



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 5 July 2023

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

Exclusions: *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & 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 5 July 2023 at 10:00 am

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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

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

5 NGĀ KAIKŌRERO / SPEAKERS

Sam Stewart - Coast to Coast Cat Rescue (item 7.3 a) refers

Rob Pink - Hokianga Bowling Club (item 7.3 b) refers

Michelle Hoani-Heihei - Ngā Moko a Rāhiri Incorporated (item 7.3 d) refers

Linda Fowlie - Opononi Bowling Club (item 7.3 f) refers

Shane Watts – Music Recording (item 7.3 g) refers

Max Cochrane - Kaikohe Ratana Church (item 7.3 h) refers

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4144949

Author: Marlema Baker, Democracy Advisor

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 extraordinary meeting held 15 June 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.

The Kaikohe-Hokianga Community Board meeting scheduled for 7 June 2023 was cancelled due to a lack of quorum, Members intended to attend a funeral of a well-known community member in Kaikohe.

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. 2023-06-15 Kaikohe-Hokianga Community Board Minutes - A4252313**  

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

15 June 2023

UNCONFIRMED

**MINUTES OF
EXTRAORDINARY KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON THURSDAY, 15 JUNE 2023 AT 2:00 PM**

PRESENT: Chairperson Chicky Rudkin, Member Trinity Edwards, Member Harmonie Gundry, Member Jessie McVeagh,

APOLOGIES: Member Tanya Filia, Member Mike Edmonds

STAFF PRESENT: Joshna Panday (Democracy Advisor), Melissa Wood (Community Board Coordinator), Kim Hammond (Community Board Coordinator), Kathryn Trewin (Funding Advisor)

ABSENT: Member John Vujcich

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Chicky Rudkin commenced the meeting with a karakia.

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

APOLOGY

RESOLUTION 2023/18

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the apology received from Member Tanya Filia and Member Mike Edmonds be accepted and leave of absence granted.

CARRIED

3 NGĀ KAIKŌRERO / SPEAKERS

Maryn Ashby for Whatu Creative. Item 7.2(c) refers.

4 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Jay Hepi – Ride for Life Kaikohe

5 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations for this meeting.

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

15 June 2023

UNCONFIRMED**6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES****6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4144939, pages 8 - 13 refers.

RESOLUTION 2023/19

Moved: Member Trinity Edwards

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 10 May 2023 as a true and correct record.**CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4161199, pages 14 - 23 refers.

RESOLUTION 2023/20

Moved: Member Harmonie Gundry

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board note the reports from Chairperson Chicky Rudkin, Deputy Chair Tanya Filia and Members Trinity Edwards, and Harmonie Gundry.**CARRIED****7.2 FUNDING APPLICATIONS**

Agenda item 7.2 document number A4217612, pages 24 - 62 refers.

RESOLUTION 2023/21

Moved: Member Jessie McVeagh

Seconded: Member Chicky Rudkin

That the Kaikohe-Hokianga Community Board:

a) approve 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.

CARRIED

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

15 June 2023

UNCONFIRMED**RESOLUTION 2023/22**

Moved: Member Harmonie Gundry

Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board:

- b) approve 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.

CARRIED**RESOLUTION 2023/23**

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board:

- c) approve the sum of **\$5000** (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.

CARRIED**TŪTOHUNGA / RECOMMENDATION****That the Kaikohe-Hokianga Community Board:**

- d) ~~Leave 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.~~

WITHDRAWN BY THE APPLICANT**7.3 PROJECT FUNDING REPORTS**

Agenda item 7.3 document number A4217642, pages 63 - 67 refers.

RESOLUTION 2023/24

Moved: Member Trinity Edwards

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board note the project report received from Manaki Tinana Trust – Community Engagement.**CARRIED**

Page 3

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

15 June 2023

UNCONFIRMED**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 HOKIANGA FERRY LIAISON GROUP**

Agenda item 8.1 document number A4195576, pages 68 - 79 refers.

RESOLUTION 2023/25

Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry

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 30 APRIL 2023**

Agenda item 8.2 document number A4218428, pages 80 - 86 refers.

RESOLUTION 2023/26

Moved: Member Trinity Edwards
Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 30 April 2023.

CARRIED**8.3 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JUNE 2023**

Agenda item 8.3 document number A4143871, pages 87 - 88 refers.

RESOLUTION 2023/27

Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry

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

CARRIED**8.4 MAJOR ITEM NOT ON THE AGENDA****RESOLUTION 2023/28**

Moved: Member Harmonie Gundry
Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board resolve to discuss and allocate the remaining Placemaking funds of \$47,222.70. This cannot be delayed as the funds must be allocated before the end of the 2022/23 financial year.

CARRIED

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

15 June 2023

UNCONFIRMED**RESOLUTION 2023/29**

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board

a) approve the sum of **\$10,000** (plus GST if applicable) be paid from the Board's Placemaking Fund account to the Rural Travel Fund for the benefit of tamariki in the Kaikohe-Hokianga Ward to participate in sport to support the following Community Outcomes:

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

CARRIED**RESOLUTION 2023/30**

Moved: Member Jessie McVeagh

Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board

a) approves the sum of **\$37,222.70** (plus GST if applicable) be paid from the Board's Placemaking Fund account, on receipt of a funding application, to the Community Business and Environment Centre (CBEC) to support the following Community Outcomes:

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

CARRIED**9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 2:50 pm with Member Harmonie Gundry saying karakia.

The minutes of this meeting will be confirmed at the Extraordinary Kaikohe-Hokianga Community Board Meeting held on 5 July 2023.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4144257

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 June 2023 reports from Chairperson Chicky Rudkin, Member Trinity Edwards, Deputy Chairperson 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 ĀPITI HANGA / ATTACHMENTS

1. KHCB Chair Rudkin_Member Edwards report May - June '23 - A4257604 [↓](#) 
2. KHCB Deputy Chair Filia report May - June '23 - A4257606 [↓](#) 
3. KHCB Member McVeagh report May - June '23 - A4257605 [↓](#) 



Kaikohe-Hokianga
Community Board

Member's Report

Name: Chairperson Chicky Rudkin, Member Trinity Edwards

Subdivision: Kaikohe

Date: 10/05/23-14/06/2023

Meetings Attended

Date	Meeting	Comments
10/05/23	Community board meeting	Chicky and Trinity in attendance
15/05/23	Kaikohe Library and Civic Hub Hui	Steering Group voted to include 6 additional seats with voting rights to the Group, including three community representative and three iwi hapū representatives. This recommendation will be submitted to Council for decision. 2 design concepts shared from FNHL showing potential build size and scope/location. Group to provide guidance into concepts, including establishment of three iwi hapū representative seats on the project working group to ensure cultural connection through the operational work alongside governance reps at Steering Group. Further work estimating pricing and options needed for Steering Group prior to recommendation to Council decision. TRAION are interested in a joint venture and consideration of shared use/spaces. Lots of next steps.
11/06/23	Kohukohu Hall Meeting	Chicky, Kelly, and Harmonie attended. Kelly outlined role of Hall Committee and FNDC responsibilities. Chicky chaired Interim AGM, new committee selected, and meeting set for each 4 weeks. AGM to elect new Chair and committee set for 26 August.
12/06/23	Okaihau Community Meeting	Confirming community priorities for strategic plan - Trinity is Community Board Rep.

Community Issues



Member's Report

Issue name	Comment
RFS 4158017	Road damage and condition from Long Bridge up to and including Waimirangi Marae, West Coast Road, Panguru
RFS 4157436	Trees on Lindvart Park causing constant blockages, Kaikohe East School evacuated during last flood due to water levels in the school carpark and lapping at doorways. Need to at least be trimmed urgently
RFS by Solomon-Peeni Whanau	Whakataha Road, not driveable during last flood due to extreme unsafe condition of the road, needs serious attention
RFS 415808	New Playground in Kaikohe - state of playground concerning, looking overgrown, unloved and unfinished.
RFS4160342	Rawiri Taiwhanga Park plaque, maori text is incorrect and needs correction. A bit of a disgrace to have been there for so long.
RFS 4158277	Sun City Takeaways - health and safety inspection requested due to state of shop and practises
RFS 4158998	Overflowing rubbish bins outside Lindvart Park Pavillion
RFS 4160408	Road damage before and after bridge down by Rawiri Taiwhanga Park
RFS 36517148	Request for all signage from Kaikohe to Rawene township in urgent need of maintenance and or replacement, many signs full of most, broken and cleaning required.

Other Issues

A date for the new Playground in Kaikohe is yet to be determined. Fauna Gray is in communication with Chicky, the skate park needs attention.

A need for our Community to feel safer - adequate police resourcing seems to only occur when we have a major incident in our towns.

A general need across our Kaikohe Hokianga Communities to have roading maintenance occur before winter sets in. So many unsafe roads that will get worse as the weather deteriorates.

Great to see the Ngawha Innovation and Enterprise Park opened recently in Kaikohe.

The Motuti slip continues to be a concern, about 500 meters from this slip another rather large chunk of the road has dropped causing another one way, in addition the one-way road opposite Mahareta Urupa in Panguru in my opinion is highly unsafe.



Member's Report

Report prepared by Chicky Rudkin and Trinity Edwards



Member's Report

Name: Tanya Filia

Subdivision: South Hokianga

Date: 14/06/2023

Meetings Attended

Date	Meeting	Comments
26/5/23	KHCB –EOY financial allocation hui - in chambers	As per minutes taken
8/6/23	Otaua sport club hui – onsite Otaua	Councillor Rakena, Member McVeagh and I met with members of the Otaua Sport Club to see the area and facilities of the club, where the whānau have aspirations of developing a project for their whānau hapori in Otaua as well as neighbouring districts.

Community Issues

Issue name	Comment
Omanaia road slip – up to kura RFS 415 7497 and others	Temporary fix only. The kura staff and whanau need to ensure that the road is kept on the high priority list for a permanent fix.
Ninihi Road, Otaua RFS 4140344 RFS - 4143310	One of the communities reaching out is Otaua. Contact AW, and BW residents of Otaua. Lodged RFS –Dust suppressant Urgently needs addressing Public forum – a roopu from Otaua 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 We elected members and council staff continue to follow up for an update in regards to this road.
<u>Kokohuia road</u> <u>RFS numbers are</u> <u>March 2022/ 4096801 & 4102733</u> <u>Aug 2022 / 4122511</u> <u>RFS:3898749</u> <u>There are others</u>	<u>Historical RFS put through from many Kokohuia Road residents. I have noted some of these RFS numbers.</u> <u>An elected member/ NTA site hui with be appropriate to see first-hand the state of this road.</u>

<p>Fire Hydrants Omapere/Opononi RFS: 4135612 Date: 21.11.22</p>	<p>Hydrants marked along SH12 - Resolved</p> <p>UNRESOLVED: Far North Waters (FNW) will also need to do planned maintenance of some of these SH hydrants as H&S issues due to placement in the roads. Traffic Management may need to be arranged.</p> <p>UNRESOLVED HEALTH & SAFETY</p> <ul style="list-style-type: none"> • 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. With urgency A call out to Manea on Hokianga Harbour Drive, fire fighters found the hydrant inaccessible full of metal. Hard to open. <p>FNW Site visits are scheduled for June to investigate difficult to manoeuvre FH, outstanding maintenance and actions moving forward. It has been a slow process impacted by this year's weather events and resourcing.</p> <p>Much still to do, but progress is being made, again urgency required on these matters.</p> <p>Still being worked on – URGENCY REQUIRED</p>
<p>RFS 4093246</p> <p>RFS 4161249 – 4WD vehicles on verges -</p>	<div data-bbox="593 1021 896 1429" data-label="Image"> </div> <p>Footpaths and Berms Opononi – on SH12 Opononi in front of the BOWLING CLUB</p> <p>More damage done and a recent RFS sent in by me in regards to the state of the footpaths still !!! – clean up needed – maintenance needed to clean gravel travel and debris from Fairlie Crescent intersection to bowling club.</p> <p>As well as mess from vehicles trying to access the beach.</p>

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



Kaikohe-Hokianga
Community Board

Member's Report

Name: Jessie McVeagh

Subdivision: South Hokianga

Date: 12.6.23

Meetings Attended

Date	Meeting	Comments
26.4.23	Community Board Executive Committee	Zoom meeting to elect CBEC chair, goals and objectives, remit: Kiwisaver for Elected Members.
1.5.23	Wastewater treatment demonstration	Affordable wastewater treatment Electro-coagulation demo, Kerikeri
10.5.23	KHCB Monthly Meeting	Public forum, Community grants allocation.
11.5.23	Rawene Ratepayers and Residents Assoc.	Discussion on Wastewater in Harbour, and upcoming Hearings, local concerns and project re Bollards past garage.
15-19 May 2023	Resource Consent Hearings Ōpononi-Ōmāpere and Kohukohu Wastewater	A well-attended meeting with independent Commissioners, in which Hokianga was unanimous in wanting zero human waste to water.
26.5.23	KHCB	Discussion of the allocation of remaining funds held by KHCB.
8.6.23	Otaua Sports Club	Met in Otaua to discuss Sports Club aspirations and potential funding options.
12.6.23	Hokianga Ferry Liaison Group	Delegated to HFLG, discussions on current issues and future options for Ferry.
12.6.23	Ngā Ngāru o Hokianga Takiwa	Reports, updates and issues from Marae represented at the Takiwa.

Community Issues

Issue name	Comment
Wastewater discharge to Hokianga Harbour	The hearing for the resource consent renewal for Omapere-Opononi and Kohukohu WWTP held 15-19th May was very well attended, over 60 speakers presented. It was unanimous that there should be zero human waste to water. The commissioners will return in July to finish the hearings.
Contaminated water from Lake Omapere into Hokianga Harbour	The pollution of Lake Omapere flows into the Hokianga Harbour, this is a concern for the many people who wish to restore the health and mauri of the Harbour.

Spraying of roadsides, Rawene	Alternatives to Glyphosate spray; we are still waiting on a Trees & Vegetation Policy that covers agrichemical use by Council and any budgetary implications the options may have.
Hokianga Community Campus access	The FNDC Campus liaison group are waiting on another meeting to discuss issues around maintenance and use of the Campus.
Litter, waste, recycling services	Litter, rubbish, burning, dumping and recycling; residents seek support for education and infrastructure to improve this problem.
Public access to beach Omapere.	FNDC staff are working with the residents of the houses bordering the public beach access opposite Opononi Area School to come to an agreement.
Traffic calming and safe accessible footpaths Rwn, Opononi and Omapere	There are ongoing safety concerns around speed, safe cycling and safe footpaths for pedestrians, push chairs and people with mobility issues.
Rawene Ferry	The ferry was off the water from May 1 st to June 1 st . There are ongoing safety concerns around the parking and traffic for the ferry, especially in the summer and with school buses at Rāwene. Slower speed signs have been placed on the North side near the ferry turn-off.
Rawene Domain	Several local groups continue to work on a collaborative plan to create a recreational hub on the Domain.
Animal control	Dogs roam in Rawene, Whirinaki, Opononi and Omapere, need for support on this issue.
Erosion to seawall Clendon Esp. Rwn	The hole has been temporarily filled to prevent risk to children. Still awaiting the permanent fixing of the hole.
FNDC assets and reserves	There are concerns about the level of service our facilities receive, such as cleaning gutters, repairs, mowing, weed control, litter. Community members would like access to maintenance plans or some way of knowing that the required maintenance will be done in a timely way.
Hapū and Community-led priorities	We are currently finalising the South Hokianga CB Strategic Plan and the KHCB strategic plan from the feedback we received. This will be prioritised for inclusion into the Long-Term Plan.
Non-notified vs Notified resource consents	There is a need for clear guidelines for communities and discussion with FNDC regarding public interest on new consents.
Safety in Community	There are widespread concerns around safety in our communities. Hokianga is seeking our own solutions. Can FNDC support with cameras in public spaces?
Housing	This is an ongoing crisis that needs support at all levels, what can FNDC do to support better housing in our ward?
Housing for Elderly	Concerns have been raised around the maintenance, upkeep, and wait-list at the Omapere, Rawene and Waima pensioner flats.
Safe Cycling	Rawene road from the ferry to the junction with SHW12 needs to be made safe for the increasing number of cyclists we have.
Climate Change	There is a strong call for FNDC to take action on reducing emissions and supporting community resilience. Ideas include discussions with community on FNDC plans and projects on climate change action. FNDC

	subsidising water tanks with pumps is one option for improved resilience for whanau.
Roads, dust, 1 lane bridge approaches	South Hokianga are asking for a higher level of service on the maintenance of our roads, safer approaches to 1 lane bridges, improved dust control on Waima Valley road and Otaua, sealing outside Otaua Te Kohanga Reo.

Requests for Service (RFS)

RFS number	Date	Comment
4121926	5.12.22	Erosion of Seawall Rawene, the hole was filled to prevent risk to children, however erosion under the road is still a concern.
4133549	3.11.22	Spray-free Hokianga wish to progress this issue and are waiting on updates from FNDC.
4140355	27.12.22	Broken retaining wall below Parnell st, above Nimmo st E. Works to rebuild the rock and concrete supported structure have been programmed and currently scheduled to commence during April. Not yet completed.
4144572	1.2.23	Taita Rd slip; Status is Priority 1. Application has been put to Waka Kotahi for funding. Awaiting Waka Kotahi to review the site and decide on funding.
4160683	29.5.23	Waioitemarama Cemetery parking, maintenance, plans.
4157381	9.5.23	Newton Rd, Ōmāpere drainage causing water inundation and slips below the road (on private property).
4159846	24.5.23	Cemetery Rd, Pakanae- damage to bridge and road, inadequate drainage a health and safety concern from flood risk.

Other Issues

Concrete bollards were placed at Russell Esplanade, Rawene. Rāwene Ratepayers and Residents Association have been working with consultants on suitable replacements.

7.2 FUNDING APPLICATIONS

File Number: A4262334

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

- On 1 July 2023, the Community Board received their funding for the 2023/24 financial year in the amount of \$103,211. The Board allocated \$1850 in funding for this financial year at their meeting of 15 March 2023. A refund of \$1,059 was received from an applicant (Parent to Parent) that was granted in January 2022 for workshops that were unable to take place as planned. This leaves the Board with **\$102,420** available to be granted.
- The Board also has **\$100,000** of Placemaking Funding to allocate during the 2023/24 financial year
- 8 applications for funding have been received, requesting a total of \$133,230

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- a) approves the sum **\$10,000** (plus GST if application) to be paid from the Board's Community Fund account to Coast to Coast Cat Rescue for volunteer support and animal care, 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 **\$2,500** (plus GST if applicable) be paid from the Board's the Board's Placemaking Fund to Hokianga Bowling Club for a new greens roller 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 **\$1,000.00** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kohukohu Community Library for the purchase of books 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) approves the sum of **\$5,000.00** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ngā Moko a Rāhiri Inc for the purchase of Whakakāhutia Piupiu 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:

- e) approves the sum of **\$1,000.00** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Northland College Board of Trustees for the attendance of the senior netball team at UNISS 2023 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:

- f) approves the sum of **\$2,500.00** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Opononi Bowling Club for the purchase of a ride-on lawnmower 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:

- g) approves the sum of **\$1,500.00** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Shane Watts for the recording of music 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:

- h) approves the sum of **\$1,500.00** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Tuhuna 15B2 Trust/Ratana Church for the relocation of a building to their site 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
Coast to Cat – Coast Rescue Animal Welfare	\$36,998	\$10,000	This organisation focuses solely on cats within the Far North District, leaving the Bay of Islands Animal Rescue group (where they originated) to focus on dogs and other animals. They have been granted \$10,000 by BOIWCB towards a vehicle and are seeking assistance with their costs for cat traps, volunteer mileage and euthanasia costs. They have secured a \$40,000 annual grant from the SPCA for the next three years for neutering. They have also applied to Kaikohe-Hokianga Community Board for funding.	Community
Hokianga Bowling Club – Greens Roller	\$13,252	\$2,500	The bowling club is an integral part of the community that has been supported by the Board in the past. There are alternative funding options that they can consider applying to in order to purchase this equipment.	Sport and recreation
Kohukohu Community Library – New books	\$1,000	\$1,000	The applicant has been supported by the Board in the past and was encouraged to apply for additional funding. They are requesting \$1,000 to purchase books for their library, which is independent and run by community volunteers. It is well supported by the Kohukohu community.	Community
Ngā Moko a Rāhiri Inc – Whakakāhutia Piu piu	\$16,348	\$5,000	The applicant is seeking funding for 10 piupiu for their group to wear while performing. There are alternative funding options that they can consider applying to in order to purchase these items.	Community

Applicant and Project	Requested	Recommend	Comments	Type
Northland College Board of Trustees – UNISS 2023	\$1,000	\$1,000	The Board of Trustees is seeking funding to help send their senior girls netball team to the North Island Secondary School Netball tournament in Hamilton. They have limited funding opportunities and are asking for the Board's support.	Sport and recreation
Opononi Bowling Club – Lawn mower	\$5,169	\$2,500	The bowling club is seeking assistance in purchasing a new ride-on lawnmower to maintain the bowling club property. There are alternative funding options that they can consider applying to in order to purchase this equipment.	Sport and recreation
Shane Watts – Community Recording	\$3,000	\$1,500	Shane is a singer/songwriter known as SAW who performs music that aids in the healing and recovery of people addicted to methamphetamine. He is seeking assistance to record music and intends to use any profits generated to assist families of addicts. There are alternative funding options that he may be eligible to apply for to fund this project.	Community
Tuhuna 15B2 Trust/Ratana Church – Building move	\$56,463	\$15,000	The Ratana church was based at Te Kotahitanga marae until it was demolished 10 years ago. In that time they have secured some land and fundraised to move buildings onto the property for use in church gatherings, meetings, wananga, youth initiatives and community gatherings. They have secured a building and are seeking assistance with the costs to move it to the site and get it installed properly.	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. Coast to Coast Cat Rescue - A4262376  
2. Hokianga Bowling Club - A4262370  
3. Kohukohu Community Library - A4262379  
4. Nga Moko a Rahiri Inc - A4262371  
5. Northland College Board of Trustees - A4262375  
6. Opononi Bowling Club - A4262377  
7. Shane Watts (aka SAW) - A4262380  
8. Tuhuna 15B2 Trust - Ratana Church - A4262372  

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.

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Local Grant Application Form
Application No. KHCB1322/23 From Coast to Coast Cat Rescue
Form Submitted 11 Jun 2023, 6:34PM NZST

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application 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. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

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

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Coast to Coast Cat Rescue

Postal Address *

Physical Address *

Applicant Primary Website

Must be a URL.

Facebook page

Coast to Coast Cat Rescue

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Contact details

Purpose of organisation

Please briefly describe the purpose of the organisation *

To minimise the impact an uncontrolled cat population has on the environment; both urban and rural by encouraging and educating on the need for responsible companion animal guardianship including de-sexing, vaccination and microchipping and;
To provide shelter, care and rehoming for unwanted or stray cats and kittens.

Number of Members *

4

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Cat Control Funding Application

Location *

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Far North District

Will there be a charge for the public to attend or participate in the project or event?

☐ Yes

☒ No

If so, how much?

Start Date *

01/07/2023

Must be a date.

End Date *

01/01/2024

Must be a date.

Time

Project Outline:

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.**

Project Outline:

Our main objective is to minimise the negative impact of cats on the community and our shared environment, both urban and rural. We hope to achieve this through the effective and humane management of cats. CCCR always encourages responsible cat ownership and the need for de-sexing to control cat populations alongside mandatory identification (microchipping).

We have just been awarded a \$40k rolling contract in collaboration with the SPCA and BOI Vets to de-sex cats in the community.

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 (evidence of costs) for everything listed in the total costs column

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

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$	\$	No files have been uploaded
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitation/Professional Fees	\$	\$	No files have been uploaded
Administration	\$	\$	No files have been uploaded
Equipment Hire	\$	\$	No files have been uploaded
Equipment Purchase	\$1,798.00	\$1,798.00	Filename: Invoice INV 002373[3562].pdf File size: 55.0 kB
Utilities	\$	\$	No files have been uploaded
Hardware (e.g cement, timber)	\$	\$	No files have been uploaded
Consumable materials	\$	\$	No files have been uploaded
Refreshments	\$	\$	No files have been uploaded
Travel/Mileage	\$5,200.00	\$5,200.00	No files have been uploaded
Volunteer Expenses Reimbursements	\$10,000.00	\$10,000.00	No files have been uploaded
Euthanasia	\$20,000.00	\$20,000.00	Filename: Euthanasia Quote.pdf File size: 13.6 kB
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

Kaikohe-Hokianga Community Board Fund 2022-2023
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Financial Information

*** indicates a required field**

Is your organisation registered for GST? *

☒ Yes ☐ No

GST Number

GST Number *

137-582-139

Current Funding

How much money does your organisation currently have? *

\$1,000.00

Must be a dollar amount.

How much of this money is already committed to a specific purpose? *

\$1,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
	\$
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Expenditure Amount

\$40,000.00

This number/amount is calculated.

Other Funding

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

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Funding Source	Amount	Decision
	Must be a dollar amount.	
SPCA	\$40,000.00	Approved
	\$	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Vehicle Purchase	\$10,000.00	01/06/2023	No
	\$		

Declaration

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 of 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)

Coast to Coast Cat Rescue

New Section

We, the undersigned, declare the following:

In submitting this application:

Kaikohe-Hokianga Community Board Fund 2022-2023
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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 organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - a regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g through a spreadsheet or journey entry
 - regular financial reporting to every full meeting of the governing body

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 of 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 the Far North District Council unless written approval for a change of purpose(s) is obtained **an 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 the Funding Team 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.

**Kaikohe-Hokianga Community Board Fund 2022-2023
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Signatory One

Date
11/06/2023
Must be a date.

Signatory Two

New Question
11/06/2023
Must be a date.

Funding Application – Coast to Coast Cat Rescue**Schedule of Supporting Documentation**

Document	Title
1	Cover Letter
2	Euthanasia Quote
3	Trap Quote

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
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

Organisation	<input type="text" value="Hokianga Bowling Club Inc"/>	Number of Members	<input type="text" value="30"/>
Postal Address	<div></div>		
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

<input type="text" value="Outdoor Lawn Bowls"/>

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



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 Belt Driven Greens Roller Date ASAP

Location Hokiangra Bowling Club Time N/A

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.

Hokiangra Bowling Club Members and visitors
from surrounding Bowling Clubs.

A much needed Machinery for our Club.
Rolling the Bowling Green ensures the surface
of the "green" is flat by compacting
the turf down, creating the perfect
"green"

Without the correct equipment, we will not
have the quality of a perfect green.
Bowling Greens need continuous rolling.
An exceptionally good Green encourages
increased participation.

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Local Grant Application Form



Project Cost

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

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

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 ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Belt Driven Roller	12822	12,822
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage	430	430
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	4,800	not applicable
Other (describe)		
TOTALS	18,052	13,252

² 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
Yearly Operational Costs	6961
TOTAL	

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

Funding Source	Amount	Approved
N/A		Yes / Pending
		Yes / Pending
		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
Storage Equipment Shed	5580	August 2022	(Y) / N
			Y / N
			Y / N
			Y / N

Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

Hokianga Bowling Club Inc. Rawene.

We, the undersigned, declare the following:

In submitting this application:

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

Signature Two

[Signature]

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 R. Pinik Position President

Postal Address P.O. Box 146 Post Code 0443

Phone Number Mobile Number 021 131 7941

Signature Date 24/05/2023

Signatory Two

Name C. Pinigine Position Treasurer

Postal Address P.O. Box 146 Post Code 0443

Phone Number 09 405 7504 Mobile Number

Signature Date 24/05/2023

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Funding Application – Hokianga Bowling Club**Schedule of Supporting Documentation**

Document	Title
1	Statement of Account
2	Bank Statement
3	Quote – Baber Turf Equipment Co
4	Quote – Freight

Local Grant Application Form



Instructions

Please read carefully:

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- 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
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

Organisation	Kohukohu Community Library	Number of Members	120
Postal Address	[Redacted Address]		3
Physical Address			1
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

To provide access to informational, educational, cultural and recreational library materials for the Kohukohu Community and visitors

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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 Date

Location Time

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.

This application is for \$1,000 to assist with the purchase of new books for the library. During the Covid years we suffered a decrease in income and are now in financial catch up mode.

Our members expect to see new titles on the shelves and this funding will be spent on a range of genres e.g. Nz/Te Tai Tokerau History / Contemporary Fiction / Audio Books / Young adult + children / Te Reo Resources.

This application supports community outcomes:

- ① Communities that are healthy, safe, connected and sustainable.

- ② Proud vibrant communities.

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Local Grant Application Form

Project Cost

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

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

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

Please Note:

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- 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 ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Books	1600	1000
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) book research processing	400	not applicable
Other (describe) sat 20 hrs		
TOTALS	\$ 2000	\$ 1000

² 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
Operational reserves	3000
General book/mag purchase	2000
Stationery (Book protection/print cartridges etc)	500
MISC	500
TOTAL	6000

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
Book purchase	540	4/12/19	(Y) N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

Kohukohu Community Library

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.
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3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
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 - Regular financial reporting to every full meeting of the governing body

Signatory One

Signatory Two

www.

Private Bag 752, Kaikohe (

20 029

Local Grant Application Form



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10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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Funding Application – Kohukohu Community Library**Schedule of Supporting Documentation**

Document	Title
1	Bank Statement
2	Financial Statement

Local Grant Application Form



Instructions

Please read carefully:

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- ☒ 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 Ngā Moko a Rāhiri Inc. Number of Members 275

Postal Address

Physical Address

Contact Person

Work Phone Number

Email Address

Please briefly describe the purpose of the organisation.

To develop future leaders to build confidence via the performing arts. Open to Ngāpuhi tamānaki 12yrs - 17yrs

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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 Whakakākahutia Piupiu Date 2023
Location Kaikohe Time

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.

Ngā Moko a Rāhiri is in desperate need for five wahine piupiu and five tāne piupiu to dress our tamariki for community and professional performances.

Who will benefit?

- The Group, our tamariki will represent Te Whare Tapu o Ngāpahu
- To ensure our tamariki are proud to be Māori/Ngāpahu
- Our tamariki are dressed in full regalia when performing
- the community, audience, tourists will appreciate our Māori Culture

How it will broaden the range of activities and experiences available to the community?

- The group will be fully dress in Māori Cultural Costumes at community and professional performances.
- Whānau are invited to enrol their tamariki in the group.

- We promote Māori Culture as part of North Tourism
- We lend piupiu to school groups in Kaikohe

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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- 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 ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Five (5) women piupiu Five (5) men piupiu.	\$19,347.50	\$16,347.50
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)		
TOTALS	\$19,347.50	\$16,347.50

² 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
Purchasing piupiu.	\$3000.00
Marae Wananga	\$1520.79
Purchase of piupiu	\$1000.00
TOTAL	\$2520.79

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

Funding Source	Amount	Approved
Local Grant (FNDC)	\$16,347.50	Yes / <u>Pending</u>
Nga Moko a Rahiri Inc	\$1,000.00	<u>Yes</u> / Pending
Nga Moko a Rahiri Inc	\$2,000.00	Yes / <u>Pending</u>
		Yes / Pending
		Yes / Pending

Fund.
Rahiri

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

Purpose	Amount	Date	Project Report Submitted
Unsure. We have applied in the past. Not sure of date, purpose or amount.			Y / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



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On behalf of: (full name of organisation)

Nga Moko a Rahiri Inc.

We, the undersigned, declare the following:

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Sign

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Local Grant Application Form



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Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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Funding Application – Ngā moko a Rāhiri Inc**Schedule of Supporting Documentation**

Document	Title
1	Cover Letter
2	Certificate of Incorporation
3	Quote – Rākai
4	Minutes of Management Committee
5	Rules of Ngā moko a Rāhiri Inc
6	Treasurers Report
7	History
8	Statement of Account

Local Grant

Application Form



SCANNED

07 JUN 2023



Instructions

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- ☒ 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	The Northland College Board	Number of Members	301
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

Educating rangatahi at Northland College KAIKATE

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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 National (Upper North Island) Netball Tournament Date 27/08/23 to 1/09/23

Location Hamilton Time

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.

UNISS is the Upper North Island Secondary School's netball tournament held between 27th August to 1st September in Hamilton. There are approximately 120 secondary schools participating, showcasing their skills and teamwork. This is an awesome opportunity for our Northland College senior netball team to participate in. It gives these young rangatahi the opportunity to experience sports, in this case, netball at a higher level. With the hope of exposing them to possible pathways. This directly influences their attitudes, expectations and commitment to our community in Kaikohe in the netball arena. Last year was the first time in a long time where Northland College participated in UNISS. We came runner up in our grade along with one of our players been named as one of the top 10 tournament players. We are believing for another great

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year.

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 ²		
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	\$2,104.20	\$1,000.00
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	\$2,104.20	\$1,000.00

² 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 10-204-798

How much money does your organisation currently have?

All funds tied up with the running of the school.

How much of this money is already committed to specific purposes?

All tied to other purposes

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

Purpose	Amount
TOTAL	

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

Funding Source	Amount	Approved
<u>Oxford Funding (uniforms)</u>	<u>\$1,200.00</u>	<u>Yes</u> / Pending
<u>Pub Charity (accommodation)</u>	<u>\$1,000.00</u>	Yes / <u>Pending</u>
		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
<u>None.</u>			Y / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

The Northland College Board of Trustees

We, the undersigned, declare the following:

In submitting this application:

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

[Redacted Signature]

S [Redacted Signature]

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Local Grant Application Form



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

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

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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Funding Application – Northland College
Schedule of Supporting Documentation

Document	Title
1	Annual Report
2	Budget for UNISS 2023
3	Bank Account Details
4	Calendar of Events
5	Risk Assessment

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
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

Organisation	<u>Opononi Bowling Club Inc</u>	Number of Members	<u>15</u>
Postal Address	<div style="background-color: black; width: 100%; height: 100%;"></div>		
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

Community Bowling Club and Facilities

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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 Lawn Mowing & Surrounds Cleaning Date ASAP

Location Opononi Bowling Club Inc 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.

The Opononi Bowling Club Inc is located on Far North District Council Land. The bowling club mows and upkeep this land clean and tidy for all community to see, use and enjoy. (The Hospital use Locality for older folks, community meetings, birthdays and tangi.)

Currently the clubs 1996 Toro Ride On mower finally broken, rusted and beyond repair.

A replacement Ride On is required to continue with the maintenance of the council land to an accepted standard for all to be proud of. There is ~~no~~ employment cost as all work is carried out by volunteers.

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Local Grant Application Form



Project Cost

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

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

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 ²	-	
Administration (incl. stationery/copying)	-	
Equipment Hire	-	
Equipment Purchase (describe) MTD Ride On Mower 547cc Red.	\$5169	\$5169
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)	\$5000 pa.	not applicable
Other (describe) Oil & Fuel		Not Applicable
TOTALS	\$10169	\$5169

² 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 41-514-549

How much money does your organisation currently have? as at 31.3.23 \$81,879.37

How much of this money is already committed to specific purposes? \$12,000.00.

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

Purpose	Amount
Balance outstanding for remainder of re-roofing project currently under way	\$35,000.00.
Overheads and expenses for the day to day running of the club in the off season.	7,000.00
TOTAL	\$42,000.00.

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

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

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

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

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Opononi Bowling Club Inc.

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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Local Grant Application Form



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

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

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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Funding Application – Opononi Bowling Club**Schedule of Supporting Documentation**

Document	Title
1	Aerial Plan of site
2	Quote – Mitre 10
3	Financial Statements
4	Health and Safety Plan
5	Mower Data Sheet
6	Bank Statement

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
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

Organisation	<input type="text" value="Shane Arthur Watts"/>	Number of Members	<input type="text" value="1"/>
Postal Address	<div style="background-color: black; width: 100%; height: 100%;"></div>		
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

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Which Community Board is your organisation applying to (see map Schedule A)?

☐ Bay of Islands-Whangaroa

Name of Activity MUSIC Date _____

Location Anzac Road Analogue Records Time _____

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

If so, how much? _____

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

I am a singer / song writer.
I write and perform music that aids in the healing
and recovery of people that are addicted to meth.
The music I record will reach audiences New
Zealand and worldwide. I have been confirmed
radio time for New Zealand audience.
With the royalties of this music I will assist
families of addicts with accommodation,
travel, food etc. so their whole family
unit can heal together.

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 ²	\$6,600 see attached	
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	1,460.8km	
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	\$2,400 (120hrs)	not applicable
Other (describe)	see attached paper	
TOTALS	4,000.00 9,000.00	\$3,000.

² 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
TOTAL	

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
			Y / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



Privacy Information

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Applicant Declaration

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

On behalf of: (full name of organisation)

Shane Arthur Watts.

We, the undersigned, declare the following:

In submitting this application:

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

Sign

[Redacted signature area]

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Local Grant Application Form



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

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

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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Funding Application – Shane Watts
Schedule of Supporting Documentation

Document	Title
1	Quote – Anzac Road

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
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

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

Applicant details

Organisation	Muhuna 15B2 Trust - Ratana Church.	Number of Members	
Postal Address			0405
Physical Address			0473
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

To provide a suitable and safe, much needed building as a haven for Church and community focused activities.

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



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 Church building. Siting/Relocation Date TBC

Location Maheke Rd, S.H 12 Kaikohe Time TBC

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.

Our marae "Te Kotahitanga" in Kaikohe was, until it was demolished some 10 years ago was our base "tūrangā waewae" for our Church services, meetings, wānanga, tangi, Ratana Brass Band practice base. Being left with no marae we could not continue, for a time we used our Kōhanga Rō, however H&S issues prevailed. We then moved from home to home for these activities.

The Kaikohe Parish has its own gifted land for the purpose of a suitable building. Our newly established trust has managed in 2 years to fundraise enough finance to purchase and pay for such a building.

We are looking at avenues to help us relocate / transport building from Mangaturoro House Moves to our whenua and assist in moving costs, furniture at site, services connected and minimum infrastructure.

The building will service Church gatherings, meetings, wānanga, youth initiatives, community gatherings. The Ratana Brass Band is made up of tamariki aged from 6 years old through adults and serviced Mai Mōkōwhiri in many roles. Anzac Parades, Galas, Community Christmas Parades for many years.

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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
Purchase transportable building	\$50,000.00
Relocation/Transport costs	\$25,300.00
Electrical fit out	attached documents
Infrastructure; Driveway, Ramps, Concrete	attached documents
TOTAL Requesting for (attached - Back page)	\$56,462.72

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

Funding Source	Amount	Approved
Not applicable		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
Not applicable.			Y / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



Project Cost

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

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

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	N/A	
Advertising/Promotion	N/A	
Facilitator/Professional Fees ²	N/A	
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)		
TOTALS		

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

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)

Tuhuna 15B2 Building Project Trust

We, the undersigned, declare the following:

In submitting this application:

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

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Local Grant Application Form



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

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

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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Funding Application – Tuhuna 15B2 Trust/Ratana Church**Schedule of Supporting Documentation**

Document	Title
1	Quote – Highway Housemovers
2	Quote – Total Repile
3	Quote – J A Russell
4	Quote – Mooch Contracting
5	Quote – VW Contracting
6	Site Plan
7	Budget

7.3 PROJECT FUNDING REPORTS

File Number: A4262332

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 Animal Rescue Trust
- b) Hokianga Treks 4 Kids

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. Bay of Islands Animal Rescue Trust - A4262373 [↓](#) 
2. Hokianga Treks 4 Kids - A4262374 [↓](#) 

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.



**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 PDF attachment via email is preferred) OR:

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:	Bay of Islands Animal Rescue Trust
Name & location of project:	Desexing and vaccination programme, Far North District
Date of project/activity:	Nov 2022 - Jan 2023

Which Community Board did you receive funding from?

☐

Te Hiku

☒

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 10,000

Board meeting date the grant was approved: 14 September 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)
Desexing and vaccination	\$ 10,000	X
	\$	
	\$	
	\$	
Total:	\$ 10,000	

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

A total of 68 dogs were desexed and 66 dogs vaccinated between November 2022 and January 2023 at a cost of \$24,635.39 excl GST. The \$10,000 grant from the Kaikohe-Hokianga Community Board covered the desexing of approximately 28 of these dogs and the vaccination of 27 dogs.

Please note that all outgoing payments in the attached statements are for desexing and vaccination only.

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

Our desexing programme helps ensure that less unwanted litters are born, which limits the number of stray and roaming animals and helps protect both dogs and the community, as well as ease numbers in the pound. Our vaccination programme ensures that the spread of diseases (such as Parvo) is slowed in our communities. Essential for the welfare of our animals, vaccination also helps to reduce the stress on Council to treat and put down infected dogs when they are impounded

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

No marketing materials produced as part of this project.

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

<https://www.facebook.com/b.o.ianimalrescue>

This report was completed by:

Name:

Address:

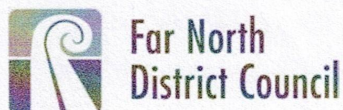
Phone

Email:

Date:

Project Report – Bay of Islands Animal Rescue**Schedule of Supporting Documentation**

Document	Title
1	Bank Statements



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 PDF attachment via email is preferred) OR:

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:

Hokianga Treks 4 Kids C.T

Name & location of project:

Horse Trekking Track, Rawene.

Date of project/activity:

March / April 2023

Which Community Board did you receive funding from?

☐

Te Hiku

☒

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$ 2800

Board meeting date the grant was approved:

March 2023

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)
Tau Trax Ltd.	\$ 2,800	✓
Maintenance on Horse	\$	
Trekking Track, within Rawene.	\$	
	\$	
Total:	\$2,800	

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

User friendly Safe Trekking Track,
Enabling the 20 odd horse riders
to enjoy the events.

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

Santa Horse Trekking Track.

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

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

This report was completed by:

Name:

Address:

Phone

Email:

Date:

Project Report – Hokianga Treks 4 Kids**Schedule of Supporting Documentation**

Document	Title
1	Invoice – Tautrax Ltd
2	Bank Statement

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

File Number: A4261973

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 receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 May 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
Community Fund Account balance as at 1 July 2022	\$103,211.00	\$100,000.00
• Plus, unused funds from 2016-2022	\$20,588.84	\$94,882.34
Less funds granted and uplifted to 31 May 2023	\$101,374.30	\$34,650.00
• Less funds not uplifted from previous community meetings (committed to projects)	\$19,852.84	\$106,882.34
Community Fund Account balance as at 31 May 2023	\$2,572.70	\$53,350.00

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 31 May 2023 in the Community Fund account is \$2,572.70 and the balance in the Placemaking Fund account is \$53,350.00.

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 31 May 2023 is attached.

ATTACHMENTS

- Statement of Community Fund Account Kaikohe-Hokianga as at 31 May 2023 - A4261969**





Far North District Council
Kaikohe - Hokianga Community Board
Statement of Community Fund Account as at 31-May-2023

Far North District Council		
Kaikohe - Hokianga Community Board		
	Community Board	Placemaking
Allocation Grants & Donations Annual Budget 2022-23	103,211.00	
Community Board Placemaking Fund		100,000.00
Community Fund Account Balance as at 1 July 2022	\$ 103,211.00	\$ 100,000.00
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
Unused funds from 2021/22 - Rob Pink for the purchase, transportation and installation of sand for the Clendon Esplanade beach, Rawene		1,650.00
Plus, unused funds from 2016-22	\$ 20,588.84	\$ 94,882.34

	\$ 123,799.84	\$ 194,882.34
Less Expenditure 2022/23 (Funds Uplifted)	Community Board	Placemaking
July 22		
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	
August 22		
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
September 22		
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	
October 22		
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	
November 22		
Manaaki Tinana Trust for Rawene Domain Master Plan on receipt of a funding application		5,000.00
December 22		

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	
January 23		
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	
March 23		
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	
Okaihau Bowling Club for the purchase and installation of an all-weather surface	10,000.00	
Ohaeawai Taiamai Residents Association for 2023 Taiamai Day	985.00	
Man versus Wild Fishing Competition for the Man vs Wild Fishing Competition	4,000.00	
April 23		
Rob Pink for replenishing the sand on the Rawene/Clendon Esplanade in Rawene		1,850.00
Hokianga Treks for Kids for repairs and maintenance of the horse track		2,800.00
SMC Events Limited on behalf of Sanitarium Health and Wellbeing Company for the TRY Challenge Kits for participants	4,000.00	
May 23		

Kaikohe Business Association for costs towards their Community Patrol vehicle - from 21/22	1,000.00	
Enable future planning by the CE, or his nominee, for the Pioneer Village to ensure a sustainable future		20,000.00
Less funds granted and uplifted to 31 May 2023	\$ 101,374.30	\$ 34,650.00
Balance as at 31 May 2023	\$ 22,425.54	\$ 160,232.34
Less funds not uplifted from previous community meetings at 31 May 2023		
2016/2017 Commitment		
Carry Forward - Junior Bike Park		14,376.54
2019/2020 Commitment		
Carry Forward - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park		19,523.79
Meeting 02.06.21		
Allocation to the tamariki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year	10,751.00	
Meeting 04.08.21		
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	
Meeting 04.02.22		
Authorise costs towards placement of barriers for the protection of the Opononi Pohutukawa trees		5,000.00
Meeting 01.06.22		
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
Meeting 03.08.22		

Visual Communications and Public Relations to advise the local community and visitors of planned work at Memorial Park		3,000.00
Meeting 16.11.22		
Ngapuhi Hokianga Ki Te Raki Society Incorporated for rent/venue hire, equipment hire	1,800.00	
Meeting 14.12.22		
Waimamaku Community Garden Group (Wekaweka Valley Community Trust) for irrigation set-up and consumable materials	2,586.00	
Meeting 12.04.23		
Okaihau Community Association for the design and pricing of a kitchen and/or toilet for the Okaihau Hall		5,000.00
Meeting 10.05.23		
Living Theatre Company for the Wonderland Glow show tour specifically for tickets to be offered to residents from the Kaikohe-Hokianga Ward	2,500.00	
R Tucker Thompson Youth Sailing Trust for two students from Kaikohe-Hokianga Ward to attend a youth sailing		4,000.00
Rawene Golf Club for Rawene Golf Fun Day	880.00	
Less funds not uplifted from previous community meetings (committed to projects)	\$ 19,852.84	\$ 106,882.34
Community Fund Account balance as at 31 May 2023	\$ 2,572.70	\$ 53,350.00
	Community Board	Placemaking

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JULY 2023**File Number:** A4143873**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 July 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.

ĀPITI HANGA / ATTACHMENTS

1. Kaikohe-Hokianga Action Sheet - July 2023 - A4270629 [↓](#) 

OUTSTANDING ACTIONS REPORT			
Division: Committee: Kaikohe-Hokianga Community Board Officer:		Printed: Monday, 26 June 2023 2:44:02 pm Date From: 1/01/2020 Date To: 26/06/2023	
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</p> <p>RESOLUTION 2023/5</p> <p>Moved: Deputy Chairperson Tanya Filia</p> <p>Seconded: Member Jessie McVeagh</p> <p>That the Kaikohe-Hokianga Community Board leave <u>this item to lie on the table</u> and request that staff;</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</p> <p>b) provide background on why these names were chosen.</p> <p><u>Against:</u> Cr Mike Edmonds</p> <p style="text-align: right;">CARRIED</p>	<p>30 Mar 2023 11:23am Baker, Marlema 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> <p>27 Apr 2023 11:57am Baker, Marlema Author Selina Topia no longer works for FNDC. This item has been forwarded on to NTA (Bernard Petersen and Elizabeth Stacey) for comment. Awaiting response.</p> <p>11 May 2023 4:53pm Baker, Marlema - Reallocation Action reassigned to Stacey, Elizabeth by Baker, Marlema</p> <p>31 May 2023 10:29am Baker, Marlema - Reallocation Action reassigned to Downie, Cara by Baker, Marlema</p> <p>31 May 2023 10:29am Baker, Marlema At the request of the community board staff have been asked to bring this report back to the table for the board to discuss and resolve. The report has been allocated to Cara Downie and will be included in the KHC B 2 August 2023 agenda.</p>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE