

**Kaikohe Ride for Life Working Group**  
**Minutes of meeting held Wednesday 18 October 2023 at 3.30 pm**

<b>Present:</b>	<p>Jay Hepi – Ride for Life Chairperson, James Stevens, Roger Floyed, Arthur Webber (Solomon Group), Craig Crawford (ACC), Maree Killkolly (Waka Kotahi), Linda Bracken (Kaikohe Business Association)</p> <p>Kaikohe-Hokianga Community Board: Chairperson Chicky Rudkin via Teams; in person from 3:53</p> <p>FNDC staff: Democracy Advisor - Marlema Baker, Community Board Coordinator - Melissa Wood, Support Officer - Grace Hamlin, Democracy Advisor - Imrie Dunn, Funding Advisor - Kathryn Trewin (via Teams)</p>
<b>Venue:</b>	Far North District Council (FNDC) Kaikohe Council Chambers

**Meeting Minutes**

<b>1.0</b>	<b>KARAKIA TIMATANGA</b> – Jay Hepi
<b>2.0</b>	<b>NGA WHAKAPAHĀ (APOLOGIES)</b> No Apologies
<b>3.0</b>	<p><b>GENERAL DISCUSSIONS</b></p> <ul style="list-style-type: none"> <li>• Purpose of the meeting – to start moving forwards with the kaupapa.</li> <li>• Move that previous minutes are accurate and approved – First: Roger Floyed Second: Craig Crawford</li> <li>• Discussed formation of sub-committee under Kaikohe-Hokianga Community Board or to remain as Working Group.</li> <li>• Marlema presented information to inform the discussion – document tabled and discussed the process for formation of subcommittee.</li> <li>• Maree Killkolly arrived at 3:43pm</li> <li>• Jay Hepi voices his concerns that as a Working Group they do not have the capacity to undertake the administration required.</li> <li>• Craig and Maree initially express concerns about any perception of conflict of interest as they represent partner organisations. <ul style="list-style-type: none"> <li>○ Maree votes sub-committee.</li> <li>○ Craig Crawford votes working group.</li> <li>○ Arthur Webber votes working group.</li> <li>○ Roger Floyed votes sub-committee.</li> <li>○ Linda Bracken votes sub-committee.</li> <li>○ James Stevens votes sub-committee.</li> </ul> </li> <li>• Chicky Rudkin arrives at 3:53pm. <ul style="list-style-type: none"> <li>○ Chicky abstains as she doesn't have a preference.</li> </ul> </li> <li>• Determined that a Kaikohe Ride for Life subcommittee would be requested to be formed under the Kaikohe-Hokianga Community Board</li> <li>• Kathryn speaks on funding for the sub-committee, as a subcommittee some funding applications may need to be umbrellaed by an external, non-FNDC party depending on who applying to.</li> </ul>

	<ul style="list-style-type: none"> <li>• Date set for licencing event day; timeframe short term is 2<sup>nd</sup> December 2023. Venue Kaikohe Memorial Hall (Jay has booked) and adjacent car park.</li> <li>• Longer term – expo event</li> <li>• Craig discussed the Moerewa licensing day and indicated ACC is prepared to fund \$3,000 - discuss with AA about if their store can be open for testing the same day or same week. ACC want this set up before Christmas (target goal)</li> <li>• Shiny Side Up bring international and national experts to present but that's not happening this year. Possibility of getting \$6,000 to set up something like an expo in Kaikohe happening instead or a course about learning what do when first on the scene and how to manage that. All together there \$6,000 possibly to use for an event and we can use it around February-March doesn't have to be December.</li> <li>• Roger contacted Ngawha Innovation Park re: expo event but FNHL unable to approve.</li> <li>• Willie Maihi is prepared to use the grounds for something like ride for life event.</li> <li>• Trace Dalton (Twin Coast Cycleway) made contact with Roger about the overgrown BMX track section by the railway tunnel Okaihau</li> <li>• Chicky encourages to make a funding application to Kaikohe – Hokianga Community Board.</li> <li>• Someone needs to be in communication with Kathryn about helping with an application for funding as Chicky won't be able to help being a part of the Kaikohe – Hokianga Community Board. Closing application date is 30<sup>th</sup> October 2023</li> </ul> <p>Maree can talk to some people about possibly funding Ride for Life.</p>
<b>7</b>	<b>KARAKIA WHAKAMUTUNGA</b> Karakia: Jay Hepi

ACTION	OWNER
<ul style="list-style-type: none"> <li>• Prepare agenda report for next KHCB meeting – formation of Kaikohe Ride for Life as a CB subcommittee</li> <li>• Draft Terms of Reference for Kaikohe Ride for Life subcommittee</li> </ul>	FNDC Democracy Services staff

**Meeting closed:** 4:30pm

**Next meeting date:** Next meeting – To be Confirmed.