



# Far North District Council



## Te Kaunihera o Te Hku o te Ika

# AGENDA



## Friday, 19 July 2024

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

### Membership:

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



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

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

**Council Delegations to Community Boards - January 2013**

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

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

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

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

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

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

## Terms of Reference

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

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

## Protocols

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

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

**Far North District Council**  
**Kaikohe-Hokianga Community Board Meeting**  
**will be held in the Council Chamber, Memorial Avenue, Kaikohe on:**  
**Friday 19 July 2024 at 10:00am**

---

**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer .....</b>	<b>7</b>
<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest .....</b>	<b>7</b>
<b>3</b>	<b>Te Wāhanga Tūmatanui / Public Forum.....</b>	<b>7</b>
<b>4</b>	<b>Ngā Tono Kōrero / Deputation.....</b>	<b>7</b>
<b>5</b>	<b>Ngā Kaikōrero / Speakers .....</b>	<b>7</b>
<b>6</b>	<b>Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes .....</b>	<b>8</b>
6.1	Confirmation of Previous Minutes .....	8
<b>7</b>	<b>Ngā Pūrongo / Reports.....</b>	<b>18</b>
7.1	Reserve Management Plan Programme .....	18
7.2	Placemaking Work Programme for the Kaikohe-Hokianga Ward, Financial year 2024/25.....	21
7.3	Funding Applications.....	27
7.4	Project Funding Reports .....	86
7.5	Chairperson and Members Reports .....	92
<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports .....</b>	<b>100</b>
8.1	Hokianga Ferry Liaison Group Meeting 27th March 2024 .....	100
8.2	Kaikohe-Hokianga Community Board July Open Resolution Report .....	105
<b>9</b>	<b>Karakia Whakamutunga / Closing Prayer .....</b>	<b>108</b>
<b>10</b>	<b>Te Kapinga Hui / Meeting Close .....</b>	<b>108</b>

## **1 KARAKIA TIMATANGA / OPENING PRAYER**

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

Te pou e here nei i ā tatou

Mauri ora ki ā tātou

Haumi e. Hui e. Tāiki e!

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

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

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

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

## **3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Public forum to be determined 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**

- Sam Stewart representing Coast to Coast Cat Rescue item 7.3a page 32 refers
- Medina Davis representing Hokianga Country Music Festival item 7.3b page 40 refers
- Duane Allen representing Northland College item 7.3d page 55 refers
- Arohanui Allen representing Okaihau Bowling Club item 7.3e page 63 refers
- Christina Morunga representing St Mary's Church Committee item 7.3f page 71 refers
- Representative from Kaikohe Pioneer Village item 7.3g and page 80 refers

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4536102

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

#### PURPOSE OF THE REPORT

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

#### RECOMMENDATION

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting 21 June 2024 as a true and correct record.**

#### 1) BACKGROUND

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

#### 2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

#### Reason for the recommendation

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

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

#### ATTACHMENTS

1. **2024-06-21 Kaikohe-Hokianga Community Board Minutes - A4757914**  



Kaikohe-Hokianga Community Board Meeting Minutes

21 June 2024

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON FRIDAY, 21 JUNE 2024 AT 10:03AM**

**PRESENT:** Chairperson Chicky Rudkin, Deputy Chairperson Tanya Folia , Member Trinity Edwards, Member Harmonie Gundry, Member Jessie McVeagh, Councillor John Vujcich

**IN ATTENDANCE:** Councillor Babe Kapa

**STAFF PRESENT:** Melissa Wood (Community Board Coordinator – Strategic Relationships), Peggy Van Veen (Principal Advisor – Strategic Relationships), Kathryn Trewin (Funding Advisor – Strategic Relationships), Imrie Dunn (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:03am Chair Rudkin opened the meeting with a karakia.

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

Apologies were noted from Member Mike Edmonds and lateness from Member Trinity Edwards.

Member Jessie McVeagh declared a conflict of interest with agenda item 7.1f Funding Applications

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Shaun Reilly addressed concerns regarding maintenance issues in Kaikohe township
- Linda Bracken gave a brief update from the Kaikohe Business Association.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Scarlet Mokaraka representing He Korowai o Kaikohekohe to present to the Board an approach to Community Led Development.

**Attachments tabled at meeting**

- |   |
|---|
| 1 He Korowai o Kaikohekohe Presentation |
|---|

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Mandy Lynn representing Everybody is a Treasure item 7.1d page 33 refers
- George Fa'alogo representing Graeme Dingle Foundation Far North item 7.1e refers
- Maria Barnes representing Hokianga Community Educational Trust item 7.1f refers
- Debbie Raphael representing Kaikohe and Districts Sportsville item 7.1h refers
- Graeme Kettle representing Northland Edible Garden Trail item 7.1j refers
- Selena Bercic representing Te Kupenga Rauora Trust item 7.1l refers

At 11:05am Chair Rudkin declared a conflict of interest with agenda item 7.1l Funding Applications.

At 10:55am Member Trinity Edwards joined the meeting

Kaikohe-Hokianga Community Board Meeting Minutes

21 June 2024

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

Agenda item 6.1 document number A4536094, pages 8 - 13 refers.

**RESOLUTION 2024/50**

Moved: Member Jessie McVeagh

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 17 May 2024 as a true and correct record.****CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 a FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/51**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

**That Kaikohe-Hokianga Community Board rescind resolution 2022/64 of 14 December 2022 to the Waimamaku Community Garden Group for irrigation set-up and consumables and direct the funds in the amount of \$2,586 be returned to the Boards Community Grant Fund account for reallocation.****CARRIED****7.1 b FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/52**

Moved: Deputy Chair Tanya Filia

Seconded: Member Jessie McVeagh

**That Kaikohe-Hokianga Community Board part-rescind resolution 2023/85 of 22 November 2023 to Ngāpuhi Hokianga ki te Raki Inc for their 2023 Christmas event and direct the remaining funds that were not uplifted in the amount of \$1,450 be returned to the Boards Community Grant Fund account for reallocation.****CARRIED****7.1 c FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/53**

Moved: Chairperson Chicky Rudkin

Page 2











Kaikohe-Hokianga Community Board Meeting Minutes

21 June 2024

Seconded: Member Jessie McVeagh

That Kaikohe-Hokianga Community Board approve the sum of \$1,181 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Rāwene Community Library Trust for the costs towards a whanau film evening in Rawene.

CARRIED

At 11:50 am meeting was adjourned.

At 11:51 am meeting was resumed.

### 7.1 FUNDING APPLICATIONS

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

#### RESOLUTION 2024/67

Moved: Cr John Vujcich

Seconded: Member Jessie McVeagh

That Kaikohe-Hokianga Community Board approve the sum of \$20,214.00 (plus GST if applicable) be paid from the Boards Placemaking Fund account and \$2,422.87 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kaikohe and Districts Sportville for the costs towards replacing the Mangakahia Road fence at Lindvart Park.

CARRIED

*Note: in accordance with Standing Order 3.9.17 Revocation or alteration by resolution at same meeting, The Kaikohe-Hokianga Community Board received fresh facts or information concerning the resolution and 75 per cent of the members present and voting agreed to alter resolution 2024/62.*

### 7.2 PROJECT FUNDING REPORTS

Agenda item 7.2 document number A4737329, pages 101 - 108 refers

#### RESOLUTION 2024/68

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

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

- a) Manaki Tinana Trust (interim report)
- b) Toi Tangata - Ngā Kai a te Māori
- c) Okaihau College - Tai Tokerau Festival

CARRIED

### 7.3 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.3 document number A4536035, pages 109 - 116 refers

#### RESOLUTION 2024/69

Moved: Cr John Vujcich

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board note the June 2024 member reports from





## 7 NGĀ PŪRONGO / REPORTS

### 7.1 RESERVE MANAGEMENT PLAN PROGRAMME

**File Number:** A4759772

**Author:** Robin Rawson, Parks & Reserves Planner

**Authoriser:** Roger Ackers, Group Manager - Planning & Policy

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an update on the programme for reserve management plans for Council reserves and to seek direction from the Community Board on the priority of individual plans in the Kaikohe-Hokianga ward for the coming year.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- In 2023, the Kaikohe-Hokianga Community board recommended that a reserve management plan was progressed for Rawene Domain, however this plan has been slowed by wider community discussions;
- It is proposed that another individual reserve management plan within the Kaikohe-Hokianga ward is progressed in the coming year, and direction is sought from the Community Board on the priority for this.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board recommends that an individual Reserve Management Plan is prepared for \_\_\_\_\_ Reserve in the Kaikohe-Hokianga ward.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

Council has eleven approved Reserve Management Plans on the public website for Council administered reserves including one for Lindvart Park in the Kaikohe-Hokianga ward area.

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

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

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

In September 2023 the Kaikohe-Hokianga Community Board directed that an individual plan was prepared for Rawene Domain, however this plan has been slowed by wider community conversations.

## 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The reserves listed in the following table are within the Kaikohe-Hokianga ward and meet requirements for individual reserve management plans outlined in the Parks and Reserves Policy.

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

The preparation of a reserve management plan for Rawene Domain requires foundation work particularly with Hapu so that it can progress smoothly. Staff intend to continue work on more urgent recreational planning needs by focusing on the area of Rawene Domain fronting Clendon Esplanade. Specific Hapu and community consultation will be required before changes are made to leases and development in this area is agreed.

It is proposed that while planning work at Rawene Domain is continuing that work could start on another reserve management plan, and this report seeks the views of the Kaikohe-Hokianga Community Board on the best reserve for this.

It is expected that the Rawene Domain reserve management plan can be continued after the completion of a reserve management plan for another reserve.

## TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The proposed programme will provide for progress on a reserve management plan in the Kaikohe-Hokianga area and for foundation work on the reserve management plan for Rawene Domain to continue.

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

Budget has been allocated to undertake one reserve management plan for each ward, in addition to work on the consolidated reserve management programme. The cost estimate to produce a reserve management plan at Memorial Park, Kaikohe is approximately \$15,000.

## ĀPITIHINGA / ATTACHMENTS

Nil

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Reserve Management Plans for many reserves are a requirement of the Reserves Act 1977 and this act includes a specific consultative procedures. Parks are a matter of community interest. Reserve Management Plans are assessed as having medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act 1977 and FNDC Parks and Reserves Policy 2022 as noted above.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report primarily references reserves in the Kaikohe-Hokianga ward area.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Engagement will include tangata whenua, and consultation processes will follow the recommendations of Te Hono.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Public consultation is required for the preparation of reserve management plans, and engagement will target those associated with a site including sports groups.
State the financial implications and where budgetary provisions have been made to support this decision.	The preparation of reserve management plans is a legislative requirement. Funding may be allocated to reduce the time to catch up on this work.
Chief Financial Officer review.	The CFO has reviewed this report.

## 7.2 PLACEMAKING WORK PROGRAMME FOR THE KAIKOHE-HOKIANGA WARD, FINANCIAL YEAR 2024/25

**File Number:** A4764940

**Author:** Jaye Michalick, Team Leader – Growth Planning & Placemaking

**Authoriser:** Roger Ackers, Group Manager - Planning & Policy

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek direction from the Kaikohe-Hokianga Community Board on the community within the Kaikohe-Hokianga ward that the Growth Planning & Placemaking Team can commence a placemaking project.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Growth Planning & Placemaking Team (GPP Team) supports approximately 2 to 3 Far North communities with placemaking projects per annum.
- A placemaking process guide is followed by the GPP Team to ensure that appropriate council officer, mana whenua and community engagement is undertaken during the project to arrive at endorsed placemaking outcomes.
- The GPP Team takes direction in turn from each community board to identify a community in each ward that the team will support to develop a Placemaking Plan.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board:**

- a) recommend the Growth Planning & Placemaking Team commence a placemaking project, resulting in a Placemaking Plan, for the community of Kaikohe in the general area of Broadway (State Highway 12) and its immediate environs, up to and including the eastern and western urban entrances; and,**
- b) approve a sum of \$xx,xxx is awarded from the Pride of Place Fund to implement priority outcomes identified in the Kaikohe-Broadway Placemaking Plan.**

### 1) TĀHUHU KŌRERO / BACKGROUND

Staff from the GPP team recently discussed with members of the Kaikohe-Hokianga Community Board potential placemaking location options within the ward. A key outcome sought by members was commencement of a project that could result in tangible results across the 2024/25 financial year.

The community of Kaikohe was considered by the Community Board members as potentially suitable for a placemaking project as there are local technical experts, community and mana whenua representatives likely to participate in the project.

The GPP Team will follow the Placemaking Process Guide (see flow diagram Attachment 1) to ensure that a sound process is followed, ensuring sufficient engagement during the project and resulting in a Kaikohe-Broadway Placemaking Plan that sets out community agreed outcomes to be implemented via funding awarded by the Kaikohe-Hokianga Community Board (where available) and to be used to seek additional funding as necessary to complete implementation.

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

There are a number of historical Community Development Plans for the Kaikohe-Hokianga Ward, see Table 1, any of which could be a starting point for identifying a community for the GPP Team to focus placemaking resources on. However, it is recommended that an activated community in the

ward is selected as the placemaking process requires significant community engagement and participation.

Table 1 – Existing Community Development Plans in Kaikohe-Hokianga Ward

Location	Document Date
Broadwood	2019
Hōreke	2023
Kaikohe	2017
Kohukohu	2019
Mangamuka	2023
Ōhaeawai	2007
Ōkaihau	2008
Ōpononi-Ōmāpere	2010
Rāwene	2017

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Given the varying processes undertaken to produce the historical community development plans for the Kaikohe-Hokianga Ward, it is recommended that the GPP team focus on completing a robust placemaking process prior to spending the Community Board Pride of Place funds in the area of Kaikohe-Broadway. Kaikohe is known to have active community, mana whenua and technical agents and therefore staff support the selection of Kaikohe-Broadway as the location to focus GPP resources on. Historical community development plans, masterplans and township plans prepared for Kaikohe will be reviewed as part of this project.

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

Budget has been allocated for the GPP Team to undertake placemaking in approximately 2 to 3 communities per annum. The costs associated with developing the Kaikohe-Broadway Placemaking plan (i.e. engagement, technical expertise and design/plan writing) will be met by the GPP team and is estimated to cost approximately \$35,000 across financial year 2024/25.

### ĀPITIHINGA / ATTACHMENTS

1. Placemaking Process Guide Flow Diagram - A4765890 [↓](#) 

**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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Placemaking Plans are considered to have a medium significance. They are not a statutory requirement, but they can generate a high level of public interest. Public engagement will form part of the process to develop the Kaikohe-Broadway Placemaking Plan recommended in this report.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Accessibility Policy (2022) Art and Memorials in Public Places Policy (2017) Community Gardens Policy (2013) Community Grant Policy (2018, currently under review) Parks and Reserves Policy (2022) Footpath Policy (2016) Iwi/Hapu Environmental Management Plans Policy (2016) Public Toilets Policy (2011) Street Lighting Policy (2014) Long Term Plan (2024-2027)
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 relates only to the Kaikohe-Hokianga Ward and the Kaikohe-Hokianga Community Board is being asked to recommend which community the GPP Team can undertaking placemaking with in this ward.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Engagement will include mana whenua and consultation processes will follow the recommendations of Te Hono and mana whenua.

Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Public consultation with the community of Kaikohe will form part of the process to develop the recommended placemaking plan.
State the financial implications and where budgetary provisions have been made to support this decision.	Budget is provided for the GPP Team to undertake the placemaking project the recommendation of this report.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.







### 7.3 FUNDING APPLICATIONS

**File Number:** A4774482

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Scott May, Manager - Stakeholder Relationships

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the June 2024 meeting.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has three multi-year grants that will be paid from the 2024/25 funding allocation – Kaikohe Community Patrol (\$2000), Opononi Residents and Ratepayers (\$545) and Rob Pink for Rawene Esplanade Sand (\$1850)
- Taking the grants noted above into account, the Board has **\$102,532** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$100,000** to allocate for the Placemaking Fund in the 2024/2025 financial year.
- Six new applications have been received, as well as the Pioneer Village Kaikohe being returned to the Board, requesting \$69,219.

#### TŪTOHUNGA / RECOMMENDATION

- a) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to Coast to Coast Cat Rescue for the costs of a portable cabin for sheltering rescue cats prior to re-homing.

#### TŪTOHUNGA / RECOMMENDATION

- b) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Country Music Festival for the costs towards the 2024 Hokianga Country Music Festival.

#### TŪTOHUNGA / RECOMMENDATION

- c) That the at Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Womens Group for the costs towards running the 2024 Kohukohu Spring Show.

#### TŪTOHUNGA / RECOMMENDATION

- d) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Northland College for the costs towards running the 2024 Ngā Manu Korero competition.

#### TŪTOHUNGA / RECOMMENDATION

**e) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to Ōkaihau Bowling Club for the installation of astroturf on the greens.**

#### **TŪTOHUNGA / RECOMMENDATION**

**f) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to St Mary's Church Committee for the restoration of the pipe organ at St Mary's Church, Kohukohu.**

#### **TŪTOHUNGA / RECOMMENDATION**

**That the Kaikohe-Hokianga Community Board;**

- g) uplift the report Funding Application from Kaikohe Pioneer Village and,**
- h) approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Pioneer Village for the costs towards provision of an outdoor showers, power and camping outlets and an outdoor movie venue.**

### **1) TĀHUHU KŌRERO / BACKGROUND**

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

Each application must meet at least one community outcome from the Council's LTP. The six community outcomes are as follows:

1. Proud, vibrant communities;
2. Prosperous Communities supported by a sustainable economy;
3. Communities that are safe, connected and sustainable;
4. Communities that are prepared for the unexpected;
5. A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki;
6. We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

<b>Applicant and Project</b>	<b>Requested</b>	<b>Recommend</b>	<b>Comments</b>	<b>Type</b>
Coast to Coast Cat rescue – portable cabin	\$10,000	\$5,000	The applicant is seeking funding to secure a portacabin to shelter cats that have been brought into the rescue before they secure permanent homes. They are also seeking funds from the other Boards.  This meets community outcomes 1, 3	Infrastructure
Hokianga Country Music Festival – 2024 Festival	\$4,230	\$3,000	This is an annual event that this Board has funded previously. It is run by volunteers and has been quite successful in the past.  This meets community outcomes 1, 3	Art, Culture and Heritage/Event
Hokianga Womens Group – Kohukohu Spring Show 2024	\$889	\$889	The applicant is seeking to re-establish the Kohukohu Spring Show to encourage community unity.  This meets community outcomes 1, 3, 6	Art, Culture and Heritage/Event
Northland College – 2024 Ngā Manu Korero 2024	\$14,625	\$5,000	The 59 <sup>th</sup> annual Ngā Manu Korero competition will be hosted by Northland College. It is an annual competition for te reo speakers and they are seeking funding for the sound and stage system.  This meets community outcomes 1, 3, 6	Art, Culture and Heritage/Event
Ōkaihau Bowling Club – Astrourfing greens	\$20,000	\$10,000	The applicant is seeking to astroturf their greens so that they will be all-weather and be more resilient and long-lasting.  This meets community outcomes 1, 3	Infrastructure
St Mary's Church Committee Kohukohu – restoration of pipe organ	\$4,362	\$4,362	The applicant is seeking funding to assist with the restoration of the pipe organ in their church.  This meets community outcomes 1, 3, 6	Infrastructure

Applicant and Project	Requested	Recommend	Comments	Type
Pioneer Village Kaikohe – outdoor shower, power and camping outlets	\$8,113	\$8,113	The Pioneer Village in Kaikohe is working on becoming more welcoming for visitors that use campervans to travel. They are seeking funding to install an outdoor shower and power outlets for campers. They are also wanting to provide for outdoor movie screenings.  This meets community outcomes 1, 2, 3	Infrastructure

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application the Board has three options.

**Option 1** Authorise funding for the full amount requested.

**Option 2** Authorise partial funding.



**Option 3** Decline funding.

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

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

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

### ĀPITIHINGA / ATTACHMENTS

1. **Coast to Coast Cat Rescue - A4774238** [↓](#) 
2. **Hokianga Country Music Festival - A4774235** [↓](#) 
3. **Hokianga Womens Group - A4774241** [↓](#) 
4. **Northland College - A4774239** [↓](#) 
5. **Okaihau Bowling Club - A4774240** [↓](#) 
6. **St Mary's Church Committee Kohukohu - A4774236** [↓](#) 
7. **Pioneer Village Kaikohe - A4737308** [↓](#) 

**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.

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



























































































































## 7.4 PROJECT FUNDING REPORTS

**File Number:** A4774247

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

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

- a) Coast to Coast Cat Rescue
- b) Life Education Trust

### 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 TŪHOTUNGA / REASON FOR THE RECCOMENDATION

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. Coast to Coast Cat Rescue - A4774237  
2. Life Education Trust - A4774242  

**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.

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











## 7.5 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4536044

**Author:** Melissa Wood, Community Board Coordinator

**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

### NGĀ TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board note the July 2024 member reports from Chair Chicky Rudkin and Deputy Chair Tanya Filia.**

### TE TĀHUHU KŌRERO / BACKGROUND

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

### TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

### REASON FOR THE RECOMMENDATION

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

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

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

### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Chicky Rudkin Report July 2024 - A4766782  
2. KHCB Deputy Chair Tanya Filia Report July 2024 - A4764414  

















## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 HOKIANGA FERRY LIAISON GROUP MEETING 27TH MARCH 2024

**File Number:** A4742447

**Author:** Aaron Reilly, Lighting & Transport Operations Specialist

**Authoriser:** Tanya Proctor, Head of Infrastructure Strategy

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the information report is to inform the Kaikohe – Hokianga Community Board of the meeting that was held with the Hokianga Ferry Liaison Group on 27th March 2024 and provide a copy of the minutes to the Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group (HFLG) met on 27th March 2024 in the Rāwene and Districts Community Development (RAD) Centre in Rāwene. A copy of the minutes is attached.
- The next HFLG meeting is scheduled for the 18th of July 2024 in Rāwene.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group Meeting 27th March 2024.**

#### TĀHUHU KŌRERO / BACKGROUND

The Hokianga Ferry Liaison Group (HFLG) is made up of stakeholders who represent key community interests in the Hokianga Ferry service. Northland Transportation Alliance (NTA)/FNDC staff facilitate and attend the meetings to provide information and administrative support to the Group. Northland Ferries (the operator) also attend.

The HFLG meet on a quarterly basis, or on request by mutual agreement.

A copy of the draft meeting minutes held on 27th March 2024 is attached (refer attachment 1).

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The HFLG meeting is scheduled for the 18th of July 2024 and will be held in Rāwene and Districts Community Development Centre.

A copy of the minutes will be provided to the Kaikohe-Hokianga Community Board meeting, together with a covering Information Report.

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

There are no financial implications or budgetary provisions associated with this information report.

#### ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1: Hokianga Ferry Liaison Group - Meeting Minutes 27th March 2024 - A4762075**  











## 8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD JULY OPEN RESOLUTION REPORT

**File Number:** A4536153

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board July Open Resolution Report.**

### TĀHUHU KŌRERO / BACKGROUND

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

### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

### ĀPITIHINGA / ATTACHMENTS

1. KHCB Open Resolution Report - July 2024 - A4776255  





**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**