



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 28 September 2023

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

Membership:

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

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 28 September 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

- Stephanie Godsiff speaking in regard to item 7.9 Funding Applications on behalf of Business Paihia
- Craig Seuweu speaking in regard to item 7.9 Funding Applications on behalf of SMC Events
- Melissa Pivac speaking in regard to item 7.9 Funding Applications on behalf of Wainui Marae
- Barry Considine speaking in regard to item 7.9 Funding Applications on behalf of Waipapa Hall
- Coralee Shortland speaking in regard to item 7.9 Funding Applications on behalf of Bay of Islands Budgeting and Community Services

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4389169

Author: Marlema Baker, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

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 August 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. 2023-08-31 Bay of Islands-Whangaroa Community Board Minutes - A4358974**  

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.

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 31 August 2023

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

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Member Bruce Mills, Member Roddy Hapati-Pihema, Member Jane Hindle, Member Tyler Bamber, Member Ann Court

IN ATTENDANCE:

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

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Belinda Ward commenced the meeting and Member Jane Hindle opened with a karakia.

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

2.1 APOLOGIES AND CONFLICTS OF INTEREST

RESOLUTION 2023/100

Moved: Member Belinda Ward

Seconded: Member Bruce Mills

That the Way of Islands – Whangaroa Community Board receive the apology from Member Amy Slack and grant a leave of absence.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

No public forum speakers for this meeting.

4 NGĀ TONO KŌRERO / DEPUTATIONS

No deputations requested for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

Gerry Paul representing the Turner Centre. Item 7.3 a) refers.

George Fa'alogo representing the Graeme Dingle Foundation. Item 7.3 b) refers.

Nadia Lehman representing Bay of Islands Rotary Club. Item 7.3 c) refers.

Kirsty and Terry Hampson representing Friends of Roland Wood Trust. Item 7.3 d) refers.

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 31 August 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 A4335397, pages 8 - 9 refers

RESOLUTION 2023/101

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

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

CARRIED

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A4334221, pages 15 - 15 refers

RESOLUTION 2023/102

Moved: Member Bruce Mills

Seconded: Member Tyler Bamber

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.

CARRIED

- Tabled Document: Deputy Chairperson Lane Ayr's full report will be attached to these minutes.
- Deputy Chair Ayr to escalate his concerns to CE and if no action is taken, escalate to Deputy Mayor.

Meeting adjourned 11:24 am and resumed at 11:42 am.

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

Agenda item 7.2 document number A4326869, pages 29 - 32 refers

MOTION

Moved: Member Lane Ayr

Seconded: Member Tyler Bamber

That the Bay of Islands Community Board supports Option 1 to permanently realign the Opuia-Paihia Coastal Walkway from within Land Parcel ID 5238752 (Unformed Legal Road) to Richardson Street,

AMENDMENT

Moved: Member Jane Hindle

Seconded: Member Ann Court

That the Bay of Islands-Whangaroa Community Board;

- a) leave this report: "Opua-Paihia Walkway Permanent Realignment Beechy Street To English Bay" **lie on the table** to allow staff time to conduct further research on the condition assessment,
- b) request that staff conduct a site visit at the southern end of the track through to Wall's Bay Reserve;
- c) that the community board supports the interim closure of the affected pathway, and that
- d) the long term implications of the overall coastal pathway be taken into consideration.

CARRIED

Meeting adjourned 12:11 am – resumed 12:19 pm

The amendment became the substantive motion.

RESOLUTION 2023/103

Moved: Member Belinda Ward

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board;

- a) leave this report: "Opua-Paihia Walkway Permanent Realignment Beechy Street To English Bay" **lie on the table** to allow staff time to conduct further research on the condition assessment,
- b) request that staff conduct a site visit at the southern end of the track through to Wall's Bay Reserve;
- c) supports the interim closure of the affected pathway, and,
- d) requests that the long term implications of the overall coastal pathway be taken into consideration.

CARRIED**Notes**

- Signage needs to direct people up the walkway up to the southern side of Doug's Boatyard (Walls Bay). This may require upgrading to the steps to make them safer.

7.3 a) FUNDING APPLICATIONS

Agenda item 7.3 document number A4337823, pages 60 - 102 refers

RESOLUTION 2023/104

Moved: Member Bruce Mills

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board 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:

- Communities that are healthy, safe, connected and sustainable
- Proud, vibrant communities

CARRIED**7.3 b) FUNDING APPLICATIONS**

Agenda item 7.3 document number A4337823, Pages 60 - 102 refers

RESOLUTION 2023/105

Moved: Member Bruce Mills
 Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board 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

CARRIED

7.3 c) FUNDING APPLICATIONS

Agenda item 7.3 document number A4337823, Pages 60 - 102 refers

RESOLUTION 2023/106

Moved: Member Lane Ayr
 Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board approves the sum of \$1,460 (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

CARRIED

7.3 d) FUNDING APPLICATIONS

Agenda item 7.3 document number A4337823, Pages 60 - 102 refers

RESOLUTION 2023/107

Moved: Member Ann Court
 Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board approves the sum of \$15,000 (plus GST if applicable) be paid from the Boards Community Grant 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

CARRIED

Meeting adjourned for lunch 1:04 pm – resumed 2:05 pm

7.4 PROJECT FUNDING REPORTS

Agenda item 7.4 document number A4337812, pages 99 – 102 refers

RESOLUTION 2023/108

Moved: Member Lane Ayr
 Seconded: Member Bruce Mills

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

Bay of Islands-Whangaroa Community Board Meeting Minutes **Unconfirmed** 31 August 2023

Kerikeri Football Club.

CARRIED

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

Agenda item 8.1 document number A4347092, pages 103 - 108 refers

RESOLUTION 2023/109

Moved: Member Belinda Ward

Seconded: Member Bruce Mills

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".

CARRIED

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

Agenda item 8.2 document number A4335433, pages 109 - 109 refers

COMMITTEE RESOLUTION 2023/110

Moved: Member Bruce Mills

Seconded: Member Lane Ayr

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

CARRIED

9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed with a karakia whakamutunga at 2:13 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 28 September 2023.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4383873

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, Deputy Chair Lane Ayr and Members Tyler Bamber, Jane Hindle, Bruce Mills and Amy Slack.

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 - September 2023 - A4383621  
2. Deputy Chair Ayr - September 2023 - A4383656  
3. Member Bamber - September 2023 - A4383629  
4. Member Hindle - September 2023 - A4383623  
5. Member Mills - September 2023 - A4383823  
6. Member Slack - September 2023 - A4383617  



Member's Report

Name: Belinda Ward
 Subdivision: Paihia Subdivision
 Date: 11 September 2023

Meetings Attended

Date	Meeting	Comments
16/08/23	BOI-W CB Agenda Preview.	Virtual
17/08/23	Development Contributions Policy Workshop.	Teams
	Brad Olsen Presentation.	Update on the state of the Far North, Nthld & NZ Economy, Census & Population Projections.
	Housing for the Elderly Session 1.	
21/08/23	Kororareka Wastewater Treatment Plant Hui	Virtual
22/08/23	FNHL/FNDC Governance to Governance Workshop	Virtual
23/08/23	Housing for the Elderly	Divestment Presentations - Virtual
24/08/23	FNDC Council Meeting. Kerikeri District Business Assoc. AGM	Kaikohe Cornerstone Church - Kerikeri
25/08/23	Paihia Waterfront Improvement Project	Site visits - Marsden Road Paihia
31/08/23	BOI-W Community Board Meeting	Turner Centre Kerikeri
04/09/23	Final CEO Interview for FNDC position	CB Chairs included - Teams
05/09/23	Growth Planning & Placemaking Team. LTP Workshop.	Initial Work Programme Workshop - Kaikohe CB present SP plans for discussion.
07/09/23	Te Kuaka - Te Ao Māori Committee Mtg	Virtual on FB
11/09/23	Te Koukou -Transport Committee Mtg	Kaikohe

Community Issues

Issue name	Comment
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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 residents call 29/3/23. Followed up with NRC rep Martin Robinson 8/9/23.
RC: 2240061 - RMALUC	RC received for comment to erect Tsunami Siren Towers in a number of locations as part of the first roll out district wide. I have scheduled a Teams meeting for CB members to have a Q&A session 15/09/23.
06/09/23	Emails & phone calls regarding a sewerage discharge at Kaipatiki.
08/09/23	Numerous discussions regarding the servicing & emptying of 2 x toilets to be located at the Puketū Forrest Walks. Currently in place seasonally October - April. A future permanent solution is required.

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. In Progress.
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

Attended the Powhiri for the new CEO Ben Dalton at the Waitangi National Trust 8/9/23.



Member's Report

Name: Lane Ayr
 Subdivision: Kerikeri Subdivision
 Date: 15 August 2023 to 11 September 2023

Meetings Attended

Date	Meeting	Comments
14/08/23	CB Agenda Review Zoom	9 am – 10 am
31/08/23	BOI Whangaroa Community Board Meeting Kerikeri	9 am - 3.30 pm
05/09/23	Long Term Plan Workshop Kaikohe	9.30 am - 3.30 pm

Community Issues

Issue name	Comment
Kerik Domain	See below
Keri Domain	Balance of funds confirmed. Meeting planned with Community Groups
Keri Community Groups	Seek funding for CBD planning

Requests for Service (RFS)

RFS number	Date	Comment
		Alderton Park continues. Staff to make appointment with residents no notice if meeting has taken place. Residents continue to contact me I'm at a loss to answer them

Other Issues

Use of Public Land

I believe that the CB needs to workshop the general issues surrounding the perceived ownership/use of public lands, or conversely the belief that individuals hold that because of proximity they have a predominant/principle say in the use of public lands.

Community Board Grants

The Board may consider a workshop of the criteria for judging grants I would suggest that items such as the number of people that will benefit, for what period of time, the financial benefit, seed funding, inclusivity of project, benefit to children, are a few of the possible considerations.



Member's Report

Name: Tyler Bamber

Subdivision: Waipapa

Date: 11-08-23

Meetings Attended

Date	Meeting	Comments
16-08-23	Waipapa Hall AGM	The sitting executive have remained the same
18-08-23	YEM teams call	
24-08-23	Monthly catch up – Kim + Scott	
31-08-23	BWCB meeting	
04-09-23	Keri Sports Complex meeting	

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: Jane Hindle
 Subdivision: Russell Ōpua Subdivision
 Date: 15 August to 11 September 2023

Meetings Attended

Date	Meeting	Comments
28 Aug 23	Sara Brill, Northland Regional Council	Discussion about BioFund and potential for Ōpua community to access funding
30 Aug 23	Meeting with Robert Adams and Lee Sutherland to discuss coastal erosion and beach management	Reviewed Oneroa Long Beach, discussed Kororāreka Beach, discussed coastal walkway Ōpua to Paihia
31 Aug 23	Community Board meeting	Turner Centre, Kerikeri
1 Sept 23	Meeting with Simon McGowan, Principal Ōpua School	Meeting to catch up on community issues as they relate to Ōpua School.
1 Sept 23	Meet with Ann Pidgeon	Ōpua resident to discuss track from Veronica Point.
4 Sept 23	Russell Town Hall meeting	Monthly meeting for community hall.
11 Sept 23	Meeting with Richard Green, Love Ōpua to discuss various projects in the Ōpua community	Covered Coastal walkway, propose shared pathway between Ōpua and Paihia, shade sail in Marina Playground, traffic calming measures.
13 August to 11 September	Created 14 posts for the BOI-Whangaroa Community Board page. Reach 14,852 ↑ 117.4% Visits 1,069 ↑ 122.2% Page Followers 891 (862) New Likes 23 ↑ 475%	Most popular posts were CB Meeting report: Rowlands Wood and Ōpua Paihia coastal path (7.8K) new community facilities contract (5.9K) Okiato ferry ramp (4.9K) Transport Committee Agenda (3.1K) Dog registration reminder (2.1K)

Community Issues

Issue name	Comment
Lack of progress for Russell Kororāreka Placemaking project	The community was made aware that a Placemaking project along with funding had been approved for the Russell waterfront last term, a year ago. I am getting a number of questions from community members as to where it is at. The lack of progress is both frustrating and embarrassing as I have no reason to give.
Ōpua Coastal Walkway	There has been significant community feedback on this, not just from the Ōpua Community. Unfortunately, most people haven't actually read or reviewed the information provided however, there is a genuine

	desire from locals to retain the cliff walk if possible. I have made it very clear that until repairs are done, the engineering report states the cliff walk is unsafe so will be closed with a detour in place. It is important that the closure is after the Reserve (not Beechy St) and also do not wish the closure to exclude opportunities to reinstate, in the event that funding becomes available from other sources or other solutions become available.
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	Businesses are now going through their Eco-star assessment with CBEC and I am trying to initiate discussions on what a user pays system could look like over summer
Ōpua relationship with Far North Holdings	Okiato Ferry ramp in progress. New Comms person has now started, and we will meet up shortly.
Russell Drainage	Appreciate the efforts from the District Engineer who is continuing to monitor projects. Planning is starting on clearing the town's stormwater system, budget being approved for drainage issues. 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	District Facilities have established a price for annual maintenance of the facility so it can be added for consideration in the LTP. Alternative will be for community to apply for a grant for maintenance. FNDC do not wish to take over the asset, which should sit with the Reserves Board.
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 Roothing	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.

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. Landowner will challenge but operational matter. 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. VENTIA ATTENDED AND REMOVED SOME SILT. NOT RESOLVED
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. WORK HAS NOW STARTED.
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. ENGINEERING DESIGN APPROVED.
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. INSPECTED?
4174834	11/04/2023	Boat hull on reserve on Te Hue. Appears first RFS has been lost. Still an issue so new RFS has been raised and encroachment officer notified.
4155878	30/04/2023	Erosion on Russell Waterfront becoming extensive. Moved to LTP to ensure action. MOVE TO ISSUES LIST
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. BUDGET ALLOCATED TO ADDRESS ISSUE.
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.
4169391	3/08/2023	Repairs to scouring caused by waterflows on road reserve at end of driveway which has created a significant pothole.

Other Issues

Good to see that we have a new CEO - hopefully that will bring some stability and focus for the organisation.



Member's Report

Name: Bruce Mills

Subdivision: Whangaroa Subdivision

Date: August – September 2023

Meetings Attended

Date	Meeting	Comments
17/08/2023	Kaeo River Catchment General	Well overdue and needs some 'tidying up'.
20/08/2026	Totara North Ratepayers Association AGM	
21/08/2023	Meeting with staff on historic RFS	Kaeo Hall RFS leaks
31/08/2023	Bay of Islands-Whangaroa Community Board meeting	Turner Centre, Kerikeri
06/09/2023	Northland Regional Council meeting with staff	Waikara Stream
12/09/2023	Northland Regional Council meeting with staff	Scheduled flood mitigation works

Community Issues

Issue name	Comment
Kaeo River Clearance	Pupuke river, Taupo Bay Estray \$50k clearing fallen flame tree and vegetation
Omaunu Road Flood markers	Road safety is not the responsibility of Northland Regional Council.

Requests for Service (RFS)

RFS number	Date	Comment

Other Issues

Kaeo Memorial Hall Car Parking. Public persist in parking in front of the hall. This is being exasperated by work on the Kaeo walk bridge.



Member's Report

Name: Amy Slack
 Subdivision: Kerikeri Subdivision
 Date: 11 September 2023

Meetings Attended

I did not attend the August 31st CB meeting due to a clash with the Ngati Rehia Kapa Haka festival held at Whitiara Marae, hosted by Riverview School. The festival was a huge success with a higher turnout than last year and some incredible performances from all our local kura.

Date	Meeting	Comments
16/08/23	KKPS BOT meeting	As part of the BOT meeting, we met with Kainga Ora representative to discuss proposed social and public housing developments and the impact this may have on our school and the community. This was informative and helped with clarity around community consultation.

Community Issues

Issue name	Comment
Hone Heke Road/Cobham Road intersection	Contact with schools was made in preparation for the decision on the proposal for improvements in transport choices. The resolution was passed 11 th September, with the help of community voicing strong support for this.
Kerikeri township congestion	Noted to be increasing significantly. Current roadworks along Cobham Rd is to affect the community until November. There was apprehension around traffic build up which appears to have been managed well so far around peak traffic times.

Requests for Service (RFS)

RFS number	Date	Comment

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Other Issues

Plans for Cherry Park House users/ building not being fit for purpose.

Plan to meet with Blair Masfield- re KKE spatial plan from BECA- still awaiting contact.

Contact from community member made to a colleague around lack of progress with signage and public use at Wharau Rd beach reserve. To contact relevant Council staff via Kim Hammond this coming week.

7.2 RESERVE MANAGEMENT PLAN PROGRAMME

File Number: A4333012

Author: Robin Rawson, Parks & Reserves Planner

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an update on the programme for reserve management plans for Council reserves and to seek direction from the Community Board on the priorities of individual plans in the Bay of Islands-Whangaroa ward.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The preparation of reserve management plans is a requirement under the Reserves Act for many but not all reserves
- Preparatory work for a combined reserve management plan has begun
- It is proposed that one individual reserve management plan will be started in each ward, and direction is sought from the Community Board on the priority for this.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

recommends that an individual Reserve Management Plan is prepared for xxx reserve in the Bay of Islands-Whangaroa ward

1) TĀHUHU KŌRERO / BACKGROUND

Council is required to prepare management plans for reserves under its control, management or administration to ensure appropriate management of certain types of reserves, and to regularly review these plans (Section 41 of the Reserves Act 1977). Reserve management plans are not required for almost all local purpose reserves including esplanade reserves and utility reserves.

Council has eleven approved Reserve Management Plans on the public website for Council administered reserves including seven in the Bay of Islands-Whangaroa ward area.

The Far North District Council Parks and Reserves Policy was adopted in 2022 and includes the following relevant to reserve management planning:

The Council will systematically prepare and adopt reserve management plans for all the reserves it owns and those reserves where administration, control or management is vested in the Council as follows:

- (a) individual reserve management plans to be prepared for all large multi-user recreation reserves such as premier reserves that are subject to competing uses or development needs*
- (b) individual reserve management plans to be prepared for historic reserves because of the need to record the historic reason and relevance for the creation of that reserve*
- (c) individual reserve management plans to be prepared for local purpose reserves where the notice of vesting or notice to control and manage directs that a management plan is required (Section 41 (16) Reserves Act 1977)*
- (d) single district wide reserve management plans to be prepared for all scenic reserves.*
- (e) single ward wide reserve management to be prepared for smaller scale recreation reserves that currently do not have an individual reserve management plan and are not subject to significant demand and local purpose reserves (excludes esplanade reserves).*

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Preparation work has started on a combined reserve management plan. The combined reserve management plan is expected to have district-wide objectives and policies with individual objectives and policies where needed, and to be organised into reserves in each ward.

In addition to this it is proposed to start a reserve management plan or reserve management plan review in each ward to respond to local issues. The timeframe for the preparation or review of a plan will depend on factors including research requirements and any classification processes required, as well as interest from the community and tangata whenua, and the extent of engagement required. Engagement will include those associated with a site through use, and tangata whenua. The timeframe may also be affected by staff workloads at a particular time.

In the Bay of Islands-Whangaroa ward, the following reserves meet the requirements for individual reserve management plans and the purpose of this paper is to seek the views of Bay of Islands-Whangaroa Community Board on the priority of these sites for Reserve Management Plans:

Reserve	Existing RMP	Comment
Kerikeri Sports Complex	2011 plan	Land needs to be classified for plan to be approved under Reserves Act
Simson Park	1987 plan	Plan and park in need of a refresh
Paihia Village Green	1999 plan	Existing plan has recreational emphasis and consideration of historic aspects recommended
Lucy Elizabeth Williams Scenic Reserve	2014 plan	Plan not in need of review?
Bay Sports, Waipapa	No	Multi-sports
Johnson Park Kawakawa	No	Multiple land parcels and bowling club
Hundertwasser Park	2014 plan	Plan not in need of review?
Kerikeri Domain	2019 plan	Plan not in need of review?
Walls Bay	2014 plan	Reserves Act does not require a review. Management largely constrained by easements

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The proposed programme of a combined reserve management plan and a single reserve management plan in each area will allow staff to progress planning across the district while responding to more local priorities.

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

Budget has been allocated to undertake one reserve management plan for each ward, in addition to the consolidated reserve management programme of work for the current financial period. Funds are being sort through the Long-Term Plan to undertake additional reserve management plans.

ĀPITIHINGA / ATTACHMENTS

Nil

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.	Reserve Management Plans for many reserves are a requirement of the Reserves Act 1977 and this act includes specific consultative procedures. Parks are a matter of community interest. Reserve Management Plans are assessed as having medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act 1977 FNDC Parks and Reserves Policy 2022
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 primarily references reserves in the Bay of Islands – Whangaroa ward.
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.	Engagement will include tangata whenua, and consultation processes will follow the recommendations of Te Hono.
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 is required for the preparation of reserve management plans, and engagement will target those associated with a site including sports groups.
State the financial implications and where budgetary provisions have been made to support this decision.	The preparation of reserve management plans is a legislative requirement. Funding may be allocated to reduce the time to catch up on this work.
Chief Financial Officer review.	Type here

7.3 ROAD RENAMING - SQUEAK LANE, KERIKERI**File Number:** A4362690**Author:** Eden Ramsay, NTA - Finance and Customer Services Administrator**Authoriser:** Andy Finch, District Engineer**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek recommendation from the Bay of Islands-Whangaroa Community Board to rename a private road, Squeak Lane in Kerikeri, Te Arapū Way.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Council has received a Road Naming application to rename a private road addressed as Squeak Lane, Kerikeri. Community Boards have delegated authority 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.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming Policy recommend Council rename a private road Te Arapū Way that is currently addressed as Squeak Lane.

1) TĀHUHU KŌRERO / BACKGROUND

Gemscott Kerikeri Limited were the developers of the subdivision located at 307 Kerikeri Road, Kerikeri. They supplied to council an application to name the road, proposing three names: Squeak Lane, Ketekete Lane and Pohutukawa Lane. On May 5th 2023, the resolution was passed to name the private road "Squeak Lane".

Habitat for humanity purchased the ten homes at Squeak Lane from Gemscott in March 2023. Habitat for Humanity are now applying to rename this road "Te Arapū, the name that was gifted to the development by Ngāti Rehia, with support from Gemscott Kerikeri Limited.

Te Arapū means "Te piringa aratika, hei ihi mo te organga pūmau" or "A home that enables new beginnings with dignity, wellness and stability". Te Arapū is their first community housing development in Kerikeri, offering affordable and secure tenure for people in housing need (on the Housing Register).

Ngāti Rehia and Habitat worked together to develop this name and they are very proud of what it means and the significance it holds. Mayor, Moko Tepania opened the development, Te Arapū, and they consider it only right that the road name is changed to reflect the name of the development.

Road Renaming - Squeak Lane, Kerikeri	
LINZ Approval	YES
Hapu Consultation	YES - Ngāti Rehia
Map attached	YES
Owner Consent	N/A

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The options are as follows:

1. That the Community Board recommend Council rename “Squeak Lane”, “Te Arapū Way”.
2. That the road name remains unchanged.

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 are no financial implications to Council. The costs for road signage and installation will be met by the applicant

ĀPITIHINGA / ATTACHMENTS

1. Map - A4362611 [↓](#) 
2. Ngati Rehia Endorsement Letter - A4362613 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

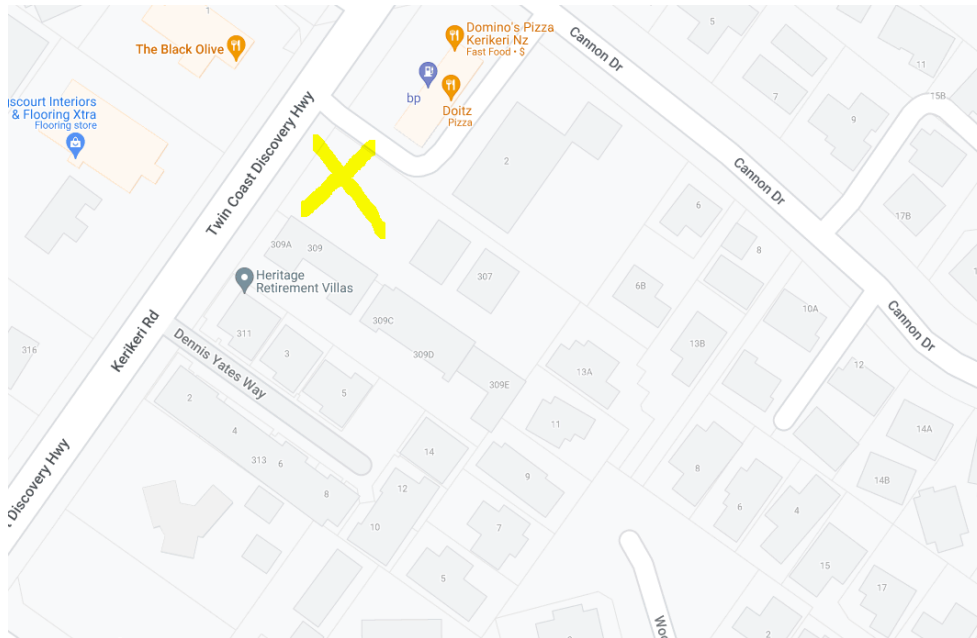
Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

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 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 and recommend to council name changes of previously named roads.
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.	Ngati Rehia worked with Habitat for Humanity to develop this name.
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).	There are currently no other property owners as this is a new subdivision
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign. The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

Squeak Lane – Kerikeri

Marked with a yellow cross below.





2 August 2023

Far North District Council
Private Bag 752
Kaikohe 0440
New Zealand

Tēnā koe,

RE: SUPPORT FOR RENAMING SQUEAK LANE TO TE ARAPŪ WAY

On behalf of Te Rūnanga o Ngāti Rēhia Trust, I am writing to extend our wholehearted support for the proposed renaming of **Squeak Lane** to **Te Arapū Way**, a change put forward by Habitat for Humanity Northern and endorsed by our Trust. We believe that this name change holds immense cultural significance and is an opportunity to celebrate our heritage while fostering a sense of belonging and unity within our community.

The formal opening of the Kerikeri development, Te Arapū, was a momentous occasion for our community. We express our sincere gratitude to Habitat Northern Region CEO, Conrad LaPointe, for his dedication and commitment to delivering high-quality housing that provides a nurturing and secure environment for our people. The inclusion of our hapū, Ngāti Rēhia, in the blessing of this development further strengthened the bond between our community and the wider rohe.

We acknowledge and applaud Habitat for Humanity Northern's strategy to focus on Tai Tokerau, recognising the pressing need for new Community/Social Housing supply. This aligns with the overall delivery intentions of Kāinga Ora, and our own Housing Strategy, and we appreciate the collaborative efforts of the CHP sector to address this critical issue.

The decision to rename Squeak Lane to Te Arapū Way is deeply meaningful to us. Embracing this name for the road within the Te Arapū development will instil a sense of pride and belonging in our people and all those who call this place home. It will serve as a testament to our enduring cultural heritage and the spirit of unity that binds us together.

Nāku noa, nā,

A handwritten signature in black ink, appearing to read 'William Skipper'.

William Skipper (Kipa) Munro
Chairperson, Te Rūnanga o Ngāti Rēhia Trust

PO Box 202, 0245 | 66a Kerikeri Rd, Kerikeri, 0230 | PH: (09) 401 6399 | admin@ngatirehia.co.nz | www.ngatirehia.co.nz
Ngāti Rēhia mata momoe, Ngāti Rēhia mata kaka, Tītiro ki ngā maunga, ngā awa, ngā moana, ngā whenua tapu o Ngāti Rēhia

7.4 ROAD NAMING - TAKOU PAKAINGA, TAKOU BAY**File Number: A4352104****Author: Eden Ramsay, NTA - Finance and Customer Services Administrator****Authoriser: Andy Finch, District Engineer****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name all roads within the Takou Papakainga.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to name all private roads within the Takou Papakainga in Takou Bay was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name the private roads within Takou Papakainga as follows:

Te Rawhiti Road**Tuaru Road****Tapae Heremaia Road****Tuatua Terrace****Pipitia Way****Rimariki Lane****1) TĀHUHU KŌRERO / BACKGROUND**

Tawhi Tua of the Takou Trust submitted an application to name all private roads within Takou Papakainga, located at Takou Bay on the 24th of July 2023.

A hui was held prior to the application being submitted where members of the community, shareholders and beneficiaries all discussed proposed road names. The names chosen are tupuna names and names significant to that particular area in Takou.

Initially included in the proposed road names were Beach Road and Ipipiri Road, both of which could not be approved by LINZ as they were too similar to road names that already exist in the Far North. This response was sent to Tawhi, and two other names were proposed.

Land Information New Zealand have now confirmed that all names are available and meet Addressing Standards 2011.

Te Hono was approached to determine whether any iwi/hapu should be approached for feedback. A response was received stating the land is owned by a hapu related roopu, and the names were run past the trustees who were happy with the names chosen.

Road Naming - Takou Papakainga	
LINZ Approval	YES
Hapu Consultation	Hapu related roopu submitted the application
Map attached	YES
Owner Consent	N/A

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The location of each road name can be seen on the attached map.

The Roding team and Land Information NZ (LINZ) have no objections to any of the suggested names.

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 signs (blue on white background name blades). The cost of the road signage and installation will be met by the applicant.

ĀPITI HANGA / ATTACHMENTS

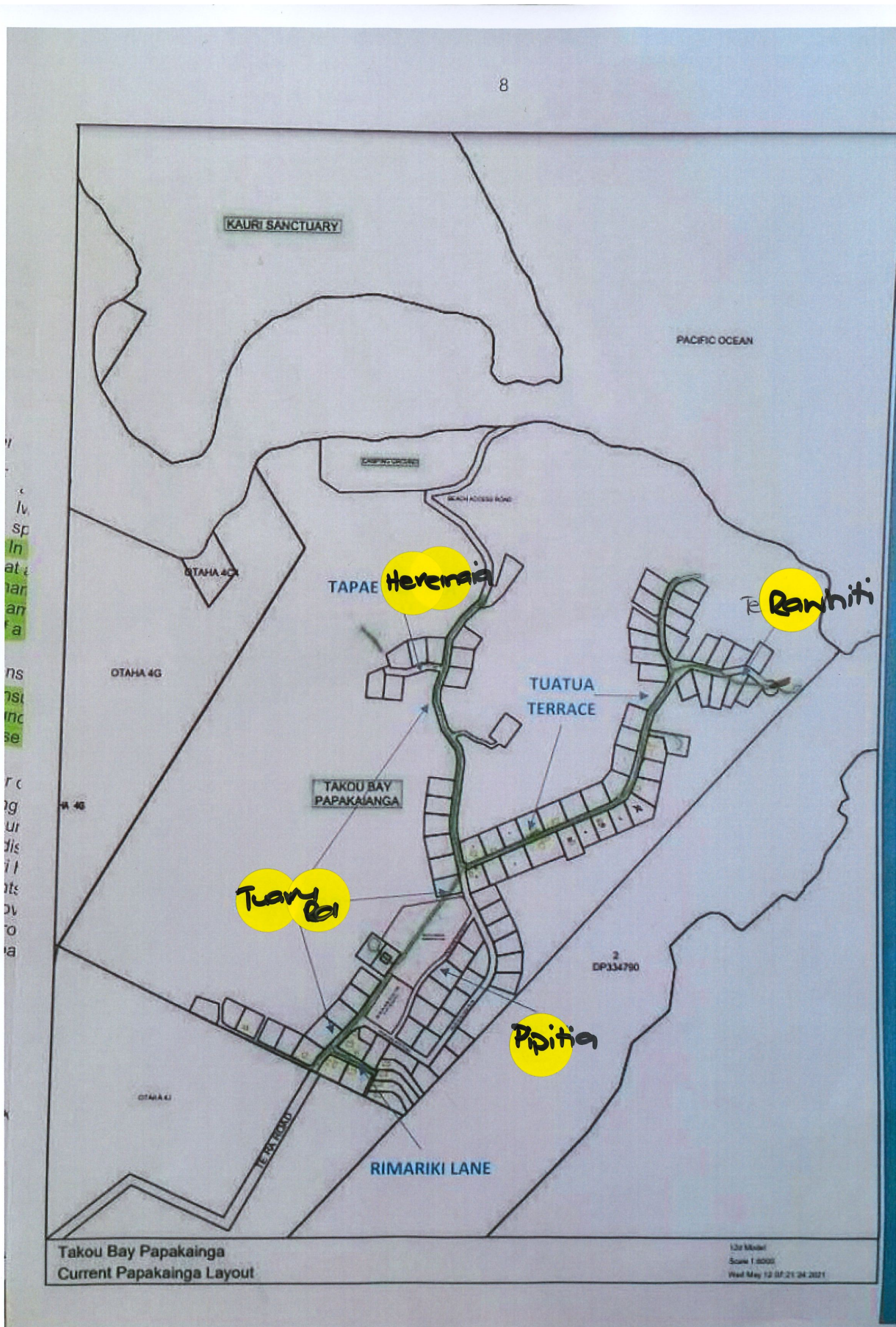
1. Map - A4362724 [!\[\]\(4decd7f4d36b8b21e9f05326cc7983ef_img.jpg\)](#) 

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 the naming of private roads 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.	The request has come from a Whanau Trust of the land.
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).	A hui was held with members of the community, shareholders and beneficiaries to ensure members of the Takou community were included in the deciding of proposed names.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign. The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



7.5 ROAD NAMING - 319 AUCKS ROAD, RUSSELL**File Number: A4362169****Author: Eden Ramsay, NTA - Finance and Customer Services Administrator****Authoriser: Andy Finch, District Engineer****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a private Right-of-Way.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to name a private right-of-way (ROW) addressed at 319 Aucks Road, Russell was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name a private right-of-way (ROW) _____, currently addressed at 319 Aucks Road, Russell.

1) TĀHUHU KŌRERO / BACKGROUND

Peter and Leanne Maloney submitted their original application in May 2023, with three proposed names that they believed reflected and directly related to the environment: Ocean Vista Way, River View Way and Harbour View Way. The only name available in the area is Ocean Vista Way.

Background on Ocean Vista Way was included in the application; "On entering the Private Access ROW the dominant view is the Ocean, Marina, Opua Wharf, Veronica Channel, Kawakawa River and Waikare River. On exiting the property, the view opens up to Pahia, Waitangi and beyond. A mix of these views are sighted from all parts of the property. A google search of this name shows that it has not been used in New Zealand."

A meeting was held between Ngāti Manu, Peter, and Leanne regarding this application. Ngāti Manu stated they do not support the name Ocean Vista Way or any of the other proposed names, stating that they will support the retention of historical Māori place names and asked that the name Oropa is used for this road.

Peter and Leanne put forward a closing comment on the matter; "The name Oropa is supposedly a place name. It is shown on Murphy's Ipipiri Map. The precise location is subject to artistic license. The closest archaeological site is Q05/951 (Midden at waters edge) which was identified by Archaeologist GE Nevin in 1984 when commissioned by the Bay of Islands Harbour Board to conduct a survey of all coastal areas within the Bay of Islands and is recorded as Q05/951 and is actually located in the paper road esplanade reserve. It is not located on our property! The exercise is to name a Private Right of Way. We submit therefore that our selection of Ocean Vista Way - Moana Tiri is more appropriate. Our name choice adds amenity value and describes the immediate environment and includes a Maori translation."

The options were discussed with Peter, and a new application was submitted with Ocean Vista Way being their first preference, and Oropa Lane as suggested by Hapu being their second preference.

Kim Peita of Ngāti Manu also put forward a closing comment on the matter; "Murphy Shortland's inclusion of Oropa in his 1995 Ipipiri map followed an extensive, five-year study (land claim deeds, old Lands and Survey maps, Land Court minutes, and private interviews) of pre-European names in the eastern Bay of Islands. Oropa is referred to in Colenso's recollections the Bay of Islands in the 1830's and his history of the Treaty of Waitangi. The name Oropa has already been used for the subdivision. The 1984 archaeological report referred to by the applicant bears no relevance to place

names. Amenity value should not take precedence over Far North District Council's obligations to Te Tiriti o Waitangi and Ngāti Manu. There are several examples locally (Kororareka) and throughout Aotearoa New Zealand where original place names are being reinstated."

Road Naming - 319 Aucks Road, Russell	
LINZ Approval	YES
Hapu Consultation	YES - Ngāti Manu
Map attached	YES
Owner Consent	N/A

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The options are as follows:

1. Name the Private right-of-way "Ocean Vista Way".
2. Name the Private right-of-way "Oropa Lane".

The Roding Team and Land Information NZ have 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 (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. Map - A4362161 [↓](#) 

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 the naming of a private right-of-way (ROW) 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.	Ngāti Manu were consulted by the applicants regarding this application and provided their feedback as well as an alternative proposed name that they believe is more appropriate.
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 is a new subdivision so there are no other property owners.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign. The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



7.6 ROAD NAMING - 10-32A RANGITANE ROAD

File Number: A4366404

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

Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a private road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to name a private road addressed at 10-32a Rangitane Road, Kerikeri was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name a private road "Magnolia Tree Way", currently addressed at 10-32a Rangitane Road, Kerikeri.

1) TĀHUHU KŌRERO / BACKGROUND

A Road Naming application was received from Ali Manning on the 21st of June 2023.

The accessway currently services twelve properties, with ten of the property owners agreeing that a new road name is required, with reasoning being confusion with numbering along the accessway and sharing a similar road name nearby (Rangitane Loop Road) which has put resident safety and their property at risk.

Fire and Emergency were called to a fire in the development at 28C Rangitane Road, and emergency services could not locate the property. They continued to drive up and down Rangitane Road and past the entrance to the subdivision. This was because 28 Rangitane Road is at the front of the subdivision, and numbers 10, 28C and 28D are at the back of the subdivision, the farthest point from the road frontage. The fact that emergency services struggle to locate residents within the subdivision highlights the very real need to name the accessway.

Residents also report that they currently must send a map for visitors and building supply deliveries just so that people can find their property, and they are consistently confused with the same numbered property in Rangitane Loop Road. Residents consistently must uplift deliveries from people's houses in Rangitane Loop Road. Other residents have also reported random people arriving at their property looking for their same number in Rangitane Loop Road.

The original proposed names put forward by the applicant were 'Magnolia Way', 'Magnolia Lane' and 'Kingfisher Lane'. Land Information New Zealand advised that none of these names are available for use as they are too similar to other roads in Northland.

A new application was submitted on the 26th of July with new proposed road names; 'Magnolia Tree Lane', 'Lake Vista Way' and 'Lake View Lane'.

Land Information New Zealand were approached to provide feedback on the proposed names. A response was received stating all three names were acceptable and appropriate in the area since there are no duplicates.

Te Hono contacted Ngāti Rēhia via email to obtain feedback on the proposed road names. A response was received from the chairperson, Kipa Munro, stating Ngāti Rēhia are happy to support the proposed names.

Road Naming - 10-32a Rangitane Road	
LINZ Approval	YES
Hapu Consultation	YES - Ngāti Rēhia
Map attached	YES
Owner Consent	0.83%

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The current options are as follows:

1. Magnolia Tree Way
2. Lake View Lane
3. Lake Vista Way

The Roading department and Land Information New Zealand have no objections to any of the names 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 (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

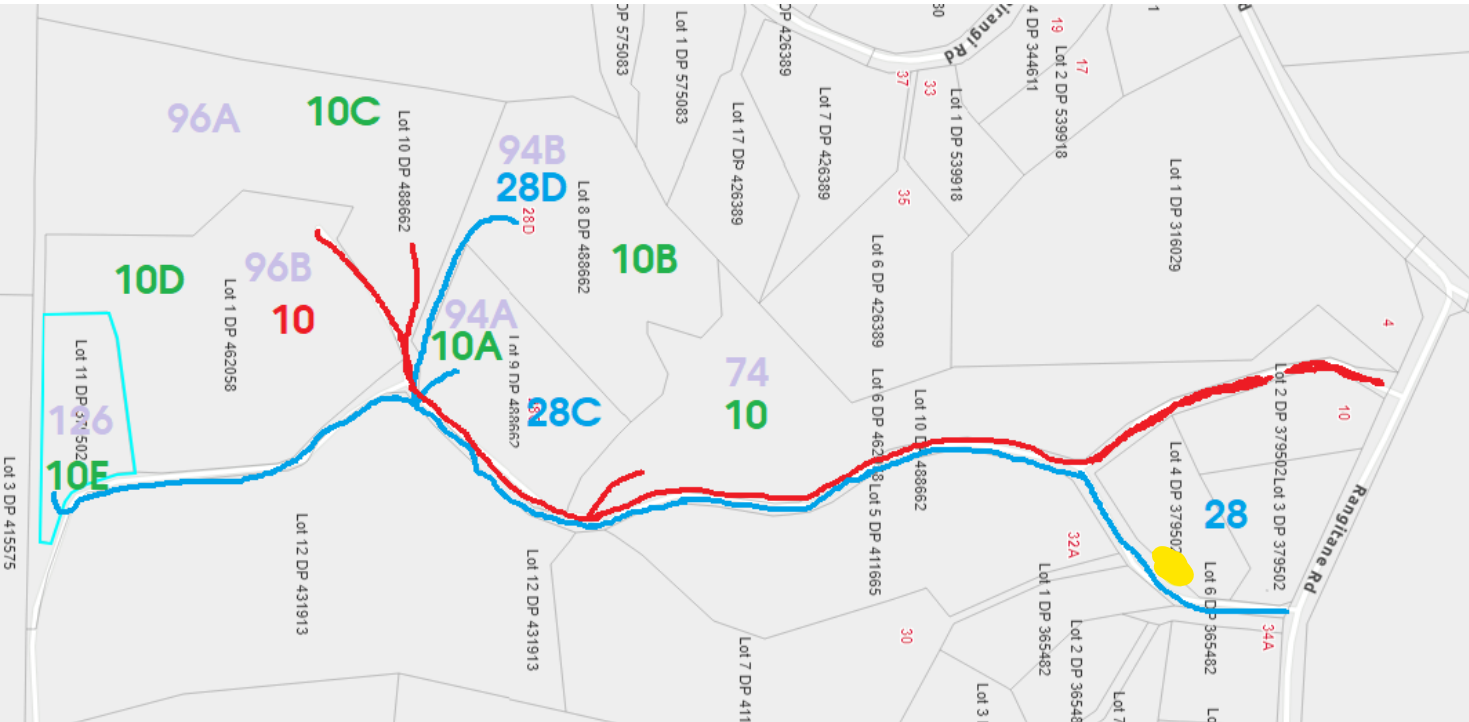
1. Map - A4366396 [↓](#) 

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 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.	Ngāti Rēhia were approached to provide a comment on the proposed road names. They stated they are happy to support all three names.
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).	All property owners down this road were approached by the applicant to provide their feedback and any comment on the proposed names. 10 of the 12 property owners signed that they approve the application to name the road.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign. The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



7.7 ROAD NAMING - 2452 STATE HIGHWAY 10, WAIPAPA**File Number:** A4374117**Author:** Eden Ramsay, NTA - Finance and Customer Services Administrator**Authoriser:** Andy Finch, District Engineer**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a private road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to name a private road addressed at 2452 State Highway 10, Waipapa was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name a private road, "Tom Saville Road", currently addressed at 2452 State Highway 10, Waipapa.

1) TĀHUHU KŌRERO / BACKGROUND

Brett Heap submitted a Road Naming Application for 2452 State Highway 10, Waipapa on the 5th of August 2022. Included in the application were three proposed road names: Saville Road, Tom Saville Road and Tom Saville Drive, after the property owner in 1949.

Approval from nine out of the eleven property owners was also included with the application.

Council assessed the application and deemed it complete. The suggested names were sent off to Land Information New Zealand for approval. A response was received stating Saville Road is too similar to another road located in Kerikeri, so only Tom Saville Road and Tom Saville Drive are available for use.

Te Hono were consulted with to obtain feedback from local iwi/hapu. Te Hono reached out to Ngāti Rēhia for a response. The Chairperson of Ngāti Rēhia provided a response stating they are happy to support the proposed names.

Road Naming - 2452 State Highway 10	
LINZ Approval	YES
Hapu Consultation	YES - Ngāti Rēhia
Map attached	YES
Owner Consent	9/11

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed names are as follows:

1. Tom Saville Road
2. Tom Saville Drive

The Roothing Team and Land Information New Zealand have 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 (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITI HANGA / ATTACHMENTS

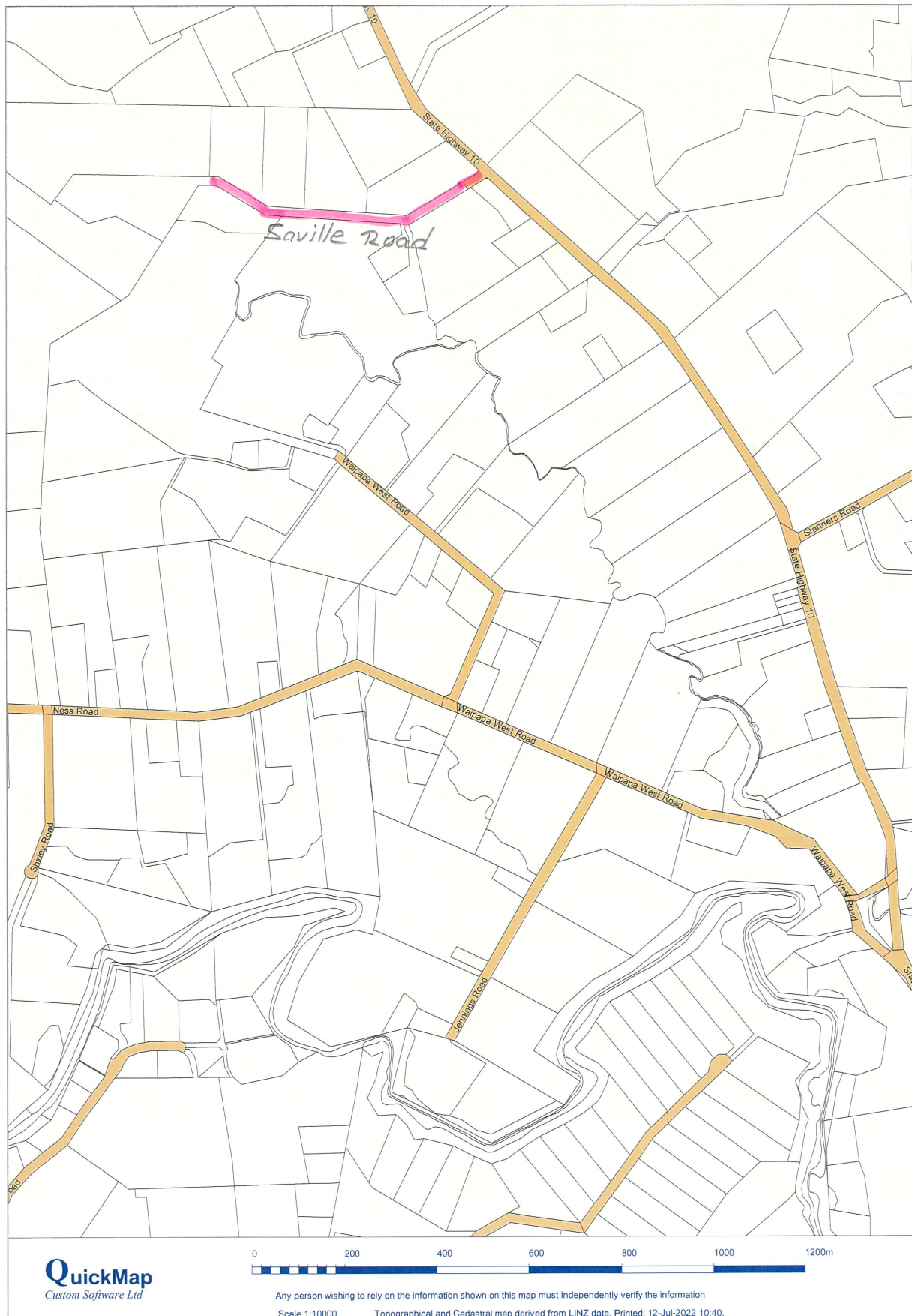
1. Map - A4374107 [↓](#) 

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 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.	Ngāti Rēhia were consulted on the naming of this road and have stated they are happy to support the proposed names put forward by the applicant.
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).	9 out of 11 of the property owners who use this road have given approval for the names put forward by the applicant to be used.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign.
Chief Financial Officer review.	<ul style="list-style-type: none"> • The Chief Financial Officer has not reviewed this report •



7.8 ROAD NAMING - 52A&B AMOKURA DRIVE, KERIKERI**File Number:** A4374448**Author:** Eden Ramsay, NTA - Finance and Customer Services Administrator**Authoriser:** Andy Finch, District Engineer**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Bay of Islands-Whangaroa Community Board to officially name a Private Right-of-Way.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to name a private right-of-way (ROW) addressed at 52A&B Amokura Drive, Kerikeri was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

tŪtohunga / Recommendation

THAT THE BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD, PURSUANT TO COUNCIL'S NAMING POLICY, NAME A PRIVATE RIGHT-OF-WAY (ROW) "GREENVIEW HEIGHTS", CURRENTLY ADDRESSED AT 52A&B AMOKURA DRIVE, KERIKERI

1) TĀHUHU KŌRERO / BACKGROUND

DF Holdings Trustee Limited submitted a Road Naming Application for 52A&B Amokura Drive, Kerikeri on the 20th of March 2023.

Included in the application were three proposed road names that were decided upon by the property owners who use the ROW. The names are believed to reflect the natural characteristics of the location that are appreciated by the owners. Six of the property owners approved the name "Greenview Heights", whereas one owner approved "Pheasant Rise".

The suggested names were sent off to Land Information New Zealand for approval. A response was received confirming all proposed road names are acceptable for use in this area and can be approved as per the Addressing Standards 2011.

Te Hono were approached to obtain feedback from local iwi/hapu. Te Hono reached out to Ngāti Rēhia for a response. The Chairperson of Ngāti Rēhia provided a response stating they are happy to support the proposed names.

Road Naming - 52A&B Amokura Drive	
LINZ Approval	YES
Hapu Consultation	YES - Ngāti Rēhia
Map attached	YES
Owner Consent	6/7

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed names are as follows:

1. Greenview Heights
2. Mt Pleasant Rise
3. Pheasant Rise

The Rooding Team and Land Information New Zealand have 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 (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITI HANGA / ATTACHMENTS

1. Map - A4374433 [↓](#) 

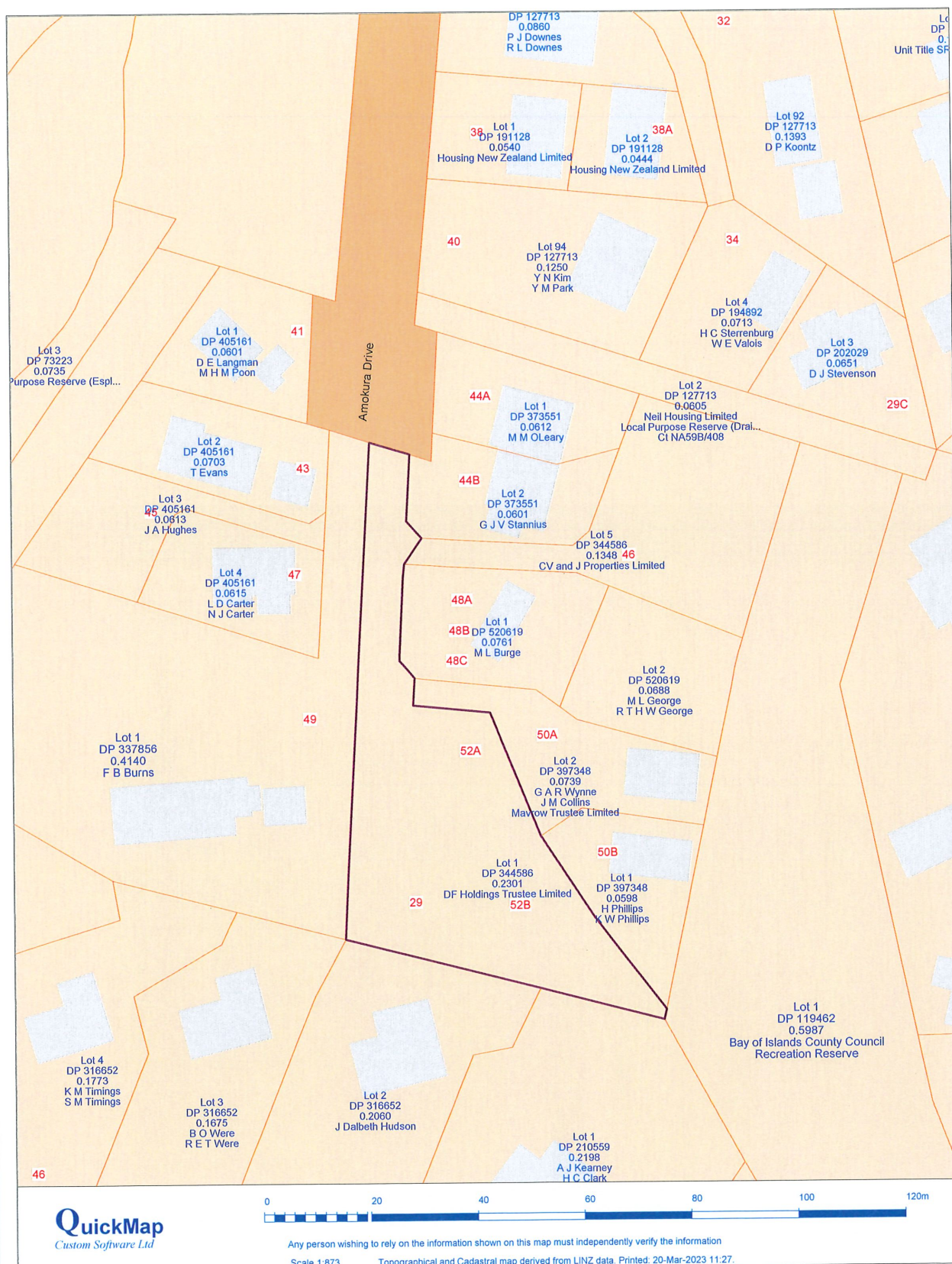
Hōtaka Take Ōkawa / Compliance Schedule:

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 the naming of a private right-of-way 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.	Ngāti Rēhia were consulted on the naming of this road and have stated they are happy to support the proposed names put forward by the applicant.
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).	6 out of 7 of the property owners who use this ROW have given approval for "Greenview Heights" to be the name of this road.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.





7.9 FUNDING APPLICATIONS

File Number: A4383189

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.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$157,286.61** 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.
- Six applications have been received, requesting \$92,861

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$10,000** (plus GST if applicable) be paid from the Boards Community Grant Fund account to Bay of Islands Budgeting and Community Services for the costs towards setting up a space for Mana Aki, 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 **\$15,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Business Paihia for the costs towards the creation of facilities and hosting of a Volleyball World Beach Pro Tour Event, 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 **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to Business Paihia for the costs towards the Paihia Christmas Parade 2023, 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 **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to SMC Events for Bay of Islands-Whangaroa Sanitarium Weet-Bix Kids TRY Challenge, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- e) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to Wainui Marae for costs towards hosting the 40th Piri Mokena tournament, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- f) approves the sum **\$4,083** (plus GST if application) to be paid from the Board's Community Fund account to Waipapa Hall Committee for the purchase and installation of heat pumps for the Waipapa Hall, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
Bay of Islands Budgeting and Community Services – Mana Aki	\$17,925	\$10,000	The applicant is asking for funding to set up a safe space for tamariki in Kawakawa. Mana Aki is designed to connect with taitamariki and support them with education, personal development and aspirations.	Community Development

Applicant	Requested	Recommend	Comments	Type
Business Paihia – Volleyball World Beach Pro Tour Event	\$55,000	\$15,000	The applicant has submitted to the Events Investment fund, but the panel has not yet met to make a decision. They have also applied to the Board in case their Events Investment application is declined. It is intended that the facilities provided for this event be taken over and used by the community and for future events and the applicant is working through the process for this, including future maintenance.	Event
Business Paihia – Paihia Christmas Parade 2023	\$5,000	\$5,000	The Board's Strategic Plan states that the Board will: <i>"Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$5,000 per annum for the event."</i>	Event
SMC Events	\$5000	\$5000	Due to covid, the applicant changed the format of the challenge and now takes it to each Ward and into schools directly. They are asking for funding to continue this within schools in Bay of Islands-Whangaroa Ward.	Sport and recreation
Wainui Marae – Piri Mokena Games	\$5,853	\$5,000	Funding was previously declined for another applicant for this event, who was seeking funding for petrol for visitors. The Board indicated they would consider an application for the costs of actually hosting the event, so the host marae has applied for assistance with these costs.	Event
Waipapa Hall – Heat Pumps	\$4,083	\$4,083	The hall committee is seeking help with installing heat pumps in the hall to make it more useable for hirers, particularly through the winter months.	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.

ĀPITIHINGA / ATTACHMENTS

1. Bay of Islands Budgeting - A4382383  
2. Beach Volleyball Championship - A4382391  
3. Paihia Christmas Parade 2023 - A4382387  
4. Sanitarium Weet-Bix TRY challenge - A4382386  
5. Wainui Marae - A4382384  
6. Waipapa Hall - A4382392  

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.

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

Application No. BOIWCB23247 From Bay of Islands Budgeting & Community Services Trust
Form Submitted 30 Aug 2023, 9:38PM 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 ***

Bay of Islands Budgeting & Community Services Trust

Postal Address ***Physical Address *****Website**

<http://www.boibs.co.nz>

Must be a URL.

Facebook page

<https://www.facebook.com/profile.php?id=100085016107290>

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

Application No. BOIWCB23247 From Bay of Islands Budgeting & Community Services Trust
Form Submitted 30 Aug 2023, 9:38PM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Mrs Coralee Shortland

Position *

Coordinator

Phone Number

Mobile Number

Email *

Must be an email address.

Contact Person Two:

Applicant Admin Contact

Mrs Wuki Beazley

Position

Community Educator

Phone Number

Mobile Number

Email Address

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

"Helping others to help themselves"

We are committed to helping others to help themselves and look for every opportunity to awhi whānau and hapori (community). Strengthening family wellbeing.

We had a little name change last year, Bay of Islands Budgeting Service became Bay of Islands Budgeting and Community Services.

We are guided by underpinning values.

1. Poipoia, to nurture and grow the seed (taitamariki) within.
2. Awhina, to support the growth of each seed (taitamariki & whānau) by providing soil (grounding), water (acknowledging feelings), and sunlight (wairua). All-important stages for growth.

3. Tautoko, to encourage taitamariki and whānau with the continuation of growth, achievement and self-actualisation.

4. Whakamana, to empower, uphold and honour the growth process.

We currently provide the following services:

- Building Financial Capability,
- Rongorau Pukenga (Multimedia Specialist)
- Matihiko o Pokapu (Banking education and support)
- Passport to Life programmes
- Wāhine Māia and Tāne Kai Toa.

Our area includes the following areas: Kawakawa, Moerewa, Opuā, Paihia, Russell, Rawhit

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23247 From Bay of Islands Budgeting & Community Services Trust**
Form Submitted 30 Aug 2023, 9:38PM NZST

i, Waioomio, Maromaku, Towai, Motatau, Matawaia, Pakaraka extending to the surrounding communities of Kaikohe and Kerikeri.

Number of Members *
100**Project Details***** indicates a required field****Project Details**

Clearly describe the project or event:

Name of Activity *
Mana Aki**Location ***
77 Gillies Street, Kawakawa**Will there be a charge for the public to attend or participate in the project or event? ***
☐ Yes ☒ No**Project dates:**

Start Date

Date *

02/10/2023

Must be a date.

End Date:

Date: *

30/06/2024

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: *

Mana Aki Taitamariki-a-tatou taonga refers to young people who we consider our 'taonga'.

Mana Aki will create a safe, creative, innovative environment including freedom from judgement, criticism, discrimination, and other challenges impacting taitamariki.

Mana Aki is designed to connect with taitamariki and support them with education, personal development and aspirations. The programme will mentor taitamariki to press forward with their aspirations regardless of the challenges they face. We aim to encourage and support, to get them through this important stage of life.

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

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Form Submitted 30 Aug 2023, 9:38PM NZST

Mana Aki will be supported by a dedicated kaiawhina (Youth Mentors) with knowledge and experience dealing or engaging taitamariki and collaborating with organisations to get the best outcomes.

Our current office space is too small to cater for the needs of the taitamariki so we recently acquired premises to lease. The size of venue required to deliver taitamariki programmes left us with limited options in the Kawakawa area. The new hub required a make-over to create a suitable space for taitamariki. We've used voluntary support ie. painting, cleaning, and negotiated deals for infrastructure and flooring. We have done all that we can to get the hub to where it is now.

Mana Aki will utilize these premises as a hub for our taitamariki and to deliver programs. The new office space will be designed to be a creative learning environment. A youth space equipped with technical equipment needed to inspire, encourage, and empower youth to support desired educational, training/study or employment pathways. We see the need within our community as we engage with youth daily who are met with challenges that prevent this. This space will provide support to help research, study and navigate pathways.

We receive referrals from whānau and organisations seeking supports for taitamariki who are experiencing challenges. We work collaboratively with whānau, community, government organisations and those in specialised areas that add to the overall wellbeing.

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.

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

Application No. BOIWCB23247 From Bay of Islands Budgeting & Community Services Trust
Form Submitted 30 Aug 2023, 9:38PM NZST

Furniture - conference chairs	\$3,469.00	\$3,469.00	Filename: Allyfold quote.pdf File size: 130.7 kB	\$17,925
Whiteware - fridge/freezer, freestanding stove	\$1,310.00	\$1,310.00	Filename: FF N Leeming 3K983008230002.msg File size: 147.0 kB Filename: Quote_316427194 Bunnings.pdf File size: 20.0 kB	\$
Kitchenette	\$869.00	\$869.00	Filename: Quote_316427194 Bunnings.pdf File size: 20.0 kB	\$
Cubit bar leaner	\$2,556.00	\$2,556.00	Filename: Quote QU2534 Uno.pdf File size: 44.8 kB	\$
Furniture - bar stools	\$7,984.00	\$7,984.00	No files have been uploaded	\$
Pod inline desk & study nook deskware (e.g cement, timber, nails, paint)	\$1,737.00	\$1,737.00	No files have been uploaded	\$

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? *

17925

Must be a number.

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

\$17,925

Must be a dollar amount.

Financial Information

*** indicates a required field**

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23247 From Bay of Islands Budgeting & Community Services Trust**
Form Submitted 30 Aug 2023, 9:38PM NZST**Financial Information****If your organisation registered for GST ***☒ Yes ☐ No**GST Number****GST Number**

052-984-653

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

\$316,484.00

Must be a dollar amount.

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

\$316,484.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Salaries	\$218,195.00
Rent	\$17,840.00
Pathway resources	\$24,720.00
Three programmes	\$46,000.00
Overheads	\$9,608.00

Total Tagged Funds**Total Tagged Amount**

\$316,363.00

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.	

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Pub Charity - Operational furniture	\$8,000.00	Approved
Lotteries Community Grant - Operational equipment	\$28,032.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

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.
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

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

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- A person responsible for keeping the financial records of the organisation
- A regularly maintained tax record (if applicable)
- A regularly maintained PAYE record (if applicable)
- The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

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

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

Signatures

Signatory One

Name *

Coralee Shortland

Position *

Coordinator

Postal Address

Signatory Two

Name

Wuki Beazley

Position

Secretary

Postal Address

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23247 From Bay of Islands Budgeting & Community Services Trust**
Form Submitted 30 Aug 2023, 9:38PM NZST**Phone Number****Phone Number****Mobile Number****Mobile Number****Email****Email**

Must be an email address.

Must be an email address.**Date**

30/08/2023

Must be a date.

Date

30/08/2023

Must be a date.

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024**Local Grant Application Form****Application No. BOIWCB23246 From Business Paihia Inc**

Form Submitted 30 Aug 2023, 2:23PM 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 ***

Business Paihia Inc

Postal Address ***Physical Address *****Website**<https://paihianz.co.nz>

Must be a URL.

Facebook page<https://www.facebook.com/BusinessPaihia>

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form
Application No. BOIWCB23246 From Business Paihia Inc
Form Submitted 30 Aug 2023, 2:23PM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Ms Anika Whapshott

Contact Person Two:

Applicant Admin Contact

Mr Charles Parker

Position *

Administrator

Position

Chairman

Phone Number

Phone Number

Mobile Number

Mobile Number

Email *

Must be an email address.

Email Address

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

An incorporation of business from Paihia, Russell, Waitangi, Kerikeri, Whangarei. We aim to build a dynamic business community and be influential in the community.

Number of Members *

105

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Volleyball world beach Pro Tour - Futures

Location *

Paihia

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23246 From Business Paihia Inc**

Form Submitted 30 Aug 2023, 2:23PM NZST

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

Start Date

End Date:

Date ***Date: ***

01/04/1924

06/04/1924

Must be a date.

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 Volleyball World Beach Pro Tour is a unique sports and entertainment event where the fun is not only on the court but all around with live music and a festival-like atmosphere to keep you entertained all day and night. Come for the sport and stay for the party! And then come back again for both!

The 2024 Beach Pro Tour will feature the top teams in the world who visit exciting venues on all continents and the BOI will be one of those exciting venues.

Sixteen teams per gender will compete in the Main Draw at this event (and qualification include 16 teams). Modified pool play will be followed by single elimination rounds. A total 5 days of competition will feature 28 matches per gender. We intend to create a 'festival' around this event with the community getting involved in the event - much the same as the Paihia community did with the Rugby World Cup and 'Paint it Red'. We intend to reuse the courts either before or after the international futures events for schools, & community volleyball competitions. We need to 'build' 4 sand courts for the event - 2 will be placed on the Village green and will be temporary for the event, with the intention to create other uses for the sand courts to be used for other tournaments after the event - involving the schools and the community to get the opportunity to play on the courts. These 2 courts will be considered courts 1 and 2 - court 1 (finals court) will have viewing stands - bleachers and court 2 will have possibly 1 side of bleachers with the rest standing/ sitting around the court.

We need 2 other courts for warm-ups and the knock-out games will be played on these - the working committee has been in touch with the Paihia Primary School to locate one court (3rd court) there - the intention would be for this court to be permanent and will then be a piece of infrastructure in place for the school community and others to use (an MOU will be put in place for users). The 4th Court - we are currently talking with the FNDc around possibly being able to put a sand court on the Lucy Williams reserve - this will be open for the community to use - and can have multi uses - (childrens sand pit) sand volley ball etc - the concept behind these 'permanent' courts are that this will be a legacy piece of infrastructure and also will mean when we come to run the event in 2025 - 2 of the 4 courts are already in place and will only need top up sand!

With both of these courts we will be working alongside Volleyball Northland and they will

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

Local Grant Application Form

Application No. BOIWCB23246 From Business Paihia Inc
Form Submitted 30 Aug 2023, 2:23PM NZST

be applying for funding for the nets and the balls needed to ensure the courts are useable. They will be bringing their expertise to ensure they are put in place correctly!

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	\$0.00	\$0.00	No files have been uploaded	\$242,907
Advertising/Promotion	\$1,000.00	\$0.00	No files have been uploaded	\$
Facilitator/Professional Fees	\$23,000.00	\$0.00	No files have been uploaded	\$
Administration (inc. stationery/copying)	\$300.00	\$0.00	No files have been uploaded	\$
Equipment Hire	\$700.00	\$0.00	No files have been uploaded	\$

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

Application No. BOIWCB23246 From Business Paihia Inc

Form Submitted 30 Aug 2023, 2:23PM NZST

Equipment Purchase court build, sand and haulage of sand	\$78,001.00	\$50,000.00	<div>Filename: Mahalo Contracting Letter for Business Paihia inc.pdf File size: 84.7 kB</div> <div>Filename: Northland and Sand supplies quote.pdf File size: 217.5 kB</div> <div>Filename: Paihia Village green Quote Supply and Supply and cartage - semenoff .pdf File size: 254.2 kB</div>	\$
Utilities	\$	\$0.00	No files have been uploaded	\$
Hardware (e.g cement, timber, nails, paint)	\$	\$0.00	No files have been uploaded	\$
Consumable materials (craft supplies, books)	\$	\$0.00	No files have been uploaded	\$
Refreshments	\$4,000.00	\$0.00	No files have been uploaded	\$
Travel/Mileage	\$2,000.00	\$0.00	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$2,700.00	\$0.00	No files have been uploaded	\$
Other Bleachers	\$15,120.00	\$5,000.00	<div>Filename: Business Paihia { Grandstands } - , Paihia Quote from Northland Scaffolding.pdf File size: 219.3 kB</div>	\$242,907
Playing Uniforms printing and purchase	\$20,000.00	\$0.00	No files have been uploaded	\$
Branding & courtside signage	\$3,090.00	\$0.00	No files have been uploaded	\$

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

Application No. BOIWCB23246 From Business Paihia Inc

Form Submitted 30 Aug 2023, 2:23PM NZST

broadcast, online streaming	\$30,000.00	\$0.00	No files have been uploaded	\$
photography	\$2,500.00	\$0.00	No files have been uploaded	\$
physio	\$2,200.00	\$0.00	No files have been uploaded	\$
prize money	\$18,800.00	\$0.00	No files have been uploaded	\$
emcee	\$1,500.00	\$0.00	No files have been uploaded	\$
doctor	\$1,200.00	\$0.00	No files have been uploaded	\$
waste	\$100.00	\$0.00	No files have been uploaded	\$
accommodation	\$10,500.00	\$0.00	No files have been uploaded	\$
pack in/out	\$1,500.00	\$0.00	No files have been uploaded	\$
security	\$2,200.00	\$0.00	No files have been uploaded	\$
	\$	\$	No files have been uploaded	\$

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? *

220411

Must be a number.

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

\$55,000

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form
Application No. BOIWCB23246 From Business Paihia Inc
 Form Submitted 30 Aug 2023, 2:23PM NZST

GST Number

GST Number
 93973186

Current Funding

How much money does your organisation currently have? *

\$63,141.00

Must be a dollar amount.

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

\$63,141.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Event Coordinator	\$15,000.00
Communications/newsletters	\$5,000.00
Christmas Parade	\$5,000.00
Visit BOI website upgrade	\$18,000.00
Admin, Funding, Accounts	\$20,141.00

Total Tagged Funds

Total Tagged Amount

\$63,141.00

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.	
NZ Volleyball association	\$128,010.00	Approved
	\$	

Previous Funding from FNDC

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

Local Grant Application Form

Application No. BOIWCB23246 From Business Paihia Inc
Form Submitted 30 Aug 2023, 2:23PM NZST

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Paihia Christmas Parade	\$5,000.00	29/09/2022	Yes
Bay of Islands matariki Festival	\$20,000.00	02/06/2022	Yes
Paihia Christmas Celebrations 2021	\$2,500.00	17/11/2021	Yes
Paihia Christmas Parade	\$5,000.00	08/10/2020	Yes

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.

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

Application No. BOIWCB23246 From Business Paihia Inc

Form Submitted 30 Aug 2023, 2:23PM NZST

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

Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23246 From Business Paihia Inc**

Form Submitted 30 Aug 2023, 2:23PM NZST

Name *

Charles Parker

Position *

Chair

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

Must be an email address.**Date**

29/08/2023

Must be a date.

Name

Penelope Davidson - Boles

Position

Secretary

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

Must be an email address.**Date**

29/08/2023

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.
- 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	BUSINESS PAIHIA INC	Number of Members	105
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe your organisation:

An incorporation of businesses from Russell, Paihia, Waitangi, Kerikeri + Whangarei. We aim to build a dynamic business community + be influential in our community.

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 PAIHIA CHRISTMAS PARADE Date 1st Dec 2023

Location PAIHIA Time 5.30pm.

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

If so, how much?

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

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

The whole community benefits. The Parade brings together all the schools, daycares, sports groups, community groups, the rest home, community groups & businesses together. It joins everyone in a cohesive parade around town displaying their efforts in creating a 'themed' float. The whole town cheers them on. It is simple but it brings people together and more than just having a Christmas in the Park. This has been suggested as road closure so high - but the parade is such a wonderful event full of community spirit.

- We focus on the environment - recycle, repurpose etc. Our local tamariki are invested in caring for the environment & we have an award for that.

But overall aim is to bring community together. So much effort always goes into the floats, so awesome for people to have a project.

We have floats from Opua, Paihia, Maruru, Waitangi, Oromahoe & Kerikeri.

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	1390	400 (signage)
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	3,165	1,660
Equipment Hire speaker/sound	400	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement	1200	
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	1200	not applicable
Other (describe) Entertainment - kids	1500	
ROAD CLOSURE	2940	2940
Prizes, trophies, lolly scramble	900	
TOTALS	11,495	5,000

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

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



Financial Information

Is your organisation registered for GST?

☐ Yes ☐ No

GST Number

93973186

How much money does your organisation currently have?

63,141

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

63,141

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

Purpose	Amount
Event Co-ordinator.	\$15,000
Communications / Newsletter	\$5,000
Christmas Parade.	\$5,000
Visit bus upgrade / admin.	\$18,000
Admin, Funding, Accounts	\$20,141
TOTAL	63,141.

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

Funding Source	Amount	Approved
Business Pahiia	5,000	Yes / Pending
Sponsorship - local business	1495	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
Attached.			Y / N
			Y / N
			Y / N
			Y / N

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Funding received over the past 5 years

Purpose	Amount	Date	Project report submitted
Paihia Christmas Parade	5,000	Sept 2022	yes
Bay Of Islands Matariki Festival	20,000	2/06/2022	Yes
Paihia Christmas Celebrations 2021	2,500	17/11/2021	Yes
Paihia Christmas Parade 2020	5,000	8/10/2020	Yes
Paihia Christmas Parade 2019	4,4 66	10/08/2019	Yes
Paihia Christmas Parade 2018	5,020.50	09/10/2018	Yes

Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

BUSINESS PAIHIA INC

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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

Name

Postal Address

Phone Number

Signature

Date 18/08/2023

Signatory Two

Name

Position

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**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium**

Form Submitted 29 Aug 2023, 12:53PM 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 ***

SMC Events Ltd on behalf of Sanitarium

Postal Address ***Physical Address *****Website**<https://tryathlon.co.nz/>

Must be a URL.

Facebook page<https://www.facebook.com/tryathlon>

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium**

Form Submitted 29 Aug 2023, 12:53PM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Mr Craig Seuseu

Position *

Series Director

Phone Number**Mobile Number****Email ***

Must be an email address.

Contact Person Two:

Applicant Admin Contact

Mrs Sandra Greer

Position**Phone Number****Mobile Number****Email Address**

Must be an email address.

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

To provide a non-competitive event promoting physical activity for 5-15 year olds, delivered in a fun way to encourage participation, peer support, and a sense of achievement.

Number of Members *

We have a team of 8 event staff

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

Clearly describe the project or event:

Name of Activity *

Sanitarium Weet-Bix Kids TRY CHALLENGE

Location *

Location, date/time TBC in collaboration with Bay of Islands-Whangaroa Community Board and Sport Northland

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

Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium

Form Submitted 29 Aug 2023, 12:53PM NZST

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

☐ Yes

☒ No

Project dates:

Start Date

End Date:

Date *

Date: *

01/10/2023

31/05/2024

Must be a date.

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 Sanitarium Weet-Bix Kids TRY CHALLENGE is a three week, nationwide programme that encourages Kiwi kids aged 5-15 years old to get active and have fun, as they work towards achieving a physical activity goal and earning their Champions medal and TRYathlon t-shirt.

The goal for our Northland TRY CHALLENGE in School events is to successfully hold a school event across each of the three boards, working alongside Sport Northland and its Healthy Active Learning team to identify one school from each of the three wards as recipients for the 2023-2024 season. With a combined total attendance of 1,000 plus students. Free of charge to the schools and participants.

TRY CHALLENGE in Schools sees the TRYathlon delivery team planning and delivering an event for a Host school and guest schools it may invite. Healthy Active Learning teams from Regional Sports Trusts in most regions work alongside the TRYathlon team to engage and plan the event day with the Host school.

Participation helps to build resilience and a balanced hauora; vital for the personal development of our tamariki. Participants feel a sense of achievement, boost in self-esteem and confidence, inspire others, achieve personal growth, form positive activity habits, and connect the school community.

"TRY SEASON" defined as October 2023 through to May 2024.

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*

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

Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium

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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	\$	\$	No files have been uploaded	\$15,681
Advertising/Promotion	\$1,225.00	\$	No files have been uploaded	\$
Facilitator/Professional Fees	\$315.00	\$	No files have been uploaded	\$
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded	\$
Equipment Hire	\$805.00	\$	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)	\$131.00	\$	No files have been uploaded	\$
Refreshments	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$622.00	\$	No files have been uploaded	\$

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

Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium

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Volunteer Ex- penses Reim- bursement	\$	\$	No files have been uploaded	\$
Other (Wages/ Salary)	\$5,513.00	\$	No files have been uploaded	\$
Other (Volun- teers)	\$350.00	\$	No files have been uploaded	\$
Other (Security)	\$420.00	\$	No files have been uploaded	\$
TRY CHALLENGE Kit plus t-shirt, medal etc x 400@\$15/child	\$6,300.00	\$	No files have been uploaded	\$

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? *

15681

Must be a number.

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

\$5,000

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

87661520

Current Funding

How much money does your organisation currently have? *

\$1.00

Must be a dollar amount.

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

Local Grant Application Form

Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium

Form Submitted 29 Aug 2023, 12:53PM NZST

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

\$1.00

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

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	

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

Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium

Form Submitted 29 Aug 2023, 12:53PM NZST

TRY CHALLENGE in Schools event Te Hiku Board	\$4,000.00	05/04/2023	Yes
TRY CHALLENGE in Schools event Kaikoh e-Hokianga Board	\$4,000.00	06/04/2023	Yes
TRY CHALLENGE in Schools event Bay of Islands-Whangaroa Board	\$4,000.00	04/04/2023	Yes

Declaration

* indicates a required field

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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)

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

Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium

Form Submitted 29 Aug 2023, 12:53PM NZST

- 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
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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 *

Craig Seuseu

Position *

Series Director

Postal Address

Signatory Two

Name

Position

Postal Address

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23245 From SMC Events Ltd on behalf of Sanitarium**

Form Submitted 29 Aug 2023, 12:53PM NZST

Phone Number**Mobile Number****Phone Number****Email****Mobile Number**

Must be an email address.

Email**Date**

Must be an email address.

Must be a date.

Date

29/08/2023

Must be a date.

Grant Form

Kaeo Service Centre

22 AUG 2023


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:

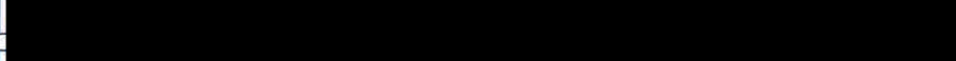
- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☒ Most recent bank statements and (signed) annual financial statements
- ☒ Programme/event/project outline
- ☒ A health and safety plan
- ☒ Your organisation's business plan (if applicable)
- ☒ If your event is taking place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

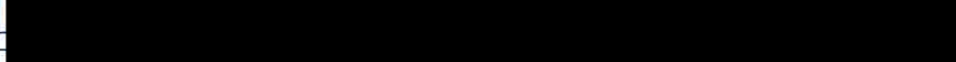
Applicant details

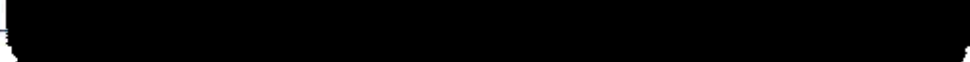
Organisation Wainui Marae Trustees Number of Members 35

Postal Address 

Physical Address 

Contact Person 

Phone Number 

Email Address 

Please briefly describe the purpose of this organisation

To host the 40th year Piri Mokena Memorial Tournament.

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

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

☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

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

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.

Please see attached letter.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying) <i>Memorial Booklet</i>	<i>\$378.00</i>	<i>\$378.00</i>
Equipment Hire <i>Chiller</i>	<i>\$475.00</i>	<i>\$475.00</i>
Equipment Purchase (describe) <i>Hercules Marquee</i>	<i>\$10,204.92</i>	<i>\$5,000.00</i>
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	<i>11,057.92</i>	<i>\$5,853.00</i>

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 134567619

How much money does your organisation currently have? \$104,000.00

How much of this money is already committed to specific purposes? \$104,000.00

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

Purpose	Amount
Consultancy Fees (Ablution block)	\$14,000.00
Building Funds	\$40,000.00
Targeted funding	\$20,000.00
Operational Expenditure	\$20,000.00
Piri Mokena Tournament	\$10,000.00
TOTAL	\$104,000.00

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

Funding Source	Amount	Approved
Foundation North	\$25,000.00	Yes / Pending
Te Runanga O Whangaroa	\$2,000.00	Yes / Pending
		Yes / Pending
Please see attached		Yes / Pending
letter outlining		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
NIL			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

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)

Wainui Marae Trustees.

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

R. Redman

Signatory Two

[Signature]

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

Melanie Rosenthal

Position

Secretary

Postal Address

11 Te Tapui Rd, Matauri Bay

Post Code

0478

Phone Number

0211990147

Mobile Number

Signature

Date

15/8/23

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 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM 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 ***

Waipapa Community Hall

Postal Address ***Physical Address *****Website**

Must be a URL.

Facebook page

Bay of Islands-Whangaroa Community Board Grants 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Mr Barry Considine

Position *

Chairperson

Phone Number**Mobile Number****Email ***

Must be an email address.

Contact Person Two:

Applicant Admin Contact**Position****Phone Number****Mobile Number****Email Address**

Must be an email address.

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

Community Hall available to the general public and community groups

Number of Members *

12 regular user groups + c.15 casual

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

Clearly describe the project or event:

Name of Activity *

Purchase and installation of 2 x heatpumps

Location *

Waipapa Community Hall, 14 Waipapa Loop Road, Kerikeri 0230, Northland, New Zealand

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

Bay of Islands-Whangaroa Community Board Grants 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM NZST

☐ Yes☒ No**Project dates:**

Start Date

End Date:

Date ***Date: ***

01/08/2023

17/08/2023

Must be a date.

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 hall currently has 4 one-bar old style electric heaters which are insufficient to heat it in winter. As some of our users are elderly, they can't attend during winter months. As well, the hall gets very hot in summer, and some of our users are very active (Irish dancing for example) the heat becomes a problem which the cooling of the heat-pumps would assist.

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

Bay of Islands-Whangaroa Community Board Grants 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM NZST

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	\$	\$	No files have been uploaded	\$0
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)	\$8,165.00	\$4,082.50	Filename: Keri Refrigeration QUOTE-2961.pdf File size: 278.0 KB	\$
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	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$

Funding Request Amount

Bay of Islands-Whangaroa Community Board Grants 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM NZST

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? *

8165

Must be a number.

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

\$4,083

Must be a dollar amount.

Financial Information*** indicates a required field****Financial Information****If your organisation registered for GST ***☐ Yes ☒ No**Current Funding****How much money does your organisation currently have? ***

\$5,574.35

Must be a dollar amount.

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

\$0.00

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**

Bay of Islands-Whangaroa Community Board Grants 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM NZST

\$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.	
Own funds	\$4,082.50	Approved
	\$	

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

Bay of Islands-Whangaroa Community Board Grants 2022-2023 Local Grant Application Form

Application No. BWCB2422/23 From Waipapa Community Hall

Form Submitted 15 Aug 2023, 9:14PM NZST

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

Signatures

Signatory One

Signatory Two

Bay of Islands-Whangaroa Community Board Grants 2022-2023**Local Grant Application Form****Application No. BWCB2422/23 From Waipapa Community Hall**

Form Submitted 15 Aug 2023, 9:14PM NZST

Name *

Barry Considine

Position *

Chairperson

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

Must be an email address.**Date**

27/06/2023

Must be a date.

Name

Doreen Christiansen

Position

Treasurer

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

Must be an email address.**Date**

03/08/2023

Must be a date.

7.10 PROJECT FUNDING REPORTS

File Number: A4383168

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) Bay of Islands Walking and Walkways Trust
- b) Kerikeri Theatre Co – Fantastic Mr Fox
- c) Paihia Christmas Parade 2022
- d) Weet-Bix TRY Challenge in Schools

1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.





Take Tūtohunga / Reason for the recommendation

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

ĀPITI HANGA / ATTACHMENTS

- 1. Bay of Islands Walking and Walkways Trust - A4382388 [↓](#) 
- 2. Kerikeri Theatre Co - Fantastic Mr Fox - A4382389 [↓](#) 
- 3. Paihia Christmas Parade 2022 - A4382390 [↓](#) 
- 4. Weet-Bix TRY Challenge in Schools - A4382385 [↓](#) 

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:

Bay of Islands Walking and Walkways Trust

Name & location of project:

Russell to Okiato Shared Pathway

Date of project/activity:

Grant approved 6/9/21 but only spent August 2023

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$3000

Board meeting date the grant was approved:

September 2021

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)
Halvosigns	\$4962.25	yes
	\$	
	\$	
	\$	
Total:	\$4962.25	

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

The shared pathway is finally taking shape. Numerous volunteers are participating in making it – groups like Kerikeri and Bay of Islands Rotary Clubs; kea, cubs, scouts and venturers from Whangarei, Russell locals. Funding is coming from Pub Charity, Russell St John, local businesses (in cash and kind), individuals, and service groups. A contractor is employed to construct the pathway.

Happy to present a report at a meeting – better still – take you on a walk!!!

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

A real community project that will benefit locals and visitors. It is still being developed and will in time be used by community groups like Predator Free 2025, BOI Walking Weekend, Aramex Run/Walk series AS WELL AS LOCALS for fitness.

Working together as a group has also benefitted the community.

Local groups see the benefit. This week we received nearly \$1000 for plants from community groups and individuals.

Pictures show it better . Maybe Community Board members would like a guided walk!

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

Photos attached. I consulted with Manuela when she was on the Community Board.

If you have a Facebook page that we can link to please give details:**This report was completed by:**

Name:

Address:

Phone mob:

Email:

Date:



**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 Theatre Company
Name & location of project:	Fantastic Mr Fox, Turner Centre
Date of project/activity:	4th & 5th July, 2023

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2,000

Board meeting date the grant was approved: June 2023

Please give details of how the money was spent:

- Your contribution to the project and the funding you received from the Community Board must be accounted for*
- Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.*

Supplier/Description	\$amount	Receipt/s attached (please tick)
Turner Centre - Venue Hire	\$2742.75	<input checked="" type="checkbox"/>
	\$	
	\$	
	\$	
Total:	\$2742.75	

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

Community Engagement: Staging Fantastic Mr. Fox brought together 21 production team members, 52 young cast members, and a diverse audience of 800 attendees, showcasing the community's enthusiasm for local theatre.

Inter-Generational Appeal: The show's immersive experience and innovative props resonated with audiences of all ages, fostering connections and creating a memorable shared experience.

Private Bag 752, Memorial Ave, Kaitake 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

Fantastic Mr. Fox provided the community with an engaging and inclusive cultural experience, fostering a sense of shared identity and appreciation for the arts. The show's appeal to all age groups created opportunities for families and friends to come together, reinforcing community ties and encouraging multi-generational interactions. Through showcasing local youth talents and providing learning experiences, the production empowered young performers, contributing to their personal growth and inspiring future generations of artists.

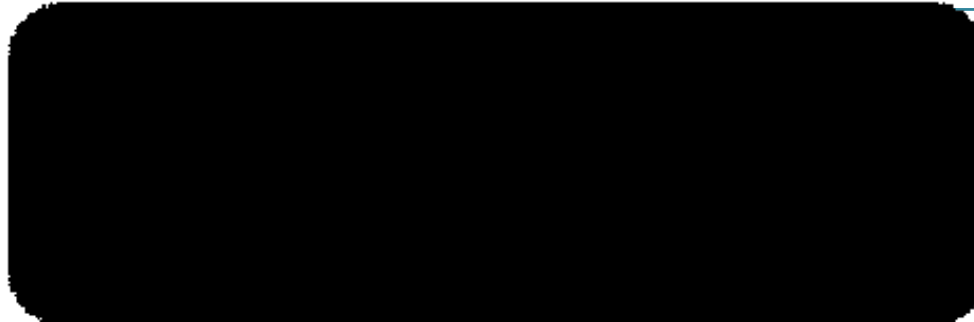
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

Due to delays in receiving confirmation of the funding, we were able to include our special thanks to the Community Board in our show programme which every ticket purchaser received a free copy of. The Community Board logo is featured on the front of the show programme as well as in the list of special thank you's inside the programme. Show programme is attached.

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

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

This report was completed by:





**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: BUSINESS PAIHIA INC.
Name & location of project: PAIHIA CHRISTMAS PARADE, PAIHIA.
Date of project/activity: 21 DEC 2022

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 5000 - 00.

Board meeting date the grant was approved: 1/9/2022.

Please give details of how the money was spent:

- Your contribution to the project and the funding you received from the Community Board must be accounted for
- Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.

Supplier/Description	\$amount	Receipt/s attached (please tick)
Blah Blah Marketing + Events Ltd. (H+Set)	\$ 2,100 (exc. gst)	<input checked="" type="checkbox"/>
Kia Tupato (road closure)	\$ 2,900 (exc. gst)	<input checked="" type="checkbox"/>
	\$	
	\$	
Total:	\$ 5,000.	

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

Fantastic community spirit. From small children to residents of Radium Baycare. - Everyone was having a great time cheering each other on. The time & effort that went into the creative floats was incredible.

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750. Fax: (09) 401 2137. Email: ask.us@fndc.aovt.nz. Website: www.fndc.aovt.nz

1

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

- Following so many restricted + cancelled events - this brought everyone together.
- There were several hundred participants in the parade.
- So many spectators.
- The parade really brought the community together!!
- Floats from Opua, Waitangi, Paikia, Haruru, Oromahoe & Kerikeri.

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

- Mentioned in all Business Paikia Communications to local businesses.
- Business Paikia really appreciates this support. Without it the parade would not happen.

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

facebook.com/BusinessPaikia

This report was completed by:

Name:

Address:

Phone:

Email:

Date:



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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: SMC Events Ltd on behalf of Sanitarium _____

Name & location of project: Sanitarium Weet-Bix Kids TRY CHALLENGE in Schools, at Oromahoe School _____

Date of project/activity: Tuesday 4th April, 2023 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$4,000 _____

Board meeting date the grant was approved: 17 November 2022 _____

Please give details of how the money was spent:

- *Your contribution to the project and the funding you received from the Community Board must be accounted for*
- *Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.*

Supplier/Description	\$amount	Receipt/s attached (please tick)
TRY CHALLENGE Kit	\$ 5,024	✓
<i>Please refer to attached excel spreadsheet for details.</i>		
Total:	\$ 5,024	

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

The total number of students who participated over the three days in the Far North District Council was 1,080.

For Bay of Islands-Whangaroa region, the Host School was Oromahoe School. And the number of students who participated from host and invited schools was;

Oromahoe School – 170

Bay Academy – 98

Home School – 8

Blomfield – 6

Russell School – 37

Pakaraka – 38

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

Overwhelmingly positive feedback was received from schools that participated, and from the Healthy Active Learning staff at the regional sports trusts we worked alongside.

Sport Northland Feedback:

"It helped inspire children and teachers to be more active. The event also led to some Kaiako having conversations about what the potential is to incorporate different activities within the interschool cross country to make it more fun and interactive for Tamariki. It also allowed children with physical impairments to participate.

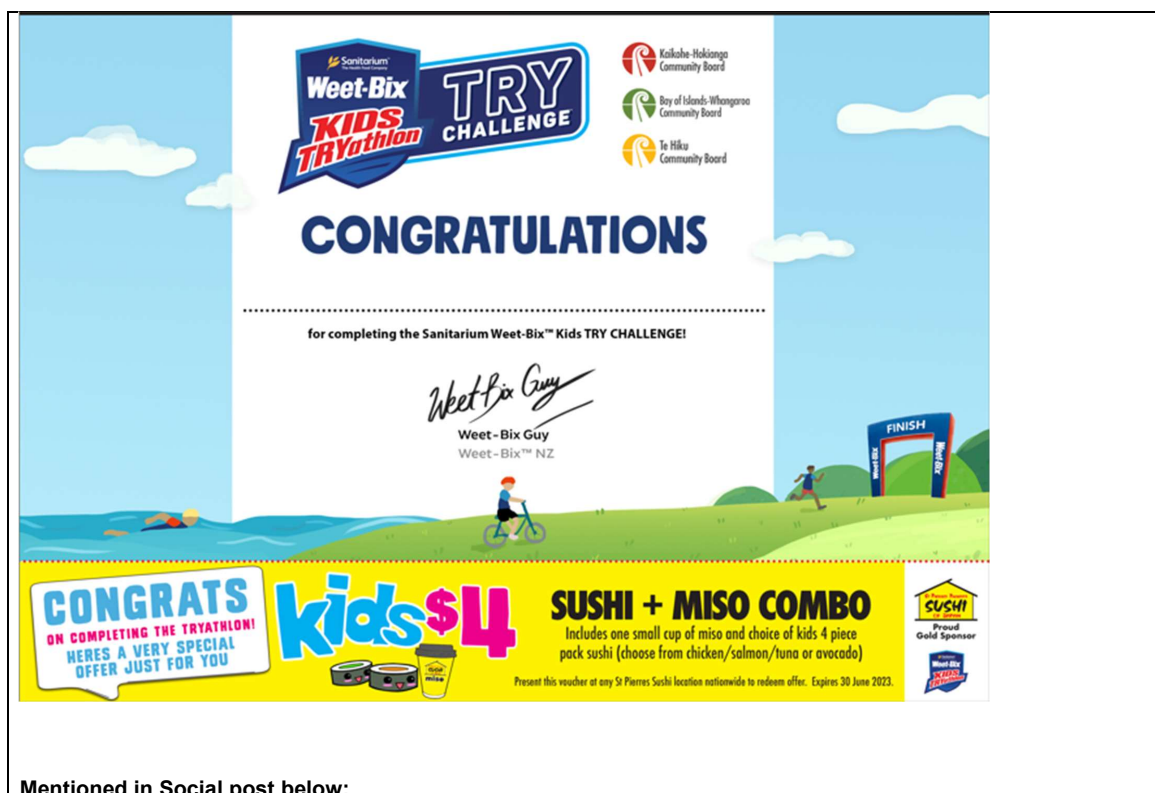
The set up worked well and school hosts actively participated on the day. It was also great for the community to be involved such as the Kaikohe fire brigade. The low barrier of entry for all participants, not being the traditional triathlon-type event, meant that all Tamariki regardless of their background could enter and have fun."

- *Ashleigh Ellis, Healthy Active Learning Support and Sport Northland team.*

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

Please refer to PDF attachment for photos and additional information on the event.

Community Board logos were displayed on the certificates – see below:



Mentioned in Social post below:

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Sanitarium Weet-Bix Kids TRYathlon New Zealand
Published by Lydia McCormack · 14 April · 🌐

★ TRY CHALLENGE Northland ★

We headed to the Far North last week and were lucky enough to visit three schools - Oromahoe School, Kaingaroa School and Kaikohe Christian School.

More than 1000 students from 14 schools across the region gave it a TRY! We loved your positive attitude Northland! 🇳🇿

A massive thank you to [Sport Northland](#), [Kaikohe - Hokianga Community Board](#), [Bay of Islands - Whangaroa Community Board](#) and [Te Hiku Community Board](#) for their support 🙌

"WOW we have just had an amazing morning with Bay of Islands Academy, Russell School, Pakaraka School and Blomfield School. We were proud to host the Weet-Bix TRYathlon with support from the Weet-Bix team and Sport Northland." - Oromahoe School



The event MC had specific notes, see screen shot below relating to the community board:

Thank you to Whangaroa Community board for your helping hand in making this event happen...

- The Whangaroa Community board are committed to empowered and connected representation and delivering community wellbeing through creative partnerships.
- The board is proud to be supporting schools with their TRY CHALLENGE

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

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

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

This report was completed by:

Name: Sandra

Greer

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

File Number: A4395283

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 August 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	\$61,790.35	\$93,360.86
Less funds granted and uplifted to 31 August 2023	\$66,187.83	-
• Less funds not uplifted from previous community meetings (committed to projects)	\$37,691.00	\$93,300.86
Community Fund Account balance as at 31 August 2023	\$159,460.52	\$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 August 2023 in the Community Fund account is \$159,460.52 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 August 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account BOI-Whangaroa as at 31 August 2023 - A4395276** [!\[\]\(86b7331e04fe40a56bcff2e9c065738b_img.jpg\)](#) 



Far North District Council
Bay of Islands - Whangaroa Community Board
Statement of Community Fund Account as at 31-August-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
Refund from 2023 - Turner Centre Kanikani Kanoa	2,173.91	
Plus, unused funds from 2021-23	\$ 61,790.35	\$ 93,360.86
	\$ 263,339.35	\$ 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	
Whangaroa 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	
August 23		
Whangaroa Recreation and Community Trust for the costs towards repainting the Whangaroa pool and training of lifeguards	28,773.83	
Less funds granted and uplifted to 31 August 2023	\$ 66,187.83	\$ -
Balance as at 31 August 2023	\$ 197,151.52	\$ 193,360.86
Less funds not uplifted from previous community meetings at 31 August 2023		
Meeting 03.02.22 and Meeting 02.06.22		
Procurement of concept drawings for The Strand, Russell		93,300.86

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Meeting 03.03.22		
Rangitane Residents Association for costs towards CCTV replacement	5,149.00	
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	
Meeting 31.08.23		
The Turner Centre for the costs towards Kanikani Kanoa	4,500.00	
The Graeme Dingle Foundation for the costs towards mentoring and career guidance for students in the Bay of Islands-Whangaroa Ward	5,000.00	
Bay of Islands Rotary Club for the costs towards Paihia Colour Run 2023 Festival	1,460.00	
to Friends of Rolands Wood Trust for the costs towards extending the car parking area	15,000.00	
Less funds not uplifted from previous community meetings (committed to projects)	\$ 37,691.00	\$93,300.86
Community Fund Account balance as at 31 August 2023	\$ 159,460.52	\$ 100,060.00
	Community Board	Placemaking

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

File Number: A4395999

Author: Fleur Beresford, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2020.

WHAKARĀPOPOTO 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 report Bay of Islands-Whangaroa Community Board September 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. Bay of Islands-Whangaroa Community Board September 2023 Action Sheet Report - A4396091  

OUTSTANDING ACTIONS REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Tuesday, 19 September 2023 2:06:25 pm Date From: 1/01/2020 Date To: 19/09/2023	
Meeting	Title	Resolution	Notes
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 31/08/2023	Opua-Paihia Walkway Permanent Realignment Beechy Street to English Bay	RESOLUTION 2023/103 Moved: Member Belinda Ward Seconded: Member Jane Hindle That the Bay of Islands-Whangaroa Community Board; a) leave this report: "Opua-Paihia Walkway Permanent Realignment Beechy Street To English Bay" lie on the table to allow staff time to conduct further research on the condition assessment, b) request that staff conduct a site visit at the southern end of the track through to Wall's Bay Reserve; c) supports the interim closure of the affected pathway, and, d) requests that the long term implications of the overall coastal pathway be taken into consideration. CARRIED	
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 Gmuier-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. <u>Abstained:</u> Rachel Smith CARRIED	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.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE