



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Extraordinary Kaikohe-Hokianga Community Board Meeting**

**Thursday, 15 June 2023**

**Time: 2:00 pm**  
**Location: Council Chamber**  
**Memorial Avenue**  
**Kaikohe**

**Membership:**

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



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

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

**Council Delegations to Community Boards - January 2013**

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

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

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

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

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

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

## Terms of Reference

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

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

## Protocols

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

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

**Extraordinary Kaikohe-Hokianga Community Board Meeting  
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:  
Thursday 15 June 2023 at 2:00pm**

**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer .....</b>	<b>7</b>
<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest .....</b>	<b>7</b>
<b>3</b>	<b>Te Wāhanga Tūmatanui / Public Forum.....</b>	<b>7</b>
<b>4</b>	<b>Ngā Tono Kōrero / Deputation.....</b>	<b>7</b>
	<b>Jay Hepi – Ride For Life Kaikohe .....</b>	<b>7</b>
	<b>Amanda Beere – Okaihau Recycling Station .....</b>	<b>7</b>
	<b>Kath Wharton – Health Families Far North .....</b>	<b>7</b>
<b>5</b>	<b>Ngā Kaikōrero / Speakers .....</b>	<b>7</b>
	<b>Janine Mcveagh and/or Brianna Patino - Hokianga Community Educational Trust .....</b>	<b>7</b>
<b>6</b>	<b>Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes .....</b>	<b>8</b>
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<b>7</b>	<b>Ngā Pūrongo / Reports.....</b>	<b>14</b>
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<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports .....</b>	<b>68</b>
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	8.2 Kaikohe-Hokianga Statement of Community Board Fund Account as at 30 April 2023 .....	80
	8.3 Kaikohe-Hokianga Community Board Action Sheet Update June 2023.....	87
<b>9</b>	<b>Karakia Whakamutunga / Closing Prayer .....</b>	<b>89</b>
<b>10</b>	<b>Te Kapinga Hui / Meeting Close .....</b>	<b>89</b>

**1 KARAKIA TIMATANGA / OPENING PRAYER****2 NGĀ 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 Manager - Democracy Services (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**

Jay Hepi – Ride For Life Kaikohe  
Amanda Beere – Okaihau Recycling Station  
Kath Wharton – Health Families Far North

**5 NGĀ KAIKŌRERO / SPEAKERS**

Janine Mcveagh and/or Brianna Patino - Hokianga Community Educational Trust

## 6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4144939

**Author:** Marlema Baker, Meetings Administrator

**Authoriser:** Aisha Huriwai, Manager - 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 confirm the minutes of the meeting held 10 May 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. **Kaikohe-Hokianga Community Board Minutes 10 May 2023 - A4195101**  



**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

10 May 2023

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 10 MAY 2023 AT 10:03 AM**

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

**IN ATTENDANCE:** Cr Babe Kapa (virtual), Cr Tāmāti Rākena

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

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Chicky Rudkin commenced the meeting and opened with a karakia.

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

None

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Diane Ruawhare – Ngawha Community Advocate (Fiona Bannister and Tania Harris are also a community contact for this matter)

- Ngawha Springs Drainage Issues, Council needs to clear flooded drains.
- Ngawha Firebreak is overgrown with flax and Manuka and needs to be cleared in case there's a fire.

Linda Bracken – Kaikohe Businesses and Community.

- Graffiti in Kaikohe will be dealt with by the local community when the weather is fine.
- The Business Association received funding from Proceeds of Crime for CCTV. Cameras located at the two entrances to Kaikohe so far. Currently looking for a suitable location at Taheke Road. The next stage is Memorial Park then Lindvart Park in collaboration with Sportsville.
- Impressed with the amount of drainage maintenance that's happening over the last few months. It has made a difference after the substantial rain recently.
- Bike for Life Working Group looking at addressing the issue of non-compliance with cars, motorbikes and push bikes on the streets in Kaikohe doing illegal things. Looking at positive ways to educate and provide positive opportunities in Kaikohe.

Shaun Reilly – Community Advocate

- Kaikohe Street Maintenance is abysmal and contracts aren't fulfilled properly. The long grass over the railway line near the dump has not been mowed. (*tabled document I.D A4206338*) Cr Tāmāti Rakena supported the korero.
- Trees planted in the main street died and weren't replaced. (*tabled document I.D A206342*)
- Planter boxes are receptacles for rubbish. (*tabled document I.D A4206343*)

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**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

10 May 2023

- Communities expect the Council to take pride in the towns appearance and do something to improve it.
- In 1989 Council had 89 employees, in 2000 it had 200, now it's pushing 400 staff members, Are we getting value for money? Kaikohe deserves better than what it's receiving.

*NOTE: Cake requested for next meeting to commemorate Shaun Reilly's 50 years of community service.*

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Justin Blaikie – representing Kaikohe &amp; Districts Sportsville

- KDS Community Board Powerpoint Presentation. (*Tabled document I.D A4206360*)
- requesting for the KHCB to advocate for an indoor pool be included in the FNDC long-term plan and to assist with the annual operation costs in the LTP.
- offered to assist the Board to formulate their LTP submission to Council.

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Sarah Burren representing Living Theatre Trust. *Funding application 7.3 a) refers.*
- Jo Lynch representing R Tucker Thompson Trust. *Funding application 7.3 b) refers.*

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

Agenda item 6.1 document number A4144932, pages 10 - 15 refers

**RESOLUTION 2023/11**

Moved: Member Jessie McVeagh  
 Seconded: Member Tanya Filia

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 4 April 2023 as a true and correct record.**

**CARRIED****7 REPORTS****7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4126973, pages 16 - 24 refers

**RESOLUTION 2023/12**

Moved: Member Tanya Filia  
 Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board note the reports from Deputy Chair Tanya Filia and Member Jessie McVeagh.**

**CARRIED**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

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**7.2 PROJECT FUNDING REPORTS**

Agenda item 7.2 document number A4183016, pages 25 - 30 refers

**RESOLUTION 2023/13**

Moved: Member John Vujcich  
 Seconded: Member Jessie McVeagh

**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

**CARRIED****7.3 FUNDING APPLICATIONS**

Agenda item 7.3 document number A4183098, pages 31 - 59 refers

**MOTION**

Moved: Member Jessie McVeagh  
 Seconded: Member Harmonie Gundry

- 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.

**AMENDMENT**

Moved: Member Jessie McVeagh  
 Seconded: Member John Vujcich

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 *specifically for tickets to be offered to residents from the Kaikohe-Hokianga Ward* to support the following Community Outcomes:
- i) Proud, vibrant communities
  - ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED**

The amendment became the substantive motion

**RESOLUTION 2023/14**

Moved: Member John Vujcich  
 Seconded: Member Jessie McVeagh

**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 *specifically for tickets to be offered to residents from the Kaikohe-Hokianga Ward* to support the following Community Outcomes:

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

**CARRIED****RESOLUTION 2023/15**

Moved: Member Jessie McVeagh

Seconded: Member Tanya Filia

**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.**

**CARRIED****RESOLUTION 2023/16**

Moved: Member Tanya Filia

Seconded: Member Harmonie Gundry

**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.**

**CARRIED****RESOLUTION 2023/17**

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

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

- d) **signals its intention to fund, from the Boards Placemaking Fund, up to \$1,000 for the planting of trees to replace those that have died in the footpath receptacles in Kaikohe, to be automatically paid (without further resolution) to the Kaikohe Business Association upon receipt of an application, and to waive any requirement for the association to provide funds of its own to match, subject to advice from staff at the June meeting.**

**CARRIED**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

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**8 INFORMATION REPORTS****8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2023**

Agenda item 8.1 document number A4179712, pages 60 - 66 refers

**RESOLUTION 2023/16**Moved: Member John Vujcich  
Seconded: Member Jessie McVeagh**That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 March 2023.****CARRIED****8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE APRIL 2023**

Agenda item 8.2 document number A4143869, pages 67 - 68 refers

**RESOLUTION 2023/17**Moved: Member John Vujcich  
Seconded: Member Trinity Edwards**That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update April 2023.****CARRIED****8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 11:23 am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 7 June 2023.

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4161199

**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 Chairperson Chicky Rudkin, Deputy Chair Tanya Filia and Members Trinity Edwards, and Harmonie Gundry.**

#### TE TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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







#### REASON FOR THE RECOMMENDATION

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

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

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

#### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin\_Member Edwards Report May 2023 - A4209472  
2. KHCB Member Filia Report May 2023 - A4216668  
3. KHCB Member Gundry report May 2023 - A4216643  



## Member's Report

Name: Chicky Rudkin, Trinity Edwards

Subdivision: Kaikohe

Date: 12 May 2023

### Meetings Attended

Date	Meeting	Comments
20 March 26 April	Kaikohe Civic Hub and Library Steering Group meetings	<p>Monday 20th March – Steering Group hui – workshop to discuss options for build requested, FNHL attended and expressed interest in helping lead the project</p> <p>Wednesday 26th April – Workshop held with Steering Group members and staff, also included TRAION, hāpu, and two additional community attendees. Outcome of workshop – FNHL to undertake design review workshop and draft/cost two concept designs for the new library and civic hub (one for 69 Broadway only, one for 67-71 Broadway)</p> <p>Next meeting planned for 15 May</p>
25 April	Anzac Day Commemoration Ceremony	held outside the Memorial Hall. Special thanks to the organisers of the event, it was a very solemn event well attended by many community members. It is always a fabulous event when the Piri Wiri Tua Brass Band are present, and we have a lovely choir. The floral tributes were a lovely touch and the venue well-manicured.



















## 7.2 FUNDING APPLICATIONS

**File Number:** A4217612

**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 **\$1572.70** for Community Funding the 2022/23 financial year.
- The Community Board has an unallocated Placemaking budget of **\$53,350** for the 2022/23 financial year.
- Four applications for funding have been received, requesting a total of \$39,200
- A further application was received from the Tuhuna Ratana church, who are seeking to relocate their building, but the application was incomplete. The Funding Advisor will work with the applicant to bring their application to a future Board meeting for consideration.

### TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) approves the sum of **\$700.00** (plus GST if applicable) be paid from the Board's Placemaking Fund account to Valerie August for the Matariki 2023 exhibition in Rawene 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 **\$1572.70** (plus GST if applicable) be paid from the Board's Community Grant Fund account and **\$427.30** from the Boards Placemaking Fund (a total of **\$2000**) to Volunteering Northland for support of volunteer engagement and organisations in the Kaikohe-Hokianga Ward 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 **\$200.00** (plus GST if applicable) be paid from the Board's Placemaking Fund account to Whatu Creative for the Matariki 2023 Weaving the Strands together workshops 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:

- d) Leaves the application for the sum of **\$34,500** (plus GST if applicable) from the Hokianga Community Education Trust for a pump track at the Rawene Domain to lie on the table until the Rawene Domain masterplan and Rawene Domain Reserve Management Plan are completed and the pump track is able to be considered as part of the entire development plan of the Rawene Domain.

#### 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
Valerie August Rawene Matariki –	\$700	\$700	This is for a planned festival in Rawene that encourages main street businesses and buildings to be lit up at night for the week of Matariki 2023, including a free community event at the town hall.	Event
Volunteering Northland	\$2000	\$2000	The organisation is asking for support to help volunteers and organisations with/run by volunteers in the Kaikohe-Hokianga Ward. The applicant provides training and support free or at low cost to members, as well as offering a service for volunteers and organisations to be matched.	Community Development
Whatu Collective – Weaving the strands together	\$2000	\$2000	The Whatu Collective is planning on running a series of Matariki Puanga workshops in the Far North District libraries based around Matariki 2023. They are seeking funding from the three community boards to help fund these workshops.	Community Development

Applicant and Project	Requested	Recommend	Comments	Type
Hokianga Community Education Trust – Rawene Domain Pump Track	\$34,500	Leave to lie	It is recommended that this application be left to lie until the full plan for the Domain is made available and it can be considered as part of the full range of activities/projects the community requests for the Domain, rather than be approved in isolation with no supporting framework.	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. Valerie August - Rawene Matariki 2023 - A4218329 [↓](#) 
2. Volunteering Northland - A4218330 [↓](#) 
3. Whatu Creative - Weaving the Strands Together - A4218569 [↓](#) 
4. Hokianga Community Education Trust - Rawene Domain Pump Track - A4218331 [↓](#) 

**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.















































































### 7.3 PROJECT FUNDING REPORTS

**File Number:** A4217642  
**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 Manaki Tinana Trust – Community Engagement**

#### 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. **Manaaki Tinana - Community Engagement - A4218328**  

**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.









## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 HOKIANGA FERRY LIAISON GROUP

**File Number:** A4195576

**Author:** Aaron Reilly, Lighting & Transport Operations Specialist

**Authoriser:** Andy Finch, District Engineer

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to inform the Kaikohe–Hokianga Community Board of the meeting that was held with the Hokianga Ferry Liaison Group (HFLG) on 23<sup>rd</sup> February 2023 and provide a copy of the draft minutes to the Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group (HFLG) met on 23<sup>rd</sup> February 2023 in Chambers. A copy of the draft minutes is attached to this report.
- The next HFLG meeting is scheduled for the 12<sup>th</sup> June 2023 at Council's Kaikohe office.

#### TŪTOHUNGA / RECOMMENDATION

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

#### TĀHUHU KŌRERO / BACKGROUND

The Hokianga Ferry Liaison Group (HFLG) is made up of stakeholders who represent key community interests in the Hokianga Ferry service. Northland Transportation Alliance (NTA) and FNDC staff facilitate the meetings, provide information and administrative support to the Group. Northland Ferries (the operator) also attend to provide information on operational matters.

The HFLG meet on a quarterly basis, or on request by mutual agreement.

A copy of the draft meeting minutes for meeting held on 23<sup>rd</sup> February 2023 is attached (refer attachment 1) along with the agenda items (refer attachment 2).

The purpose of the HFLG as set out in the Terms of Reference (ToR) is as follows:

##### Purpose

- To represent the interests and views of the Community of users.
- To liaise with the Hokianga Harbour Community and make recommendations to Council via the Community Board with regard the Hokianga Ferry Service.
- To maintain an overview of issues of importance in relation to the Hokianga Ferry operations and consider options and alternative solutions to address those issues and; to maximize the use and viability of the ferry.
- To ensure the Community, Community Boards and Council are well informed (via the Community Board) about matters of concern relating the Hokianga Harbour Ferry.
- To identify initiatives and improvements and make recommendations to Council on how these improvements can be implemented.
- To provide the Hokianga Harbour community with an opportunity to provide feedback to Council via the Community Board.

- Ensure open and free exchange of information, ideas and concerns between Council and community via the Community Board.

#### Group Membership

The current HFLG membership per the ToR is as follows:

- Kohukohu Representative & Chair – John Wigglesworth
- Former CB member - Louis Toorenburg
- Former CB member - Emma Davis
- Hokianga Health – Margareth Broodkorn
- Iwi Representative – Steve Morunga
- Northland Ferries (Operator)
- Rawene/RARA Representative – Craig Joiner
- Hokianga Tourism Association – Angela Lush
- Various Northland Transportation Alliance (NTA) / Infrastructure and Asset Management staff as required for support and to provide information.

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

NTA and Northland Ferries staff provided the following summary update on the upcoming Out of Water (OoW) project which followed on from the initial early notification of the project at the November 2022 meeting.

- The vessel is planned to be hauled out for its OoW survey (last done in 2017) in 1st week of May 2023.
- Approximate duration out of service is 30 calendar days, with planned relaunch of vessel in week ending 4th June.
- A passenger only vessel to same timetable will be in operation (from Kohukohu township).

Per the attached draft minutes, we highlight that the Group resolved to strongly recommend that the KHO-Hokianga Board advocate for the development of the Hokianga Harbour Long Term Transport Plan.

It was agreed with the Chair that the timing of the next meeting should be scheduled in June which would provide an opportunity for Northland Ferries and NTA staff to update the Group upon the completion of Out of Water project.

Staff noted that the Kaikohe-Hokianga Community Board appointed Community Board Member's Jessie McVeagh and Harmonie Gundry to the Group at their meeting on 15<sup>th</sup> March 2023. Invitations to the June meeting has been extended to the Community Board Member's.

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

There are no financial implications or budgetary provisions associated with this information report.

#### **ĀPITIHINGA / ATTACHMENTS**

1. **Attachment 1 - Hokianga Ferry Liaison Group Minutes 23 February 2023 - A4204177**  [↓](#)
2. **Attachment 2 - Hokianga Ferry Liaison Group Agenda 23 February 2023 - A4204181**  [↓](#)























## 8.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2023

**File Number:** A4218428

**Author:** Segun Rotimi, Accounting Support Officer

**Authoriser:** Janice Smith, Acting Chief Executive

### 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 receive the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 30 April 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 Board	Placemaking Fund
<b>Community Fund Account balance as at 1 July 2022</b>	<b>\$103,211.00</b>	<b>\$100,000.00</b>
<ul style="list-style-type: none"> <li>Plus, unused funds from 2016-2022</li> </ul>	\$20,588.84	\$94,882.34
<b>Less funds granted and uplifted to 30 April 2023</b>	<b>\$100,374.30</b>	<b>\$14,650.00</b>
<ul style="list-style-type: none"> <li>Less funds not uplifted from previous community meetings (committed to projects)</li> </ul>	\$18,472.84	\$122,882.34
<b>Community Fund Account balance as at 30 April 2023</b>	<b>\$4,952.70</b>	<b>\$57,350.00</b>

### DISCUSSION AND NEXT STEPS


Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance as at 30 April 2023 in the Community Fund account is \$4,952.70 and the balance in the Placemaking Fund account is \$57,350.00.

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 30 April 2023 is attached.

### ATTACHMENTS

- Statement of Community Fund Account Kaikohe-Hokianga as at 30 April 2023 - A4218218** [↓](#) 















**8.3 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JUNE 2023****File Number:** A4143871**Author:** Marlema Baker, Meetings Administrator**Authoriser:** Aisha Huriwai, Manager - 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 June 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. **Kaikohe-Hokianga Community Board Action Sheet June 2023 - A4235367** [↓](#) 





**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**