



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 27 September 2023

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 27 September 2023 at 10:00 am

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

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

- Karena Tamehana – South Hokianga Primary Kapa Haka
- Craig Seuseu – Sanitarium Weet-Bix Kids TRY Challenge
- Angelina Goodhew – Fencing of the Taheke Hall Grounds
- Alice Davis – Te Kohanga Reo o Whirinaki 40th Anniversary Celebration

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4145382

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 30 August 2023 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Kaikohe-Hokianga Community Board Minutes 30 August 2023 - A4358637** [↓](#) 

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 30 AUGUST 2023 AT 10:00 AM**

PRESENT: Deputy Chairperson Tanya Filia, Member Trinity Edwards, Member Harmonie Gundry, Member Jessie McVeagh, Member John Vujcich

IN ATTENDANCE:

STAFF PRESENT: Melissa Wood (Community Board Coordinator), Scott May (Manager – Stakeholder Relationships), Rhonda-May Whiu (Support Officer), Eden Ramsey (Finance & Customer Services Administrator), Kathryn Trewin (Funding Advisor), Michelle Rockell (Team Leader – Property Management), Grace Hamlin (Support Officer), Karen Sheppard (Communications & Engagement Advisor), Marlema Baker (Democracy Advisor),

1 KARAKIA TIMATANGA / OPENING PRAYER

Deputy Chairperson Tanya Filia opened the meeting with a karakia and mihi/acknowledgement to Chairperson Chicky Rudkin.

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

Apologies submitted for Chairperson Chicky Rudkin.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There were no speakers for Public Forum

4 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations requested for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

- Janine McVeagh representing the Hokianga Community Education Trust. Item 7.5 a) refers.
- Megan Denize representing Helping Paws Charitable Trust (virtual). Item 7.5 c) refers.

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

Agenda item 6.1 document number A4145371, pages 8 - 16 refers

RESOLUTION 2023/64Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 2 August 2023 as a true and correct record.****CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4161215, pages 17 - 26 refers

RESOLUTION 2023/65Moved: Member Harmonie Gundry
Seconded: Member Jessie McVeagh**That the Kaikohe-Hokianga Community Board note the reports from Chairperson Rudkin and Member Trinity Edwards, Deputy Chair Folia, Member Harmonie Gundry, and Member Jessie McVeagh.****CARRIED**

10:17 am Member Edwards arrived

7.2 ROAD NAMING - 8113 STATE HIGHWAY 1, OMAPERE

Agenda item 7.2 document number A4328503, pages 27 - 37 refers

RESOLUTION 2023/66Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry**That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a public road, Te Hekenga Road that is currently addressed at 8113 State Highway 1, Omapere.****CARRIED****7.3 ROAD NAMING - LOT 19, 90 WEHIRUA ROAD, OKAIHAU**

Agenda item 7.3 document number A4344518, pages 38 - 43 refers

RESOLUTION 2023/67Moved: Member John Vujcich
Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board;

- a) **revoke resolution 2023/50 which incorrectly states the road is private; and**
- b) **receive the map showing the correct location of the road.**

CARRIED

7.4 PROJECT FUNDING REPORTS

Agenda item 7.4 document number A4337834, pages 44 – 47 refers

RESOLUTION 2023/68

Moved: Member John Vujcich
Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board note the project report received from Wonderland Glow Show.

CARRIED

Member Jessie McVeagh declared a perceived conflict of interest in relation to item 7.5 a) but notes she has no pecuniary interest in the Hokianga Community Education Trust.

7.5 a) FUNDING APPLICATIONS

Agenda item 7.5 document number A4337830, pages 48 - 76 refers

RESOLUTION 2023/69

Moved: Member John Vujcich
Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board approves the sum **\$3,000 (plus GST if application) to be paid from the Board's Community Fund account to Hokianga Community Education Trust for publication of the book *Resident Alien*, to support the following Community Outcomes:**

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

CARRIED

7.5 b) FUNDING APPLICATIONS

Agenda item 7.5 document number A4337830, pages 48 - 76 refers

RESOLUTION 2023/70

Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board approves the sum of **\$2,865 (plus GST if applicable) be paid from the Board's the Board's Placemaking Fund to Hokianga Country Music Club for the 2023 Hokianga Country Music Festival to support the following Community Outcomes:**

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

CARRIED

7.5 c) FUNDING APPLICATIONS

Agenda item 7.5 document number A4337830, pages 48 - 76 refers

RESOLUTION 2023/71Moved: Member John Vujcich
Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board approves the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Helping Paws Charitable Trust for the rescue of wild horses in the Hokianga to support the following Community Outcomes:

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

CARRIED**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2023**

Agenda item 8.1 document number A4347157, pages 77 - 81 refers

RESOLUTION 2023/72Moved: Member John Vujcich
Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 July 2023.

CARRIED**8.2 RAWENE CAMPUS - TE PUNA O KUPENUKU UPDATE**

Agenda item 8.2 document number A4353825, pages 82 - 116 refers

COMMITTEE RESOLUTION 2023/73Moved: Member John Vujcich
Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board receive the report Rawene Campus - Te Puna o Kupenuku Update.

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

Agenda item 8.3 document number A4334734, pages 117 - 119 refers

RESOLUTION 2023/74Moved: Member John Vujcich
Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4161223

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board notes the report from Member Jessie McVeagh.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

1. KHCB Member McVeagh report Sept 2023 - A4376535 [↓](#) 

7.2 HOKIANGA HARBOUR LONG TERM PLAN

File Number: A4284404
Author: Keith Kent, Transport Planner
Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval of a recommendation that Council approve the preparation of a long term plan for the crossing of Hokianga Harbour.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- This report formalises a recommendation to the Kaikohe-Hokianga Community Board from the Hokianga Harbour Ferry Liaison Group in relation to the development of a long term plan for the crossing of Hokianga Nui A Kupe.
- It provides historical background context to be taken into consideration when deciding whether or not to confirm approval.
- It identifies the need to make appropriate provisions in the Council's 2024/27 Long Term Plan.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board recommends that Council allocate funds in the 2024/27 Long Term Plan to allow the preparation of a long-term plan for the crossing of the Hokianga Harbour.

1) TĀHUHU KŌRERO / BACKGROUND

In late 2002, Council approved plans to construct a bridge crossing of Hokianga Nui A Kupe (the Hokianga Harbour) at the Narrows on the assumption that it would be 100% Government funded and would be completed by 2006.

Amidst concerns raised by some locals suggesting that the township of Rawene would be destroyed if the ferry service was subsequently discontinued, the Government agency 'Transfund' also clarified that it had not guaranteed 100% funding of a bridge but that its board would consider Council's request for subsidy to undertake further investigations.

Also in 2002, a Northland Integrated Transport Study was also commissioned to identify an integrated transport network which could serve the future transport needs for the region for the next 10 years. This included the bridging of the Hokianga Harbour. This was subsequently incorporated as a strategic priority in the Regional Land Transport Strategy for Northland 2003 – 2008. The expectation was that the Regional District Councils would implement this strategy through their individual land transport programmes.

In 2005, the Far North District Council commissioned a Road Improvement Strategy to provide a guiding framework for transport decisions for the next 20 years. This did not prioritise the bridging of the Hokianga Harbour as required in the Regional Strategy. In response to this omission, the 'Hokianga Uniting Bridge Committee' submitted a letter of objection and petition to the 2005 Annual Plan process.

The further investigation of a bridge as a supplement to the ferry crossing of the harbour was restated as a strategic priority in the May 2010 Northland Regional Council 30 Year Transport Strategy / Regional Land Transport Strategy but Council by then no longer supported the proposal deeming it to be unviable.

Then in the 2018-28 Long Term Plan Council stated its commitment to an *'Accelerated focus on the long term strategy for the Hokianga Harbour Crossing in collaboration with the Hokianga Ferry Liaison Group.'*

With this objective in mind, preparations were made to undertake an initial feasibility study to evaluate replacement or conversion of the diesel ferry to low emissions technology. This study was not undertaken but preliminary data collection in the form of hydrographic and bathymetric surveys of the harbour was undertaken in 2019.

The 2021-28 Long Term Plan confirmed Council's endorsement of the Integrated Transport Strategies projects and activities for inclusion in the Regional Land Transport Plan. Hokianga Harbour Long Term Plan was one of those activities.

As highlighted in the Hokianga Harbour Ferry Liaison Group 23 Feb 2023 minutes shared with the Kaikohe-Hokianga Community Board 15 June 2023;

"The Group resolved to strongly recommend that the KHO-Hokianga Board advocate for the development of the Hokianga Harbour Long Term Transport Plan."

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Relevant legislation

The Local Government Act Part 6, clause 101B requires local authorities as part of its long-term plan, to prepare and adopt a 30-year infrastructure strategy identifying significant infrastructure asset issues and principal management options. The Hokianga Harbour Ferry is deemed to be a significant asset.

Significance and engagement

No external parties need to be consulted prior to making the recommendation in this report as the Hokianga Harbour Ferry Liaison Group Terms Of Reference confirm that they represent the interests and views of the community of users.

The plan arising from the recommendation if passed by Council will however require significant well-planned engagement at a local level.

Policy and strategy considerations

Whilst Council Delegations to Community Boards specifically exclude the Hokianga Vehicle Ferry, the Hokianga Harbour Ferry Liaison Group Terms Of Reference require the group to make any recommendations to Council via the Community Board.

The 2020 Integrated Transport Strategy and Integrated Transport Plan both identify the need to have this plan incorporated in the 30 year infrastructure strategy to comply with the Local Government Act.

Risk and mitigations

Council is at risk of breaching the Local Government Act if a long term plan is not in place for the Hokianga Harbour crossing.

The suitability of ongoing maintenance investment is at risk without a long term plan underpinning a Maintenance Intervention Strategy and Capital Investment Programme.

Implications for Māori

Hokianga Nui A Kupe is rich in history and Māori culture. It is the landing place of navigator Kupe and is considered the mauri (life-force) of local Māori.

The Hokianga Harbour Ferry Liaison Group has always had Māori representation to ensure that due consideration is given to the cultural, historical, and economic effects on local Māori of views expressed by the group.

For the purposes of this report, no additional Māori consultation or engagement is considered necessary, however, the plan arising from the recommendation if passed by Council will require significant well planned up-front iwi/hapū engagement.

It should be noted here that news articles from 2002 suggested that Te Runanga O Te Rawa were supportive of a bridge. It may therefore be safe to assume that they would remain at least supportive of the revisit which this proposed Long Term Plan proposes.

Scope

In addition to undertaking a comprehensive Environmental Scan and summary of all relevant existing data sources, reports, and correspondence, the scope of a Hokianga Harbour Long Term Plan will include all items previously identified in the planned but uncompleted feasibility study to evaluate replacement or conversion of the diesel ferry to low emissions technology. It will need to reconsider all previously identified crossing options and potential long term ferry maintenance regimes.

It will need to be developed in coordination with Northland Regional Council's planned Hokianga Harbour Remediation project and Council's other projects in and around the Hokianga Harbour.

In order to maximise the opportunity to attract funding subsidy, the format of this Long Term Plan will need to be developed as a Waka Kotahi (New Zealand Transport Agency) Programme Business Case referencing the Integrated Transport Programme as its Strategic Business Case. This will dictate the necessary extent of the scope.

Options

1. Approve the recommendation. Forward the formal recommendation to Council for consideration.
2. Decline the recommendation. This would require the Hokianga Harbour Ferry Liaison Group to consider making a submission on the Council's 2024/27 Long Term Plan.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Option 1. Approval of the recommendation is recommended to mitigate the risk of breaching the Local Government Act by not having a 30 Year Plan for the crossing of the Hokianga Harbour and to mitigate the risk associated with inadequate financial provision for major renewal and replacement costs.

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

This is an operational issue with \$175,000 having previously been included in the Operating Funding of Council's 2021/23 Long Term Plan. However, arising from significant delays in obtaining notification from Waka Kotahi (New Zealand Transport Agency) of the subsidy declined status, the significantly smaller \$54,250 remaining local share funds were considered insufficient to develop this proposed plan.

The reason given by Waka Kotahi for declining subsidy was that despite it arising from the approved Integrated Transport Strategy Programme Business Case, it was considered too high level and more in the realm of a Strategic Business Case which they do not subsidise. It was also submitted for subsidy through their over-subscribed Work Category of Investment Management and so failed to reach the threshold for approved subsidy in the face of stiff competition.

It is therefore necessary to reconfirm the need for this operational activity and associated potential capital implementation work in the 2024/27 Council Long Term Plan, Roading Activity Management Plan and Regional Land Transport Plan.

Subject to Council approval of this recommendation, it is suggested that the previously allocated \$175,000 be considered an appropriate sum, pending confirmation by tender of professional services. The cost and timescale of necessary engagement is expected to be significant.

ĀPITI HANGA / 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	<p>The level of significance of this proposal is considered LOW</p> <p>No external parties need to be consulted prior to making the recommendation in this report as the Hokianga Harbour Ferry Liaison Group Terms Of Reference confirm that they represent the interests and views of the community of users.</p> <p>The plan arising from the recommendation if passed by Council will however require significant well-planned engagement at a local level.</p>
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<p>The Local Government Act Part 6, clause 101B requires local authorities as part of its long-term plan, to prepare and adopt a 30-year infrastructure strategy identifying significant infrastructure asset issues and principal management options. The Hokianga Harbour Ferry is deemed to be a significant asset.</p> <p>The 2020 Integrated Transport Strategy and Integrated Transport Plan both identify the need to have this plan incorporated in the 30 year infrastructure strategy to comply with the Local Government Act.</p>
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.	<p>Council Delegations to Community Boards specifically exclude the Hokianga Vehicle Ferry but the Hokianga Harbour Ferry Liaison Group Terms Of Reference require the group to make any recommendations to Council via the Community Board.</p> <p>The Kaikohe-Hokianga Community Board have had prior notification of this report through the group's minutes.</p>
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.	<p>The Hokianga Harbour Ferry Liaison Group has always had Māori representation to ensure that due consideration is given to the cultural, historical, and economic effects on local Māori of views expressed by the group.</p> <p>For the purposes of this report, no additional Māori consultation or engagement is considered necessary, however, the plan arising from the recommendation if</p>

State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	passed by Council will require significant well planned up-front iwi/hapū engagement.
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).	The Hokianga Harbour Ferry Liaison Group have made this recommendation on behalf of the community of users of the ferry which they represent.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are noted in section 3 of this report
Chief Financial Officer review.	This report has been reviewed by the Chief Financial Officer

7.3 RESERVE MANAGEMENT PLAN PROGRAMME

File Number: A4333398

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 Kaikohe-Hokianga 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 for the district 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 Kaikohe-Hokianga Community Board recommends that an individual Reserve Management Plan is prepared for _____ Reserve in the Kaikohe-Hokianga ward.

1) TĀHUHU KŌRERO / BACKGROUND

Council is required to prepare reserve management plans for many reserves under its control, management or administration to ensure appropriate management, 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 one for Lindvart Park in the Kaikohe-Hokianga ward area.

The Far North District Council Parks and Reserves Policy was adopted in 2022 and includes the following direction 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 begin work on 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 Mana Whenua. The timeframe may also be affected by staff workloads at a particular time.

In the Kaikohe-Hokianga ward, the following reserves meet the requirements for individual reserve management plans outlined in the Parks and Reserves Policy and the purpose of this paper is to seek the views of Kaikohe-Hokianga Community Board on the priority of these sites for Reserve Management Plans:

Reserve	Existing RMP	Comment
Rawene Domain	No	Current community interest in this reserve with changing recreational needs
Lindvart Park / Sportsville Kaikohe	2018 plan	Recent plan, and site is currently being redeveloped. The community may have more focus for a reserve management plan review when construction is complete
Memorial Park, Kaikohe	No	This park has been recently redeveloped
Ohaeawai Rugby Field	No	The need for a reserve management plan has not been discussed with Taiamai Ohaeawai Rugby Football & Sports Club at this time
Hone Heke Memorial Park	No	This park is classified as a historic reserve however the values of this park may not be consistent with those expected for a historic reserve under the Reserves Act.

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 a 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 Kaikohe-Hokianga ward area.
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.	The CFO has not reviewed this report.

7.4 ROAD RE-NAMING - PERA ROAD WAIMA BACK TO PERAS ROAD**File Number: A4364457****Author: Eden Ramsay (NTA), Finance and Customer Services Administrator****Authoriser: Cara Downie, Business Support Manager****TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to re-name Pera Road back to Peras Road was received on 2 February 2021. A report was put forward to the Kaikohe-Hokianga Community Board on 2 August 2023 where the decision was made to leave it to lie as they felt not enough consultation was done with the wider Waima community.

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

- a) uplift the report pursuant to Council's Naming Policy that was left to lie at 2 August 2023 meeting, and
- b) recommends that Council re-name Pera Road, Peras Road.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

Council staff were notified by Desiree Witehira Harris and Mary Ammar, who are direct descendants of Mr Aperahama Raniera, that Mrs Rose Pera was not fully aware of the history and had been incorrectly advised. They have also advised Council that the community have been upset by the name change as no consultation occurred.

Mary Ammar submitted the application to rename the road back to Peras Road along with letters from herself and her daughter explaining the history of the land and the name which as attached to this report.

The report that was put forward to Council on 2 August 2023 contained the application, letters of support and approval from Land Information New Zealand. The Board left this matter to lie on the table and requested that staff consult with the Waima community on the road re-naming and seek further response from Mrs Rose Pera regarding the re-naming before it would make a decision.

Mary Ammar has been collecting signatures in support of the road re-naming from residents and the wider community. She maintains that the community wish to restore the original name back to **Peras** Road. At the time of writing this report there were 37 signatures obtained.

As Rose Pera is not from the Waima community, Desiree and Mary advised that they were unable to obtain feedback from her. In an effort to ensure all sides could be heard, council reached out on the 2nd of August 2023 by phone and email and asked if she would like to put forward a comment. At the time of writing this report no response has been received.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The options are as follows:

Recommend to Council:

1. To change the road name from Pera Road to Peras Road.
2. That the road name remains as Pera Road.
3. Leave the report to lie on the table pending more information.

The Roding Team and Land Information New Zealand have no objections to renaming the road Peras Road.

Take Tūtohunga / Reason for the recommendation

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

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

There will be no financial implications to Council relating to the installation of the road name sign. The cost of the road signage and installation will be met by the applicant.

ATTACHMENTS

1. Letters of Support - A4306981 [↓](#) 

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.

Compliance requirement	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 rename of a public road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance. The Community Board have the delegated authority to approve road names, but renaming of roads sits with Council.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	The spelling of the road name is being corrected in respect of Mr Aperahama (Peras) Raniera and descendants.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Property owners of Pera Road and that of the wider Waima Community have given consent to rename the road Peras Road.
State the financial implications and where budgetary provisions have been made to support this decision.	The costs for road signage (white on blue background name blade) and installation will be met by Council.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.5 KAIKOHE-HOKIANGA COMMUNITY BOARD STRATEGIC PLAN 2023-2025

File Number: A4376455

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

To present the Kaikohe-Hokianga Community Board with their 2023-2025 Strategic Plan.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The previous Kaikohe-Hokianga Community Board did not develop a strategic plan.
- The plan captures Board and community aspirations.
- Plan content has been developed to align with feedback from the community and will continue to be socialised with the community.
- The plan is a single source of truth and will be used to feed projects into Council's Long-Term and Annual Planning processes, as well as assisting the Board in their own decision-making and grant allocation.
- The Plan is a living document, and the Board will have ongoing opportunities to review and update the Strategic Plan to keep it relevant.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board adopt the Kaikohe-Hokianga Community Board Strategic Plan 2023 – 2025.

1) TĀHUHU KŌRERO / BACKGROUND

The current Kaikohe-Hokianga Community Board worked with staff to initiate and develop this strategic plan. This work was completed via workshops.

The Plan includes and reflects community aspirations which are represented by the Board Members in their role as elected representatives. It is a living document, and the Board will have opportunities throughout their triennium to review and continue to update and refine the plan to ensure its ongoing relevance. It also provides a decision-making guide, as Board discussions/resolutions can be checked against the strategic objectives identified in the plan.

Information in the Plan is intended for the consideration of staff and elected members in developing Long Term Plan priorities, identifying key projects the community would like progressed via LTP and Annual Plan processes, and during the development of FNDC policy and planning activities.

At the end of the current triennium the Board can share this plan with the incoming Kaikohe-Hokianga Community Board. The data collected and insights shared will assist the new Board to begin their term well informed.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

While there is no legal requirement for a Community Board to have a strategic plan, there is immense value in any group or organisation taking the time to develop a strategic direction. Clearly articulating a vision allows the Board to be much more deliberate in its actions to achieving the vision. This focused effort will help to effect long-term positive change in the Kaikohe-Hokianga Ward.

Options

Option One: Note the Kaikohe-Hokianga Community Board Strategic Plan

Option Two: Do not note the Kaikohe-Hokianga Community Board Strategic Plan

Take Tūtohunga / Reason for the recommendation

The primary purpose of this document is to present the aspirations of the communities in the Kaikohe-Hokianga ward. These have been collected via direct feedback to Community Board members or via Community Plans.

A secondary aim is to provide a foundation document to guide the next incoming Kaikohe-Hokianga Board. With elections, representation may change but community aspirations endure long past an election cycle. It is hoped that this document can assist the future board by learning from experience, save on time gathering information and thereby maintain and build on momentum already gained in progressing community aspirations.

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

There are no immediate financial implications. Projects in the plan will be seeking funding via Council's Long-Term/Annual Planning process, Community Board grant funding or other mechanisms.

ĀPITIHINGA / ATTACHMENTS

1. **Kaikohe-Hokianga Community Board Strategic Plan 2023 - 2025_July 2023 - A4376514**



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	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.	Connects to the following community outcomes; Proud vibrant communities Communities that are healthy, safe, connected and sustainable
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.	Primarily of relevance to the Kaikohe-Hokianga Ward. Some relevance District wide
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.	Board members have considered implications for Māori in their plan and added principles that acknowledge and support better decision making in this space.
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 communities within the Kaikohe-Hokianga Ward. This is a living document; it will be updated regularly, so there is always an opportunity to contribute.
State the financial implications and where budgetary provisions have been made to support this decision.	No immediate financial implications.
Chief Financial Officer review.	There are no immediate financial implications and CFO has not reviewed the report, however has sited the Board's Strategic Plan.

7.6 PROJECT FUNDING REPORTS

File Number: A4383137

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Community Board's Local Grant Fund must complete and submit a project report no later than two months after the completion of their project.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the project report received from:

- a) Bay of Islands Hockey Association
- b) Nights of Light Rawene
- c) Northland College
- d) Opononi Bowling Club
- e) Rob Pink (Rawene Sand)
- f) 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.

ĀPITIHINGA / ATTACHMENTS

1. Bay of Islands Hockey Association - A4382372 [↓](#) 
2. Nights of Light Rawene - A4382382 [↓](#) 
3. Northland College - A4382380 [↓](#) 
4. Opononi Bowling Club - A4382374 [↓](#) 
5. Rob Pink (Rawene Sand) - A4382371 [↓](#) 
6. Weet-Bix TRY Challenge in Schools - A4382376 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming the project reports. Any implications on Māori arising from matters included in project reports should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7.7 FUNDING APPLICATIONS

File Number: A4383258

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$58,267** available to be granted from its Community Grant Funding.
- The Board also has **\$95,650** of Placemaking Funding to allocate during the 2023/24 financial year
- Six applications for funding have been received, requesting a total of **\$22,214**

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- a) approves the sum **\$2,967** (plus GST if application) to be paid from the Board's Community Fund account to Nga Mahi Toi o Horeke Trust for Horeke Whanau Day, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- b) approves the sum of **\$3,500** (plus GST if applicable) be paid from the Board's the Board's Placemaking Fund to Rawene School for the 2023 South Hokianga Kapa Haka Festival to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- c) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to SMC Events for Kaikohe-Hokianga Ward 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.

<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That the Kaikohe-Hokianga Community Board:</p> <p>d) approves the sum of \$1,670 (plus GST if applicable) be paid from the Board's Community Grant Fund account to <u>South Hokianga Growers Market</u> for the establishment of a growers market in the South Hokianga, to support the following Community Outcomes:</p> <p>i) Proud, vibrant communities</p> <p>ii) Communities that are healthy, safe, connected and sustainable.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That the Kaikohe-Hokianga Community Board:</p> <p>e) Leaves the application from Taheke Community Centre to fence the Taheke Hall section to lie on the table until the October 2023 meeting of the Kaikohe-Hokianga Community Board meeting, to allow conversations to take place with appropriate Council staff and ensure the application is appropriate.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That the Kaikohe-Hokianga Community Board:</p> <p>f) approves the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to <u>Te Kohanga Reo o Whirinaki</u> for a community celebration of the 40th anniversary of Te Kohanga to support the following Community Outcomes:</p> <p>i) Proud, vibrant communities</p> <p>ii) Communities that are healthy, safe, connected and sustainable.</p>

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Mga Mahi Toi o Horeke Trust – Horeke Whanau Day	\$2,967	\$2,967	The applicant holds a community whanau day in Horeke in the lead up to Christmas and is asking for funding to help with the day.	Event
Rawene School – South Hokianga Kapa Haka Festival	\$4,577	\$3,500	The school is hosting a kapa haka festival for the schools in the South Hokianga. The amount recommended is half of the cost of the event, to fit with the grant policy.	Event

Applicant and Project	Requested	Recommend	Comments	Type
SMC Events – Kaikohe-Hokianga Ward TRY Challenge	\$5,000	\$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 Te Hiku Ward.	Sports and recreation
South Hokianga Growers Market	\$1,670	\$1,670	The applicant is seeking funding to establish a growers market in the South Hokianga.	Community Development
Taheke Community Centre – Fencing	\$5,000	Leave to lie	The applicant operates the Taheke Hall, as well as another building on the same site as a community centre. It is recommended that this be left to lie until the next meeting, to allow conversations to take place between Council staff and the hall committee to ensure that the funding situation is clear and all necessary approvals are granted prior to any funding consideration.	Infrastructure
Te Kohanga Reo o Whirinaki – 40 th anniversary	\$3,000	\$3,000	The applicant is seeking assistance with funding to hold a community celebration of the 40 th anniversary of the establishment of Te Kohanga Reo o Whirinaki	Event

Take Tūtohunga / Reason for the recommendation

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

For each application the Board has three options.

Option 1 Authorise funding for the full amount requested.

Option 2 Authorise partial funding.







Option 3 Decline funding.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Horeke Family Day - A4382381 [↓](#) 
2. Rawene School - A4382375 [↓](#) 
3. Weet-Bix TRY Challenge - A4382377 [↓](#) 
4. South Hokianga Growers Market - A4382378 [↓](#) 
5. Taheke Community Centre - A4382373 [↓](#) 
6. Whirinaki Kohanga Reo - A4382379 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

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

File Number: A4395335

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 Kaikohe-Hokianga Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 August 2023

BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available.

	Community Board	Placemaking Fund
Community Fund Account balance as at 1 July 2023	\$103,211.00	\$100,000.00
• Plus, unused funds from 2021-2023	\$7,819.57	\$97,607.85
Less funds granted and uplifted to 31 August 2023	\$32,072.70	\$8,627.30
• Less funds not uplifted from previous community meetings (committed to projects)	\$10,966.00	\$89,695.55
Community Fund Account balance as at 31 August 2023	\$67,991.87	\$99,285.00

DISCUSSION AND NEXT STEPS


Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance as at 31 August 2023 in the Community Fund account is \$67,991.87 and the balance in the Placemaking Fund account is \$99,285.00.

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Kaikohe-Hokianga 31 August 2023 is attached.

ATTACHMENTS

1. **Statement of Community Fund Account Kaikohe-Hokianga as at 31 August 2023 - A4395332** [↓](#) 

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE SEPTEMBER 2023**File Number: A4143887****Author: Marlema Baker, Meetings Administrator****Authoriser: Aisha Huriwai, Manager - Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

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

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITI HANGA / ATTACHMENTS

Nil

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE