



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 31 August 2023

Time: 10:00am
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Member Belinda Ward - Chairperson
Member Lane Ayr – Deputy Chairperson
Member Ann Court - Councillor
Member Bruce Mills
Member Amy Slack
Member Roddy Hapati-Pihema
Member Jane Hindle
Member Tyler Bamber

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 stormwater 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 centres.
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
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 31 August 2023 at 10:00am

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1 KARAKIA TIMATANGA / OPENING PRAYER

ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono.

We ask that through the boards discussions and decisions the representatives elected may advocate on behalf of the Bay of Islands-Whangaroa community with aroha, imagination, skill and wisdom to achieve a fairer and more united community that enhances the wellbeing of the community and solves the community's problems efficiently and effectively.

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

Representative from The Turner Centre in regard to item 7.3 Funding Applications.
Representative from The Graeme Dingle Foundation item 7.3 Funding Applications.
Representative from Friends of Rolands Wood item 7.3 Funding Applications.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4335397

Author: Marlema Baker, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services (Acting)

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow the Bay of Islands-Whangaroa Community Board to confirm that the minutes are a true and correct record of the previous meeting.

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of meeting held on 31 July 2023 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 clause 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

Te Take Tūtohunga / 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) NGĀ PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or the need for budgetary provision.

NGĀ ĀPITI HANGA / ATTACHMENTS

- 1. 2023-07-31 Bay of Islands Whangaroa Community Board Minutes - A4320789** [↓](#) 

Te 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	Te 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.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
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 meeting to confirm their minutes therefore the views of another meeting are not relevant.
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 minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes 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 minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as art of the individuals report.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications requiring input from the Chief Financial Officer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON MONDAY, 31 JULY 2023 AT 10:00AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Member Bruce Mills, Member Amy Slack, Member Jane Hindle, Member Tyler Bamber, Member Ann Court

STAFF PRESENT: Casey Gannon (Democracy Advisor), Kim Hammond (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Eden Ramsay (Finance and Customer Service Administration, NTA)

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Tyler Bamber opened with a karakia.

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

APOLOGY AND CONFLICT OF INTEREST

RESOLUTION 2023/89

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

That the apology received from Member Roddy Hapati-Pihema be accepted and leave of absence granted and Ann Court declared a conflict of interest on Item 7.4 Alfresco Dining Applications.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Sam Morton spoke in regard to Item 7.5 - Paihia Village Green Arts and Crafts Guidelines 2023-2024.

Roger Dahl spoke in regard to Item 7.5 - Paihia Village Green Arts and Crafts Guidelines 2023-2024.

Morgan Horsford spoke on behalf of Maromaku Reserves Board regarding installation of a waterless toilet in the park at intersection of SH1 and Callaghan's Road.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Nil.

5 NGĀ KAIKŌRERO / SPEAKERS

Nil.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4296852, pages 8 - 9 refers.

RESOLUTION 2023/90

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board confirm the minutes of meeting held on 6 July 2023 are a true and correct record with amendments.

CARRIED

9.0 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2023/91

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

That the public be excluded from the following parts of the proceedings of this meeting. The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 Confirmation of Previous Minutes	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7.

CARRIED

RESOLUTION TO READMIT THE PUBLIC

RESOLUTION 2023/92

Moved: Member Ann Court

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board move out of Public Excluded and into Ordinary meeting.

CARRIED

Amy Slack returned to the meeting 11:07 am.

7 NGĀ PŪRONGO / REPORTS**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4296153, pages 10 - 15 refers.

RESOLUTION 2023/93

Moved: Member Amy Slack

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Jane Hindle.

CARRIED

Jane Hindle left meeting 11:13 am.

7.3 ROAD NAMING - 27 ACCESS ROAD, KERIKERI

Agenda item 7.3 document number A4301289, pages 23 - 33 refers.

RESOLUTION 2023/94

Moved: Member Lane Ayr

Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name a private right-of-way (ROW), Dove Lane that is currently addressed at 27 Access Road, Kerikeri.

CARRIED

Jane Hindle returned to the meeting 11:16 am.

7.2 GROUND LEASE TO PAIHIA SEA SCOUTS - TE KEMARA AVENUE PAIHIA

Agenda item 7.2 document number A4253652, pages 16 - 22 refers.

RESOLUTION 2023/95

Moved: Member Lane Ayr

Seconded: Member Bruce Mills

That the Bay of Islands – Whangaroa Community Board recommends to Council, acting under delegation and pursuant to Section 61 Reserves Act 1977:

- a) a new ground lease be issued to Scouts Aotearoa over the Local Purpose (community activities) Reserve being approximately 238 square metres of Lot 40 DP 43842, held in New Zealand Gazette 2002 page 21 and vested in Far North District Council on deposit DP 43842 as a local purpose reserve.

The terms of the proposed lease shall be:

Term: 3 years – with dates aligning with Paihia Kindergarten Lease.

Rental: As per FNDC Fees and Charges Schedule for a Community lease.

- \$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.

- b) with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations and Scouts Aotearoa.

CARRIED

7.4 ALFRESCO DINING APPLICATIONS

Agenda item 7.4 document number A4281679, pages 34 - 74 refers.

RESOLUTION 2023/96

Moved: Member Lane Ayr
Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board:

- a) pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from CC's Café Cinema, Butterfish Limited, Kerikeri Lunchbox, Sharp Café, Avo Sushi, The Gables, Rocksalt Restaurant and Bar, Spice Grill, Letz Café, Burger Fiasko, Seaside, Konnie's Kafe Limited, Sushi Gallery, Duke of Marlborough and Jimmy Jacks to assist with the final decision on the renewal applications and;
- b) provide comment on the new alfresco dining application from El Café to assist with the final decision on the new application.

CARRIED

Meeting adjourned from 11:36 am to 11:56 am.

7.5 PAIHIA VILLAGE GREEN ARTS AND CRAFTS GUIDELINES 2023-2024

Agenda item 7.5 document number A4296201, pages 75 - 90 refers.

RESOLUTION 2023/97

Moved: Member Ann Court
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board approve the Paihia Village Green Art and Crafts Market Guidelines 2023-2024.

CARRIED

7.6 FUNDING APPLICATIONS

Agenda item 7.6 document number A4292393, pages 91 - 94 refers.

RESOLUTION 2023/98

Moved: Member Amy Slack
Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board:

- a) rescind the balance of \$60 granted to Miria Marae in resolution 2022/112 on 17 November 2022 and directs that this amount be returned to their Community Board fund total for future allocation.
- b) confirm their resolution 2023/45 of 8 June 2023 granting funding to the Whangaroa Recreation and Community Trust and directs the funding being released to the applicant as a project plan has been received as requested.

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD ACTION SHEET UPDATE**

Agenda item 8.1 document number A4301976, pages 95 - 98 refers.

RESOLUTION 2023/99

Moved: Member Lane Ayr
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Board Action Sheet Update with addition of action 2023/65 from 6 July meeting.

CARRIED

At the conclusion of the public excluded session the Bay of Islands-Whangaroa Community Board confirmed the decisions contained in the part of the meeting held with public excluded **be restated** in public meeting as follows:

- That the Bay of Islands-Whangaroa Community Board confirm the minutes of meeting held on 6 July 2023 are a true and correct record.

10 CLOSING KARAKIA

Jane Hindle closed the meeting with a karakia.

11 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12:07 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 31 August 2023.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4334221

Author: Kim Hammond, Community Development Advisor - Acting

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 Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Members Jane Hindle, Roddy Hapati-Pihema, Amy Slack, Lane Ayr, Tyler Bamber, Bruce Mills.

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 report from the Chairperson and members are attached.

Resource Consents are available on the Council's website and when going through a public notification process will be 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 to provide transparency.

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. Chairperson Ward's Report - August 2023 - A4341451  
2. Members Hindle's Report - August 2023 - A4341484  
3. Member Hapati-Pihema's Report - August 2023 - A4341527  
4. Member Slack's Report - August 2023 - A4343433  
5. Deputy Chair Ayr's Report - August 2023 - A4341549  
6. Member Bamber's Report - August 2023 - A4341509  
7. Member Mills Report - August 2023 - A4342177  



Member's Report

Name: Belinda Ward

Subdivision: Paihia Subdivision

Date: 13th July 2023 - 15th August 2023

Meetings Attended

Date	Meeting	Comments
13/07/23	Business Call Meeting with Mayor	Weekly Update - Teams
17/07/23	Mayor & CB Chairs	Monthly catch up - Virtual
18/07/23	Paihia Water Treatment Plant. LGNZ Zone 1 Meeting. Northland Forward Together.	Pre-meeting with Stella - Virtual PX - Virtual PX - SP W'shop KDC hosted - Virtual
19/07/23	BOI-W CB Agenda Preview. Solid Waste Procurement Workshop.	Virtual Management & Minimisation - Virtual
20/07/23	Business Call Meeting with Mayor. Paihia Water Treatment Plant Mtg.	Weekly Update - Teams Stellar Projects - Paihia WM Hall
21/07/23	Paihia Waterfront Working Group	Project Update - Teams
24/07/23	Attended Citizenship Ceremony	FNDC Kaikohe
27/07/23	Business Call Meeting with Mayor. Water Services Reform Programme.	Weekly Update - Teams Internal Affairs /Reform in the North - Virtual
31/07/23	BOI-W CB Meeting	The Centre - Kerikeri
03/08/23	FNDC Council Meeting	Kaikohe
08/08/23	Te Kuaka -Te Ao Maori Committee Mtg. Paihia War Memorial Hall AGM.	Watched via FB - Virtual Rear Room PWMH
09/08/23	Te Miromiro - Assurance, Risk & Finance Intro to LTP 24-27 Workshop "lite".	Committee Mtg watched via FB - Virtual Teams.
10/08/23	Combined Community Board Workshop Kerikeri Working Party Group Mtg. Business Paihia AGM.	FNDC Kaikohe JBC Kerikeri Meet the Candidates - Copthorne Waitangi
14/08/23	Mayor & CB Chairs	Monthly catch up - Teams

Community Issues

Issue name	Comment
Shippey's Waitangi	Follow up email 20/03/23 re progress on "Shippey's" environmental issues - NRC inspected in November 2022 & had no concerns. Following up on possible breaches of RC following a resident's call 29/3/23. No further progress to report.
QV & Rates Impact	Anxiety remains high as ratepayers express concern around rates affordability.
Proposed District Plan	Many residents are not involved in the process & do not understand the effects of change & how that may impact on their properties & their surroundings.

Requests for Service (RFS)

RFS number	Date	Comment
4141134	09/01/23	Notice has been served on occupiers of the Waitangi Reserve between Te Karuwha Parade & Te Kemara Ave following High Court decision. Police are awaiting court order to act.
4167614	21/07/23	Retrieve story board sign & fence rails & repair where necessary along Te Karuwha Pde Waitangi as a result of vandalism. Swift response but some railings still require securing.

Other Issues



Member's Report

Name: Jane Hindle
Subdivision: Russell Ōpua Subdivision
Date: 14 July to 14 August 2023 (sick leave for 12 days)

Meetings Attended

Date	Meeting	Comments
17 July 23	Russell Town Hall meeting	End of financial year. New indoor sports introduced in hall, positive uptake
18 July 23	Meeting with Governance support officer to review Ōpua issues	Checking slip, outstanding RFSs and generally assess
18 July 22	Monthly resilient Russell meeting	Progressing eco-star assessments
19 July 23	Monthly meeting with Chris Galbraith and Russell Wharf Trust	Discuss project to seal carpark by Russell boatramp (subject to funding) plus monthly update.
20 July 23	Community Emergency Response group meeting to review and progress emergency plan	Progressing the update of the community plan. Reviewing the whole peninsula.
24 July 23	Meeting with Sarah Paterson, FNHL Director, tour of Ngawha Innovation Park	Quarterly catch up to maintain lines of communication
24 July 23	Citizenship ceremony, Kaikohe	Great event!
31 July 23	Community Board meeting	Turner Centre, Kerikeri
8 Aug 23	Monthly article for Russell Lights regarding Drainage	Acknowledged work achieve by Janet Planet in the community.
10 Aug 23	Combined Community Board Workshop	Kaikohe meeting.
12 July to 12 August	Created 10 posts for the BOI-Whangaroa Community Board page. Reach 6,994 ↓ 76.3% Visits 512 ↓ 74.9% Page Followers 862 (859) New Likes 4 ↓ 81.%	Most popular posts were Citizenship Ceremony (2.4K) Ōpua 2 nd slip (2.3K) Community Board funding reminder (1.6K) Coastal Track closed (1.5K) Events investment fund (1.3K)

Community Issues

Issue name	Comment
Ōpua Coastal Walkway	There have now been 3 slips on the track and the Engineer's report indicates that the section to Lilly Bay should be permanently closed. Detour is available through Richardson Street, and this will be made permanent. Longer term we are looking at a shared cycleway and walkway, which may be inland.
Community Emergency Response in Kororāreka.	Progressing an updated plan with 12 people working on individual community cells. Although progress is slow, we are better organised than 6 months ago.
Russell refuse and recycling	We have signed up 6 businesses to go through an EcoStar Audit with Eco-Solutions. More will come on board. Issue with the Waterfront Trust lack of trustees in terms of progressing a user pays system.
Ōpua relationship with Far North Holdings	Okiato Boat ramp project soon to start. Now working on the playground shade sail initiative. Want to try and involve community to get buy in.
Russell Drainage	One out of 5 drainage issues now addressed. District Engineer is monitoring projects and I remain optimistic they will be addressed eventually. Drainage work has been identified in LTP.
Russell Cemetery	Running out of space in Cemetery. Land offered to extend area and new plots and berms being built. Aiming for ANZAC 2024 completion.
Maromaku Toilet	Community Board presentation from Community. District Facilities are working on project in terms of next steps.
Erosion on Russell waterfront	There is significant erosion on the Russell Kororāreka waterfront and Resilient Russell and the Russell Waterfront Trust are looking at boulders for the immediate protection of cannon on waterfront. Have included in LTP.
Maromaku Roding	No progress, and roads are very poor. I have included in LTP.
Rawhiti road seal	This remains an issue. Council is aware of the need, still needs funding.
Value for rates	Still receiving complaints about rates increases and amount, particularly from retired people. Encouraging people to buttonhole their local politicians prior to the election. Also advised of Local Government Review.

Requests for Service (RFS)

RFS number	Date	Comment
(3987148) (3996575) 4032539	2020 2021 12/01/23	Okiato encroachment at Tapu Point. Signs to be put up by 31 AUGUST. THEN IT IS COMPLETED
4137946	6/12/22	Signage for Maromaku Hall is being made. Site visit took place in May.

(4125516) 4139501	(1/9/2022) 16/12/22	Matauwahi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. DISTRICT ENGINEER HAS NOW ASSESSED
4139843	20/12/2022	Reinstate the yellow lines on Long Beach Road to prevent parking at turning circle and by fig tree (road narrows). Yellow lines have been painted around town – these are not a new request, but THESE WERE NOT DONE.
4144277	31/01/23	Culvert on Council Reserve by Medical centre is blocked with weeds causing flash flooding of carpark and ambulance station in heavy rain. Funding should be available as this was flooding in the Cyclone Hale event. Further flooding on Beresford Street in last severe weather event due to outflow of drainage being blocked. DISTRICT ENGINEER HAS NOW ASSESSED AND PLANNING HAS STARTED FOR CLEARING.
4158314		Matauwahi Road drain to be cleared as it has a shrubbery including palm tree growing in it and blocks visibility to residents. COMPLETED
4148332	28/2/23	Request for Council to actively monitor progress of government agencies progress on kiatiakiatanga of the old Customs House, former Police residence. Hapū consultation ongoing.
4151342	10/03/23	Walls Bay Reserve RFS for track maintenance and general tidy up. COMPLETED
4150811	17/03/2023	Causeway to Russell Boat Club on Matauwahi Road (paper road section) needs repairs for safety reason. Will need legal, roading and engineers involved. DISTRICT ENGINEER IS GETTING COSTINGS DONE.
4153533	10/04/2023	Water created washout which is cutting down a hill likely to cause a slip. If unattended, road will cause a slip onto neighbouring property and road will be inaccessible. NO ACTION
???	11/04/2023	Boat hull on reserve on Te Hue. Not sure what has happened here.
4150962	23/03/23	Cleaning of kerbing and gutters at end of Richardson Street in Ōpua. Part of street done, top end was omitted by Ventia when they did the work. Needs completing. COMPLETED
4155878	30/04/2023	Erosion on Russell Waterfront becoming extensive. Moved to LTP to ensure action. NO ACTION
4127193, 4111164, 4118337	01/04/2022	Stormwater and drainage issues at Okiato. Ongoing for over a year now with Council stormwater from road flowing down over property. DISTRICT ENGINEER MEETING AGAIN AT END AUGUST.
4159364	14/06/2023	Request for dangerous trees to be removed from Aucks Road. Work scheduled postponed until next year. Customer considers this is unacceptable. CONFUSION ON WHEN WORK WILL BE DONE.

Other Issues



Member's Report

Name: Roddy Hapati Pihema

Subdivision: Kawakawa, Moerewa

Date: 14 August 2023

Meetings Attended

Date	Meeting	Comments
	No Community meeting	

Community Issues

Issue name	Comment
30/7/2023	Footpath on hospital road waiting for it to get wet to see if it gets Slippery
27/7/2023 14/8/2023	Community resolution for Factory road completed culvert now in place Community is concern with the proposal for the new Connie's laundromat namely where will the grey water go and if it's to go into the storm water drainage that is located 100 meters away from the proposed site of the business main concerns 1 without drainage then the grey water will have to go into the septic this will cause huge issues community member seek a deputation with the Bay of Islands Whangaroa Community Board
11/8/2023	Logged a Police Report 105 Taumatamakuku Reserve fencing. Delivered case number to head office
10/8/2023	Opahi Road, Opahi and Station Road are both in disrepair community members are angry with the state of their road and had cc// Kim in to discussion at this point funding is our bigger issue.

Requests for Service (RFS)

RFS number	Date	Comment
4166027	2/8/2023	Grader Work
4165937	9/7/2023	Tipene Road, Horahora Rd, Motatau

4165940	9/7/2023	Motatau waiting for Resolution
4092746 4091000	8/7/2023	Visit Mr Duncan Cowels sent threw to Kim

Other Issues



Member's Report

Name: Amy Slack
Subdivision: Kerikeri
Date: July – August 2023

Meetings Attended

Date	Meeting	Comments
31/07/23	CB Meeting	Turner Centre.
10/08/23	Combined Community board workshop	Attended remotely via teams.
14/07/23	Informal meeting with Vince Buxton from Our Kerikeri	Discussed Our Kerikeri visions and their concerns around lack of public engagement around resource consents. Have had communications from council staff since.

Community Issues

Issue name	Comment
Hone Heke Road/Cobham road intersection	Safety at this intersection is an ongoing issue, particularly at peak school peak hours and where students do not have safe crossing to enter Mill Lane.
Hone Heke Rd congestion	Continued- Congestion and safety a concern for schools and students in and out of Hone Heke Rd. Also, around parking at schools and kindergarten. Some near misses.
Kerikeri township congestion	Noted to be increasing significantly.
Housing developments.	Lack of communication regarding resource consents for housing developments between council, developers, and community.

Requests for Service (RFS)

RFS number	Date	Comment
4151092	20/03/23	Request for replacement of damaged basketball hoop at Kerikeri domain basketball court.

Other Issues

Plans for Cherry park house users/ building not being fit for purpose.

Plan to meet with Blair Masfield- re KKE special plan from BECA



Member's Report

Name: Lane Ayr
Subdivision: Kerikeri
Date: 18 July 2023 – 15 August 2023

Meetings Attended

Date	Meeting	Comments
21/06/23	Combined Community Meeting Kaikohe	10 am – 3.30pm
30/06/23	Blessing of the “Wings” Keri Domain	8am – 5.30pm
06/07	BOI Whangaroa Community Board Meeting Kerikeri	9am - 4pm
10 to 17	Leave	
19/07	Draft Agenda meeting with Chair Zoom	9am - 10.30pm
31/07	BOI Whangaroa Community Board Meeting Kerikeri	9am – 4.30pm
01/08	Meeting with Community Rep re Domain project	9am - 10am
10/08	Combined Community Meeting Kaikohe	10 am - 3.00pm
14/08	DAG meeting Kerikeri	10am - 1pm

Community Issues

Issue name	Comment

Requests for Service (RFS)

RFS number	Date	Comment

Other Issues



Member's Report

Name: Tyler Bamber

Subdivision: Waipapa

Date: 14-08-23

Meetings Attended

Date	Meeting	Comments
21-06-23	Waipapa Hall Committee	<ul style="list-style-type: none"> - Requires heat pumps to be installed to help with winter bookings - Bookings generally have been up on same period last year – trending upwards
30-06-23	Monthly BWCB coordinator catch-up	<ul style="list-style-type: none"> - Waipapa Hall walkthrough
05-07-23	YEM teams call to discuss hosting YEM conference in FN	<ul style="list-style-type: none"> - Is going ahead in the Far North 6-9th Dec
06-07-23	BWCB meeting	
31-07-23	BWCB meeting	
02-08-23	YEM conference organising teams call	
07-08-23	YEM conference planning meeting with FN team	
07-08-23	Keri Sports Complex monthly meeting	<ul style="list-style-type: none"> - Still need to lock in lease with FNDC - Squash require lease to secure funding - <i>Update – lease has been sent through</i> - Mara Hupara coming along well – but may yet require more funding
10-08-23	Combined community board workshop	<ul style="list-style-type: none"> - Good workshop – topics covered: - Climate action group in FNDC - Dog control - CB delegations and roles - Civil defence - Long term plan update - Portfolio project management system

Community Issues

Issue name	Comment
Dog Park	Awaiting a proposed location for a dog park/off leash area on Waipapa side of town.

Requests for Service (RFS)

RFS number	Date	Comment

Other Issues



Member's Report

Name: Bruce Mills
Subdivision: Whangaroa
Date: July 2023 – August 2023

Meetings Attended

Date	Meeting	Comments
10/07/2023	Kaeo Memorial Hall – meet with staff onsite.	Identified that main roof has issues. Lower foyer roof also needs to be repaired. Mold is on the ceiling and water is running down the internal walls.
21/07/2023	Kaeo Hall General Meeting	Addressing ongoing issues e.g. leaks and lack of external maintenance.
22/07/2023	Tauranga Bay Reserve	Lovely morning for community consultation of the shade sails – no meeting as wrong weekend. Whoops.
25/07/2023	Kaeo Walk Bridge	Discussed proposed artwork. Also met Kevin Hosking to discuss bridge engineering work programme. Artwork will follow construction.
29/07/2023	Tauranga Bay Reserve	Lovely morning for community consultation of the shade sails over the playground.
31/07/2023	Bay of Islands-Whangaroa Community Board meeting	Turner Center, Kerikeri.
08/08/2023	Walk Bridge site blessing	Work could start 17/08/2023. Power pole will be moved 29/08/2023.

Community Issues

Issue name	Comment
Footpaths priorities	Confusion over the footpath priorities. Previously there was a matrix system for footpaths – is this still a thing?
Tauranga Bay Reserve	Bollards requested. Ongoing district problem to control people digging up the reserves by driving on them.
Omaunu Road	Flood markers have still not been replaced; this was promised to be completed by the end of July. There are only three remaining road markers left.

Requests for Service (RFS)

RFS number	Date	Comment
4165196		Dogs at Lake Manuwai

Other Issues

7.2 OPUA-PAIHIA WALKWAY PERMANENT REALIGNMENT BEECHY STREET TO ENGLISH BAY

File Number: A4326869

Author: Darren James, Asset Manager - District Facilities

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks endorsement from the Community Board for the permanent realignment of a section of the Opuia-Paihia Coastal Walkway following a significant land slip over a section of the walkway.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- The Opuia-Paihia Coastal walking track was allocated \$420k in the Long-Term Plan 2021-31. This was later uplifted to \$1.02m in Annual Plan 2022-23.
- Stage 1 of the Opuia-Paihia Walkway, Waimangaro Boardwalk and bridge section was completed in February 2023 at a cost of \$376k.
- Stage 2 of the Opuia-Paihia Coastal Walkway renewal is being delivered by Hoskins Civil with a budget of \$636k.
- The Opuia-Paihia Coastal Walkway is prone to land erosion and slips caused by both overland water scouring and coastal erosion.
- The walkway provides the main pedestrian link between Opuia and Paihia and forms part of the Te Araroa trail. The popularity of this walkway hosts several annual events such as the Kiwi Walk Run event.
- A significant slip event occurred in June 2023 within the English Bay to Beechy Street section adjacent to the property at 7 Richardson Street.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands Community Board supports:

- a) **Option 1 to permanently realign the Opuia-Paihia Coastal Walkway from within Land Parcel ID 5238752 (Unformed Legal Road) to Richardson Street.**

1) TĀHUHU KŌRERO / BACKGROUND

The Opuia-Paihia Coastal walking track forms part of the Te Araroa trail and provides the only pedestrian link between Opuia and Paihia. In the Long-Term Plan 2021-2031 budget was identified for renewal and improvement of this walking track.

In 2022 the first major section known as Opuia-Paihia Coastal Walkway Stage 1 project addressed crossing the Waimangaro stream and included the replacement of the bridge and boardwalk section at a cost of \$376k.

Stage 2 of the project includes the remaining sections of the walkway to be addressed and has been broken down into two phases (see Attachment A) for plans, budget for the remaining section is currently \$636k. Sections A and B do not need any physical works and an outline of the remaining Sections C, D and E is given below:

Phase 1 Section C and D: Te Haumi to English Bay

This section excludes the Waimangaro bridge and boardwalk which has been completed under Stage 1 of the project. This section consists of previous consented structures which will be renewed, along with improvements to track formation and drainage.

Phase 2 Section E: English Bay to Beechy Street

This section requires several new consented structures and is currently in the resource consent phase. The remainder of the section is minor formation and drainage work.

Richardson Street Landslip

A significant slip event occurred in June 2023 and blocked a section of the English Bay to Beechy Street section of the track, the slip was investigated by Geotechnical engineers and report produced (see Attachment B). Staff have provided an alternative route along Richardson Street to sustain connectivity between Opuā and Paihia, this has been released to the public via numerous media platforms and physical signage.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Following the recent landslips in the vicinity of 7 Richardson Street and consideration in the report produced by Haigh Workman Ltd the following options have been considered:

Option 1: Abandon the section of track and realign the route along Richardson Street.

It is proposed that a section of approximately 325m in length of the track is abandoned and to formalise the current temporary diversion along Richardson Street as the new alignment. This option is the most cost-effective option negates the need for significant earthworks and construction in the coastal maritime area. Whilst this option will detract from the visual amenity of the track, it does deliver a more sustainable formation for the future.

This option has considered the risk to people walking along Richardson Street, which is a no exit residential road serving 5 properties and has no formed pavement. The hazard presented by additional pedestrians along this section can be partially mitigated by signage warning of pedestrians using the road as a thoroughfare.

Option 2: Reinstate the existing alignment.

This option looks to undertake restoration of the current track. This restoration work will require additional funding due to the amount of formation, retaining and stabilisation required for this section. It is estimated, that to restore this section of track, an additional \$80-100k plus additional consenting requirements will be required.

This option cannot reliably secure long-term protection of the track without significant engineering design as further slips and/or coastal erosion are likely to continue. Additionally, there is a known archaeological site which will need to be carefully managed if future construction works along the existing alignment are to be considered.

Te Araroa Trail Trust

The Te Araroa trust have been contacted to seek agreement for the proposed realignment and update to the group walking track network and have supported the realignment. See attachment C.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommendation is to permanently realign the section of the Opuā-Paihia Coastal Walkway along Richardson Street and abandon the effected 325m seaward side route. This proposed course of action is the most cost effective and sustainable solution to maintain pedestrian access between Opuā and Paihia along the Te Araroa trail.

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

The recommended option has no impact on the current Long-Term Plan 2021-31 approved budgets. Realignment can be achieved within the existing programme of works.

ĀPITI HANGA / ATTACHMENTS

1. Opuā-Paihia Coastal Walkway Stage 2 Drawings - A3912288 
2. Richardson Street Geo tech report from Haigh Workman - A4330618 

3. Te Araroa Trust response to realignment - A4334050

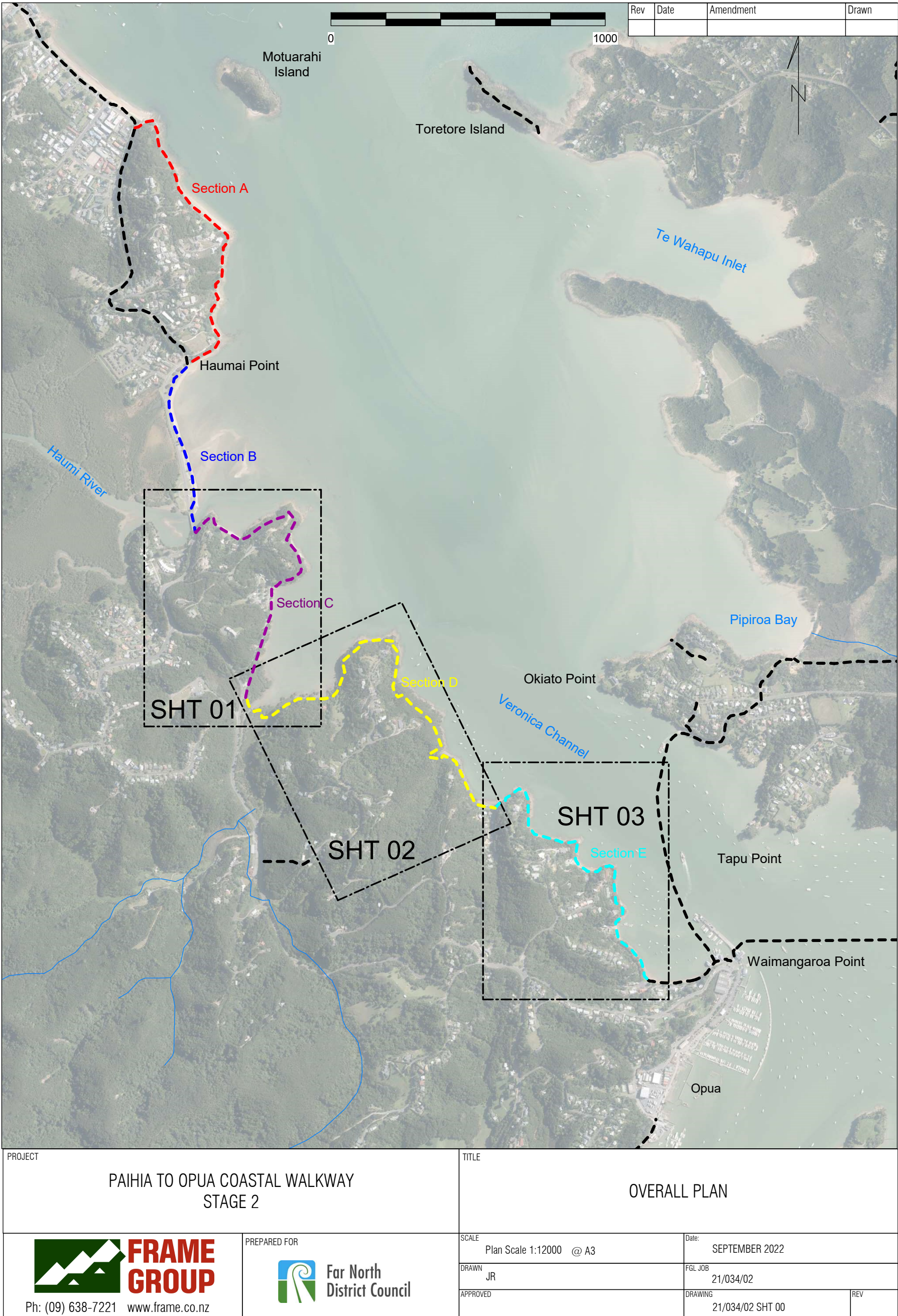
Hōtaka Take Ōkawa / Compliance Schedule:

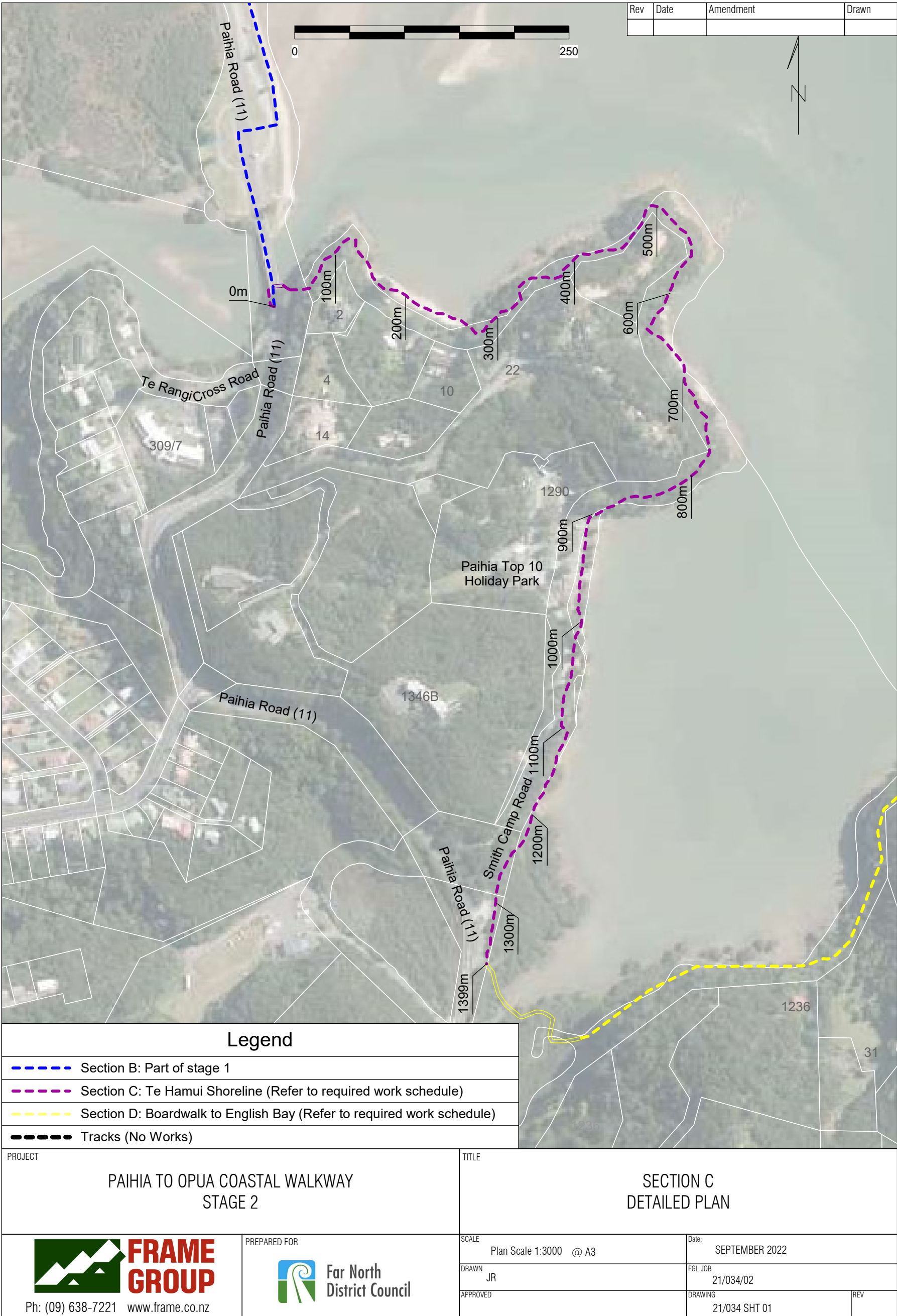
Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

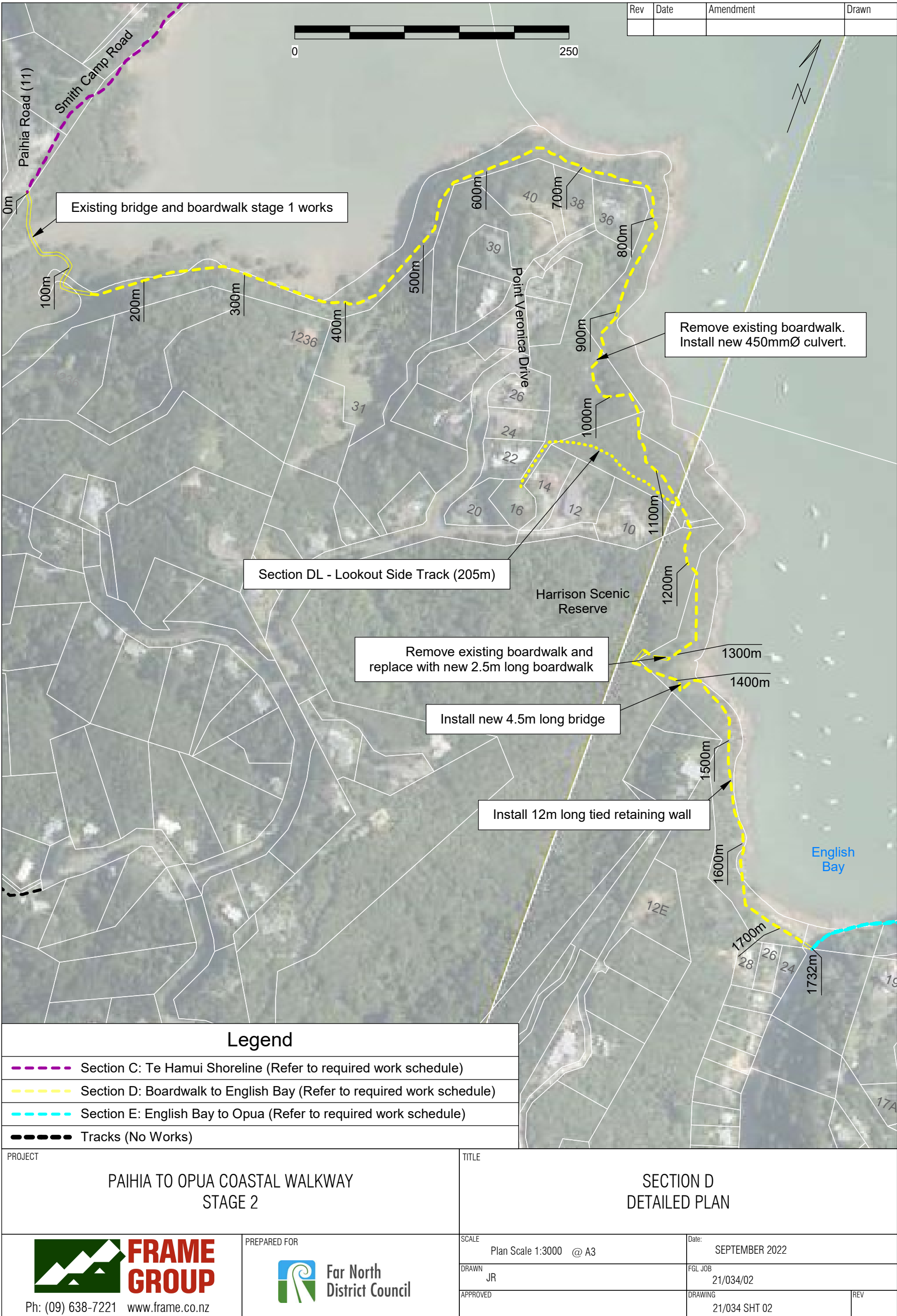
1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified 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.

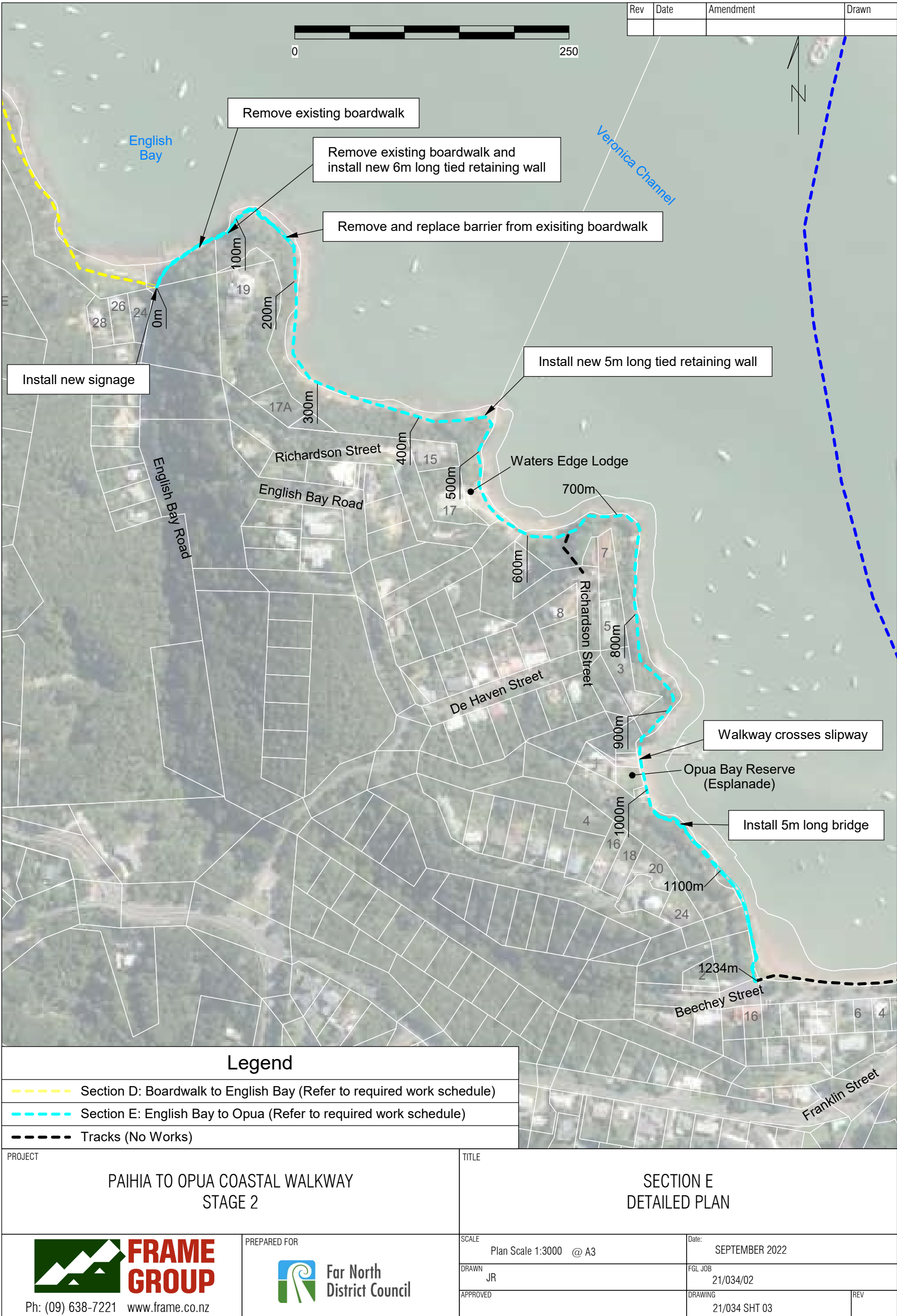
He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	There is a significant impact to the community and the wellbeing measures within the existing Long Term Plan 2021-24. These have been assessed and resulted in a minor negative impact to amenity value through the realignment of the track away from the coastline. On balance, the financial and safety risk to the community and users of the walkway justifies the realignment away from the coast.
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.	The immediate impact is to the local community which rely on the Opuia-Paihia Coastal walkway as the main pedestrian link between Opuia and Paihia. There are district wide implications in the wider context of the te Araroa Trail and these are being addressed by Staff with the Trust directly.
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.	Looking at the site through our GIS layer there were sites identified as archaeological sites to Māori. As per Far North District Councils Significance and Engagement Policy and identifying this issue as low, iwi and hapu were not consulted. The proposed option does not impact any cultural significant sites and remains within existing road corridor. The realignment considers the archaeological site identified on the existing alignment which would likely be disturbed if the existing alignment was to remain in place.
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).	Significance has applied to the main user group identified as Community members and tourists requiring a pedestrian link between Opuia and Paihia. The trail is unsuitable for individuals with limited mobility and cyclists due to formation of the track to these standards cost prohibitive.

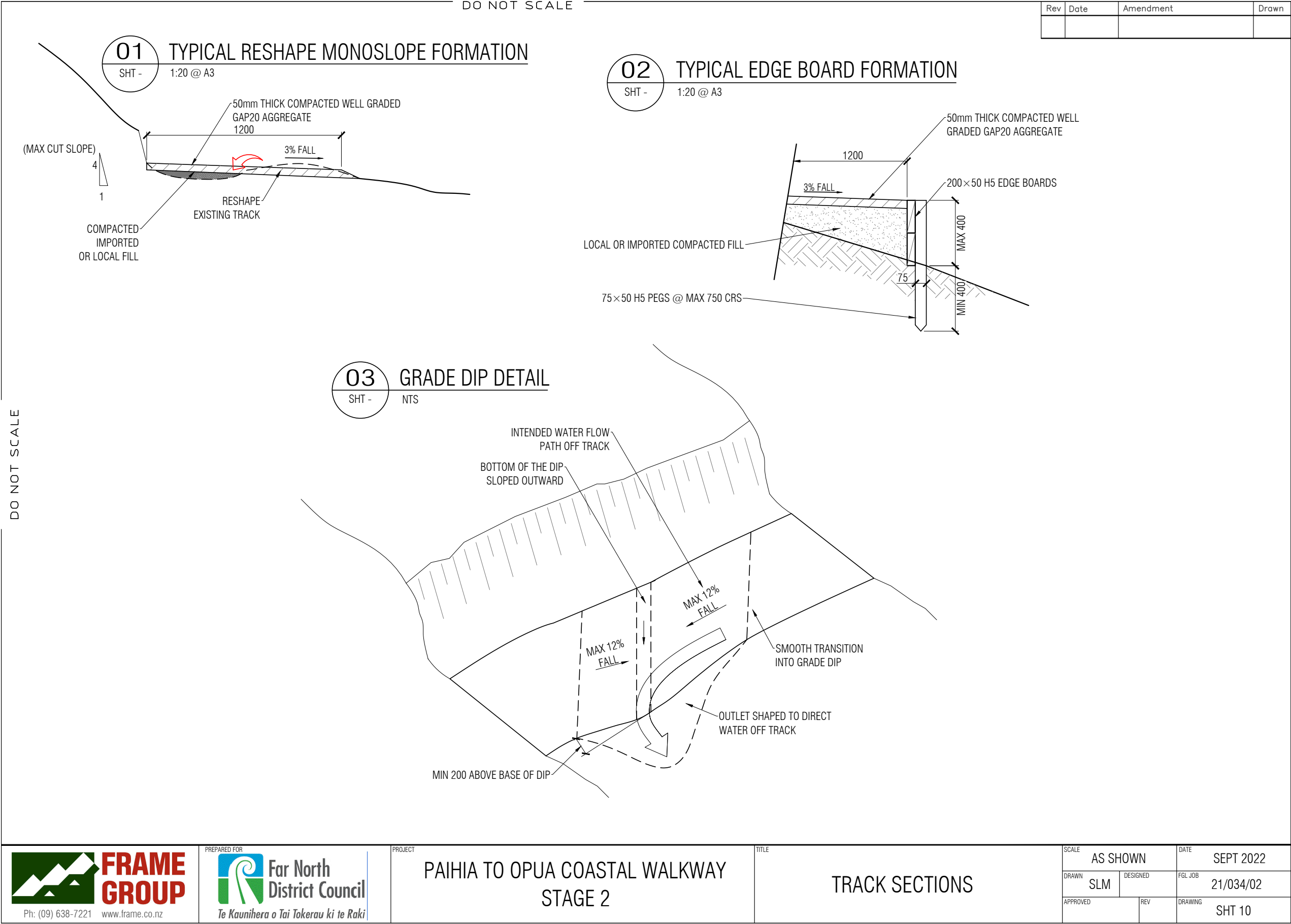
State the financial implications and where budgetary provisions have been made to support this decision.	It is anticipated there is little budgetary implications for this project with the proposed realignment.
Chief Financial Officer review.	Type here

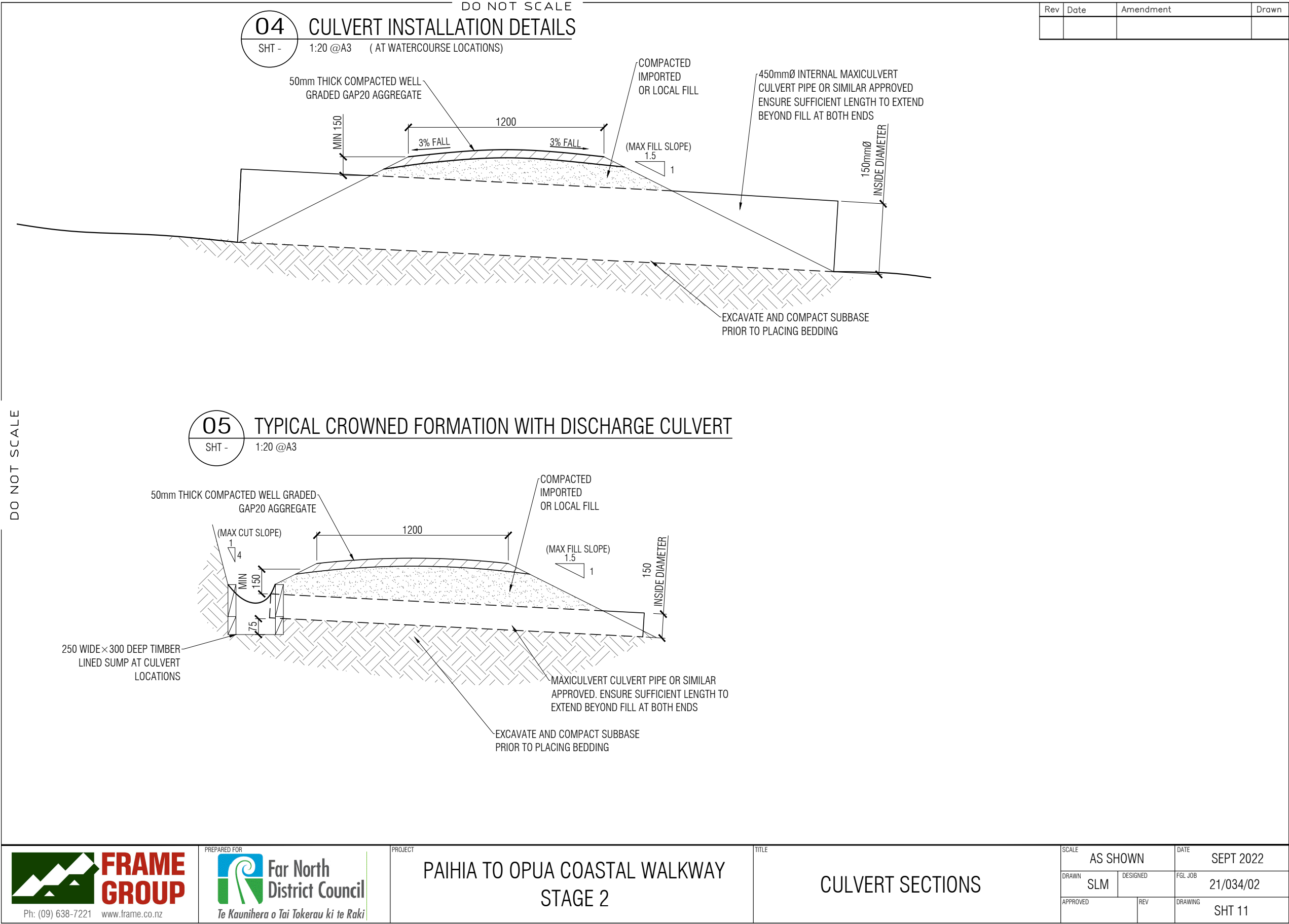


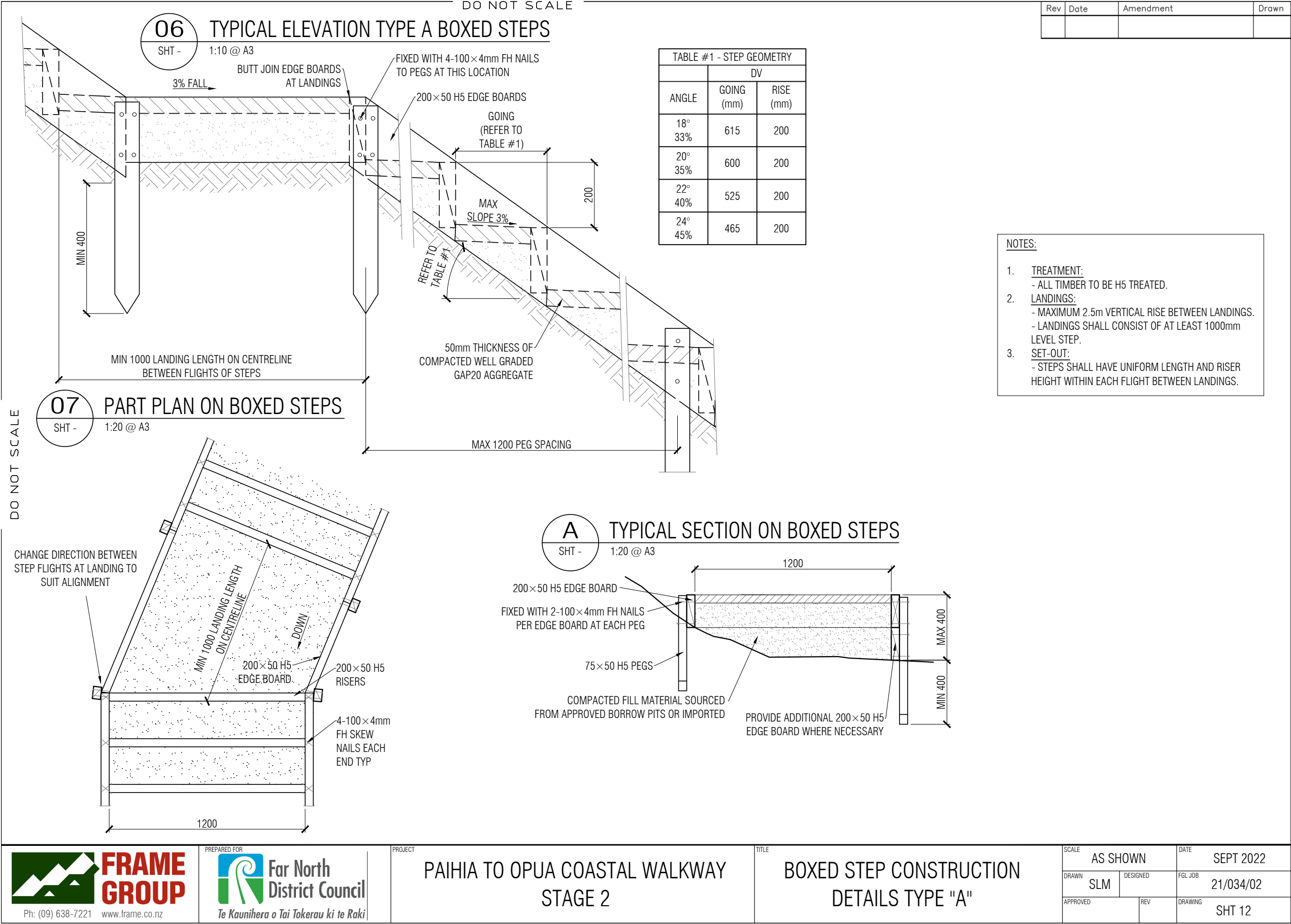


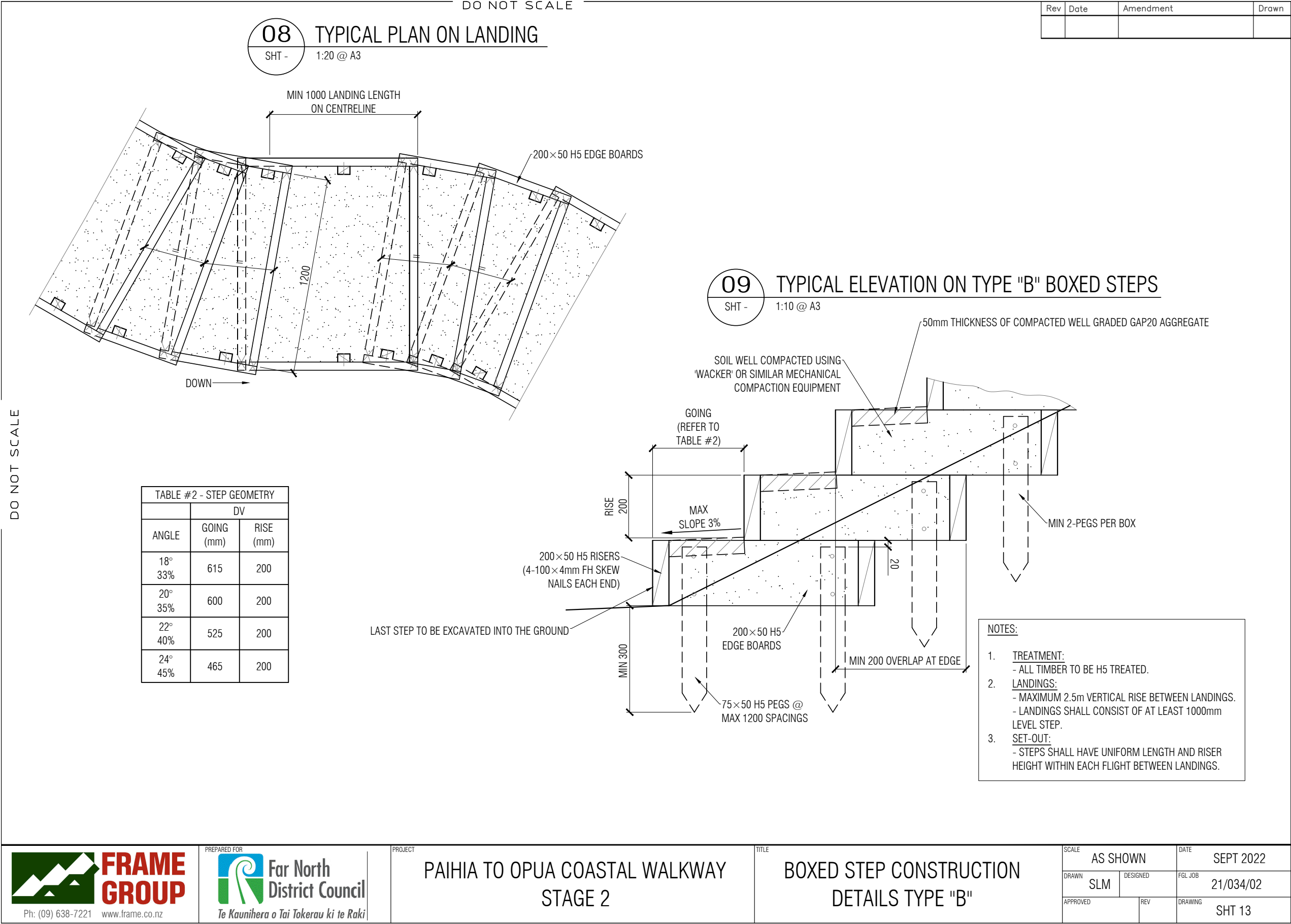


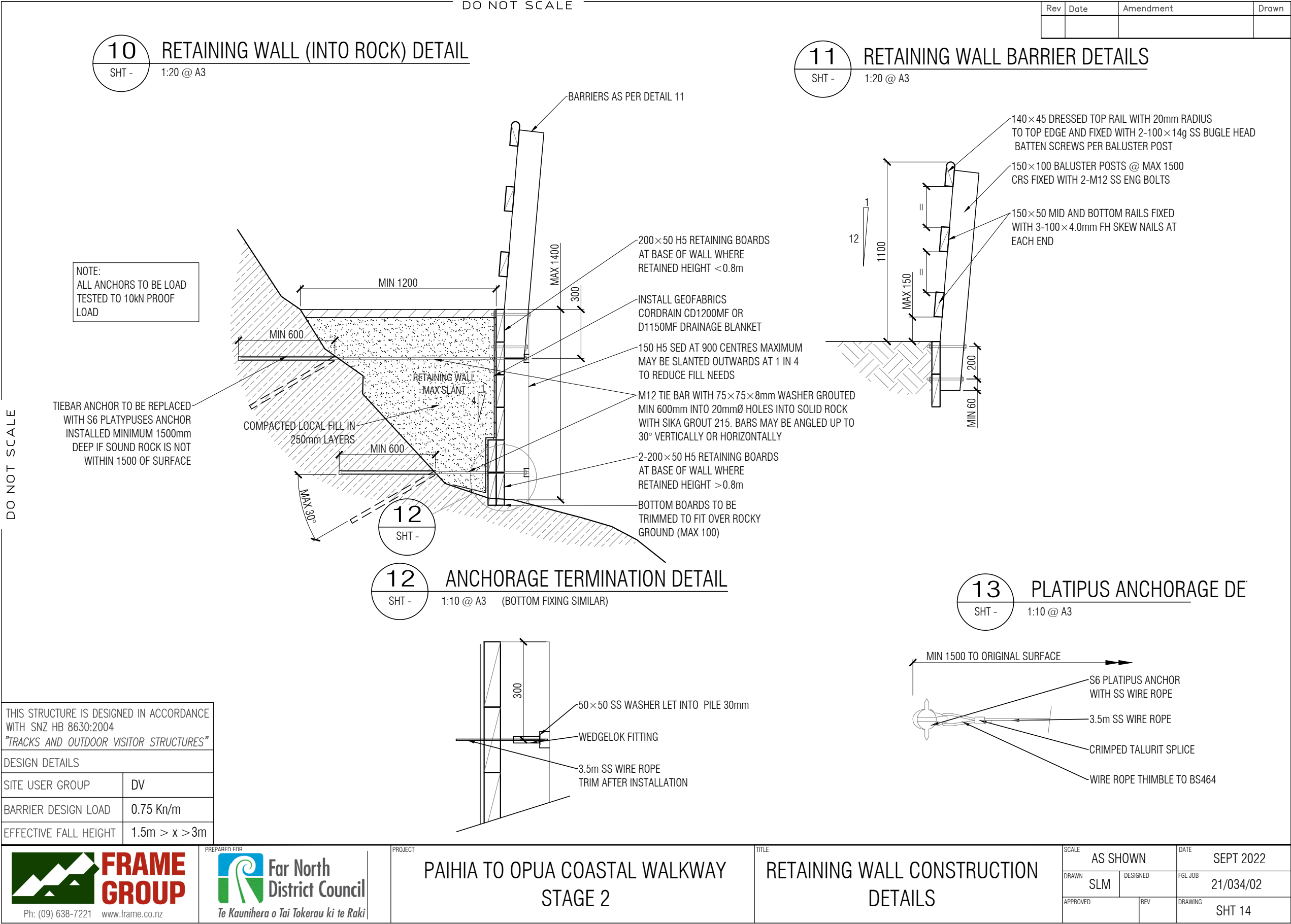


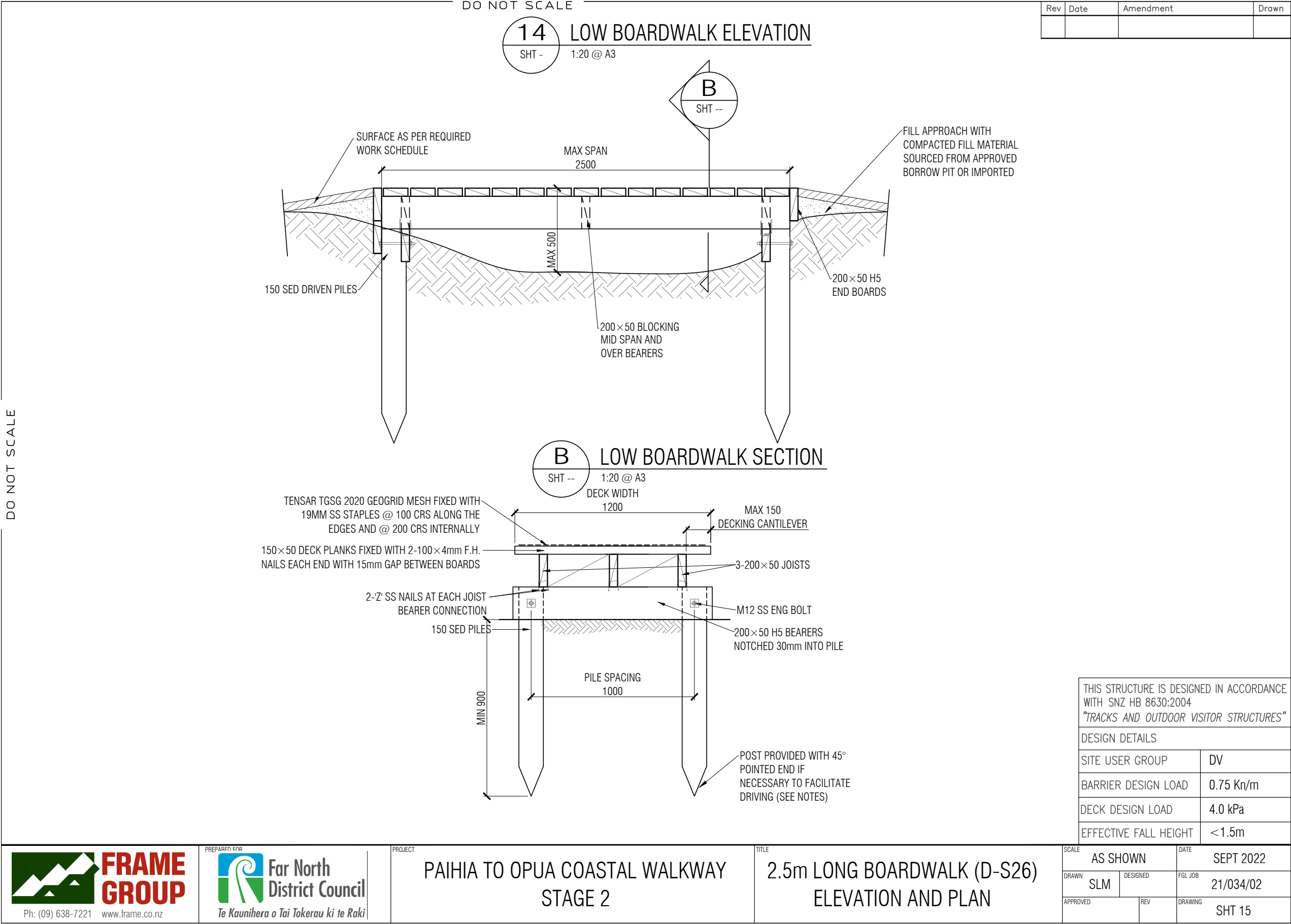


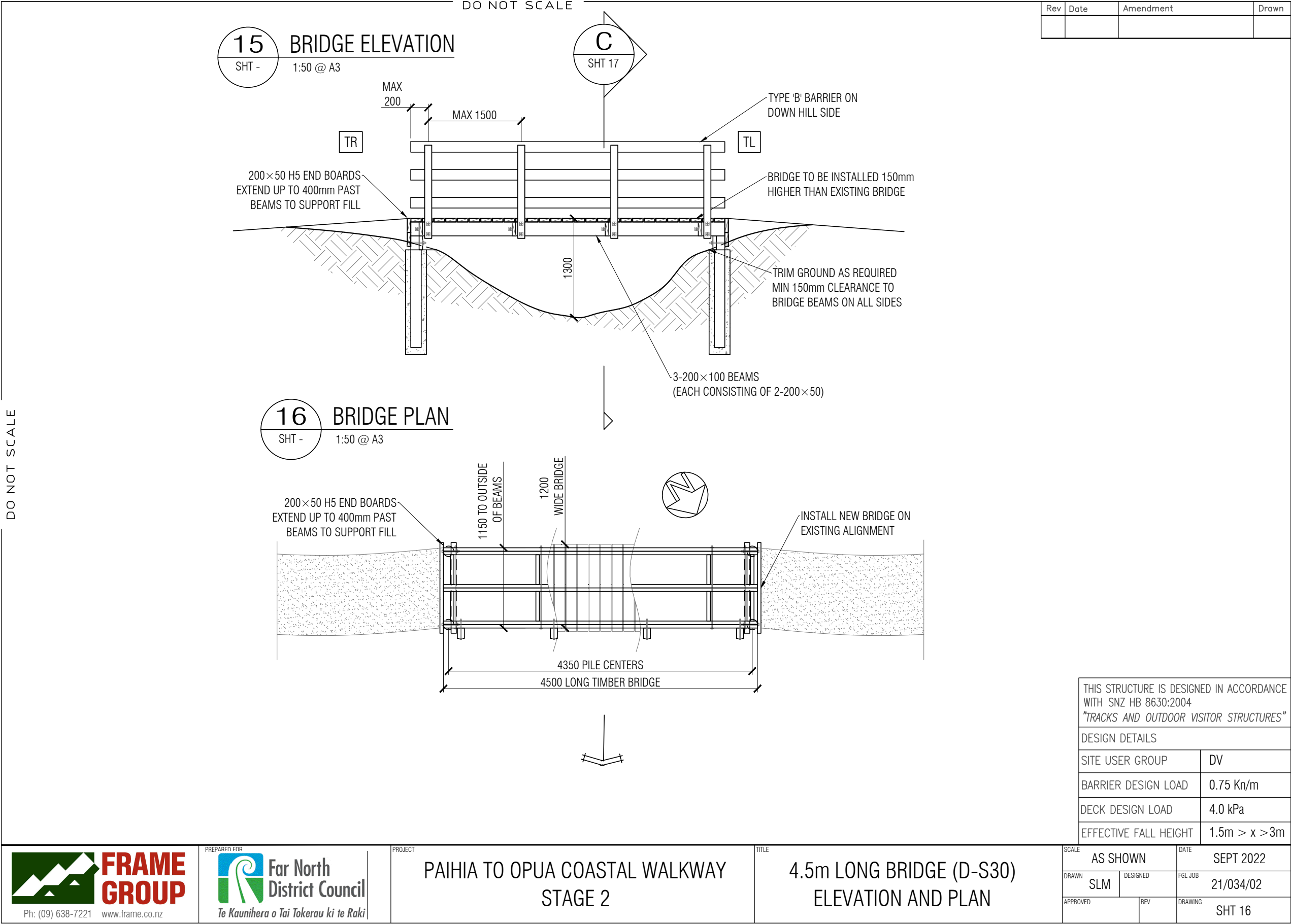


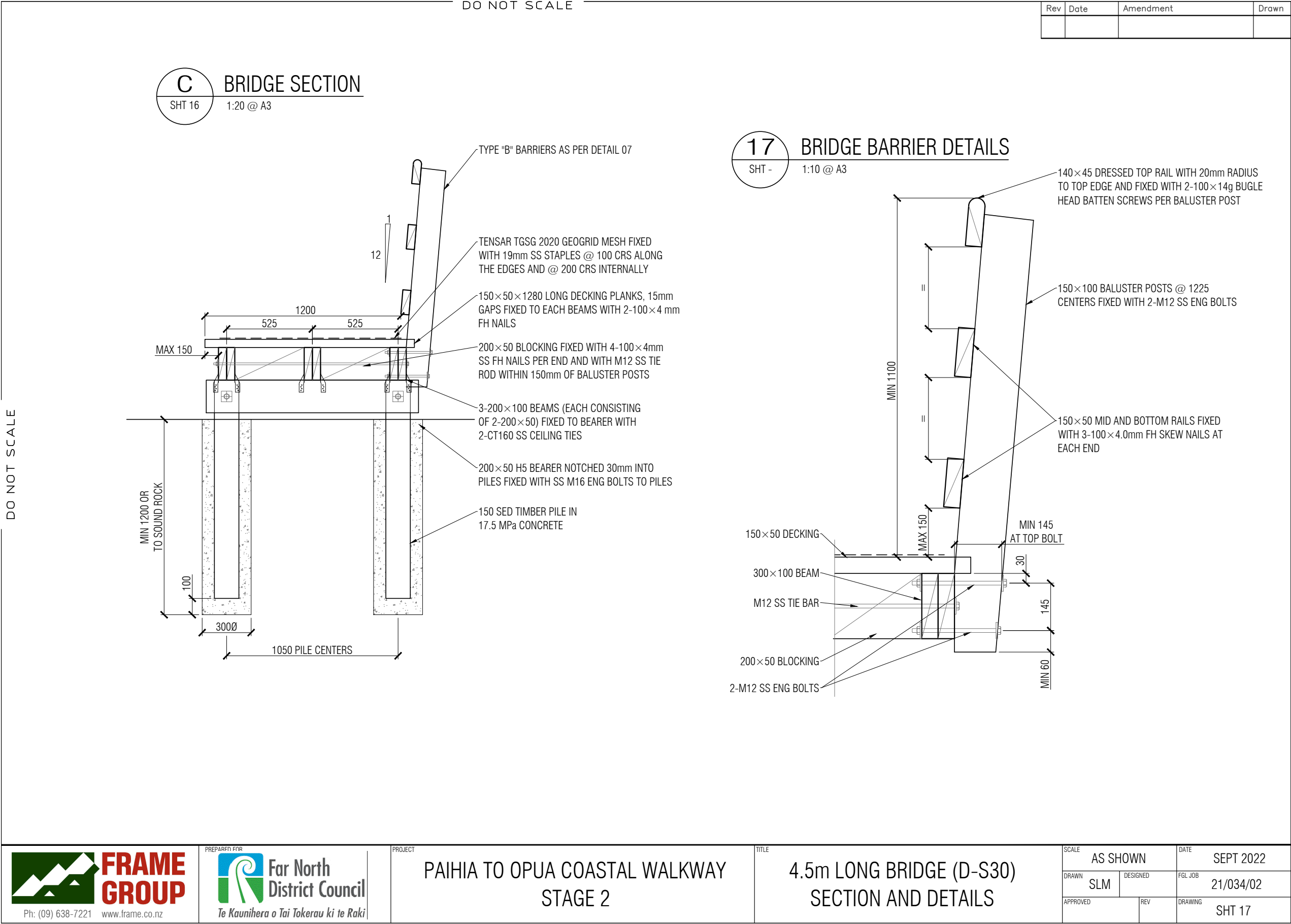














FRAME GROUP

Ph: (09) 638-7221 www.frame.co.nz

PREPARED FOR



Far North District Council

Te Kaunihera o Tai Tokerau ki te Raki

PROJECT

PAIHIA TO OPUA COASTAL WALKWAY
STAGE 2

TITLE

4.5m LONG BRIDGE (D-S30)
SECTION AND DETAILS

SCALE

AS SHOWN

DATE

SEPT 2022

DRAWN

SLM

DESIGNED

FGL JOB

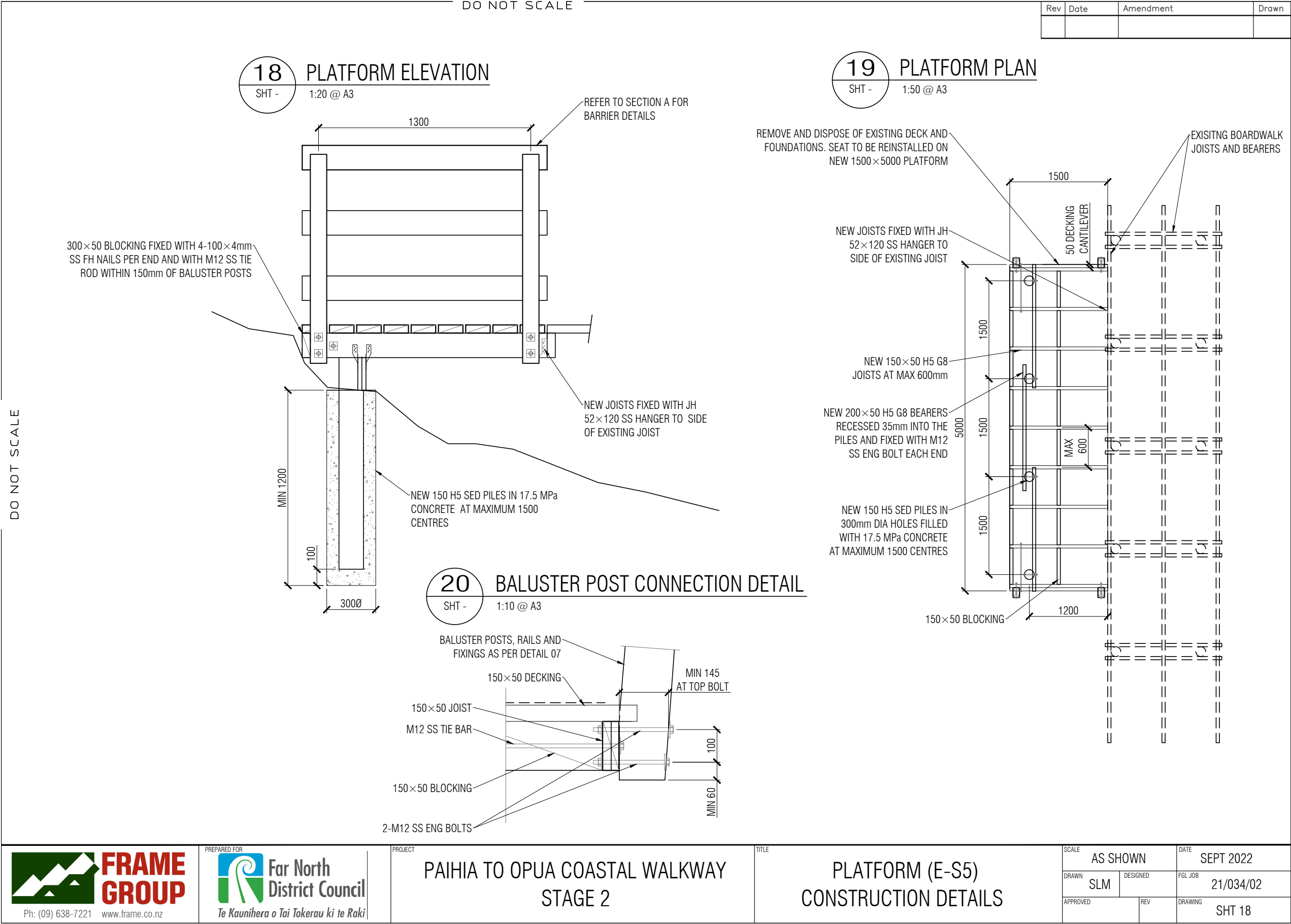
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APPROVED

REV

DRAWING

SHT 17





Ph: (09) 638-7221 www.frame.co.nz

PREPARED FOR



Far North District Council

Te Kaunihera o Tai Tokerau ki te Raki

PROJECT

PAIHIA TO OPUA COASTAL WALKWAY
STAGE 2

TITLE

PLATFORM (E-S5)
CONSTRUCTION DETAILS

SCALE

AS SHOWN

DATE

SEPT 2022

DRAWN

SLM

DESIGNED

FGL JOB

21/034/02

APPROVED

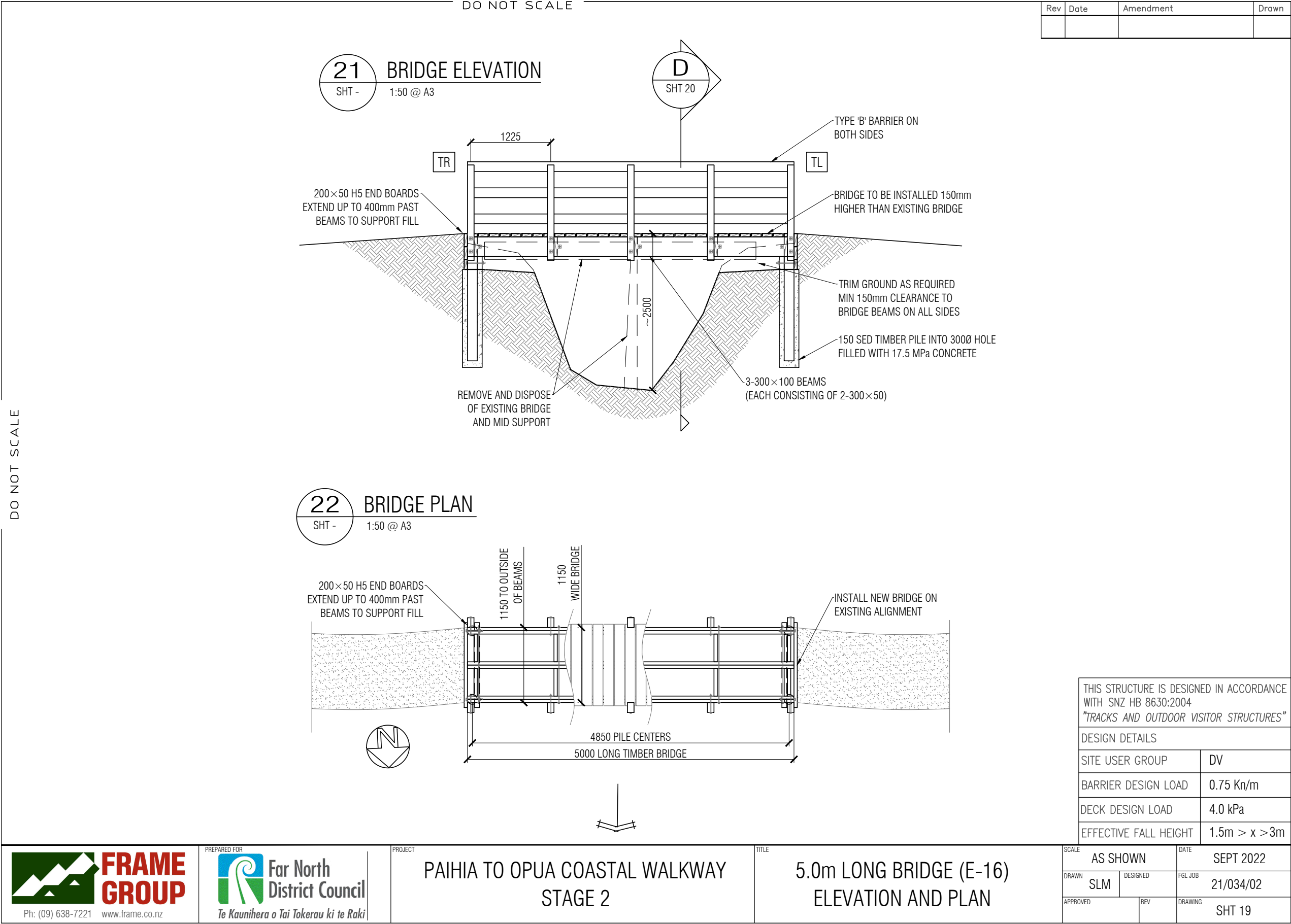
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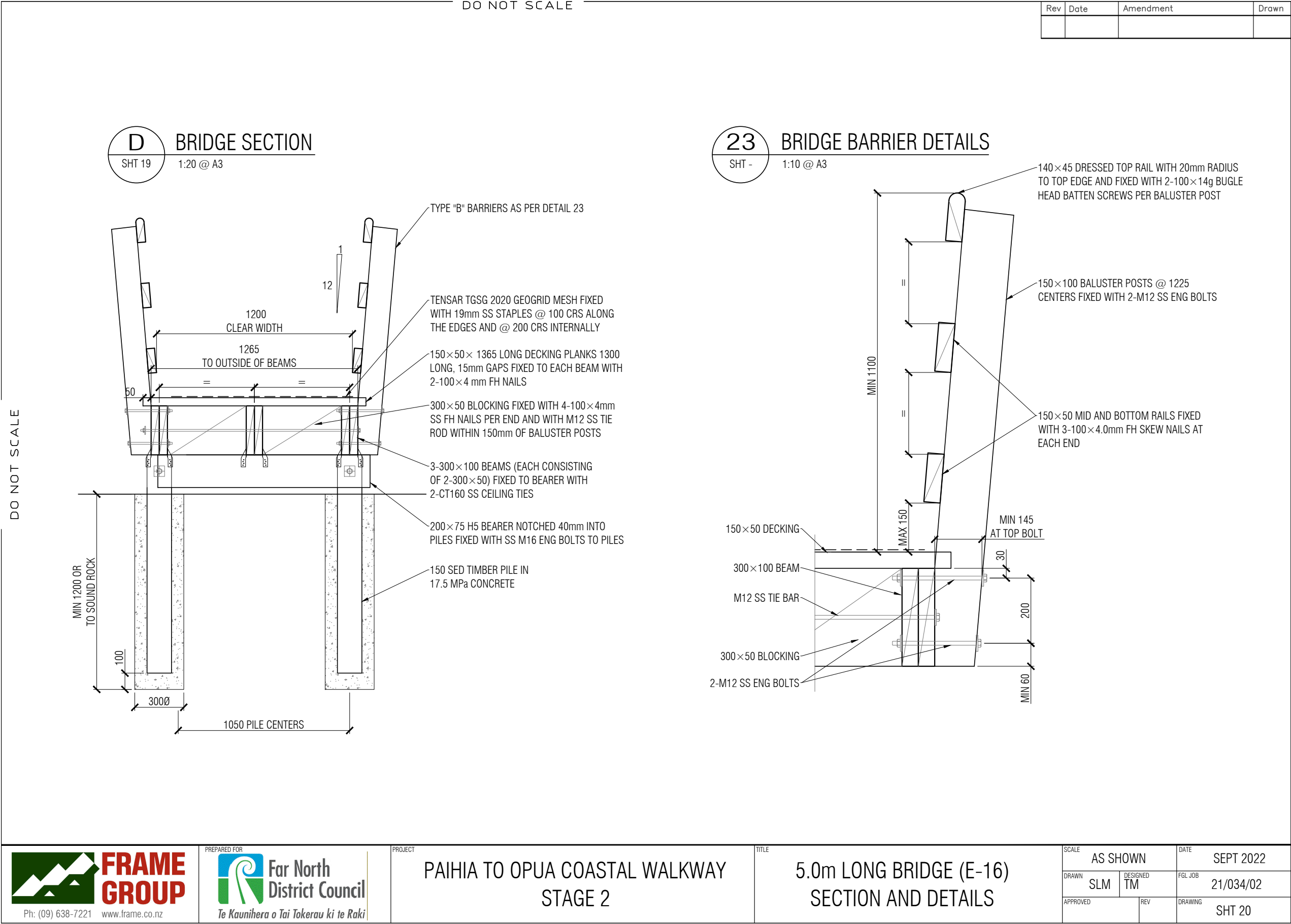
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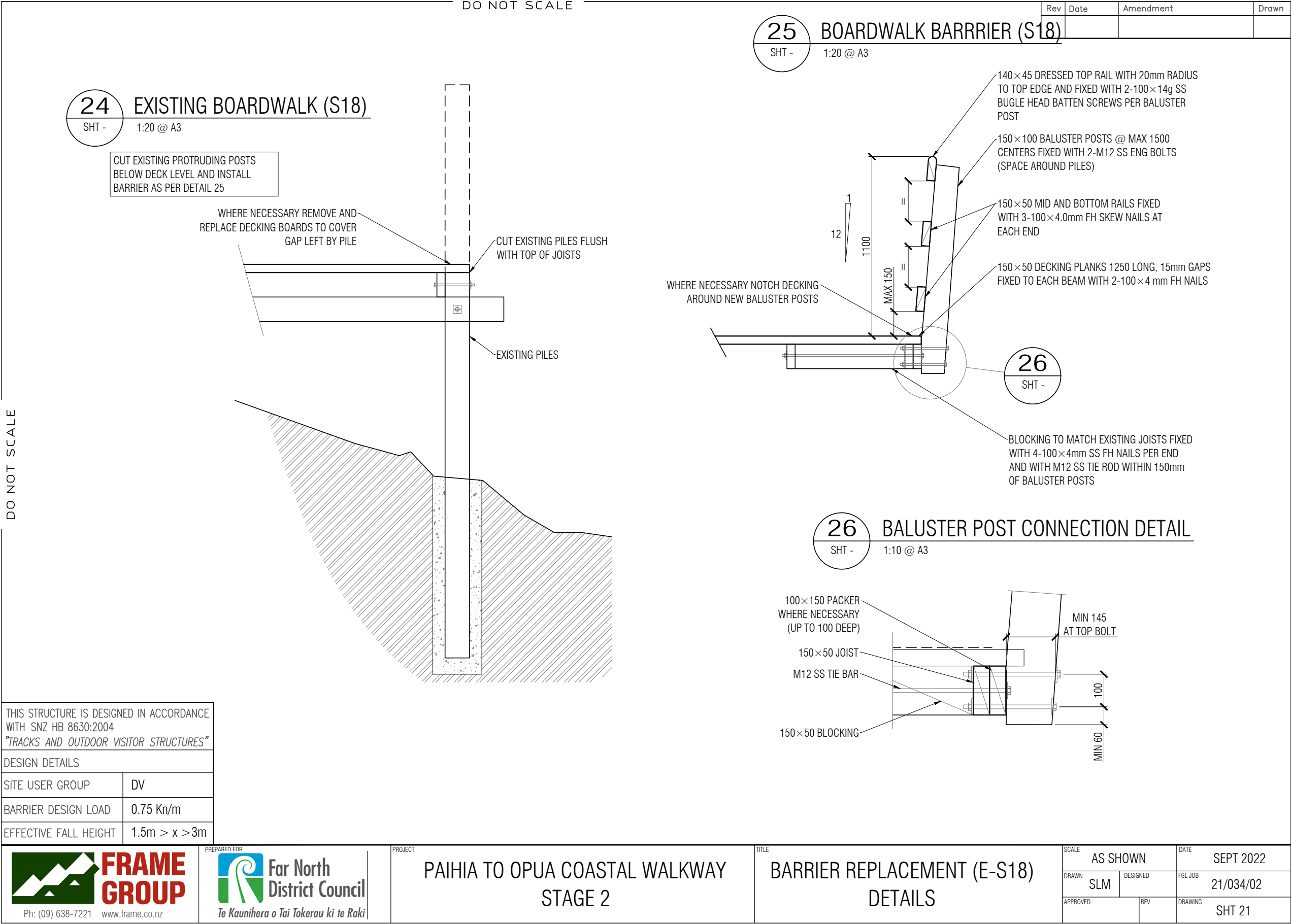
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Item 7.2 - Attachment 1 - Opuia-Paihia Coastal Walkway Stage 2 Drawings

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DO NOT SCALE

Rev

Date

Amendment

Drawn

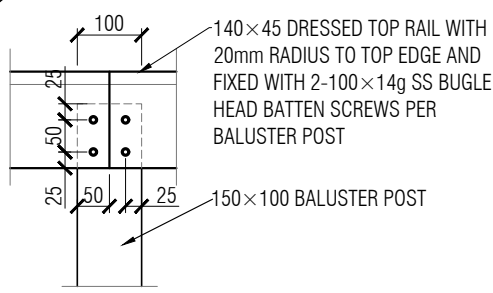
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SHT -

TOP RAIL SPLICE ELEVATION

1:10 @ A3

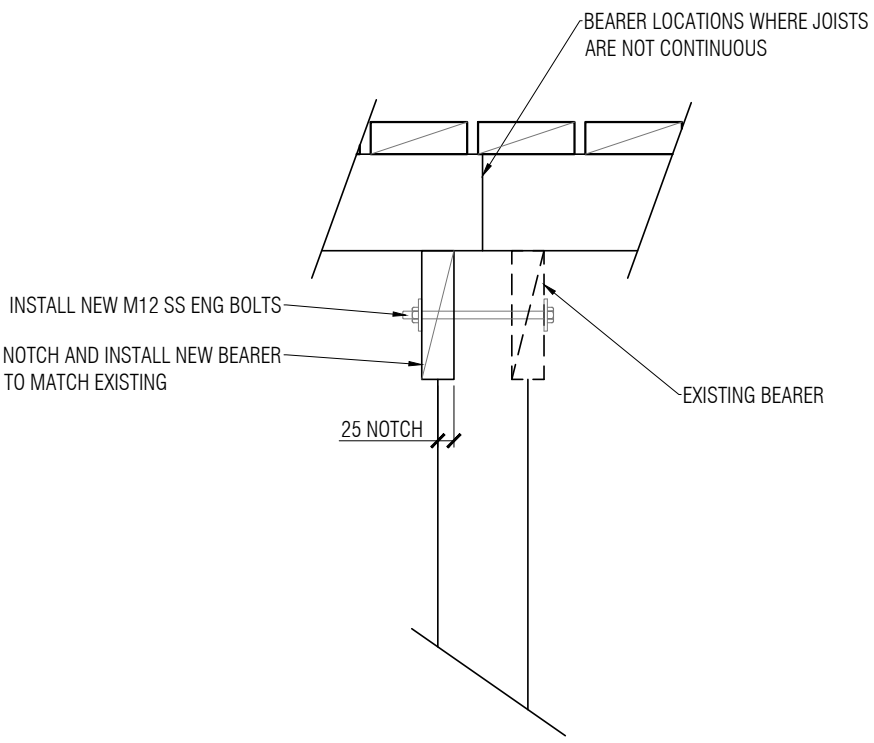


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SHT -

ADDITIONAL BEARER DETAIL

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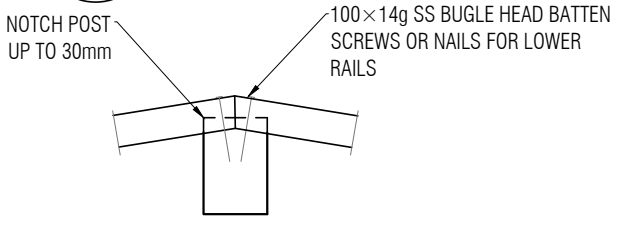



29

SHT -

HANDRAIL PLAN

1:10 @ A3






FRAME GROUP

Ph: (09) 638-7221 www.frame.co.nz

PREPARED FOR



Far North District Council

Te Kaunihera o Tai Tokerau ki te Raki

PROJECT

PAIHIA TO OPUA COASTAL WALKWAY
STAGE 2

TITLE

TYPICAL BOARDWALK AND
BARRIER CONSTRUCTION DETAILS

SCALE

AS SHOWN

DATE

SEPT 2022

DRAWN

SLM

DESIGNED

FGL JOB

21/034/02

APPROVED

REV

DRAWING

SHT 22

Item 7.2 - Attachment 1 - Opuia-Paihia Coastal Walkway Stage 2 Drawings

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Job Ref: 23 156

02 August 2023

Far North District Council
C/o – Andy Finch

By Email: Andrew.FINCH@fndc.govt.nz

**RE: GEOTECHNICAL WALKOVER APPAISAL FOR COASTAL SLIPPAGE BELOW 7 RICHARDSON STREET, OPUA
(TE ARAROA TRAIL)**

INTRODUCTION

Haigh Workman Ltd (Haigh Workman) has been commissioned by Far North District Council (FNDC) to undertake a site walkover and provide preliminary geotechnical advice for slippage/erosion of the coastal cliffs along the Te Araroa Trail walkway. The assessment focuses on a section of walkway to the north and east of 7 Richardson Street, Opuā.

The purpose of the investigation was to carry out a walkover and observe any visual signs of land instability within number 7 Richardson Street, assess stability risk for the walkway below the coastal cliff and provide a summary of findings. Our appraisal has been based on a visual walk over inspection only and did not involve any soil testing.



Figure 1: Site Location



SITE DESCRIPTION

The residential property above the affected areas (7 Richardson Street) is on a small bluff, with coastal cliffs to the north and east, and steep slopes to the west. The cliffs are very steep with a vertical height of approximately 15 m and the slopes above the cliffs are gentle to moderate. There are small to medium trees and shrubs with occasional mature Pohutukawa trees dotted along the coastal cliffs.

SITE WALKOVER OBSERVATIONS


During our site investigation, the following observations were noted:

- There are 3 main slips along the eastern side and 1 minor slip along the northern side (refer to attached mark-up plan)
- The first slip (numbered slip 1 on the attached plan) is a small slump, approx. 2.0 m wide with the bulk of the slip material remaining in place, including large block of rock.
- The second slip (slip 2) is approx. 5.0 m wide. The slip material has completely evacuated and exposed the weathered rock surface. The slipped material appears to have comprised a 500 mm thick layer of soil and vegetation. This slip has left a near vertical lip at the headscarp with several trees overhanging.
- The third slip (slip 3), approx. 3.0 to 4.0 m wide, has mostly evacuated with a small amount of debris at the toe. This slip has regressed further than Slip 1 (approx. 1.5 m into cliff) and the slipped material is mostly weathered rock. This slip has also left an overhanging lip at the headscarp with several trees above.
- The minor slip on the northern face (slip 4) has left an overhanging lip at the headscarp with vegetation above.
- On the northern face there is an area where Pohutukawa tree roots are wedging a large block of rock and the tree is overhanging the walkway. The cliff is vertical in this area.
- Another mature Pohutukawa tree on the northern cliff has been undermined (by cliff erosion) and is overhanging the edge of the cliff.
- There are numerous visual signs of historic shallow seated soil movement within the landscaped area on the eastern side of 7 Richardson Street, above the coastal cliff (i.e. terracing, cracks, over-turned landscape walls) however, these are older features and unrelated to the recent slippage along the cliffs.

The above mention features are outlined on the attached mark-up plan.



Table 1: Site observation photos

 <p>Slips on eastern face</p>	 <p>Block of slip material remaining</p> <p>Slip 1</p> <p>Walkway</p>
 <p>Vertical lip at headscarp</p> <p>Walkway</p> <p>Slip 2</p>	 <p>Overhanging headscarp</p> <p>Slip 3</p>
 <p>Root wedging</p>	 <p>Pohutukawa tree undermined</p>



SUMMARY

Based on our visual walkover assessment and desktop study, the slippage that has occurred along the coastal cliffs below 7 Richardson Street are likely to have occurred due to the natural process of coastal erosion and cliff regression. This process may have been exacerbated by recent heavy prolonged rainfall saturating the overburden soils, however follows the typical cliff erosion process for this geological unit (Waipapa Group greywacke) in this region.

The landscaped garden area to the east of the dwelling at 7 Richardson Street (above the coastal cliff) has numerous visual signs of historic instability, i.e. terracing, cracks, over-turned landscape walls and footpaths moving. These are considered to be older features, unrelated to the recent slippage along the cliffs. We have not carried out a stability assessment of the dwelling platform at 7 Richardson Street, however, the recent coastal/cliff slips are not considered to have any impact on the global stability of the dwelling platform.

The observed slippage on the cliffs has resulted in vertical/overhanging head scarps, undermined overhanging trees, and loose slip debris that are unstable which poses a risk to public using the walkway below.

It is our recommendation that public access to this section of the walkway be prohibited until such time that the following works are carried out:

- Removal of any trees that are overhanging the walkway, have been undermined by erosion, or are situated above the recent head scarps.
- Descaling / removal of any loose rocks and slip debris.
- Re-grading of the vertical and overhanging lips below the head scarps to the typical cliff slopes.
- Removal of the rock and Pohutukawa tree root wedging on the northern cliff face.
- Removal of the undermined Pohutukawa tree (and any loose soil/rock) on the northern cliff face.

LIMITATIONS

This letter report has been prepared for the use of Far North District Council with respect to the particular brief outlined to us. This letter report is to be used by our Client and their Consultants only. The information and opinions contained within this report shall not be used in other context for any other purpose without prior review and agreement by Haigh Workman Ltd.

Prepared By

A handwritten signature in blue ink, appearing to read 'Josh Curreen'.

Josh Curreen
Senior Geotechnical Engineer
MEngNZ

Approved By

A handwritten signature in blue ink, appearing to read 'John Papesch'.

John Papesch
Director
CPEng, CMEngNZ



5

From: Trevor Butler
To: Darren James; dan
Cc: markwilliams.at.mangawhai; Shane Knowler (shaneknowler@mac.com)
Subject: RE: Proposed realignment of Te Araroa trail
Date: Wednesday, 9 August 2023 8:17:13 am
Attachments: image001.png
image002.png
image003.png

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Do not click links or open attachments unless you recognise the sender and know the content is safe.

Thanks for the update Darren.

The approach you are taking at FNDC seems to be a sound one. A delay in addressing the section of track with slips will allow time for the site stability to settle down.

I suggest though that there would be merit in investigating the stormwater drainage conditions above the slips. We have noted at several sites of slipping in parks and reserves in urban areas in Auckland, Hamilton, Wellington that have been investigated by Frame Group, a significant factor in triggering slippage is the stormwater runoff from private properties above the slip sites. Where there are broken drainage pipes or property owners have simply directed surface stormwater into the reserve land, this can trigger slipping. A check of the drainage from the properties above this section of the Paihia-Opua Track may be worthwhile.

Regards

Trevor Butler

TA National Trustee / Chair Trail Integrity and Operations Cttee
0274 522952

From: Darren James <Darren.James@fndc.govt.nz>
Sent: Wednesday, August 9, 2023 8:05 AM
To: dan <dan@teararoa.org.nz>; Trevor Butler <TrevorButler@frame.co.nz>
Cc: markwilliams.at.mangawhai <markwilliams.at.mangawhai@gmail.com>; Shane Knowler (shaneknowler@mac.com) <shaneknowler@mac.com>
Subject: RE: Proposed realignment of Te Araroa trail

Good morning Dan and Trevor

Thank you very much for your quick response, it is really appreciated. To manage expectation on the current damaged area of the track, FNDC have limited funding to undertake repairs at this time as the majority of the budget for the Opua-Paihia walkway is tied up with making other sections of the track compliant and safe.

FNDC would seek to pace budget for this particular portion of the track in a Future Long Term Plan year and as you may be aware the next Long Term Plan 2024-34 maybe a light one in terms of budget concentrating on roading projects for the first three years of that plan.

Many Thanks

Darren



Darren James

Asset Manager - District Facilities

Delivery and Operations, Far North District Council | 24-hour Contact Centre 0800 920 029

DDI 6494070435 | M 64272393871 | Darren.James@fndc.govt.nz

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Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

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From: Daniel Radford <dan@teararoa.org.nz>

Sent: Tuesday, August 8, 2023 12:16 PM

To: Trevor Butler <TrevorButler@frame.co.nz>; Darren James <Darren.James@fndc.govt.nz>

Cc: markwilliams.at.mangawhai <markwilliams.at.mangawhai@gmail.com>; Shane Knowler (shaneknowler@mac.com) <shaneknowler@mac.com>

Subject: RE: Proposed realignment of Te Araroa trail

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Hi Darren,

And thanks Trevor for the CC. Very understandable problem and acceptable solution for the time being as Trevor has indicated. Thanks for the heads up. It's about a week too late for me to slip it into the August map update, but that's not a big deal as long as you have it marked as you've indicated. We can correct the GIS in the next update in November and cover it in the notes until then.

Cheers,
Dan Radford
Te Araroa – Trail Manager
027 364 8088

From: Trevor Butler <TrevorButler@frame.co.nz>

Sent: Monday, August 7, 2023 8:55 PM

To: Darren James <Darren.James@fndc.govt.nz>

Cc: Daniel Radford <dan@teararoa.org.nz>; markwilliams.at.mangawhai <markwilliams.at.mangawhai@gmail.com>; Shane Knowler (shaneknowler@mac.com) <shaneknowler@mac.com>

Subject: RE: Proposed realignment of Te Araroa trail

Hi Darren,

Thank you for sharing this information and seeking my thoughts.

Since you seek comment from me as a TAT Board member, I have copied this email to Daniel Radford (TAT Trails Manager), Shane Knowler (Chair TAT Northland Trust), and Mark Williams (Operations Cttee, TA Northland Trust).

I am able to relate the slips etc in this section of the walkway to my notes and photos from the original scheduling of the whole Paihia to Opua track in 2021. Some of these slips represent fresh movement at the slips noted when I did the upgrade feasibility back in 2021.

I concur with the findings and the recommendations of the recent Haigh Workman report.

In my notes, I recorded the junction of the side track to Richardson St from the main track just south of the Lemons Bay Beach House (ie the proposed re-alignment route). I did not walk up this short link to Richardson Rd, but from the FNDC GIS, this track appears to climb about 21m in elevation over less than 50m, hence I assume this track consists of steps over most of the climb. The descent along Richardson Rd down to the slipway bay is relatively gentle and would be easy walking.

I do not see any issues with the proposed re-alignment of the Paihia-Opua track (and TA) onto this section of Richardson Rd for the short to medium future. This would provide safe reliable continuity of the TA route whilst the coastal cliff is experiencing an episode of instability.

As with any coastal erosion, the current slipping may settle down over time and the scarps may re-vegetate. Much of the attraction of the Paihia to Opua coastal track is the opportunity to follow closely the waters edge and enjoy the views across the water as well as the immediate shoreline. I would hope that at some stage in the future, funding would be found to implement the recommendations in the Haigh Workman report, and the coastal bench could be provided with the isolated retaining structures recommended in our 2021 report. I note that this coastal cliff is designated Road Reserve, bounded on the seaward side by Conservation Reserve. The shoreline has exposed sound greywacke rock at the toe of the cliff, hence once the existing weathered greywacke and soils on the cliff have reached equilibrium and new vegetation has established, it should be possible to safely return the track alignment to this route, possibly with boardwalks founded onto the rock for sections is necessary.

I acknowledge that for FNDC, the proposed re-alignment is a logical option until such time as the cliff becomes more stable and there is funding available to carry out any necessary retaining and stabilisation works to the original route.

Regards
Trevor Butler
TA National Trustee / Chair Trail Integrity and Operations Cttee
0274 522952

From: Darren James <Darren.James@fndc.govt.nz>

Sent: Monday, August 7, 2023 4:09 PM

To: Trevor Butler <TrevorButler@frame.co.nz>

Subject: Proposed realignment of Te Araroa trail

Hello Trevor

In your capacity on the TAT board FNDC are proposing a realignment of a section of the Opua-Paihia Coastal Walkway. A recent slip event at the attached report will give you a feel of what the current condition is. FNDC have put in force an alternative route as shown below (redline and sign posted) and will look to make this the permanent route and abandon the coastline in this area.



Please let me know your thoughts

Cheers

darren



Darren James

Asset Manager - District Facilities

Delivery and Operations, Far North District Council | 24-hour Contact Centre 0800 920 029

DDI 6494070435 | M 64272393871 | Darren.James@fndc.govt.nz

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7.3 FUNDING APPLICATIONS

File Number: A4337823

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to allow the Bay of Islands-Whangaroa Community Board (the Board) to consider the application/s received for the Community Grant Fund/Placemaking Fund.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$182,424** to allocate for the Community Board Fund in the 2023/2024 financial year.
- The Board also has **\$100,000** to allocate for the Placemaking Fund for the 2023/2024 financial year.
- Four applications have been received, requesting \$34,009

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$4,500** (plus GST if applicable) be paid from the Boards Community Grant Fund account to The Turner Centre for the costs towards Kanikani Kanoa, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- b) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to The Graeme Dingle Foundation for the costs towards mentoring and career guidance for students in the Bay of Islands-Whangaroa Ward, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of **\$1,500** (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Rotary Club for the costs towards Paihia Colour Run 2023 Festival, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- d) approves the sum of **\$15,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Friends of Rolands Wood Trust for the costs towards extending the car parking area to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

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 and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
The Turner Centre – Kanikani Kanoa 2023	\$4500	\$4500	The applicant hosted this event previously, but was unable to go ahead as planned due to a covid lockdown. They are refunding \$2500 that remained from that application and applying afresh for a new event.	Event
The Graeme Dingle Foundation – Mentoring and career guidance	\$12,811	\$5000	The applicant visits schools throughout the Far North District to provide mentoring and career guidance for students. They have only applied for funding from the BOIWCB and it is recommended they apply to the other Boards for funding assistance for attending students in their areas.	Community
Bay of Islands Rotary Club – Colour Run 2023	\$1510	\$1500	This is an annual event hosted by the Bay of Islands Rotary club, which is well supported by the community with any funds raised being put back into community projects.	Event
Friends of Rolands Wood – Carpark extension	\$15,188	\$15,000	The applicant is working with Council staff and fundraising themselves for the balance to improve the car park for Rolands Wood. As the wood has been become increasing popular, parking has become an issue. The applicant is seeking assistance to improve the area, while still maintaining sufficient funds for ongoing maintenance of the woods and carpark.	Infrastructure

Take Tūtohunga / Reason for the recommendation

The applicant/s was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option One: Authorise funding for the full amount requested.

Option Two: Authorise partial funding.

Option Three: Decline funding the application.

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

Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITI HANGA / ATTACHMENTS

1. The Turner Centre - A4339517 [↓](#) 
2. Graeme Dingle Foundation - A4339515 [↓](#) 
3. Bay of Islands Rotary - Colour Run 2023 - A4339513 [↓](#) 
4. Friends of Rolands Wood - A4339516 [↓](#) 

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.	Applications received are assessed against the Community Grants 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 the applications received in relation to whenua and/or wai.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in the application.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **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 **The Centre At Kerikeri Ltd (Turner Centre)** Number of Members **30, 000** PA

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe your project

The vision of the centre is to be an inclusive place that connects people with arts and culture - He Ranga Toi Waka.

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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 **Kanikani Katoa with Hot Potato Band** Date **11th Nov 2023**

Location **Turner Centre Plaza** Time **5:00PM**

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

If so, how much? **Pay what you can - from \$5 upwards**

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.

Last November we received funding from the Bay of Islands Whangaroa Community Board to support Kanikani Katoa with the Hot Potato Band on the 12th February. This was to be a free community event that had generated much excitement in the community and free tickets were reserved by 970 community members from audiences set to travel from Moerewa, Kaeo and further afield around the district.

We made the decision to cancel the show due to being in a National State of Emergency caused by Cyclone Gabrielle, but quickly pivoted to present the concert online and the band performed a free livestream show on Tuesday the 14th February. This was hugely successful and had combined views of 1400, with many devices having multiple viewers, being that whānau were at home during the cyclone.

The feedback received and engagement around the free online performance was extremely positive with 107 comments, 1800 people reached and 220 interactions.

Because we had to also cancel the school shows that had been supported by the Australian High Commission, we were able to spread the costs of the Live Stream across the funding and \$2500 is being repaid to the Community Board.

We have been able to work with the Australian High Commission to get the band back in November and restage the event on Saturday 11th November at the Turner Centre.

We have released the tickets on sale this time with a "pay what you can" model for this show, so we can still keep the show accessible, but also generate some revenue so we do not require the same level of funding again. If funding is received then some free tickets will also be made available.

We would like to present the band to our community and open up the Turner Centre Plaza for our community to attend and dance, enjoy high quality music and socialise. The event will be open to all ages and as will provide the following positive outcomes:

Allow access for up to 970 community members to an arts and cultural activity low financial barriers to entry, and will provide the following outcomes:

- Expose our community to high quality, diverse, international programming
- Build community spirit
- Build resilience and cohesion within our community
- Encourage volunteer participation

We plan to partner with Ngāti Rēhia again to give the Hot Potato Band a customary mihi whakatau at the show.

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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	\$1250	
Advertising/Promotion	\$1500	
Facilitator/Professional Fees ² Venue Technicians 2 x 10 hours x \$50	\$1000	\$1000
Administration (incl. stationery/copying)	Ticketing Fees \$1000	
Equipment Hire	Sound & Lights \$1000	\$1000
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments Band Food & Hospo	\$300	
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr) 10 x 5 hours	\$1000	not applicable
Other (describe) Band Performance Fee	\$6000	\$2500
TOTALS	\$13, 050	\$4500

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 **89-116-198**

How much money does your organisation currently have?

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

We have some reserves that we have earmarked for the replacement of lighting and sound production equipment and operational support

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

Purpose	Amount
NA	
TOTAL	

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

Funding Source	Amount	Approved
The Turner Centre will commit to covering venue rental and marketing	\$5050	Yes / Pending
Volunteer Contribution	\$1000	Yes / Pending
Pay what you can ticketing income (500 x \$5)	\$2500	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
Future Planning and Sustainability	\$50, 000	2022	Y / N
COVID WAR CHEST	\$50, 000	2021	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 Centre At Kerikeri Limited

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

Sig

Signatory

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

Local Grant Application Form



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

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

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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

A2686814

(version Sept 2018)

Page 6

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

Form Submitted 28 Jul 2023, 12:58PM 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 *

Graeme Dingle Foundation Far North

Website

<http://dinglefoundation.org.nz>

Must be a URL.

Facebook page

<https://www.facebook.com/KiwiCanFarNorth/>

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23242 From Graeme Dingle Foundation Far North**

Form Submitted 28 Jul 2023, 12:58PM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Mr George Faalogo

Position *

Regional Manager

Contact Person Two:

Applicant Admin Contact

Ms Brydie Lenden

Position

Trust Chairperson

Must be an email address.

Must be an email address.**Purpose of organisation****Please briefly describe the purpose of the organisation ***

Our purpose is to help tamariki and rangatahi realize their potential. We do this by helping tamariki and rangatahi develop true self confidence and real skills for later life through delivering both the Kiwi Can and the Ngā Ara Whetū (Career Navigator) programmes every week of school.

The Graeme Dingle Foundation in the Far North have been delivering the Kiwi Can programme for over 20 years. We focus on how to build positive relationships and resilience. These are all soft skills that are, sadly, lacking in some homes and are corner stones for personal development and being a responsible citizen. Research and evaluation by the Graeme Dingle Foundation in collaboration with the University of Auckland and Massey University shows that our programmes are highly effective. The findings showed reduced offending, improved attitudes and behaviour at school and at home, improved academic outcomes, greater self-confidence, resilience and wellbeing.

Number of Members *

6

Project Details*** indicates a required field**

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23242 From Graeme Dingle Foundation Far North**

Form Submitted 28 Jul 2023, 12:58PM NZST

Project Details

Clearly describe the project or event:

Name of Activity *

Operational Costs

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

Start Date

Date *

09/10/2023

Must be a date.

End Date:

Date: *

12/04/2024

Must be a date.

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: *

The Graeme Dingle Foundation Far North is based in Kaeo but influences and supports the development and wellbeing of nearly 1200 school aged tamariki and rangatahi aged from 5 to 18 years every week of the school year across communities in the Far North. This has a flow-on affect to whanau, communities and employers.

How do we do this?

By delivering both the Kiwi Can and the Ngā Ara Whetū (Career Navigator) programmes. We have been delivering Kiwi Can for over 20 years to communities in the Far North.

What are our programmes?

Kiwi Can is a values and life skills programme that teaches self-respect, respect for others, and healthy relationships. The values underpinning Kiwi Can are explicit in the programmes four themes namely: Whakawhanaugatanga (Positive Relationships), Pono (Integrity), Taikaha (Resilience) and Manaakitanga (Respect).

Each theme has a series of modules to support it, for example Whakawhanaugatanga (Positive Relationships) is underpinned by the following modules – Positive Communication, Cooperation, Friendship, Fairness, Leadership and Conflict resolution.

Ngā Ara Whetū (Career Navigator) is a mentoring programme and is based on the Te Ao Māori framework of Tuakana (older sibling) mentoring their Teina (younger sibling).

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

Form Submitted 28 Jul 2023, 12:58PM NZST

Senior students mentor year 9 students as they transition into college life. The same senior students are mentored by members of the community. Often, this will lead to jobs for these students and/or further tertiary study.

What is our scope?

The Kiwi Can programme is delivered to eleven schools and over 1000 primary school students at Te Hapua, Ngataki, Kaingaroa, Taipa, Peria, Mangonui, Oruaiti,

Totara North, Matauri Bay, Te Kura o Hato Hohepa and Kaeo School.

Ngā Ara Whetū (Career Navigator) is delivered to approximately 160 students at Bay of Islands College in Kawakawa and suitable mentors are selected from the local community.

Both programmes support students to become positive role models in their school, home and community.

Why do we do this?

We do this because we believe there is demand for our service in the Far North community. All of the schools that we work with, score high on the Ministry of

Education Equity Index (EQI). Essentially, the higher the EQI score, the more socio-economic factors exist in the community where the school is located that may affect student achievement.

The weather events in the Far North this year and the impact of Covid over the last three years, have placed a strain on our community, but particularly young people. School closures meant that young people weren't able to connect with their peers or receive face to face lessons.

What is the impact?

Kiwi Can enables students to confront these challenging times with a positive mind set and resilience. We teach them how to form and shape positive relationships.

Research and evaluation by the Graeme Dingle Foundation in collaboration with the University of Auckland and Massey University shows that our programmes are highly effective. The findings showed reduced offending, improved attitudes and behaviour at school and at home, improved academic outcomes, greater self-confidence, resilience and wellbeing.

Purpose of Application.

The purpose of this application is to seek funding to for petrol costs incurred by our staff for travel to deliver our lessons to tamariki in the Far North. Our staff use their personal vehicles to travel across the Far North to deliver either Kiwi Can lessons or activities for the Nga Ara Whetu mentoring programme. Staff are expected to travel to work on their own steam. Mileage is based on the distance from Kaeo to the destination where their school is located. E.g. Every Thursday two staff travel to Ngataki and Te Hapua Schools. This is a 311 km round trip with a portion of the road unsealed. Attached are detailed expense claims made by individual staff so far this year. We are seeking reimbursement costs for Term 4, 2023 and Term 1, 2024. Petrol prices have risen exorbitantly in recent months, and we have only just increased the mileage allowance to \$0.83 per kilometer. We believe this is a fair amount given that the wear and tear on our staff personal vehicles is a cost they have to absorb.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

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Provide a detailed cost 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 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

Form Submitted 28 Jul 2023, 12:58PM NZST

Travel Reim- bursement staff	\$32,000.00	\$12,811.00	<div>Filename: Ange's Mileage Term 2 2023.xlsx File size: 11.8 kB</div> <div>Filename: Calla Mileage Term 2 2023.xlsx File size: 11.7 kB</div> <div>Filename: George's mileage Term 2 2023.xlsx File size: 11.3 kB</div> <div>Filename: Invoice Ange's Mileage Term 1 2023.xlsx File size: 11.7 kB</div> <div>Filename: Invoice Calla Mileage Term 1 2023.xlsx File size: 11.7 kB</div> <div>Filename: Invoice George's Mileage Term 1 2023.xlsx File size: 11.9 kB</div> <div>Filename: Invoice George's Mileage Term 1 2023.xlsx File size: 11.9 kB</div> <div>Filename: Invoice Joes mileage Term 1 2023.docx File size: 171.8 kB</div> <div>Filename: Invoice Joes mileage Term 1 2023.docx File size: 171.8 kB</div> <div>Filename: Invoice Shayle Mileage Term 1 2023.xlsx File size: 11.6 kB</div>	\$32,000
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Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

Form Submitted 28 Jul 2023, 12:58PM NZST

			<p>Filename: Jeremy's Mileage Term 2 2023.xlsx File size: 11.8 kB</p> <p>Filename: Joe mileage Term 2 April 2023.docx File size: 171.3 kB</p> <p>Filename: Mileage Calculation Terms 1 & 2 2023 F NDC.xlsx File size: 11.7 kB</p> <p>Filename: Shayle's Mileage Term 2 2023.xlsx File size: 11.9 kB</p>	
Advertising/Promotion	\$	\$	No files have been uploaded	\$
Facilitator/Professional Fees	\$	\$	No files have been uploaded	\$
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded	\$
Equipment Hire	\$	\$	No files have been uploaded	\$
Equipment Purchase (describe)	\$	\$	No files have been uploaded	\$
Utilities	\$	\$	No files have been uploaded	\$
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded	\$
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded	\$
Refreshments	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

Form Submitted 28 Jul 2023, 12:58PM NZST

Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
	\$	\$	Filename: Graeme_Dingle_Foundation_Far_North_-_Annual_Report for 2022 July 2023.pdf File size: 67.2 kB	\$

Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

32000

Must be a number.

What is the amount you are requesting from the Board? *

\$12,811

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

090 697 846

Current Funding

How much money does your organisation currently have? *

\$214,274.00

Must be a dollar amount.

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024

Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North
Form Submitted 28 Jul 2023, 12:58PM NZST

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

\$308,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Wages & Salaries	\$286,250.00
Administration costs	\$10,000.00
Kiwi saver contributions	\$9,000.00
Insurance & ACC	\$3,000.00
	\$

Total Tagged Funds

Total Tagged Amount

\$308,250.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Lottery Community Fund	\$30,000.00	Pending
Northland Grassroots	\$15,000.00	Declined
Pub Charity	\$5,000.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Declaration

*** indicates a required field**

Privacy Information

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23242 From Graeme Dingle Foundation Far North

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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.

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 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

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**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23242 From Graeme Dingle Foundation Far North**

Form Submitted 28 Jul 2023, 12:58PM NZST

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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.

Signatures**Signatory One****Name ***

George Faalogo

Position *

Regional Manager

Postal Address**Signatory Two****Name**

Brydie Lenden

Position

Board Chairperson

Postal Address**Mobile Number**

Must be an email address.

Must be an email address.**Date**

28/07/2023

Must be a date.

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form
Application No. BOIWCB23242 From Graeme Dingle Foundation Far North
Form Submitted 28 Jul 2023, 12:58PM NZST

Date

28/07/2023

Must be a date.

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.
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- 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 **SUBMITTED**
- ☐ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation ROTARY CLUB OF BAY OF ISLANDS Number of Members 25

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe your project:

To encourage and foster service to our community as a worthy enterprise, directing projects towards youth, peace and international cooperation

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 BAY OF ISLANDS ROTARY COLOUR RUN Date 23/03/2024

Location HOROTUTU RESERVE, PAIHIA + TI BEACH Time FROM 10AM

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

If so, how much? Adult \$50, Student \$30, Family \$120, Under 5 Free. Earlybird

Outline your activity and the services it will provide. Tell us: tickets will be available.

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

Participants will run/walk in a family fun run dressed in colourful or white costumes and during the run pass through colour stations manned by local businesses. The colour powder is coloured corn starch and will be dispersed along the route at the start, during the run and at the finish. The route will start at Horotutu Reserve, head south to the southern end of Paikia Beach, turn around back along the beach, pass the start line, down to Paikia Bluff, then along ~~the~~ Ti Beach to the end of the beach at Waitangi Beach, turn around back along Ti Beach to the start point at Horotutu, now the Finish line. Participants receive a medal on finishing. At registration they receive a wristband which they write their name on, once passed finish line, these wristbands are collected and go into a draw for spot prizes that have been donated by local businesses. There is a prize for best dressed. All money raised is used for community projects.

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 <i>signs</i>	210	
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	100	
Equipment Hire <i>DS + PA system</i>	338	
Equipment Purchase (describe) <i>Headbands</i>	100	
<i>Lanyards for medals</i>	100 292	
<i>Water pistols</i>	120	
Utilities		
Hardware (e.g. cement, timber, nails, paint)	100	
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	2100	not applicable
Other (describe)		
<i>Customs for lanyards</i>	200	
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



Financial Information

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

How much money does your organisation currently have?

\$31,147.94 @ 30/06/22

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

\$13,582

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

Purpose	Amount
Cycle track William Fuller	\$6000
Scenic Hotel President Changeover	\$1666
Pottery International Fees	\$1481
District Lewis	\$2135
Science Fair Bay of Islands College	\$2300
TOTAL	\$13,582

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
Colour Run	\$2909	12/07/22	(Y) N
			Y / N
			Y / N
			Y / N

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

A2686814

(version Sept 2018)

Page 4

Local Grant Application Form

Kerikeri Service Centre
3 AUG 2023



Privacy Information

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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)

ROTARY CLUB OF BAY OF ISLANDS

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:
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 - 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



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



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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 MATTHEW J. VAN LINGEN Position PRESIDENT

Postal Address 59 OROMAHOE RD, OPUNA Post Code 0200

Phone Number 021 542 135 Mobile Number

Signature [Signature] Date 1/02/23

Signatory Two

Name DONNA SMITH Position COMMUNITIES DIRECTOR

Postal Address 43C YORKE ROAD, HARUPO Post Code 0204

Phone Number 027 953 6635 Mobile Number

Signature [Signature] Date 01/08/23

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)**

Form Submitted 28 Jul 2023, 9:42AM 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 ***

Friends of Roland's Wood Charitable Trust (FORWCT)

Physical Address *

240 Kerikeri Inlet Rd

Kerikeri Kerikeri 0230 New Zealand

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

Website

Must be a URL.

Facebook page

Friends of Roland's Wood Charitable Trust

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)**

Form Submitted 28 Jul 2023, 9:42AM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Mrs Kirsty Hampson

Contact Person Two:

Applicant Admin Contact

Mr Craig Jacobs

Position

Trustee

Email *

Must be an email address.

Must be an email address.

Purpose of organisation**Please briefly describe the purpose of the organisation ***

Roland's Wood has a history going back over 30 years. Roland Sansom started planting his dream of a public woodland around 1987. He formed a trust deed then following his death in 2001 bequeathed approximately 4ha of woodland to the public so it is now in the ownership of The Far North District Council. The woodland park became quite neglected but was thankfully recovered by a group of volunteers known as the 'Friends of Roland's Wood' two of whom in 2013 were awarded the honours of NZ Gardener of the Year for their achievements with the woods. More recently a trust named the 'Friends of Roland's Wood Charitable Trust' (FORWCT) was formed to enable the purchase of the adjacent 4.3ha to further enhance this fantastic public asset. This land blends with the Council owned park, is also available to the public and is a haven for those with dogs which are able to roam happily at will. This land was in a poor state when purchased however extensive weed clearance has been undertaken and the trust intends to continue the weed control and revegetate the bulk of this land in native planting to contrast the existing woodland park. The trust is also tasked with helping the community maintain Roland's Wood.

The combined land along with adjacent public riparian access is a fantastic asset to the community and very well patronised especially by dog walkers both from the immediate vicinity and also those who arrive by car.

Number of Members *

6

Project Details

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)**

Form Submitted 28 Jul 2023, 9:42AM NZST

*** indicates a required field****Project Details**

Clearly describe the project or event:

Name of Activity *

Car park extension

Location *

Roland's Wood, (Inlet Rd, Kerikeri)

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

Start Date

Date *

01/09/2023

Must be a date.

End Date:

Date: *

01/09/2024

Must be a date.

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: *

The project plans to increase the capacity of the current public carpark which currently numbers only 4 and is very widely used by the community. The current parking situation is inadequate for the number of park users at peak times. As the land is primarily used as a dog walking park, both dog walkers and nature lovers alike will be the primary beneficiaries of this project.

The existing public carpark located at the Southwest corner of the site (240 Kerikeri Inlet Rd) comprises 4 car park spaces and is woefully inadequate for the numbers using the park. Cars are regularly seen parking on the road berm adjacent to the entrance which is a less than ideal situation.

As part of the trusts ongoing maintenance program, it was noted that some trees and plantings on the road frontage are encroaching on the power lines and Top Energy was advised. At a site meeting with the Top Energy consultant pruning along the entire frontage was required and it was recommended that 3 Liquid Amber trees should be removed to avoid the current and future issues relating to proximity and damage to the power lines. We were advised by the Top Energy consultant that typically council policy with trees on their land encroaching on power lines is to remove the tree to avoid future issues and we also were advised by our own arborist these trees are not significant specimens.

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)**

Form Submitted 28 Jul 2023, 9:42AM NZST

The removal of these trees opens up an obvious ability to extend the car park space. A site investigation found that with the removal of 4 further trees the car park could easily be extended to create 8-10 further car park spaces. Our arborist noted that 1 of these trees would need to be felled to safely remove the 3 trees encroaching the power lines and he also noted the remaining 3 trees were not significant specimens. Due to the site location and modest gradient, there are no Stormwater or engineering issues and a simple metal surface as per the existing parking would be satisfactory. A site meeting with Darren James, Asset Manager-District Facilities FNDC identified the current car park was not noted as a current Council asset however the expectation is that it should be treated as such and will be entered into the Council asset database.

We also note that due in part to the extremely wet weather we've been having the walking tracks are very slippery in places and has resulted in a number of complaints from the public of late. These tracks require some metalling to make the park safer and more useable. The top track leading from the carpark past the bluebells and along towards the Heron Hill end is the most used track, and the earthworks contractor we have discussed the project with advised they have track work experience and would be able to clean up this track and metal the surface while their machines are on site. This work is included in the application as an extra to the carpark however we suggest it is just as important and cost effective to include it to be undertaken in conjunction with the carpark work.

We enclose a plan showing the proposed parking layout and suggest that due to the basic nature of the works any competent contractor could undertake the project without other working drawings. As identified on the drawing there will be no change to the park entrance or road crossing and the existing 4 car park spaces will also remain. There is no change of use simply an extension to the existing parking to meet the growing need from the community. We envisage the works will be undertaken by 3 contractors. We also enclose an overview of the sites showing both the extent of the Roland's Wood park land and the adjacent FORWCT land. Also enclosed some photos of the park entrance, parking area and adjacent area proposed for the extension (these are attached in the application funding documents).

Project works to extend the parking at Roland's Wood

1 - Tree works being the felling and chipping of the 7 trees noted on the plan to be undertaken jointly by the trusts arborist Chris Dodds Trees and Top Energy contractors. Dodds Trees will also undertake to grind the stumps below ground level.

2 - Site preparation, basecourse and metaling to be undertaken by an earthworks contractor.

Approx 200m of walking track maintenance and metaling undertaken in conjunction with carpark works by the earthworks contractor.

3 - Perimeter fencing and reinstatement of maintenance access and pedestrian access gates to be undertaken by a fencing contractor.

To expedite the works the trust feels they are best placed to engage contractors and manage the works as in the current climate Council may be somewhat overwhelmed by the workload on other projects.

As this project is of obvious benefit to the public and will create a lasting council asset The trust requests both Council funding and approval to undertake the project on council land. This application will be copied to Warren James FNDC and perhaps the Community Board can liaise with Warren James regarding the value of the project to the public. The trust requests Council funding for 50% of the works cost. In the interest of progressing these works the trust is willing to fund the balance 50% of the project. The Trust would initially utilise funds from the Roland's Wood Trust Distribution which in the 2022 financial year had a balance of \$103,309. We do note Council appears to have budgeted substantial sums towards possible dog parks in other locations and the agreement in place between Council and the trust states in item 5. To assist FORWCT with the maintenance and management of Roland's

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Form Submitted 28 Jul 2023, 9:42AM NZST

Wood, FNDC shall make an annual payment to FORWCT of the equivalent amount that Council would otherwise pay in maintaining this reserve to a standard in accordance with FNDC specifications. As far as the trustees are aware Council has only funded mowing since the agreement was enacted. The trust would also appreciate any Council time towards compliance be provided free of charge. Some funding has previously been provided to help with the purchase and development of the adjacent land however the woodland area and main park entrance has relied on the dwindling bequeath from Roland Sansom for maintenance and development.

Project Cost

*** indicates a required field**

Provide a detailed cost 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 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire	\$	\$	<i>No files have been uploaded</i>	\$30,378
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>	\$
Facilitator/Professional Fees	\$	\$	<i>No files have been uploaded</i>	\$
Administration (inc. stationery/copying)	\$	\$	<i>No files have been uploaded</i>	\$

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Equipment Hire	\$	\$	No files have been uploaded	\$
Equipment Purchase (describe)	\$	\$	No files have been uploaded	\$
Utilities	\$	\$	No files have been uploaded	\$
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded	\$
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded	\$
Refreshments	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Tree felling, chipping & stumpgrinding	\$6,450.00	\$3,225.00	Filename: Dodds Trees Quote #539.pdf File size: 35.3 kB	\$6,450
Earthworks and metalling of carpark and walking trackOther (describe)	\$15,725.00	\$7,862.00	Filename: Quote EST0152 Waipapa Earthmovers.pdf File size: 24.3 kB	\$15,725
Perimeter fencing and reinstatement of access gates	\$5,203.00	\$2,601.00	Filename: Quote DRC Fencing.pdf File size: 229.1 kB	\$5,203
Pathway metaling in conjunction with earthworks (estimate)	\$3,000.00	\$1,500.00	No files have been uploaded	\$3,000

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

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overview of sites, site plan and photos	\$	\$	<div>Filename: CAR PARK PROPOSAL #4.pdf File size: 154.8 kB</div> <div>Filename: P1050 571.JPG File size: 336.8 kB</div> <div>Filename: P1050 574.JPG File size: 345.2 kB</div> <div>Filename: P1050 576.JPG File size: 337.2 kB</div> <div>Filename: RW-exported-med.jpg File size: 18.1 MB</div>	\$
---	----	----	--	----

Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

30378

Must be a number.

What is the amount you are requesting from the Board? *

\$15,188

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)**

Form Submitted 28 Jul 2023, 9:42AM NZST

GST Number

118-680-545

Current Funding**How much money does your organisation currently have? ***

\$240,000.00

Must be a dollar amount.

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

\$140,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	\$
	\$
	\$
	\$

Total Tagged Funds**Total Tagged Amount**

\$0.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
	\$	
	\$	

Previous Funding from FNDC**Have you previously received funding from FNDC? ***☒ Yes ☐ No

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)

Form Submitted 28 Jul 2023, 9:42AM NZST

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Unknown - Mayoral discretionary funding	\$5,000.00	12/08/2016	
Contribution to land purchase - used for infrastructure works	\$30,000.00	20/08/2016	
Funding for shed and water tank on Laven-der land	\$15,000.00	12/07/2019	

Declaration

* indicates a required field

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.

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 organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024 Local Grant Application Form

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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

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 **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 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.

Signatures

Signatory One

Name *

Kirsty Hampson

Signatory Two

Name

Craig Jacobs

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23241 From Friends of Roland's Wood Charitable Trust (FORWCT)**
Form Submitted 28 Jul 2023, 9:42AM NZST**Position ***

Trustee

Position

Trustee

Postal Address**Postal Address****Phone Number****Email**

Must be an email address.

Must be an email address.

Date

27/07/2023

Must be a date.

Date

27/07/2023

Must be a date.

7.4 PROJECT FUNDING REPORTS

File Number: A4337812

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 Bay of Islands-Whangaroa Community Board note the project report received from:

- a) Kerikeri Football Club

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. Kerikeri Football Club - A4339514 [↓](#) 

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.	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.



**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: KERIKERI FOOTBALL CLUB
Name & location of project: CONTAINER FOR KFCC
Date of project/activity: FEB 23

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 3000 + GST

Board meeting date the grant was approved: NOT KNOWN

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)
<u>BISCH INVESTMENTS LTD</u>	<u>\$ 5304 + GST</u>	<input checked="" type="checkbox"/>
	\$	
	\$	
	\$	
Total:	\$	

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

THE CONTAINER WILL BE USED BY THE CLUB TO STORE FOOTBALL EQUIPMENT USED BY ALL TEAMS.

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

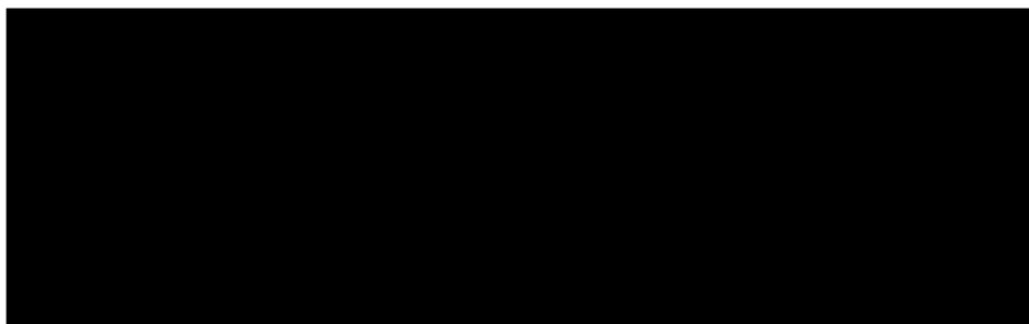
AS ABOVE

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

THE CONTAINER WILL BE PAINTED IN THE CLUB COLOURS
AND THEN WE WILL ATTACH A SIGN SAYING THE
CONTAINER WAS FUNDED BY THE COMMUNITY BOARD.

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

KERIKERI FOOTBALL CLUB



8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2023

File Number: A4347092

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Jonathan Slavich, Chief Financial Officer

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 July 2023".

1) 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. In accordance with the Community Grant Policy, section 10, *"applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Chairperson's discretion"*.

	Community Board	Placemaking Fund
Community Fund Account balance as at 01 July 2023	\$201,549.00	\$100,000.00
• Plus, unused funds from 2021-23	\$59,616.44	\$93,360.86
Less funds granted and uplifted to 31 July 2023	\$37,414.00	-
• Less funds not uplifted from previous community meetings (committed to projects)	\$40,504.83	\$93,300.86
Community Fund Account balance as at 31 July 2023	\$183,246.61	\$100,060.00

2) DISCUSSION AND OPTIONS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance as at 31 July 2023 in the Community Fund account is \$183,246.61 and the balance in the Placemaking Fund account is \$100,060.00.

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.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Bay of Islands-Whangaroa Community Board. The statement of the Community Fund account as at 31 July 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account BOI-Whangaroa as at 31 July 2023 - A4347025**





Far North District Council
Bay of Islands - Whangaroa Community Board
Statement of Community Fund Account as at 31-July-2023

Far North District Council		
Bay of Islands - Whangaroa Community Board		
	Community Board	Placemaking
Allocation Grants & Donations Annual Budget 2023-24	201,549.00	
Community Board Placemaking Fund		100,000.00
Community Fund Account Balance as at 1 July 2023	\$ 201,549.00	\$ 100,000.00
Unused funds from 2021/22 - Procurement of concept drawings for The Strand, Russell		93300.86
Unused funds from 2021/22 - Rangitane Residents Association for costs towards CCTV replacement	5,149.00	
Unused funds from 2022/23 - Meraki Paihia, for the costs of marquee hire for Matariki Puanga 2023	3,992.00	
Unused funds from 2022/23 - Bay of Islands Young Farmers Club, for the costs of marquee and equipment hire for the Northern Young Farmers Regional final evening show	720.00	
Unused funds from 2022/23 - Coast to Coast Cat Rescue for the purchase of a van with signage recognising the Bay of Islands-Whangaroa Community Board	10,000.00	
Unused funds from 2022/23 - Kerikeri Theatre Company for the costs towards the production of Fantastic Mr Fox	2,000.00	
Unused funds from 2022/23 - The Turner Centre for the costs towards the Trouble in Paradise art exhibition Spooner	3,000.00	
Unused funds from 2022/23 - Whatu Creative for the costs towards Weaving the Strands Matariki workshops	2,000.00	
Unused funds from 2022/23 - Whangaora Memorial Community Hall for the costs towards new curtains for the hall	3,099.00	
Unused funds from 2022/23 - Whangaroa Recreation and Community Trust for the costs towards repainting the Whangaroa pool and training of lifeguards	28,773.83	
Refund from 2022/23 - Kaeo Christmas Parade	882.61	
Rescinded Resolution - Miria Marae for costs towards the powerline relocation as part of the marae redevelopment		60.00
Plus, unused funds from 2021-23	\$ 59,616.44	\$ 93,360.86
	\$ 261,165.44	\$ 193,360.86

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Less Expenditure 2023/24 (Funds Uplifted)	Community Board	Placemaking
July 23		
Bay of Islands Young Farmers Club, for the costs of marquee and equipment hire for the Northern Young Farmers Regional final evening show	720.00	
Whangaora Memorial Community Hall for the costs towards new curtains for the hall	3,099.00	
Whatu Creative for the costs towards Weaving the Strands Matariki workshops	2,000.00	
Coast to Coast Cat Rescue for the purchase of a van with signage recognising the Bay of Islands-Whangaroa Community Board	10,000.00	
The Turner Centre for the costs towards the Trouble in Paradise art exhibition Spooner	3,000.00	
Meraki Paihia, for the costs of marquee hire for Matariki Puanga 2023	3,992.00	
Kerikeri Theatre Company for the costs towards the production of Fantastic Mr Fox	2,000.00	
Bay of Islands Music Festival Trust for the costs towards Bay of Islands Jazz & Blues Music Festival	2,500.00	
Ngati Rehia Kapa Haka Festival for the costs of running 2023 Kapa Haka Festival	5,000.00	
Busy Bees for the costs of purchasing wool for charitable knitting product	1,000.00	
Northland Floral Art Society for the costs of running the 2023 Northland Floral Art Competition	2,000.00	
Fiona Craig for the costs of reprinting Barbed Wire on the Beaches	2,103.00	
Less funds granted and uplifted to 31 July 2023	\$ 37,414.00	\$ -
Balance as at 31 July 2023	\$ 223,751.44	\$ 193,360.86
Less funds not uplifted from previous community meetings at 31 July 2023		
Meeting 03.02.22 and Meeting 02.06.22		
Procurement of concept drawings for The Strand, Russell		93,300.86
Meeting 03.03.22		
Kangitane Residents Association for costs towards CCTV replacement	5,149.00	
Meeting 08.06.23		

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Whangaroa Recreation and Community Trust for the costs towards repainting the Whangaroa pool and training of lifeguards	28,773.83	
Meeting 06.07.23		
Bay of Islands Creative Charitable Trust for the costs of running KOAST 2023	3,000.00	
Russell Birdman for the costs for the development of the website	3,582.00	
Less funds not uplifted from previous community meetings (committed to projects)	\$ 40,504.83	\$ 93,300.86
Community Fund Account balance as at 31 July 2023	\$ 183,246.61	\$ 100,060.00
	Community Board	Placemaking

8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD AUGUST ACTION SHEET UPDATE

File Number: A4335433

Author: Marlema Baker, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services (Acting)

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2021.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Action sheets are in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the August 2023 Action Sheet Update.

TĀHUHU KŌRERO / BACKGROUND

Action Sheet's provide regular updates on progress against decisions made at meetings.

Action sheets have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that action sheets provided to members differentiate between work outstanding and work in progress.

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. BOI-W CB Action Sheet Update - 31 August 2023 - A4350579 [↓](#) 

OUTSTANDING ACTIONS REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Monday, 21 August 2023 2:19:52 pm Date From: 1/01/2021 Date To: 19/08/2023	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 2/12/2021	Notice of Motion - Cherry Park House	RESOLUTION 2021/115 Moved: Member Frank Owen Seconded: Member Manuela Gmuer-Hornell That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report. CARRIED	17 Mar 2023 8:08am James, Darren BWOF inspection underway as part of a larger project for BWOF around the District. The septic tank and Onsite waste water disposal due to complete by end of March 2023, this rectifies the failed septic system of CPH and connects the Waipapa Landing Toilet system to one common treatment plant. Staff require further direction from Working group on way ahead to address the issues identified in the report. Last meeting that AM was involved late 2022. 23 May 2023 11:31am James, Darren Wormwald has been contracted to undertake the BWOF inspection and CPH has been programmed in to be completed. No date at this time for completion will update at next CB.
Bay of Islands-Whangaroa Community Board 13/04/2023	Bay of Islands Off Leash Dog Park	RESOLUTION 2023/22 Moved: Member Belinda Ward Seconded: Member Tyler Bamber That the Bay of Islands-Whangaroa Community Board recommend that staff do not proceed with the proposed location and undertake further research for an alternative location. <u>Against:</u> Lane Ayr and Bruce Mills <u>Abstained:</u> Amy Slack CARRIED	19 Jul 2023 2:11pm Gannon, Casey BOI-W board requested action be open - until further locations are investigated.
Bay of Islands-Whangaroa Community Board 6/07/2023	Road Naming - 27 Access Road, Kerikeri	RESOLUTION 2023/64 Moved: Member Bruce Mills Seconded: Member Lane Ayr That the Bay of Islands-Whangaroa Community Board leave Road Naming - 27 Access Road, Kerikeri to lie on the table and refer the report back to the roading support officer for confirmation from LINZ and consideration be given to 3B of the resource consent conditions when resubmitting.	19 Jul 2023 2:14pm Gannon, Casey BOI-W will receive an updated report at 31 July 2023 meeting - New NTA staff appointed to replace previous report writers

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE