Tinana Trust in Rawene request support in principle for a new Rawene Hub.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Hayley Paul – new sport northland connector
- James Stevens – Motor Cross Track in Kaikohe.
- Cyril Chapman, Shanye Barber – Mangamuka Community Plan presented for inclusion in the LTP

5 NGĀ KAIKŌRERO / SPEAKERS

- Bill Edwards – CHI Funding Application. Item 7.7 c) refers.

Meeting adjourned for morning tea 11:40am – 11:57 am

6 CONFIRMATION OF PREVIOUS MINUTES**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4094488, pages 10 - 17 refers

RESOLUTION 2023/2

Moved: Member Jessie McVeagh
Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 12 December 2022 and the Extraordinary meeting held 28 February 2023 as a true and correct record.

CARRIED

7 REPORTS**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4050415, pages 18 - 34 refers

RESOLUTION 2023/3

Moved: Member John Vujcich
Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board note the December 2022 to February 2023 reports from Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filia and Members Harmonie Gundry and Jessie McVeagh.

CARRIED

7.2 GROUND LEASE OVER PART OF OKAIHAU RECREATION RESERVE

Agenda item 7.2 document number A4096306, pages 35 - 42 refers

RESOLUTION 2023/4

Moved: Member John Vujcich
Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board recommends that Council::

- approves a new ground lease to be issued to Ōkaihou Whanau House over part of the recreation reserve, approximately 780 square meters of land at 3 Michie Street,**

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4109212

Author: Melissa Wood, Community Board Coordinator

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 Kaikohe-Hokianga Community Board notes the reports from Chairperson Rudkin and Member Edwards, Deputy Chair Tanya Filia, and Member Gundry for March 2023.

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.

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 ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin_Member Edwards Report Mar 2023 - A4151498 [↓](#) 
2. KHCB Deputy Chair Filia Report Mar 23 - A4150717 [↓](#) 
3. KHCB Member Gundry Report Mar 23 - A4150827 [↓](#) 

7.2 ROAD NAMING - 8113 STATE HIGHWAY 1, OMAPERE

File Number: A4061546

Author: Selina Topia, Roding Support Officer

Authoriser: Cara Downie, Business Support Manager

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Kaikohe-Hokianga Community Board to officially name a private road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to name a private road addressed at 8113 State Highway 1, Omapere. Community Boards have delegated authority to name private roads.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private road, Te Hekenga Road that is currently addressed at 8113 State Highway 1, Omapere as per map (A4061170).

1) TĀHUHU KŌRERO / BACKGROUND

Mrs Raewyn Klaricich has advised that this is a private road.

The name Te Hekenga is a private road which follows the line surveyed to ascend the steep hill now known as Pakia. This name was placed on Pakia by Chief Tohe of Spirits Bay in the Far North. The naming marks his journey from the North Southward.

His journey, in the company of his attendant Ariki, left a strand of ancestral names extending from Kapo-Wairua to the northern ridgeline of the Maunganui Bluff where he died. The purpose of his journey was to see his daughter, Ra-Nini Kura, who lived on the eastern side of the Waioira River at Tokatoka.

From the beach end of Pioneer Walk, Tohe climbed the Te Pikinga Reserve hill in the rain, to the summit of Pakia where he and Ariki rested. The pair then proceeded southward downhill reaching the stream which was in flood. They put together bundled flax and crossed the river, hence the name Waiwhatawhata.

There are numerous other place names given by Tohe along this ancient Coastal Walkway, Waimamaku, Wairau, Kawerua, Waipoua. His journey was conducted during heavy and consistent rain and flooding this is reflected in the names.

The background for these names is given also as per the Road Naming application attached

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions is as follows:

1. Te Hekenga Road

The Roding team and Land Information NZ (LINZ) have no objections to the names suggested above.






Take Tūtohunga / Reason for the recommendation.

The road names recommended in this report are not duplicates of any other road names in the District, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. Application - Document number - A4152353 [↓](#) 
2. Map - Document number - A4061170 [↓](#) 
3. Iwi/Hapu support letter - Document number - A4152354 [↓](#) 
4. History - Document number - A4054613 [↓](#) 
5. Schedule - Document number - A4152380 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Matua John Klaricich has written the history of why this name has been requested as per attached (A4054613) and there is also a support letter from the Te Roroa Whatuora & Manawhenua Trusts as per attached (A4152354).
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).	Not applicable
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



7.3 NEW LEASE TO FENZ - 1089 BROADWOOD ROAD, BROADWOOD**File Number: A4131742****Author: Tania Steen, Property Officer****Authoriser: Angie Thomas, Acting Chief Financial Officer****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To obtain a recommendation from the Kaikohe - Hokianga Community Board to Council on the granting of a new 30-year (15+15) ground lease, subject to the Reserves Act 1977 and transfer of assets to Fire & Emergency New Zealand (FENZ) at:

- 1089 Broadwood Road, Broadwood, Local Purpose (community buildings) Reserve being Lot 11 DP 38726

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- FENZ has approached Council staff with a request of transferring ownership for four separate rural fire stations buildings and assets to FENZ along with the granting of new long-term ground leases. One of these sites is in the Kaikohe - Hokianga ward.
- FENZ currently have a Licence to Use for the 4 sites which expired in June 2022.
- FENZ has made significant capital investment in all four sites and advises that it requires long-term tenure of the land to justify future investment with preference to own the land and buildings.
- This matter was last before the Kaikohe - Hokianga Community Board on 11th May 2022 when the Board recommended Council grant a New Lease to FENZ.
- Due to public consultation being required and initiated on all other FENZ sites, Council staff felt it prudent to include this site in the consultation. – Due to the land being classified Local Purpose (community buildings) Reserve it did not require public consultation.
- Council resolved to initiate Public Consultation at the Council meeting held on 30th June 2023
- Public consultation for all 4 sites ran from 30 January – 27 February 2023.
 - A total of 15 submissions were received.
 - 13 submissions were in support of the proposals.
 - One member of the Broadwood community wished to be heard and required further information. Council staff have consulted with the community member and provided further information as requested which has resulted in the community member no longer wishing to be heard.
 - One member from the Broadwood community was against and requested more information which Council staff have provided.
 - See summary of submissions attached.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe - Hokianga Community Board recommends that Council

- a) approves a new ground lease under the Reserves Act 1977 to be issued to Fire & Emergency New Zealand over 1089 Broadwood Road, Broadwood, Local Purpose (community buildings) Reserve, being Lot 11 DP 38726,**

The terms of the proposed lease shall be:

- Term: 30 (15+15) years.**
 - Rental: \$113 + gst pa – FNDC Fees and Charges Schedule 2022/2023 - Community leases.**
- b) approves further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations and Fire and Emergency New Zealand**

- c) approves transferring ownership of buildings and improvements to Fire & Emergency New Zealand for \$1.00.**

1) TĀHUHU KŌRERO / BACKGROUND

9.1 GROUND LEASE TO FIRE AND EMERGENCY NZ (FENZ) - 1089 BROADWOOD ROAD, BROADWOOD
 Agenda item 9.1 document number A3393475, pages 11 - 17 refers

RESOLUTION 2022/28
 Moved: Member Moko Tepania
 Seconded: Member Alan Hessel

The Kaikohe-Hokianga Community Board recommends that Council grant a new 15-year ground lease with a further 15-year right of renewal to Fire & Emergency NZ, for the following site:

- i. 1089 Broadwood Road, Broadwood – Local Purpose (community buildings) Reserve being Lot 11 DP 38726 and
- ii. transfer ownership of the existing buildings and improvements to FENZ for \$1.00.

CARRIED

8.4 GROUND LEASE AND TRANSFER OF BUILDINGS & IMPROVEMENTS TO FIRE AND EMERGENCY NZ (FENZ)
 Agenda item 8.4 document number A3707876, pages 38 - 45 refers

RESOLUTION 2022/49
 Moved: Cr John Vujcich
 Seconded: Cr Dave Collard

That Council:

- a) initiates public consultation on granting of a new 15-year ground lease with a further 15-year right of renewal to Fire & Emergency NZ, for the following sites:
 - i. 721 Taupo Bay Road, Mangonui – being Fee Simple Lot 1 DP 200200
 - ii. 1089 Broadwood Road, Broadwood – Local Purpose (community buildings) Reserve being Lot 11 DP 38726
 - iii. 3985 State Highway 1, Northern Aupouri, Pukenui, being Lot 1 DP 90633 (Fee Simple)
- b) initiates public consultation on transferring ownership of buildings and improvements to Fire & Emergency New Zealand for \$1.00.
- c) appoints the relevant Community Boards to hear any submissions received in response to the consultation process for their Ward and to make recommendation to the Council.
- d) agree that this public excluded resolution will be released to be public immediately as a result of the decisions made at this meeting.

CARRIED

Fire & Emergency NZ provides a highly valued service to the rural communities of the district and in some instances are a focal point for certain communities.

Fire and Emergency New Zealand occupy established rural fire stations at the following location:

- 1089 Broadwood Road, Broadwood, Local Purpose (community buildings) Reserve being Lot 11 DP 38726

The establishment of rural fire stations throughout the Far North was through a mix of local community and Council support.

- Existing tenure is by way of Licence to Use that expired in June 2022.
- Since its creation under the Fire and Emergency New Zealand Act 2017, Fire & Emergency NZ has undertaken considerable capital investment in the fire station.
- Fire & Emergency NZ has informed Council that it wants secured tenure to support future investment in the fire station.
- It is proposed that the licence to use currently in place is replaced with a long term ground lease.
- The Reserves Act 1977 provides for the administering body of a reserve to lease all or part of a reserve for an appropriate purpose.

The Reserves Act 1977 provides for the administering body of a reserve to lease all or part of a reserve for an appropriate purpose.

Council delegations: the role of the Board vs the role of the Council

Council's delegations to Community Boards authorise the Boards 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.

The Kaikohe-Hokianga Community Board is therefore now required to deliberate upon the submissions received (see attached list of submissions), and then make a recommendation to Council in respect of the proposal.

Minister of Conservation 2013 Reserves Act delegation to Council: Council, in exercising the Ministers delegation is to wear both the Ministers hat and that of the Council by considering both the wider public interest as well as the interest of the local community and that the requirements of the Reserves Act have been followed.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Fire & Emergency NZ has invested considerably into the building and advised if the ownership of the buildings does not transfer into their ownership, that it will only to maintain the assets in their current condition and would look to the Council to fund future CAPEX expenditure, e.g., re-roofing, exterior painting, rewiring, recladding etc.

Option 1: Recommended

- a) Enter into a 15-year ground lease with a further 15-year right of renewal at community rent (\$113 + gst pa, FNDC Fees and Charges Schedule 2022/2023 - Community leases) for the site.
- b) Transfer ownership of all existing buildings and improvements to Fire & Emergency NZ for \$1.00 and write off the book value against retained earnings for the site.

Option 2:

- a) Enter into a 15-year ground lease with a further 15-year right of renewal for the site.
- b) Council retains ownership of the buildings and improvements

Council would be responsible for all building maintenance and capital expenditure.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Transferring the ownership of the building and improvements accompanied with a 30-year (15+15) ground lease, will provide Fire & Emergency NZ with its required security of tenure to enable it to undertake building and facility improvements in confidence, while relieving Council of ongoing maintenance requirements.

Council retention of land ownership provides the next generations of ratepayers with options for alternative uses for these lands in the future.

Fire & Emergency NZ expressed any existing arrangements involving shared space, access and occupancy with community groups would continue unabated.

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

Under the Licence to Use FNDC does not charge rent for the use of the land and buildings.

If the recommendation to transfer the ownership of the building assets to Fire & Emergency NZ is adopted by Council and the associated lands are subject to ground leases, then a nominal ground rental of 113.00 + GST per annum is proposed.

The current "book value" of improvements is \$73,642.07 It is proposed that the improvements will be disposed of, and the value written off to retained earnings. This is an accounting entry only and has no financial impact on rates.

ĀPITI HANGA / ATTACHMENTS

1. **Response Export - FENZ Submissions 28.02.23 - A4153435** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Delegation to the relevant Community Board enables them to hear submissions and make a recommendation to Council.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Local Iwi were included in the public consultation process.
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).	Public consultation provides for the community as individuals and groups to make submissions which will form part of the deliberations prior to a recommendation to Council being made.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. A nominal rent for the land of \$113.00 + GST per annum is proposed. FENZ responsible for all outgoings. Existing improvements with a book value of \$73,642.07 will be written off.

Chief Financial Officer review.	The Acting CFO has reviewed this report.
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7.4 PROJECT FUNDING REPORTS

File Number: A4147152

Author: Kathryn Trewin, Funding Advisor

Authoriser: Jacine Warmington, Group Manager - Strategic Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Hokianga Community Arts Trust
- b) Kaikohe and Districts Sportsville (Māori Wardens)
- c) Living Theatre Charitable Trust
- d) Manaaki Tinana Trust (Rawene Hall Rental)

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.

Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Hokianga Community Arts Trust - A4147134  
2. Kaikohe and Districts Sportsville - A4147133  
3. Living Theatre Charitable Trust - A4147145  
4. Manaaki Tinana Trust (Hall Rental) - A4147144  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7.5 RURAL TRAVEL FUNDING APPLICATIONS 2022/23**File Number: A4145815****Author: Kathryn Trewin, Funding Advisor****Authoriser: Jacine Warmington, Group Manager - Strategic Relationships****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2022/23 financial year.

TŪTOHUNGA / RECOMMENDATION**That the Kaikohe-Hokianga Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:**

a)	Te Kura Taumata o Panguru (Summer)	\$1,500
b)	Broadwood Area School	\$1,615
c)	Kohukohu School	\$1,000
d)	Mid North United Sport	\$2,295
e)	Northland College Waka Ama	\$1,200
f)	Okaihau College	\$1,000
g)	Okaihau Junior Rugby	\$800
h)	Penekehi Netball Club	\$1,000
i)	Rawene School	\$1,240
j)	Taiamai Ohaeawai Junior Rugby	\$2,200
k)	Te Kura o Omanaia	\$1,150
l)	Te Kura Takiwa of Opononi	\$1,000
m)	Te Kura Taumata o Panguru (Winter)	\$1,130
n)	Bay of Islands Netball	\$300
o)	Hokianga Sports Club	\$1,100
	Total	\$18,533

1) TĀHUHU KŌRERO / BACKGROUND

The Rural Travel Fund was developed in response to concerns raised by Councils throughout the country about the lack of participation in sport by young people living in rural communities. The Fund was introduced as an interim measure until a rural participation strategy was fully developed and implemented. The strategy is yet to be developed.

Kiwisport was launched in 2009 by Prime Minister John Key and funding is given to Sport Northland to achieve three objectives. One of the barriers that has been identified in Northland is the cost of travel. Sport New Zealand give funding to the Far North District Council for Rural Travel Funding to overcome the travel barrier and help achieve their three objectives.

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. There are usually two funding rounds (Summer and Winter), however the summer round was overlooked in 2022. Two funding applications were received for this round and have been included in this report.

Council advertises that funding is available approximately one month before applications close online and through Sport Northland representatives, who forward information of the fund to clubs and schools that they work with as a more targeted approach to advertise the funding is available.

Sport Northland recently restructure their strategic plans and direction and the funding now comes from Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering:

- Tākaro/play
- Ngā mahi a te rēhia/active recreation; and
- Hākinakina/sport opportunities.

Priority for the Tū Manawa Active Aotearoa will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

It is each Community Board's role to determine which applications best meet the criteria and will have the most positive broad effect in their communities. The following table is a guide to the funding criteria.

Funding is available for activities taking place within the district. It is understood, that in some cases, competitions do not exist within the district and travel is required in which case the Community Boards may use their discretion.

Project reports for any previous grants have been received from all the current applicants. Further detailed information provided by Sport Northland regarding their recommendations has been distributed to Board Members separately.

	Sport New Zealand (Rural Travel)
What are the Objectives?	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$39,637.50 across the Far North District.
Funding is not available for	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools, clubs or individuals.
What age group is funding for?	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

Applicants are advised, when granted funds, that the funds are to be uplifted within three months and that a project report form is required if they wish to be eligible to apply for future funding.

Take Tūtohunga / Reason for the recommendation

To fulfil the requirements of the Sport NZ Rural Travel Fund agreement with Sport New Zealand to increase participation in sport by young people living in rural communities.

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

In previous years, Council has received from both Sport New Zealand and Sport Northland towards Rural Travel Funding.

Unfortunately, Sport Northland is undergoing a funding restructure and were unable to contribute funding for the 2022/23 financial year.

Council received \$29,251.50 from Sport New Zealand as part of a three-year funding agreement and an additional \$10,275 as payment one of an additional two-year agreement.

The total funding received for rural travel funding for the 2022/2023 financial year is \$39,637.50.

Allocations for each ward were made in consultation with the Sport Northland Community Connectors who are based in the ward where the funding is granted.

Based on information from Statistics New Zealand, the amount of youth throughout the district is translated into percentages to calculate the amount of funding available in each ward.

The Kaikohe-Hokianga Community Board also allocated \$10,000 from their funding that was to be used specifically for pupils within the Kaikohe-Hokianga Ward. This allowed the total funding granted to be \$18,533.

Staff are working with Sport Northland to reinstate funding for the new financial year.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7.6 FUNDING APPLICATIONS

File Number: A4147043

Author: Kathryn Trewin, Funding Advisor

Authoriser: Jacine Warmington, Group Manager - Strategic Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the 12 April 2023 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Community Board has a total of \$103,211 to allocate during the 2022/23 financial year, and an additional \$100,000 for Placemaking activities/projects.
- The Community Board has allocated a total of \$98,908 to date from the Community Board Funding Account, leaving an unallocated budget of **\$4,303** for the 2022/23 financial year.
- The Community Board has allocated a total of \$42,650 to date from the Community Board Placemaking Account, leaving an unallocated budget of **\$57,350** for the 2022/23 financial year.
- One application for funding has been received, for funding allocated at the meeting on 14 September 2022, subject to a funding application being received.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) Confirms resolution 2022/47 of 14 September 2022 and approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Okaihau Community Association for the design and pricing of a kitchen and/or toilet for the Okaihau Hall to support the following Community Outcomes:

- i) Proud, vibrant communities

Communities that are healthy, safe, connected and sustainable.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Okaihau Community Association	\$5,000	\$5,000	The previous Board allocated \$5,000 towards the design and pricing of a kitchen and/or toilets for the Okaihau Hall, subject to an application being received.	Infrastructure

Take Tūtohunga / Reason for the recommendation

The applicants are required to complete a standard application form and provide supporting information.

For each application the Board has three options.

Option 1 Authorise funding for the full amount requested.

Option 2 Authorise partial funding.

Option 3 Decline funding.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Okaihau Community Association - A4147041** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

8 INFORMATION REPORTS

8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 28 FEBRUARY 2023

File Number: A4147241

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Angie Thomas, Acting Chief Financial Officer

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 28 February 2023

BACKGROUND

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

Community Fund Account balance as at 1 July 2022	\$203,211.00
<ul style="list-style-type: none"> • Plus, unused funds from 2016-2022 	\$113,821.18
Less funds granted and uplifted to 28 February 2023	\$77,789.30
<ul style="list-style-type: none"> • Less funds not uplifted from previous community meetings (committed to projects) 	\$168,955.18
Community Fund Account balance as at 28 February 2023	\$70,287.70

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The committed balance in the Community Fund account as at 28 February 2023 is \$70,287.70.

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Kaikohe-Hokianga 28 February 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account Kaikohe-Hokianga as at 28 February 2023 - A4147153** [↓](#) 

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE APRIL 2023**File Number:** A4143863**Author:** Marlema Baker, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Kaikohe-Hokianga Community Board with an overview of outstanding actions from decisions dated 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 Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update April 2023.

TĀHUHU KŌRERO / BACKGROUND

Any resolution or decision from a meeting is compiled on an action sheet, to capture actions triggered 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.

ĀPITIHINGA / ATTACHMENTS

1. Action Sheet - KHCB April 2023 - A4153332 [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE