



**Far North
District Council**



Te Kaunihera o Te Hiku o Te Ika

AGENDA



Thursday, 19 September 2024

Time: 10.00AM

Location: Turner Centre, Kerikeri

Membership:

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

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 & 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 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 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 19 September 2024 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

- Asha, representing Transition Towns Bay of Islands and Whangaroa, speaking in relation to issues and potential solutions regarding the way in which roadsides, parks and general landscape and vegetation management is carried out.

5 NGĀ KAIKŌRERO / SPEAKERS

- George Fa'alogo representing Graeme Dingle Foundation in relation item 8.5, page 63 refers.
- Maura Bailie-Belle representing Hidden Pockets Production in relation to item 8.5, page 63 refers.
- David Senior representing Northern Community Family Services in relation to item 8.5, page 63 refers.
- Lorraine Goulton representing Piri Wiremu Mokeno Marae Games in relation to item 8.5, page 64 refers.
- Paige Hikuwai representing Te Kura o Hato Hōhepa Te Kāmura in relation to item 8.5, page 64 refers.
- Gerry Paul representing The Centre in relation to item 8.5, page 64 refers.
- Katherine Raue representing Waitangi Māori Committee in relation item 8.5, page 64 refers.

6 HE PĀNUI WHAKAMŌTINI / NOTICE OF MOTION**6.1 NOTICE OF MOTION - DELEGATION TO BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD FOR THE KERIKERI DOMAIN****File Number: A4869784**

I, Lane Ayr – Kerikeri Subdivision Representative, give notice that at the next Bay of Islands-Whangaroa Community Board Meeting to be held on 19 September 2024, I intend to move the following motion:

MŌTINI / MOTION

That the Bay of Islands-Whangaroa Community Board request a decision report be provided to the Community Board on the options for delegation of the Kerikeri Domain at the Bay of Islands-Whangaroa Community Board meeting in December 2024.

TAKE / RATIONALE

I commend this Notice of Motion to Council.

ĀPITI HANGA / ATTACHMENTS

1. Notice of Motion - A4867343 [↓](#) 

Notice of Motion – Delegation to Bay of Islands-Whangaroa Community Board for the Kerikeri Domain

I, Lane Ayr – Kerikeri Subdivision Representative, give notice that at the Bay of Islands-Whangaroa Community Board meeting to be held on 19 September 2024, intend to move the following motion:

MŌTINI / MOTION

That the Bay of Islands-Whangaroa Community Board request a decision report be provided to the Community Board on the options for delegation of the Kerikeri Domain at the Bay of Islands-Whangaroa Community meeting in December 2024.

TAKE / RATIONALE

The Kerikeri Domain (the Domain) currently sits under the delegation of Council. The Bay of Islands-Whangaroa Community would like to investigate and consider options for moving the Domain into the delegation of the Community Board.

The rationale behind this request is that it may allow the Community Board to set up a Domain Board or Reserve Management Committee to oversee the day to day running of the Domain.

The Domain is currently under the delegation the Council as previously there was several organisations that called the Domian home – rugby league, squash and cricket. These sporting codes have now been or are in the process of finding ‘new homes’. The Domain has moved back to being an open space to be used by the public for informal active recreation.

We request that the report includes the following information:

- Any reasons why the Domain can not be moved to the delegation of the Community Board.
- The process for the Domain to be moved to the delegation of the Community Board.
- Financial benefits and disadvantages or implications.
- The existing toilets face onto the road and should remain “public toilets” for purposes of administration



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

7.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4862038

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, 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 Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 15 August 2024 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 ĀPITI HANGA / ATTACHMENTS

- 1. 2024-08-15 Bay of Islands-Whangaroa Community Board Minutes - A4832327**  

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.

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes –

15 August 2024

**MINUTES OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, KERIKERI
ON THURSDAY, 15 AUGUST 2024 AT 10.03AM**

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

STAFF PRESENT: Kim Hammond (Community Board Co-ordinator), Imrie Dunn (Democracy Advisor), Maria Bullen (Democracy Advisor), Kathryn Trewin (Funding Advisor) (virtual), Peggy Veen (Principal Advisor), Elizabeth Stacey (Senior Road Safety and Traffic Engineer), Jaye Michalick (Team Leader), Andrea Panther (Senior Strategic Planner).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:03am Chairperson Belinda Ward commenced the meeting and Member Roddy Hapati-Pihema opened with a karakia.

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

APOLOGY

RESOLUTION 2024/85

Moved: Chairperson Belinda Ward
Seconded: Deputy Chairperson Lane Ayr

That the apology received from Member Amy Slack be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

David Macdonald spoke in relation to the Kororāreka/Russell Placemaking - Traffic Changes Pilot on The Strand.

4 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations.

5 NGĀ KAIKŌRERO / SPEAKERS

There were no speakers.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4812647, pages 8 - 14 refers.

RESOLUTION 2024/86

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UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes –

15 August 2024

Moved: Member Tyler Bamber
Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 18 July 2024 are a true and correct record.

Abstained: Deputy Chairperson Lane Ayr and Councillor Ann Court

CARRIED**7 NGĀ PŪRONGO / REPORTS****7.1 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.1 document number A4813255, pages 15 - 24 refers

RESOLUTION 2024/87

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 Tyler Bamber and Jane Hindle.

CARRIED**SUSPENSION OF STANDING ORDERS****RESOLUTION 2024/88**

Moved: Councillor Ann Court
Seconded: Member Jane Hindle

That Council Standing Order 20.2 be suspended.

CARRIED**RESUMPTION OF STANDING ORDERS****RESOLUTION 2024/89**

Moved: Councillor Ann Court
Seconded: Member Jane Hindle

That Council resume Standing Orders 20.2.

CARRIED**7.2 KORORĀREKA/RUSSELL PLACEMAKING - TRAFFIC CHANGES PILOT ON THE STRAND**

Agenda item 7.2 document number A4831095, pages 25 - 35 refers.

RESOLUTION 2024/90

Moved: Member Jane Hindle

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UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes –

15 August 2024

Seconded: Deputy Chairperson Lane Ayr

That the Bay of Islands-Whangaroa Community Board recommend:**1) That Council approve a pilot commencing late 2024 for six-months, during which the use of The Strand is changed to:****c) Option 3: Essential Vehicle Access Only from Cass Street to Pitt Street with the remainder of The Strand as a Shared Space (Attachment 1 Map 3).****CARRIED**

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 ALFRESCO DINING APPLICATIONS

Agenda item 8.1 document number A4802155, pages 36 - 94 refers.

RESOLUTION 2024/91

Moved: Chairperson Belinda Ward

Seconded: Member Roddy Hapati-Pihema

That the Bay of Islands-Whangaroa Community Board:**a) Pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of Alfresco dining approval applications from:**

El Café,

Rocksalt Restaurant & Bar,

Spice Grill,

Letz Café

29 The Strand limited T/A Seaside

Konnie's Kafe Limited

Kerikeri Lunchbox

Avo Sushi

Sushi Gallery

Duke of Marlborough Business Ltd.

The Gables Restaurant

Jimmy Jacks Rib Shack

Sharp Cafe

Cellini's Gelateria Ice Cream Ltd

Paihia Bakery

Third Wheel Coffee Co

Burger Fiasko

Butterfish Restaurant

CARRIED

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes –

15 August 2024

8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD AUGUST OPEN RESOLUTION REPORT

Agenda item 8.2 document number A4816394, pages 95 - 96 refers.

RESOLUTION 2024/92

Moved: Chairperson Belinda Ward

Seconded: Deputy Chairperson Lane Ayr

That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board August Open Resolution Report.**CARRIED****9 TE KAPINGA HUI / MEETING CLOSE**

At 11:56am Member Jane Hindle concluded the meeting with a karakia.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 19 September 2024......
CHAIRPERSON

8 NGĀ PŪRONGO / REPORTS

8.1 NEW ROAD NAME - 3 CLARK ROAD, AND 5 & 7 CLARK ROAD, KERIKERI

File Number: A4848687

Author: Trinity Lane, Finance and Customer Services Administrator

Authoriser: Tanya Proctor, Head of Infrastructure Strategy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Bay of Islands – Whangaroa Community Board to name two private roads.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A Road Naming application to name two private roads addressed 3 Clark Road, and 5 & 7 Clark Road, Kerikeri was received.
- Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands – Whangaroa Community Board name two new private roads Te Taiao Lane and Te Tira Lane, currently addressed at 3 Clark Road, and 5 & 7 Clark Road Kerikeri, 0230.

1) TĀHUHU KŌRERO / BACKGROUND

An application was submitted by Gemscott King Limited on the 20th of June 2024 to name the new private roads.

Gemscott King Limited proposed “Te Taiao Lane” and “Te Tira Lane.”

Te Taiao and Te Tira came from a Kōrero held with Ngāti Rēhia- “Te Tira tukuiho, hei oranga Taiao” was used to determine the names for this roading development. This translates to “Our Community is climate smart, secure and respectful”.

The proposed names were sent to Land Information New Zealand to obtain feedback. A response was received confirming both road names are acceptable for use for 3 Clark Road in this area and can be approved as per the Addressing Standards 2011 and all road names are acceptable for use for 5 & 7 Clark Road in this area and can be approved as per the Addressing Standards 2011 dependant on the use of the road name for 3 Clark Road.

Ngāti Rēhia chose the names for these private roads.

Road Naming: 3 Clark Road and 5&7 Clark Road	
LINZ Approval	YES
Hapu Consultation	YES- Ngāti Rēhia
Map Attached	YES
Owner Consent	N/A

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Proposed names are as follows:

3 Clark Road, Kerikeri

- Preferred Choice: Te Taiao Lane

- Second Choice: Te Oranga Lane
5 & 7 Clark Road, Kerikeri
- Preferred Choice: Te Tira Lane
- Second Choice: Te Taiao Lane
- Third Choice: Oranga Lane

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. Map - A4851169 [↓](#) 

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 the naming of a Private Road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
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.	Ngāti Rēhia were consulted and chose the names for this development.
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).	These lots are owned by Housing New Zealand. There will be no implications.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer as not reviewed this report.



Note: 4 King Street and 5&7 Clark Road Sites are still subject to RC and detailed design changes.

These drawings, and all parts thereof, are copyright. Final design and detail may vary.
1 Written dimensions are to be used
2 Do not scale dimensions from drawings
3 Verify all dimensions and levels on site prior to commencing any work
4 All discrepancies are to be referred to the design office for clarification

Project Name
Te Tira Tukuoho Hei Oranga Taiao
"Our Community is Climate Smart, Secure & Respectful"
Gemscott Limited
Drawing Title
Combined Sites Plan

Project Address
5 Clark Road, 0230, Kerikeri
7 Clark Road, 0230, Kerikeri

Drawing Scale @ A1 =
1 : 250
Half scale for reduced A3 drawings
0 5 10 15m
Scale: 1:500 @ A3

Revision & Date
A For Information 2023-08-16

Level 4, SKHY
38 Khyber Pass Road,
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FOR INFORMATION

8.2 NEW ROAD NAME - 1597 MATAURI BAY ROAD, KAE0 0478**File Number: A4861544****Author: Trinity Lane, Finance and Customer Services Administrator****Authoriser: Tanya Proctor, Head of Infrastructure Strategy****TAKE PŪRONGO / PURPOSE OF THE REPORT**

That the Bay of Islands-Whangaroa Community Board name the Private Road currently addressed at 1597 Matauri Bay Road, Kaeo 0478.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A road naming application to name a private road addressed at 1597 Matauri Bay Road, Kaeo was received on the 28th of May 2024.
- Community Boards have the delegated authority to allocate road names for previously unnamed private roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board name a private road, “Pateretere Place” that is currently addressed at 1597 Matauri Bay Road, Kaeo.

1) TĀHUHU KŌRERO / BACKGROUND

A road naming application was submitted by Matauri X Inc. to name a private road in which 8 dwellings reside.

The applicant proposed “Pateretere Place” as this is the name of the stream that follows the length of the road by the site.

The proposed names were sent to Land Information New Zealand to obtain feedback. A response was received confirming that the 2 proposed road names are acceptable for use in this area and can be approved as per the Addressing Standards 2011.

Geraldine Baker from Kahukuraariki Iwi has been involved in this development and naming of this site.

Road Naming: 1597 Matauri Bay Road, Kaeo 0478	
LINZ Approval	YES
Hapu Consultation	YES- Kahukuraariki
Map Attached	YES
Owner Consent	N/A

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed names are as follows:

- Preferred choice: Pateretere Place
- Second choice: Te Awa Awa Place


TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council’s Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

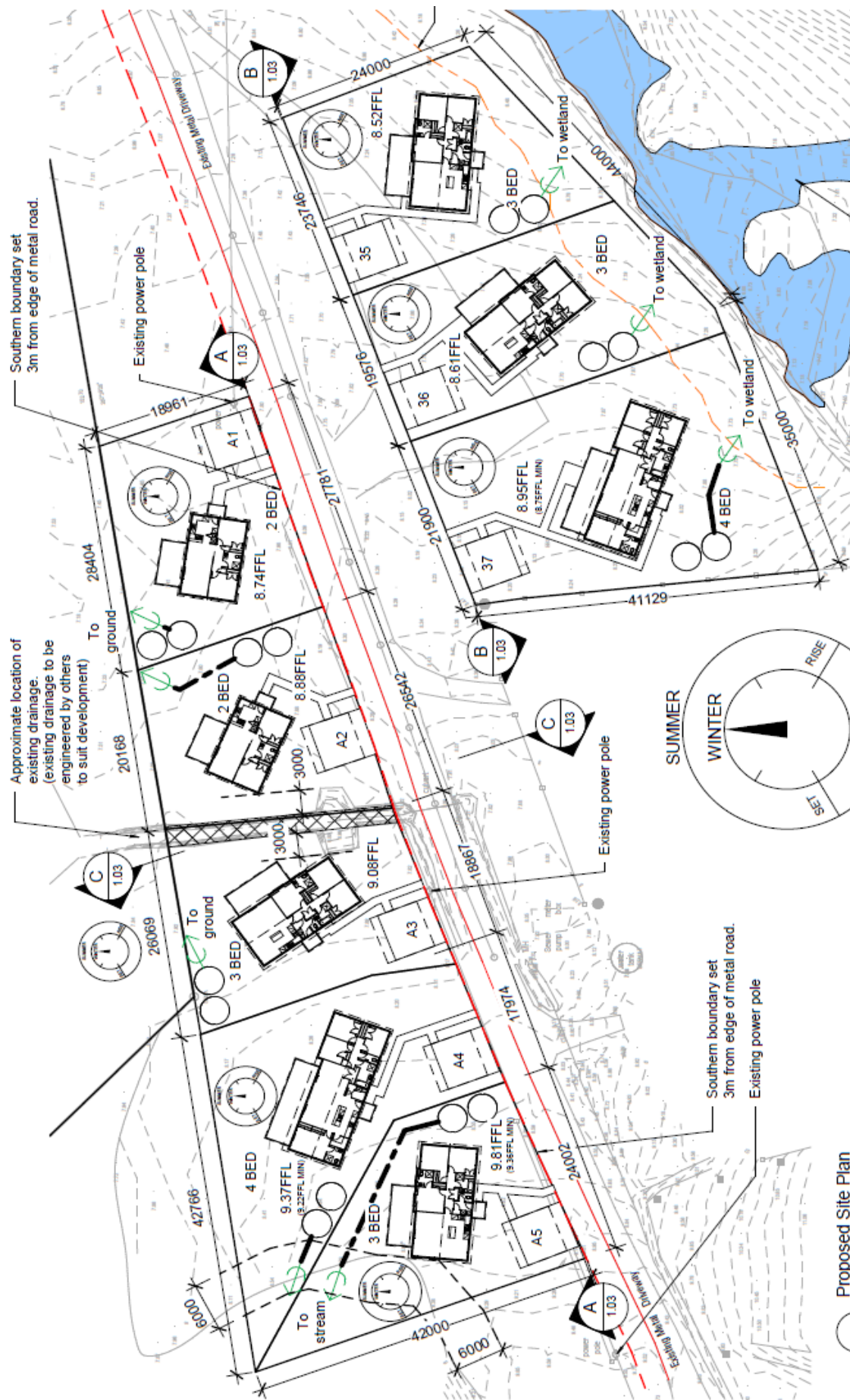
1. Map - A4861539 [↓](#) 

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 the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
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.	Iwi are involved in this development and were consulted in the name choices. Kahukurariki approve the proposed names.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	All dwellings in this area are owned by Matauri X Inc
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer as not reviewed this report.



8.3 REVIEW OF COMMUNITY GRANT POLICY 2018

File Number: A4866454

Author: Lizzie Graham, Policy Advisor

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek recommendation from the Bay of Islands-Whangaroa Community Board that Council revoke the Community Grant Policy 2018 and to adopt the Community Board Funding Policy.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Community Grant Policy 2018, which guides the allocation of community funding from Community Boards, is due for review.
- The current Policy has become outdated due to changes in available funds and evolving community needs.
- The proposed Community Board Funding Policy aims to address these changes and align with current funding structures and community needs.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board recommend that Council

- a) revoke the Community Grant Policy 2018**
- b) adopt the Community Board Funding Policy**

1) TĀHUHU KŌRERO / BACKGROUND

On 15 June 2016, Council resolved that a review of all Council external policies would be completed in 2016/17 (Agenda item 8.3, document number A1726482, pages 53-57). During this review, four separate Policies were identified to be amalgamated into a single Policy covering Community Grants, namely the Community Grant Policy.

In 2017, amendments were proposed to the Policy to include the newly reinstated Infrastructure Grant Fund, and on 30 August 2017, the amended Community Grant Policy was adopted (Agenda item 4.2, document number A1888944, pages 33-54).

In 2018, further amendments were made to the Community Grant Policy following the 2018-2028 Long Term Plan deliberations where \$33,333 for placemaking was granted to each Community Board (Resolution 2018/15). Amendments were made to enable Community Boards to distribute the placemaking funds.

The current Community Grant Policy 2018 contains guidance for the Local Grant Fund, the Infrastructure Grant Fund, and Community Facility Partnerships fund. However, changes in the available funds have occurred since the policy's inception as both the Infrastructure Grant Fund and Community Facility Partnerships Fund have been discontinued, the Local Grant Fund has been rebranded as the Community Board Grant Fund, and the Pride of Place Fund has been created.

- The Pride of Place Fund is intended to support smaller communities enhance the look and feel of their communities. This fund provides support to help community projects with material, equipment, and other project expenditure. This can involve township beautification, new community assets, entranceways, cycle and walkways, river and streamside clean-up and landscaping, picnic tables and seats, signs, and artworks.

Given these changes, the Community Grant Policy needed to be reviewed.

Council's role in providing community grants

In New Zealand, councils, as territorial authorities, play a pivotal role in facilitating community development through the provision of grants. These grants serve as crucial financial support mechanisms that empower local initiatives aimed at enhancing community wellbeing.

- Under Section 10 of the Local Government Act, the purpose of local government is to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. Councils fulfil this purpose by administering grants through various mechanisms, including specific grant programmes tailored to local needs and priorities related to the “four wellbeing’s”.
- Central government has recently announced that it may amend the Local Government Act, including the purpose of local government. If this occurs, staff will review all policies and make recommendations to Council to amend accordingly. Central Government has indicated they will provide further information by the end of 2024. Currently there is no Bill before parliament. Council must continue to adhere to existing legislation.
- Under section 52 of the Local Government Act 2002, roles of Community Boards that relate to community grants include:
 - representing, and acting as advocates for, the interests of their communities
 - communicating with community organisations and special interest groups within the community.
- The Community Boards in the Far North District have delegated authority from Council to make grants from their allocated Community Funds in accordance with the associated policy. By actively participating in the allocation of community funding, Community Boards help ensure that resources are distributed equitably, projects align with local priorities, and the needs of community members are effectively met.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Staff have completed a separate research report (attachment 1) reviewing the Community Grant Policy. A summary of the report is provided below; for more information, please refer to the full report.

The review has identified that the Community Grant Policy (attachment 2) is outdated and does not accurately reflect the available grant funds or address the issues and opportunities with allocating grants.

- The Community Grant Policy covers three main grant types: Local Grant Fund, Infrastructure Grant Fund, and Community Facility Partnerships Fund. However, several changes in available funds have rendered the policy outdated. The Infrastructure Grant Fund and Community Facility Partnerships Fund have been discontinued, and the Local Grant Fund has been rebranded as the Community Board Grant Fund. Additionally, the Pride of Place Fund has been introduced to support community enhancement projects.
- The Policy includes application and reporting guidelines for each grant type, but feedback from Community Boards and Council's auditors has highlighted ambiguities in these guidelines, necessitating clearer and more transparent criteria. The policy also does not align with the strategic plans of the Community Boards, which outline their vision, mission, and priorities for three-year terms.
- Community Boards have played a crucial role in the review of the Community Grant Policy through workshops and feedback sessions. The Community Boards provided valuable insights into its issues and opportunities with the current policy and their feedback emphasised the importance of updating the policy.
- As part of this review the following changes are recommended which follow best practice guidelines and reflect the changes in available funds:
 - Revoking the Community Grant Policy

- Making a new policy, the Community Board Funding Policy
 - Revising the legislative context, strategic alignment, and objectives sections in the current policy to reflect current legislation and strategic priorities
 - Updating the background section of the current policy to outline the funds available.
 - Redrafting the policy wording for clarity
 - Updating the definitions section with clear and concise definition
 - Creating a new section for general policies covering guidelines on eligibility criteria, the application process and reporting and accountability requirements
 - Adding sections for the Community Board Grant Fund and Pride of Place Fund.
- Staff have prepared a draft Community Board Funding Policy incorporating these changes (attachment 3).
 - The Community Board Delegations will need to be updated following the adoption of the new Policy. This update will be incorporated into the general review of delegations scheduled to take place later this year.

Options:

Option One: Recommend that Council Revoke the Community Grant Policy 2018 and Adopt the Community Board Funding Policy (recommended option)

Revoking the Community Grant Policy 2018 and adopting the Community Board Funding Policy will reflect changes in available funds and ensure alignment with the Council's strategic objectives and community outcomes as outlined in the Long-Term Plan and Community Board Strategic Plans.

Advantages	Disadvantages
<p>Provides clear guidelines for funding applications and allocation</p> <p>Aligns funding decisions with strategic objectives and community outcomes</p> <p>Streamlines administrative processes and enhances transparency.</p>	<p>None identified</p>

Option Two: Recommend that Council Maintain status quo/ Do nothing

The Community Grant Policy 2018 will remain in place, with no changes made to current processes.

Advantages	Disadvantages
<p>None identified</p>	<p>Existing policy is outdated and does not reflect available funds</p> <p>Lack of alignment with Community Board Strategic Plans</p> <p>Potential inefficiencies and inconsistencies in grant allocation processes.</p>

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Revoking the Community Grant Policy and Adopting the proposed new Community Board Funding Policy will:

- Provide consistent and streamlined policy guidance for allocating community funding
- Ensure the Policy aligns with current available funds (including the new Pride of Place Fund) and community needs
- Enhance transparency and clarity in funding application and reporting guidelines.

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

Costs to implement the Community Board Funding Policy will be minimal (staff resourcing) and will be met from existing budgets. This resourcing is expected to remain consistent with what is currently required to implement the existing policy.

Also, the Community Board Funding Policy does not determine the available funds for the Community Boards, these amounts are decided through the Annual Plan and Long-Term Plan process.

ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1- Review Research Report Community Grant Policy 2018 - A4819917**  
2. **Attachment 2- Community Grant Policy 2018 - A4819921**  
3. **Attachment 3- Community Board Funding Policy - A4782400**  

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	In line with the Significance and Engagement Policy, the adoption of the policy will have little effect on financial thresholds, ratepayers, or levels of service. Therefore, the level of significance is low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Legislation: Local Government Act 2002, section 10 and 52. Long-Term Plan Community Outcomes: <ul style="list-style-type: none"> • Proud, vibrant communities. • Communities that are healthy, safe and connected. • Prosperous communities supported by a sustainable economy.

State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	<p>This proposal has District-wide relevance as it affects the allocation of community funding by all Community Boards within the Far North District.</p> <p>To ensure that the views of the Community Boards were sought and incorporated in the review, workshops and feedback sessions were conducted with all three Community Boards.</p> <p>By engaging with the Community Boards at multiple stages of the review process, their perspectives have been thoroughly considered and incorporated into the proposed policy.</p>
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	The Community Board Funding Policy will have positive implications for Māori in the Far North district, by ensuring that funding proposals actively involve Tangata whenua in their development.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	The persons likely to be affected include community groups, local organisations, and residents who rely on community funding for their initiatives. Their views have been considered through the workshops and feedback sessions conducted with Community Boards, who represent a diverse range of community interests.
State the financial implications and where budgetary provisions have been made to support this decision.	Costs to implement the Community Grant Funding Policy will be minimal (staff resourcing) and will be met from existing budgets.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



Research Report

Community Grant Policy

1 Purpose

To describe and discuss the review of the Community Grant Policy, and to explore opportunities for amendments to that policy.

2 Context and Situation

On 15 June 2016, Council resolved that a review of all Council external policies would be completed in 2016/17. During this review, four separate Policies were identified to be amalgamated into a single policy covering Community Grants, namely the Community Grant Policy to match best practice.

In 2017, amendments were proposed to the Policy to include the newly reinstated Infrastructure Grant Fund, and on 30 August 2017, the amended Community Grant Policy was adopted.

In 2018, further amendments were made to the Community Grant Policy following the 2018-2028 Long Term Plan deliberations where \$33,333 for placemaking was granted to each Community Board. In order to enable Community Boards to distribute the placemaking funds, the Community Grant Policy required amendment.

The current Community Grant Policy 2018 contains guidance for the Local Grant Fund, the Infrastructure Grant Fund, and Community Facility Partnerships fund. However, changes in the available funds have occurred since the policy's inception as both the Infrastructure Grant Fund and Community Facility Partnerships Fund have been removed and the Pride of Place Fund has been created.

The Pride of Place Fund is provided to support smaller communities enhance the look and feel of their communities. This fund provides support to help community projects with material, equipment, and other project expenditure. This can include township beautification, new community assets, entranceways, cycle and walkways, river and streamside clean-up and landscaping, picnic tables and seats, signs, and artworks.

Given these changes, there is a need to review the current Community Grant Policy.

2.1 Council's role in providing community grants

In New Zealand, councils, as territorial authorities, play a pivotal role in facilitating community development through the provision of grants. These grants serve as crucial financial support mechanisms that empower local initiatives aimed at enhancing community wellbeing.

Under Section 10 of the Local Government Act, the purpose of local government is to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. Councils fulfil this purpose by administering grants through various mechanisms, including community boards and specific grant programmes tailored to local needs and priorities related to the "four wellbeing's".

Under section 52 of the Local Government Act 2002, roles of Community Boards that relate to community grants include:

- representing, and acting as an advocate for, the interests of its community
- communicating with community organisations and special interest groups within the community

The Community Boards in the Far North District have delegated authority from Council to make grants from the allocated Community Funds in accordance with the associated policy. By actively participating in the allocation of community funding, community boards help ensure that resources are distributed equitably, projects align with local priorities, and the needs of community members are effectively met.

2.2 Community Grants in Aotearoa New Zealand

Throughout Aotearoa New Zealand, community grants play a vital role in fostering local development and supporting initiatives that enhance community wellbeing. Councils across the country, have developed their own frameworks for administering community grants, tailored to local needs and priorities. Key principles such as transparency and strategic alignment are often emphasised in these grant policies to ensure effective allocation of community funds.

3 Objectives

- To review the existing policy guidance for Council-administered community grants
- To determine whether the Community Grant Policy is the most appropriate way to address issues and opportunities related to the Pride of Place Fund
- To determine whether the Community Grant Policy has the most appropriate form or should it be amended

4 Problem and Opportunity Statement

4.1 Scope

The scope is limited to the funding administered by Community Boards in the Far North District. A Community Grant Policy can include guidance on grant types available, eligibility criteria for applicants, the application process, methods for funding allocation, and reporting requirements.

4.2 Out of Scope

Funds administered by bodies other than Community Boards are out of scope.

4.3 Feedback from Community Boards

In reviewing the Community Grant Policy, several issues and opportunities were identified by the Community Boards. The issues and opportunities identified included:

- A need for clear and transparent guidelines for both the application requirements and reporting requirements
- A need for better alignment with Community Board strategic plans and wider Council outcomes
- Communication before and after grant decisions needs to improve to enhance community engagement and ensure understanding of funding outcomes by applicants
- A need to enhance the Community Boards' understanding of the Community Grant Policy.

These issues and opportunities underscore the importance of refining the Community Grant Policy to provide better guidelines on the allocation of community funding by community boards. This will ensure transparent, equitable and efficient allocation of funds.

4.4 Auditors Advice

Council auditors, Deloitte, have provided key recommendations into improving grant funding management practices within the Council. These recommendations included:

- Once a grant resolution is made; it constitutes a legal obligation for the Council to disburse funds. This underscores the importance of making resolutions based on substantiated information rather than being contingent on future applications
- All grant resolutions must be supported by comprehensive and accurate documentation. This includes relevant timeframes, quotes, or estimates to validate the Council's legal obligation to allocate funds as per the resolution
- The importance of timely utilisation of grant funding within the current financial year wherever possible
- For projects extending over multiple financial years, considering separate applications for each fiscal period. This approach would help streamline administrative processes and ensure clarity in financial reporting
- Community Boards should conduct regular reviews of past grant resolutions.

The Community Grant Policy requires updating in response to these recommendations from Deloitte to ensure compliance with financial requirements.

5 Review of Community Grant Policy 2018

The Community Grant Policy 2018 aims to provide a guide for the allocation of community funding from Community Boards. The Policy provides context and guidance on distributing funds across three main grant types: Local Grant Fund, Infrastructure Grant Fund and Community Facility Partnerships.

There have been several changes to the funds available. Specifically, the Infrastructure Grant Fund and Community Facility Partnerships Fund have been discontinued, while the Local Grant Fund has been rebranded as the Community Board Grant Fund. Additionally, the introduction of the Pride of Place Fund represents a new funding mechanism aimed at supporting communities to enhance the look and feel of their communities. Given these changes in available funds, the Policy is no longer fit for purpose.

The Policy also includes guidance on the application and reporting requirements for each grant type. However, feedback from Community Boards and Council auditors has highlighted ambiguities within these guidelines. This feedback signals a need for clearer, more transparent criteria to ensure adequate distribution and effective utilisation of community funds.

Also, each community board has a strategic plan which covers a term of 3 years and outlines their vision, mission, and priorities. The Community Grant Policy does not include any mention of these strategic plans. Any new policy will need to ensure alignment with these strategic plans.

Considering the changes in funds and issues raised, the existing policy is no longer fit for purpose. Therefore, the Community Grant Policy requires updating to clarify guidelines, remove outdated references and incorporate provisions that reflect the removal of certain funds and the introduction of new funding mechanisms such as the Pride of Place Fund.

As part of this review the following amendments are recommended which follows best practice guidelines and reflects the changes in available funds:

- The name of the policy be changed from *Community Grant Policy* to *Community Board Funding Policy* to better reflect the scope and purpose of the funding.
- The background section is edited to outline the available funds.
- The policy wording is re-drafted, so it is easier to read.
- The definitions section is updated to include clear and concise definitions of key terms used in the policy.
- The legislative context, strategic alignment and objective sections are updated to ensure they reflect current legislation and strategic priorities.
- A new section is created to outline general policies.
- Sections covering the Community Grant Fund and Pride of Place Fund are created.

Staff have prepared a draft revised Policy which makes the changes listed above.

6 Discussion

6.1 Is a policy still the most appropriate way to manage council administrated community grants in the Far North district?

The review has identified that a policy is still the most appropriate way to manage community grant funding. Having a policy in place provides the necessary structure, guidelines, and transparency essential for equitable distribution and effective utilisation of funds across various community projects and initiatives. By updating the policy, the Council and Community Board can ensure it continues to meet legislative and financial requirements and support community and council outcomes.

6.2 Is the current policy the most appropriate form of policy?

The review has identified that the current policy is outdated and does not align with the funding options that are available. The policy requires updates to ensure outdated information is removed and address recommendations from the auditors.

7 Conclusion

This research report had identified that the Community Grant Policy should be amended to ensure it reflects the available funds adequately and addresses the issues and opportunities identified. An updated policy will ensure equitable and transparent allocation of community funds throughout the Far North District that aligns with council outcomes.



**COMMUNITY
GRANT
POLICY**

2018

Far North District Council

Te Kaunihera o Tai Tokerau ki te Raki

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Introduction

This policy is an amalgamation of the following policies:

- Community Grant Fund – Local (# 3209)
- Community Facility Partnerships (# 3210)
- Community Assistance Framework (# 3213)
- Community Grant Fund – District (# 3214)

Background

Council supports the community to develop and provide their own facilities and services through the awarding of grants. Council also creates partnerships with community organisations to enhance the availability of and access to community facilities and services in the District (including Sport Northland, Creative Northland, museums, pools, and theatres).

As part of Council's Annual Plan and Long Term Plan processes, the Council will determine the level of contestable funding for the following financial year, to be made available for the awarding of grants to one-off projects under the conditions of this policy.

The three grant types available are the Local Grant Fund, Infrastructure Grant Fund, and Community Facility Partnership Grant Fund.

Local Grants are for projects that have a Ward or community focus. The Infrastructure Grant Fund is provided to contribute to capital infrastructure projects. Community Facility Partnerships are for major projects identified as part of Council's Annual or Long Term Planning processes.

As part of the Long Term Plan (LTP) 2018-28, Council allocated additional funding to Community Boards for Place-Making projects and additionally allocated funding for the Infrastructure Grant Fund for funding community infrastructure projects (years 1 to 3 of the LTP) and has allocated the decision making to Combined Community Boards.

Objectives

The objective of this Policy is to align allocation of grant funding to the Far North District Council's Community Outcomes as outlined in each Long Term Plan.

Section 1 – Local Grant Fund

Policies

1. The Ward's Community Board will allocate the Local Grant Fund and/or the Place-making Fund in a manner consistent with the objectives of this policy, the Community Outcomes as stated in the Long Term Plan, and the conditions listed on the application form.
2. Community Boards can determine whether an application should be funded by the Local Grant Fund and/or the Place-making Fund
3. Applications are required for either the Local Grant Fund and/or the Place-making Fund and are to be made on the official [Local Grant Application Form](#) and be accompanied by all information requested on the application form.
4. Incomplete, late, or non-complying applications will not be processed.
5. Priority will be given to community organisations and social enterprises.
6. Applications for projects/events that occur **annually** may request funding for:
 - the current year only; or
 - the remaining years of the triennium.
7. Applicants must demonstrate that they are able to deliver to the level as agreed and are willing to collaborate or partner where appropriate.
8. Applicants wishing to undertake projects on Council-owned/administered properties must comply with Council's Policies.
9. Grant funding from any Council source shall not exceed 50% of the total project costs, which may include a calculation based on volunteer time.
10. Applications in excess of \$3,000 will require the applicant to attend the Community Board meeting in which the application is heard to provide information to the Board.
11. Priority will be given to proposals which:
 - are consistent with or contribute to Council's Community Outcomes;
 - provide infrastructure or contribute significantly to placemaking;
 - fulfil demonstrated community needs or provide services not already available;
 - have a high degree of local participation and engagement;
 - benefit a significant sector of the community;
 - are likely to succeed;
 - are family-friendly;
 - have applied for funding from sources outside of Council
12. The following are not eligible for funding:
 - conference attendance;
 - political organisations;
 - retroactive funding;
 - wages or salary;

- activities deemed objectionable or that promote unhealthy behaviours;
 - commercial activities, unless of direct benefit to the community;
 - projects outside of the local area, unless of direct benefit to the local community;
 - projects on private property, unless of direct benefit to the community;
 - organisations who receive the bulk of their funding from central government (excluding the Community Organisation Grant Scheme);
 - applicants who have failed to successfully submit a Project Report for a project funded within the last five years.
13. The Community Board may, by resolution, allocate funding (including the Place-making Fund) directly to key projects identified in their strategic plans or to annual community events in their Ward. Should this create new assets with on-going operational costs, the grant approval is subject to either the Council budget holder or the Board itself agreeing to fund these on-going costs. The maximum amount funded from the Local Community Grant Fund in any financial year shall not exceed \$20,000. Additionally, the Community Board may allocate Place-making Funds up to the full allocation in any financial year.
14. All recipients of funding are required to enter into an agreement with Council or the Community Board that outlines the terms and conditions of the approved grant or contract for service. Funds will not be provided until both parties have signed the agreement.
15. 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.
16. The project report must identify:
- a. The organisation to which funding was granted;
 - b. Description of the activity, including highlights and numbers participating, with any photographs attached;
 - c. Council funding received, with receipts or explanatory notes attached;
 - d. The applicant's contribution to the activity;
 - e. Overall outcomes and main benefits of the activity.
17. Activities that occur over the period of more than one year must submit a progress report every six months to update Council or the Board on the use of the funds and current status of the project.
18. All successful applications may be subject to an audit. This audit may include finance, level of service, service quality, and inclusiveness of service.
19. Any issue that could jeopardise the completion of the project or the reporting must be reported to Council staff as soon as possible.
20. Council staff will prepare an annual report for the Community Board to review the funding programme.

Section 2 – Infrastructure Grant Fund

Policies

1. The Council through the combined Community Boards will allocate the Infrastructure Grant Fund in a manner consistent with the objectives of this policy, the Community Outcomes as stated in the Long Term Plan, and the conditions listed on the application form.
2. The Infrastructure Grant Fund is for one-off projects. One or more projects may be successful each year.
3. Applications are required to be made on the official [Infrastructure Grant Application Form](#) and be accompanied by all information requested on the application form.
4. Applications are to be called for as soon as practicable after 1 September each year.
5. Incomplete, late, or non-complying applications will not be processed.
6. Priority will be given to social and community enterprises that contribute to community wellbeing.
7. Applicants must demonstrate that they are able to deliver to the level as agreed and are willing to collaborate or partner where appropriate.
8. Applicants wishing to undertake projects on Council-owned properties must comply with Council's Policies including Health and Safety Policies and any other requirements as specified in the agreement.
9. Grant funding from any Council source shall not exceed 50% of the total project costs, which may include a calculation based on volunteer time.
10. Successful projects will:
 - provide new infrastructure;
 - provide the most direct benefit to the widest part of the identified community
 - provide open access to the identified community
 - fulfil demonstrated community needs or provide services not already available;
 - have a high degree of local participation and engagement;
 - have applied for funding from sources outside of Council
 - be consistent with or contribute to Council's Community Outcomes;
 - be likely to be economically sustainable in the long term; and
 - be family-friendly and, where possible, accessible to the mobility impaired.
11. The following are not eligible for funding:
 - repair or replacement of existing infrastructure
 - operational expenditure
 - retroactive projects
 - wages or salary
 - commercial activities, unless of direct benefit to the community;
 - projects/infrastructure outside of the district
 - applicants who have failed to successfully submit a Project Report for a project funded within the last five years.

12. All recipients of funding are required to enter into an agreement with Council that outlines the terms and conditions of the approved grant or contract for service. Funds will not be provided until both parties have signed the agreement.
13. At the completion of a project that has received 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.
14. The project report must identify:
 - The organisation to which funding was granted;
 - Description of the project, with photographs attached;
 - Council funding received, with receipts or explanatory notes attached;
 - The applicant's contribution to the project; and
 - Overall outcomes and main benefits of the project.
15. Projects that occur over the period of more than one year must submit a progress report every six months to update Council on the use of the funds and current status of the project.
16. All successful applications may be subject to an audit. This audit may include finance, level of service, service quality, and inclusiveness of service.
17. Council staff will prepare a project report to Community Boards for completed projects.
18. Projects that have been funded by the Infrastructure Grant Fund in the past, while not prohibited from applying to the fund again, will automatically rate lower than projects that are new to the fund. Projects funded in the previous funding year will not be eligible.
19. Any issue that could jeopardise the completion of the project or the reporting must be reported to Council staff as soon as possible.

Section 3 – Community Facilities Partnerships

Policies

1. As part of Council's Annual Plan/Long Term Plan process, Council will determine the level of the Community Facility and Services Funds for each financial year.
2. Applicants seeking funding are to be referred to the General Manager Corporate Services or Strategic Planning and Policy by 31 October each year for potential inclusion in Council's Long Term Plan/Annual Plan.
3. Applications for funding may be for capital works, operational expenditure, or a combination of both.
4. The applicant must:
 - provide a detailed business plan demonstrating ongoing viability
 - provide budgets and/or annual accounts
 - demonstrate that they have the appropriate capability to deliver to the level as agreed
 - demonstrate that they are willing to consider collaboration and partnering where appropriate.
5. Council staff will review applications for completeness and compliance with the objectives of this policy. Incomplete, late, or non-complying applications will not be considered as part of Council's planning process. The following are ineligible for funding:
 - Conference attendance;
 - Retroactive funding;
 - Activities deemed objectionable or that promote unhealthy behaviours;
 - Projects outside of the Far North District;
 - Political organisations;
 - Commercial applications, unless of direct benefit to the community;
 - Projects on private property, unless of direct benefit to the community;
 - Projects/services normally provided by an agency/organisation outside of Council;
 - Applicants that have failed to successfully submit a Project Report within the last five years.
6. Council will be a partner rather than a primary funder. Funding will be limited to a 50% contribution towards the total costs stated of the project, which may include voluntary labour and/or funding received from other sources. Funding recipients will be encouraged to pursue alternative funding options to achieve the best result for the activity.
7. Applicants will be advised of the outcome of the process in June, after the final plan has been adopted. All payments will take effect from the financial year commencing in the July following submission of the application. The timing of payment of funds will be negotiated by Council and the recipient on a project-by-project basis.
8. At Council's discretion, funding awarded may be for a one off amount, or may cover multiple years.
9. GST is only paid to those organisations that are GST registered.
10. All funding recipients may be subject to an audit. The audit may include finance, level of service, service quality, and inclusiveness of service.
11. Ongoing projects may require interim progress reports on a basis to be agreed in advance with the applicant.

12. At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports are required 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. Recipients who do not complete this form are ineligible for Council funding for a period of five years.

13. The project report must identify:

- The organisation to which funding was granted;
- Description of the activity, including highlights and numbers participating, with any photographs attached;
- Council funding received, with receipts or explanatory notes attached;
- The applicant's contribution to the activity;
- Overall outcomes and main benefits of the activity.

Community Board Funding Policy

Adopted:
Last updated:

Background

Council supports the community to develop and provide their own facilities and services through the awarding of grants. Council also develops and maintains strategic relationships with community organisations to enhance the availability of and access to community facilities and services in the District (including Sport Northland, Creative Northland, museums, pools, and theatres).

As part of Council's Annual Plan and Long Term Plan processes, the Council will determine the level of contestable funding for the following financial year, to be made available for the awarding of grants to one-off projects under the conditions of this policy.

There are two contestable grant funds available through the Community Boards: The Community Grant Fund and the Pride of Place Fund.

The Community Grant Fund is for projects that have a Ward or community focus, this can include events, wananga and projects that are not about creating fixed assets for community use.

The Pride of Place Fund is provided to support local communities to enhance the look and feel of their communities. This fund provides support to help community projects with material, equipment, and other project expenditure. This can include township beautification, new community assets, entranceways, cycle and walkways, river and streamside clean-up and landscaping, picnic tables and seats, signs and artworks.

Application

This policy applies to the grants awarded by the Community Boards of the Far North District Council.

Definitions

The following definitions apply to this Policy:

- **Applicant**- Any individual or organization applying for funding under this policy.
- **Contestable Fund**- Where a fixed amount of money is available that applicants can compete for a portion of.
- **Community Board**- A local board established by the Far North District Council to represent and make decisions on behalf of specific wards within the district.
- **Council** – means the Far North District Council.
- **Tangata whenua**- means Māori who have historic and territorial rights over the land.
- **Placemaking**- A people-centred approach to the planning, design and management of public spaces.
- **Policy** – means the Council's adopted Community Board Funding Policy.
- **Ward**- A geographical area within the Far North District, represented by a Community Board.

Legislative Context

Under Section 10 of the Local Government Act, the purpose of local government is to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. The Community Board Funding Policy aligns closely with this purpose by directing grant funding towards projects that enhance community outcomes and wellbeing.

Strategic alignment

The policy will contribute to achieving the outcomes set out in the following strategic documents:

- Local Government Act 2002.
- The Far North District Council's Long Term Plan.
- The Far North District Council's Community Board Strategic Plans

Objective

The objective of this Policy is to align allocation of grant funding to the Far North District Council's Community Outcomes as outlined in each Long Term Plan.

Section 1- General

Policies

1. The Ward's Community Board will allocate the Community Grant Fund and/or the Pride of Place Fund in a manner consistent with the objective of this policy, the Community Outcomes as stated in the Long Term Plan, the Community Board Strategic Plans and the conditions listed on the application form.
2. Community Boards can determine whether an application should be funded by the Community Grant Fund and/or the Pride of Place Fund.
3. Applications are required for the Community Grant Fund and the Pride of Place Fund and are to be made on the official [Application Form](#) and be accompanied by all information requested on the application form.
4. Priority will be given to community organisations and social enterprises.
5. Applications for projects/events that occur **annually** may request funding for:
 - the current year only; or
 - the remaining years of the triennium.
6. Applicants must demonstrate that they are able to deliver to the level as agreed and are willing to collaborate or partner where appropriate.
7. Applicants wishing to undertake projects on Council-owned/administered properties must comply with Council's Policies, including providing written evidence that Council approves of the project.
8. If a proposal creates new Council assets with on-going operational costs, the grant approval is subject to the Council budget holder agreeing in writing to fund these on-going costs.
9. If a Community Board wishes to allocate funding to a project which will be undertaken by Far North District Council Staff, a report must be provided prior to the approval of funding by the appropriate team within Council confirming budget details, timeline and capacity to undertake the work.
10. Grant funding from any Council source shall not exceed 50% of the total project costs, which may include a calculation based on volunteer time.

11. Applications in excess of \$3,000 will require the applicant to attend the Community Board meeting in which the application is heard to provide information to the Board.
12. All recipients of funding are required to enter into an agreement with Council or the Community Board that outlines the terms and conditions of the approved grant or contract for service. Funds will not be provided until both parties have signed the agreement.
13. 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.
14. The project report must identify:
 - a. The organisation to which funding was granted;
 - b. Description of the activity, including highlights and numbers participating, with any photographs attached;
 - c. Council funding received, with receipts or explanatory notes attached;
 - d. The applicant's contribution to the activity;
 - e. Overall outcomes and main benefits of the activity.
 - f. How the recipient acknowledged the funding received.
15. Activities that occur over the period of more than one year must submit a progress report every six months to update Council or the Board on the use of the funds and current status of the project.
16. All successful applications may be subject to an audit. This audit may include finance, level of service, service quality, and inclusiveness of service.
17. Any issue that could jeopardise the completion of the project or the reporting must be reported to Council staff as soon as possible.
18. Council staff will prepare an annual report for the Community Board to review the funding programme.

Section 2- Community Grant Fund

Policies

1. Priority will be given to proposals which:
 - are consistent with or contribute to Council's Community Outcomes;
 - fulfil demonstrated community needs or provide services not already available;
 - have a high degree of local participation and engagement;
 - benefit a significant sector of the community;
 - are likely to succeed;
 - are family-friendly;
 - have applied for funding from sources outside of Council
2. The following are not eligible for funding:
 - conference attendance;
 - political organisations;
 - retroactive funding;
 - wages or salary;
 - activities deemed objectionable;
 - commercial activities, unless of direct benefit to the community;
 - projects outside of the local area, unless of direct benefit to the local community;
 - projects on private property, unless of direct benefit to the community;

- organisations who receive the bulk of their funding from central government (excluding the Community Organisation Grant Scheme); applicants who have failed to successfully submit a Project Report for a project funded within the last five years.
3. The Community Grant Fund can be allocated in full in any financial year. Any funding that remains unallocated at the end of a financial year cannot be carried over to the next financial year.

Section 3- Pride of Place Fund

Policies

1. Proposals should meet the following criteria:
 - have long term outcomes;
 - provide a significant public benefit to their community;
 - demonstrate that they have actively involved Tangata whenua and the local community in the planning and development stages of the proposal;
 - demonstrate they have engaged with relevant council staff and if new council asset(s) are being created as part of the proposal, provide evidence of written approval from council asset managers for ongoing management of the asset.
2. Priority will be given to proposals which:
 - are consistent with or contribute to Council's Community Outcomes;
 - contribute significantly to placemaking;
 - provide evidence that they have actively involved Tangata whenua and local community in the proposal.
3. The following are not eligible for funding:
 - political organisations;
 - retroactive funding;
 - wages or salary;
 - activities deemed objectionable;
 - commercial activities, unless of direct benefit to the community;
 - projects outside of the local area, unless of direct benefit to the local community;
 - projects on private property, unless of direct benefit to the community;
 - organisations who receive the bulk of their funding from central government (excluding the Community Organisation Grant Scheme);
 - applicants who have failed to successfully submit a Project Report for a project funded within the last five years.
4. The Pride of Place Fund can be allocated in full in any financial year. Any funding that remains unallocated at the end of a financial year cannot be carried over to the next financial year.

Monitoring and Implementation

- Implementation of the policy will be monitored by the Council.
- This policy will be reviewed in response to issues that may arise, every three years, at the request of the Council, or in response to changes to legislative or statutory requirements (whichever occurs first).
- Amendment to this policy following a review may be subject to a public consultative process.

8.4 PROJECT FUNDING REPORTS

File Number: A4866917

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

- a) Brew of Islands 2024
- b) Business Bay of Islands – Matariki 2024
- c) Opuia Hall

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.

ĀPITI HANGA / ATTACHMENTS

- 1. Brew of Islands 2024 - A4866899 [↓](#) 
- 2. Business Bay of Islands - Matariki 2024 - A4866888 [↓](#) 
- 3. Opuia Hall - A4866897 [↓](#) 

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.

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: The Centre at Kerikeri Ltd

Name & location of project: Brew of Islands 2024, The Turner Centre

Date of project/activity: 26-27 July 2024

Which Community Board did you receive funding from? Bay of Islands-Whangaroa

Te Hiku

Kaikohe-Hokianga

Bay of Island-Whangaroa

Amount received from the Community Fund: \$3500

Board meeting date the grant was approved: April 2024

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)
Entertainment – Sweet Az band	\$500	x
Entertainment – Dogfather band	\$1,000	x
Equipment Hire – Kaikohe Hire	\$389.60	x
Equipment Hire – Kerikeri Hire	\$610.40	X
Promotion – Social media marketing	\$1000	X 7 receipts
Total:	\$3,500	

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

Brew of Islands 2024 was a resounding success with 1868 people (comprised of 1525 ticket sales + 343 comps and sponsor tickets) turning up to celebrate the brews, kai, culture and creativity of the Far North. The second annual Brew of Islands lifted the spirits of our community, giving a wide range of ages a much-needed opportunity to connect and have fun in the middle of winter.

Nine of Aotearoa's finest craft brewers took part, offering 50 different beers. Far North brewers Kainui and Phat House were joined by McLeod's from Waipu, Pacific Coast from Mangawhai and 8 Wired from Matakana. Powerhouse Aotearoa brewers ParrotDog, Garage Project, Urbanaut and Panhead also brought their brews to the 2-day festival.

Entertainment included the popular eight-piece family band Lost Tribes of Aotearoa, Kerikeri bands Dogfather and Sweet Az, Whangārei band Mermaid Bait, DJs Meg, DJ Vanderbelle, DJ JXO, Toy Purple and Mamadafunk and Wellington entertainer Conrad Coom and his army of garden gnomes. Kai was provided by NZ's top barbecuer Ken Van Mackelberg, Mrs Miller's Mussel Fritters and other local favourites.

Public feedback for BOI24 was overwhelmingly positive:

"Fantastic event bringing life to winter in Kerikeri town, well done team!"

"Great event."

"It's a wonderful event which is greatly anticipated. I've been to both now and it gets better."

"So great to have something like this in Kerikeri."

"Very well organized, thanks for the effort that went into it."

"Lots of amazing people having super amazing fun!"

"Awesome lil festival that is genuine and authentic – like they used to be!"

"It was so much fun! I'm already keen to get some tickets for next year."

"Keep up the awesome mahi."

"It's such an awesome festival, wouldn't miss it for the world."

"Love it you guys did a bloody good job, absolutely epic vibes, can't wait to come back."

"We are there next year!"

"Great vibe, trouble free event. Great work lads."

"I'll be bringing lots of friends next year."

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

The vision of Brew of Islands is to create an iconic boutique festival that helps develop the Far North's reputation for hosting vibrant and creative events in the food and beverage sector. The 2024 event fulfilled this vision and brought a number of benefits to the community.

Brew of Islands 2024:

- Brought energy and vibrancy to Kerikeri, giving a lift to spirits mid-winter
- Celebrated and promoted local brews, kai and entertainment
- Enabled Kerikeri's young adults to connect with each other and with older adults groups in a fun, safe environment
- Put the spotlight on the creativity and talent of the Far North, attracting media coverage and national attention
- Attracted leading industry representatives from across Aotearoa
- Brought out-of-town visitors to Kerikeri, benefitting hospitality and accommodation and wider Far North tourism (Community Board funding towards marketing was used to increase social media marketing to Auckland audiences to increase out of town visitors)
- Benefited other local companies (e.g. printing and merchandise, hire companies, cleaners, ice, security)
- Gave local audiences access to high-quality Aotearoa entertainment
- Promoted Te Reo by using bilingual signage
- Succeeded in reducing waste down from 3 cubic metres to 1 cubic metre

We asked attendees what they liked most about the event. Their responses were as diverse as the crowds and included the live music, the night club, decorations, staff, costumes, different stages, the vibe, atmosphere, gin bar, cocktails, happy crowds, the elves and rooster... and of course the beer!

Brew of Islands 2024 put Kerikeri firmly on the national beer festival map. National companies who attended the event were full of praise for the professionalism and positivity of the event:

"Thanks Tyler and Gerry! Such a fun festival, you nailed it! We arrived home with memories of fun times with fantastic people. The locals are lovely people, refreshing. Looking forward to doing it again in '25." Bruce, Urbanaut

"This event was such a great festival, I have done many of them, and this one is on the top. Really great to meet all the vendors, great to see every vendor enjoying themselves during the festival. Everyone looked so happy. This all comes down from the leaders of the event. Gerry and Tyler, you guys have run a great event. Glad to be there and enjoy this with all of you. Look forward to the next one!" Suds, POS Solutions

"Such a massively fun event and well organised. Thank you to Tyler, Gerry and the rest of your team. Also thanks to the other breweries for bringing great beer and vibes." Knox, McLeods

"Epic fest, one of the best. Cheers!" Rich, Parrottdog

"Massive thanks from the Panhead team for such an authentic and genuine festy. Awesome mix of locals and no bad eggs that we encountered. Great vibes all round - a reflection of Gerry & Tyler. Hopefully see y'all next year!" Kerry, Panhead

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





Photos by Kathy Elliston Photography - see more on the event's dedicated Facebook page:

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

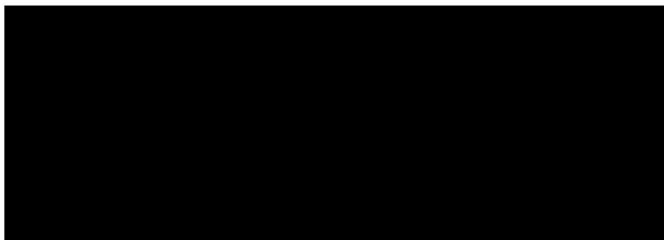


Marketing collateral (including the dedicated website and Facebook page) acknowledged the support of Bay of Islands-Whangaroa Community Board.

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

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

This report was completed by:





**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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: Business Paihia _____

Name & location of project: Matariki Pēwhairangi Festival _____

Date of project/activity: 21 June – 14 July 2024 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$22,500 + GST _____

Board meeting date the grant was approved: 18 April 2024 _____

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)
Cost contribution to Matariki Pēwhairangi 2024.	22,500 plus GST	
Total:	\$22,500.00	

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

Despite challenges of funding, road closures and weather, Matariki Pewhairangi Festival was able to present a 3-week programme of culture, arts, special experiences and feasts.

Festival run events had attendances of 2,121 and approx. 3500 attended other Matariki independent events within our programme. Highlights for us were many, especially the addition of new venues, events and experiences. It was also brilliant to see annual events such as the Matariki Dawn Cruise continue to sell out and the popularity of workshops amongst our local youth.

Local artist, Arama Hamiora-Davis, was our official artist for the 2024 festival – example of artwork is included in this report....it is a stunning work called Matariki: Mother of Hope which was very apt for this year! This was used for general social media elements, posters and billboards.

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

We made it to Year 4! **Matariki Pēwhairangi Festival** ran from 21 June – 14 July 2024, with a greater mix of event offerings, 24 individual events (some ran multiple dates such as Film Festival and Discover The Children of Matariki, but are only counted as one event for this report)

We focused on diverse audiences, bringing in new venues and events to appeal to more and reducing the costs of all workshops to ensure they were accessible. We also supported several independent events within our programme and shared details of other Matariki community events whenever we were asked.

Achievements:

- We added exciting new events such as The **Rongoā Māori & Wellness Expo** at The Old Packhouse Market, Kerikeri on 23 June. This was a huge success, as Sundays had been incredibly quiet at The Packhouse in the lead up, exacerbated by the Brynderwyns closure. We had over 25 exhibitors in various practices: Rongoa, mirimiri, maramataka, traditional healing and natural remedies. The Expo also presented talks on using Maramataka for your wellness journey, The Issues with Tissues which was enlightening and using natural remedies you can find / grow to assist your health. Massively positive feedback from attendees and exhibitors, who want us to do this every few months!
- The **Matariki Film Festival** at Cathay Cinema ran for 8 days of the fest with an incredible 9 movies all produced by Maori creatives and / or telling indigenous stories. There were multiple showings of each movie, including **Ka Whawhai Tonu – Struggle Without End** which was released for Matariki.
- Increased availability of workshops that we have subsidised with funding to get cost down and make more accessible. This worked, every workshop except one sold out. Every youth workshop sold out and we were inundated with positive feedback, buzzing kids and happy parents!
- Co-presented a theatre production of **KŌPŪ** at the Turner Centre in Kerikeri with a contribution of \$2000 + GST to the Artists fee. This is a cutting edge production that sold out at arts festivals last year. It is aimed squarely at a female / Maori demographic and we are used a 'pay what you can afford' ticketing strategy to encourage and develop this target audience. It was a Tuesday night but the Turner Centre was almost two thirds full with a standing ovation at the end. Great show and a very positive step to see a different demographic catered to at the venue.

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

- New venues were engaged, with workshops at **Te Kona (Carving)** in Kaikohe and **Te Waimate Mission (Astrophotography)**. This is the first time we have presented events in Kaikohe area. Both events in these venues sold out, in fact we went over our capacity at both due to demand.
- **The Manu Masters** returned as a free community event in Kororareka. We had over 40 jumpers, from around 10 years old to 60 yr olds who braved the icy winter waters and hundreds of spectators lined the waterfront. Feedback from local cafes and restaurants was incredibly positive, one ran out of coffee takeaway cups! We also noted that venues remained packed for several hours after the event as people went to get food and drink. Russell was buzzing and with the Birdman comp being cancelled this year, it was a welcome boost.
- **Waitangi Free Open Day** – originally the traditional one day that we negotiate with The Treaty Grounds (on Matariki Long Weekend), this was then extended with additional external funding due to the Brynderwyns closure / reopening. We promoted this heavily to support the initiative as it was also within our dates and we wanted to support the Kaupapa.
- **Matariki Dawn Cruise:** Another stunning cruise which we held this year on the morning of Matariki. Over 12 tohunga joined us to share their knowledge, waiata, taonga puoro. It was an incredible, moving experience for all on board and we are deeply grateful to Ngapuhi for their continued support of this Kaupapa. The cruise sold out for the 3rd year in a row.

The above highlights helped us reach many demographics within our Bay of Islands community, across every town, Maori and non-Maori and all age groups. We could continue to provide a platform to acknowledge and share Mātauranga Maori with the wider community and support our indigenous creatives, tohunga and businesses.

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

Marketing & Media

- Northern Advocate / NZ Herald online articles
- 1 x Te Hiku radio interview – Te Reo (with Heeni Hoterene)
- Bay News story: <https://www.nzherald.co.nz/northern-advocate/news/bay-news-celebrating-matariki-carver-grateful-for-public-support/XTYVRYMGYVFBZP2N7BN6VNML6E/>
- Tourism NZ - images for feature on best places to experience Matariki
- Waatea News IV - <https://waateanews.com/2024/06/17/pewhairangi-unites-to-celebrate-matariki/>
- NZ Herald 22 June: <https://www.nzherald.co.nz/northern-advocate/news/northland-matariki-events-aimed-at-bringing-families-together/F2XO5PYQKFGZTF3VAKGZKZGU5M/>
- Northland Age 18 June: <https://www.nzherald.co.nz/northland-age/news/far-north-news-in-brief-manu-masters-returns-free-dog-vaccinations-and-mental-health-course/3KS3U45A3BFOTFAIPSWBK3JVGU/>
- RNZ 30 June: <https://www.rnz.co.nz/news/national/520870/in-photos-competitors-make-a-splash-at-russell-manu-masters>

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

- NZ Herald 30 June: <https://www.nzherald.co.nz/northern-advocate/news/what-to-do-in-northland-this-matariki-long-weekend/K6NBC7GU55DS3J6TSMV7WBG5Q/>
- RNZ 15 June: <https://www.rnz.co.nz/news/national/519593/disappointment-as-matariki-festival-showpiece-cancelled-after-funding-cut>

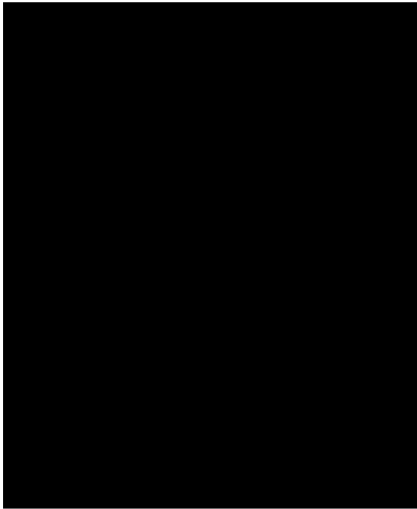


Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

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

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

This report was completed by:





Far North
District Council

Project Report
COMMUNITY GRANT FUND - LOCAL

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: Opua Hall Society

Name & location of project: Opua Hall 16 Beedhy St., Opua

Date of project/activity: 9th and 14th August 2024

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$5,000.00

Board meeting date the grant was approved: June 2024

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)
Arbor Aid 2020 Ltd	\$ 3220.00	✓
Arbor Aid 2020 Ltd	\$ 2012.50	✓
	\$	
	\$	
Total:	\$ 5232.50	

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

5 Opuia Hall Committee members played a role in the success of this project. The writing up and presentation to the Board, the boarding up of windows. Placing road cones to preserve parking. Temporarily removing the picnic table to give access to remove waste. Liaising with Arbor Aid team. Arbor Aid did a great job. They worked efficiently and tidily and left the site clean.

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

A significant clearance of foliage/trees has been actioned. The Hall will now be drier. The accumulation of gutter litter will be minimised. The landscaping can now begin. The whole Hall area will present a more pleasant outlook for the Community. Outdoor photos for events will be more likely.

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

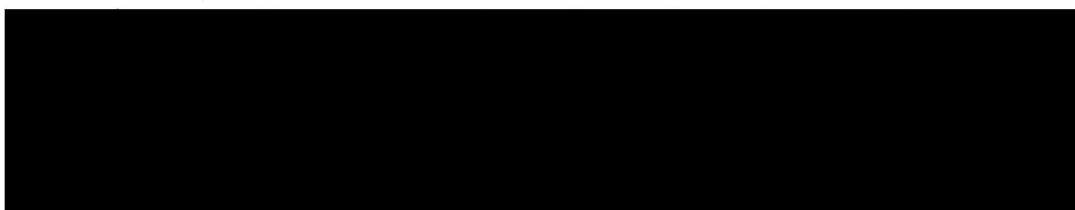
Pics before + after attached.

The Opuia Community Hall F/B page has acknowledged the funding grant. Pics shown. Grateful thanks for/to FNDC

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

Arbor Aid F/B page

This report was completed by:



8.5 FUNDING APPLICATIONS

File Number: A4867126

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.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Nine new applications have been received, requesting \$54,564.
- The Board has **\$198,804** 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.

TŪTOHUNGA / RECOMMENDATION

- a) That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Bay of Islands Business Association towards 2024 Paihia Christmas Parade.

TŪTOHUNGA / RECOMMENDATION

- b) That Bay of Islands-Whangaroa Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Foster Hope Northland towards costs of running An Evening of Style with Stacey Beatson.

TŪTOHUNGA / RECOMMENDATION

- c) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Graeme Dingle Foundation towards Ngā Ara Whetū at Bay of Islands College.

TŪTOHUNGA / RECOMMENDATION

- d) That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,680** (plus GST if applicable) be paid from the Boards Community Fund account to Hidden Pocket Production towards the costs of the musical Flock!.

TŪTOHUNGA / RECOMMENDATION

- e) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,938** (plus GST if applicable) be paid from the Boards Community Fund account to Northern Community Family Services towards financial mentoring and whanau support.

TŪTOHUNGA / RECOMMENDATION

- f) That Bay of Islands-Whangaroa Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Fund account to Piri Wiremu Mokeno Games 2024 towards equipment hire.

TŪTOHUNGA / RECOMMENDATION

- g) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,750** (plus GST if applicable) be paid from the Boards Community Fund account to Te Kāmura School towards equipment hire for the 2024 Whangaroa Arts Festival.

TŪTOHUNGA / RECOMMENDATION

- h) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Fund account to The Centre, Kerikeri towards facilitation costs for This is Us Here Now community art project.

TŪTOHUNGA / RECOMMENDATION

- i) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Fund account to Waitangi Māori Committee the purchase of a basic laptop for administration and the establishment of community gardens in Rāwhiti.

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.

Each application must meet at least one community outcome from the Council's Long-Term Plan. 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

Applicant	Requested	Recommend	Comments	Type
Business Bay of Islands – 2024 Paihia Christmas Parade	\$5,000	\$5,000	<p>The applicant is seeking funding towards the annual Paihia Christmas Parade.</p> <p>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></p> <p>This meets community outcomes 1, 3, 6</p>	Arts, Culture and Heritage/ Event
Foster Hope Charitable Trust – Style Evening with Stacey Beatson	\$2,000	\$2,000	<p>The applicant supplies backpacks for children transitioning into care, frequently at short notice. They are holding a fundraising evening, which has been generously supported by the local community, and are seeking funding to cover some of the equipment hire costs they have not been able to have fully sponsored.</p> <p>This meets community outcomes 1, 3, 6</p>	Arts, Culture and Heritage/ Event
Graeme Dingle Foundation – Ngā Ara Whetū	\$5,000	\$3,000	<p>The applicant is seeking funding towards the costs of running a mentoring programme at Bay of Islands College.</p> <p>This meets community outcomes 1, 3, 6</p>	Community Development
Hidden Pocket Production – Flock!	\$5,680	\$5,680	<p>The applicant is seeking funding towards the costs of putting on a musical called Flock!</p> <p>This meets community outcomes 1, 3, 6</p>	Arts, Culture and Heritage/ Event
Northern Community Family Service – financial mentoring and whanau support	\$3,938	\$3,938	<p>The applicant provides budgeting and family support for families in the Bay of Islands are. They are requesting funding to assist in continuing to provide these services.</p> <p>This meets community outcomes 1, 2, 3</p>	Community Development
Piri Wiremu Mokeno Games 2024	\$4,931	\$2,000	<p>The applicant is seeking funding towards hosting the 2024 games. They have been supported by the Board in the past.</p> <p>This meets community outcomes 1, 3, 6</p>	Arts, Culture and Heritage/ Event

Applicant	Requested	Recommend	Comments	Type
Te Kāmura School – Whangaroa Arts Festival 2024	\$5,220	\$3,750	<p>The applicant is seeking funding towards hosing the 2024 Whangaroa Arts Festival, an annual festival that has been supported by the Board in the past. The amount recommended would cover the marquee, chair and portaloos hire.</p> <p>This meets community outcomes 1, 3, 6</p>	Arts, Culture and Heritage/ Event
The Centre – This is us here now	\$6,500	\$3,000	<p>The applicant is seeking funding towards hosting a community-led art project with workshops (possibly outside of the Centre if transport is an issue).</p> <p>The funding is requested to help cover the facilitation fees of two local artists to lead the collaborative process.</p> <p>This meets community outcomes 1, 3, 6</p>	Arts, Culture and Heritage/ Event
Waitangi Māori Committee – Computer and community gardens	\$16,295	\$3,000	<p>The applicant, who is based in Rawhiti, is seeking funding for a computer for administration and also funding towards establishing community gardens in the Rawhiti area to help combat food insecurity in the community. They have undertaken similar projects in other areas, but are finding the challenges in the Rawhiti community to be more problematic, including connectivity to acquire quotes and make submissions.</p> <p>This meets community outcomes 1, 3, 6</p>	Community Development

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

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.

ĀPITIHINGA / ATTACHMENTS

1. **Business Bay of Islands - Paihia Christmas 2024 - A4866889** [↓](#) 
2. **Foster Hope Charitable Trust - A4866894** [↓](#) 
3. **Graeme Dingle Foundation - A4866895** [↓](#) 
4. **Hidden Pocket Productions - A4866898** [↓](#) 
5. **Northern Community Family Services - A4866891** [↓](#) 
6. **Piri Wiremu Mokeno Games 2024 - A4866892** [↓](#) 
7. **Te Kamura School - A4866890** [↓](#) 
8. **THE Centre - This Is Us Here Now - A4866896** [↓](#) 
9. **Waitangi Marae Committee - A4866893** [↓](#) 

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 Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands

Form Submitted 20 Aug 2024, 3:20PM 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.

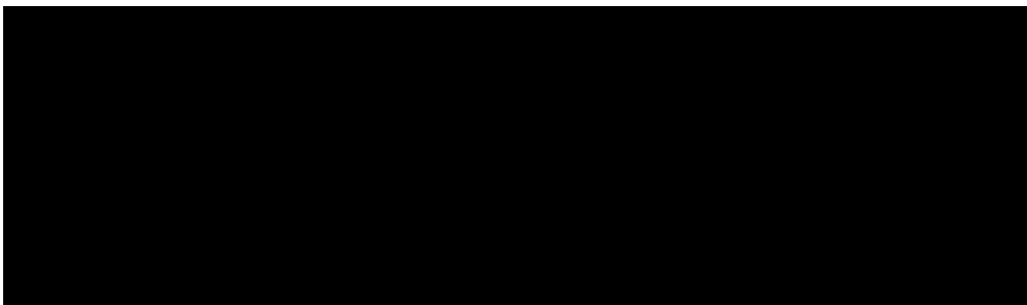
The following **must** be submitted along with this application form:

- 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)

Applicant details

Applicant *

Business Bay of Islands



Website

Must be a URL.

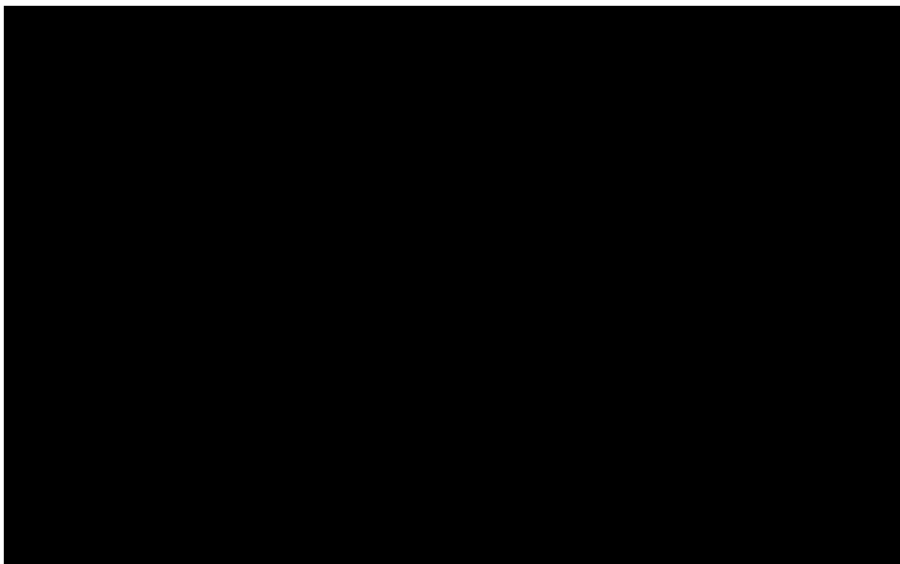
Facebook page

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00010 From Business Bay of Islands
Form Submitted 20 Aug 2024, 3:20PM NZST

Contact details

Contact Person One:

Contact Person Two:

A large black rectangular box redacting the contact details for both Contact Person One and Contact Person Two.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Earlier this year the Russell Business Assn and Paihia Business Assn merged to join Business Paihia of Islands Incorporated. Business Bay of Islands is the local Business Association – it is an incorporation of businesses from Paihia, Russell, Waitangi, Opuia, Haruru Falls, Kerikeri and Whangarei. We aim to build a dynamic business environment and to be influential in decision making in our community.

Number of Members *

90

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Paihia Christmas Parade

Location *

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands
Form Submitted 20 Aug 2024, 3:20PM NZST

Paihia

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: *

06/12/2024

06/12/2024

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: *

The whole community benefits.

Schools, community organisations and businesses come together to celebrate Christmas and more importantly being part of a community. Our parades are themed, so a lot of thought and design goes into the floats, which is great for everyone. The kids spend weeks making the floats and often are involved in the initial concept of what the float idea will be. The theme this year was chosen by children and is "Movies"

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 Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands
Form Submitted 20 Aug 2024, 3:20PM NZST

- 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	\$0.00	\$0.00	No files have been uploaded	\$0
Advertising/Promotion	\$1,500.00	\$0.00	No files have been uploaded	\$1,500
Facilitator/Professional Fees	\$0.00	\$0.00	No files have been uploaded	\$0
Administration (inc. stationery/copying)	\$3,000.00	\$1,455.00	Filename: Quote QU0101.pdf File size: 89.4 kB	\$3,000
Equipment Hire	\$500.00	\$0.00	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)	\$0.00	\$0.00	No files have been uploaded	\$0
Consumable materials (craft supplies, books)	\$0.00	\$0.00	No files have been uploaded	\$0
Refreshments	\$0.00	\$0.00	No files have been uploaded	\$0
Travel/Mileage	\$0.00	\$0.00	No files have been uploaded	\$0
Volunteer Expenses Reimbursement	\$300.00	\$0.00	No files have been uploaded	\$300
Traffic Management	\$3,545.00	\$3,545.00	Filename: Quote QU1037.pdf File size: 75.4 kB	\$3,545
Entertainment	\$1,500.00	\$0.00	No files have been uploaded	\$1,500

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands

Form Submitted 20 Aug 2024, 3:20PM NZST

Prize money	\$400.00	\$0.00	No files have been uploaded	\$400
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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? *

10745
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
93-973-186

Current Funding

How much money does your organisation currently have? *

\$52,576.37
Must be a dollar amount.

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

\$52,576.37
Must be a dollar amount.

Tagged Funds

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

Purpose	Amount

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands

Form Submitted 20 Aug 2024, 3:20PM NZST

Event Co-ordinator	\$16,000.00
Website management	\$5,000.00
Circus/Street performers	\$10,000.00
Admin/funding/H&S	\$10,476.00
AGM	\$600.00
Insurance	\$3,500.00
Christmas Parade/Summer Events	\$7,000.00

Total Tagged Funds

Total Tagged Amount

\$52,576.00

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.	
Matariki Festival	\$22,500.00	20/06/2024	Yes
Paihia Christmas Parade	\$5,000.00	03/10/2023	Yes
Paihia Christmas Parade	\$5,000.00	01/09/2022	Yes
Matariki Festival	\$20,000.00	02/06/1922	Yes

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands
Form Submitted 20 Aug 2024, 3:20PM NZST

Paihia Christmas Celebrations	\$2,500.00	07/11/1921	Yes
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Supporting Financial Information

Please attach your supporting financial information which can be one (or all) of the following:

- a profit and loss statement
- audited financial accounts
- bank statement

Please upload your file(s) here *

Filename: UNAudited Annual Report 2024_.docx
File size: 131.0 kB

2 Additional financial information (optional)

No files have been uploaded

3 Additional financial information (optional)

No files have been uploaded

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.

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00010 From Business Bay of Islands

Form Submitted 20 Aug 2024, 3:20PM NZST

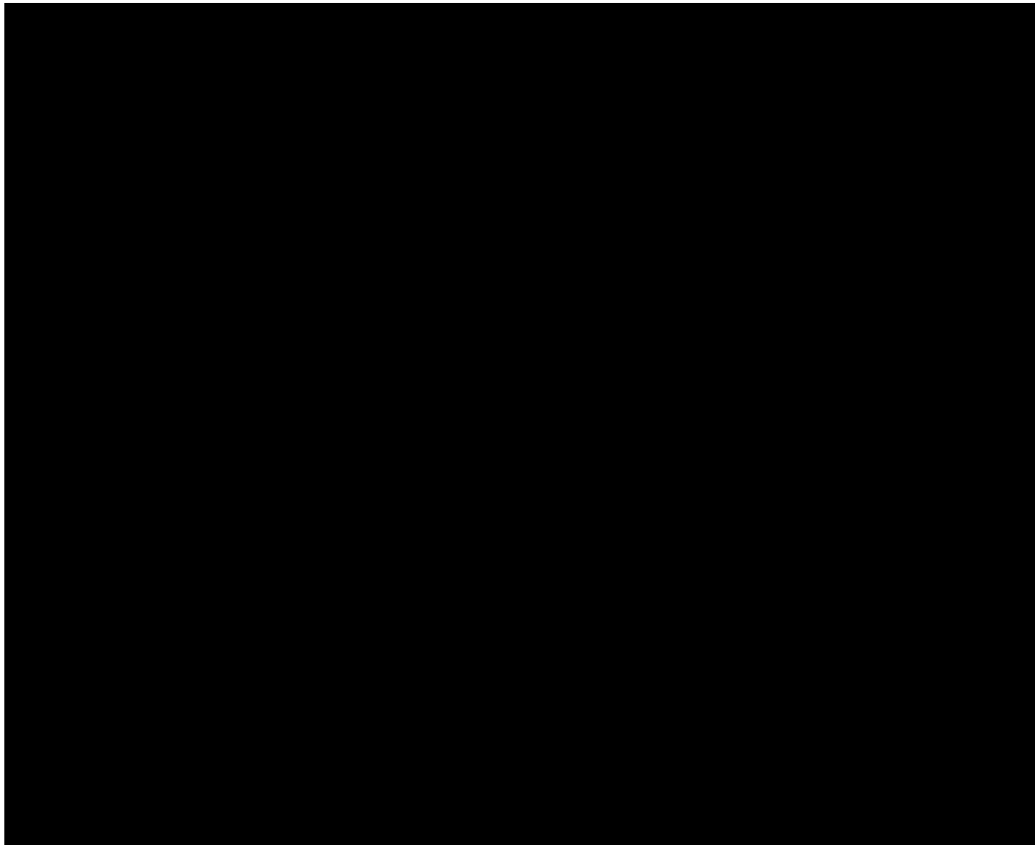
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, 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.
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.

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00010 From Business Bay of Islands**

Form Submitted 20 Aug 2024, 3:20PM NZST

Signatures**Supporting Documents**

If you have additional supporting documentation (that you have not included elsewhere), please upload it below. If you have more than three documents you wish to include, please contact funding@fndc.govt.nz

1 Name of file being uploaded**1 Supporting Document***No files have been uploaded***2 Name of file being uploaded****2 Supporting Document***No files have been uploaded*

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

**Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch**

Form Submitted 21 Aug 2024, 3:43PM 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.

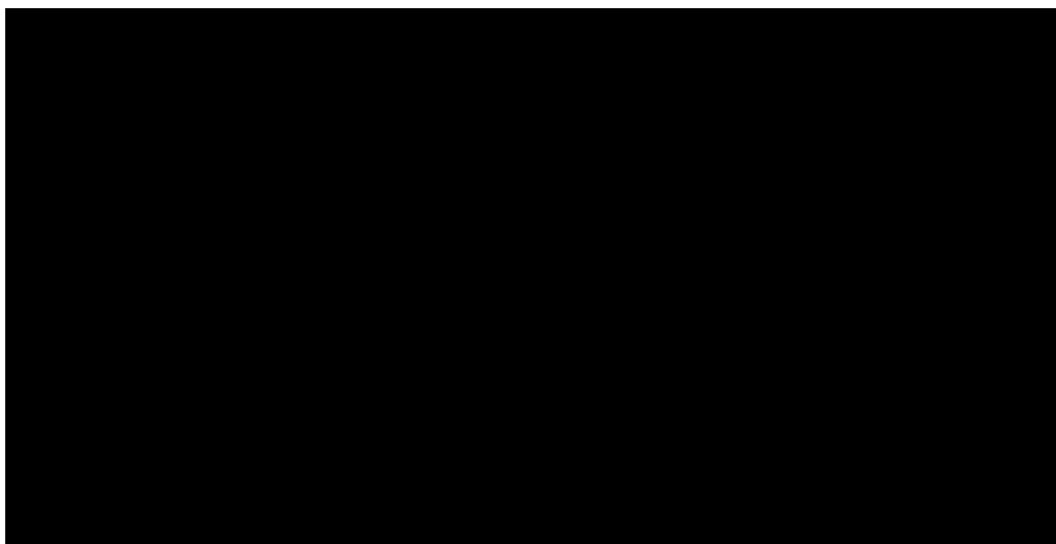
The following **must** be submitted along with this application form:

- 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)

Applicant details

Applicant *

Foster Hope Charitable Trust - Northland Branch



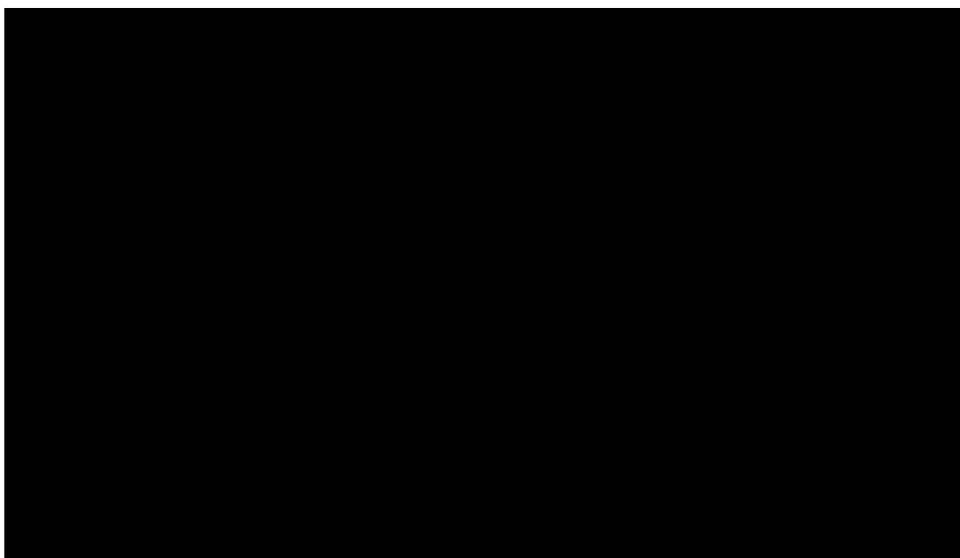
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch**

Form Submitted 21 Aug 2024, 3:43PM NZST

Contact details

Contact Person One:

Contact Person Two:

A large black rectangular box redacting the contact details for both Contact Person One and Contact Person Two.**Purpose of organisation****Please briefly describe the purpose of the organisation ***

Foster Hope provides backpacks and duffel bags full of personal items for children transitioning into care. Our backpacks provide emotional support and a practical solution to a child turning up in the middle of the night with, otherwise, just the clothes on their backs. Our backpacks include pyjamas, a carry-all bag, toiletries, a book, a cuddly toy, underwear, and other age-appropriate items all aimed to ensure that children in our community know that we care about them.

Number of Members *

6

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

Clearly describe the project or event:

Name of Activity *

Foster Hope Northland - Style Evening with Stacey Beatson

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch

Form Submitted 21 Aug 2024, 3:43PM NZST

Location *

Waipapa

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?**

\$100.00

Must be a dollar amount.

Project dates:**Start Date****Date ***

11/10/2024

Must be a date.

End Date:**Date: ***

11/10/2024

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: *

Our Style evening with Stacey Beatson, an international-renowned personal stylist with roots tracing back to Ahipara in the Far North aims to raise funds for Foster Hope Northland.

Our evening will commence with a floral art display from a local community group, who are volunteering their time. The display will then be later raffled to raise extra funds.

Stacey's extensive experience in the fashion community promises an enriching experience for all attendees. Stacey has graciously offered her valuable time for the evening. Stacey has been a steadfast supporter of Foster Hope Northland over many years, and draws from her own personal experience as a foster parent sympathising deeply with the challenges faced by these children.

We are also very grateful to the other Kerikeri businesses who have donated their time and resources to our evening. Liddington Gardens have generously given us a 50% discount on the venue hire which holds a maximum of 112 people.

For over 12 years, we have been dedicated to annually distributing hundreds of backpacks to assist these children, over 350 last year. The proceeds from this event will directly benefit children in care within our local community, providing crucial support during what is often a stressful and traumatic period in their lives.

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

**Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch**

Form Submitted 21 Aug 2024, 3:43PM NZST

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.
Rent/Venue Hire	\$2,622.00	\$2,000.00	Filename: FHCT Style Evening Liddington Gardens .pdf File size: 110.5 kB Filename: Liddington Gardens Invoice 11102024 .pdf File size: 76.0 kB	\$9,232
Advertising/Promotion	\$50.00	\$0.00	Filename: Style Evening Other Costings.pdf File size: 81.1 kB	

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00003 From Foster Hope Charitable Trust - Northland Branch

Form Submitted 21 Aug 2024, 3:43PM NZST

Facilitator/Professional Fees	\$2,500.00	\$0.00	Filename: FNDC - Stacey Beatson Service Packages.pdf File size: 248.8 kB	
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded	\$
Equipment Hire	\$380.00	\$0.00	Filename: FNDC - Audio Visual Quote.pdf File size: 81.1 kB	
Equipment Purchase (describe)	\$	\$	No files have been uploaded	\$
Utilities	\$	\$	No files have been uploaded	\$
Hardware (e.g. cement, timber, nails, paint)	\$	\$	No files have been uploaded	\$
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded	\$
Refreshments	\$2,220.00	\$0.00	Filename: Liddington Gardens Catering Package 2024.pdf File size: 128.9 kB Filename: Liddington Gardens Catering Package for Style Evening.pdf File size: 44.0 kB	
Travel/Mileage	\$0.00	\$0.00	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$360.00	\$0.00	No files have been uploaded	
Accommodation Costs Stacey Beatson (be)	\$400.00	\$0.00	Filename: Stay Keri.pdf File size: 407.6 kB	

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00003 From Foster Hope Charitable Trust - Northland Branch

Form Submitted 21 Aug 2024, 3:43PM NZST

Photography	\$700.00	\$0.00	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? *

9232

Must be a number.

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

\$2,000

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? *

\$12,216.00

Must be a dollar amount.

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

\$12,216.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
100 Backpacks/Duffels @ \$60 each	\$6,000.00
100 Christmas Gifts @ \$25 per gift	\$2,500.00

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch**

Form Submitted 21 Aug 2024, 3:43PM NZST

Storage Costs \$300 per month	\$3,600.00
	\$
	\$

Total Tagged Funds**Total Tagged Amount**

\$12,100.00

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.	
Liddington Gardens	\$2,000.00	Approved
Catering Costs from \$18 down to \$12 per person	\$600.00	Approved
Stacey Beatson Professional Fees	\$2,500.00	Approved
Flash Gordon Photography	\$700.00	Approved

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

Please attach your supporting financial information which can be one (or all) of the following:

- a profit and loss statement
- audited financial accounts
- bank statement

Please upload your file(s) here *

Filename: FHCT P&L 31032024.pdf

File size: 19.1 kB

2 Additional financial information (optional)

Filename: FHCT Balance Sheet 2024.pdf

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00003 From Foster Hope Charitable Trust - Northland Branch

Form Submitted 21 Aug 2024, 3:43PM NZST

File size: 15.8 kB

3 Additional financial information (optional)

Filename: FHCT P&L Nthld 31032024.pdf

File size: 16.0 kB

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)

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

**Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch**

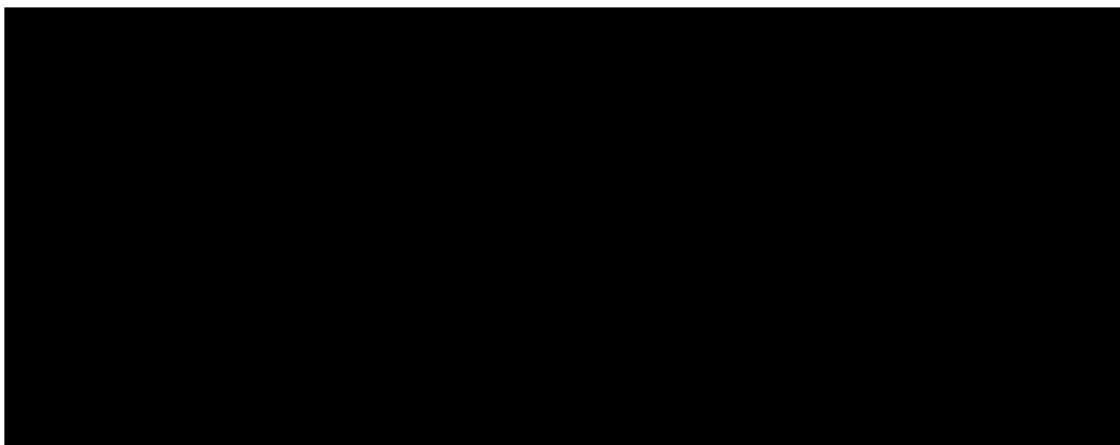
Form Submitted 21 Aug 2024, 3:43PM NZST

- 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:

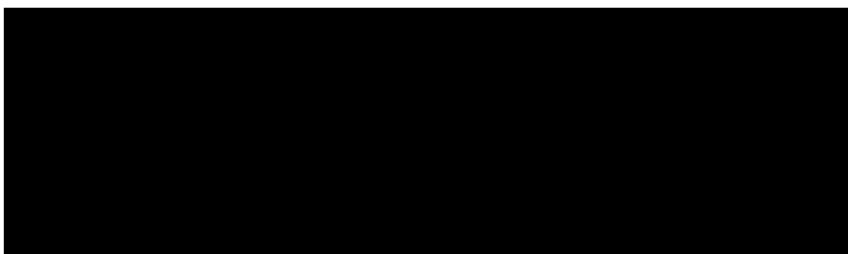
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month 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



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00003 From Foster Hope Charitable Trust -
Northland Branch**

Form Submitted 21 Aug 2024, 3:43PM NZST

**Date**

21/08/2024

Must be a date.

Date

21/08/2024

Must be a date.

Supporting Documents

If you have additional supporting documentation (that you have not included elsewhere), please upload it below. If you have more than three documents you wish to include, please contact funding@fndc.govt.nz

1 Name of file being uploaded

Health & Safety Details to follow:

1 Supporting Document

Filename: Liddington H&S 2024.pdf

File size: 119.5 kB

2 Name of file being uploaded**2 Supporting Document***No files have been uploaded***3 Name of file being uploaded****3 Supporting Document***No files have been uploaded*

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM 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.

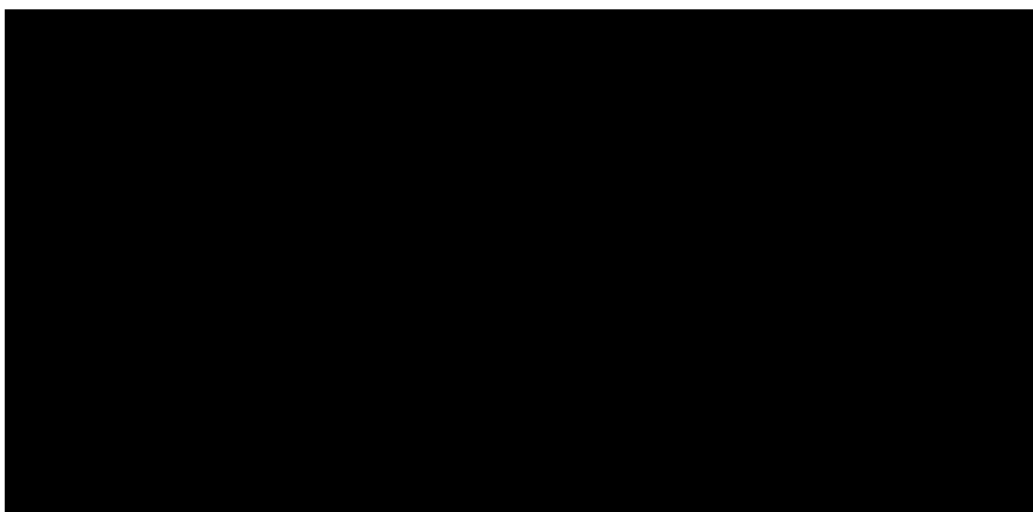
The following *must* be submitted along with this application form:

- 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)

Applicant details

Applicant *

Graeme Dingle Foundation Far North

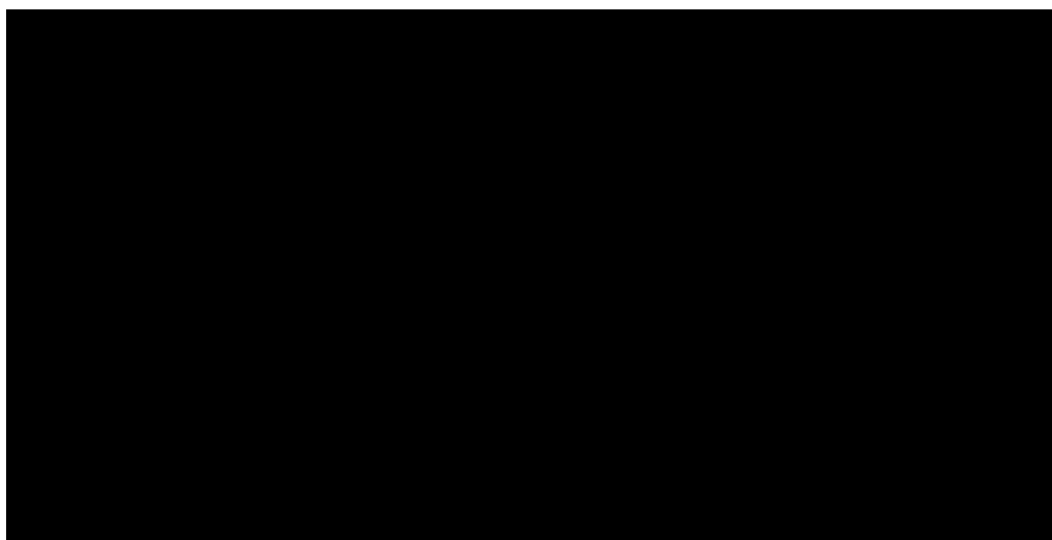


Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM NZST

Contact details

Contact Person One:

Contact Person Two:

A large black rectangular box redacting the contact details for both Contact Person One and Contact Person Two.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Graeme Dingle Foundation Far North supports over 1,100 tamariki and rangatahi across 11 kura through the delivery of our early intervention youth development programmes Kiwi Can and Nga Ara Whetu. We know that not all childhoods are created equal, and many of our most vulnerable tamariki are those in areas that are isolated and lack support. Our programmes are designed to engage, enable and empower these tamariki and rangatahi by using positive role modeling and experiential learning activities that are closely aligned with the kura and community. Our team of trained programme staff are members of the communities they work in so they understand the culture and needs of the young people they are working with. We deliver our programmes every week of the school term, creating reliable and consistent support network for tamariki and rangatahi.

Number of Members *

1102

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00007 From Graeme Dingle Foundation Far North Form Submitted 15 Aug 2024, 1:54PM NZST

Name of Activity *

Nga Ara Whetu Programme Delivery Costs

Location *

Bay of Islands College

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: ***

14/10/2024

19/09/2025

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: *

We are seeking funding towards the delivery costs of our Nga Ara Whetu programme that is being delivered to 146 rangatahi at Bay of Islands College in 2025. The aim of Nga Ara Whetu is to strengthen the self-identity, community connections and life skills of rangatahi to support their future pathways. The programme does this through creating hands-on experiential learning opportunities, personal connections, positive interactions with local employers and mentoring. The programme components are carefully delivered throughout the school year which includes:

- Tuakana mentor and leadership training in February held on a Marae or in the community.
- Activity day/s in term one, Community Adventure/ Careers Expo Day in term two, and a Community Project in term three/four delivered in the community.
- Tuakana-teina mentoring: 45 sessions across the school year (Outcomes include building connections, self-identity, culture & community and exploring future pathways).
- Tuakana development: 68 sessions per year (Outcomes include leadership development, mentoring session preparation, career experiential workshops and events, and career mentoring).

We are specifically seeking support towards the cost of our Programme Coordinator to travel from Kaeo to Bay of Islands College to deliver the programme each week.

Project Cost*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM NZST

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.
General Manager Support	\$20,000.00	\$0.00	No files have been uploaded	\$20,000
Programme Co-ordinator	\$62,000.00	\$0.00	No files have been uploaded	\$62,000
National Office Support	\$15,000.00	\$0.00	No files have been uploaded	\$15,000
Programme Delivery Expenses	\$18,500.00	\$5,000.00	Filename: NAW Budget 2025 (Draft).pdf File size: 122.8 kB	\$18,500
Operational Expense (phone/general admin)	\$3,250.00	\$0.00	No files have been uploaded	\$3,250

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? *

118750

Must be a number.

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00007 From Graeme Dingle Foundation Far North

Form Submitted 15 Aug 2024, 1:54PM NZST

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

090-697-846

Current Funding

How much money does your organisation currently have? *

\$18,167.00

Must be a dollar amount.

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

\$18,167.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Operational Running costs	\$18,167.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$18,167.00

This number/amount is calculated.

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM NZST

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.	
Nga Ara Whetu Costs (BOI College)	\$5,000.00	29/09/2023	Yes
Kiwi Can Programme Costs (Te Hiku)	\$3,000.00	20/11/2023	Yes
Nga Ara Whetu Costs (Northland College) (Hokianga/Kaikohe Board)	\$3,000.00	21/07/2024	No

Supporting Financial Information

Please attach your supporting financial information which can be one (or all) of the following:

- a profit and loss statement
- audited financial accounts
- bank statement

Please upload your file(s) here *

No files have been uploaded

2 Additional financial information (optional)

No files have been uploaded

3 Additional financial information (optional)

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM NZST

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.

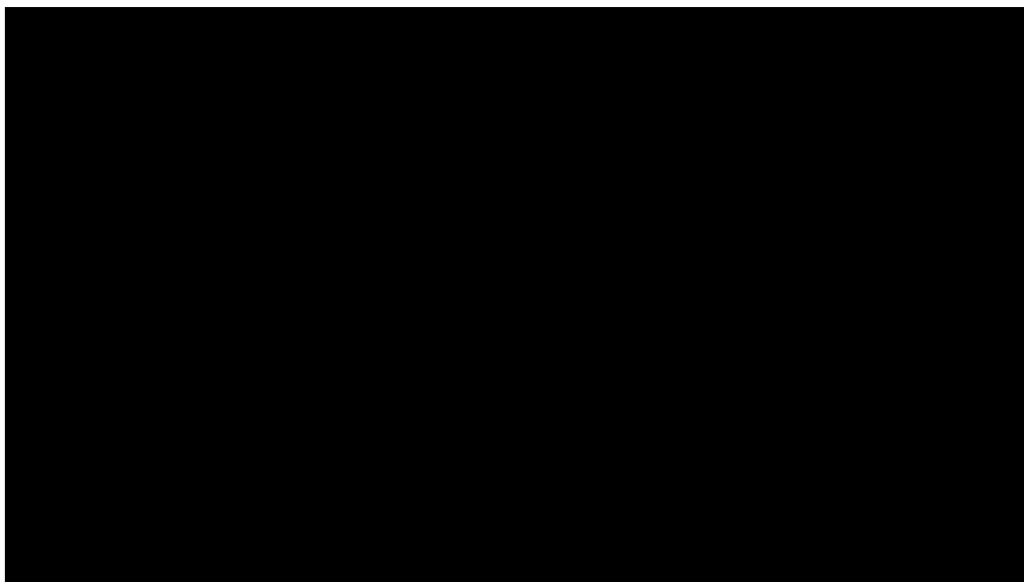
Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM NZST

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

Signatory One

Signatory Two



Email

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00007 From Graeme Dingle Foundation Far North
Form Submitted 15 Aug 2024, 1:54PM NZST

Date

15/08/2024

Must be a date.

Date

15/08/2024

Must be a date.

Supporting Documents

If you have additional supporting documentation (that you have not included elsewhere), please upload it below. If you have more than three documents you wish to include, please contact funding@fndc.govt.nz

1 Name of file being uploaded

1 Supporting Document

No files have been uploaded

2 Name of file being uploaded

2 Supporting Document

No files have been uploaded

3 Name of file being uploaded

3 Supporting Document

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00009 From Hidden Pocket Productions
Form Submitted 19 Aug 2024, 2:06PM 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.

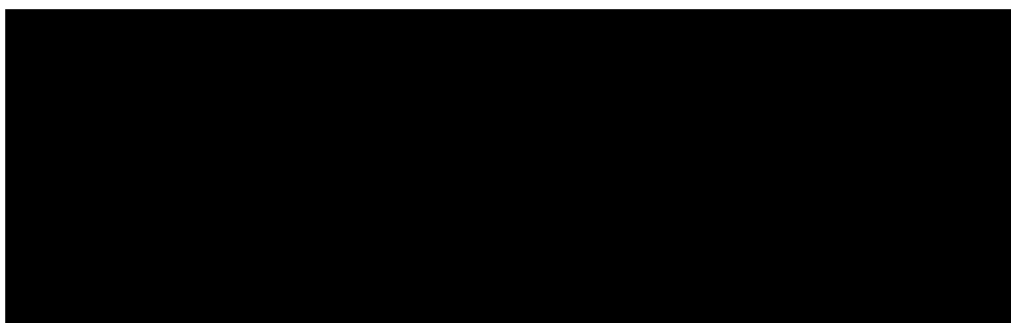
The following **must** be submitted along with this application form:

- 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)

Applicant details

Applicant *

Hidden Pocket Productions



Website

Must be a URL.

Facebook page

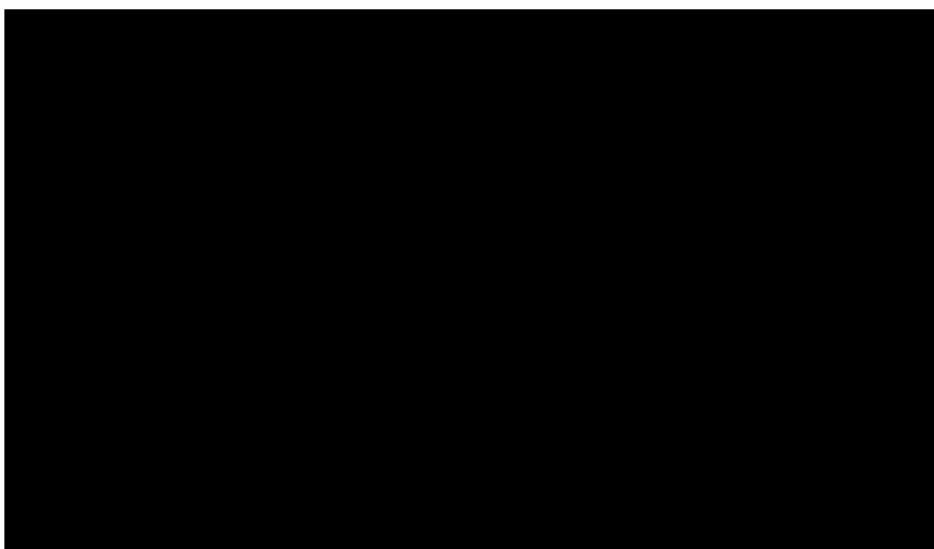
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00009 From Hidden Pocket Productions**

Form Submitted 19 Aug 2024, 2:06PM NZST

Contact details

Contact Person One:

Contact Person Two:

A large black rectangular box redacting the contact details for both Contact Person One and Contact Person Two.**Purpose of organisation****Please briefly describe the purpose of the organisation ***

This organisation was formed to facilitate the preparation and production of FLOCK! - the musical.

Number of Members *

4

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

Clearly describe the project or event:

Name of Activity *

Flock! - the musical

Location *

John Dalton Auditorium, Turner Centre, Kerikeri

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00009 From Hidden Pocket Productions Form Submitted 19 Aug 2024, 2:06PM NZST

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?

\$35.00

Must be a dollar amount.

Project dates:

Start Date

End Date:

Date *

Date: *

19/06/2025

22/06/2025

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: *

This project is the production of the brand-new New Zealand musical stage show - Flock!

Many local creatives and an inclusive cast of 30 - 35 are involved in this production.

The cast ranges in age from 13 - 70+, and the crew will number 12 - 15. Some crew are professionals working their craft but a greater percentage are volunteers.

Also benefiting from this production are the show and rehearsal venues.

There is a particular emphasis on providing a show that encompasses the interests of the farming and rural communities. Targeted marketing will be undertaken to reach this sector.

Schools and retirement sector promotion packages are also being designed to include these substantial sectors of our local community. These will be distributed Northland wide.

Advertising opportunities will be offered to local businesses.

This show has the potential to be distributed nationally if not internationally. We hope this would then have a positive influence on tourism.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00009 From Hidden Pocket Productions

Form Submitted 19 Aug 2024, 2:06PM NZST

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.
Rent/Venue Hire	\$24,660.00	\$4,680.00	<div>Filename: Quote - HPP - Flock Rent.pdf File size: 123.2 kB</div> <div>Filename: Venue Hire Agreement - Flock! (1).pdf File size: 737.4 kB</div>	\$48,720

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00009 From Hidden Pocket Productions**

Form Submitted 19 Aug 2024, 2:06PM NZST

Advertising/Promotion	\$4,664.00	\$0.00	<div>Filename: Hidden Pocket MARKETING QUOTE April2024.pdf File size: 594.3 kB</div> <div>Filename: Quote 8766 (1).pdf File size: 25.5 kB</div> <div>Filename: Quote 8766A (1).pdf File size: 25.6 kB</div> <div>Filename: Quote 8766B (1).pdf File size: 25.4 kB</div>	\$
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Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00009 From Hidden Pocket Productions

Form Submitted 19 Aug 2024, 2:06PM NZST

Facilitator/Professional Fees	\$17,115.00	\$0.00	<div>Filename: Hidden Pocket DESIGN QUOTE April2024.pdf File size: 514.3 kB</div> <div>Filename: Quote - Sheople - Costume Consultation.pdf File size: 119.8 kB</div> <div>Filename: Quote - Sheople - Production Design.pdf File size: 121.2 kB</div> <div>Filename: Quote - Sheople - Set Design.pdf File size: 118.2 kB</div> <div>Filename: Quote - Sheople - Venue Hire.pdf File size: 117.7 kB</div> <div>Filename: Quote Dance Vibes.pdf File size: 49.2 kB</div> <div>Filename: Quote QU0001.pdf File size: 34.1 kB</div> <div>Filename: Quote Tanekaha creatives.pdf File size: 41.9 kB</div>	\$
Administration (inc. stationery/copying)	\$1,281.00	\$0.00	<div>Filename: print quote.docx File size: 16.0 kB</div> <div>Filename: Quote - Sheople - Mentorship.pdf File size: 122.8 kB</div>	\$

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00009 From Hidden Pocket Productions
Form Submitted 19 Aug 2024, 2:06PM NZST

consumables - Makeup	\$1,000.00	\$1,000.00	Filename: quote from Sunset mak eup.docx File size: 52.3 kB	
volunteer value	\$34,800.00	\$0.00	Filename: volun teer estimates.d ocx File size: 15.8 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? *

83520

Must be a number.

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

\$5,680

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? *

\$46,000.00

Must be a dollar amount.

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

\$46,000.00

Must be a dollar amount.

Tagged Funds

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

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00009 From Hidden Pocket Productions
Form Submitted 19 Aug 2024, 2:06PM NZST

Purpose	Amount
development of play, set, costume, music.	\$46,000.00
	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$46,000.00

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.	
Creative Communities	\$3,500.00	Pending
	\$	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

Please attach your supporting financial information which can be one (or all) of the following:

- a profit and loss statement
- audited financial accounts
- bank statement

Please upload your file(s) here *

No files have been uploaded

2 Additional financial information (optional)

No files have been uploaded

3 Additional financial information (optional)

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form

Application No. BOIWCB00009 From Hidden Pocket Productions

Form Submitted 19 Aug 2024, 2:06PM NZST

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.

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00009 From Hidden Pocket Productions**

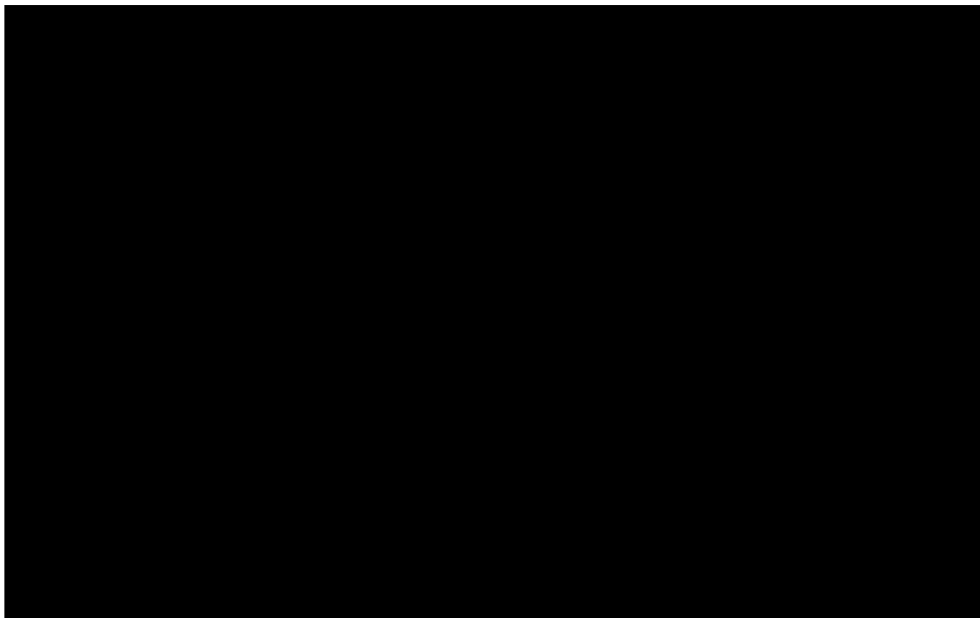
Form Submitted 19 Aug 2024, 2:06PM NZST

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.
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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.
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Signatures

Signatory One

Signatory Two



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00009 From Hidden Pocket Productions**

Form Submitted 19 Aug 2024, 2:06PM NZST

Date

19/08/2024

Must be a date.

Date

19/08/2024

Must be a date.

Supporting Documents

If you have additional supporting documentation (that you have not included elsewhere), please upload it below. If you have more than three documents you wish to include, please contact funding@fndc.govt.nz

1 Name of file being uploaded**1 Supporting Document***No files have been uploaded***2 Name of file being uploaded****2 Supporting Document***No files have been uploaded***3 Name of file being uploaded****3 Supporting Document***No files have been uploaded*

Local Grant Application Form

Kerikeri Service Centre

5 JUL 2024



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 Northern Community Family Service Number of Members 12

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe the purpose of the organisation.

Financial Mentoring, advocacy and Whānau
Support Services

See attached sheet

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**

The communities that live within the Community Board areas will benefit from our agency continuing to do its mahi, along with those living outside those specific areas.

We provide a free holistic wrap around service.

We work with clients to feel confident and independent to run their financial affairs by using education, support and advocacy. Financial hardship is something which seriously affects people's lives and impacts on their mental wellbeing. Those who continually receive calls and mail from those they owe money too are more likely to hide from their commitments and withdraw from life in many ways. We hear from many clients that coming to work with a financial mentor has meant such a relief for them, and often their families, to not only meet their problems head on but to work with the financial mentor who advocates and negotiates on their behalf. We have had close to 800 clients so far this year. We have been operating for some 23 years and have clients who will seek our services whenever they need help.

Our whanau support area was something which we assessed as being very necessary as clients who came for financial concerns often had other areas in their life where they needed support or assistance. This area of our work has continued to grow. We have an experienced staff member to work with these clients. We have assisted clients in the Family and Criminal Courts; even supervising access to allow clients to see their children. We refer to other resources within the community for areas like addiction and mental health and Police or at any time it is appropriate to do so.

We currently have two trainee financial mentors who are undertaking the FinCap Training. One of our current employees has trained to be a FinCap Supervisor so that we can support our trainees. One of those trainees will also work in whanau support.

We work in collaboration with Kairos Connection Trust who operates the Foodbank by distributing food parcels on their behalf. This enables the Foodbank to spend resources on food rather than having people available each day to distribute the food parcels. Of course, we are then connecting with those who need food parcels; they can connect with us should they require financial mentoring or whanau support. This is a great addition to the wrap-around service that we already provide.

Being financially healthier along with having support in the areas to address and support emotional wellbeing aids the community by creating a happier and healthier environment and lifestyle for those who reside in the community. If resources within the community are available, professional and accessible, the members of the community and the community in general are more likely to succeed.

He Ringa Awhina - "A helping hand" - is the foundation of the mahi that we do. Our aim is for all to enjoy, experience and celebrate the richness that the Far North offers to those who live here.

We refer to Pie Charts and Letters of Support attached.

Special Note:

Last year our Practice Manager/Administrator was in ICU on life support and again in Auckland Hospital having a lung resection along with the time needed for recovery. Unfortunately, this meant normal funding applications could not be submitted within the specific time frames. Funding has become more difficult over these last few years as we are sure you are aware of. Northern Community Family Service is struggling now. We are, however, dedicated to the community and the work we do. Staff are currently working unpaid, so we do not let our clients down. We are doing everything possible to remedy this situation.

Between the ICU visit and the operation at the end of the year, Board Members did apply to Pub Charities which was successful for wages and operation expenses. Unfortunately, due to our staff member then having to have the operation and her general health not being as it should and time off work this meant, we did not spend the expected wages amount as well as some office expenses being less as well. The Gaming Act does now allow an extension of time for the funding to be spent and we had to pay back the unspent amount.
(see bank statement attached)

Please feel free to contact our Chairperson for any further information needed. David Senior is also happy to speak to our application in person.

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	5,750.00	1437.50
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	3,300.00	825.00
Equipment Hire		
Equipment Purchase (describe)		
Utilities	4,000.00	1000.00
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	200.00	50.00
Travel/Mileage	2,000.00	500.00
Volunteer Expenses Reimbursement	500.00	125.00
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	\$15,750.00	\$3,937.50

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?

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
Utilities & Operating expenses	\$2,157.70
(staff are not being paid)	
TOTAL	\$2,157.70

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

Funding Source	Amount	Approved
One Foundation NZ	\$13,787.51	Yes / Pending
COGS	\$10,000.00	Yes / Pending
Lotteries	\$25,000.00	Yes / Pending
FRDC Kaikōhe-Hokianga	\$3,937.50	Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Rent	\$5,000.00	2020	(Y) / N
Rent/operation cost/promotion	\$5,000.00	2021	(Y) / N
Financial Meeting/Workshop			Y / N
Support Service	\$5,000.00	2022	(Y) / N

Local Grant Application Form



Privacy Information

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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)

Northern Community Family Service

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

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.
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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

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

8/28/24, 7:26 AM

Page 1 - Bay of Islands-Whangaroa Community Grants Fund 2024-25 - Far North District Council



Bay of Islands-Whangaroa Community Grants Fund 2024-25 — BOIWCB00008 — Piri Wiremu Mokena Marae Games 2024

In progress, last saved today, 7:24am (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 of pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)

Applicant details

Applicant *

☐ Individual ☒ Organisation [Clear](#)

Organisation Name

Wainui Marae Trust

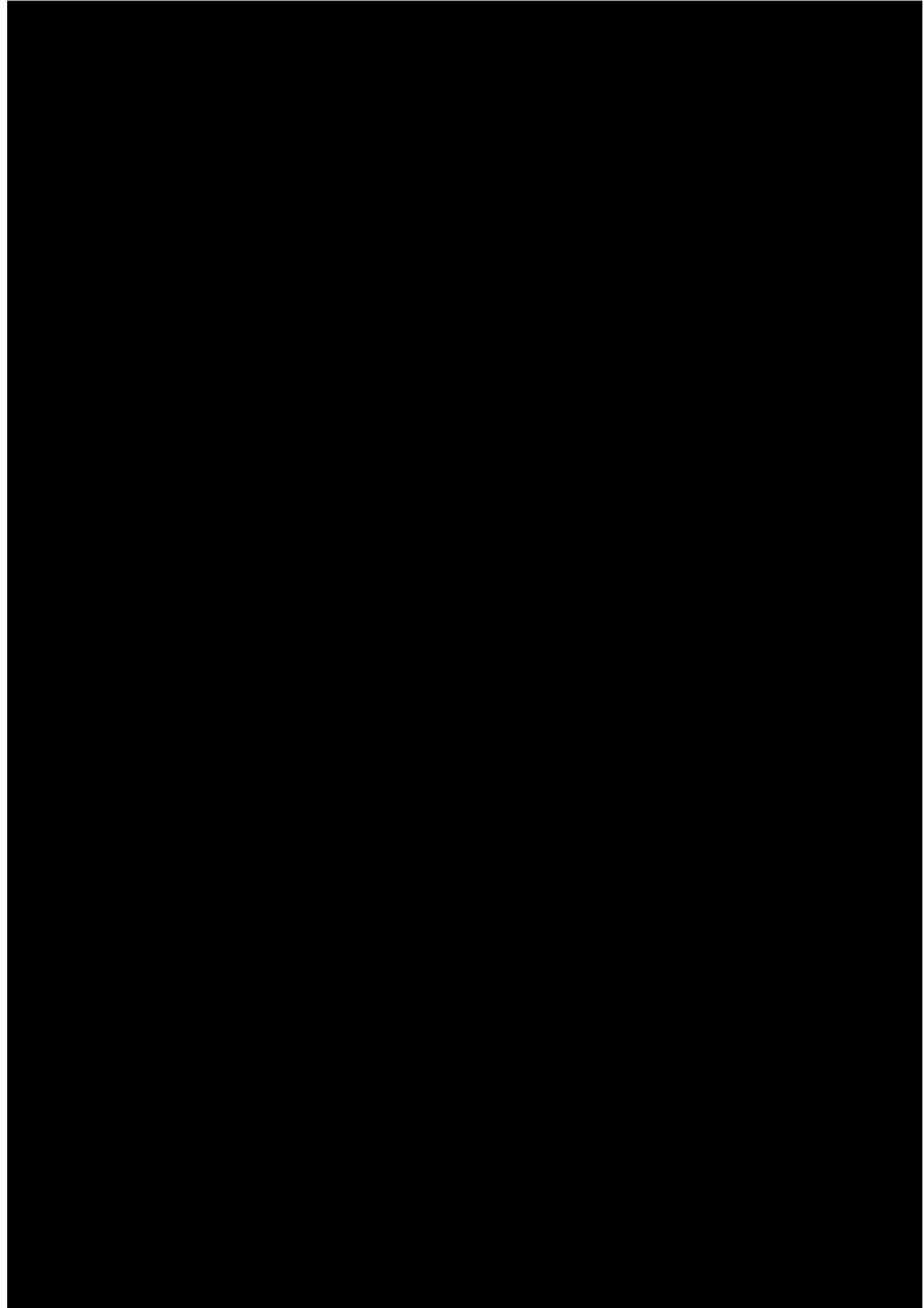
Title	First name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>

<https://fndc.smartygrants.com.au/form/12234004/continue>

1/3

8/28/24, 7:26 AM

Page 1 - Bay of Islands-Whangaroa Community Grants Fund 2024-25 - Far North District Council

[Add More](#)

Must be at least 1 rows

Purpose of organisation

Please briefly describe the purpose of the organisation *

Wainui marae is a place where our culture can be celebrated, where Te Reo maori can be spoken, where customs, political/hapu issues and tikunga can be explored and debated. This is where family occasions such as birthdays, huimate and other ceremonies take place

<https://fndc.smartygrants.com.au/form/12234004/continue>

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Number of Members *

several hundred

Grant Information

Contact Far North District Council
Phone: [0800 920 029](tel:0800920029) (free within NZ)
Phone: [\(09\) 401 5200](tel:094015200)
Email: Funding@fndc.govt.nz

Technical Assistance

Contact SmartyGrants
Phone: [03 9320 6888](tel:0393206888)
Email: service@smartygrants.com.au
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Bay of Islands-Whangaroa Community Grants Fund 2024-25 — BOIWCB00008 — Piri Wiremu Mokena Marae Games 2024

In progress, last saved today, 7:27am (NZST)

Project Details

* indicates a required field.

Project Details

Clearly describe the project or event:

Name of Activity *

Piri Wiremu Mokena Marae Games 2024

Location *

Kaero Rugby Club Grounds, Whangaroa

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

☐ Yes

☒ No

[Clear](#)

Project dates:

Start Date

End Date:

Date (dd/mm/yyyy) *

25/10/2024

Must be a date.

Date: (dd/mm/yyyy) *

27/10/2024

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: *

<https://fndc.smartygrants.com.au/form/12234004/continue/2>

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for this long weekend, it's a huge economic injection for the weekend, and kick starts the beginning of summer.

The Piri Wiremu Mokena Marae Games organisers focus on Mataakitanga, providing an opportunity for our young adults to take up leadership roles, in the management of the Games over the weekend, and also the planning involved, in order for this huge weekend to be a success.

Whanaungatanga is a priority, Kuia, Kaumatua, and everyone else, enjoy this time to reconnect, and just being together for a happy occasion. It brings about a sense of belonging and a time to feel proud of who we are, and where we are from.

Tamariki, will enjoy the bouncey Castles, games and competitions that are also arranged.

Grant Information

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Phone: (09) 401 5200
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Bay of Islands-Whangaroa Community Grants Fund 2024-25 — BOIWCB00008 — Piri Wiremu Mokena Marae Games 2024

In progress, last saved today, 7:22am (NZST)

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

[Maximise](#)

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.
Kaeo Rugby C	\$2,012.00	\$1,250.00	Attach a file: Upload new file Select stored file	\$1,250 *

<https://fndc.smartygrants.com.au/form/12234004/continue/3>

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Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
			Filename Quote - Venue Hire.jpg Remove File size 103.5 kB	
Keri Hire - Po	\$1,980.00	\$1,721.00	Attach a file: Upload new file Select stored file Filename Portaloo Quote.pdf Remove File size 127.6 kB	\$1,721
St Johns - Am	\$1,960.00	\$1,960.00	Attach a file: Upload new file Select stored file Filename ST Johns Quote.pdf Remove File size 582.8 kB	\$1,960
Other (descri	\$	\$	Attach a file: Upload new file Select stored file	\$
Other (descri	\$	\$	Attach a file: Upload new file Select stored file	\$

[Add More](#)

Must be at least 5 rows

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? *

\$4931.00

Must be a number.

Requires a valid format.

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

\$4,931

Must be a dollar amount.

<https://fndc.smartygrants.com.au/form/12234004/continue/3>

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Page 3 - Bay of Islands-Whangaroa Community Grants Fund 2024-25 - Far North District Council

Grant Information

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The logo for the New Zealand Government, featuring the text "New Zealand Government" in white on a blue background.

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Bay of Islands-Whangaroa Community Grants Fund 2024-25 — BOIWCB00008 — Piri Wiremu Mokena Marae Games 2024

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Financial Information

* indicates a required field.

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No [Clear](#)

GST Number

GST Number

134567619

Current Funding

How much money does your organisation currently have? *

\$116,000.00

Must be a dollar amount.

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

\$116,000.00

Must be a dollar amount.

Tagged Funds

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

[Maximise](#)

Purpose	Amount	
New Ablution Block	\$108,000.00	+ -
Day to Day Marae Operating Cost:	\$8,000.00	+ -
	\$	+ -

<https://fndc.smartygrants.com.au/form/12234004/continue/4>

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Please attach your supporting financial information which can be one (or all) of the following:

- a profit and loss statement
- audited financial accounts
- bank statement

Please upload your file(s) here *

Attach a file:

Upload new file

 Select stored fileFilename [Profit and Loss.jpg](#)

Remove

File size 237.2 kB

2 Additional financial information (optional)

Attach a file:

Upload new file

 Select stored fileFilename [Balance Sheet.jpg](#)

Remove

File size 193.8 kB

3 Additional financial information (optional)

Attach a file:

Upload new file

 Select stored fileFilename [Bank statement.pdf](#)

Remove

File size 184.1 kB

Filename [Revised Spreadsheet - PWMMT Komiti.xlsx](#)

Remove

File size 11.9 kB

Filename [Volunteers List - Marae Games 2024.docx](#)

Remove

File size 16.7 kB

Grant Information

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Phone: [0800 920 029](tel:0800920029) (free within NZ)
Phone: [\(09\) 401 5200](tel:094015200)
Email: Funding@fndc.govt.nz

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Bay of Islands-Whangaroa Community Grants Fund 2024-25 — BOIWCB00008 — Piri Wiremu Mokena Marae Games 2024

In progress, last saved today, 7:19am (NZST)

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)

<https://fndc.smartygrants.com.au/form/12234004/continue/5>

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8/28/24, 7:19 AM

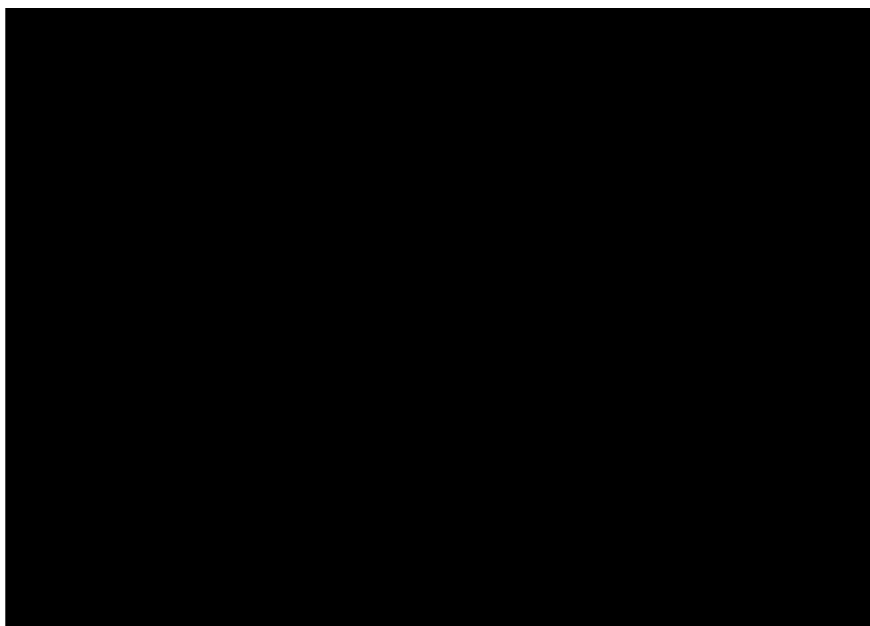
Page 5 - Bay of Islands-Whangaroa Community Grants Fund 2024-25 - Far North District Council

- 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).
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



Supporting Documents

If you have additional supporting documentation (that you have not included elsewhere), please upload it below. If you have more than three documents you wish to include, please contact funding@fndc.govt.nz

1 Name of file being uploaded<https://fndc.smartygrants.com.au/form/12234004/continue/5>

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1 Supporting Document

Attach a file:

[Upload new file](#)[Select stored file](#)Filename [Collage of photos from 2023.pdf](#)[Remove](#)

File size 2.5 MB

2 Name of file being uploaded

Health & Safety Plan

2 Supporting Document

Attach a file:

[Upload new file](#)[Select stored file](#)Filename [PWMT Health and Safety Plan 2024.docx](#)[Remove](#)

File size 113.7 kB

3 Name of file being uploaded**3 Supporting Document**

Attach a file:

[Upload new file](#)[Select stored file](#)**Grant Information**

Contact Far North District Council
Phone: [0800 920 029](tel:0800920029) (free within NZ)
Phone: [\(09\) 401 5200](tel:094015200)
Email: Funding@fndc.govt.nz

Technical Assistance

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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	Te Kura o Hato Hohepa Te Kāmura	Number of Members	20
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

A small Catholic school providing education for Years 1-8. We offer a Rumaki reo & bilingual pathways. Located in the heart of Whangaroa.

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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 22/23 November

Location Waitaruke (on the school grounds) 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.

Since its inception in 2000 the Whangaroa Arts Festival celebrates tamariki across our rohe, Whangaroa. Our festival over the years has grown in both size & talent. Those that will benefit from this event are our local schools & ECE's whom we invite each year: Kaeo School, Whangaroa College, Matauri Bay School, TKKM Whangaroa, Totara North School, Onuaiti School, Totara North ECE, Creative Minds Kaeo and our own kura who host the day Te Kura o Hato Hōhepa Te Kāmura. All the school get an opportunity to showcase their Kapa Haka on a big stage to close the year.

This year we hope to extend it to a two-day event. Our plans for the second day are to hold a Community Gala Day where there will be free entertainment of local bands & talent on show, and inviting our local businesses/individuals to set up stalls and have an all round community day of togetherness.

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A2686814

(version Sept 2018)

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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		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire	21,194.00	5,220.00
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	21,194.00	5,220.00

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? \$125,453.83

How much of this money is already committed to specific purposes? 0

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

Purpose	Amount
Due to the small size of our school all income has been carefully allocated & tagged to other essential needs of the school.	
TOTAL	

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

Funding Source	Amount	Approved
Vicar for Māori	\$1,500	Yes / <u>Pending</u>
Te Runanga o Whangaroa	\$1,500	Yes / <u>Pending</u>
Canon Grants	\$2,500	Yes / <u>Pending</u>
		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
Whangaroa Arts Festival '23	\$3,500	1/12/23	<u>Y</u> / N
			Y / N
			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)

Te Kura o Hato Hōhepa Te Kamura

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

Signatory Two

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



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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.
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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

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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(version Sept 2018)

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Local Grant Application Form



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- 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.
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- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
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- ☒ 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	<input type="text" value="The Centre at Kerikeri Ltd"/>	Number of Members	<input type="text" value="30000"/>
Postal Address	<div></div>		
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

The Turner Centre is a multi-purpose community hub and performing arts centre that connects our community with creativity and culture.

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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.

The Turner Centre is seeking support to run 'ThisisUsHereNow,' community art project led by local artists Marita Hewitt and Teresa HR Lane. Community members of all ages and cultures will work together to create a vast collaged textile banner that represents the people and places of Bay of Islands-Whangaroa. Public workshops will be held at The Turner Centre during days, evenings and in the school holidays to enable wide participation. If transport to the Centre is a barrier, outreach workshops could also be held. Workshops will enable the community to come together to learn new creative skills as they craft a textile piece that represents their own story. Individual pieces will then be stitched together to form a unifying portrait of our community. The project will promote whanaunatanga, turangawaewae and cultural inclusivity. It will also raise environmental awareness about Aotearoa's significant problem with textile waste. The project will culminate with an exhibition and shared potluck dinner at the Turner Centre. Up to 600 people will be able to participate in the workshops and many more community members can contribute to the project by submitting pieces they have created. Schools, marae, retirement villages, arts and crafts groups will all be invited to participate in this uplifting and collaborative community art project.

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	8,400	
Advertising/Promotion		
Facilitator/Professional Fees ²	11,800	6,500
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	1200	
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	21,400	6,500

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?

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
N/A	
TOTAL	

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

Funding Source	Amount	Approved
The Turner Centre in-kind venue hire support	8,400	Yes / Pending
Creative Communities - pending	3,000	Yes / Pending
The Turner Centre programming	3,500	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
Community Board, Brew of Islands	\$3500	April 2024	Y / N
Community Board, Kapa Haka	\$3,200	March 2024	Y / N
Community Board, Ruben Rameka	\$2,900	Nov 2023	Y / N
Community Board, Kanikani Katoa	\$4500	Aug 2023	Y / N

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Privacy Information

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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)

The Centre at Kerikeri Ltd

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

Signatory Two

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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

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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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	Waitangi Maori Committee	Number of Members	7
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

To advise and assist the Maori people in respect of their general welfare and, in particular, in respect of their health, housing, education, vocational training, and employment. *

* In accordance with the Maori Community Development Act 1962.

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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.

The entire community of the Far North area will benefit from the activity and in particular the Waitangi and Rawhiti Communities. The activity will facilitate dialogue between members of the community and increase mutual cultural understanding and improve race relations. The activity will broaden the range of activities and experiences by facilitating a range of events and opportunities to promote civil awareness and engagement, constructive dialogue and educational opportunities, by establishing resource centres and providing access to information and resources to members of the community. We attend a number of hui and conferences and provide reports and two way feedback to the community and the groups we engage with, including the New Zealand Maori Council and the Te Taitokerau District Maori Council. We engage with the public daily, promoting awareness of the terms of Te Tiriti o Waitangi and Te Whakaputanga o Te Wakaminenga. We make submissions on environmental and other issues on behalf of our communities and provide resources and encouragement to members of the community to do so as individuals and to actively engage in society, to achieve their potential and contribute as much as possible to the community. We provide administration and training, we facilitate educational courses, and research and development, we work with government departments and community agencies to improve civic engagement and promote harmonious relationships within all sectors of the community to reduce poverty, criminal offending and mental health challenges by educating and empowering the more vulnerable and at risk members of the community. We run community gardening programs in schools, etc.

We have run similar initiatives with proven success for over 25 years in other parts of the country.

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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.

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

Please Note:

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- 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	\$14,400	
Advertising/Promotion	\$3,500	
Facilitator/Professional Fees ²	\$2,400	
Administration (incl. stationery/copying)	\$4,800	
Equipment Hire		
Equipment Purchase (describe)	Administrative equipment, laptop, \$1,400	
Utilities	\$1240	
Hardware (e.g. cement, timber, nails, paint)	\$2200	
Consumable materials (craft supplies, books)	\$400	
Refreshments	\$250	
Travel/Mileage	\$1500	
Volunteer Expenses Reimbursement	\$500	
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	\$32,590	\$16,295

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?

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
TOTAL	


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

Funding Source	Amount	Approved
Waitangi TTB3 Charitable Trust		Yes / Pending
Te Puni Kokiri		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
			Y / N
			Y / N
			Y / N
			Y / N

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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)

Waitangi (Pouerua ki Rakaumangamanga) Maori Committee

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)
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 - 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

Signatory Two

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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

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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8.6 CHAIRPERSON AND MEMBERS REPORT

File Number: A4858906

Author: Kim Hammond, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

1) 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.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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.













TAKE TŪTOHUNGA / 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.

3) 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.

ĀPITIHINGA / ATTACHMENTS

1. Chairperson Report - Belinda Ward - A4864286  
2. LGNZ Conference Report - Belinda Ward - A4864294  
3. Members Report - Lane Ayr - A4864549  
4. Members Report - Tyler Bamber - A4863084  
5. Members Report - Jane Hindle - A4864601  
6. Members Report - Bruce Mills - A4863425  



Bay of Islands-Whangaroa
Community Board

Member's Report

Name: Belinda Ward
Subdivision: Paihia Subdivision
Date: 27th July 2024 - 31st August 2024

Meetings Attended

Date	Meeting	Comments
30/07/24	FNDC Finance Workshop	Virtual - Teams
30/07/24	Draft 30yr Growth Options for Te Patukurea - Kerikeri /Waipapa Spatial Plan Workshop	Virtual - Teams
31/07/24	Housing for the Elderly Workshop	Virtual - Teams
01/08/24	BOI-W CB Agenda Preview	Virtual - Teams
01/08/24	Viewed recording of weekly Business Call Meeting	Via Teams
06/08/24	Paihia War Memorial Hall AGM	Paihia WM Hall - Conference Room
08/08/24	FNDC Meeting	FNDC Chambers - Kaikohe
08/08/24	LGNZ roundtable #3 - Physical security & safety "What could go Wrong"?	Virtual - Zoom
13/08/24	Business BOI AGM - Speaker Bjoern Spreitzer from Tourism NZ	Scenic Hotel - Paihia
15/08/24	BOI-W CB Meeting & CCTV Workshop	Turner Centre - Kerikeri
15/08/24	Kerikeri District Business Assoc. AGM Speakers Kahika & Grant McCallum	Old Packhouse - Kerikeri
21/08/24	LGNZ Conference - 3days	Takina Convention Centre - Wellington
28/08/24	FNDC Workshop on future of 11 Matthews Ave Kaitaia	Virtual - Teams
29/08/24	Te Koukou - Transport & Infrastructure Committee Meeting & Workshop	Virtual - Teams
30/08/24	CB Chair catch up with Strategic Relationships Staff	Virtual - Teams

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. 31/08/24 Awaiting reply from NRC
03/07/24	Email from Paihia resident requesting a Lighting Masterplan for Williams Rd Paihia - referred to Business BBOI & Focus Paihia Inc to collaborate on how to progress. Update: Further emails 28/08/24 to progress with a plan.
27/08/24	Speed issue concerns along Te Karuwha & Te Kemara Roads Waitangi

Requests for Service (RFS)

RFS number	Date	Comment
Via Solid Waste Engineer	29/11/23	An email was received from a resident requesting the removal /closure of the kerbside collection point on Montrose Road. CB need to advise Council under delegation? Update: Solid Waste Manager to meet with relevant CB members via Teams 9/3/2024 Update: Rat infestation has now become a health issue despite regular baiting & information is being gathered & a survey compiled to look at the option of closing this site. 30/08/24 In progress
4184582	08/12/23	An email was received from a resident via the Solid Waste Engineer requesting the removal /closure of the kerbside collection cnr. Wiroa & Ladore Roads. CB need to advise Council under delegation? Update: Solid Waste Manager to meet with relevant CB members via Teams 9/3/2024 Update: Meeting held & CB member to forward wording for bin signage.
4186238	13/12/23	Request for all broken traffic safety timber barriers along Te Karuwha Parade Waitangi to be removed for health & safety & beautification issues. Response received from Ventia 21/12/23. "They are not deemed to pose a tripping hazard, FNDC are investigating options pending budget availability. As such no action will be taken by us at this time." Still not resolved satisfactorily 30/08/24
Email via KH on behalf	16/02/24	1. Designation of land behind fence near Waitangi Pensioner Flats.
4199159	03/04/24	Email received from Takau Bay Residents re road, grading, sealing & speed limit issues.
4153943 4167086 4197247	15/04/24	I received a call & emails from a Tapuhi Road resident in Hukerenui regarding culverts & drains blocked with metal & historical RFS's.
Email via KH	11/07/24	Upper School Rd Paihia ongoing complaints re water leakages - update received

On behalf		
Email via KH On behalf	16/07/24	Paihia War Memorial Hall committee seeking clarity on who is responsible for fire extinguisher purchases & maintenance
4210682	18/07/24	Follow up email forwarded to KH re a dangerous footpath sign near Paihia Library Williams Road.
Email via KH On behalf	12/08/24	4 Large trees on southern boundary of Paihia WM Hall site need cutting back

Resource Consents:

RC: 2250045-RMALUC For retrospective land use consent for earthworks, including the partial filling of a wetland on the sites 22, 26 & 28 Derrick Rd Kawakawa. This is a residential zone & a restricted discretionary activity.

Other Issues

Kerikeri Domain: Delegation of Management Committee to BOI-W CB.

LGNZ Conference report through my eyes: Wellington 21/08/24

The opening address from the PM needs no further mention as it has been well circulated & the messages were loud & clear for Council's to focus on core business not the well-beings. This set the tone for much discussion over the following days.

We have inherited generations of lack of investment in infrastructure. Localism should focus on core infrastructure & the people's voice. Data & information should & can be shared with other councils, inspiring hope & vision.

As we know, "you can take the well-being out of legislation but not out of our communities" is what followed from LGNZ's CEO Susan Freeman-Greene!! Other points noted: Control should be placed as near to the people as possible - The tax share at LG is too low - the Govt. is talking about localism so that is a positive aspect - There is a lot of talk nationally about the drivers of rate risers - Effective advocacy, power & localism saves dollars & gets more done - Councils are fractured with 6 not belonging to LGNZ but they still have individual strength.

Bringing Localism to Life: Devolution from Central Govt. to Local Govt. & what gets in the way. Check out Switzerland as they do it best!! Fix the game & the rules NOT the players LG & CG. "A Practical Guide to Localism".

"Letting locals lead the charge" A panel discussion session: 1. Sustainable Coastlines. 2. A living/building challenge showing & feeling kaitiaki - Te Wananga O Raukawa giving more energy back than they take. 3. A business lens with LG, CG & Private Sector growing the future together with intergenerational planning - Encouraging businesses to choose to do business in our region with genuine consultation & collaboration - Compliance & Innovation don't normally go together. Induct sub-contractors into your vision & understand the needs of businesses by advocating better through Chambers of Commerce. Focus on LOVE NOT LOSS where we are all connected to PLACE & take council along to remove the red tape!

Minister for LG Simeon Brown gave his view stating that kiwis want tangible outcomes - There needs to be more transparency between staff & elected members with staff directly accountable to them - Deliver real results with a low tolerance to waste, every dollar has to be managed & spent wisely - There is no room in transport for nice to haves - Where the waters are concerned, go & find the best solutions for your region - There will be a Regional deal framework between Local & Central Govt. a clear plan with shared goals - There should be a connection with roading, housing & growing the economy. The Govt will invite 5 regions to participate in the Regional deals by the end of 2024. The process will include Expressions of Interest, MOU's & Negotiation with Govt to be selected.

"Unity in Community" - Sarah Lucas CBEC Chair - The TREND is to increase local responsibility; the CONTROL is the missing link. The CB is the best tool for resilience. If Maori win we all win. The theme was around sharing information, building capability & fostering relationships.

"Looking after your wellbeing" panel session - Resilient Elected Members. Have the courage to lead from the front - ask yourself why did you stand. An interesting panel discussion including Andrew Judd, a recovering Racist who wanted to make a difference but to who??? laean Cranwell, a Māori Ward Councillor has spent 183yrs moving forward & is now finding himself wondering if he will be going to work. He believes CB & Maori should be at the top table, fast tracking RC's takes away engagement, bringing Maori into schools is localism, he is here to serve & is mindful of his mental health. Don't forget to GIVE, BE ACTIVE, CONNECT, TAKE NOTICE, KEEP LEARNING & the BONUS = LET NATURE IN. Strengthen your mental health with meaning & purpose, be engaged & interested & have positive emotions - It's about feeling good & functioning well.

"Tackling Climate Change at grassroots & solutions", connecting & co-creating - what is the impact of climate change on mental health & are we emotionally disconnected? The earth has limits & we use more resources than we can generate as a world. Trauma vs Developmental Trauma & the effects on the brain - We carry ancestral trauma from bad experiences OR the good things that didn't happen = Climate change is PERSONAL. We can co-create resilience by advocating together as CB members to lift our communities. To be good ancestors we need to ask ourselves, what do the people of 2090 want us to do??

Panel questions & solutions to ponder: We could be the VOICE & CHOICE as CB members with our communities for Climate Adaptation. There is a fear of the meaning of CLIMATE ADAPTATION meaning MANAGED RETREAT - What is the impact on my insurance, or mortgage & will I have a place to live & what about our ancestral or intergenerational land? We will have cross boundary challenges - we will work closely with Iwi & Hapu alongside skilled sectors, like geologists & landscape architects, to map virtuals & project what areas would look like in 100yrs based on data & imaging. The mapping would show wetlands, forests, pastures etc. & urban areas would show "Patchwork Quilt" options for the future.

"Electoral Reform LGNZ" Nick Smith & committee: The group needs to stay grounded as they have a vested interest. The 3 main points for consideration are: 1. Implement a 4-term year for LG. 2. The best mechanism for electors to cast their vote. 3. Best way to increase voter participation. This Approach will be followed by an Issues Paper, Draft Position Paper & Position Paper by 2025.

Local Election turnout is now only half of Parliamentary Elections - We don't rate well internationally - older voters are dropping off - We need to encourage Pacific & Asian voters. Voters are NOT voting due to access, postal dropping (11% now don't have a letterbox) - Tenanted properties - Apathy - Candidate representation. The cost to encourage voters to vote varies & there are key focus areas where the money is spent. People do not understand LG & why it's important.

There are questions around WHO should run the elections & the Voting Method: Electoral Commission, Council run or Independent Contractors? Should we use Polling Booths, Mail or Online? Mail is bugged, which leaves NZ Posts ability to deliver the next election not looking bright! Online can't be protected against hacking, conspiracy theories, high levels of suspicion etc. Polling Booths would reduce confusion & allow people to come out & vote over a period of a few weeks at their leisure. The only country to vote online to date is Estonia!

4 year LG Elections: 47% favour the option of a 4 term year, 22% oppose, 13% are unsure & 18% only support a 4yr term if CG does. There needs to be a time difference between LG & CG Elections as the current timeframe is confusing. The preference would be to space it at 2yrs from CG Elections.

"Localism in Action" - White Island Tragedy Eruption - Whakatane.

Emergency facilities, hospital & civil defence were amazing & the community came out in force. Elected members wanted to help but felt helpless & didn't know what to do. They needed to go through the Mayor & the comms team - fronting the massive media presence proved problematic - you need to be able to give the media something or they will make it up! The Marae became the safe haven, a place away from the noise offering support & guidance - encouraging shared grief is a strength, tikanga.

Healing & bringing the community together - Hayden Marshall-Inman lost his pilot brother the day Whakaari blew & decided to organize an annual Memorial Golf Tournament to bring the community together. The first tournament raised \$30k for St. Johns & he made sure that the money didn't go to national office & stayed in the community. The second tournament raised

\$40k for the Fire brigade & the third raised \$52k for Coastguard Whakatane. Support & wrap around of an annual memorial is culturally lead by Ngati Awa. The CB initiated getting a memorial & drove the project.

Today there is no visitation to Whakaari - 80% were international visitors & 20% domestic. The community is now left having to reposition new tourism offerings & there is no substitute for Whakaari. The most difficult subject the locals face on a daily basis is from visitors enquiring about wanting to go to Whakaari - an international attraction with a constant reminder.

Lessons - During the emergency the council building was not fit for purpose - Respect & hold close your relationships with Iwi, Hapu & MP's - Engage counsellors & have them available - Take as many photos as you can - TRUST what the LOCALS are doing as they have so much knowledge to offer. Any money raised is now being used to develop a community education facility & new emergency vehicles. The local CB fund gives a priority box tick around any applications relating to this.

"Empowering our Communities on Drowning Prevention" - Water Safety - Life Saving.

Operation Flotation is a Charitable Trust that was born out of a personal tragedy in the Far North. They work with Surf Life Saving NZ to offer bi-lingual signage & rescue buoys (mainly on reserves) near beaches & rivers. The flotation devices save lives & are made in NZ using recycled plastic. All communities should have hazard assessments in & around their coastal & inland waters & this requires local knowledge & input. CB's should workshop this topic??

Panel discussion: "Working with communities to build environmental resilience."

Connecting through food EAT NZ - Identify food sources & sites for grains, dairy, meat, fruit, vegetables & kai moana within your communities.

Wellington Region Emergency Management Office - Importance of Community Response Plans.

Predator Free Wellington shared their award-winning urban achievements.

Living Streets Aotearoa - Many businesses depend on foot traffic; they rely on walkers. Connectivity is also vital as it removes barriers - beware of obstacles, trip hazards & moving footpaths. Walking may be your only option in a natural disaster - encourage walking groups, champion walkers & award them!!

Speaker from "Frank Advice" EM survey - Just because you're right it doesn't mean you get to win!

You might need the long game if it's not working - small wins can turn into big wins - find your people, build your village & start small. Don't forget to take the quick wins because sometimes you do win. We do not always have access to what we need to do our job, we get ignored, sidelined & disrespected. Change is good - turnover can provide options for more or new allies.

"Tools to connect LG & communities" - check out theworkshop.org.nz

An interesting presentation about how we make choices & present an issue - we can think about the same issue in different ways - shared ways of thinking can open &/or shut doors! We may be seen as the institution we represent creating possible negative mindsets. As a council, we should refer to our people as citizens & community members NOT ratepayers. "We are better together" - planning together benefits all of us. We are agents of

change & should provide options NOT what we are going to do - building infrastructure for care, connections & communication.

TIPs: #1 Use the values frames you know matter to your communities & meet the people at the values that matter most - make it relevant. #2 Responsibility, wisdom & practicability - Make your stories easier to hear & share. #3 Work together on issues - Values, vision, barriers, explanation & solutions.

Final panel discussion included Kahika Moko Tepania - "Working well together& building a close relationship between council & CB's"

Community Boards should champion NOT complain to council - they should have the ability to set or have input to an agenda. Moko suggested this could be made a KPI with the CEO - Christchurch CB have an agreement with their council - look into the options & draft an agreement or template. (This session was interrupted by a fire alarm & evacuation)

Summary: The joint LGNZ conference was well attended with a cross section of representation. It was good to see some councillors choosing to attend CB sessions. There was a focus on succession with a number of young elected members & topics to benefit new EM's.

Most valuable exhibit in my view was Chorus & their cost saving technology. I have encouraged them to come to the FNDC & request a presentation to all EM's so we are aware of money saving cutting edge technology options & don't get left behind!

My biggest take away was from the Whakaari White Island tragedy - the lasting impact & lessons learnt around ongoing resilience & moving forward as one with the whole community, living with intergenerational trauma. There was not a dry eye in the room.

There were many comments made to me about my "Mayor Moko" as soon as people saw my FNDC name tag!! Moko certainly has a presence & was an excellent role model & leader at the LGNZ conference. We are very fortunate to have an impressionable young Mayor ensuring the voice of the Far North is being heard.

Finally. It was a surprise & great pleasure to accept a Highly Commended Community Board Award for "Engaging with Communities" on behalf of Resilient Russell for their rubbish/recycling project on the Russell wharf last summer. Thanks to CB member Jane Hindle for submitting the project on behalf of her community. CONGRATULATIONS!!

BOI-W CB Chair Belinda Ward



Bay of Islands-Whangaroa
Community Board

Member's Report

Name: J Lane Ayr
Subdivision: Kerikeri
Date: May 30/24—Aug 30/24

Meetings Attended

Date	Meeting	Comments
07/06	Agenda preview with Chair zoom	10.00am 11.00am
13/06	Meeting with Clinton Ramaka re planting Domain	10.00am 11.30am
17/06	DAG meeting Kerikeri	10.30am 12.00am
20/06	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	9.30am 3.30pm
29/06	Meeting D Clamp re funding	10.00am 11.00am
13/08	Zoom meeting Spatial Plan Waipapa Kerikeri	5.00pm 6.30pm
15/08	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	9.30am 3.30pm
19/08	DAG meeting Kerikeri	10.30am 12.30pm
28/08	Phone calls with E Stacey & E Kelly re Riverview report	10.00am 10.30am

Community Issues

Issue name	Comment
Keri.Community Groups	I note with some regret that Our Kerikeri responding to submissions from the Community re Xmas parade will no longer have a parade included in their Xmas on the Domain event. They have actively encouraged other groups who have expressed a preference for a street parade to organise a street parade and have relinquished any request for CB funding for such. I understand Our Kerikeri will hold a Xmas on the Domain (no parade) for which they have funding in place
Kerikeri Domain Planting	The surplus funding for the Domain was reinstated with the assistance of the Mayor and Kevin Johnson. Most of you will be aware that various community groups had been approached in regard to their interest in being involved in undertaking some planting. Due to time and available resources only Ngati Rehia was able to make a realistic proposal. The limited planting season and other time restraints a decision was required, I met with Clinton Ramaka and reviewed the quote. The decision was made to proceed with Ngati Rehia's

	<p>proposal The work was undertaken not with some observations from several parties The KBC request the change in the type and placement of some trees we also experienced some minor “vandalism” Kim and I meet with the Bowling Club who have agreed to purchase some replacement trees provided they can have put as to variety. Clinton from Ngati Rehia has kindly agreed to replant the trees.</p> <p>It should also be noted Ngati Rehia donated several benches for the re planted area</p>
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Requests for Service (RFS)

Have these been transferred to the new system?

RFS number	Date	Comment
		Alderton Park continues Residents continue to contact me Im at a loss to answer them It now appears that staff member dealing with this issue has left FNDC will continue to seek clarification Issue appears to be that staff move and there is no “hand over” of issues
		Re Painting road markings in PO parking area This item has now been presented to numerous managers, more than a year and a half ago I walked a senior manager around the lot (she was nearly run over with someone going the wrong way) and yet STILL NOTHING HAPPENS are we (FNDC) waiting for more accidents I witnessed another confrontation on the 24 th

Resource Consents

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Other Issues



Member's Report

Name: Tyler Bamber

Subdivision: Waipapa

Date: 30 Aug 2024

Meetings Attended

Date	Meeting	Comments
13-8-24	Te Patukurea Kerikeri/Waipapa Spatial plan workshop	Running through scenarios with planning team around future growth and what needs to be considered when forming the spatial plan
13-8-24	Mtg with Adele Woodward – Kerikeri Retirement Village	Concern around making Kerikeri age friendly. Looking to create an Age Friendly action group to help advocate for 65+.
15-8-24	BOIWCB meeting	Included a workshop on CCTV. Interesting chat around using cameras on vehicle to do road assessments
21-8-24	Waipapa Hall AGM	New chairperson – Graham Boocock voted in. On-going issue with dampness along back wall needing resolving. Very grateful for heat pumps this winter – has seen an uptick in users as a direct result.

Community Issues

Issue name	Comment
Rubbish on Purerua Rd	Have had contact with a local resident RE: rubbish being left at incorrect times on Purerua Rd – wanting signage put up. Kim has been in touch with solid waste manager and waste contractors – looking at potentially doing a flyer drop to inform residents about when to put rubbish out.
Kerikeri Sports Complex Roading	Roading at the KK sports complex on the driveway in is not quite wide enough for two vehicles, there is space to increase the laneway to accommodate two lanes and the carpark is due to be re-sealed. With safety in mind – it would make a lot of sense to widen the drive approx. 1-1.5m to accommodate a 2 nd lane.

Requests for Service (RFS)

RFS number	Date	Comment
4216974	27 Aug	Dampness and mould on inside wall of Waipapa hall

Other Issues



Member's Report

Name: Jane Hindle

Subdivision: Russell Ōpua Subdivision

Date: 25 July – 28 August 2024

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	Priority	Meeting	Comments
29 July 24	#1,2	Community Response hui in Russell with various community groups to start sharing our draft plan	St John, Fire, RSA, Rawhiti Fire and other community members present.
29 July 24	#1,3	Met with former resident Pip Campbell to assist with organising a memorial seat for her daughter Janet Planet	Form completed on her behalf and submitted to Council.
29 July 24	#1,2,3	Met with new Daycare group Ngā Pipi Kororā to discuss their new ECE proposal and understand their needs.	Charity registered, key requirement is to find a venue for Daycare centre in town.
30 July 24	#1,3,4,5	Workshop for Ngā Patūkurea draft spatial plan to understand considerations.	Need to have Kerikeri / Waipapa based CB members engaged.
31 July 24	#2,3, 4	Meeting with Chris Galbraith, Tania Proctor, Roger Ackers, Jenny Shipley and Bruce Mitchenson to progress steps to deal with erosion issues on waterfront.	Agreement on urgency including H&S risk in immediate area by cannon. To be cordoned off. Not done as yet.
2 Aug 24	#3,4,5	Follow up Placemaking meeting to discuss next steps.	People away so short meeting.
5 Aug 24	#3,4,5	Briefing with Patrick Crawshaw to seek proposal for Placemaking overall design	Click or tap here to enter text.
6 Aug 24	#1,2,3,4,5	Fortnightly catch-up with Community Board co-ordinator	Via Teams
6 Aug 24	#1,2,3,4,5	Russell Lights Ngā Marama o Kororāreka article	Topic volunteering & Community Service

7 Aug 24	#3,4,5	Follow up Placemaking meeting to review final scoring, set up working parties	Youth vote done in different format to other votes.
8 Aug 24	#3,5	Community Board appreciation award presented to Danny Sherbanowski.	For his efforts in keeping the community tidy of weeds.
8 Aug 24	#1,2,3, 4,5	LGNZ roundtable discussion on EM security and physical safety.	Via Zoom
15 Aug 24	#1,2	Attended Russell Volunteer Fire Brigade meeting to update them on Community Response Plan progress	They have agreed to look after and maintain the CD Pod.
15 Aug 24	#1,2,3, 4,5	Community Board meeting	Attended via Teams
25 June to 25 July 24	#1,2,3, 4,5	14 Facebook posts over the period. Reach 8,822 ↓ 20.9% Visits 449 ↓ 38.4% Page Followers 1,055 (1,050 New Likes 5 ↑	Community Appreciation Award Danny Sherbanowski (5.8K) Coast to Coast cat portacabin (2.6K) Community Board Agenda (2.2K) Upsurge Festival (1.7K) LGNZ Commendation (1.6K)

We were delighted to be awarded a Highly Commended from LGNZ for the Engaging with Communities Award with the Russell Recycling Pop-up which was implemented over summer to help address the additional volume of rubbish particularly from Boaties.

Key projects - Placemaking on the Strand

The final list of projects has been confirmed by order of community with the changes to traffic management on the Strand, along with the top likely to be the ones that use the grant, specifically:

1. Traffic Management on the Strand
2. Beach access (this is an issue due to the erosion situation so the two are inter-related)
3. Additional seating
4. Play trail for tamariki
5. Additional picnic tables and seats

Council will receive the paper for the Strand Traffic Management trial on 12 September. This takes a pragmatic approach in acknowledging the Community feedback, providing pedestrianisation on the South side (along past Gables, Town Hall and Museum, as well as still allowing cars with a shared space on the North side past the Duke of Marlborough. People can see how each option works.

Once this has been confirmed, we will look at working groups being set up from key stakeholders for the various initiatives.

Other Community Issues

Issue name	Comment
Parking in Russell over summer #3,4	This is another perennial problem, exacerbated by trailers using the boat ramp. Like summer litter, it's a short-term issue and needs some creative thinking for a temporary solution. Goal is to get a community group to look at issue and come up with local solutions.
Russell Boat ramp carpark #3, 4, 5	Signage has been tidied up, and the carpark will be marked on 2 September. Just waiting for Wifi and smart light plus security to be installed.
Community response plan. #1, 2	We had a meeting with the key emergency leads in town to update then on the status of the plan. This has been helpful to get additional input and start the community engagement and awareness. The Russell Volunteer Fire Brigade have agreed to take ownership of the Civil Defence Pod and include it in their regular scheduled equipment checks. We appreciate this greatly.
Russell Toilets #1,3, 4,	Complaints about the toilets in Russell over summer from Placemaking consultation and Destination Management Plan. Additional cleaning is provided over peak season (Christmas/New Year) but it does not solve the issue of cruise ship visitors. I have written to Far North Holdings to ask they build in the cost for additional toilet cleaning on the days that Cruise ships are in the Bay. There has been no response, and I further understand that a large cruise ship will be visiting Russell after Waitangi Day. We need to make sure that levels of service for cleaning match the demand, and that this is not at the cost of the ratepayer.
Erosion on Russell Waterfront by Cannon and Town Hall #1, 2,5	We are now making progress with this issue with the Destination Management Plan led by Jenny Shipley taking a lead. A number of key players from central and local government, including Shane Jones, Grant McCullum, Geoff Crawford and Mayor Moko have visited to assess. Far North Holdings are looking to undertake a Coastal Processes Assessment which will provide the necessary information to move forward.
Russell Urupā (Cemetery) #1, 3, 5	Have not had an update on when Phase 2 will commence.
Sewage smells in Matauwhi Bay #1, 5	An odour logging device will be installed on the pump station at the corner of Hope Avenue and Matauwhi Bay to monitor the odours.
Russell Drainage #1, 2	Submitted in LTP requesting proper maintenance.
Maromaku and Matawai Roding #1, 2, 3	Roddy and I would like an assessment of the overall area with a plan to carry out work in an orderly and systematic fashion that the community can understand. We are now working on a joint request.
Maromaku Toilet #1, 3	Have not heard anything back from Maromaku
Rawhiti Road #1, 2	New review of key criteria in terms of road prioritisation has elevated this road. However, funds for road sealing have been removed from LTP.

Requests for Service (RFS)

RFS number	Date	Comment
(4125516) 4139501	(1/9/2022) 16/12/22	Matauwahi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. <u>Tree now growing back.</u> NEEDS TO GO IN LTP.
4150811	17/03/2023	Causeway to Russell Boat Club on Matauwahi Road (paper road section) needs repairs for safety reason. Now sitting with legal.
4174834	11/04/2023	Boat hull on reserve on Te Hue. Encroachment officer chasing complainant to arrange a date for 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. Now sitting with Legal.
4155878	0/04/2023	Per Tim Grant's RFS. Erosion and scouring by cannon on Russell waterfront. This is now getting some attention (see community issues)
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. Awaiting site visit
4179412	20/10/2023	Subsidence and slip on Towai Road which also includes main fibre and phone connections to the communities. Have had no update on this and it doesn't appear on any reports to the Te Kou Kou Committee or the interactive map. Visited the location 27/3 and it is still dangerous.
4179871 4179872 4195221 4195222	Various	Various potholes on Pitt Street which have not been repaired despite numerous RFSs. Customer has met with Council staff and discussed the frustrations over the lack of coordination of Council contractors. It is something I raised in the LTP.
4217496	26/08/2024	Installation of Odour logger at the Matauwahi Bay/Hope Avenue pumping station so that ongoing odour issues can be captured. To be done in November when town is busy.

Other issues

Ongoing lack of communication on issues that directly affect the community – it seems that the Community board members are often left in the dark, yet it is us that the community complains to first. Thank you to Victoria Neke for proactively informing us about the Ōpua -Paihia walkway status. It is hoped this level of engagement will continue.

A mobile license (MOBILE-1) was issued to a food vendor to sell food on the Wharf in Paihia and Russell and the Strand. This is right opposite two restaurants, and round the corner from two others. I received a number of complaints from the restaurant owners. Council should not have issued a Mobile license within 400 metres of other businesses selling similar goods or services, and curiously they do not have jurisdiction over the wharf (FNHL and the Wharf Trust). I would like to know how this happened. Have not heard back, still need to follow up. **Still waiting on this.**



Bay of Islands-Whangaroa
Community Board

Member's Report

Name: Bruce Mills

Subdivision: Whangaroa Subdivision

Date: June – August 2024

Meetings Attended

Date	Meeting	Comments
05/06/24	Bay of Islands-Whangaroa Community Board Meeting	Turner Centre, Kerikeri
11/06/24	Whangaroa Community Pool	
12/06/24	Whangaroa Memorial Hall	Maintenance discussion
20/06/24	Bay of Islands-Whangaroa Community Board Meeting	Turner Centre, Kerikeri
26/06/24	Whangaroa Memorial Hall	Discuss quotes for plumbing and electrical
27/06/24	Matariki Event	Kaeo School
03/07/24	Whangaroa Memorial Hall	Set up scaffold and assist electrician. Pushing our bodies, very high and very scary
17/07/24	Whangaroa Memorial Hall	Same old same old
18/07/24	Bay of Islands-Whangaroa Community Board Meeting	Turner Centre, Kerikeri
24/07/24	Hoskin Civil	Issues and changes after Northland Transport Agency
29/07/24	Whangaroa Memorial Hall	Discuss replacing internal panels due to water damage
05/08/24	Whangaroa Village Hall AGM	As usual a very informal and entertaining AGM. Slip above hall
15/08/24	Bay of Islands-Whangaroa Community Board Meeting	Turner Centre, Kerikeri
16/08/24	Whangaroa Memorial Hall	Meet builder to discuss work to be done
29/08/24	Whangaroa Memorial Hall	Travel to Kaitia to pick up ply panels etc
30/08/24	Whangaroa Memorial Hall	Start the hall stripping

Community Issues

Issue name	Comment
Whangaroa Memorial Hall	As above, state of the hall. Huge holes in walls due to leaks. This has gone on for years. Committee agreed such a poor look and no progress. Hopefully Council will reimburse committee for our costs.
Gifted Playground	More frustration with staff hardline.
SH10/Waiare Road	Illegal rubbish collection. Neighbour is complaining about mess and rats.
Kaeo Public Toilet	Heavily graffitied. Have agreed to paint over the novel interior damage. Look at again once artists health improves.
Kaeo Blue Lights	If bulbs can not be replaced, take good bulbs and condense into smaller number of strings. McKays seem to be ignoring me

Resource Consents

Number	Date	Comment
2250078 – RMA SUB		Salvation Road. No issue

9 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

9.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD AUGUST OPEN RESOLUTION REPORT

File Number: A4862040

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, 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 2021.

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 Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board September 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. **Open Resolution Report - A4876407**  

OPEN RESOLUTION REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Tuesday, 10 September 2024 12:31:29 pm Date From: 1/01/2019 Date To: 10/09/2024	
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	01 May 2024 12:49pm Community pre-consultation has conclude. Formal consultation is currently being planned with Communications Staff. 05 Jun 2024 8:27am One Cultural Values Assessment has been received. Planning underway with Communications staff for one month public consultation to start June or July. Note this update was for a different action. 09 Jul 2024 3:31pm Public consultation on Simson Park consultation concluded at the end of June. 118 on-line submissions were received and another 10 in other formats. Submissions are being analysed. 27 Aug 2024 8:57am A request was received from Moerewa Rugby Football Sports Club for a third winter field at Simson Park Domain. A survey has been sent to winter clubs and will be assessed by a recreation consultant to determine whether a third field needs to be incorporated in future development.

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

11 TE KAPINGA HUI / MEETING CLOSE