



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 10 May 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 & Kaitaia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

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

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

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

Terms of Reference

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

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

Protocols

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

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

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

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1 KARAKIA TIMATANGA / OPENING PRAYER**2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

- Living Theatre Trust – Item 7.3 a) refers.
- R Tucker Thompson – Item 7.3 b) refers.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4144932

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 meeting held 4 April 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. **2023-04-12 Kaikohe-Hokianga Community Board Minutes - A4166993** [↓](#) 

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

12 April 2023

**MINUTES OF KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 12 APRIL 2023 AT 10:02 AM**

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

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

1 KARAKIA TIMATANGA / OPENING PRAYER

Chair Chicky commenced the meeting and opened with a karakia.

The Kaikohe-Hokianga Community Board requests that Council install signage in Kaikohe to inform the community about the Hokianga Ferry closure.

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

There were no apologies or declarations of interest.

3 NGĀ TONO KŌRERO / DEPUTATIONS

No deputations were requested for this meeting.

4 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Linda Mason – Ōkaihau Community Association;

- requested that a Community Board member attend their monthly meetings.
- Speed is a current issue in Okaihau, requested speed bumps be installed as a traffic calming measure.

5 NGĀ KAIKŌRERO / SPEAKERS

Linda Mason – Ōkaihau Community Association;

- Hall Kitchen Upgrade highlighted in the Ōkaihau Community Plan (ŌCP) that was adopted in 2022.
- Okaihau Hall Kitchen is riddled with borer, an RFS has been lodged for this.

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

Agenda item 6.1 document number A4144919, pages 8 - 17 refers.

RESOLUTION 2023/2

Moved: Member Tanya Fila
Seconded: Member Harmonie Gundry

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

CARRIED

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

12 April 2023

7 REPORTS**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4109212, pages 18 - 26 refers.

RESOLUTION 2023/3

Moved: Member John Vujcich
Seconded: Member Harmonie Gundry

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

CARRIED**7.2 ROAD NAMING - 8113 STATE HIGHWAY 1, ŌMĀPERE**

Agenda item 7.2 document number A4061546, pages 27 - 36 refers.

RESOLUTION 2023/4

Moved: Member Jessie McVeagh
Seconded: Member Tanya Filia

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, Ōmāpere as per map (A4061170).

CARRIED**7.3 NEW LEASE TO FENZ - 1089 BROADWOOD ROAD, BROADWOOD**

Agenda item 7.3 document number A4131742, pages 37 - 44 refers.

RESOLUTION 2023/5

Moved: Member Harmonie Gundry
Seconded: Member Jessie McVeagh

That the Kaikohe - Hokianga Community Board recommends that Council

- a) **approve 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) **approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations and Fire and Emergency New Zealand**
- c) **approve transferring ownership of buildings and improvements to Fire & Emergency New Zealand for \$1.00.**

CARRIED

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

12 April 2023

7.4 PROJECT FUNDING REPORTS

Agenda item 7.4 document number A4147152, pages 45 - 56 refers.

RESOLUTION 2023/6

Moved: Member John Vujcich

Seconded: Member Tanya Filia

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

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

CARRIED**7.5 RURAL TRAVEL FUNDING APPLICATIONS 2022/23**

Agenda item 7.5 document number A4145815, pages 57 - 60 refers.

RESOLUTION 2023/7

Moved: Member Tanya Filia

Seconded: Member John Vujcich

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

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

Total \$18,533**CARRIED**

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

12 April 2023

7.6 FUNDING APPLICATIONS

Agenda item 7.6 document number A4147043, pages 61 - 70 refers.

RESOLUTION 2023/8

Moved: Member Jessie McVeagh

Seconded: Member Trinity Edwards

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 Ōkaihau Community Association for the design and pricing of a kitchen and/or toilet for the Ōkaihau Hall to support the following Community Outcomes:**
- i. **Proud, vibrant communities**
 - ii. **Communities that are healthy, safe, connected and sustainable.**

CARRIED

Note: The Board requested further information regarding Council budgets for renewals and clarification on what that funding could be used for.

8 INFORMATION REPORTS**8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 28 FEBRUARY 2023**

Agenda item 8.1 document number A4147241, pages 71 - 77 refers.

RESOLUTION 2023/9

Moved: Member John Vujcich

Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 28 February 2023.**CARRIED****8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE APRIL 2023**

Agenda item 8.2 document number A4143863, pages 78 - 80 refers.

RESOLUTION 2023/10

Moved: Member Chicky Rudkin

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update April 2023 and that a message of impatience regarding action item 1 be passed on to Northland Transport Agency.**CARRIED****9 TE KAPINGA HUI / MEETING CLOSE****The meeting closed at 11:09 am.**

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

12 April 2023

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 10 May 2023.

.....
CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4126973

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

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 note the reports from Deputy Chair Tanya Filia and Member Jessie McVeagh.

TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The reports from the Chairperson and Members provide information to community on these requirements. They also provide Request for Service (RFS) information on issues of interest or concern to the Community Board, providing a reference for further enquiry on the progress of the matters raised. The report from the Chairperson and members are attached.

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.






REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Deputy Chair Filia Report April 23 - A4176637  
2. KHCB Member McVeagh Report March and April 23 - A4176587  
3. KHCB Member McVeagh Community Board Executive Committee Report - A4176599 





Member's Report

Name: Tanya Filia
Subdivision: South Hokianga
Date: 19 April 2023

Meetings Attended

Date	Meeting	Comments
15/3/23	Attended pre agenda review hui with Chicky Rudkin Chair in my role as Deputy Chair	Agenda review - approved
12/4/23	Pre hui in chambers	Presentation from Keith Kent – Cycle-Trail ways
12/4/23	KHCB hui in chambers	As per agenda
12/4/23	Post hui in chambers	KHCB – strategic planning hui – board members will be taking the document to their hui they attend with their community
18/4/23	OORA Opononi Omapere Rate payers association hui	Majority of the discussion this evening was in regards to preparation for the Waste Water Treatment Plant hearing to be held in Rawene Town hall - Sunday 11 th May at 2:30 pm a hui will be held for communities presented by Te Mauri o Te Wai. Freeze park – are pleased safety signs installed. Want pram and wheelchair access to the beach from the park – only steps on each end are on the design plans

Community Issues

Issue name	Comment
Ninihi Road, Otatau RFS 4140344 RFS - 4143310	One of the communities reaching out is Otatau. Contact AW, and BW residents of Otatau. Lodged RFS –Dust suppressant Urgently needs addressing 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 – Disgraceful – this must be addressed now. In the process of arranging hui with the residents
SH12 RFS 4139540	Resolved Repair to road completed outside Lighthouse motel SH 12
Kokohuia road RFS numbers are	Historical RFS put through from many Kokohuia Road residents. I have noted some of these RFS numbers.

7.2 PROJECT FUNDING REPORTS

File Number: A4183016

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder 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) Bay of Islands Hockey Association
- b) Far North Land Search and Rescue

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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



Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Bay of Islands Hockey Association - A4182727  
2. Far North Land Search and Rescue - A4182729  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7.3 FUNDING APPLICATIONS

File Number: A4183098
Author: Kathryn Trewin, Funding Advisor
Authoriser: Scott May, Manager - Stakeholder 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 May 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 an unallocated budget of **\$4,303** for Community Funding the 2022/23 financial year.
- The Community Board has an unallocated Placemaking budget of **\$57,350** for the 2022/23 financial year.
- Three applications for funding have been received, requesting a total of **\$8,000**.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) approves the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Living Theatre Company for the Wonderland Glow show tour to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- b) approves the sum of **\$4,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to R Tucker Thompson Youth Sailing Trust for two students from Kaikohe-Hokianga Ward to attend a youth sailing to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- c) approves the sum of **\$880** (plus GST if applicable) be paid from the Boards Community Fund account to Rawene Golf Club for Rawene Golf Fun Day to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Living Theatre Trust	\$2,500	\$2,500	This application is for the Wonderland Glow tour for tamariki to see a large-scale, glow-in-the-dark puppet show and is an annual tour that is supported by the other community boards, as well as Creative Communities.	Event
R Tucker Thompson	\$4,000	\$4,000	The Trust is applying for funding to allow two students from Kaikohe-Hokianga ward to attend a youth sailing on the R Tucker Thompson. The applicant has indicated that this will be an annual application and the Board may wish to grant the amount of \$4,000 per year for all three years of this triennium (2022/23, 2023/24 and 2024/25)	Community Development
Rawene Golf Club Fun Day	\$1,500	\$880	This is an event the Board has funded in the past that encourages members of the wider Rawene community to have a try at playing golf. The applicant asked for \$1,500, but a large part of that would be for catering at the event. The amount recommended would fund the other expenses they have that day, but not kai.	Event

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. **Living Theatre Trust - A4182730** [↓](#) 
2. **R Tucker Thompson Trust - A4182728** [↓](#) 
3. **Rawene Golf Club - A4182731** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

8 INFORMATION REPORTS

8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2023

File Number: A4179712

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Janice Smith, Group Manager - Corporate Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

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

BACKGROUND

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

Community Fund Account balance as at 1 July 2022	\$203,211.00
<ul style="list-style-type: none"> • Plus, unused funds from 2016-2022 	\$113,821.18
<ul style="list-style-type: none"> • Less funds granted and uplifted to 31 March 2023 	\$106,374.30
<ul style="list-style-type: none"> • Less funds not uplifted from previous community meetings (committed to projects) 	\$150,005.18
Community Fund Account balance as at 31 March 2023	\$60,652.70

DISCUSSION AND NEXT STEPS


Board members will consider the applications on the agenda and decide on what level of funding to allocate. The committed balance in the Community Fund account as at 31 March 2023 is \$60,652.70.

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 31 March 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account Kaikohe-Hokianga as at 31 March 2023 - A4179573** [↓](#) 

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE APRIL 2023**File Number:** A4143869**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. KHCB Action Sheet - April 2023 - A4186936 [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE