



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 23 November 2023

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

20. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 23 November 2023 at 10:00am

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1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

- Kellie Hull and Sherri Philpott (TBC) representing Friends of Dance Northland – Funding Application 7.5 a).
- Rachel Smith and Ange Barker representing Kerikeri Sports Complex – Funding Application 7.5 b).
- Tracey Cadogen (TBC) representing Kororāreka/Russell Christmas Parade – Funding Application 7.5 c).

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4457871

Author: Fleur Beresford, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 28 September 2023 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

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

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

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


Te Take Tūtohunga / Reason for the recommendation

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

- 1. BOIWCB - Minutes - 26 Oct 2023 - A4474162** [↓](#) 

Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as part of the individuals report.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications requiring input from the Chief Financial Officer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

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**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 26 OCTOBER 2023 AT 10:00AM**

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

STAFF PRESENT: Kim Hammond (Community Board Co-ordinator – Stakeholder Relationships), Kathryn Trewin (Funding Advisor – Stakeholder Relationships), Fleur Beresford (Democracy Advisor – Democracy Services), Ellie Greenwood (Democracy Advisor – Democracy Services), Imrie Dunn (Democracy Advisor – Democracy Services).

Chairperson Belinda Ward opened the meeting at 10.05am.

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Jane Hindle commenced the meeting with a Karakia.

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

Nil

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

4 NGĀ TONO KŌRERO / DEPUTATIONS

5 NGĀ KAIKŌRERO / SPEAKERS

- Evita Zarina and David Krebs representing Bay of Islands Sailing Week in regard to item 7.6 a) Event Investment Funding Applications
- Janet McPhee and Andre Witehira representing Russell Returned Service's Association (RSA) in regard to item 7.6 b) Event Investment Funding Applications
- Melanie Morgan representing BOI P&I Show in regard to item 7.6 c) Event Investment Funding Applications
- Jackie Sander representing The Kerikeri Street Party in regard to item 7.6 d) Event Investment Funding Applications
- Melanie Chandler-Winters representing Kerikeri Jazz Festival in regard to item 7.6 f) Event Investment Funding Applications
- Roz Dennis representing Cruzn' the Bays 2024 in regard to item 7.6 g) Event Investment Funding Applications
- Shirley May representing BOI Country Rock Festival in regard to item 7.6 h) Event Investment Funding Applications
- Shirley May representing BOI Jazz and Blues Festival in regard to item 7.6 i) Event Investment Funding Applications
- Coralee Shortland and Wuki Beazley representing Bay of Islands Budgeting - Mana Aki in regard to item 9.1 c) Funding Applications
- Mereana Anderson representing Whangaroa Arts Festival / Te Kamura School in regard to item 9.1 b) Funding Applications
- Member Roddy representing Kawakawa Christmas Event in regard to item 9.1 d) Funding Applications

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- Pamela-Anne Ngohe-Simon representing Moerewa Christmas Event in regard to item 9.1 e) Funding Applications
- Liarne McManus representing Karangahape Marae Trust in regard to item 9.1 f) Funding Applications

Chairperson Belinda Ward adjourned the meeting from 11.40am to 12.06pm for a short break.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4428066, pages 8 - 16 refers.

RESOLUTION 2023/128

Moved: Member Belinda Ward
Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board confirm the minutes of meeting held on 28 September 2023 are a true and correct record.

CARRIED

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.1 document number A4428019, pages 17 - 26 refers.

RESOLUTION 2023/129

Moved: Member Bruce Mills
Seconded: Member Tyler Bamber

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

CARRIED

7.2 ROAD NAMING - 373 KERIKERI ROAD, KERIKERI

Agenda item 7.2 document number A4417819, pages 27 - 30 refers.

RESOLUTION 2023/130

Moved: Member Jane Hindle
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Naming Policy, name the two public roads addressed at 373 Kerikeri Road, Kerikeri as follows:

- a) Road 1: Te Uru Lane
- b) Road 2: Hua Whenua Lane

CARRIED

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7.3 SUMMER 2023 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 7.3 document number A4413270, pages 31 - 34 refers.

RESOLUTION 2023/131

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

That Bay of Islands-Whangaroa Community Board allocate Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

- | | |
|-------------------------------------|---------|
| a) Bay of Islands College, Kawakawa | \$1,900 |
| b) Russell Sports Club | \$1,000 |
| c) Whangaroa College, Kaeo | \$1,900 |

CARRIED

7.4 RURAL TRAVEL FUNDING REPORTS

Agenda item 7.4 document number A4417607, pages 35 - 44 refers.

COMMITTEE RESOLUTION 2023/132

Moved: Member Amy Slack

Seconded: Member Bruce Mills

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

- | |
|---------------------------|
| a) Bay of Islands College |
| b) Kerikeri High School |
| c) Moerewa Rugby |
| d) Russell Sports Club |

CARRIED

7.5 PROJECT FUNDING REPORTS

Agenda item 7.5 document number A4419489, pages 45 - 48 refers.

RESOLUTION 2023/133

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

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

CARRIED

Chairperson Belinda Ward adjourned the meeting from 12.32pm to 1.16pm to break for lunch.

9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

Resolution to exclude the public, page 65 refers.

RESOLUTION 2023/134

Moved: Member Belinda Ward

Seconded: Member Jane Hindle

That item 7.6 be moved into Public Exclusion to enable a free and frank discussion of all Funding Applications.

CARRIED

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

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

Chairperson Belinda Ward moved the meeting to public exclusion at 1.17pm.

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC**RESOLUTION 2023/135**

Moved: Member Lane Ayr

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board confirms the information and decisions contained in the part of the meeting held in public excluded will be reinstated in public meeting.

CARRIED

RESOLUTION TO READMIT THE PUBLIC**RESOLUTION 2023/136**

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

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

CARRIED

The Public meeting recommenced at 3.02pm

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7.6a EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/137

Moved: Member Lane Ayr
Seconded: Member Belinda Ward

That Bay of Islands-Whangaroa Community Board approve the sum \$5,000 (plus GST if application) to be paid from the Board's Community Grant Fund account to Bay of Islands Sailing Week for the 2024 Sailing Week, to support the following Community Outcomes:

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

Abstained: Cr Ann Court

LOST

7.6b EVENT INVESTMENT FUNDING APPLICATION

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/138

Moved: Member Bruce Mills
Seconded: Member Roddy Hapati-Pihema

That Bay of Islands-Whangaroa Community Board approves the sum \$2,000 (plus GST if application) to be paid from the Board's Community Fund account to Russell RSA for 2024 ANZAC Day costs to support the following Community Outcomes:

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

LOST

7.6c EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/139

Moved: Councillor Ann Court
Seconded: Member Jane Hindle

That Bay of Islands-Whangaroa Community Board does not approve the sum \$2,500 (plus GST if application) to be paid from the Board's Community Fund account to Bay of Islands P&I Association for 2023 P&I Show costs to support the following Community Outcomes:

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

Abstained: Tyler Bamber

CARRIED

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7.6d EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/140

Moved: Member Lane Ayr
Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board approve the sum **\$2,000 (plus GST if application) to be paid from the Board's Community Fund account to Jacman Entertainment for 2023 Kerikeri Street Party costs to support the following Community Outcomes:**

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

In Favour: Amy Slack

Against: Belinda Ward, Lane Ayr, Bruce Mills, Roddy Hapati-Pihema, and Jane Hindle

Abstained: Tyler Bamber and Cr Ann Court

LOST 1/5

7.6f EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/141

Moved: Member Tyler Bamber
Seconded: Member Belinda Ward

That Bay of Islands-Whangaroa Community Board approve the sum **\$2,500 (plus GST if application) to be paid from the Board's Community Fund account to Kerikeri Summer Jazz Festival for 2024 Jazz Festival costs to support the following Community Outcomes:**

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

In Favour: Bruce Mills

Abstained: Cr Ann Court

LOST 1/6

7.6g EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/142

Moved: Member Bruce Mills
Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board approve the sum **\$5,000 (plus GST if application) to be paid from the Board's Community Fund account to Cruzn' the Bay for 2024 Cruzn' the Bay costs to support the following Community Outcomes:**

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

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Abstained: Belinda Ward, Lane Ayr, and Tyler Bamber

CARRIED

7.6h EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/143

Moved: Member Lane Ayr
Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board approve the sum \$2,500 (plus GST if application) to be paid from the Board's Community Fund account to Bay of Islands Country Rock Festival for 2024 Country Rock Festival towards the bus costs, to support the following Community Outcomes:

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

Abstained: Cr Ann Court

CARRIED

7.6i EVENT INVESTMENT FUNDING APPLICATIONS

Agenda item 7.6 document number A4416018, pages 49 - 55 refers.

RESOLUTION 2023/144

Moved: Member Bruce Mills
Seconded: Member Lane Ayr

That Bay of Islands-Whangaroa Community Board approve the sum \$2,500 (plus GST if application) to be paid from the Board's Community Fund account to Bay of Islands Jazz and Blues Festival for 2024 Jazz and Blues Festival towards the bus costs, to support the following Community Outcomes:

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

Abstained: Cr Ann Court

CARRIED

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8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 SEPTEMBER 2023

Agenda item 8.1 document number A4438248, pages 56 - 61 refers.

RESOLUTION 2023/145

Moved: Member Belinda Ward
Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board receive the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 30 September 2023".

CARRIED

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

Agenda item 8.2 document number A4428799, pages 62 - 64 refers.

RESOLUTION 2023/146

Moved: Member Jane Hindle
Seconded: Member Tyler Bamber

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

CARRIED

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Member Jane Hindle closed the meeting with a Karakia.

10 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3.12pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 23 November 2023.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4464090

Author: Kim Hammond, Community Development Advisor - Acting

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

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

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

The report from the Chairperson and members are attached.

Resource Consents are available on the Council's website and when going through a public notification process will be emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports to provide transparency.











REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. Chairperson Ward - November 2023 - A4464042  
2. Deputy Chairperson Ayr - November 2023 - A4464044  
3. Tyler Bamber - November 2023 - A4465924  
4. Jane Hindle - November 2023 - A4465306  
5. Roddy Hapati Pihema - November 2023 - A4469172  



Member's Report

Name: Belinda Ward

Subdivision: Paihia Subdivision

Date: 9th October 2023 - 6th November 2023

Meetings Attended

Date	Meeting	Comments
09/10/23	Te Koukou - Transport Committee Workshop	Virtual
11/10/23	The Eco-Solutions Team Meeting re rubbish & recycling for Waitangi 2024	Virtual
11/10/23	FNHL Update Meeting with CB Chairs	Kaikohe
12/10/23	Met with Kerikeri Critical Partners & staff re Kerikeri/Waipapa Spatial Plan	JBC Kerikeri
16/10/23	Deputy Mayor & CB Chairs catch up	Virtual
16/10/23	BOI-W CB agenda preview	Virtual
17/10/23	LTP Workshop – CB capex and opex	FNDC – Kaikohe
19/10/23	FNDC Meeting	Kaikohe
20/10/23	LTP Strategic Projects discussion with KH	Virtual
26/10/23	BOI-W CB Meeting	The Centre, Kerikeri
27/10/23	Viewed recording from Business call meeting with Mayor	Discussions with representations & agencies from around the district – Virtual
30/10/23	Te Koukou – Transport Committee Meeting	Virtual
31/10/23	Northland Inc Workshop	Kaikohe
02/11/23	Deputy Mayor – weekly business meeting	Virtual
02/11/23	Attended "Trouble in Paradise" Exhibition and Presentation on Climate Change and sea level rise in Te Tai Tokerau	The centre, Kerikeri
03/11/23	Paihia Waterfront Working Group Meeting	Progress report and action required - virtual

Community Issues

Issue name	Comment
Shippey's Waitangi	Follow up email 20/03/23 re progress on "Shippey's" environmental issues - NRC inspected in November 2022 & had no concerns. Following up on possible breaches of RC following a residents call 29/3/23. Followed up with NRC rep Martin Robinson 8/9/23. Ongoing. 30/10/23 Awaiting reply from NRC
RC: 2240183 - RMASUB	Application for 126A - 126B Kerikeri Rd to subdivide to create 5 super lots & 2 esplanade reserves . No written comments submitted.
25/09/23	Phone calls re health & safety issues on Puketona Road property. Landlord, FNDC staff & Police to resolve. Resolved
13/10/23	Tragic Moerewa dog attack
16/10/23	Receiving emails - Graffiti is on the rise across the Ward
30/10/23	Email re access issues to Lake Manuwai – forwarded to Bruce and KH
5/10/23	Discussion with staff regarding a landlord request to add additional wheelie bins in the service lane turning area at the rear of the shops Selwyn Road Paihia. In progress Staff following up with contractors.

Requests for Service (RFS)

RFS number	Date	Comment
4141134	09/01/23	Notice has been served on occupiers of the Waitangi Reserve between Te Karuwha Parade & Te Kemara Ave following High Court decision. Awaiting Police action following court order to act. In Progress
Via Kim	07/10/23	An email was received requesting a "No Camping Sign" be erected at the School Road Paihia walking track entrance.

Other Issues

FYI total cruise ship passenger numbers for this season is 158k.

Vandalism has increased over the weekends in Paihia with the flattening of the pedestrian crossing warning sign on Marsden Rd & a glass door was ripped off a Spark phone box on Williams Rd - so senseless.



Member's Report

Name: Lane Ayr
 Subdivision: Kerikeri Subdivision
 Date: 11 September to 03 November 2023

Meetings Attended

Date	Meeting	Comments
15/09/23	Zoom re RC for Tsunami sirens	9 am - 10 am
19/09/23	Agenda preview with Chair zoom	9 am - 10:30 am
	In Wellington 25/10 to 28/10	
02/10/23	Disability Action Group Zoom	10 am – 12 pm
13/10	Zoom meeting re Kerikeri Waipapa spatial Plan	9 am- 10:30 am
16/10	Agenda preview with Chair zoom	9 am = 10:39 am
25/10	Meeting with R Smith re Healthy Homes and Playground	10 am - 11:30 am
26/10	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	9 am – 4 pm
31/10	Kerikeri Domain Planting/Landscape Group JB Centre and Zoom	3:30 pm – 5 pm

Community Issues

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

Requests for Service (RFS)

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

Other Issues

I have been concerned with parking issues in Kerikeri for some years which led into issues with regard to bus stops etc. I became aware of a property on Kerikeri Road that was on the market, and in September 23, sent the attached draft proposal to several staff and elected members. It would appear that this proposal found some support with staff, and they proceeded to investigate unfortunately the property was under offer, but I hope that the general concept will be implemented

Copy

Proposal re: Partial mitigation of Kerikeri Traffic and Parking Issues

Prepared by Lane Ayr

History:

The traffic and parking situation in Kerikeri has been progressively deteriorating for the past 10-15 years, despite the growth in population and the use of Kerikeri as a service centre for the surrounding District. there has been no additional parking provided (other than private commercial parking lots), in fact the volume of parking has been marginally reduced.

Up until some six years ago Kerikeri had one "bus stop" with service operated by a local company, the service had two stops per day, the bus continuing up north. Following the sale of the service to a new operator Kerikeri became a changeover point as equipment was changed for the trip North, at that point the Kerikeri location moved from a bus stop to a bus terminal be it without facilities.

Kerikeri had one bus stop outside the local laundry on Cobham Rd opposite the Domain, following a fire at the Laundry the bus stop was moved to outside the Subway shop reducing parking by some two or three spaces as the repairs to the Laundry required fencing off the footpath the original bus stop became the footpath. Following completion of the reconstruction the bus stop was reinstated outside the Laundry however the area outside Subway was retain as a second bus stop, It should be noted that these events coincided with the change in service noted above.

As a local Community Board member, I was approached by several residents and local business re the location of the bus stop and the loss of parking spaces, much of the above information came from my investigation of this issue, prior to this I had not paid any particular attention to the local bus service but had had the issue of parking raised on several occasions.

Following meetings and some "heated" discussions it was decided to place two bus stops (spaces) across the road outside the library, as a temporary solution which required the movement of two disabled parks and of course required the buses to navigate the "one way" system to get to the other side of the road.

During these discussions it was suggested that many people using the bus service walked to the bus stop, observations over the past two years suggest this is incorrect almost all passengers are dropped off from vehicles, placing demands on short term parking in an area already under stress.

To further impact the situation, Kerikeri has become a “service centre” for the outlying communities who operate 10/12 seat mini buses, it is not unusual to see 3-4 of these units in town, they unlike the larger buses stay in town for a number of hours finding parking where they can, again reducing public parking, also a number of outlying schools bring their students to town, again these mini buses stay for extended periods.

Suggestion:

As noted above the move across Cobham Road was temporary, a long-term plan should have been completed by this time, under the LTP a bus facility was indicated up Kerikeri Road, this was reasonable as it appears that a mitigating action would be to reduce traffic that is required to use the area between the bypass roundabout and the Caltex roundabout, including Cobham Road and the fire house.

The property at 336 Kerikeri Road is currently for sale (next to the Bakehouse) the location has easy footpath and road access. I believe that the property is sufficient to provide a proper bus terminal allowing turnaround washrooms covered waiting area and drop off parking also minibus day parking. This would significantly reduce the volume of heavy traffic in a congested area and would also reintroduce 6/8 public parking spaces.

This could be developed and operated by FNHL if required.



Member's Report

Name: Tyler Bamber

Subdivision: Waipapa

Date: 07-11-23

Meetings Attended

Date	Meeting	Comments
12-10-23	Spatial Planning Meeting	Came along to the meeting RE engagement for spatial plans for Waipapa/Kerikeri – included the interested community groups
19-10-23	YEM hui organising meeting	Kim, Rachel and myself discussing details of the YEM hui
26-10-23	BWCB meeting	
31-10-23	Kerikeri Domain meeting	Discuss the available funds and the potential for a planting plan. Groups want to make the money stretch to see if we can do more than plantings.
2-11-23	YEM hui organising meeting	Kim, Rachel and myself met with Lani from Te Hono to discuss their support for the YEM hui.
6-11-23	Keri Sports Complex mtg	

Community Issues

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

Requests for Service (RFS)

RFS number	Date	Comment

Other Issues





Member's Report

Name: Jane Hindle
Subdivision: Russell Ōpua Subdivision
Date: 10 October – 6 November 2023

Far North District Council Community Outcomes are as follows:

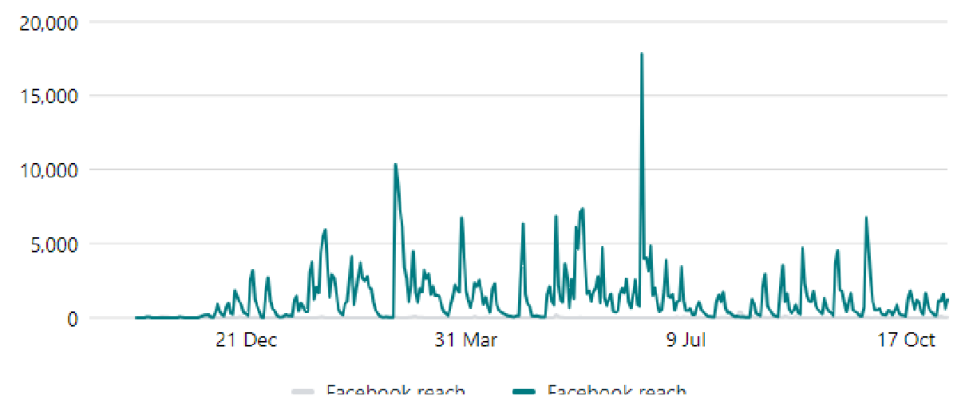
Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Communities that are healthy, safe, connected and sustainable	Connected and engaged communities prepared for the unexpected	Proud, vibrant communities	Prosperous communities supported by a sustainable economy	A wisely-managed and treasured environment that recognises the special role of tangata whenua as kaitiaki

Meetings Attended

Date	Priorit y	Meeting	Comments
11 Oct 23	#3, 5	Meeting with Roddy and Kimberly Phillips to discuss the history of Derrick Landing	Issues with site not being looked after
15 Oct 23	#2	Meeting with Helen Ough Dealy to review Community Emergency Response plan	Specifically, Kororāreka area
16 Oct 23	#2	Community Response Group hui, to review progress with Bill Hutchinson. Organised for FENZ to attend Russell Flower Show	Mike Chantaloup attended to discuss fire risks.
17 Oct 23	#1,2	Resilient Russell monthly meeting. Update on Community Response planning	Also advised of change of staff at FNDC
18 Oct 23	#1	Responded to resident's request for clarification around District Plan zoning	Click or tap here to enter text.
19 Oct 23	#1, 3	Monthly catch up with Support Officer to visit Maromaku, review roading issues, check out toilet site and new hall signage	Enjoyed school lunch with community members, thank you.
20 Oct 23	#3	Assisted member of Community apply for Christmas Parade funding application	Kororāreka has never applied before.
22 Oct 23	#3	Judging the Great Russell Bake off. 	Too much sugar!! 
24 Oct 23	#1, 3	Meeting with Deb Rewari, Kororāreka Marae to discuss Community Response Plan	Asked for manaaktanga support for response centres
24 Oct 23	#1, 3	Meeting with Russell Top 10 to discuss Community Response Plan	Asked for campground to remain a community centre

26 Oct 23	#1,2,3,4,5	Community Board meeting	The Turner Centre
27 Oct 23	#1,4,5	Met with Chris Galbraith to discuss plans for Russell Boat Ramp, carpark and to acknowledge the Kohatu and wahi tapu	Kororāreka
31 Oct 23	#2	Meeting with Maryanne Hooson to allocate actions for Community Response plan	Specifically Kororāreka area
2 Nov 23	#3,4,5	Meeting with FNDC Anna Wolterbeck and Jaye Michalick regarding Kororāreka Placemaking project.	Agree process and confirm governance group prospects.
2 Nov 23	#3,5	Follow up on Derrick Landing Te Tauranga Waka request for service with Suz Te Tai to discuss long term solution to look after whenua.	Unfortunately Roddy nor Erana Peita unable to attend. But Roddy and I working together.
2 Nov 23	#1,3	Attended Trouble in Paradise – Climate Change in the Pacific opening	Turner Centre, CB funded
5 Nov 23	#2	Door knocking to gather phone tree and explain Community Emergency Response	Matawhi Road
10 October to 5 November	#1,2,3,4,5	Created 15 posts for the BOI-Whangaroa Community Board page. Reach 8,700 □ 52.8% Visits 483 □ 50.9% Page Followers 937 (□891) New Likes 4 □ There is a growing interest in Agendas and the community board meeting funding decisions.	Most popular posts were repairs on Coastal Walkway (2.6K) Community Board Agenda (2.2K) KOAST Trail (2K) Creative Communities Funding (2K) CB funding decisions (1.9K)

Below is the past 12 months, the peak being the Exotic Calupera seaweed post. Since taking over the Community Board page, we are steadily seeing improved engagement each month, particular with Agendas and Community board outcomes. Plenty of opportunity to grow, but it is proving another tool in the kete in terms of keeping the community informed, so thanks to the other CB members for sharing.



My 5 Top Projects

1	Community Emergency Response in Kororāreka Hapori Whanau Russell #1, 3	We have had another get together of the group and are now working on phone trees for the various communities. Okiato, Te Wahapu, Kororāreka, Tapeka and Jacks Bay. Also confirmed a number of locations suitable for use as evacuation centres for differing events. Need to visit with Rawhiti community to make sure they are tracking as well. It is slow progress but we are far better prepared than we were in February when Cyclone Gabrielle came though.
2	Ōpua to Paihia and Russell walkway / cycleway #3, 4	There are a number of issues relating to the walkway. The major upgrades are now scheduled to start, but there is limited understanding from staff that people start to use the walkway not just between Ōpua and Paihia but that it is a circular loop for tourists. So signage needs to be around the full loop not just at Ōpua and Paihia. It is a 15km loop and if walkers get 7km in to find it is closed, it will not be good. Further issues are now that FNDC does not want the new section which crosses the sewage treatment plant to be used without a fence. But they can't build the fence until the new year. It is needed for summer. On top of this, the ancient pohutakawa tree just past Doug's boat yard has split and is falling down the cliff, much to the distress of the community. Fortunately the walk is closed at that location because of the existing slip. We are expecting the paper on the diversion via Walls Bay (rather than Beechy Street) at the November Board meeting.
3	Summer refuse (litter) in Kororāreka #1, 3	We have had a number of businesses do their Eco-star assessment thank you to CBEC, but we still have no progress on a plan for improved litter management 6 weeks out of summer. CBEC have come up with some recommendations, but with the departure of Graham Norton we need someone else to have a conversation on how to plan for improvements this summer. Key to this is some means to provide some degree of recycling in town and a solution to boats who are unable to access the rubbish barge.
4	Russell Kororāreka Placemaking initiative #3, 4, 5	This project has finally kicked off. First steps are to organise a governance group who represent the various sections of the community and ensure no one is unintentionally missed. This needs to be done before Christmas ideally although once we hit Christmas, we will need to regroup after February sometime. Council staff are finishing off their Placemaking Guidance and we have discussed potential facilitators with the idea that the community chooses who to work with.
5	Derrick Landing Te Tauranga Waka #3, 5	Site of significance to local Hapū, particularly for Kaupapa waka. Roddy and I are working together on this one. Council has done two "beautification" projects at the community request in the past in 2000 and 2015, but this has not been followed through and the site is now a mess, used by boy racers for wheelies. Grass area is unmowable and the road is unsafe. Roddy working with local Hapū to understand their aspirations as long-term solution needs to be found.

Other Community Issues

Issue name	Comment
Maromaku Toilet #1, 3	Support Officer and I visited Maromaku to see the roading and toilet location for ourselves. We have also looked at the toilet itself and it would be good to get this installed. We would like to see the project progress and have suggested that they apply for 50% of the cost of installation under the placemaking project. Will continue with this
Russell Cemetery #1, 3, 5	There has been a delay in appointing a Cemetery Landscape designer but a follow up meeting is finally scheduled for 13 November to review the
Russell Boat ramp carpark #3, 4, 5	This project has been delayed while Far North Holdings get agreement from MBIE to include repairs to the boat ramp as part of the overall project as the boat ramp is in bad need of repair. It is full of potholes and trailers are getting stuck in them. Plans for the Wahi Tapu protection have been provided.
Russell Drainage #1, 2	It has been highlighted to Council staff that the area by the boat ramp car park needs to be done prior to the FNHL project getting underway.
Ōpua relationship with Far North Holdings #3	Chipping away at this with my monthly meetings. But there is still a major issue as far as the local community is concerned.
Maromaku and Matawai Roothing #1, 2, 3	Both Roddy and I are concerned about the ad hoc approach to dealing with the roads in this area. Precious funds are being wasted with grading work clogging up the drainage water tables, water tables are done piecemeal with no apparent logic. We really want to see an assessment of the overall area with a plan to carry out work in an orderly and systematic fashion that the community can understand.

Requests for Service (RFS)

RFS number	Date	Comment
(4125516) 4139501	(1/9/2022) 16/12/22	Matawhi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. MORE SILT REMOVAL. NEEDS TO GO IN LTP.
4139843	20/12/2022	Reinstate the yellow lines on Long Beach Road to prevent parking at turning circle and by fig tree (road narrows). Yellow lines have been painted around town – these are not a new request, but THESE WERE NOT DONE.
4150811	17/03/2023	Causeway to Russell Boat Club on Matawhi Road (paper road section) needs repairs for safety reason. Will need legal, roading and engineers involved. ENGINEERING DESIGN UNDERWAY.
4174834	11/04/2023	Boat hull on reserve on Te Hue. Encroachment officer waiting to arrange a site visit.

4127193, 4111164, 4118337	01/04/2022	Stormwater and drainage issues at Okiato. Ongoing for over a year now with Council stormwater from road flowing down over property. ENGINEERING DESIGN UNDERWAY.
4164477	28/06/2023	Tree fallen on boardwalk, concern road may be undermined. Still no resolution as NTA and Community Facilities need to work together. Needs to be resolved ASAP.
4169391	3/08/2023	Repairs to scouring caused by waterflows on road reserve at end of driveway which has created a significant pothole. RATEPAYER PAYING TO FIX ROAD RESERVE WITH CONCRETE.
4175408	15/09/2023	Stormwater and drainage issues from Long Beach Road onto Duffus Estate land, longstanding and not resolved.
4178870	16/10/2023	Drainage problems leading down to Walls Bay Reserve. Flume needs to be replaced and kerbing and road drainage needs to be fixed.
4179412	20/10/2023	Subsidence and slip on Towai Road. Is apparently being addressed and will be fixed in December some time.

Other Issues



Member's Report

Name: Roddy Hapati Pihema

Subdivision: Kawakawa, Moerewa

Date: 9 November 2023

Meetings Attended

Date	Meeting	Comments
20/10/23	Meet with contractors at Nisbet Park	Discussion on bollards
26/10/23	Bay of Islands-Whangaroa Community Board meeting	The Centre, Kerikeri
27/10/23	Meeting with Kowhai and Animal Control	Discuss 14/11/23 community subdivision meeting about dog ownership
27/10/23	Liza Menna	Owner of Bonanza – flooding issue
04/11/23	Moerewa Christmas Event meeting	
07/11/23	Meeting with Park and Reserve staff	Discuss Taumatamakuku, also had contractors on site.
09/11/23	Meeting for Simson Park	Discuss the Reserve Management Plan

Community Issues

Issue name	Comment

Requests for Service (RFS)

RFS number	Date	Comment
4175446	16/09/2023	Council working through the issue with resident.
4175449	16/09/2023	Council working with the resident.
	30/10/2023	Kawakawa Oyster Factory Pothole (Resolved)
	01/11/2023	Tree down on Pokapu Road (Resolved)

Other Issue

7.2 SETTING OF 2024 MEETING SCHEDULE

File Number: A4469089

Author: Fleur Beresford, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board to set their meeting dates for the 2024 calendar year.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Each Community Board is responsible for setting their own meeting dates.
- The report recommends that the Bay of Islands-Whangaroa Community Board meet 4 weekly.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

a) adopt the following meeting dates for the 2024 calendar year:

- 15 February 2024
- 21 March 2024
- 18 April 2024
- 16 May 2024
- 20 June 2024
- 18 July 2024
- 15 August 2024
- 19 September 2024
- 24 October 2024
- 21 November 2024
- 19 December 2024; and,

b) delegate to Chair Belinda Ward authority to change the meeting dates.

TĀHUHU KŌRERO / BACKGROUND

The Local Government Act (LGA) requires a local authority to hold meetings that are necessary for the good governance of its region or district. The Local Government Official Information and Meetings Act (LGOIMA) promotes the open and public transaction of business at meetings. Neither the LGA or LGOIMA requires a local authority to schedule meetings a year in advance, however it is considered good practise throughout New Zealand.

Council reserve 28 October of each year, as a non-Council meeting day, in recognising the signing of He Whakaputanga o te Rangatiratanga o Nu Tirenī – Declaration of Independence of the United Tribes of New Zealand.

Community Boards are required to set their own meeting dates.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

This report recommends that Bay of Islands-Whangaroa Community Board meet 4 weekly when possible.

The 2024 formal meeting calendar proposed to Council is that Council and Committee meetings would be held on a 4 weekly rotation and that Te Miromiro – Assurance, Risk and Finance would be held 6 weekly. As part of the Formal Meeting Calendar adoption by Council reserve dates have been set aside for workshops.

The proposed Community Board meeting dates are considered in the Council 2024 formal meeting calendar. The proposed meeting dates ensures minimal meeting event conflicts and sufficient time for report escalation to the following Council meeting.

Please note, additional time may be required from time to time for unexpected or unanticipated matters. This should however be minimal. Staff are committed to providing as much notice as possible and making sure that business where possible, is restricted to the days adopted as part of this schedule.

Community Boards are also encouraged to meet informally outside of the formal meeting schedule to touch base or conduct workshops to discuss various matters.

Reason for the recommendation

To adopt a schedule of Bay of Islands-Whangaroa Community Board meetings for the 2024 calendar year.

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

There is a cost in supporting meetings, and these are covered within operational budgets.

ĀPITIHINGA / ATTACHMENTS

1. **BOIWCB 2024 Meeting Calendar - A4469079** [↓](#) 

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 matter 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.	The relevant legislation as referenced in the report is the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
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.	Community Boards are responsible for setting their own meeting schedule. Similar reports will be written suggesting alignment with Council and Committee meetings.
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 particular implications for Māori. Meetings are not scheduled on significant dates ie Waitangi Day, Matariki or He Whakaputanga.
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 does not have any implications on persons identified in legislation.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are covered within operational budgets.
Chief Financial Officer review.	The CFO has not reviewed this report.

Community Board 2024 Meeting Calendar

Formal Meetings

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7.3 NEW GROUND LEASE TO PLAYCENTRE AOTEAROA - RUSSELL PLAYCENTRE OVER 12 CHURCH STREET, RUSSELL

File Number: A4371078

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Bay of Islands – Whangaroa Community Board recommendation on the granting of a new ground lease, under Section 61 Reserves Act 1977, to Playcentre Aotearoa over Lot 6 DP 7147, 12 Church Street, Russell.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Russell Playcentre, operating under the Playcentre Aotearoa umbrella, have been established at 12 Church Street since the 1960s.
- In August 2023, Playcentre Aotearoa approached Council seeking permission to install a bike track and with that, a new ground lease.
- The site is classified Local Purpose (playcentre) Reserve and the proposed lease is consistent with the reserve purpose.
- The Reserves Act 1977 does not require public consultation on leasing a vested local purpose reserve.
- Kororāreka Marae Committee has been notified by the way of letter sent via email of the proposed lease. Their response supporting the lease is attached.

TŪTOHUNGA / RECOMMENDATION

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

- a) A new ground lease be issued to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.**

The terms of the lease shall be:

- i) 30 years (10+10+10)**
- ii) Rental: as per FNDC Fees and Charges schedule for a community lease.
\$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule.**

- b) With further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa.**

1) TĀHUHU KŌRERO / BACKGROUND

The Local Purpose (Playcentre) Reserve is vested in Council and has been occupied by Russell Playcentre since the 1960s.

The Russell Playcentre previously held a lease over the reserve under the Mid Northland Playcentre Association umbrella. This lease expired in 2017.

In 2019 the New Zealand Playcentre Federation and all 32 Playcentre Associations (Mid Northland Playcentre included) from around the country were formally amalgamated into Playcentre Aotearoa. A staff member from Russell Playcentre advised of this process beginning in 2013 and

recommended not progressing with a new lease that would need to be amended due to this amalgamation.

The playcentre is the only early childhood centre in Russell and caters to families from Russell, Waikare, Opua and Paihia. They strive to provide a complete early childhood education service for children aged 0-6, teaching through free play, empowering within safe limits, and providing support and education to families.

Playcentre Aotearoa is a bicultural organisation, providing resources and planning activities which promote Māori culture, including encouraging use of Te Reo, supporting staff through Te Reo courses and organising visits to their local marae "Haratu".

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Though public notice is not required for this site, Kororāreka Marae Committee have been notified of the proposed lease via letter. A response supporting the lease was received. Please see attached.

The options for this site are:

Option 1 (Recommended):

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

- a) A new ground lease be issued to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.**

The terms of the lease shall be:

- i) 30 years (10+10+10)**

- ii) Rental: as per FNDC Fees and Charges schedule for a community lease.**

\$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule.

- b) With further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa.**

This option allows the Russell Playcentre to continue providing essential early childhood education services to the families of Russell and surrounding areas.

Option 2:

- a) Decline Playcentre Aotearoa request for a new lease.
- b) Ask Playcentre Aotearoa to remove the existing building and associated assets from the reserve and reinstate the local purpose reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Russell Playcentre, operating under the Playcentre Aotearoa umbrella, provide a beneficial service to the community and requiring them to vacate would be detrimental to the whānau and tamariki of the area.











Public notice is not a statutory requirement under Reserves Act for the leasing of a Local Purpose Reserve and therefore does not form part of the proposed recommendation.

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space. The lease will provide for the lessee to be responsible for the payment of all utility charges, rates if applicable and insurances.

Should a lease not be provided to Playcentre Aotearoa and the land reinstated to reserve, Council will become responsible for any ongoing maintenance of the site, placing more pressure on the reserves maintenance budget.

ĀPITI HANGA / ATTACHMENTS

1. Russell Playcentre - Consultation on a request for lease - A4375973  
2. RE FW New lease - Russell Playcentre - response - A4375998  
3. Debra Rawiri reply Russell Playcentre Lease enquiry - A4404966  
4. Aerial view of 12 Church Street Russell - A4407631  
5. CRS - Title Details_1 Lots 5 and 6 - A4407783  

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. The Russell Playcentre is a well-established community asset.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Parks and Reserves Policy 2022: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base, requiring significant financial investment. FNDC Fees and Charges. Section 61 Reserves Act 1977 https://www.legislation.govt.nz/act/public/1977/0066/latest/DLM444767.html
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Delegation to the relevant Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long Term Plan 2021-2031. Te Hono was approached to provide advice on who the main contacts were in the first instance. A letter was sent via email to the Kororāreka Marae Committee to inform them of requested lease. A response supporting the proposed lease was received. Please see attached.
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	The community of Russell and surrounding localities will be affected should this lease not be granted. The Reserves Act 1977 does not require Council to initiate public notice for leases over Local Purpose

– youth, the aged and those with disabilities).	reserves.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The FNDC Fees and Charges Policy sets out the rental for leases over reserved land.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Private Bag 752, Memorial Avenue
Kaikohe 0405, New Zealand
✉ ask.us@fndc.govt.nz
☎ 0800 920 029
www.fndc.govt.nz

7th September 2023

Tēnā koe

We are contacting you to notify you of the requested lease and invite iwi and hapū feedback on the proposed lease.

Russell Playcentre has been operating from 14 Church Road, Russell, since 1960. Russell Playcentre is a well-established community playcentre that serves the communities of Russell, Paihia, Opuā and Waikare.

It is the only playcentre in Russell and strives to provide complete early childhood education service for children aged 0-6, teaching through free play, empowering within safe limits and providing support and education to families. They are a bicultural organisation, encouraging the use of Te Reo and regularly visiting their local marae. They have approached Council and requested a new ground lease over the Local Purpose Reserve.

The proposed lease term is 30 years, broken into three x 10 year terms.

The process for entering a lease on a Local Purpose Reserve does not require public consultation. However, we feel it is important to notify iwi/hapū in the Russell locality of the lease proposal.

If you would like further information, discuss this proposal further, have any questions or want to share feedback, please do not hesitate to get in contact with Michelle Rockell at michelle.rockell@fndc.govt.nz.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Johnson', with a stylized flourish at the end.

Kevin Johnson
Group Manager – Delivery & Operations

Michelle Rockell

From: DEBRA REWIRI <rewiri.boyce@xtra.co.nz>
Sent: Wednesday, 6 September 2023 6:21 pm
To: Lawrence Wharerau
Cc: Llani Harding; Michelle Rockell; moppettm@xtra.co.nz; burton@jsnz.com; daviesl1960@gmail.com; David McKenzie; spatriciapatu@gmail.com; standinginwater@gmail.com; dianesmith14@hotmail.com; Belinda Ward
Subject: RE: FW: New lease - Russell Playcentre

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside Far North District Council.
Do not click links or open attachments unless you recognise the sender and know the content is safe.

Kiaora Lawrence

Of course I'd like to tautoko the Playcentre in what they're wanting to achieve in a bi-cultural context but the korero is up to them.

Ae I'm in London and leaving for Spain tomorrow.

Ngaa mihi

Deb

On 06/09/2023 07:51 NZST Lawrence Wharerau <lawrence.wharerau@fndc.govt.nz> wrote:

Thank you for your prompt response Debs, truly appreciated knowing you are offshore and about to head into a conference next week.

When I read the request, the first thing that popped into my mind was this is a great opportunity to support the local support to reclaim Kororāreka as the name for the township and the playcentre could rebrand... but I am not of the community so I will sit back down in the corner and shush myself...

Lawrence

From: DEBRA REWIRI <rewiri.boyce@xtra.co.nz>
Sent: Rāapa, 06 Mahuru, 2023 7:42 a.m.
To: Lawrence Wharerau <Lawrence.Wharerau@fndc.govt.nz>
Cc: Llani Harding <Llani.Harding@fndc.govt.nz>; Michelle Rockell <Michelle.Rockell@fndc.govt.nz>; moppettm@xtra.co.nz; burton@jsnz.com; daviesl1960@gmail.com; David McKenzie <merkenzie@gmail.com>; spatriciapatu@gmail.com; standinginwater@gmail.com; dianesmith14@hotmail.com
Subject: Re: FW: New lease - Russell Playcentre

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Kiaora Lawrence

Ae of course we'll tautoko them for the whanau they bring into the Village.

They usually come to the Marae for activities so the Dr's surgery would tautoko, the Duke owners and almost all Businesses in town.

These mokopuna will be the lifeblood of the town.

Ngaa mihi

Deb

On 06/09/2023 07:15 NZST Lawrence Wharerau
<lawrence.wharerau@fndc.govt.nz> wrote:

Mōrena Deb,

How is your haerenga going?

We appreciate you taking time to consider the proposal from the Russell Playcentre with respect to them applying for a lease renewal located at 14 Church Street Kororāreka.

Besides a response from Kororāreka Marae, are there other interested and affected parties we need to include from your perspective.

Kia ora mai

Lawrence Wharerau

From: Te Hono Support <tehonosupport@fndc.govt.nz>
Sent: Rātū, 05 Mahuru, 2023 12:09 p.m.
To: Lawrence Wharerau <Lawrence.Wharerau@fndc.govt.nz>

Cc: Michelle Rockell <Michelle.Rockell@fndc.govt.nz>

Subject: FW: New lease - Russell Playcentre

Kia ora Lawrence

Can you please send this off to Whaea Debs please for comments



Llani Harding

Pouhautu Te Hono - Manager Te Hono

Strategic Relationships, Far North District Council | **24-hour Contact Centre** 0800 920 029

DDI 6494015346 | **M** 64273273447 | Llani.Harding@fndc.govt.nz

[Website](#) | [Facebook](#) | [LinkedIn](#) | [Careers](#)

From: Michelle Rockell <Michelle.Rockell@fndc.govt.nz>

Sent: Monday, September 4, 2023 1:17 PM

To: Te Hono Support <tehonosupport@fndc.govt.nz>

Subject: New lease - Russell Playcentre

Kia ora team,

Here's another contact request for you 😊

Russell Playcentre have requested a lease over the local purpose (playcentre) reserve located at 14 Church Road, Russell. We have completed the below questions found on the Te Hono site for you to hopefully provide and insight:

What is the issue/project or the kaupapa (topic) about?

A fresh lease is to be progressed with the Russell Playcentre local purpose (playcentre) reserve at 14 Church Road, Russell. They have operated from this site since the 1960s

Who does it involve?

Russell Playcentre

The FNDC Property Legalisation Team

The Bay of Islands -Whangaroa Community Board

Full Council as decision makers acting for the Min of Conservation under delegation

What is the timeline for the issue/topic or project to start or be resolved by?

Assuming Iwi and Community Board support I am hopeful of getting a report to Council by November 2023 to provide a resolution on the granting of the lease

Support needed:

It is considered appropriate to notify Iwi/Hapu in the Russell locality of the lease proposal. The Reserves Act does require public consultation on leases over recreation reserves.

The key terms of the lease will be a Term of 30 years(10+10+10) and Rent of \$118 +GST per annum as set by FNDC Fees and Charges Schedule 2023/24 for Community leases.

Can you please provide me with the contact details of relevant iwi/hapu in the area so I can make contact to advise of the proposed lease.

Ngā mihi,



Michelle Rockell Work hours: 8.00am - 4.30pm Mon - Fri
Team Leader - Property Management
M 272718167 | P 6494015308 | Michelle.Rockell@fndc.govt.nz
Te Kaunihera o Tai Tokerau ki te Raki | Far North District Council

Pokapū Kōrero 24-hāora | 24-hour Contact Centre 0800 920 029
fndc.govt.nz



Michelle Rockell

From: DEBRA REWIRI <rewiri.boyce@xtra.co.nz>
Sent: Thursday, 7 September 2023 4:32 pm
To: Tania George
Cc: Michelle Rockell; moppettm@xtra.co.nz; spatriciapatu@gmail.com; davesl1960@gmail.com; doreenbailey99@gmail.com; dianasmith14@hotmail.com; burton@jsnz.com; David McKenzie
Subject: Re: FW: New lease - Russell Playcentre
Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside Far North District Council.
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Kiaora Tania
Kororāreka Marae absolutely support the current Playcentre to continue to operate it's centre for the overall health and benefit of local whanau and mokopuna of our village to thrive in the environment they continue to flourish in as Play is at the foundation of all tamariki to grow their potential.
Any further support they need to operate will be given.
Ngaa mihi
Deb Rewiri
Chair Kororāreka Marae
Nga Uri ki Ngaare Raumati Ngati Manu

On 07/09/2023 02:14 BST Tania George <tania.george@fndc.govt.nz> wrote:

Tena koe Debra

Please find attached, notification of the proposed lease for Russell Playcentre.

Nga mihi

Tania 😊



Tania George

Executive Assistant to Group Manager - Delivery & Operations - Delivery and Operations

M [64272510549](tel:64272510549) | P [6494015339](tel:6494015339) | Tania.George@fndc.govt.nz

Te Kaunihera o Tai Tokerau ki te Raki | Far North District Council

Pokapū Kōrero 24-hāora | 24-hour Contact Centre [0800 920 029](tel:0800920029)

fndc.govt.nz



Aerial view of 12 Church Street Russell



**COMPUTER FREEHOLD REGISTER
UNDER LAND TRANSFER ACT 1952****Search Copy**

Identifier **NA318/66**
Land Registration District **North Auckland**
Date Issued 07 December 1920

Prior References

NA113/88

Estate Fee Simple
Area 1464 square metres more or less
Legal Description Lot 5-6 Deposited Plan 7147

ProprietorsThe Russell Town Board

Interests

SUBJECT TO THE RESERVES ACT 1977

B347171.2 Gazette Notice (N.Z. Gazette, 30.8.1984, p 3528) classifying (i) Lot 5 DP 7147 as a Recreation Reserve and (ii) Lot 6 DP 7147 as a Local Purpose Reserve (site for playcentre) - 7.11.1984 at 1.46 pm

Transaction Id 55172594
Client Reference mlethbridge002

Search Copy Dated 28/09/18 1:25 pm, Page 1 of 1
Register Only

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

File Number: A4460297

Author: Jeanette England, Team Leader - Assets & Project Delivery

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands Community Board agree:

- a) to Uplift the “Opuia-Paihia Walkway Permanent Realignment Beechy Street to English Bay” report for consideration;**
- b) to Option 1 to permanently realign the Opuia-Paihia Coastal Walkway from within Land Parcel ID 5238752 (Unformed Legal Road) to Richardson Street, as per the attached map.**

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

Phase 2 Section E: English Bay to Beechy Street

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

Richardson Street Landslip

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

It is proposed that a section of the track is abandoned and to formalise the temporary diversion along Richardson Street as the new alignment. This option is the most cost-effective option negates the need for significant earthworks and construction in the coastal maritime area. Whilst this option is considered to detract from the visual amenity of the track, it does deliver a more sustainable formation for the future. Council's engineer has agreed that the track in the vicinity of the slip area is not suitable for the safe passage of pedestrians and agrees that this section be closed. The risk to public safety in this area is too high for council to allow this section to remain open.

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

The Board moved a resolution requesting that staff conduct a further site visit at the southern end of the track through to Wall's Bay Reserve. Staff have now visited the site and agree that the first part of the track from Richardson Road around to Walls Bay can remain open.

Council will also upgrade the signage notifying users of the track about the closures and provide maps of the exact area that is closed off. There will be significant barriers put in place closer to the slip to allow users to walk as far as possible along the track to see the view of the harbour and take photos. Track users will then need to back track to Walls Bay and use the track up to Richardson Street.

Option 2: Reinstate the existing alignment.

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

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

Te Araroa Trail Trust

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

The new recommendation will be to keep the track open from Richardson Street (by the hall) to Doug's boat yard and then realign the section of the Opuā-Paihia Coastal Walkway from Walls Bay up over the hill to Richardson Street and back down to the track.

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

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

ĀPITI HANGA / ATTACHMENTS

1. Updated Map for Opuā - Paihia Walkway - A4460712 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

State the financial implications and where budgetary provisions have been made to support this decision.	It is anticipated there is little budgetary implications for this project with the proposed realignment.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Paihia – Opuia Walkway, Track Closure Map



7.5 FUNDING APPLICATIONS

File Number: A4461776

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$107,173.61** to allocate for the Community Board Fund in the 2023/2024 financial year.
- The Board also has **\$100,060.00** to allocate for the Placemaking Fund for the 2023/2024 financial year.
- Four new applications have been received, requesting \$72,078.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Friends of Northland Dance for the costs towards performing Alice in Wonderland, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- b) approves the sum of **\$50,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to the Kerikeri Sports Complex for the costs towards the creation of a multi-sensory accessible playground, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Tracey Cadogan for the costs towards Russell Christmas event, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- d) approves the sum of **\$2,900** (plus GST if applicable) be paid from the Boards Community Fund account to the The Turner Centre for the costs towards Reuben Rameka visit and performance, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
Friends of Dance Northland – Alice in Wonderland	\$14,178	\$5,000	The applicant is seeking half the costs for putting on the dance production Alice in Wonderland at the Turner Centre. The hire costs for the Turner Centre are almost \$7,000.	Event
Kerikeri Sports Complex – Playground	\$50,000	\$50,000	The applicant is seeking funds towards the development of a multi-sensory accessible play area at the Kerikeri Sports Complex.	Infrastructure
Tracey Cadogan – Russell Christmas	\$4,902	\$5,000	The Board's Strategic Plan states that the Board will: " <i>Fund one Christmas event or Parade in Kerikeri, Kaeo, Kawakawa, Moerewa, Paihia and Russell of up to \$5,000 per annum for the event.</i> " While the applicant has asked for slightly less than the amount, the event is just over \$5,000 and this is the first year they have applied for funding.	Event
Turner Centre – Reuben Rameka	\$2,900	\$2,900	The Turner Centre is applying on behalf of Reuben, who will visit the area and write a piece of music with local rangitahi, which will then be performed at a lunchtime concert in January at the Turner Centre.	Event

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.funding

Option One: Authorise funding for the full amount requested.









Option Two: Authorise partial funding.

Option Three: Decline funding the application.

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

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

ĀPITI HANGA / ATTACHMENTS

1. Friends of Northland Dance - A4465651  
2. Kerikeri Sports Complex - A4465649  
3. Russell Christmas - A4465650  
4. Turner Centre - Reuben Rameka - A4465648  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

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

Application No. BOIWCB232413 From Friends of dance northland charitable trust

Form Submitted 25 Oct 2023, 11:29AM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following **must** be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Friends of dance northland charitable trust

Website

Must be a URL.

Facebook page

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Contact details

Position *

Trustee

Position

Trustee

Phone Number

Mobile Number

Must be an email address.

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

The purpose of the Trust is to benefit the local public and community in the Far North of New Zealand by:

- (i) Encouraging, promoting, and providing instruction and education in Jazz and other forms of dance;
- (ii) Producing and presenting Jazz and dance performances;
- (iii) Expanding these activities to increase access to dance education and performance for more children, particularly those from disadvantaged backgrounds;
- (iv) Building and maintain a scholarship fund to help students advance their dance education;
- (v) Building, mutually beneficial relationships and collaboration with other local, regional, and national dance, theatre, and music groups

Number of Members *

2

Project Details

*** indicates a required field**

Project Details

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Local Grant Application Form****Application No. BOIWCB232413 From Friends of dance northland charitable trust**

Form Submitted 25 Oct 2023, 11:29AM NZDT

Clearly describe the project or event:

Name of Activity *

Alice in Wonderland

Location *

Turner centre Kerikeri

Will there be a charge for the public to attend or participate in the project or event? *☒ Yes☐ No**Entry Cost****If yes, how much?**

\$30.00

Must be a dollar amount.

Project dates:

Start Date

Date *

01/09/2023

Must be a date.

End Date:

Date: *

12/12/2023

Must be a date.

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

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

Project outline: *

A musical theatre/ dance production performed by northland youth, including singing, jazz, lyrical, hip hop and acrobatic dance. A chance for young dancers to share the talents and skills they have learned throughout the year in an onstage presentation for whanau, friends and the general public. The production involves over 110 performers aged between 4-18 years, and approximately 20 volunteers as well as 5 qualified dance and theatrical professionals to tutor and mentor the children.

Project Cost*** indicates a required field****Provide a detailed cost estimate for the activity. Funding requested may not**

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exceed 50% of the total cost.

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

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

Please Note:

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire	\$6,038.00	\$6,038.00	Filename: Contract - Dance Vibes Turner Centre (1).pdf File size: 652.3 kB	\$6,038
Advertising/Promotion	\$800.00	\$	Filename: DV Invoice 2023 Sep.pdf File size: 1.0 MB	\$800
Facilitator/Professional Fees	\$10,600.00	\$7,500.00	Filename: INV0939.pdf File size: 20.7 kB	\$10,600
Volunteer associated costs	\$200.00	\$	No files have been uploaded	\$200
Administration (inc. stationery/copying)	\$400.00	\$	No files have been uploaded	\$400
Photographer/Videographer	\$1,160.00	\$	Filename: DV-Quote-Dec-2023-Show (1).pdf File size: 1.0 MB	\$1,160
Makeup/Hair	\$500.00	\$	No files have been uploaded	\$500

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Costumes(including seamstress)	\$3,850.00	\$	Filename: costume expenses (version 1).xlsx File size: 539.2 kB	\$3,850
programmes	\$300.00	\$	No files have been uploaded	\$300
Travel/Milage	\$300.00	\$	No files have been uploaded	\$300
Set Materials	\$1,500.00	\$	No files have been uploaded	\$1,500
Venue decoration	\$200.00	\$	No files have been uploaded	\$200
Music/Licensing fees	\$200.00	\$	No files have been uploaded	\$200
Stage Manager	\$600.00	\$	No files have been uploaded	\$600
Equipment	\$1,470.00	\$640.00	Filename: IMG_0668.PNG File size: 270.7 kB	\$1,470
Hair and makeup consumables	\$300.00	\$	No files have been uploaded	\$300

Funding Request Amount

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

What is the total cost of your project? *

28418

Must be a number.

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

\$14,178

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

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If your organisation registered for GST *☐ Yes ☒ No**Current Funding****How much money does your organisation currently have? ***

\$200.00

Must be a dollar amount.

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

\$200.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
costumes	\$200.00
	\$
	\$
	\$
	\$

Total Tagged Funds**Total Tagged Amount**

\$200.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Ticket sales	\$15,000.00	Pending
fundraising	\$1,000.00	Pending

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

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Declaration

*** indicates a required field**

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.

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Form Submitted 25 Oct 2023, 11:29AM NZDT

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

Signatures**Position ***

Trustee

Position

Trustee

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
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Must be an email address.

Must be an email address.

Date

25/10/2023

Must be a date.

Date

25/10/2023

Must be a date.

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232412 From Kerikeri Sports Complex**

Form Submitted 24 Oct 2023, 1:27PM NZDT

Applicant Details*** indicates a required field****Instructions****Please read carefully:**

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details**Applicant ***

Kerikeri Sports Complex

Must be a URL.

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form
Application No. BOIWCB232412 From Kerikeri Sports Complex
Form Submitted 24 Oct 2023, 1:27PM NZDT

Contact details

Position *

Management Board member

Position

Management Board member

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

Must be an email address.

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Kerikeri Sports Complex Inc is an incorporated society and charitable trust that has been set up to promote, foster and develop amateur sport, sports training, health and fitness in the Far North area and in particular young people. The society's role is to secure sports fields, grounds and facilities for its members generally and in particular the Founding Members as a result of their relocation from their existing fields grounds and facilities.

Number of Members *

365 Rugby, 504 Netball Intermediate / senior players, 270 Future Ferns (Junior) players

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Te Amo Pūtoro

Location *

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

Application No. BOIWCB232412 From Kerikeri Sports Complex

Form Submitted 24 Oct 2023, 1:27PM NZDT

Kerikeri Sports Complex

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

☐ Yes

☒ No

Project dates:

Start Date

End Date:

Date *

Date: *

01/09/2020

31/12/2024

Must be a date.

Must be a date.

Project Outline

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

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

Project outline: *

Te Amo Pūtoro is a community-led initiative that aims to surface kōrero tuku iho, our stories of Ngāti Rehia in a space to nurture our tamariki.

It was born in response to a lack of safe play options on site at our local sports complex, which was identified as a barrier to Māmā especially, participating in organised sports.

By bringing mana whenua, hāpori, rangatahi, technical experts, and system holders together, we have collectively designed a space that will ensure our tamariki are active, while connecting them to the whenua.

We are looking for support to fund the capital development of Te Amo Pūtoro.

Te Amo Pūtoro will be a māra hūpara; a traditional māori playspace that aims to develop a range of skills through play in natural settings, supporting intergenerational play and a connection to te taiao - a first for the Far North. Te Amo Pūtoro is also prototype for how FNDC might utilise placemaking approaches to increase the wellbeing opportunities in public spaces. This is an opportunity for a change of approach at a systems level, recognising the value that a sense of belonging and identity has for people. It will also demonstrate how public spaces can enable a sense of belonging, environmental sustainability and be Te Tiriti focused.

This project has been developed through a rich engagement and design process, especially with mana whenua, rangatahi and tamariki. Time has been taken to learn about how the space is currently used by broad sections of community, as well as the vision that they have for the space. Community has identified the "soft skills" that are important for the space to nurture within our tamariki and rangatahi, and we have worked to ensure the design is fully responsive to building these skills, enabling and strengthening the long term hauora outcomes of our whānau in space.

After engaging Boffa Miskell to produce our concept and detailed design pack, Te Amo Pūtoro is now "shovel ready" and ready to come to life. All the paperwork is completed, permissions are gained, and project partners are on board ready to go. We just need the pūtea to realise this incredible community-led, community enabled kaupapa.

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

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The design of space is centred around pūrakau of place of Ngāti Rehia; sites across their rohe that are significant to our community of the Kerikeri/Waipapa area. We would like to offer the Bay of Islands-Whangaroa Community Board the opportunity to financially support the space within Te Amo Pūtoro that tells the story of Rangitāne | The Pā that moved around to keep people safe. This space has been designed to tell the narrative of Rangitāne as you make your way into Te Amo Pūtoro. A rākau play space draws you in to move and test your agility, balance, coordination and skills while playing with friends and whānau. Referencing the scattered logs/driftwood along the coasts, the playspace incorporates a mix of rākau hupara for stepping, climbing, jumping and moving along at low and high heights and speed. At the center of the space, a featured play structure with nets and ropes allows you to climb up and view across Te Amo Pūtoro acting as a pūhara (platform watchtower). This playscape references the concepts and movements of Tūmataunga and Te Whare Tapere referenced through various colours and energies.

The wider Far North will benefit from this project; not only because it will be a playspace to add to the Far North network, available to all of our communities to be active, playful and connected, but Te Amo Pūtoro is a prototype opportunity for Far North District Council to test a different approach placemaking and the design of public spaces. Shifting from the contemporary approach of building spaces for communities to be active and play, to an approach that enables community to celebrate identity and wellbeing, and play an active ownership and kaitiaki role in the design and build of places. Levelling up the intergenerational health and wellbeing outcomes by working smarter, not harder!

When we conducted a feasibility assessment for the project in 2021/22 (this project was financially supported by the Community Board), it identified the following data relating to current level of service vs. national level of service;

"Kaitia level of service 1.1 to 1.5 playgrounds per 1,000 children (age 0-14yrs)

Kaikohe level of service 1.3 to 1.4 playgrounds per 1,000 children (age 0-14yrs)

Kerikeri level of service 1.1 to 1.2 playgrounds per 1,000 children (age 0-14yrs)

The National median level of service is 3.9 playgrounds per 1,000 children (age 0-14yrs).

This means that, compared to the National median, the Kerikeri service area needs an additional 7 playgrounds to serve just the children of this area. On this basis, the proposed playspace is considered critically needed by the community."

As Te Amo Pūtoro has been designed to be intergenerational in it's design, we know that it will be a significant contributor to raising the level of service that our community receives for public spaces that encourage social cohesion and active movement.

Project Cost

*** indicates a required field**

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

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

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

Application No. BOIWCB232412 From Kerikeri Sports Complex

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

Please Note:

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Project Management	\$60,000.00	\$0.00	No files have been uploaded	\$409,132
Soft landscaping elements	\$72,098.00	\$3,690.00	Filename: 20230811_Te_Amo_Pūtoro_Costings FINAL.pdf File size: 184.8 kB	\$
Play equipment	\$117,288.00	\$42,310.00	No files have been uploaded	\$
Natural playable features	\$34,900.00	\$4,000.00	No files have been uploaded	\$
Hard landscaping	\$72,120.00	\$	No files have been uploaded	\$
Earthworks	\$19,550.00	\$	No files have been uploaded	\$
Cultural elements	\$20,000.00	\$	No files have been uploaded	\$
Other	\$13,176.00	\$	No files have been uploaded	\$
		\$	No files have been uploaded	\$
	\$	\$	No files have been uploaded	\$
	\$	\$	No files have been uploaded	\$

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232412 From Kerikeri Sports Complex**

Form Submitted 24 Oct 2023, 1:27PM NZDT

	\$	\$	No files have been uploaded	\$
	\$	\$	No files have been uploaded	\$
	\$	\$	No files have been uploaded	\$
	\$	\$	No files have been uploaded	\$

Funding Request Amount

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

What is the total cost of your project? *

409132

Must be a number.

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

\$50,000

Must be a dollar amount.

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

\$82,362.14

Must be a dollar amount.

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

\$82,362.14

Must be a dollar amount.

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

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

Purpose	Amount
Playground	\$28,751.19
General operating expenses	\$26,103.40
Operating contingency	\$27,507.55
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$82,362.14

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Tū Manawa	\$30,000.00	Approved
Foundation North	\$99,999.00	Pending
FNDC - Project Management	\$60,000.00	Approved
Waipapa Rotary - seats	\$7,500.00	Approved

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Playground Feasibility /Design phase	\$15,000.00	03/06/2021	Yes

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

Application No. BOIWCB232412 From Kerikeri Sports Complex

Form Submitted 24 Oct 2023, 1:27PM NZDT

Playground Feasibility /Design phase	\$10,000.00	23/09/2019	
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Declaration

* indicates a required field

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232412 From Kerikeri Sports Complex**

Form Submitted 24 Oct 2023, 1:27PM NZDT

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

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

Signatures**Position ***

Management Board member

Position

Management Board member

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232414 From Mrs Tracey Cadogan**

Form Submitted 24 Oct 2023, 8:24PM NZDT

Applicant Details*** indicates a required field****Instructions****Please read carefully:**

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details**Website**

Must be a URL.

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232414 From Mrs Tracey Cadogan**

Form Submitted 24 Oct 2023, 8:24PM NZDT

Contact details**Position ***

Organizer

Position

Helper

Must be an email address.

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

I am a Mum in the wonderful Community of Kororāreka Russell, who loves to help the kids in our community have a sense of fun and things to do. As such, I am always putting my energy into organising activities that support our tamariki enjoying themselves with free or low cost activities that are friendly and fun. When my children were at Russell Primary School, I organized the inaugural Russell School Gala, a family friendly event which involved a range of activities (tug of war, bouncy castle, emergency services displays and stalls) as a fundraiser for the school. Since then I have also organized

- Annual Kids Fishing competition in January (past ? years)
- Annual Christmas Parade (past ? years)
- Helped with the Russell Playcentre Garage Sale
- Annual Russell Cake Bake-off (fund raiser to send youth on the R. Tucker Thompson) over Labour weekend

My two children and now at secondary school but I still love to make sure that our community has family friendly activities. As they say if you want something doing, ask a busy person! This funding application is therefore from myself as an individual (not an organization) so that I can organize this year's Christmas community event. I am partnering with William Fuller from the Bay of Islands Walkway Trust to put on this event.

Number of Members *

Whole Community

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232414 From Mrs Tracey Cadogan**

Form Submitted 24 Oct 2023, 8:24PM NZDT

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

Clearly describe the project or event:

Name of Activity *

Kororāreka Russell Christmas Parade and Community Event

Location *

Kororāreka Russell

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

Start Date

End Date:

Date ***Date: ***

10/12/2023

10/12/2023

Must be a date.

Must be a date.

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

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

Project outline: *

The whole community loves the Christmas Parade, and we have floats from community organisations and groups who create a great spectacle for the whole town as well as our lovely visitors who are often amazed by our friendly village. It's not just the spectacle for those watching, but it is also fun for the people who are putting their floats together. We are expecting 30 floats from a soccer team, a 4 generation family, Santa, old fashion cars, a builder, Waka Ama team, Gym group Tennis club, an Electrician and Play Centre to name just a few.

This year, we are having the Christmas Parade early, on the 10th of December before the busy holiday season starts. That way most families will be able to come and enjoy a fun filled community day. The kids also have stalls to sell their wares - Christmas decorations, soaps, cards, baking etc. This will in turn help them to earn a little Christmas pocket money.

We will drive through from the Harautu / Museum car park along York Street up Cass Street along The Strand waterfront doing a figure 8 before heading over to Long Beach for a family beach party. We are hoping to have:

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

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- sausages sizzles
- burgers
- coffee
- ice cream
- water

The activities at the beach will be:

- Tug a War
- Sandcastle Competition
- Volleyball
- Cricket
- Face Painting
- Carols Crazy Petting Zoo

And loads of Families attend

I will set up an area for our Golden Oldies under the St Johns gazebos with chairs and the old table to keep them out of the sun. I normally have a team of 10 to help run the parade and to set up at Long Beach. I normally have one person stay with our oldies to get them sausages or an Ice Cream. The seating at Wood to Water in the centre of town is always reserved for our Golden Oldies so they are in the shade and can see everything.

Our local community will come and help supply and put up gazebos, chairs etc. Volleyball, cricket, sand castles and tug a war will all be run by our local community. It is really a fun family community beach day.

ITM in Haruru will lend us the BBQ trailer for the day, and the Long Beach Coffee cart will be there. Our main costs are for the ice cream, water, sausages bread, burgers etc from our local 4 Square, along with the traffic management plan. In previous years, local businesses have helped with donations, but in the current economic climate, they are doing it tough as they are also supporting food banks and more pressing causes. This is why I hope that the Community Board will be able to provide funding to help us put on a really special event this year.

Project Cost

*** indicates a required field**

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

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

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

Please Note:

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

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

Application No. BOIWCB232414 From Mrs Tracey Cadogan

Form Submitted 24 Oct 2023, 8:24PM NZDT

- If you are applying for operating costs of a programme, please attach a programme outline

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Traffic Management	\$2,249.40	\$2,249.40	Filename: Quote QU0909.pdf File size: 69.0 kB	\$6,282
Petting Zoo	\$500.00	\$0.00	No files have been uploaded	\$
Advertising	\$80.00	\$0.00	No files have been uploaded	\$
Food for family event	\$2,652.98	\$2,652.98	Filename: Quote Russell Christmas Parade.xlsx File size: 81.1 kB	\$
Sundry Items	\$100.00	\$0.00	No files have been uploaded	\$
Face Painting	\$200.00	\$0.00	No files have been uploaded	\$
Volunteer Time	\$500.00	\$0.00	No files have been uploaded	\$
Supporting Documents Other (describe)	\$	\$	Filename: Supplementary information-.pdf File size: 5.7 MB	\$
	\$	\$	Filename: Account Balances - Westpac.pdf File size: 53.7 kB	\$

Funding Request Amount

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

What is the total cost of your project? *

6282

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
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Application No. BOIWCB232414 From Mrs Tracey Cadogan
Form Submitted 24 Oct 2023, 8:24PM NZDT

Must be a number.

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

\$4,902

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	\$
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$0.00

This number/amount is calculated.

Other Funding

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

Application No. BOIWCB232414 From Mrs Tracey Cadogan

Form Submitted 24 Oct 2023, 8:24PM NZDT

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

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

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Declaration

* indicates a required field

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.

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

Application No. BOIWCB232414 From Mrs Tracey Cadogan

Form Submitted 24 Oct 2023, 8:24PM NZDT

5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.

6. We have the following set of internal controls in place:

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

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

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

Signatures

Position *

Position

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**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232414 From Mrs Tracey Cadogan**

Form Submitted 24 Oct 2023, 8:24PM NZDT

Organizer

Helper

Phone Number**Phone Number**

Must be an email address.

Must be an email address.**Date**

21/10/2023

Must be a date.

Date

21/10/2023

Must be a date.

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.

- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	The Centre At Kerikeri Ltd (Turner Centre)	Number of Members	30, 000 PA
Postal Address	<div style="background-color: black; width: 100%; height: 100%;"></div>		
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

**“Te Ranga Toi Waka
To be the vessel that weaves the arts together, for our community”.**

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

Local Grant Application Form



Project Details

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

☐ Te Hiku ☐ Kaikohe-Hokianga ☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity **Reuben Rameka New Music Commission** Date **1st December 2023 - 24 Jan 2024**

Location **Turner Centre** Time **12:30PM**

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

If so, how much?

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

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

Reuben Rameka grew up in South Auckland and was always surrounded by music. His family always enjoyed having parties where they would play music, sing waiata, dance and just generally have a good time. Reuben is the mokopuna of Ngāti Rēhia's Nora Rameka.

Reuben studied his Bachelors of Music at the University of Auckland majoring in composition. He was taught by renowned NZ composers Dr Leonie Holmes, Associate Professor Eve de Castro-Robinson and Dr John Coulter. He is currently working full-time as a music curriculum teacher and choral director at Aorere College and also currently as a freelance composer and arranger.

We are applying for support to commission Reuben Rameka to write a piece of music that tells a local story. This piece of music will be workshopped and performed as part of a free concert in the Turner Centre John Dalton Auditorium on Weds the 24th January with the New Zealand Secondary Schools Choir.

Kaupapa: "I whakapapa to Ngāti Rēhia through my maternal grandmother, Nora Tawhi Rameka. As a composer, I often write music in response or relating to traditional stories of my whānau or Māoridom in general. My aim through this project would be to inspire and educate young singers and our local community (Kenikeri) about these stories through music and waiata. The New Zealand Secondary Schools Choir is a perfect group to be a part of this project as the young singers will then pass their new learning on to their local communities once they return home. For this new commission I will write about our tūpuna, including Hone Heke, Hongi Hika and Eruera Maihi Patuone".

The commission and subsequent performance of this piece of music on Wednesday the 24th January will:

- Tell local stories that will become a permanent part of our local history
- Educate our community about local history
- Educate manuhiri from, the New Zealand Secondary Schools Choir about our local history
- Develop new locally themed music
- Strengthen ties and build connections with Ngāti Rēhia living outside of Te Tai Tokerau
- Create opportunities for Ngāti Rēhia arts practitioners
- Allow open access for 400 community members to experience a high quality concert without financial barriers to entry
- Expose our community to high quality music and arts
- Build community pride, spirit, resilience and cohesion within our community
- Encourage volunteer participation
- Give rangatahi the opportunity to perform in the best arts facility north of Auckland

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion	SEE BUDGET ABOVE	
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	\$2900	\$2900

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

The commission and subsequent performance of this piece of music on Wednesday the 24th January will:

- Tell local stories that will become a permanent part of our local history
- Educate our community about local history
- Educate manuhiri from, the New Zealand Secondary Schools Choir about our local history
- Develop new locally themed music
- Strengthen ties and build connections with Ngāti Rēhia living outside of Te Tai Tokerau
- Create opportunities for Ngāti Rēhia arts practitioners
- Allow open access for 400 community members to experience a high quality concert without financial barriers to entry
- Expose our community to high quality music and arts
- Build community pride, spirit, resilience and cohesion within our community
- Encourage volunteer participation
- Give rangatahi the opportunity to perform in the best arts facility north of Auckland

BUDGET & FUNDING REQUEST

We are applying funding towards the commission of the new piece of music for the New Zealand Secondary School Choir, Reuben's travel from Auckland and a small performance fee for the concert.

EXPENSES	AMOUNT (EXCL GST)
Music Commissioning Fee - Reuben Rameka	\$2,500.00
Petrol from Tamaki Makauarau return	\$150.00
Workshop/Performance Fee	\$250.00
TOTAL	\$2,900.00

The concert will be self funded with the New Zealand Secondary Schools Choir covering their own performance and the venue rental being covered by sponsorship from the Kerikeri Retirement Village Sponsorship, which supports our lunchtime concert series.

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number **89-116-198**

How much money does your organisation currently have?

Have balancing loan and reserves

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

Surplus reserves are committed to interior fit out project

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

Purpose	Amount
NA	
TOTAL	

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

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
	Text	Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Future Planning and Sustainability	\$50, 000	2022	Y / N
COVID WAR CHEST	\$50, 000	2021	Y / N
Kanikani Katoa	\$4500.00		Y / N
Trouble in Paradise	\$3000.00		Y / N

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

Local Grant Application Form



Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal or personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

On behalf of: (full name of organisation)

The Centre At Kerikeri Limited

We, the undersigned, declare the following:

In submitting this application:

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

Sign

Sign

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

Local Grant Application Form



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

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

Signatory One

Name	<input type="text"/>	<input type="text"/>
Postal Address	<input type="text"/>	<input type="text"/>
Phone Number	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>

Signatory Two

Name	<input type="text"/>	<input type="text"/>
Postal Address	<input type="text"/>	<input type="text"/>
Phone Number	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>

7.6 PROJECT FUNDING REPORTS

File Number: A4465433

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Bay of Islands Jazz Festival
- b) R Tucker Thompson Youth Sailing Trust
- c) Whangaroa Hall
- d) Whatu Creative

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 Jazz Festival - A4465424  
- 2. R Tucker Thompson Youth Sailing Trust - A4465423  
- 3. Whangaroa Hall - A4465425  
- 4. Whatu Creative - A4465426  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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



Far North
District Council

Project Report
COMMUNITY GRANT FUND - LOCAL

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: BOI Jazz & Blues Festival
Name & location of project: Paihia, Russell & Haurua Falls
Date of project/activity: 11 - 13 August 2023

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2500 + GST \$2875.00

Board meeting date the grant was approved: 12 / 7 / 23

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Clarks Coachline for Shuttle Bus	\$3154.00	✓
	\$	
	\$	
	\$	
Total:	\$	

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

highlights were Japanese Band & the Australian Bands
Numbers were low approx 750 badges sold

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

1

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

This festival sells accommodation, Restaurant food, Snacks, Coffee, Petrol, boat trips, alcohol, etc

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

as attached re programme booklet

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

W.W.W. Jazz blues - 20.13

This report was completed by:

Name:

Address:

Phone:

Email:

Date:

[Redacted contact information]



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz **PDF attachment via email is preferred) OR:**

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:	R. Tucker Thompson Sail Training Trust
Name & location of project:	Youth Development Programme
Date of project/activity:	14 to 20 August 2023 and 23 to 29 August 2023

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohe-Hokianga

☒

Bay of Islands-Whangaroa

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

Board meeting date the grant was approved: April 2023

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
This funding supported two trainees onto our 7-day Youth Development Voyage	\$4,000.00	
	\$	
	\$	
	\$	
Total:	\$4,000.00	

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

Report below

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

1

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

www.facebook.com/rtuckert

This report was completed by:

Name:

Address:

Phone mob:

Email:

Date:

2

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



Project Report COMMUNITY GRANT FUND - LOCAL

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fnhc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:	Whangaroa Memorial Hall Committee
Name & location of project:	Whangaroa Memorial Hall - S.H.10 Kaeo Township
Date of project/activity:	21 July 2023

Which Community Board did you receive funding from?

☐ Te Hiku
 ☐ Kaikohe-Hokianga
 ☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 3,099

Board meeting date the grant was approved: June 2023

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
Our contribution: Wall 1 Curtains - Harrisons Carpets 50% dep	\$ 1,549.88	✓
Our contribution: Wall 1 Curtains - Harrisons Carpets 50% final	\$ 1,549.88	✓
Community Bd Grant : Wall 2 Curtains- Harrisons Carpets 50% dep	\$ 1,549.88	✓
Community Bd Grant : Wall 2 Curtains- Harrisons Carpets 50% final	\$ 1,549.88	✓
Total:	\$ 6,199.56	

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

This project was essentially about installing new curtains in the Whangaroa Memorial Hall in the Kaeo Township to replace the drop blinds that were continually damage by windy conditions and were entirely unsuitable. The new curtains have been warmly welcomed by hall users and now allow for a greater array of uses including movies.

Private Bag 752, Haverhill Ave, Kaitake 0400, New Zealand. Telephone: 0600 920 029,
Phone: (09) 435 2790, Fax: (09) 431 2137, Email: info@fnhc.govt.nz, Website: www.fnhc.govt.nz

1

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

The new curtains compliment the audio visual equipment in the hall and the new stage curtains installed several years ago. They provide much needed shade on sunny days when the stage is in use and help to contain the heat in the hall during the winter months. The new wall and stage curtains have uplifted the internal appearance of the hall and has received positive feedback from the community.

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

A sign acknowledging the support of the BOI-WHANGAROA COMMUNITY BOARD has been produced and is to be erected alongside the wall curtains in a prominent place. A photographs of the sign is attached below.

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

Not applicable

This report was completed by:

Name:
Address:
Phone:
Email:
Date:



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz **PDF attachment via email is preferred**) OR:

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation: Whatu Creative

Name & Location of Project: Te Āhureke o Matariki

Date of Project/activity: 03/07/23 – 22/07/23

Which Community Board did you receive funding from?

☒ Te Hiku

☒ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund:

Board meeting date the grant was approved:

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Harko Brown – Facilitator, all material supplied	\$3450	✓
Papa Taakaro - Wiremu Sarich, all materials supplied	\$2500	✓
Merryn Grace - Installation	\$1000	✓
Te Aho Tapu - Amber O'Neill	\$300	✓
Betsy Young – Facilitator, all materials supplied	\$500	✓
Whatu Creative – 2x Facilitators, 2x workshops, all materials supplied	\$2267.90	✓
He Waka Tauihu e Pareparea ana – Researchers 2x facilitators 3x workshops, Kaitaia, Kaikohe, Kawakawa + travel	\$1500 - Koha	✓
Catering	\$482.10	✓
Total:	\$12,000	

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

The events and workshops that were run as part of Te Āhuareka o Matariki 2023 were well attended by all ages throughout the district. The workshops ran over three weeks and we had over 300 participants across all the programs. Some of the highlights included the age range of participants from toddlers to our kuia and kaumatua. All the programs offered the opportunity for public to connect and share matauranga Māori in a safe environment. Matariki Maumahara 1000 captured the imagination of kids and adults while relaying the messages of sustainability and the need to return to natural resources. The Tuku Atu, Tuku Mai workshop was well attended with both libraries reaching chair and floor capacity. The workshop featured on Te Karere that evening and promoted the wider program and our message of revitalising traditional Māori art and forms of sharing matauranga. <https://www.youtube.com/watch?v=wdFPpBXgFC8>

The testimonials from those that attended the workshops were heartfelt and really expressed the hunger for more kaupapa Māori workshops and events in the libraries. For example, one father spoke about how he had never been to the library before and had no reason to go. His daughter asked him to take her to the Tuku Atu, Tuku Mai workshop – he initially said no but decided to bring her. He did not realise that the library could host a workshop like this – he thanked us and learnt about story telling through tukutuku.

Ngā Taonga Takaro led by Harko Brown was very popular and hosting him for a day in three locations allowed maximum exposure and opportunity for the community to come along and learn. It was evident in the faces of kids and adults the pure joy he brought through passing on his matauranga. The array of cognitive skill involved, and variety offered in Tākaro Māori games meant there was something for everyone.

He Waka Tauihu e Pareparea ana offered some really engaging korero around whenua Māori and the different ways whanau can research their whenua. The participants provided really positive feedback around the quality of the workshop and how they felt comfortable to share their kōrero. The facilitators have advised that many of the participants have continued their research journey and regularly meet up for study sessions.

Te Aho Tapu – Amber O'Neill filled in for Ellen Smith who was unable to run the original Mirimiri and Romiromi workshop. Participants learnt about the traditional Māori creation story and how all the elements of the taiao contribute to the balance of our hauora. Amber carried out several demonstrations within the group tailored to everyone's balance or out of balance hauora. Amber created a safe space where total strangers felt comfortable to open up about certain aspects of their person life. Amber's workshop was well attended and all asked if she ran sessions anywhere else.

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

We were encouraged by the 92 feedback forms returned by participants. The collaboration between libraries, Te Ahu Museum and community proved to be a successful model and we hope that this will inspire similar events. Te Āhuareka o Matariki enabled inter-generational exchanges and transfer of knowledge and experience. The series helped public to reimagine the library space and what it can be used for. The workshops brought life and energy to the library space and people were engaged and wanting more. It was very motivating to see the amount of people that attended the workshops. It was difficult to keep to the allocated time and the facilitators were very generous and stayed longer to accommodate the interest shown by our community. It was a privilege to be able to bring quality facilitators to our community and not have to pass on a cost to participants. The public were genuinely grateful to be able to come along to something that they were provided everything, and it didn't place any extra financial burden on them. I hope we can continue to bring more workshops to our district's library spaces.

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

Please find attached booklet, FNDC article, photos, videos, and links to Te Karere interview.

FNDC article

<https://www.fndc.govt.nz/Whats-new/Latest-news/%E2%80%98Lit%E2%80%99-events-celebrating-Matariki>

Te Karere

<https://www.youtube.com/watch?v=wdFPpBXgFC8>

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

Kaikohe Library FB

Kaitaia Library, Te Ahu FB

Te Hononga, Kawakawa Library FB

Procter Library, Kerikeri FB

Whatu Creative FB

This report was completed by:

7.7 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD 2024-2027 FOOTPATH PROGRAMME PRIORITY

File Number: A4466799

Author: Elizabeth Stacey, NTA Road Safety and Traffic Engineer

Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to document the footpath programme decisions made by the Bay of Islands-Whangaroa Community Board in workshop session for inclusion in the 2024-2027 draft Long Term Plan.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

The Bay of Islands-Whangaroa Community Board have prioritised locations for the draft 2024-2027 Unsubsidised and Community Board funded for the footpath program. Staff have compiled this list of locations for confirmation by the Board.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) receive the report Bay of Islands-Whangaroa Community Board 2024-2027 Footpath Programme Priority Report; and
- b) confirm the listed locations for inclusion in the draft 2024-2027 Long Term Plan.

1) TĀHUHU KŌRERO / BACKGROUND

As part of developing the draft 2024-2027 Long Term Plan (LTP), staff has met with the Board to discuss the current programmed footpath projects and the Boards priority list for funding. In developing the 2021-2024 footpath programme, the Board selected projects in excess of available funding in order to inform the communities priorities for future years.

The Board has met through a workshop session and prioritised the following list of footpaths, shown as Table 1, for inclusion in the draft 2024-2027 LTP. Inclusion in the draft LTP does not guarantee subsidy from Waka Kotahi or the availability of unsubsidized funds. In considering the 24-27 LTP, it was assumed that footpaths would be funded at the same amount as the 2021-2024 LTP. In the event additional funding is secured the Board will have the opportunity to consider the selection of additional projects.

Project	Area	Estimate	Comments
Te Tii Road: BOI Academy to Whitiara Marae	Te Tii	\$605,000	Requires land acquisition
SH 10: Waipapa Loop Road – Pungaere Road	Waipapa	\$720,000	Design approval to be negotiated with Waka Kotahi
Wiroa Road – SH10 – Airport Phase 1	Kerikeri	\$1,500,000	Construct at minimum 2.5m shared path width

As part of the design phase of the 21-24 footpath programme, cost estimates and the scope of work have been refined for all projects. As a result of additional investigation the following two projects have been removed from the Board's list of projects for consideration:

- Whangaroa Road: Lewers Road – Kent Bay
- School Road: School – Totara North

The concept plans for these projects that have been developed by staff will be utilised to seek funding from alternative sources.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The NTA will use the list of funding priorities provided by the Board to inform the draft 2024-2027 LTP. Staff will regularly update the Board as to progress to construction as well as any additional funding opportunities to supplement the footpath programme funding.

Options:

Option 1: The Community Board may receive this report and confirm the locations listed in Table 1 for inclusion in the 2024-2027 LTP. This option is consistent with the priority list developed by the Board during the 2021-2024 funding cycle.

Option 2: The Community Board may receive this report and amend the locations listed in Table 1 for inclusion in the 2024-2027 LTP. Any amendments will require additional investigation to determine the draft budget for that location.

Option 3: The Community Board may reject this report and conduct a follow up workshop to determine new footpath priorities. This option is not recommended due to the timelines for the draft 2024-2027 LTP development.

The recommended option is **Option 1**.

Next Steps

Once the Bay of Islands-Whangaroa Board's footpath programme is confirmed by the Board the projects will be included in the draft 2024-2027 LTP for funding consideration by Waka Kotahi and the Far North District Council.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The Recommendation is arising from a workshop session held with the Bay of Islands-Whangaroa Community Board and is consistent with the Board's footpath prioritisation for the 2021-2024 LTP.

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

The list of prioritised footpaths will be included in the 2024-2027 Draft LTP for funding consideration. Final funding amounts will be determined by Waka Kotahi and Council.

ĀPITI HANGA / ATTACHMENTS

1. **BOI-W Footpath Recommendation Report 13.10.2023 - A4457552**  

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	Significance has been determined as "Low" under Councils Significance and Engagement Policy.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Land Transport Act 1998 FNDC Footpath Policy #5004
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.	Community Board views were sought in development of the prioritisation list.
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 direct implications for Māori
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).	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	This list puts forward projects for consideration in the 2024-2027 LTP. This decision does not commit Council or Waka Kotahi funding.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

BAY OF ISLANDS – WHANGAROA COMMUNITY BOARD 2024-2027 FOOTPATH PROGRAMME PRIORITY

File Number:

Author: Elizabeth Stacey, Road Safety and Traffic Engineer

Authoriser: Jeff Devine, Strategy & Planning Manager - Northland Transportation Alliance

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to document the footpath programme decisions made by the Community Board in workshop session for inclusion in the 2024-2027 draft Long Term Plan.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Bay of Islands Community Board have prioritised locations for the draft 2024-2027 Unsubsidised and Community Board funded for the footpath program. Staff have compiled this prioritisation for confirmation by the Board.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report BAY OF ISLANDS – WHANGAROA COMMUNITY BOARD 2024-2027 FOOTPATH PROGRAMME PRIORITY and confirm the listed locations and priorities.

TĀHUHU KŌRERO / BACKGROUND

As part of developing the draft 2024-2027 Long Term Plan (LTP), staff has met with the Board to discuss the current programmed footpath projects and the Boards priority list for funding. In developing the 2021-2024 footpath programme, the Board selected projects in excess of available funding in order to inform the communities priorities for future years.

The Board has met through a workshop session and prioritised the following list of footpaths for inclusion in the draft 2024-2027 LTP. Inclusion in the draft LTP does not guarantee subsidy from Waka Kotahi or the availability of unsubsidized funds. In considering the 24-27 LTP, it was assumed that footpaths would be funded at the same amount as the 2021-2024 LTP. In the event additional funding is secured the Board will have the opportunity to consider the selection of additional projects.

Project	Area	Estimate	Comments
Te Tii Road: BOI Academy to Whitiara Marae	Te Tii	\$605,000	Requires land acquisition
SH 10: Waipapa Loop Road – Pungaere Road	Waipapa	\$720,000	Design approval to be negotiated with Waka Kotahi
Wiroa Road – SH10 – Airport Phase 1	Kerikeri	\$1,500,000	Construct at minimum 2.5m shared path width

As part of the design phase of the 21-24 footpath programme, cost estimates and the scope of work have been refined for all projects. As a result of additional investigation the following two projects have been removed from the Board's list of projects for consideration:

- Whangaroa Road: Lewers Road – Kent Bay
- School Road: School – Totara North

The concept plans for these projects that have been developed by staff will be utilised to seek funding from alternative sources.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The NTA will use the list of funding priorities provided by the Board to inform the draft 2024-2027 LTP. Staff will regularly update the Board as to progress to construction as well as any additional funding opportunities to supplement the footpath programme funding.

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

The list of prioritised footpaths have been included in the 2024-2027 Draft LTP for funding consideration. Final funding amounts will be determined by Waka Kotahi and Council.

ĀPITIHINGA / ATTACHMENTS

Nil

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD NOVEMBER OPEN RESOLUTION REPORT

File Number: A4460204

Author: Fleur Beresford, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board November Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

Open resolution reports provide regular updates on progress against decisions made at meetings.

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **BOIW-CB - Open Resolution Report Nov 2023 - A4469501**  

OPEN RESOLUTION REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Thursday, 9 November 2023 2:55:20 pm Date From: 1/01/2020 Date To: 9/11/2023	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 13/04/2023	Bay of Islands Off Leash Dog Park	RESOLUTION 2021/115 That the Bay of Islands-Whangaroa Community Board recommend that staff do not proceed with the proposed location and undertake further research for an alternative location. CARRIED	19 Jul 2023 2:11pm Gannon, Casey BOI_W board requested action be open - until further locations are investigated. 09 Nov 2023 1:08pm Beresford, Fleur New location to be identified, now sitting with Asset Management.
Bay of Islands-Whangaroa Community Board 31/08/2023	Opuia-Paihia Walkway Permanent Realignment Beechy Street to English Bay	The amendment became the substantive motion. RESOLUTION 2023/103 That the Bay of Islands-Whangaroa Community Board; a) leave this report: "Opuia-Paihia Walkway Permanent Realignment Beechy Street To English Bay" lie on the table to allow staff time to conduct further research on the condition assessment, b) request that staff conduct a site visit at the southern end of the track through to Wall's Bay Reserve; c) supports the interim closure of the affected pathway, and, d) requests that the long-term implications of the overall coastal pathway be taken into consideration. CARRIED	
Bay of Islands-Whangaroa Community Board 2/12/2021	Notice of Motion - Cherry Park House	RESOLUTION 2021/115 That the Bay of Islands – Whangaroa Community Board receive the Cherry Park House Management Committee report and refer it to Council staff requesting their advice as to steps that can be taken to address the issues raised in the report. CARRIED	23 May 2023 11:31am James, Darren Wormwald has been contracted to undertake the BWOF inspection and CPH has been programmed in to be completed. No date at this time for completion will update at next CB. 27 Jul 2023 11:53am Gannon, Casey - Completion Completed by Gannon, Casey on behalf of James, Darren (action officer) on 27 July 2023 at 11:53:10 AM - Closing due to length of age of this item. 27 Jul 2023 12:35pm Gannon, Casey - Completion Uncompleted by Gannon, Casey 09 Nov 2023 1:02pm Beresford, Fleur No update as to issuance of building WOF

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Bay of Islands-Whangaroa Community Board	
		Printed: Thursday, 9 November 2023 2:55:20 pm Date From: 1/01/2020 Date To: 9/11/2023	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 28/09/2023	Reserve Management Plan Programme	RESOLUTION 2023/114 That the Bay of Islands-Whangaroa Community Board recommend that an individual Reserve Management Plan is prepared for Simson Park and should this not proceed, then in order of priority the Kerikeri Sports Complex Reserve Management Plan commence. CARRIED	09 Nov 2023 2:50pm Beresford, Fleur BOI_W board requested action be open - until Reserve Management Plan as identified by the Board is complete.

8.2 26 OCTOBER 2023 - FUNDING APPLICATIONS - PUBLIC CIRCULATION DUE TO ADMINISTRATIVE ERROR**File Number: A4467564****Author: Fleur Beresford, Democracy Advisor****Authoriser: Casey Gannon, Manager - Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of this report is to make public the Funding Applications incorrectly included in the Public Excluded Agenda of the 26 October 2023 meeting of the Bay of Islands-Whangaroa Community Board.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

The Funding Applications were discussed and debated at the 26 October 2023 meeting in public exclusion and the information and decisions were restated into public.















The link to this livestream is here: <https://fb.watch/obRwRinEou/?mibextid=SphRi8>

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) **note the Funding Applications from the 26 October 2023 Bay of Islands-Whangaroa Community Board meeting as a Public Agenda item; and**
- b) **note the decisions and information related to the Applications were restated back into public at the 26 October 2023 meeting.**

ĀPITI HANGA / ATTACHMENTS

1. **Funding Application - Karangahape Marae Trust - A4423744**  
2. **Funding Application - Kawakawa Business Association - A4422708**  
3. **Funding Application - Kerikeri Bowling Club - A4419456**  
4. **Funding Application - Kerikeri Christmas Event-2 - A4426802**  
5. **Funding Application - Moerewa Christmas 2023 - A4422711**  
6. **Funding Application - Whangaroa Arts Festival - A4419455**  
7. **Funding Application - Bay of Islands Budgeting - A4382383**  

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232411 From Karangahape Marae Trust**

Form Submitted 9 Oct 2023, 6:09PM NZDT

Applicant Details*** indicates a required field****Instructions****Please read carefully:**

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details**Applicant ***

Karangahape Marae Trust

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

Must be a URL.

Facebook page

Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
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Form Submitted 9 Oct 2023, 6:09PM NZDT

Contact details

Contact Person One:

Applicant Project Contact *

Mr Roger Kingi

Contact Person Two:

Applicant Admin Contact

Ms Liarne McManus

Position *

Position

Phone Number

Phone Number

Mobile Number

Mobile Number

Email *

Email Address

Purpose of organisation

Please briefly describe the purpose of the organisation *

Karangahape Marae is a community complex, which is used for social and cultural purposes. The Marae is utilised by whanau for the following ceremonies Tangihanga (funeral); Marena (marriage); Hura Kohatu (unveilings); Huritau (birthdays); Hui (conferences).

Number of Members *

2000

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Tuwheratanga (Opening ceremony)

Location *

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

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Kaeo, 0478, New Zealand

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

☐ Yes

☒ No

Project dates:

Start Date

End Date:

Date *

Date: *

11/11/2023

12/11/2023

Must be a date.

Must be a date.

Project Outline

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

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

Project outline: *

Members of the three Hapu of Te Touwai as well as their manuhiri (guests) from around the country as well as the public at large

Project Cost

*** indicates a required field**

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

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

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

Please Note:

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

Budget

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

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Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire	\$0.00	\$0.00	No files have been uploaded	\$0
Advertising/Promotion	\$0.00	\$0.00	No files have been uploaded	\$0
Facilitator/Professional Fees	\$0.00	\$0.00	No files have been uploaded	\$0
Administration (inc. stationery/copying)	\$0.00	\$0.00	No files have been uploaded	\$0
Equipment Hire	\$20,000.00	\$10,000.00	No files have been uploaded	\$20,000
Equipment Purchase (describe)	\$0.00	\$0.00	No files have been uploaded	\$0
Utilities	\$5,000.00	\$0.00	No files have been uploaded	\$5,000
Hardware (e.g. cement, timber, nails, paint)	\$0.00	\$0.00	No files have been uploaded	\$0
Consumable materials (craft supplies, books)	\$5,000.00	\$0.00	No files have been uploaded	\$5,000
Refreshments	\$25,000.00	\$0.00	No files have been uploaded	\$25,000
Travel/Mileage	\$2,000.00	\$0.00	No files have been uploaded	\$2,000
Volunteer Expenses Reimbursement	\$2,000.00	\$0.00	No files have been uploaded	\$2,000
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$

Funding Request Amount

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

What is the total cost of your project? *

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69000

Must be a number.

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

\$10,000

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

096-610-408

Current Funding

How much money does your organisation currently have? *

\$224,000.00

Must be a dollar amount.

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

\$224,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Complete Building	\$224,000.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232411 From Karangahape Marae Trust**

Form Submitted 9 Oct 2023, 6:09PM NZDT

\$224,000.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
TPK	\$9,000.00	Approved
	\$	

Previous Funding from FNDC**Have you previously received funding from FNDC? ***☐ Yes ☒ No**Declaration***** indicates a required field****Privacy Information**

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.

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

Application No. BOIWCB232411 From Karangahape Marae Trust

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

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

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

Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB232411 From Karangahape Marae Trust**

Form Submitted 9 Oct 2023, 6:09PM NZDT

Name ***Name****Position *****Position****Postal Address****Postal Address****Phone Number****Phone Number****Mobile Number****Mobile Number****Email****Date**

09/10/2023

Must be a date.

Date

09/10/2023

Must be a date.

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following **must** be submitted along with this application form:

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

Applicant details

Organisation	KAWAKAWA BUSINESS & COMMUNITY ASSOC	Number of Members	50+
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

COMMUNITY ORGANISATION

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

Local Grant Application Form



Project Details

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

☐ Te Hiku ☐ Kaikohe-Hokianga ☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity CHRISTMAS IN THE PARK Date 31st DEC

Location HUNDERTWASSER MEMORIAL PARK Time 2PM

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

If so, how much?

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

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

SIMILAR EVENT TO WHAT WE HAD LAST YEAR
SAUSAGE SIZZLE, LAMB AND HAM ROLLS, ENTERTAINMENT,
SCHOOL GROUPS, FACE PAINTING, LOLLY SCRAMBLE, SANTA CLAUS,
AMES EG GUMBOOT THROWING.

NO CHARGE TO THE COMMUNITY FOR ANY OF THE ABOVE
A CHANCE FOR PEOPLE TO GET TOGETHER IN A
SAFE AND FRIENDLY ENVIRONMENT.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	\$500.00 KOTA	\$500.00.
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire	DJ, ENTERTAINMENT ETC	\$500.00.
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	GIFT BAGS	\$1000.00.
Refreshments	KAWAKAWA HAMMER Hardware 1650.00	\$1327.93. \$1650.22.
Travel/Mileage	FOOD / ETC FOUR SQ \$1,327.93	
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS		\$4,978.15.

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST?

☐ Yes☒ No

GST Number

How much money does your organisation currently have?

\$89,000.00

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

\$82,000.00

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

Purpose	Amount
CCTV / MAINTENANCE	\$70,000.00
POOL	\$1,200.00
LIGHTING	\$10,800.00
TOTAL	\$82,000.00

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

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
CHRISTMAS PARTY		2022	Y / N
CHRISTMAS PARTY		2021	Y / N
CHRISTMAS PARTY		2020	Y / N
			Y / N

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Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

KAWAKAWA BUSINESS AND COMMUNITY ASSOCIATION

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

[Redacted signature box]

Signatory Two

[Handwritten signature]

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Local Grant Application Form



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

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

Signatory One

Name MALCOLM FRANCIS Position CHAIRMAN

Postal Address 11-15 GILLIES STREET, KAWAKAWA Post Code 0210

Phone Number 09 4040048 Mobile Number 027 766 7767

Signature [Signature] Date 05.10.2023

Signatory Two

Name HEATHER GRAY Position TREASURER

Postal Address 68 ALBERT STREET, KAWAKAWA Post Code 0210

Phone Number Work 09 4040043 Mobile Number 027 416 3843

Signature [Signature] Date 05.10.2023

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Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

Applicant Details*** indicates a required field****Instructions****Please read carefully:**

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details**Applicant ***

Kerikeri Bowling Club Incorporated

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

Must be a URL.

Facebook page

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

Contact details

Contact Person One:

Applicant Project Contact *

Contact Person Two:

Applicant Admin Contact**Position ***

Grants/Funding Committee

Position

Treasurer

Phone Number**Phone Number****Mobile Number****Mobile Number****Email *****Email Address****Purpose of organisation****Please briefly describe the purpose of the organisation ***

Kerikeri Bowling Club Inc was incorporated 1962 and plays outdoor lawn bowls, an integral part in the community sport in the Kerikeri CBD for the benefit of all people of all ages, races, physical, health and social benefits.

Number of Members *

120

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

Clearly describe the project or event:

Name of Activity *

Outdoor lawn bowls

Location *

18 Cobham Road, Kerikeri

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

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

Start Date

End Date:

Date**Date:**

01/11/2024

02/11/2023

Must be a date.

Must be a date.

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

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

Project outline: *

A 50% grant is requested to assist with annual insurance premium costs which are forever increasing, especially as the bowling club has experienced 3 burglaries of the green keepers shed this year in part due to poor carpark lighting which we understand will be rectified by the FNDC through the Domain upgrade before Xmas

Project Cost*** indicates a required field****Provide a detailed cost estimate for the activity. Funding requested may not exceed 50% of the total cost.**

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

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

Please Note:

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

Budge

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Rent/Venue Hire	\$	\$	<i>No files have been uploaded</i>
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>
Facilitator/Professional Fees	\$	\$	<i>No files have been uploaded</i>
Administration (inc. stationery/copying)	\$3,766.50	\$1,883.25	Filename: 2023 Renewal - Kerikeri Bowling Club Inc.pdf File size: 410.8 kB
Equipment Hire	\$	\$	<i>No files have been uploaded</i>
Equipment Purchase (describe)	\$	\$	<i>No files have been uploaded</i>
Utilities	\$	\$	<i>No files have been uploaded</i>
Hardware (e.g cement, timber, nails, paint)	\$	\$	<i>No files have been uploaded</i>
Consumable materials (craft supplies, books)	\$	\$	<i>No files have been uploaded</i>
Refreshments	\$	\$	<i>No files have been uploaded</i>
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>
Volunteer Expenses Reimbursement	\$	\$	<i>No files have been uploaded</i>
Other (describe)	\$	\$	<i>No files have been uploaded</i>
Other (describe)	\$	\$	<i>No files have been uploaded</i>
Other (describe)	\$	\$	<i>No files have been uploaded</i>

Funding Request Amount

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

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

What is the total cost of your project? *

\$3,767

Must be a dollar amount.

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

\$1,883

Must be a dollar amount.

Financial Information*** indicates a required field****Financial Information****If your organisation registered for GST ***☒ Yes ☐ No**GST Number****GST Number**

011-278-639

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

\$116,750.00

Must be a dollar amount.

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

\$100,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Replacement of upper astro turf artificial green	\$250,000.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

Total Expenditure Amount

\$250,000.00

This number/amount is calculated.

Other Funding

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

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

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

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
New astro surface for lower green approx 4 years ago	\$		Yes
	\$		
	\$		
	\$		

Last page*** indicates a required field****Privacy Information**

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

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information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.

Te Hiku Community Grants Fund 2023-2024**Local Grant Application Form****Application No. THCB00010 From Kerikeri Bowling Club Incorporated**

Form Submitted 21 Sep 2023, 10:04AM NZST

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

Signatures

Signatory One

Name ***Position ***

Grants/Funding Committee Member

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

Date

21/09/2023

Must be a date.

Signatory Two

Name**Position**

Treasurer

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

Date

21/09/2023

Must be a date.

Local Grant Application Form



Instructions

Please read carefully:

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- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
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The following must be submitted along with this application form:

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

Applicant details

Organisation	Our Kerikeri Community Charitable Trust	Number of Members	6
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

Our Kerikeri was formed after extensive consultation with the community, by a small group of passionate volunteers who are united by a goal of unlocking the potential of our town. We do this through working collaboratively with other community groups and our local hapu to do great things. Visit our website - www.kerikeriourtown.co.nz or our Facebook page for more info.

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Local Grant Application Form



Project Details

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

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

A people powered propulsion parade held in the Domain, followed by lots of entertainment, activities for all, food stalls and a great family afternoon/evening out.

We will also be lighting the Christmas Tree on the 2nd December with Carols under the Christmas Tree that evening. This event will be family friendly.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
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- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	Budget can be forwarded	5,000

on request, however we are still in preparation stage.

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

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Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
Mural, Jazz Festival, Masterplan (\$8,304 + \$2,000 + \$22,967)	33,271
Chess 2023 Championship	5,142
Christmas 2023	21,005
Proposed District Plan Hearings & Other	14,836
Te Haa	14,458
TOTAL	88,712

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

Funding Source	Amount	Approved
Business Sponsors - Various (some confirmed in above amount)	Still in Progress	Yes / <input type="text" value="Pending"/>
Sponsors in above tagged funding: McDonalds		<input type="text" value="Yes"/> / Pending
BedsRUs, Te Puna Waiora, Laser Plumbing, Law North Lawyers		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Masterplan	\$22,967	18/5/23	Y <input type="text" value="/ N"/>
2023 Chess Championship	\$2,000	8/6/23	Y <input type="text" value="/ N"/>
Chess Northland Champs 2022	2,000	August 22	<input type="text" value="Y"/> N
Creative Communities - Wall Art	3,000	September 21	<input type="text" value="Y"/> N

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Local Grant Application Form



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

On behalf of: (full name of organisation)

Our Kerikeri Community Charitable Trust

We, the undersigned, declare the following:

In submitting this application:

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

Signatory Two

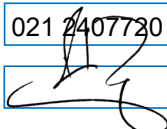
Local Grant Application Form



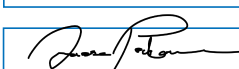
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

Signatory One

Name	<input type="text" value="Annika Dickey"/>	Position	<input type="text" value="Chairperson"/>
Postal Address	<input type="text" value="PO Box 501, Kerikeri"/>		Post Code <input type="text" value="0245"/>
Phone Number	<input type="text" value="021 2407730"/>	Mobile Number	<input type="text"/>
Signature		Date	<input type="text" value="09/10/2023"/>

Signatory Two

Name	<input type="text" value="Lasse Pedersen"/>	Position	<input type="text" value="Trustee"/>
Postal Address	<input type="text" value="PO Box 501, Kerikeri"/>		Post Code <input type="text" value="0245"/>
Phone Number	<input type="text" value="027 272 8478"/>	Mobile Number	<input type="text"/>
Signature		Date	<input type="text" value="09/10/2023"/>

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

Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa

Form Submitted 7 Oct 2023, 6:25PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following **must** be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Te Puna Aroha Putea Whakapapa

Postal Address *

Physical Address *

Website

<https://tepunaaroha.maori.nz/>

Must be a URL.

Facebook page

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa**

Form Submitted 7 Oct 2023, 6:25PM NZDT

Contact details

Contact Person One:

Applicant Project Contact *

Ms Pamela-Anne Ngohe-Simon

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

Contact Person Two:

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

Must be an email address.

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

Te Puna Aroha is a small kaupapa Māori Led Charitable Trust based in Ōtiria/Moerewa, Te Tai Tokerau. We celebrate local initiatives to allow whanau the ability to thrive in a safe healthy environment, growing resilience, building capacity, mobilising communities to foster a "Desire to Dream or Aspire for Abundance".

Number of Members *

100+

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

Clearly describe the project or event:

Name of Activity *

Moerewa Christmas 2023

Location *

Main Road Moerewa

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

Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa

Form Submitted 7 Oct 2023, 6:25PM NZDT

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

☐ Yes

☒ No

Project dates:

Start Date

End Date:

Date *

Date: *

08/12/2023

08/12/2023

Must be a date.

Must be a date.

Project Outline

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

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

Project outline: *

Our whole Moerewa community will benefit from this funding, there will be no excluded whanau members.

Our community is very humble with very limited resources so we don't apply for a lot of funding from FNDC for projects, this is the only project so far that we've accessed. It gives our tamariki a sense of value, inclusion and accessibility, far too often our tamariki are excluded because these community events are not in our town (we are financially humble so we just don't have a car let alone the cost of fuel to travel to get our tamariki to other areas to join in on celebrations, like Easter, Halloween, Fun Days etc).

This funding tells our community in Moerewa that Council actually care about our tamariki too.

Project Cost

*** indicates a required field**

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

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

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

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.

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

Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa

Form Submitted 7 Oct 2023, 6:25PM NZDT

- Do not enter cents - round values up or down to the nearest dollar
- Do not use the dollar sign (\$) - just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire	\$50.00	\$0.00	No files have been uploaded	\$0
Advertising/Promotion	\$1,000.00	\$0.00	No files have been uploaded	\$0
Facilitator/Professional Fees	\$1,100.00	\$0.00	No files have been uploaded	\$0
Administration (inc. stationery/copying)	\$3,000.00	\$0.00	No files have been uploaded	\$0
Equipment Hire	\$1,000.00	\$500.00	No files have been uploaded	\$500
Equipment Purchase (describe)	\$0.00	\$0.00	No files have been uploaded	\$0
Utilities	\$0.00	\$0.00	No files have been uploaded	\$0
Hardware (e.g. cement, timber, nails, paint)	\$500.00	\$0.00	No files have been uploaded	\$0
Consumable materials (craft supplies, books)	\$1,000.00	\$0.00	No files have been uploaded	\$0
Refreshments	\$2,500.00	\$500.00	No files have been uploaded	\$500
Travel/Mileage	\$300.00	\$0.00	No files have been uploaded	\$0
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Children Prizes	\$3,000.00	\$1,500.00	No files have been uploaded	\$1,500

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

Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa

Form Submitted 7 Oct 2023, 6:25PM NZDT

Adult Prizes - Wheel barrow, gumboot throw, pie eating, tug a war, floats...	\$2,000.00	\$0.00	No files have been uploaded	\$0
Traffic Manage- ment within the Park for safe traffic flow	\$2,500.00	\$2,500.00	No files have been uploaded	\$2,500

Funding Request Amount

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

What is the total cost of your project? *

17950

Must be a number.

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

\$5,000

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

132-096-015

Current Funding

How much money does your organisation currently have? *

\$82,000.00

Must be a dollar amount.

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

\$82,000.00

Must be a dollar amount.

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

Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa

Form Submitted 7 Oct 2023, 6:25PM NZDT

Tagged Funds

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

Purpose	Amount
NRC Water Resilience	\$25,000.00
NS Admin	\$3,500.00
COGS	\$6,500.00
GST	\$35,000.00
Return	\$6,000.00
Accounting Costs	\$6,000.00

Total Tagged Funds

Total Tagged Amount

\$82,000.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
He Iwi Kotahi Tatou Trust	\$6,500.00	Pending
BOI Budgetting	\$6,500.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Moerewa Christmas 2022	\$5,000.00	15/09/2022	Yes

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

Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa

Form Submitted 7 Oct 2023, 6:25PM NZDT

Moerewa Christmas 2021	\$5,000.00	12/10/2021	Yes
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Declaration

* indicates a required field

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
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 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
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 - regular financial reporting to every full meeting of the governing body

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa**

Form Submitted 7 Oct 2023, 6:25PM NZDT

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

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5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
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- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

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

Pamela-Anne Ngohe-Simon

Position *

Project Manager

Postal Address**Phone Number****Mobile Number****Signatory Two****Name**

Alexandra McGregor

Position

Chairperson

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

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
Local Grant Application Form****Application No. BOIWCB23248 From Te Puna Aroha Putea Whakapapa**

Form Submitted 7 Oct 2023, 6:25PM NZDT

Email

Date

07/10/2023

Must be a date.

Email

Date

07/10/2023

Must be a date.

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	<u>Te Kura o Hato Hōhepa Te Kāmura</u>	Number of Members	<u>24</u>
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

We are a small, rural, Māori Catholic school. We provide schooling to Year 1-8 in a Māori & English medium setting.

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Local Grant Application Form



Project Details

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

☐ Te Hiku ☐ Kaikohe-Hokianga ☒ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity WHANGAROA ARTS FESTIVAL Date 1 DEC 2023

Location WAITARUKE, KAEO Time 9am - 2pm

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

If so, how much?

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

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

Whangaroa Arts Festival promotes and celebrates the talents and passions of children / tamariki across all the kura/schools in Whangaroa. First established in 2000, the Festival has grown and thrived as an annual event proudly supported by children, whānau and wider Whangaroa community.

The Festival invites the following kura/schools / centres:

- Kaeo Primary School
- Matariki Bay School / TKKM Whangaroa.
- Totara North School
- Whangaroa College
- Oruaiti School
- Te Kura o Hato Hōhepa Te Kāmura
- Totara North ECE
- Creative Minds ECE

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire	15,400.00	7,700.00
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	15,400.00	7,700.00

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

Local Grant



Application Form

Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 552 51932

How much money does your organisation currently have? \$149,628.26

How much of this money is already committed to specific purposes? \$149,628.26

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

Purpose	Amount
All income to the school has been tagged and budgeted to specific needs to the school.	
TOTAL	

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

Funding Source	Amount	Approved
Te Runanga o Whangaroa	\$1500.00	Yes / <u>Pending</u>
Vicar for Māori	\$2000.00	Yes / <u>Pending</u>
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N

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A2686814

(version Sept 2018)

Page 4

Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

TE KURA O HATO HŌHEPA TE KĀMURA

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
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3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
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 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g. through a spreadsheet or journal entry
 - Regular financial reporting to every full meeting of the governing body

Signatory One

[Redacted signature]

Signatory Two

[Handwritten signature]

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Local Grant Application Form



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10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

Name	[Redacted]
Postal Address	[Redacted] 494
Phone Number	[Redacted]
Signature	[Redacted]

Signatory Two

Name	[Redacted]
Postal Address	[Redacted]
Phone Number	[Redacted]
Signature	[Redacted]

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

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

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

Applicant Details

*** indicates a required field**

Instructions**Please read carefully:**

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

The following *must* be submitted along with this application form:

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details**Applicant ***

Bay of Islands Budgeting & Community Services Trust

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

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

Must be a URL.

Facebook page

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

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

Contact Person One:

Applicant Project Contact *

Mrs Coralee Shortland

Position *

Coordinator

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

Must be an email address.

Contact Person Two:

Applicant Admin Contact

Mrs Wuki Beazley

Position

Community Educator

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

Must be an email address.

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

"Helping others to help themselves"

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

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

We are guided by underpinning values.

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

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

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

We currently provide the following services:

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

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

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

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

Clearly describe the project or event:

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

Start Date

Date *

02/10/2023

Must be a date.

End Date:

Date: *

30/06/2024

Must be a date.

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

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

Project outline: *

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

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

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

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

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

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

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

Project Cost

*** indicates a required field**

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

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

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

Please Note:

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

Budget

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

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

Funding Request Amount

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

What is the total cost of your project? *

17925

Must be a number.

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

\$17,925

Must be a dollar amount.

Financial Information

* indicates a required field

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Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

052-984-653

Current Funding

How much money does your organisation currently have? *

\$316,484.00

Must be a dollar amount.

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

\$316,484.00

Must be a dollar amount.

Tagged Funds

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

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

Total Tagged Funds

Total Tagged Amount

\$316,363.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

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

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Declaration

* indicates a required field

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - a regularly maintained and current cashbook or electronic equivalent

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

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

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

Signatures

Signatory One

Name *

Coralee Shortland

Position *

Coordinator

Postal Address

Signatory Two

Name

Wuki Beazley

Position

Secretary

Postal Address

**Bay of Islands-Whangaroa Community Board Grants July 2023 - June 2024
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Must be an email address.

Must be an email address.**Date**

30/08/2023

Must be a date.

Date

30/08/2023

Must be a date.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE