



**Far North  
District Council**



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

# **AGENDA**

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

**Wednesday, 2 August 2023**

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

**Membership:**

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



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

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

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

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

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

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

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

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

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

## Terms of Reference

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

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

## Protocols

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

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

**Far North District Council**  
**Kaikohe-Hokianga Community Board Meeting**  
**will be held in the Council Chamber, Memorial Avenue, Kaikohe on:**  
**Wednesday 2 August 2023 at 10:00 am**

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**Te Paeroa Mahi / Order of Business**

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

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

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

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

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

To be confirmed on the day.

**4 NGĀ TONO KŌRERO / DEPUTATION**

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

**5 NGĀ KAIKŌRERO / SPEAKERS**

Funding Applicants

- Jinu Jose representing Onam 2023
- Anita Warren representing Otuaa Marae

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4145320

**Author:** Marlema Baker, Meetings Administrator

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### PURPOSE OF THE REPORT

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

#### RECOMMENDATION

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 5 July 2023 as a true and correct record.**

#### 1) BACKGROUND

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

#### 2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

The Kaikohe-Hokianga Community Board Standing Orders Section 3.17.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

#### Reason for the recommendation

The reason for the recommendation is to confirm the minutes as a true and correct record of the previous meeting.

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

#### ATTACHMENTS

1. **2023-07-05 Kaikohe-Hokianga Community Board Minutes [A4278402] - A4278402** [↓](#) 



**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes -

5 July 2023

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 5 JULY 2023 AT 10:00 AM**

**PRESENT:** Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filia, Member Mike Edmonds, Member Trinity Edwards, Member Jessie McVeagh, Member John Vujcich

**IN ATTENDANCE:**

**STAFF PRESENT:** Kathryn Trewin (Funding Advisor), Janie Little (Programme Coordinator MTFJ), Casey Gannon (Democracy Advisor), Melissa Wood (Community Board Coordinator)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Deputy Chairperson Tanya Filia opened the meeting with a karakia.

**2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST****RESOLUTION 2023/31**

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

**That the apology from member Harmonie Gundry be accepted and leave of absence granted.**

**CARRIED****3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Shaun Reilly spoke regarding the use of open spaces, gutters, grass overgrown, litter and toilets blocked as well as a proposal for a cycle way exit.

Linda Bracken spoke regarding Taheke, tagging in Kaikohe and gas bottles being stolen from local businesses.

Alice Croft and Mark Lester introduced themselves and would like to be more active for the community of Horeke.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations for this meeting.

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Sam Stewart - Coast to Coast Cat Rescue (item 7.3 a) refers
- Rob Pink - Hokianga Bowling Club (item 7.3 b) refers
- Michelle Hoani-Heihei - Ngā Moko a Rāhiri Incorporated (item 7.3 d) refers
- Paul and Linda Fowlie - Opononi Bowling Club (item 7.3 f) refers
- Max Cochrane - Kaikohe Ratana Church (item 7.3 h) refers

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes -

5 July 2023

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

Agenda item 6.1 document number A4144949, pages 8 - 13 refers.

**RESOLUTION 2023/32**

Moved: Member John Vujcich  
 Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board confirm the minutes of the extraordinary meeting held 15 June 2023 as a true and correct record with note that Member Vujcich was not present due to strategic planning meeting.**

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

Agenda item 7.1 document number A4144257, pages 14 - 22 refers.

**RESOLUTION 2023/33**

Moved: Member John Vujcich  
 Seconded: Member Trinity Edwards

**That the Kaikohe-Hokianga Community Board note the June 2023 reports from Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filia, Member Trinity Edwards and Member Jessie McVeagh.**

**CARRIED****7.2 FUNDING APPLICATIONS**

Agenda item 7.2 document number A4262334, pages 23 - 86 refers.

**MOTION**

Moved: Member Jessie McVeagh  
 Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board

- a) approves the sum \$10,000 (plus GST if application) to be paid from the Board's Community Fund account to Coast-to-Coast Cat Rescue for volunteer support and animal care, to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.

In Favour: Mike Edmonds

Against: Chicky Rudkin, Tanya Filia, Trinity Edwards, Jessie McVeagh and John Vujcich

**LOST 1/5****RESOLUTION 2023/34**

Moved: Deputy Chairperson Tanya Filia  
 Seconded: Member John Vujcich

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**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes -

5 July 2023

**That the Kaikohe-Hokianga Community Board**

- a) approves the sum \$5,000 (plus GST if application) to be paid from the Board's Community Fund account to Coast-to-Coast Cat Rescue for volunteer support and animal care, to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED****7.2b FUNDING APPLICATIONS****RESOLUTION 2023/35**

Moved: Deputy Chairperson Tanya Filia

Seconded: Member Jessie McVeagh

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

- b) approves the sum of \$2,500 (plus GST if applicable) be paid from the Board's the Board's Placemaking Fund to Hokianga Bowling Club for a new greens roller to support the following Community Outcomes:
- i) Proud, vibrant communities
  - ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED****7.2c FUNDING APPLICATIONS****RESOLUTION 2023/36**

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

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

- c) approves the sum of \$1,000.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kohukohu Community Library for the purchase of books to support the following Community Outcomes:
- i) Proud, vibrant communities
  - ii) Communities that are healthy, safe, connected and sustainable.

**CARRIED****7.2d FUNDING APPLICATIONS****RESOLUTION 2023/37**

Moved: Deputy Chairperson Tanya Filia

Seconded: Member Chicky Rudkin

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

- d) approves the sum of \$5,000.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ngā Moko a Rāhiri Inc for the purchase of Whakakāhutia Piupiu to support the following Community Outcomes:
- i) Proud, vibrant communities

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## 7 NGĀ PŪRONGO / REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4144352

**Author:** Melissa Wood, Community Board Coordinator

**Authoriser:** Scott May, Manager - Stakeholder Relationships

#### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

#### NGĀ TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board note the July 2023 reports from Chairperson Chicky Rudkin and Member Trinity Edwards, Deputy Chairperson Tanya Filia, and Member Jessie McVeagh.**

#### TE TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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




#### REASON FOR THE RECOMMENDATION

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

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

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

#### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin & Member Edwards report July '23 - A4297427 [↓](#) 
2. Deputy Chair Filia report July '23 - A4297871 [↓](#) 
3. KHCB Member McVeagh report July '23 - A4297187 [↓](#) 





















## 7.2 ROAD RE-NAMING - PERA ROAD WAIMA BACK TO PERAS ROAD

**File Number:** A4306541

**Author:** Eden Ramsay (NTA), Finance and Customer Services Administrator

**Authoriser:** Cara Downie, Business Support Manager

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Kaikohe-Hokianga Community Board to officially re-name a public road.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to re-name Pera Road back to Peras road was received.

#### TŪTOHUNGA / RECOMMENDATION

**That Kaikohe-Hokianga Community Board, pursuant to Council's Naming Policy, re-name Pera Road, Peras Road.**

### 1) TĀHUHU KŌRERO / BACKGROUND

In 2020 Mrs Rose Pera applied to have the road name changed from Peras to Pera, advising that the road was named after her husband's ancestor, Mr Aperahama Raniera (nicknamed Pera) in recognition of his prominence as a respected community member.

On 11/11/2020 the Kaikohe-Hokianga Community Board resolved to recommend that Council change the name from Peras Road to Pera Road and on 10/12/2020 Council made its decision and the road became Pera Road.

Since then Council staff have been notified that Mrs Rose Pera was not fully aware of the history and had been incorrectly advised.

Desiree Witehira Harris and Mary Ammar, who are direct descendants of Mr Aperahama Raniera, have advised Council that the community have been upset by the name change as no consultation occurred.

The background for this name is given as per the Road Naming application and the Supporting Document

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Recommend to council to change the road name from Pera Road to Peras Road.
2. That the road name remains as Pera Road.




#### Take Tūtohunga / Reason for the recommendation

The road name recommended in this report is not a duplicate of any other road name in the District, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

## ATTACHMENTS

1. **Letters of Support - A4306981** [↓](#) 
2. **LINZ Approval - A4306979** [↓](#) 
3. **Application - A4306980** [↓](#) 

**Hōtaka Take Ōkawa / Compliance schedule:**

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

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


<b>Compliance requirement</b>	<b>Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a rename of a public road and is 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.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance. The Community Board have the delegated authority to approve road names, but renaming of roads sits with Council.
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.	The spelling of the road name is being corrected in respect of Mr Aperahama (Peras) Raniera and descendants.
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).	Property owners of Pera Road have given consent to rename the road Peras Road as per the Road Naming application and approval form attached (A2901289).
State the financial implications and where budgetary provisions have been made to support this decision.	The costs for road signage (white on blue background name blade) and installation will be met by Council.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.









Addresses <addresses@linz.govt.nz>  
To  Eden Ramsay | NTA

Good morning Eden

The name Peras is what we have in our system now.

It is acceptable in this location.

Regards  
Richard













### 7.3 ROAD NAMING - LOT 19, 90 WEHIRUA ROAD, OKAIHAU

**File Number:** A4306808

**Author:** Eden Ramsay, NTA - Finance and Customer Services Administrator

**Authoriser:** Cara Downie, Business Support Manager

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Kaikohe-Hokianga Community Board to officially name a private road.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A Road Naming application seeking to name a private road addressed at Lot 19, 90 Wehirua Road, Okaihau has been received.
- Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves, and other community facilities, and recommend to Council any name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
- This report was on the Kaikohe-Hokianga Community agenda on 15/03/2023, however the report incorrectly stated the road was a *public* road.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private road, Toka Puia Lane that is currently addressed at Lot 19, 90 Wehirua Road, Okaihau as per map (A4000790).**

#### 1) TĀHUHU KŌRERO / BACKGROUND

This report was on the Kaikohe-Hokianga Community agenda on 15/03/2023, however the report incorrectly stated the road was a *public* road. The decision to name road Toka Puia Lane was passed via resolution A4306777.

Lynley Newport of Thomson Surveyors has advised that this is a private road created by a sub-division addressed at Lot 19, 90 Wehirua Road, Okaihau.

- The name *Toka Puia* refers to volcanic rocks which are prevalent within the geographical area. The soil structure within the local farmland soils is also volcanic.
- The name *Tokarahi* refers to many rocks which is also within the area and is visible on the property.
- The name *Boulder* refers to the rocks on the property.

The background for these names is given also as per the Road Naming application attached (A4306762).

#### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Toka Puia Lane
2. Tokarahi Way
3. Boulder Way

The Roding team has no objections to the names suggested above.





**Take Tūtohunga / Reason for the recommendation**

The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name sign (white on blue background name blade). The cost of the road signage and installation will be met by the applicant.

**ĀPITIHINGA / ATTACHMENTS**

1. **Application - A4306762** [↓](#) 
2. **Resolution - A4306777** [↓](#) 
3. **LINZ Approval - A4306782** [↓](#) 
4. **Iwi consultation - A4306763** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is the naming of a private road and is 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.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance and the Community Board have the delegated authority to approve road names.
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.	Hapu/Iwi were asked for their feedback by the applicant No response was received at the time the agenda went to print.
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).	Proposed subdivision of land within 4 titles in the Rural Production Zone as a restricted discretionary activity. Lot 19 road to vest.
State the financial implications and where budgetary provisions have been made to support this decision.	The cost of the road signage and installation will be met by Council (white on blue background name blade).
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report











**7.2a LIFT ITEM - RESOLUTION 2023/5****RESOLUTION 2023/45**

Moved: Member Mike Edmonds

Seconded: Member Chicky Rudkir

**That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a public road, Toka Puia Lane that is currently addressed at Lot 19, 90 Wehirua Road, Okaihau as per map (A4000790).**

**CARRIED**

Here are my findings;

Toka Puia Lane	Acceptable
Tokarahi Way	Acceptable
Boulder Way	Acceptable

Nga mihi

## Renni

### Addressing Analyst

Addressing and Properties

[addresses@linz.govt.nz](mailto:addresses@linz.govt.nz) | DDI 04 460 0110 |



**Toitū Te Whenua**  
Land Information  
New Zealand

Wellington Office, Level 7, Radio New Zealand House, 155 The Terrace  
PO Box 5501, Wellington 6145, New Zealand

[www.linz.govt.nz](http://www.linz.govt.nz) | [data.linz.govt.nz](http://data.linz.govt.nz)







## 7.4 ALFRESCO DINING APPLICATIONS

**File Number:** A4272366

**Author:** Christina Rosenthal, Team Leader - Environmental Health Services

**Authoriser:** Kevin Johnson, Group Manager - Delivery and Operations

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Kaikohe-Hokianga Community Board the ability to provide comment on the renewal alfresco dining applications from Kaikohe Bakehouse Café and A New Era Cafe which will assist with the final decision on the renewal applications.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Kaikohe Bakehouse Café and A New Era Cafe have renewed their alfresco dining approvals and paid the necessary application fees.

The Kaikohe-Hokianga Community Board has delegation over activities on reserves and can comment on alfresco dining applications.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board, pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from Kaikohe Bakehouse Café and A New Era Cafe to assist with the final decision on the renewal applications.**

### 1) TĀHUHU KŌRERO / BACKGROUND

On the 30 June 2022, Council passed a resolution that delegates authority to Community Boards to comment on alfresco dining applications.

Prior to 30 June 2022, alfresco dining applications were assessed against the “Alfresco Dining Policy 2014”, and only applications that were declined were considered by the relevant Community Board. This Policy was revoked by Council on 30 June 2022.

On 19 May 2022, Council adopted the “Road Use Bylaw 2022”. The purpose of this bylaw is to regulate or control the use of roads and adjoining land by –

- (a) vehicles; and
- (b) stands, stalls or mobile shops; and
- (c) animals; and
- (d) structures, vegetation or other things that may affect road safety or the environment.

Part 4, clause 13 of the “Road Use Bylaw 2022” requires a person to obtain written approval from Council to allow them to occupy any part of a road with structures for providing food or beverage services.

Part 7 of the “Road Use Bylaw 2022” outlines the application, assessment and approval process. In particular, clause 20 outlines the conditions that can be imposed on all approvals granted under Part 7 of the Bylaw.

Alfresco dining approvals expire 30 June each year. Approval holders are required to renew their approval before it expires each year. If an approval holder renews their approval before the approval expires, their approval will continue to have effect until such time a decision is made on the renewal application.

At present there are 20 alfresco dining approval holders. Of these, 2 are held within the Kaikohe-Hokianga area.



The following table provides a list of all current alfresco dining approval holders:

	Approval Number	Description	Expiry	Ward
1	ALF-96	Burger Fiasco	2023	Bay of Islands-Whangaroa
2	ALF-93	29 THE STRAND LIMITED T/A SEASIDE	2023	Bay of Islands-Whangaroa
3	ALF-92	25 The Strand, Russell T/A Butterfish Limited	2023	Bay of Islands-Whangaroa
4	ALF-83	Konnie's Kafe Limited	2023	Bay of Islands-Whangaroa
5	ALF-65	KERIKERI LUNCHBOX	2023	Bay of Islands-Whangaroa
6	ALF-63	AVO SUSHI	2023	Bay of Islands-Whangaroa
7	ALF-50	SUSHI GALLERY	2023	Bay of Islands-Whangaroa
8	ALF-49	DUKE OF MARLBOROUGH BUSINESS LIMITED	2023	Bay of Islands-Whangaroa
9	ALF-48	CC'S CAFE CINEMA	2023	Bay of Islands-Whangaroa
10	ALF-39	THE GABLES RESTAURANT	2023	Bay of Islands-Whangaroa
11	ALF-37	JIMMY JACKS RIB SHACK	2023	Bay of Islands-Whangaroa
12	ALF-3	FISHBONE CAFE	2023	Bay of Islands-Whangaroa
13	ALF-98	Letz Café	2023	Bay of Islands-Whangaroa
14	ALF-102	Spice Grill	2023	Bay of Islands-Whangaroa
15	ALF-88	Kaikohe Bakehouse Cafe	2023	Kaikohe-Hokianga
16	ALF-99	A New Era Cafe	2023	Kaikohe-Hokianga
17	ALF-97	Awanui Hotel	2023	Te Hiku
18	ALF-68	Mussel Rock Cafe and Bar	2023	Te Hiku
19	ALF-100	Jesse's on the Waterfront Café & Bar	2023	Te Hiku
20	ALF-85	Beach Box Coffee and Gelato	2023	Te Hiku

Kaikohe Bakehouse Cafe renewal of Alfresco Dining Approval

Kaikohe Bakehouse Cafe have applied to renew their alfresco dining approval and paid the necessary application fee of \$362. Kaikohe Bakehouse Cafe have current approval to occupy an area of public land which measures approximately 7.0m2. Within this area they have approval to place three tables with chairs for the purpose of alfresco dining.



The operator has complied with their approval conditions and no complaints have been filed with Council in regard to their approval which expired 30 June 2023.

A copy of the draft alfresco dining renewal approval for the approval period 1 July 2023 – 30 June 2024 can be found at Attachment A.

### A New Era Cafe

A New Era Cafe have applied to renew their alfresco dining approval and paid the necessary application fee of \$417. A New Era Cafe have current approval to occupy an area of public land which measures approximately 9.6m<sup>2</sup>. Within this area they have approval to place four tables with chairs for the purpose of alfresco dining.



A copy of the draft alfresco dining renewal approval for the approval period 1 July 2023 – 30 June 2024 can be found at Attachment B.

## **2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

On 30 June 2022, Council delegated to Community Board authority to comment on alfresco dining applications.

The following option proposed for the Kaikohe-Hokianga Community Board to consider in regard to the renewal of alfresco dining approval:

<b>Option No.</b>	<b>Option Description</b>	<b>Advantages</b>	<b>Disadvantages</b>
1	Provide comment on the alfresco dining renewal approval applications from Kaikohe Bakehouse Cafe and A New Era Cafe which includes conditions as per Attachments A-B.	Applications comply with the "Road Use Bylaw 2022".	There are no disadvantages.

## **TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

There is only one option to enable the Kaikohe-Hokianga Community Board to provide comment on the renewal of alfresco dining approval which will contribute towards the final decision on the renewal applications.

## **3) 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. The applicants have paid the required application fee for the renewal of alfresco dining approval.

## **ĀPITIHINGA / ATTACHMENTS**

- Attachment A - Draft Approval ALF88 Kaikohe Bakehouse Cafe - A4272398** [↓](#)
- Attachment B - Draft Approval ALF99 - A New Era Cafe - A4281632** [↓](#)

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.  The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications from Kaikohe Bakehouse Cafe and A New Era Cafe is considered low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.
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 Kaikohe-Hokianga Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
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.	Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.  The Road Use Bylaw 2022 was adopted on 19 May 2022.
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).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications to this decision.

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Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.
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## 7.5 INITIATION OF PUBLIC CONSULTATION FOR GROUND LEASE TO HOKIANGA BOWLING CLUB OVER 61 CLENDON ESPLANADE, RAWENE

**File Number:** A4261098

**Author:** Michelle Rockell, Team Leader - Property Management

**Authoriser:** Kevin Johnson, Group Manager - Delivery and Operations

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Kaikohe – Hokianga Community Boards recommendation to initiate public consultation on the granting of a new ground lease over recreation reserve, under Sections 54 of the Reserves Act 1977 for 61 Clendon Esplanade, Rawene, to Hokianga Bowling Club Incorporated (HBC).

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Hokianga Bowling Club Incorporated (HBC) have been operating a bowling club from the reserve since 1998.
- Their lease dated 1<sup>st</sup> April 1998 held a term of 10 years, with a renewal term of a further 9 years. The final expiry date was 1<sup>st</sup> April 2017.
- HBC are currently occupying and operating from the site and continue to pay an ongoing rental fee.
- HBC have approached Council staff and requested a new ground lease.
- There is no existing Reserve Management Plan for this site.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve when no Reserve management plan is in place.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe – Hokianga Community Board recommends to Council:**

- a) that the public consultation process is commenced on the granting of a new ground lease to Hokianga Bowling Club Incorporated, over approximately 2700.9m<sup>2</sup> of land being Sections 153, 157 and 158 TN OF Rawene, located at 61 Clendon Esplanade, Rawene and vested in Far North District Council as recreation reserve.**

**The terms of the proposed lease shall be:**

**Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977**

**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) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.**

### 1) TĀHUHU KŌRERO / BACKGROUND

Hokianga Bowling Club Incorporated (HBC) have occupied Allotments 153, 157 and 158 of Clendon Esplanade since the granting of their initial lease in 1998.

HBC approached Council in July 2022 to seek funding to build a shed. At that time, staff became aware that their lease expired in 2017 and was on holding over terms. HBC wish to apply for a new lease to continue to provide the community with a community bowling club.

HBC is a well-established community club that serves over 40 Hokianga community members. They hold twilight bowls games every week for 5 months of the year and 6-7 tournaments that are open to different bowls clubs from all of Northland.

The club room has also been used to hold team building events for Hokianga Treks 4 Kids, the Rawene Primary School and Rawene ambulance.

The building was built 115 years ago when the site was vested as Recreation Reserve for soldiers returning from the war. In 1925, the site became a bowling club that has continued to provide entertainment to Rawene and the wider Hokianga community.

## **2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

As per the Reserves Act 1977 section 54, public consultation is required on the granting of a lease over recreation reserve.

### **Public Notification**

Sections 119 and 120 of the Act require that before granting a lease the proposal must be publicly notified and all submissions/objections to the proposal are to be in writing and where requested, a submitter must be given the opportunity to appear before Council or a committee of Council, to speak to their objection/submission. Every submission/objection in relation to the proposal must be considered before proceeding with the proposal.

### **Council delegations: the role of the Board vs the role of the Council**

Council's delegations to Community Boards authorise the Boards 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.

The Kaikohe-Hokianga Community Board is therefore now required to make a recommendation to Council in respect of the proposal.

The options available for this site are:

#### **Option 1: Recommended**

- a) recommends to Council that the public consultation process is commenced on the granting of a new ground lease to Hokianga Bowling Club Incorporated, over approximately 2700.9m<sup>2</sup> of land being Sections 153, 157 and 158 TN OF Rawene, located at 61 Clendon Esplanade, Rawene and vested in Far North District Council as recreation reserve.

The terms of the proposed lease shall be:

- Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977
- 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) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

Option 1 will allow HBC to continue to provide their service to the community.

#### **Option 2:**

- a. Decline HBC request for a new lease
- b. ask HBC to remove the existing building and associated assets from the reserve and reinstate the recreation reserve at their cost.

## **TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

As per the FNDC Parks and Reserves Policy 2022, Council will grant exclusive leases to part or all of a reserve for a maximum term of 15 years with a further right of renewal for 15 years if it deems such terms to be appropriate. Proposing a term of 15 years (5+5+5) provides security of tenure for the HBC, ensures more regular check in's and flexibility for both parties.

Public Notice is a statutory requirement under Reserves Act for the leasing of a Recreation Reserve.

Public consultation will enable Council to assess the community's engagement with the HBC proposal. They believe that the space will continue to provide value to the Rawene community.

Public consultation gives the community the opportunity to put forward alternative options for the occupation of the building and/or the use of the site.

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

There will be no financial implications to Council if a lease to HBC is granted. If the request is revoked, Council will become responsible for the ongoing maintenance of the reserve. Adding another reserve to the maintenance plan would add extra pressure on staff and contractors.

### **ĀPITIHINGA / ATTACHMENTS**

- 1. Hokianga Bowling Club - Consultation on a request for lease - A4267108** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Medium – involvement from the Community Board is required to make a decision on the initiation of public consultation
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Reserves Policy 2022: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease.
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.	Delegation to the relevant Community Board 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
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.	Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify iwi/hapū in the Rawene locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance. A letter (attachment A) was sent via email to Ngati Hau & Ngati Kaharau to inform them of the requested lease. At the time of writing this report a response has not been received. When this lease goes for public consultation, the information will be redistributed to Ngati Hau & Ngati Kaharau to inform them that if they have feedback they can provide through the public consultation process
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).	Public consultation and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow us to identify any people or groups who may be affected or have interest in the matter.

State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Policy.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



## 7.6 FUNDING APPLICATIONS

**File Number:** A4298043  
**Author:** Kathryn Trewin, Funding Advisor  
**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the 2 August 2023 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has Community Grant funding of **\$72,920** available to be granted.
- The Board also has **\$97,500** of Placemaking Funding to allocate during the 2023/24 financial year
- It is recommended that five resolutions passed by the Board in previous financial years be rescinded as the funds allocated are either not required or the projects were unable to take place.
- One applicant granted funding has requested an extension of time for their project due to poor weather delaying the event
- 2 applications for funding have been received, requesting a total of \$133,230

### TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) leaves the application from Otaua Sports Club for basketball and sporting facility upgrades to **lie on the table** while staff work through the project logistics with the applicant.

### TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- b) approves the sum of **\$1,650** (plus GST if applicable) be paid from the Board's the Board's Community Fund to Jinu Jose for Onam 2023 community celebration to support the following Community Outcomes:
- i) Proud, vibrant communities
  - ii) Communities that are healthy, safe, connected and sustainable.

### TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- c) approves the request from the Rawene Golf Club for an extension of time for their Family Fun Day Event to take place no later than 31 March 2024, due to adverse weather events preventing the event from taking place on the original date.

### TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- d) directs that the unused balance of **\$60** granted to the Hokianga Sailing Trust on 1 June 2022 (resolution 2022/42) be rescinded and the funds returned to the Boards Community Fund for reallocation.

**TŪTOHUNGA / RECOMMENDATION**

That the Kaikohe-Hokianga Community Board:

- e) rescinds resolution 2022/47 (j) allocating **\$1,650** to Rob Pink for the purchase and installation of sand for the Clendon Esplanade at Rawene and directs that the funding be returned to the Boards Placemaking Fund for reallocation, as the applicant has made a subsequent application that has superseded this application.

**TŪTOHUNGA / RECOMMENDATION**

That the Kaikohe-Hokianga Community Board:

- f) rescinds resolution 2022/52 allocating **\$3,000** towards visual communications and public relations for the work at Memorial Park and directs the funding be returned to the Boards Placemaking Fund for reallocation, as the work was undertaken by the Far North District Council Communications team as part of their workstream.

**TŪTOHUNGA / RECOMMENDATION**

That the Kaikohe-Hokianga Community Board:

- g) rescinds resolution 2022/59 allocating **\$1,800** to the Ngapuhi Hokianga Ki Te Raki Society Incorporated as the event applied for did not take place and directs the funding be returned to the Boards Community Fund for reallocation.

**1) TĀHUHU KŌRERO / BACKGROUND**

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

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

Applicant and Project	Requested	Recommend	Comments	Type
Otaua Sports Club, resurfacing and upgrading of sports facilities	\$125,000	Leave to lie	The organisation is seeking funding for resealing of courts, fencing, shelter and equipment. They have provided letters of support from various organisations, but do not yet have funding secured for any part of their project, and it is not clear what funding is to be allocated to what part of the project. It would appear from this application that they are seeking half the costs for installing professional grade basketball courts. It is recommended that this be left to lie on the table while staff work with the applicant to ensure their project plan is achievable.	Placemaking



Applicant and Project	Requested	Recommend	Comments	Type
Jinu Jose – Onam 2023	\$1,650	\$1,650	The applicant is seeking funding for a community Onam celebration in Kaikohe, the celebration of food and harvest which marks the beginning of Malayalam New Year, celebrated in Kerala, India.	Event
Rawene Golf Club – Family Fun Day	-	-	The Club was granted \$880 for their annual family fun day in May 2023. The weather has been so wet since that date that the club has actually closed down early for their winter season, as the greens are unplayable. They are asking for an extension of time to use the funds and intend rescheduling the event to January or February 2023 (dependent on weather) and ask the Board's permission for this extension of time.	Event

### Take Tūtohunga / Reason for the recommendation

The applicants are required to complete a standard application form and provide supporting information.

For each application the Board has three options.

**Option 1** Authorise funding for the full amount requested.

**Option 2** Authorise partial funding.

**Option 3** Decline funding.

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP and the conditions listed on the application form.

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

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

### ĀPITIHINGA / ATTACHMENTS

1. Jinu Jose - Onam 2023 - A4302488 [↓](#) 
2. Otua Sports Club - A4302489 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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





































## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 HOKIANGA FERRY LIAISON GROUP

**File Number:** A4263404

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

**Authoriser:** Andy Finch, District Engineer

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the information report is to inform the Kaikohe – Hokianga Community Board of the meeting that was held with the Hokianga Ferry Liaison Group on 12<sup>th</sup> June 2023 and provide a copy of the minutes to the Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group (HFLG) met on 12<sup>th</sup> June 2023 in Chambers. A copy of the minutes is attached.
- The next HFLG meeting is scheduled for the 14<sup>th</sup> September 2023 in Chambers.

#### TŪTOHUNGA / RECOMMENDATION

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

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

A copy of the draft meeting minutes held on 12<sup>th</sup> June 2023 is attached (refer attachment 1).

#### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The next ferry HFLG meeting is scheduled for the 14<sup>th</sup> September 2023.

A copy of the minutes will be provided to the Kaikohe-Hokianga Community Board meeting, together with a covering Information Report.

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

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

#### ĀPITIHINGA / ATTACHMENTS

1. Attachment 1 - Hokianga Ferry Liaison Group - Minutes 12th June 2023 - A4295626 [↓](#)











**8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JULY 2023****File Number:** A4143883**Author:** Marlema Baker, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Kaikohe-Hokianga Community Board with an overview of outstanding actions from decisions dated from 1 January 2020.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Action sheets are a mechanism to communicate progress against decisions/resolutions.
- Action sheets are also in place for all formal elected member meetings.
- There are no action items for the Kaikohe-Hokianga Community Board this month.

**TŪTOHUNGA / RECOMMENDATION**

**That the Kaikohe-Hokianga Community Board note there are no action items for July 2023.**

**TĀHUHU KŌRERO / BACKGROUND**

Any resolution or decision from a meeting is compiled on an action sheet, to capture actions triggered by Board decisions. Staff provide updates on progress against tasks that are not yet completed.

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

Community Board coordinators assist in following up outstanding action points with staff where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings following the printing of an agenda.

The outstanding tasks are often multi-facet projects that take longer to fully complete.

Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

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

There are no financial implications or need for budgetary provision in receiving this report.

**ĀPITI HANGA / ATTACHMENTS**

Nil



**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**