



**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 Fila – 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 & Kaitia 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 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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**Te Paeroa Mahi / Order of Business**

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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 TaiaMai Residents Association for 2023 TaiaMai 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**

Kaikohe-Hokianga Community Board Meeting Minutes - **Unconfirmed**

15 March 2023

**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 Fila, 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 Fila

Seconded: Member John Vujcich

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

**CARRIED**

Deputy Chairperson Tanya Fila 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 Fila

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::**

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



**Ōkaihau being Pt Lot 1 DP 24206, being 31844 square meters and part of Record of Title NA638/155 and vested in Far North District Council as recreation reserve.**

**The terms of the proposed lease shall be:**

- i. **Term: 15 (5+5+5) – allowed for under the Reserves Act 1977**
  - ii. **Rental: \$113 + GST per annum – FNDC Fees and Charges Schedule 2022/23 – Community leases.**
- b) approves further conditions to be negotiated and agreed upon by the Group Manager Corporate Services and Ōkaihau Whanau House.**

**CARRIED**

### **7.3 ROAD NAMING - LOT 19, 90 WEHIRUA ROAD, OKAIHAU**

Agenda item 7.3 document number A4034677, pages 43 - 54 refers

#### **MOTION**

Moved: Member John Vujcich  
Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a public road, Toka Puia Lane that is currently addressed at Lot 19, 90 Wehirua Road, Okaihau as per map (A4000790).

#### **AMENDMENT**

Moved: Deputy Chairperson Tanya Filia  
Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board leave this item to lie on the table and request that staff;

- a) clarify what alternative means of contact, other than email, were made to engage with Hapu and Iwi on the proposed names, and
- b) provide background on why these names were chosen.

Against: Cr Mike Edmonds

**CARRIED**

The amendment became the substantive motion

#### **RESOLUTION 2023/5**

Moved: Deputy Chairperson Tanya Filia  
Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board leave this item to lie on the table and request that staff;**

- a) **clarify what alternative means of contact, other than email, were made to engage with Hapu and Iwi on the proposed names, and**
- b) **provide background on why these names were chosen.**

Against: Cr Mike Edmonds

**CARRIED**

**7.4 APPOINTMENTS TO MANAGEMENT COMMITTEES**

Agenda item 7.4 document number A3985243, pages 55 - 64 refers

**RESOLUTION 2023/6**

Moved: Member John Vujcich  
Seconded: Member Mike Edmonds

**That the Kaikohe-Hokianga Community Board make appointments to Management Committees as detailed below:**

- a) appoints Member Jessie McVeagh to Rāwene Community Hall.
- b) appoints Member Trinity Edwards to Ōkaihau Community Hall.
- c) appoints Member Tanya Filia to South Hokianga War Memorial Hall (Opononi).
- d) appoints Member Chicky Rudkin to Taheke Community Centre.
- e) appoints Member Harmonie Gundry to Kohukohu Community Hall.
- f) did not appoint a Member to Horeke Community Hall.
- g) appoints Member Chicky Rudkin to Kaikohe Senior Citizens Hall.
- h) appoints Member John Vujcich to Lindvart Park and Pavilion.
- i) appoints Member Harmonie Gundry to Broadwood Cemetery.
- j) appoints Member Tanya Filia to Mangunu Cemetery.
- k) appoints Member Mike Edmonds to Ōrira (Umawera) Cemetery.
- l) appoints Member Jessie McVeagh to Waiotemārama Cemetery.
- m) appoints Member Jessie McVeagh and Harmonie Gundry to Hokianga Harbour Ferry Liaison Group.
- n) appoints Member John Vujcich to Kaikohe Historical & Mechanical Trust (Pioneer Village).

**CARRIED****7.5 KAIKOHE-HOKIANGA COMMUNITY BOARD APPOINTMENT TO DISABILITY ACTION GROUP**

Agenda item 7.5 document number A3985273, pages 65 - 69 refers

**RESOLUTION 2023/7**

Moved: Deputy Chairperson Tanya Filia  
Seconded: Member John Vujcich

**That the Kaikohe-Hokianga Community Board appoint member Trinity Edwards as its representative on the Disability Action Group.**

**CARRIED**

**7.6 PROJECT FUNDING REPORTS**

Agenda item 7.6 document number A4061050, pages 70 - 84 refers

**RESOLUTION 2023/8**

Moved: Member Mike Edmonds

Seconded: Member John Vujcich

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

- a) Hokianga Community Education Trust
- b) Hokianga Bowling Club
- c) Horeke Family Day
- d) Omanaia Marae

**CARRIED****7.7 FUNDING APPLICATIONS**

Agenda item 7.7 document number A4061052, pages 85 - 110 refers

**RESOLUTION 2023/9**

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board:**

- a) approves the sum of \$1,850 (plus GST if applicable) be paid from the Boards Placemaking Fund account for 2023 plus \$1850 for 2024 and \$1850 for 2025 to Rob Pink for replenishing the sand on the Rawene/Clendon Esplanade in Rawene to support the following Community Outcomes:
  - i) Proud, vibrant communities
  - ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED****RESOLUTION 2023/10****That the Kaikohe-Hokianga Community Board:**

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

- b) approves the sum of \$2,800 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Treks for Kids for repairs and maintenance of the horse track to support the following Community Outcomes:
  - i) Proud, vibrant communities
  - ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED****RESOLUTION 2023/11****That the Kaikohe-Hokianga Community Board:**

Moved: Member John Vujcich

Seconded: Member Jessie McVeagh

- c) approves the sum of \$2500 (plus GST if applicable) be paid from the Boards Community Funding account to Maihi Memorial Parks Charitable Trust for C.H.I

**Festival 2023 to support the following Community Outcomes:**

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

Against: Crs Tanya Fila, Mike Edmonds, Trinity Edwards, Harmonie Gundry, Jessie McVeagh and John Vujcich

**LOST****RESOLUTION 2023/12**

**That the Kaikohe-Hokianga Community Board:**

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

- d) **approves the funding granted at the meeting of 1 June 2022 to Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri for the lease of premises for one year be permitted to be used for towards the lease of two years, as the organisation was able to negotiate a lower lease rate after the funding was granted.**

**CARRIED****8 INFORMATION REPORTS****8.1 HOKIANGA FERRY LIAISON GROUP**

Agenda item 8.1 document number A4034234, pages 111 - 118 refers

**RESOLUTION 2023/10**

Moved: Member John Vujcich

Seconded: Member Mike Edmonds

**That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group.**

**CARRIED****8.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JANUARY 2023**

Agenda item 8.2 document number A4065041, pages 119 – 125 refers

**RESOLUTION 2023/11**

Moved: Member Mike Edmonds

Seconded: Member John Vujcich

**That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 January 2023.**

**CARRIED****8.3 KAIKOHE-HOKIANGA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 DECEMBER 2022.**

Agenda item 8.3 document number A4065484, pages 126 - 128 refers

**RESOLUTION 2023/12**

Kaikohe-Hokianga Community Board Meeting Minutes - **Unconfirmed**

15 March 2023

Moved: Member Mike Edmonds  
Seconded: Member John Vujcich

**That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Financial Performance Activities by Ward for the period ending 31 December 2022.**

**CARRIED**

#### **8.4 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE FEBRUARY 2023**

Agenda item 8.4 document number A4044359, pages 129 - 129 refers

##### **RESOLUTION 2023/13**

Moved: Member Mike Edmonds  
Seconded: Member John Vujcich

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update February 2023.**

**CARRIED**

#### **8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 12:36pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 12 April 2023.

.....  
**CHAIRPERSON**

## 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 ĀPITI HANGA / 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  



Kaikohe-Hokianga  
Community Board

## Chairperson's Report Member's Report

Name: Chairperson Chicky Rudkin and Member Trinity Edwards

Subdivision: Kaikohe

Date: 28 March 2023

### Meetings Attended

Date	Meeting	Comments
	Kohukohu Hall Community Meeting/AGM	Extraordinary Meeting to be held to elect Interim Hall Committee, Chicky to Chair. Next meeting is scheduled for 7th May. Letter drafted to be shared with Community members.
12 Feb & 20 March	Kaikohe Library and Civic Hub Steering Group Meeting	Babe Kapa - Chair Workshops organised to get this project underway.
1 March	Kaikohe Residents Association Hui	Chicky and Trinity to continue attending KRA and KBA meetings
15th March	KHCB Hui	Thanks to Tanya for Chairing hui
22nd March	Community hui - dangerous bike activity	Thanks to Mayor Moko for his attendance, steering group committee organised and have planned meetings to develop pump track and involve youth.
29th March	Civil Defence - what worked well and what did we learn?	Meeting postponed as only Chicky and Deputy Mayor Stratford available in person

### Community Issues

Issue name	Comment
Kaikohe Playground facility	Continuing to follow up on the progress of this
Rawene Campus	Continuing to liaise with FNDC staff following meetings with Campus staff

Roading concern - Motuti	Continual liaison with NTA, Andrew Kendall and appropriate staff to ensure progress is made to start this work following Andrew's deputation
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**Other Issues**

Empowering community members to make RFSs independently and funding applications to support projects with confidence and within the timeframes.

Continue to advocate and support as we can when community issues are raised via social media.

Attempt to produce reports that share priority projects / issues / areas not every community aspect we may be contributing to





Kaikohe-Hokianga  
Community Board

## Member's Report

Name: Tanya Filia

Subdivision: South Hokianga

Date: March 2023

### Meetings Attended

Date	Meeting	Comments
9/3/2	Hui in Rawene with CS a community member– Phone call with JM community member  RFS 4151451	Initial conversations with CS and JM re a positive community driven initiative – They made contact to see if the space/land they are interested in, is council reservation and what are the chances that the project would be able to use that reservation?
9/3/23	Footpath Opononi RFS 4093246	<p>Site visit with NTA representatives Opononi/Omapere footpaths</p> <ul style="list-style-type: none"> <li>Waka Kotahi is the asset owner for SH12.</li> <li>Difference between renewals and new (footpaths): <ul style="list-style-type: none"> <li>renewals are the upgrading of an existing asset, like for like.</li> <li>New is a construction of new asset (e.g. footpath) that doesn't exist before and is added on to the asset list.</li> </ul> </li> <li>Vegetation maintenance within the State Highway in an urban area &lt;70kmph zone is Councils responsibility under the MOU between FNDC &amp; Waka Kotahi.</li> <li>Maintenance of footpath within the State Highway is Councils responsibility.</li> </ul> <p>Actions:</p> <ul style="list-style-type: none"> <li>Contractor to attend to sweeping of loose chips and overgrown vegetation on footpath, replacing a missing section of footpath. Contractors has been advised today 10/03.</li> </ul> <p>NTA to speak with NZTA to seal between the existing edge of seal to the footpath</p>
9/3/23	Opononi/Omapere Ratepayers and Residents association hui (OORA) Opononi Memorial hall	<p>Civil Defence: awesome services provided by marae in Opononi, Pakanae Waimamaku and the Rawene community hall (Koutu was completely missed) The OORA would like support and funding from an organization to update the Opononi</p>

		<p>Omapere Civil Defence Response Plan (it is out of date) Sharing of generators was discussed, also star link internet for all civil defence centres</p> <p><b>Concerns</b>  Work has begun on Freese Park coastal defence involving the creation of a seawall that had public consultation mid-2021. Council notified the public of the blessing by Reverend Daniel Ambler and the chosen works plan in a Facebook post followed by a Northern Advocate article on 7 March '23 (after the theft on two separate nights of 150 litres of diesel from the site). OORA were not informed of the outcome of their submission.  Ngati Korokoro Hapu need to be informed of any koiwi or taonga discovered</p> <p>It is of concern that the Site work Hazard Board records NO 'following hazards' nor any contractor or contact information. This needs to be addressed if not done already.</p>
15/3/23	KHCB meeting	<p>Public Forum – a roopu from Otaua attended the hui and spoke to the Dust coming off the unsealed roads, causing health problems for the residents including children – Asthma, respiratory issues.  Spoke to the fact the road in front of their Kohanga Reo is not tar sealed and is not eligible to be tar sealed as it is funded from Te Kohanga Reo Trust not Ministry – I urge our Councillors to make the necessary recommendations to change this as it is absolutely <b>UNACCEPTABLE!!</b></p>
15/3/23	NTA hui following our KHCB hui	<p>Had the opportunity to meet with NTA team introductions and their roles.</p>

**Community Issues**

Issue name	Comment
<p>Ninihi Road, Otatau RFS 4140344</p> <p>RFS - 4143310</p>	<p>One of the communities reaching out is Otatau. Contact AW, and BW residents of Otatau. Lodged RFS –Dust suppressant <b>Urgently needs addressing</b> Public forum – a roopu from Otatau attended our KHCB hui 15 March Voiced concern over their Kohanga Reo not being eligible for tar sealing due to it being run by Te Kohanga Reo Trust not ministry – <b>Disgraceful – this must be addressed NOW!!</b></p>
<p>SH12 Opononi (opposite Light House Motel) RFS 4139540</p>	<p>In my last report – it was noted that this has been addressed – unfortunately there continues to be issues, seems to be continuing to drop – this badly done repair has been recently marked with road paint arrows. What's happening with this repair?</p>
<p>Kokohuia road RFS numbers are</p> <p>March 2022/ 4096801 &amp; 4102733 Aug 2022 / 4122511</p> <p>RFS:3898749 There are others</p>	<p>Historical RFS put through from many Kokohuia Road residents. I have noted some of these RFS numbers.</p> <p><b>A site visit is needed to Kokohuia Road – not done with NTA at footpath site hui.</b></p>
<p>Fire Hydrants Omapere/Opononi RFS: 4135612 Date: 21.11.22</p>	<p>I continue to coordinate work regarding the fire hydrants in Opononi and Omapere. Inspection mahi done by Omapere Brigade Fire fighter (F/F) Filia and F/F Rawiri, with Tui Mokaraka (FNDC).</p> <p>F/F Filia and F/F Rawiri, meet with FNDC contact person. and walked the roads, December 2022. Their findings below reported to me by FNDC contact person. I thank her to the quick response to the RFs Lodged by F/F Filia. Email received on 9 January 2022.</p> <p><b><u>State Highway 12 / Hokianga Harbour Drive</u></b></p> <p>All of these reinstated, however from the Omapere Fire station through has now been re sealed. There needs to be followed up that the road markers. These will need to be reinstated by the roading division. The marking since the new tar sealing is unacceptable – no cats eye with a very small GREEN triangle shape towards the hydrant. FNDC support person – is aware of this.</p> <p><b>UNRESOLVED:</b> Far North Waters (FNW0 will also need to do planned maintenance of some of these SH hydrants as <b>H&amp;S issues</b> due to placement in the roads. Traffic Management may need to be arranged.</p>

	<p><b>UNRESOLVED HEALTH &amp; SAFETY</b></p> <ul style="list-style-type: none"> <li>The hydrants that are difficult to work with the hydrant stand / key are old style hydrants that will need additional investigation. They require full replacements. <b>With urgency</b></li> </ul> <p><b><u>Cannot locate / buried</u></b></p> <ul style="list-style-type: none"> <li><a href="#">274 State Highway 12, Omapere</a> (outside pensioner flats) - In berm <b>PRIORITY</b></li> <li><a href="#">217 State Highway 12, Opononi</a> (buried) - In berm / drain / footpath</li> <li><a href="#">45 Opononi Heights, Opononi</a></li> </ul> <p><b><u>FNDC GIS Map updates</u></b></p> <p>Tui will request our GIS team to provide updated maps for the fire brigade as part of this exercise.</p> <p>Much still to do, but progress is being made, again urgency required on these matters.</p> <p><b>Still being worked on</b></p>
<p><b>NOTIFICATION OF HEARING – 15-19 MAY 2023</b></p> <p><b>RESOURCE CONSENT APPLICATIONS APP.003839.01.03 AND APP.002667.01.04</b></p> <p><b>FAR NORTH DISTRICT COUNCIL - OPONONI/OMAPERU AND KOHUKOHU WASTE WATER TREATMENT PLANTS</b></p>	<p>Paru in our Harbour – WE MUST address this region wide as the elected members of our region Te Taitokerau – we must gather ALL our expertise <b>NOW</b> to ensure this is not allowed to occur, we must as members elect, delve into the RMA and our processes to seek out ways to have this stopped.</p> <p>Kaka and Teko into our Pataka Kai no more!!!</p> <p>The principles within Te Tiriti o Waitangi govern that Māori have control of our Taonga – this is our ancestral waters our whakapapa</p> <p>This desecration <b>MUST STOP</b> yesteryear, yesterday, tomorrow now and forever.</p> <p>We the council need to be the solution not the cause.</p> <p>I encourage that we drive this to be region wide across all our harbours and waterways</p> <p>Mauri Ora koutou katoa</p> <p>I would like to have access to the submissions provided to the hearing –</p>

**Requests for Service (RFS) – see above the RFS recorded against the commentary column.**



Kaikohe-Hokianga  
Community Board

## Member's Report

Name: Harmonie Gundry

Subdivision: North Hokianga

Date: 26/03/2023

### Meetings Attended

Date	Meeting	Comments
12/03/2023	Kohukohu Town Hall AGM	Nil
15/03/2023	KHBC community board hui – Via Teams	Nil
16/03/2023	FNDC (Far North District Council) Youth council- Via teams	Nil
22/03/2023	St John Health Shuttle hui	Nil
27/03/2023	Kohukohu Hall call Catch up	

### Community Issues

Issue name	Comment
Road Maintenance/Drain Maintenance	North Hokianga urges Roads to be repaired (Motuti slip, Tutekehua slip, Skyline- West Coast rd. This is a huge safety issue for us as haukainga. The Drain/Culvert Maintenance for North Hokianga roads is not good enough. The drain builds up on multiple roads in North Hokianga cause floods and damage to the roads, which causes issues for us as here in North Hokianga due to lack of Maintenance.
Kohukohu Town hall	There has been a division in the community due to lack of understanding.
Speed Bumps for Kohukohu Township	There should be a speed change from the recycle centre in Kohukohu to at least 60 or 50 due to safety of events and tangi that is being held in this area.  Speed bumps should be put in place before the school and around the school as well - to slow down oncoming traffic for the kid's safety. There should also be speed bumps be put in place before the shop just after the Hotel to keep traffic flow slow.
Community Request	Maintenance Schedule for Kohukohu Lawns, Rubbish Pick up in Kohukohu has been requested.
North Bound Ferry	Traffic arrangements needs to be addressed for both north side and south side. It is unsafe for Tamariki who are using this resource on a daily basis.

**Requests for Service (RFS)**

RFS number	Date	Comment
4138148	02/02/23	Urgent update.
222064646-RMALUC	20/11/2022	Awaiting consent by council. Whanau are awaiting update

## 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 Waioara 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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



## Application for road naming or renaming

### GENERAL INFORMATION

- Proposed names are to be submitted for **new roads in subdivisions** to Infrastructure & Asset Management Department with the application for resource consent.
- Proposed names are to be submitted (in writing) for **existing legal but unnamed roads**, to the Administration Officer, Infrastructure & Asset Management Department.
- Proposed road **renamings** are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained.
- The proposed names will be checked against Council's Roading database to avoid duplication.
- Liaise with the iwi when using Maori names and provide supporting document of their approval.
- Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection
- A background to the names, their origins and their link with the area is to be supplied
- Personal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander
- It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable
- Where more than one road is being created in a subdivision, a common theme is recommended for road names
- Private road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering).
- Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form
- If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.

### APPLICANT DETAILS

Applicant/Developer Name: Raewyn Maricich

Organisation: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

<b>ROAD LOCATION</b>	
Address: <u>8113 State Highway 12, Waiwhatawhata</u>	
Legal Description: <u>Te Hekenga follows the original surveyed line</u> <u>once intended to M.H. Way.</u>	
Resource Consent Application Number: _____	
<b>Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.</b>	
<b>TYPE OF ROAD (Please tick) -</b>	
<input type="checkbox"/> Public Road <input checked="" type="checkbox"/> Private Road <input type="checkbox"/> Right-of-Way	
<b>PROPOSED ROAD NAMES</b>	
<b>Road 1</b>	First Choice: <u>Te Hekenga Road</u>
	Second Choice:
	Third Choice:
<b>Road 2</b>	First Choice:
	Second Choice:
	Third Choice:
<b>Road 3</b>	First Choice:
	Second Choice:
	Third Choice:
<b>BACKGROUND</b>	
<i>A background to the names, their origins and their link with the area is to be supplied</i>	

**The following are suitable suffixes for particular road types:**

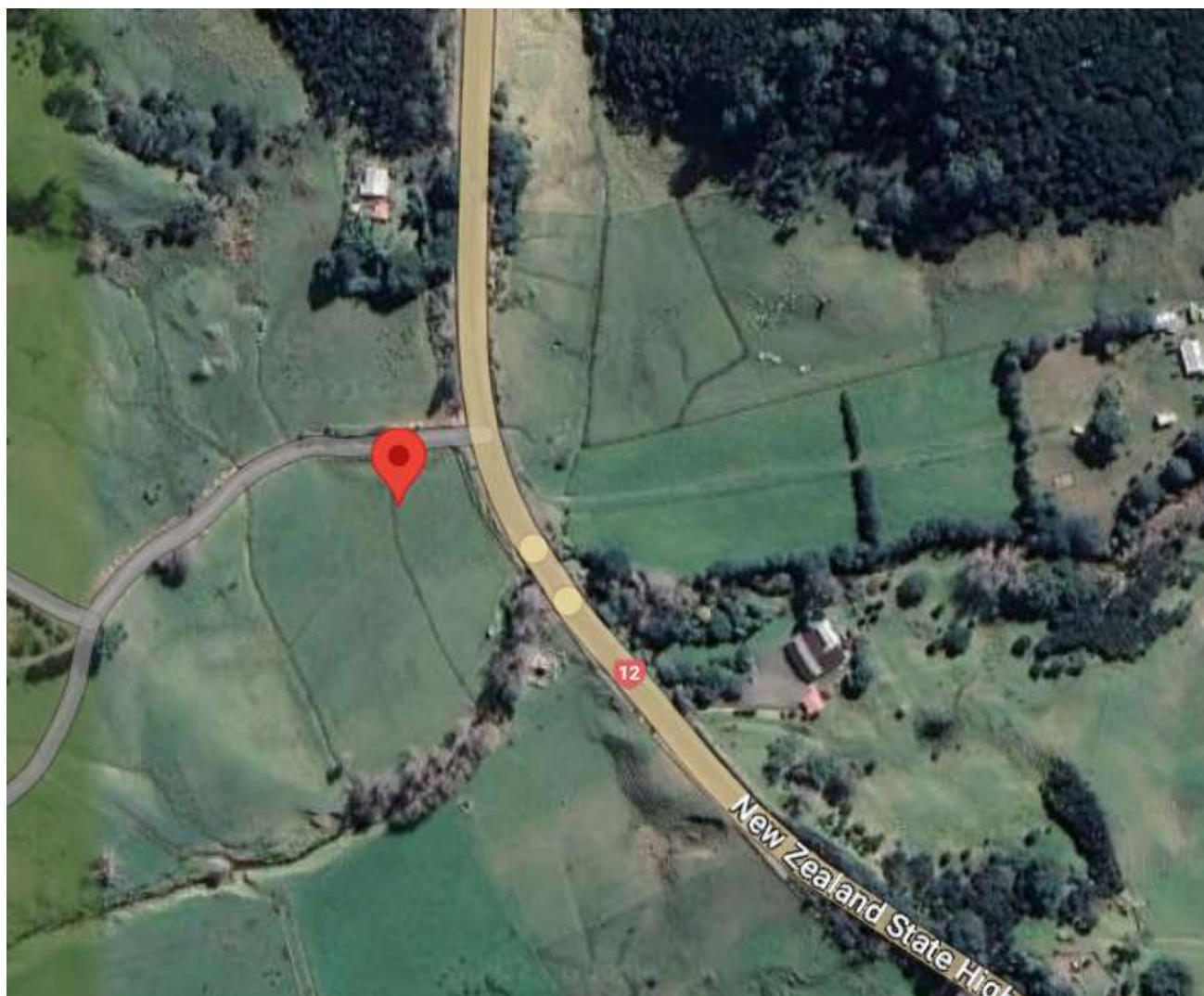
Road Type	Suffix
Cul-de-sac ( <i>short dead-end street with turnaround at the end</i> )	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

**The following are suitable suffixes for private roads and private ways categorised into particular road types:**

Road Type	Suffix
Narrow road and right of way	Lane, Way
Associated with high ground	Rise,
Associated with low ground	Vale
Tree lined road	Avenue, Glade, Grove

Applicants Signature: Rm Klavich Date: 13/09/2022

Return Application to Postal: Far North District Council or Email: [roadingalliance@fndc.govt.nz](mailto:roadingalliance@fndc.govt.nz)  
Private Bag 752  
KAIKOHE 0440





TE ROROA WHATU ORA  
& MANAWHENUA TRUSTS

### **Te Hekenga Road**

To whom it may concern

Recently, local kaumatua John Klaricich from Waiwhatawhata requested support from Te Roroa to name a new road that services properties on the south western side of Pakia.

Te Roroa Whatu Ora & Manawhenua Trusts supports matua John Klaricich and Te Kai Waha Marae, Waiwhatawhata in naming the lane that is currently used by residents to Te Hekenga Road.

If you require further information relating to the support for Te Hekenga Rd, please contact me directly.

Nga mihi

Taoho (Snow) Tane

General Manager

Te Roroa Development Group

FNDC: Application for Naming of a new Road.

#### General Information

The name we propose for the lane currently servicing six properties, is **Te Hekenga Why ?**  
The lane way follows what was the line surveyed to ascend the steep hill we now know as Pakia. This name was placed on Pakia by the ancient chief Tohe of Spirits Bay in the Far North. The naming marks his way from the North/ Southward.

His journey in the company of his personal slave/minder has left us a strand of ancestral names extending from Kapo-wairua to the northern ridgeline place of the Maunganui Bluff where the ancestor died.

The purpose of his journey was to see in his old age his daughter, Ra-nini kura, who lived on the east bank of the Wairoa River at Tokatoka.

From the beach end of Pioneer Walk, the ancestor climbed up hill (Te Pikinga (reserve) to the summit Pakia, where he paused/ Sat to allow his attendant companion Ariki to dry him off. Hence the name.

The pair proceeded south ward downhill in the rain. Te Hekenga reaching the stream in flood. They put together bundled flax stems and crossed over in that manner. Hence the Waiwhatawhata.

It would not be appropriate to draw a name for the new roadway therefore our response is in cultural fashion by promoting the name, consistent with Te Pikinga, Pakia, Te Hekenga, Waiwhatawhata

#### Te Hekenga Road.

On the death of Tohe at Maringi-noa at Maunganui, his attendant slave/ companion as was his cultural responsibility , took the ancestor's head and returned it to the home place of Kapo-Wairua at Spirits Bay.

There are numerous other places names , he endowed Waimamaku, Wairau, Kawerua, Waipoua along this ancient Coastal Walkway. His journey was conducted during heavy and consistent rain, of flooding, where the place named reflect.

Kia ora,



John Klaricich

Te Kai Waha Marae

Waiwhatawhata

# Kaikohe-Hokianga Community Board Road Naming Schedule (Private Road) - 12 April 2023

## Opononi

Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road created by addressed at 8113 State Highway 12 Omapere	Te Hekenga Road	1		<p>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 Waiora River at Tokatoka.</p> <p>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.</p> <p>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.</p>		Te Hekenga Road



**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

**WHAKARĀPOOTO 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 30<sup>th</sup> 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:**

- a. Term: 30 (15+15) years.**
  - b. 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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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Receipt Number	Regarding which site would you like to make a submission?	Do you support the proposed ground lease of 30-years at this site?	Can you tell us why you chose that answer?	Do you support the proposed reclassified of the portion that FENZ currently occupy at 699 Rangiputa Road from recreational reserve to local purpose reserve?	Can you tell us why you chose that answer?	Is there anything else you would like to share?	Would you like to opportunity to present your submission in person? If you wish to present your submission in person we will contact you to arrange a time.
1	3985 State Highway 1, Northern Aupori, Pukenui, 699 Rangiputa Road, Karikari Peninsula, 721 Taupo Bay Road, Mangonui, 1089 Broadwood Road, Broadwood	Yes	Fire Service is an essential community function, the council should support it any and all practicable ways.	Yes	Fire Service is an essential community function, the council should support it any and all practicable ways.		No
2	1089 Broadwood Road, Broadwood	Yes	The volunteer brigade would have nowhere else to go and would not be able to afford to find another site and the area would lose the only service nearby.			No thank you.	No
3	1089 Broadwood Road, Broadwood	Yes	Our local fire brigade is VITAL for our rural areas. Sometimes not everyone is available at their nearby brigade and sometimes would have to wait for Kaitia to arrive. It's important that the brigade stays put. It's a vital need for the locals it is very much the difference between life and death.				No
4	1089 Broadwood Road, Broadwood	Yes	Closest to our home village which between there and home we need this alot.				No
5	1089 Broadwood Road, Broadwood	Yes					No
6	1089 Broadwood Road, Broadwood	Yes	The fire brigade is needed in rural communities such as broadwood. Thankyou to all our volunteers			No	No
7	1089 Broadwood Road, Broadwood	Yes					No
8	1089 Broadwood Road, Broadwood	No	Needs to be left to that community as they will LOSE the existing partnership			Not enough consultation on this matter specially in & at those areas affected	No
9	3985 State Highway 1, Northern Aupori, Pukenui, 699 Rangiputa Road, Karikari Peninsula, 721 Taupo Bay Road, Mangonui, 1089 Broadwood Road, Broadwood	Yes	Fire services are a vital community based emergency service staffed predominately by volunteers trained at the service expense. They have security of tenure	Yes	Security of tenure for a vital emergency service	I also believe that the service should not have to pay any fee for. The use of the land and FNDC should contribute to the Fire Station in all areas	No
10	699 Rangiputa Road, Karikari Peninsula	Not sure	I am not sure just what ground is proposed for leasing.	Not sure	Bush reserves are Significant Natural Areas that the FNDC say should be protected from development. There is already a new fire station only a few km away.	I would like to be provided with further information on what is planned.	Yes
11	1089 Broadwood Road, Broadwood	Yes	Better for the community and able to support the community with the right infrastructure.				No
12	1089 Broadwood Road, Broadwood	Yes	The community needs the service seeing we are quite rural and limited to services in the area. They not only provide fire services but other crucial services that the community NEED			My comment applies to the other sites as well. Keep the services in the smaller communities	No
13	3985 State Highway 1, Northern Aupori, Pukenui, 699 Rangiputa Road, Karikari Peninsula, 721 Taupo Bay Road, Mangonui, 1089 Broadwood Road, Broadwood	Yes	These areas are miles away from the usual fire stations. Ours is fifty kms away and service Ann area even further out	Yes	For the good of everyone		No
14	699 Rangiputa Road, Karikari Peninsula, 721 Taupo Bay Road, Mangonui	Yes	We need fire services. These guys are volunteers and it is important they have secure access to sites that suit their service.	Yes	So they can secure their premises if necessary and not have randoms on site.		No
15	1089 Broadwood Road, Broadwood	No	30 years is too long. This whenua was part of a land settlement under Te Rarawa. I would like to know who has the legal title, as this information has not been transparent in this consultation. Who owns the land? It does not belong to FNDC so who will be granting the 30 year lease if passed. I would like the following items addressed and communicated with the community before any decision is made as this has not been made available to the public: Land ownership: Before granting any lease, it is essential to understand who owns the land. The community needs to be aware of the ownership status of the land. It is necessary to have clarity on who holds the legal title of the property. Community impact: What impact will the transfer of ownership of the land have on the community should the title be transferred to another entity? Terms of the lease: The terms of the lease need to be carefully considered and communicated before a 30 year lease is granted. Who will FENZ be paying for the lease of the land? The FNDC or the title holder? Length of the lease: The length of the lease is also important to consider. 30 years is a long time, and I would like to know if there has been any Iwi consultation given the land was part of a settlement. Transparency: The community should ensure that the process of granting the lease is transparent. There should be clear communication on the decision-making process and the rationale behind it. The community should have access to information regarding the terms of the lease, who owns the land and the impact on the community. Overall, the community needs to carefully consider the impact of granting a 30-year lease to FENZ and ensure that the terms are fair and transparent. It is essential to have a clear understanding of the ownership of the land and evaluate the benefits and drawbacks of the lease before making a decision. I would also like to know what comms, panui, signage or information has been communicated to the public advising who the rightful owners of the whenua are and acknowledging the original custodians of the land prior to this consultation process.			I support the FENZ service and understand that it is an essential service for the Broadwood Community. However, 30 years lease is too long.	No





## 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.

### ĀPITI HANGA / 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.



**Far North  
District Council**

**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: [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) PDF attachment via email is preferred) OR:**

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

**Name of organisation:**

**Hokianga Arts**

**Community Trust**

**Name & location of project:**

**Toibox Summer**

**Season -**

**coordination**

**Date of project/activity:**

**December 2022 - 6th March**

**2023**

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

☐ Te Hiku

☐ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

**Amount received from the Community Fund:**

\$ **\$3600**

**Board meeting date the grant was approved:**

**December 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.*

Supplier/Description	\$amount	Receipt/s attached (please)
Co-ordination fee	3600	
	\$	
	\$	
	\$	
Total:	\$ 3600	

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

The Summer Season of Co-ordinated exhibitions ran from December 2022 till 6th March 2023 - during this time over 30 artists participated in the exhibitions. The feedback received from the artists on sales and audience participation was excellent, with well over 200 visitors through the doors, despite some extraordinary weather events this summer. Highlights included a December group show showcasing 6 Hokianga local artists. The March 'Home, Land and Seas' Exhibition was also co-ordinated within this time frame - which allowed 18 artists to exhibit, the Opening on the 5th March was also a highlight with 15 people in attendance, and expected visitor numbers to be over 100 people during the 2 week show.

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

1

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

The Summer Season Co-ordinator position was funded for 12 weeks of scheduled exhibitions Dec-Feb. However the Toibox bookings for exhibitions extends out to the end of April. Ideally in future this position would benefit to be funded for 20 weeks to include March and April. Many visitors and returning residents to the area were able to attend the Toibox exhibitions which was open 7 days during the week long exhibitions. Benefits to community included arts participation, conversations, interactions and engagement with the art and artists, in an otherwise non-stimulating environment. Local artists were able to generate a well deserved boost of extra income support through their artwork sales.

**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 Promo Posters for exhibitions.

**If you have a Facebook page that we can link to please give details:****This report was completed by:**



**Far North  
District Council**

**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:** [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) **PDF attachment via email is preferred) OR:**

Funding Advisor

Far North District Council

Private Bag 752

**KAIKOHE 0440**

**Name of organisation:**

Kaikohe and Districts Sportville Incorporated

**Name & location of project:**

Lindvart Park, Kaikohe

**Date of project/activity:**

Term 2 2022

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

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

**Amount received from the Community Fund:**

\$1,000

**Board meeting date the grant was approved:**

August 2021

**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.*

Supplier/Description	\$amount	Receipt/s attached (please tick)
Maori Wardens to provide security and act as parking wardens at Lindvart Park on Saturdays when it can be dangerous	\$1600	x
	\$	
	\$	
	\$	
Total:	\$1600	

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

The Maori Wardens have been great value – so much so that individual sports have had them in for tournaments also. They have policed the car park area to ensure that people park safely and to protect against theft and vandalism. They have policed the toilets area to ensure that children don't linger there and damage the toilet area.

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](mailto:ask.us@fndc.govt.nz), Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)

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

On busy Saturdays, the Maori Wardens have benefited hundreds of people attending Netball, Hockey and Football games at Lindvart Park, through ensuring that all respect others and that the area is safe.

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

None produced, although the 3 Member Sports are all aware that the Maori Wardens were made possible through Community Board funding.

Please note that in the last invoice we were charged \$1,200 but only paid \$800. The invoice is still under dispute. The Maori Wardens attended 4 Netball events. This was not authorised by Sportsville but would appear to be an arrangement between Netball and the Maori Wardens and may have been the result of a miscommunication by Netball to the Wardens.

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

<https://www.facebook.com/groups/kdsportsville>

**This report was completed by:**





Far North  
District Council

**Project Report**  
**COMMUNITY GRANT FUND - LOCAL**

FNDC ADMIN

26 AUG 2022

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: [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) PDF attachment via email is preferred) OR:

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:

Living Theatre Charitable Trust

Name & location of project:

Mataniki Glow Show - Turner Centre, Kaiteri

Date of project/activity:

July 24th 2022

Which Community Board did you receive funding from?

☐
☒

Kaikohe-Hokianga

☐

Amount received from the Community Fund:

\$1110 + GST

Board meeting date the grant was approved:

July 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.

Supplier/Description	\$amount	Receipt/s attached (please tick)
Turner Centre Venue Hire	\$ 1978.48	✓
* please also see Fun budget breakdown of all four costs	\$	
with Te Hiku report.	\$	
Total:	\$ 1978.48	

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

Thankyou for your grant! 70 children & adults were able to attend Mataniki Glow Show. Whanau from areas around Kaikohe-Hokianga because of your grant. Overall participation for both shows was 280.

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand. Freephone: 0800 920 829,  
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: [ask.us@fndc.govt.nz](mailto:ask.us@fndc.govt.nz), Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)

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

It was fantastic being able to work with the Turner Centre & BKM Angels. This enabled community reach into areas where they know families that would hugely benefit from the uplifting experience at the 1pm family show held at Turner Centre July 24 as part of Matariki Festival

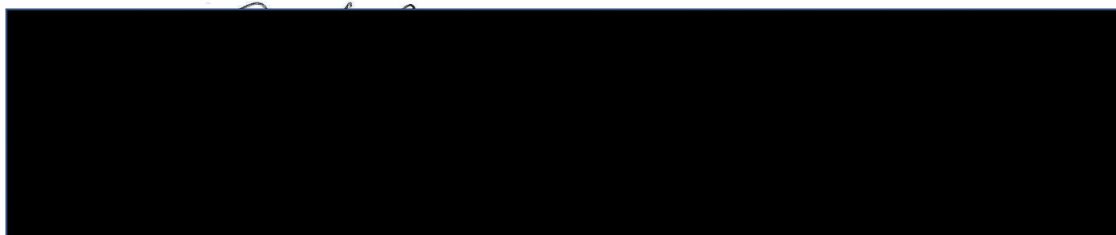
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

\* Announcements at top of each show occurred.  
 \* Matariki Glow show flyer (added this) was printed before funding was granted  
 \* Our website [www.glowshow.co.nz](http://www.glowshow.co.nz) - logo page  
 \* Posters A3, A4 were at Turner Centre with FINE logo

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

[www.facebook.com/glowshowco](https://www.facebook.com/glowshowco)

This report was completed by:



Date:

August 23 2022



Far North  
District Council

**Project Report**  
**COMMUNITY GRANT FUND - LOCAL**

FO080402

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: [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) PDF attachment via email is preferred) OR:

Funding Advisor  
Far North District Council  
Private Bag 752  
KAIKOHE 0440

Name of organisation: Manaaki Tinana Trust  
Name & location of project: Rawene Town Hall - hireage for fitness classes  
Date of project/activity: February 2021 - October 2022

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$1560-00

Board meeting date the grant was approved: 3 February 2021

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.

Supplier/Description	Amount	Receipt/s attached (please tick)
Rawene Community Hall Management Committee	\$1570-00	<input checked="" type="checkbox"/>
	\$	
	\$	
Volunteer hours	\$4160-00	
Total:	\$5730-00	

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

This grant, for hireage of the Rawene Town Hall for 2 hours per week to run exercise classes for women over 60 reduced financial barriers for these women, and encouraged fitness amongst older women up to 20 per session participated.

Private Bag 752, Maitland Ave, Kaikohe 0400, New Zealand. Telephone 0800 920 029.

Phone: (09) 405 2750. Fax: (09) 401 2137. Email: [ock.up@fndc.govt.nz](mailto:ock.up@fndc.govt.nz). Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)



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

The Rowene Town Hall was hired twice weekly as an exercise venue for Hokianga Community Gym's Over 60s Womens Exercise Group. Initially the hireage was \$20 per hour, later reduced to \$10 per hour, allowing us to spread the expenditure of the grant over a longer period.

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

All members of the Over 60's group, now known as the Queeragers, are aware of, and appreciate the assistance provided by the Community Board. Exercise classes range from yoga, Swiss ball, aerobics, balance, dance and stretching and have helped women build and maintain fitness and strength.

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

Facebook - Hokianga Community Gym

This report was completed by:

Name:

Address:

Phone:

Email:

Date:

19 December 2022

**Schedule of Supporting Documentation****MANAKI TINANA TRUST****(Rawene Town Hall – Hireage for Fitness Classes)**

The following supporting documentation has been provided in support of the project report and is emailed under separate cover.

<b>1</b>	<b>Volunteer Breakdown – x 1 page</b>
<b>2</b>	<b>Time Extension Letter and Approval – x 2 pages</b>
<b>3</b>	<b>Invoices from Rawene Community Hall – x 19 pages</b>
<b>4</b>	<b>Bank Statements – 16 pages</b>

**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:**

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

**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.

	<b>Sport New Zealand (Rural Travel)</b>
<b>What are the Objectives?</b>	Subsidise travel for junior teams participating in local sport competition.
<b>How much is available?</b>	\$39,637.50 across the Far North District.
<b>Funding is not available for</b>	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
<b>Who can apply?</b>	Schools, clubs or individuals.
<b>What age group is funding for?</b>	Funding is available for youth/children aged 5 - 19 years of age.
<b>Eligible Sports</b>	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.

**ĀPITI HANGA / 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.

## Local Grant Application Form



### Instructions

#### Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the Community Grant Policy to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website [www.fndc.govt.nz](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.

- **Send your completed form** to [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) or to any Council service centre

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

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

### Applicant details

Organisation

*Okaihan Community Association*

Number of Members

*14 who attend meetings*

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

*hricof@inside.co.nz*

Please briefly describe the purpose of the organisation.

*Promote, support and advance the interests of the Okaihan Community and maintain the Okaihan Community Hall.*

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029



## Local Grant Application Form



### Project Details

Which Community 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 Kitchen Design/Scope Date asap

Location Okaihau Community Hall Time asap

Will there be a charge for the public to attend or participate in the project or event? ☐ Yes ☒ No

If so, how much?

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.

Currently the kitchen facilities are becoming sub standard - rotting window frames & wall caused by water leakage. The hotwater cylinder/heater is not economical nor fireable.

Kitchen cupboards are in a terrible state, borer is evident, they must be replaced.

The community members who hire the hall will benefit, more users will be attracted if the facility is upgraded.

The kitchen upgrade will ensure the facility meets a high standard for health & safety purposes.

## Local Grant Application Form



### Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>	\$5000	\$5000
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)		
<b>TOTALS</b>	\$5000	\$5000

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



## Local Grant Application Form



### Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have?

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
Baptist Church Community Project	2493.76
Focus Project Fund	8821.43
Broadway Park Fund	200.00
	345.60
Additional cameras + CCTV expenses	2000.00
Table replacement	1000.00
General Maintenance + Kitchen Upgrade	9500.00
<b>TOTAL</b>	<b>24360.79</b>

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

Funding Source	Amount	Approved
		Yes / Pending
		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
Vetiver Grass on Campbell St	\$1150.00	8/2/2018	(Y) / N
Replacement Main Hall Lights	\$1555.95	9/12/2021	(Y) / N
Village Sign Replacement	\$1425.00	27/10/2021	(Y) / N
			Y / N

## 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)**

Okaitau Community Assn.

**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) n/a
  - A regularly maintained PAYE record (if applicable) n/a
  - 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**

Elamptell

**Signatory Two**

fel

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



### 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 Karen Campbell Position Treasurer  
 Postal Address RD 1 Okaihan Post Code 0425  
 Phone Number  Mobile Number 0212967466  
 Signature K Campbell Date 7/3/23

### Signatory Two

Name Lindy Mason Position Secretary  
 Postal Address RD 1 Okaihan Post Code 0425  
 Phone Number  Mobile Number 021017363  
 Signature L Mason Date 8/3/23

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

**Funding Application – Okaihau Community Association**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Bank Statement</b>
<b>2</b>	<b>Avail Pacific Proposal</b>
<b>3</b>	<b>Audited Accounts</b>

## 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.

<b>Community Fund Account balance as at 1 July 2022</b>	<b>\$203,211.00</b>
• <b>Plus, unused funds from 2016-2022</b>	<b>\$113,821.18</b>
<b>Less funds granted and uplifted to 28 February 2023</b>	<b>\$77,789.30</b>
• <b>Less funds not uplifted from previous community meetings (committed to projects)</b>	<b>\$168,955.18</b>
<b>Community Fund Account balance as at 28 February 2023</b>	<b>\$70,287.70</b>

#### 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

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



Far North District Council  
**Kaikohe - Hokianga Community Board**  
Statement of Community Fund Account as at 28-February-2023

<b>Far North District Council</b>		
<b>Kaikohe - Hokianga Community Board</b>		
Allocation Grants & Donations Annual Budget 2022-23	103,211.00	
Community Board Placemaking Fund	100,000.00	
<b>Community Fund Account Balance as at 1 July 2022</b>		<b>\$ 203,211.00</b>
Unused funds from 2016/17 - Junior Bike Park	14,376.54	
Unused funds from 2019/20 - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	19,523.79	
Unused funds from 2020/21 - Allocation to the tamariki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year	10,751.00	
Unused funds from 2021/22 - Far North District Council for travel costs and attendance costs towards three students attending Outward Bound in association with the Mayors Taskforce for Jobs	4,724.16	
Unused funds from 2021/22 - Balance of funding initially set aside (but not required) for the Outward Bound Students that were selected for sponsorship through the Mayors Taskforce for Jobs be added to the funds set aside for Rural Travel Funding	1,275.84	
Unused funds from 2021/22 - Pioneer Village Kaikohe for costs towards 2021 Halloween event to now be used for the 2022 Halloween Party	1,500.00	
Unused funds from 2021/22 - Authorise costs towards placement of barriers for the protection of the Opononi Pohutukawa trees	5,000.00	
Unused funds from 2021/22 - Kaikohe Business Association for costs towards their Community Patrol vehicle	1,000.00	
Unused funds from 2021/22 - Far North Land and Rescue for the lease of 218 Wiroa Road, Kerikeri	5,000.00	
Unused funds from 2021/22 - Hokianga Sailing Trust for the purchase of an outboard motor	60.00	
Unused funds from 2021/22 - Rawene Area Residents Association for venue hire, legal fees and incorporation costs, including incorporation fee	1,002.00	
Unused funds from 2021/22 - 2022/2023 Rural Travel	10,000.00	
Unused funds from 2021/22 - The design work for the Kaikohe - Ngawha shared footpath	39,607.85	
<b>Plus, unused funds from 2016-22</b>		<b>\$ 113,821.18</b>
		<b>\$ 317,032.18</b>

<b>Less Expenditure 2022/23 (Funds Uplifted)</b>		
<b>July 22</b>		
Far North Land and Rescue for the lease of 218 Wiroa Road, Kerikeri	5,000.00	
Living Theatre Trust for Matariki Glow Show	1,110.00	
Rawene Area Residents Association for venue hire, legal fees and incorporation costs, including incorporation fee	1,002.00	
<b>August 22</b>		
Akau Foundation for Bling Bling toi Marama 2022	7,500.00	
Kaikohe (Rau Marama) Charitable Trust for the administration, equipment hire, purchase of hardware and materials plus travel and mileage for Wipe Out Project	5,000.00	
<b>September 22</b>		
Hokianga Historical Society for the purchase of a lawnmower and line trimmer, laminator, signage/advertising and a cell phone	2,575.00	
Hokianga Bowling Club Incorporated for the purchase and installation of a storage shed at 61 Clendon Esplanade, Rawene	5,580.00	
Hokianga Country Music Club Incorporated for the additional costs of ferry's' during the 2022 Hokianga Country Music Festival	2,625.00	
Hokianga Community Educational Trust for two co-ordinators at the Arts Hub	5,000.00	
Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitaia) for workshop facilitator fee	960.00	
Bay of Islands Animal Rescue Trust for the Community Vaccination and Desexing Programme	10,000.00	
<b>October 22</b>		
Omanaia Marae for the purchase and installation of carpet in the multipurpose room	4,164.30	
Kaikohe Yun Jung Do Development Trust for rent of Memorial Hall to run classes	2,500.00	
Pioneer Village Kaikohe for costs towards 2021 Halloween event to now be used for the 2022 Halloween Party	1,500.00	
<b>November 22</b>		
Manaaki Tinana Trust for Rawene Domain Master Plan on receipt of a funding application	5,000.00	

<b>December 22</b>		
Wekaweka Valley Community Trust (Kaimoana Queens) for rent/venue hire, facilitator/professional fees and equipment hire	950.00	
Nga Mahi Toi o Horeke for rental costs for the stage hire	3,000.00	
Hokianga Sports Club to rent/venue hire and facilitator/professional fees	2,925.00	
Te Whakaora Tangata for the purchase of tables, water urn and flags	1,951.00	
Rawene Area Residents Association for advertising/promotion costs and room hire	550.00	
National Street Rod Association Northland for rent/venue hire for Pioneer Village Kaikohe hire for Cruz'n the Bayz 2023	3,277.00	
<b>January 23</b>		
Manaki Tinana Trust for rental costs for the hireage of Rawene Town Hall	1,000.00	
Te Pū O Te Wheke Community Arts Gallery for spotlights and bulbs	750.00	
Kaikohe Business Association for advertising/administration, equipment hire, decorations, portaloos, lollies and road closure and traffic management for the 2022 Kaikohe Santa Parade	3,870.00	
<b>Less funds granted and uplifted to 28 February 2023</b>		<b>\$ 77,789.30</b>
<b>Balance as at 28 February 2023</b>		<b>\$ 239,242.88</b>
<b>Less funds not uplifted from previous community meetings at 28 February 2023</b>		
<b>2016/2017 Commitment</b>		
Carry Forward - Junior Bike Park	14,376.54	
<b>2019/2020 Commitment</b>		
Carry Forward - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	19,523.79	
<b>Meeting 02.06.21</b>		
Allocation to the tamariki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year	10,751.00	

<b>Meeting 04.08.21</b>		
Far North District Council for travel costs and attendance costs towards three students attending Outward Bound in association with the Mayors Taskforce for Jobs	4,724.16	
Balance of funding initially set aside (but not required) for the Outward Bound Students that were selected for sponsorship through the Mayors Taskforce for Jobs be added to the funds set aside for Rural Travel Funding	1,275.84	
<b>Meeting 04.02.22</b>		
Authorise costs towards placement of barriers for the protection of the Opononi Pohutukawa trees	5,000.00	
<b>Meeting 03.06.20</b>		
Kaikohe Business Association for costs towards their Community Patrol vehicle - from 21/22	1,000.00	
Kaikohe Business Association for costs towards their Community Patrol vehicle - from 22/23	1,000.00	
<b>Meeting 01.06.22</b>		
Hokianga Sailing Trust for the purchase of an outboard motor	60.00	
2022/2023 Rural Travel	10,000.00	
The design work for the Kaikohe - Ngawha shared footpath	39,607.85	
Rob Pink for the purchase, transportation and installation of sand for the Clendon Esplanade beach, Rawene	1,650.00	
<b>Meeting 03.08.22</b>		
Visual Communications and Public Relations to advise the local community and visitors of planned work at Memorial Park	3,000.00	
<b>Meeting 14.09.22</b>		
The Okaihau Community Association to fund up to 100% of a design and price for kitchen and/or toilets for the Okaihau Hall, to be uplifted upon submission of a grant application for the same before the Board meeting in June 2023. If an application is not received the Board should reallocate the funds at its June 2023 meeting	5,000.00	
Enable future planning by the CE, or his nominee, for the Pioneer Village to ensure a sustainable future	20,000.00	
Okaihau Bowling Club for the purchase and installation of an all-weather surface	10,000.00	



<b>Meeting 16.11.22</b>		
Ngapuhi Hokianga Ki Te Raki Society Incorporated for rent/venue hire, equipment hire	1,800.00	
SMC Events Limited on behalf of Sanitarium Health and Wellbeing Company for the TRY Challenge Kits for participants	4,000.00	
<b>Meeting 14.12.22</b>		
Waimamaku Community Garden Group (Wekaweka Valley Community Trust) for irrigation set-up and consumable materials	2,586.00	
Hokianga Arts Community Trust for the facilitator/professional fees	3,600.00	
Bay of Islands Hockey Association for the upgrade of the lighting to LED lights/bulbs at Lindvart Park	10,000.00	
<b>Less funds not uplifted from previous community meetings (committed to projects)</b>		<b>\$ 168,955.18</b>
<b>Community Fund Account balance as at 28 February 2023</b>		<b>\$ 70,287.70</b>

**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 [↓](#) 

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Kaikohe-Hokianga Community Board <b>Officer:</b>		<b>Printed:</b> Thursday, 30 March 2023 11:26:41 am <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/03/2023	
Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 15/03/2023	Road Naming - Lot 19, 90 Wehirua Road, Okaihau	<p>The amendment became the substantive motion  <b>RESOLUTION 2023/5</b></p> <p>Moved: Deputy Chairperson Tanya Filia            Seconded: Member Jessie McVeagh</p> <p><b>That the Kaikohe-Hokianga Community Board leave <u>this item to lie on the table</u> and request that staff;</b></p> <p>a) clarify what alternative means of contact, other than email, were made to engage with Hapu and Iwi on the proposed names, and            b) provide background on why these names were chosen.</p> <p><u>Against:</u> Cr Mike Edmonds</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Mar 2023 11:23am Baker, Marlema</b>            Report writer Selina Topia has been informed that the CB has left the report to lie on the table. The CB has asked for more information on what alternative means of contact (other than email) were attempted when contacting Manawhenua and Hapu for input. Awaiting a response.</p>
Kaikohe-Hokianga Community Board 15/03/2023	Ground Lease Over Part of Okaihau Recreation Reserve	<p><b>RESOLUTION 2023/4</b></p> <p>Moved: Member John Vujcich            Seconded: Member Mike Edmonds</p> <p><b>That the Kaikohe-Hokianga Community Board recommends that Council::</b></p> <p>a) approves a new ground lease to be issued to Ōkaihau Whanau House over part of the recreation reserve, approximately 780 square meters of land at 3 Michie Street, Ōkaihau being Pt Lot 1 DP 24206, being 31844 square meters and part of Record of Title NA638/155 and vested in Far North District Council as recreation reserve.</p> <p>The terms of the proposed lease shall be:</p> <p>i. Term: 15 (5+5+5) – allowed for under the Reserves Act 1977</p> <p>ii. Rental: \$113 + GST per annum – FNDC Fees and Charges Schedule 2022/23 – Community leases.</p>	<p><b>30 Mar 2023 11:22am Baker, Marlema</b>            Council will consider this report and CB recommendation at their next meeting 6 April 2023.</p>

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Kaikohe-Hokianga Community Board <b>Officer:</b>		<b>Printed:</b> Thursday, 30 March 2023 11:26:41 am <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/03/2023	
Meeting	Title	Resolution	Notes
		b) approves further conditions to be negotiated and agreed upon by the Group Manager Corporate Services and Ōkaihau Whanau House.  CARRIED	

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**