



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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 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**

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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 2023/25Moved: 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 2023/26Moved: 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 2023/27Moved: 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**

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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 ĀPITIHINGA / 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 [↓](#) 

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:
- Proud, vibrant communities.
 - 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:
- Proud, vibrant communities
 - 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:
- Proud, vibrant communities
 - 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 Coast Rescue Animal Welfare – Cat	\$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.

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.

ĀPITIHINGA / 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.

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**



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.

ĀPITIHINGA / ATTACHMENTS

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

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE