



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 25 October 2023

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

Membership:

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

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 25 October 2023 at 10:00 am

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1 KARAKIA TIMATANGA / OPENING PRAYER

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

Te pou e here nei i ā tatou

Mauri ora ki ā tātou

Haumi e. Hui e. Tāiki e!

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

HOREKE COMMUNITY PLAN WORKING GROUP

5 NGĀ KAIKŌRERO / SPEAKERS

Representative from Te Hau ora o Ngapuhi item 7.2a refers.

Bo-Deene Stephens from HUSH Dance item 7.2b refers.

Representative from Waihou Marae item 7.3b refers.

Lydia Ambler from Waimamaku Playcentre item 7.3c refers.

Angelina Goodhew from Taheke United Community Centre item 7.3d refers.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4145386

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 27 September 2023 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **2023-09-27 Kaikohe-Hokianga Community Board Minutes [A4404050] - A4404050**  

Kaikohe-Hokianga Community Board Meeting Minutes

27 September 2023

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 27 SEPTEMBER 2023 AT 10:05 AM**

PRESENT: Member Chicky Rudkin, Member Tanya Filia, Member Mike Edmonds,
Member Trinity Edwards, Member Harmonie Gundry, Member Jessie
McVeagh, Member John Vujcich

IN ATTENDANCE:

STAFF PRESENT: Melissa Wood (Community Board Coordinator), Kathryn Trewin (Funding
Advisor), Fleur Beresford (Democracy Advisor), Marlema Baker (Democracy
Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Deputy Chair Tanya Filia commenced the meeting and opened with a karakia.

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

2.1 APOLOGIES

RESOLUTION 2023/94

Moved: Member John Vujcich
Seconded: Member Harmonie Gundry

**That the Kaikohe-Hokianga Community Board receive apologies from Chairperson Chicky
Rudkin and a leave of absence granted.**

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Shaun Reilly

- Roadside Litter
- Maihi Park – Pā and Maori village is a feasible proposition that would help bring tourism to Kaikohe.
- Old Bay Road 1 way bridge is dangerous and needs to be widened to a 2-lane bridge urgently.
- Banking services in Kaikohe are non-existent and need to be reinstated to what they were in the past.
- The amalgamation of FNDC from the old borough council has made things worse.
- Rats/Pests at the weigh-station not being attended to by Council.
- Honours Board in Kaikohe Council office needs to be reinstated and updated to acknowledge more people in the community

3.1 FAR NORTH DISTRICT COUNCIL HONOURS BOARD

RESOLUTION 2023/95

Moved: Member Mike Edmonds

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27 September 2023

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board request a report from staff explaining when the Honours Board ceased to be used and why?

CARRIED

Bob Bryant – lives by the Cycle Trail – 35 houses built on 1.5 acres of land. This area is prone to flooding. Stormwater issues there for current occupants and will be issues for the new builds which will make the problems worse. Advised to request a deputation to speak at the next Council meeting 19 October 2023.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Desiree Harris and Mary Diane Harris – Item 7.4 Road Re-Naming - Pera Road Waima back to Peras Road.

- Petition tabled in support of changing the name back to Peras road.
- Confirmed that whanau, residents and hapu support the changing of Pera Road back to Peras road.

5 NGĀ KAIKŌRERO / SPEAKERS

- Alice Davis & Hayley Paul – Te Kohanga Reo o Whirinaki 40th Anniversary Celebration. Item 7.7f) refers
- Craig Seuseu – Sanitarium Weet-Bix Kids TRY Challenge. Item 7.7c) refers. (virtually)

Meeting adjourned at 10:49am and resumed at 10:57am

Member Edmonds request that Te Reo Māori language translation services be made available to Community Board meetings

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4145382, pages 8 - 12 refers.

RESOLUTION 2023/96

Moved: Member Jessie McVeagh
Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 30 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 A4161223, pages 13 - 16 refers.

RESOLUTION 2023/97

Moved: Member John Vujcich

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Seconded: Member Harmonie Gundry

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

CARRIED

7.2 HOKIANGA HARBOUR LONG TERM PLAN

Agenda item 7.2 document number A4284404, pages 17 - 21 refers.

RESOLUTION 2023/98

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board recommend 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.

CARRIED

7.3 RESERVE MANAGEMENT PLAN PROGRAMME

Agenda item 7.3 document number A4333398, pages 22 - 25 refers.

MOTION

Moved: Member John Vujcich

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board recommend that an individual Reserve Management Plan is prepared for _____ reserve in the Kaikohe-Hokianga ward.

AMENDMENT

Moved: Member John Vujcich

Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board recommends that;

- a) an individual Reserve Management Plan be prepared for Rawene Domain, and that the concept plans be fast-tracked for early 2024, and
- b) initiate pre-engagement with all hapu connected with the Hone Heke Memorial Park in regards to the reserve classification of the park.

CARRIED

The amendment became the substantive motion

RESOLUTION 2023/99

Moved: Member Jessie McVeagh

Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board recommends that;

- a) **an individual Reserve Management Plan be prepared for Rawene Domain, and that the concept plans be fast-tracked for early in 2024, and**
- b) **investigate pre-engagement with all hapu connected with the Hone Heke Memorial Park in regards to the reserve classification of the park.**

CARRIED

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7.4 ROAD RE-NAMING - PERA ROAD WAIMA BACK TO PERAS ROAD

Agenda item 7.4 document number A4364457, pages 26 - 31 refers.

RESOLUTION 2023/100

Moved: Member Tanya Filia
Seconded: Member Jessie McVeagh

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) recommend that Council re-name Pera Road, Peras Road.

CARRIED

7.5 KAIKOHE-HOKIANGA COMMUNITY BOARD STRATEGIC PLAN 2023-2025

Agenda item 7.5 document number A4376455, pages 32 - 49 refers.

RESOLUTION 2023/101

Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board

- a) adopt the Kaikohe-Hokianga Community Board Strategic Plan 2023 – 2025 and
- b) that the top 10 priorities include public toilets at Waimamaku and/or Mangamuka.

CARRIED

7.6 ALLOCATION OF PLACEMAKING FUNDS FOR RAWENE DOMAIN GEOTECH REPORT**RESOLUTION 2023/102**

Moved: Member Jessie McVeagh
Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board allocates up to \$10,000 from its Placemaking Fund to support a Geotech report, if required, to inform the Rawene Domain concept plan.

Against: Crs Mike Edmonds and John Vujcich

CARRIED

7.7 PROJECT FUNDING REPORTS

Agenda item 7.6 document number A4383137, pages 59 – 76 refers.

RESOLUTION 2023/103

Moved: Member John Vujcich
Seconded: Member Tanya Filia

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

- a) Bay of Islands Hockey Association

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- b) Nights of Light Rawene
- c) Northland College
- d) Opononi Bowling Club
- e) Rob Pink (Rawene Sand)
- f) Weet-Bix TRY Challenge in Schools

CARRIED

7.8 a FUNDING APPLICATIONS

Agenda item 7.7 document number A4383258, pages 77 - 128 refers.

RESOLUTION 2023/104

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board approve 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.

CARRIED

7.8 b FUNDING APPLICATIONS

Agenda item 7.7 document number A4383258, pages 77 - 128 refers.

RESOLUTION 2023/105

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board:

approves the sum of **\$3,500** (plus GST if applicable) be paid from 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.

CARRIED

7.8 c FUNDING APPLICATIONS

Agenda item 7.7 document number A4383258, pages 77 - 128 refers.

RESOLUTION 2023/106

Moved: Member John Vujcich

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board 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.

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CARRIED**7.8 d FUNDING APPLICATIONS**

Agenda item 7.7 document number A4383258, pages 77 - 128 refers.

RESOLUTION 2023/107

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board approves the sum of **\$1,670** (plus GST if applicable) be paid from the Board's Community Grant Fund account to **South Hokianga Growers Market** for the establishment of a growers market in the South Hokianga, to support the following Community Outcomes:

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

CARRIED**7.8 e FUNDING APPLICATIONS**

Agenda item 7.7 document number A4383258, pages 77 - 128 refers.

RESOLUTION 2023/108

Moved: Member John Vujcich

Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board 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.

CARRIED**7.8 f FUNDING APPLICATIONS**

Agenda item 7.7 document number A4383258, pages 77 - 128 refers.

RESOLUTION 2023/109

Moved: Member Tanya Filia

Seconded: Member Harmonie Gundry

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 **Te Kohanga Reo o Whirinaki** for a community celebration of the 40th anniversary of Te Kohanga to support the following Community Outcomes:

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

CARRIED

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4161230

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the 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 ĀPITIHINGA / ATTACHMENTS

1. KHCB Member McVeagh report Oct 2023 - A4420192  

7.2 EVENT INVESTMENT FUNDING APPLICATIONS

File Number: A4413999
Author: Kathryn Trewin, Funding Advisor
Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Twenty-seven applications were received for Events Investment Funding, totalling \$531,949, with \$80,000 being available for grant.
- Four applications were received for events in Kaikohe-Hokianga Ward, requesting a total of **\$70,575**
- Two were successful, receiving a total of \$17,500.
- The remaining two applications are referred back to the Board of the Ward where the events will take place, to be considered for funding by the Board.
- The Community Board has an available total of **\$42,130** in **Community Grant** Funding for the 2023/24 financial year.
- The Community Board has an available total of **\$85,650** in **Placemaking** Funding for the 2023/24 financial year.
- Due to much of the information provided by applicants being commercially sensitive for their event, the applications are supplied under separate, confidential, cover for the Board, rather than being attached to this report.

TŪTOHUNGA / RECOMMENDATION

That Kaikohe-Hokianga Community Board

- a) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Grant Fund account to Te Hau ora o Ngapuhi for the Kaikohe Christmas Parade, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Kaikohe-Hokianga Community Board

- b) approves the sum **\$2,500** (plus GST if application) to be paid from the Board's Community Fund account to HUSH Dance for End of Year Showcase to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

1) TĀHUHU KŌRERO / BACKGROUND

The applications have 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
Te Hau Ora o Ngapuhi – Christmas Festival	\$20,000	\$5,000	Te Hau Ora a Ngapuhi have asked for funding	Event
HUSH Dance – End of Year Showcase	\$18,575	\$2,500	This applicant has received some funding from Creative Communities and the Board in the past.	Event

Take Tūtohunga / Reason for the recommendation

The applicant/s is 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 Provision has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITIHINGA / ATTACHMENTS

- 2023 Events Investment Funding Decisions - A4415845** [↓](#) 

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.

7.3 FUNDING APPLICATIONS

File Number: A4419685

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 October 2023 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$42,130** 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
- Three new applications for funding have been received, as well as an application being brought back for consideration requesting a total of **\$32,660**

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- a) approves the sum **\$1,534** (plus GST if application) to be paid from the Board's Community Fund account to Village Arts for Kohukohu Historic Walk Brochure, 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 **\$4,000** (plus GST if applicable) be paid from the Board's the Board's Placemaking Fund to Waihou Marae for the gazebos to be used at the 2023 Marae wars event and for future community events 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 Placemaking Fund account to Waimamaku Playcentre for costs towards to upgrade and replacement of materials, 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:

- d) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Board's Placemaking Fund account to **Taheke United Community Centre** for fencing the area surrounding the Taheke 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 (LTP) and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Village Arts – Kohukohu Historic Walk Brochure	\$1,534	\$1,534	Village Arts is seeking assistance in funding a brochure outlining the historic areas of Kohukohu for visitors to use when walking around the area.	Community
Waihou Marae – Marae Wars 2023	\$11,770	\$4,000	This is the second marae event taking place over the New Year break (Pawarenga United Marae is hosting a sports day in the same week, and has been funded through the Events Investment fund). The amount recommended is for the purchase of gazebos that can be shared and re-used within the community	Event
Waimamaku Playcentre	\$14,356	\$5,000	The playcentre is asking for approximately 75% of the cost to replace all the play equipment for the playcentre. They note they have 14 tamariki that attend, and that they are open 2 days a week. The playcentre has not indicated any other funding has been applied for at this time.	Community
Taheke Community Centre – Fencing	\$5,000	\$5,000	The applicant operates the Taheke Hall, as well as another building on the same site as a community centre. Staff within Council advise that this is unable to be funded from any budget within Council and are supportive of this application being considered by the Community Board.	Infrastructure

Take Tūtohunga / Reason for the recommendation

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

For each application the Board has three options.

Option 1 Authorise funding for the full amount requested.

Option 2 Authorise partial funding.





Option 3 Decline funding.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Village Arts - A4419467 [↓](#) 
2. Waihou Marae - A4419468 [↓](#) 
3. Waimamaku Playcentre - A4419466 [↓](#) 
4. Taheke United Community Centre - A4382373 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7.4 SUMMER 2023 RURAL TRAVEL FUNDING APPLICATIONS

File Number: A4413296

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allocate Rural Travel Funding for the 2023 summer sporting season.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

Hokianga Sports Club	\$1,700
Horeke School	\$250
Kaikohe Young Stars	\$1,000
Te Kura o Omanaia	\$750
Rawene School	\$800

1) TĀHUHU KŌRERO / BACKGROUND

The Rural Travel Fund was developed in response to concerns raised by Councils throughout the country about the lack of participation in sport by young people living in rural communities. The Fund was introduced as an interim measure until a rural participation strategy was fully developed and implemented by central government. The strategy is yet to be developed.

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until approximately November 2024 when the next round of funding is allocated.

Council advertises that funding is available approximately one month before applications close online (including on Council's Facebook page), with the closing dates notified on the Rural Travel Funding page at the start of each calendar year (when the Community Board meetings dates are set). The Sport Northland representatives also forward information of the fund to clubs and schools that they work with as a more targeted approach to advertise the funding is available.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

It is each Community Board's role to determine which applications best meet the criteria and will have the most positive broad effect in their communities. The following table is a guide to the funding criteria.

Funding is available for activities taking place within the district. It is understood, that in some cases, competitions do not exist within the district and travel is required in which case the Community Boards may use their discretion.

Project reports for any previous grants have been received from all the current applicants. The funding recommendation summary is attached, with applications being provided under separate cover to the Board.

	Sport New Zealand (Rural Travel)
What are the Objectives?	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$39,638 across the Far North District (including a one-off grant of \$10,275)
Funding is not available for	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools and clubs.
What age group is funding for?	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

Applicants are advised, when granted funds, that the funds are to be uplifted within three months and that a project report form is required if they wish to be eligible to apply for future funding.

Take Tūtohunga / Reason for the recommendation

To fulfil the requirements of the Sport NZ Rural Travel Fund agreement with Sport New Zealand to increase participation in sport by young people living in rural communities.

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

Council now receives one grant annually from Sport New Zealand. Sport Northland no longer offer Tu Manawa funding through Councils and undertake granting of this funding themselves.

The total budget for rural travel funding for the 2023/24 financial year is \$39,268. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that only 30% of the total funding be allocated for summer activities and the remainder allocated for the busier winter sporting season.

The total available funds for the summer season is \$6,329.60. Additional funds (including funding returned or unused by applicants from previous funding rounds, and funds allocated from Boards themselves) have been included to this amount to allow the grant recommendations in this report to be made.

%	Board	30% Summer	70% Winter	Total
40.5%	Bay of Islands-Whangaroa Community	\$4,816.02	\$11,237.36	\$16053.38
31.5%	Te Hiku Community	\$4,822.53	\$11,252.57	\$16,075.10
28%	Kaikohe-Hokianga Community	\$6,329.60	\$14,769.04	\$21,098.64

ĀPITIHINGA / ATTACHMENTS

1. KHCB - Summer 2023 Rural Travel Funding - A4415665 [↓](#) 

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.

7.5 RURAL TRAVEL FUNDING REPORTS

File Number: A4417599

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Rural Travel 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) Mid North United Sports
- b) Okaihau College
- c) Omanaia School
- d) Panguru School
- e) Rawene School

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. Mid North United Sports - A4417570  
2. Okaihau College - A4417569  
3. Omanaia School - A4417571  
4. Panguru School - A4417573  
5. Rawene School - A4417572  

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

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE OCTOBER 2023

File Number: A4426520

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, 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 October 2023.

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. KHCB - Action Sheet Report - Oct 2023 - A4426495 [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE