



Far North District Council



Te Kaunihera o Te Hiku o te Ika **AGENDA**



Friday, 25 October 2024

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Friday 25 October 2024 at 10:00 am

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1 KARAKIA TIMATANGA / OPENING PRAYER

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

Te pou e here nei i ā tatou Mauri ora ki ā tātou

Haumi e. Hui e. Tāiki e!

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

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

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

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

[Elected Member - Register of Interests](#)

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be determined on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

Therese Wickbom representing Bald Angels Charitable Trust in regard to agenda item 7.3 page 70 refers.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4536114

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting 20 September 2024 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **2024-09-20 Kaikohe-Hokianga Community Board Minutes - A4884775** [↓](#) 

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

20 September 2024

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON FRIDAY, 20 SEPTEMBER 2024 AT 10:04 AM**

PRESENT: Chairperson Chicky Rudkin, Member Mike Edmonds, Member Trinity Edwards, Member Jessie McVeagh, Councillor John Vujcich

IN ATTENDANCE: Councillor Babe Kapa

STAFF PRESENT: Peggy Veen (Principal Advisor – Strategic Relationships), Lizzie Graham (Policy Advisor – Policy and Bylaws), Kathryn Trewin (Funding Advisor-Strategic Relationships), Melissa Wood (Community Board Coordinator - Strategic Relationships), Imrie Dunn (Democracy Advisor).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:04 am, Chairperson Chicky Rudkin commenced the meeting with a karakia.

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

APOLOGY

RESOLUTION 2024/90

Moved: Chairperson Chicky Rudkin

Seconded: Member Mike Edmonds

That the apology received from Deputy Chairperson Tanya Filia and Member Harmonie Gundry be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Linda Bracken gave an update from the Kaikohe Business Association
- Shaun Reily spoke gave feedback on Kaikohe Tourism and Mainstreet Maintenance
- Materoa Mocaraka spoke in regard to the old undertaker on Rankin Street

4 NGĀ TONO KŌRERO / DEPUTATIONS

Wally Hicks regarding Re-localization of Governance.

Attachments tabled at meeting

- 1 Wally Hicks-Deputation Re-Localization attachment document number A4894828 refers.

5 NGĀ KAIKŌRERO / SPEAKERS

- David Senior representing Northern Community Family Service agenda item 7.2i page 103 refers.

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7 NGĀ PŪRONGO / REPORTS

7.1 INITIATION OF PUBLIC CONSULTATION ON THE GRANTING OF A GROUND LEASE OVER 1 RECREATION ROAD, KAIKOHE - SPORTSVILLE

File Number: A4909284

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Kaikohe – Hokianga Community Boards recommendation to Council to initiate public consultation on the granting of a new ground lease over 1 Recreation Road, Kaikohe, Part Lot 3 DP 22327, and Lot 31 DP 10045, being recreation reserve under Section 54 Reserves Act 1977, to Kaikohe & Districts Sportsville Incorporated.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Kaikohe & Districts Sportsville Incorporated have managed Lindvart Park since 1 January 2018 under the management agreement with Far North District Council.
- A Reserve Management Plan over Lindvart Park was executed in July 2018.
- The Long Term Plan 2021-2031 included a contribution of \$3,226,493 for the construction of a new sporting facility to be located at Lindvart Park.
- On 24 August 2022, Kaikohe & Districts Sportsville obtained building consent from Far North District Council to build this new sporting facility. This facility, known as Papa Hawaiiki, was opened to the public in April 2024 and is owned by Kaikohe & Districts Sportsville Incorporated.
- In April 2024 Kaikohe & Districts Sportsville Incorporated formally requested a new ground lease over the site occupied by the new sporting facility.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve.
- Public consultation for the Long Term Plan 2021-2031 occurred but was not specific about the new sporting facilities.
- At the time of writing this report, public consultation for the legal occupation of the Recreation Reserve has not occurred. This report seeks to ensure due process is followed under Section 54 Reserves Act 1977.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe – Hokianga Community Board recommend to Council:

- a) that the public consultation process is commenced on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m² of land being Lot 31 DP 10045 and 7,067.5m² of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 1 Recreation Road, Kaikohe.

The terms of the proposed lease shall be:

Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977

Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.

- b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

1) TĀHUHU KŌRERO / BACKGROUND

Lindvart Park Recreation Reserve is vested in Council and has been managed by Kaikohe & Districts Sportsville Incorporated as per the Management Agreement between the group and Far North District Council since being formalised on 1 January 2018.

Through the Management Agreement, Kaikohe and Districts Sportsville is responsible for preserving the park for public use by ensuring the ongoing maintenance and up-keep, club management and public access to Lindvart Park along with development of a strategic plan for improvement, development and enhancement of Lindvart Park.

Kaikohe & Districts Sportsville Incorporated exist to promote sport in Kaikohe and extend this area beyond to all outlying settlements for which Kaikohe is the main town centre, for example Hokianga.

The Long Term Plan 2021-2031 included a capital contribution of \$3,226,493 to the new Lindvart Park Kaikohe – Sportsville project. On 7th April 2022, Council resolved to re-affirm this contribution:

7.3 LINDVART PARK PAVILION, KAIKOHE PROJECT

Agenda item 7.3 document number A3641588, pages 82 - 86 refers.

RESOLUTION 2022/19

Moved: Cr John Vujcich

Seconded: Cr Ann Court

That Council:

- a) Re-affirm the capital commitment of \$3,226,493 to the Lindvart Park Kaikohe – Sportsville project.
- b) Approve an increase in operational grant support to Sportsville of \$35,000 from year one of the 2024/2034 Long-Term Plan.

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

CARRIED

Note: that the CEO was asked to provide advice to the next meeting on how to ensure a consistent approach to the way that FNDC supports community facilities across the District, by way of operational grant

In August 2022, Far North District Council approved building consent to Kaikohe & Districts Sportsville Incorporated and the new sporting facility, known as Papa Hawaiiki, was built and open to the public in April 2024. No formal discussions had been made in regard to a ground lease prior to this time.

The complex is owned by Kaikohe & Districts Sportsville Incorporated, who received funding from Ministry of Business, Innovation and Employment, Far North District Council, Northland Rugby Club, Foundation North, Department of Internal Affairs Lotteries and Grassroots to complete this build.

Papa Hawaiiki consists of two indoor basketball courts, a meeting room and viewing platform on a mezzanine floor. The building has sprung wooden floors and is capable of hosting National basketball tournaments.

The complex aims to highlight a return of basketball to Kaikohe with a focus on developing basketball and other indoor sports, such as volleyball. The development of the complex has enabled the community (including the wider area of Hokianga) the ability to participate in sports that had previously been inaccessible due to lack of facilities or travel constraints.

Since the sports facility opened in April 2024, schools such as Kura Kaupapa o Kaikohe and Kaikohe Christian School, neither of which have school gymnasiums utilise the building during the day for enhancement of their wider curriculum. It has also been utilised in the evenings for teams participating in Badminton, Table Tennis, Basketball, Netball and Turbo Touch.

Kaikohe & Districts Sportsville Incorporated have received numerous enquiries for various events such as Matariki celebrations, Masters sports tournaments, youth days, kapa haka, fight nights and regional sport gatherings. Papa Hawaiiiki has the ability to accommodate these events where in the past there has been no facility available for these groups.

The facility is open 24/7, users are provided their own access swipe cards, catering for all abilities with wheelchair access to both floors.



Aerial view of proposed leased area in red.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The sporting facilities available at Lindvart Park prior to the construction of Papa Hawaiiiki were outdated and undersized. The construction of this new facility has given Lindvart Park a new lease of life and there has been an increase in members of the public utilising the facility since its inception.

As per the Reserves Act 1977 section 54, public consultation is required on the granting of a lease over recreation reserve.

Public Notification

Sections 119 and 120 of the Act require that before granting a lease the proposal must be publicly notified and all submissions/objections to the proposal are to be in writing and where requested, a submitter must be given the opportunity to appear before Council or a committee of Council, to speak to their objection/submission. Every submission/objection in relation to the proposal must be considered before proceeding with the proposal.

Council delegations: the role of the Board vs the role of the Council

Council's delegations to Community Boards authorise the Boards 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.

The Kaikohe – Hokianga Community Board is therefore now required to make a recommendation to Council in respect of the proposal.

The options available for this site are:

Option 1 (recommended):

That the Kaikohe – Hokianga Community Board recommends to Council:

- c) that the public consultation process is commenced on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m² of land being Lot 31 DP 10045 7,067.5m² of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 1 Recreation Road, Kaikohe.

The terms of the proposed lease shall be:

Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977

Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.

- b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

Option 1 will allow Kaikohe & Districts Sportsville Incorporated to continue providing their service to the community.

Option 2:

- a. Decline Kaikohe & Districts Sportsville Incorporated request for a new ground lease
- b. Ask Kaikohe & Districts Sportsville Incorporated to remove any existing building(s) and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Building Consent was given by Far North District Council to Kaikohe & Districts Sportsville Incorporated for the establishment of this building on 24 August 2022. Construction was completed in 2024, with the facility opening in April 2024.

Through this new sporting facilities, Kaikohe & Districts Sportsville Incorporated provide a beneficial service to the community, bringing life to the sporting world in Kaikohe and surrounding areas. Resolving to vacate the land (including removal of the building) will be detrimental to the Community, Whānau and Tamariki of the area.

As per the Reserves Act 1977, Council can grant exclusive leases to part or all of a reserve for a maximum term of 30 years.

Public Notice is a statutory requirement under Reserves Act for the leasing of a Recreation Reserve.

Public consultation will enable the Kaikohe – Hokianga Community Board and Council to assess the community's engagement with the Kaikohe & Districts Sportsville Incorporated proposal, albeit retrospectively. Public consultation gives the community the opportunity to put forward alternative options for the occupation of the building and/or the use of the site.

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




The Long Term Plan 2021-2031 included a capital contribution of \$3,226,493 towards the build of this facility, which was reaffirmed by Council in April 2022. A public access agreement will be noted

within the proposed lease in order to establish Far North District Councils capital contribution as an intangible asset. This would be of the above amount and will be depreciated over time to provide for strategic asset renewals (structural areas and services). Any renewals required to the internal fit out would be directly funded by Kaikohe & Districts Sportsville Incorporated, or through additional grants or fund raising.

Far North District Council provided the group an annual operation grant of \$40,000 for the facility. This amount was increased by \$35,000 for a total of \$75,000 per annum at the April 2022 Council meeting to support ongoing operational costs. The capital contribution and total operational grant (inclusive of increase) were provided for and represented an increase in ward rate of \$4.70 per SUIP.

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated land, including responsibility for the payment of all utility charges, rates and insurances.

ĀPITIHANGA / ATTACHMENTS

1. **Sportsville Management agreement final - A4909399** [↓](#) 
2. **Letter informing on request to lease - A4910316** [↓](#) 
3. **Record of Title Lot 31 - A4911100** [↓](#) 

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	Medium
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<p>FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base.</p> <p>The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease</p>
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Delegation to the Kaikohe-Hokianga Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
<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>	<p>Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify tangata whenua in the Kaikohe locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance.</p> <p>A letter (attached) was sent via email to Te Uri O Hua representatives to inform them of the requested lease. These representatives are mandated (within the hapū) under tikanga as a spokesperson/representative of Te Uri O Hua hapū, who are through whakapapa direct descendants of the tupuna who resided on the whenua until soon after it became an asset of the Crown/Council. At the time of writing this report a response has not been received. When this lease goes for public consultation, the information will be redistributed Te Uri O Hua representatives to seek feedback as part of the public consultation process.</p>

Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Public consultation and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow Council to identify any people or groups who may be affected or have interest in the matter.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Schedule.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.2 MEMORIAL PLAQUE AT KAIKOHE MEMORIAL PARK - LAURIE BYERS

File Number: A4907977

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to seek the Kaikohe-Hokianga Community Board's support for the installation of a memorial plaque at the Memorial Park Learn to Ride Track in Kaikohe.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Laurie Byers was a committed community leader known for his advocacy for Kaikohe.
- He achieved significant recognition as an Olympian and Commonwealth Games cycling medalist.
- To honour his legacy, the Kaikohe Lions Club, in collaboration with Laurie's family, has proposed installing a memorial plaque at the Memorial Park Learn to Ride Track.
- The plaque will be funded through the Mayoral Discretionary Fund.
- The Board's support is requested to proceed with the installation.
- The installation falls under the Kaikohe-Hokianga Community Board's delegations for reserves.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board approve the installation of the plaque to be placed at the Memorial Park learn to ride track, subject to completion of the Public Art and Memorial application form.

1) TĀHUHU KŌRERO / BACKGROUND

Laurie Byers passed away in late July 2024, leaving behind a legacy of public service and athletic accomplishment. He served as Deputy Mayor, Councillor, and was a member of the Kaikohe-Hokianga Community Board.. Laurie's passion for Kaikohe and the wider Far North District, as well as his involvement with the Kaikohe Lions Club, has left an enduring impact on the community.

In recognition of his contributions, Laurie's family, in conjunction with the Kaikohe Lions Club, has proposed the installation of a memorial plaque at the Memorial Park Learn to Ride Track, which is fitting given his dedication to cycling and passion for youth. The plaque would serve as a lasting tribute to his memory and encourage future generations of cyclists.

Council have an application form as an operational mechanism to gather information about the proposed asset. The contents of the form confirm details of design, placement, timeframes for installation. The contents of the form also provide information to enable staff to ascertain the ongoing costs of maintenance and projected cost of life.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Under the Community Board delegations and the Art and Memorials in Public Places Policy, approval is sought from the Kaikohe-Hokianga Community Board to install a memorial plaque at the Memorial Park Learn to Ride Track in Kaikohe.

Under this policy, the following criteria have been met:

- Contributes to the profile and identity of the community
- Made of durable and easy-to-maintain quality materials
- Accessible to all of the community
- Aesthetically enhances the public space

- Will become the property of Council

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Supporting the installation of a memorial plaque at Memorial Park Learn to Ride Track offers a meaningful way to commemorate Laurie Byers' contributions to Kaikohe and the wider Far North District. Laurie's family and the Kaikohe Lions Club are both in favour of the memorial, and the project aligns with Council's policies on public memorials. This plaque would be a visible reminder of his legacy and provide inspiration to future generations of cyclists.

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

The initial costs for this will be covered by a grant from the Mayoral Discretionary Fund. Ongoing costs for maintenance are unknown but are generally minimal.

Given a completed form has not been received those aspects are missing from this report and approval is sought in principle.

ĀPITIHINGA / ATTACHMENTS

1. **Kahika - Mayor Moko Tepania-Letter of Support - A4911260** [↓](#) 

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 report 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.	Art and Memorials in Public Places Policy.
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 significant implications for Māori in this particular proposal as it does not involve land or bodies of water with particular cultural or historical significance. However, any decision of this nature is made with a commitment to ensuring that Māori have the opportunity to contribute, in accordance with our obligations under Te Tiriti o Waitangi / The Treaty of Waitangi. Engagement with local hapū or iwi would be sought if the proposal were to impact culturally significant land 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).	Persons likely to be affected by or have an interest in the matter include the local community, particularly those with connections to Laurie Byers and the Kaikohe Lions Club. Consideration has been given to the views of Laurie's family, who are supportive of the memorial plaque, and the broader community, which stands to benefit from a public space that commemorates a local figure. The plaque is accessible to all members of the community, including youth, the aged, and individuals with disabilities.
State the financial implications and where budgetary provisions have been made to support this decision.	The financial implications of this proposal are minimal, as the memorial plaque will be funded through the Mayoral Discretionary Fund. There are no additional financial obligations for the Kaikohe-Hokianga Community Board, as maintenance will be managed through the Council's asset register.
Chief Financial Officer review.	Chief Financial Officer has reviewed this report.

7.3 FUNDING APPLICATIONS

File Number: A4922624

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$56,239** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$35,638** to allocate for the Placemaking Fund in the 2024/2025 financial year.
- Three applications have been received that require a decision before the November meeting, requesting a total of \$6,020.

TŪTOHUNGA / RECOMMENDATION

- a) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Bald Angels Charitable Trust for the costs towards hosting the Angel Christmas Project.

TŪTOHUNGA / RECOMMENDATION

- b) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kaikohe Yun Jung Do Development Trust for the costs towards holding a youth camp.

TŪTOHUNGA / RECOMMENDATION

- c) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to Hokianga Bowling Club for the costs towards building a safety barrier.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

1. Proud, vibrant communities;
2. Prosperous Communities supported by a sustainable economy;
3. Communities that are safe, connected and sustainable;
4. Communities that are prepared for the unexpected;

5. A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki;
6. We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Bald Angels Charitable Trust – Angels Christmas Project	\$3,000	\$3,000	The applicant is seeking funding towards providing Christmas parcels and support to families identified as being in need. The Trust is working with multiple social service agencies and is applying for funding from all three boards. Applications have also been made to the other Boards. This meets community outcomes 1 and 3.	Community Development
Kaikohe Yun Jung Do Development Trust – Youth Camp	\$1,660	\$1,660	The applicant is applying for funding to cover venue hire for a development camp for Tamariki. They have previously been granted funding by the Board for venue hire of the Memorial Hall for classes (\$2,500 – October 2022, \$2,775 – July 2024). This meets community outcomes 1 and 3.	Community Development
Hokianga Bowling Club – safety barrier	\$1,360	\$1,360	The applicant is seeking funding to build a safety barrier on the greens. The club has applied for and been granted funding for a storage shed (\$5,580 – August 2022) and a greens roller (\$2,500 – July 2023) This meets community outcomes 1 and 3.	Infrastructure

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application the Board has three options.

Option 1 Authorise funding for the full amount requested.

Option 2 Authorise partial funding.

Option 3 Decline funding.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Bald Angels Charitable Trust - A4922620** [↓](#) 
2. **Kaikohe Yun Jung Do Development Trust - A4922621** [↓](#) 
3. **Hokianga Bowling Club - A4922622** [↓](#) 

HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

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

7.4 SUMMER 2024 RURAL TRAVEL FUNDING APPLICATIONS

File Number: A4922578

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allocate Rural Travel Funding for the 2024/25 summer sporting season.

TŪTOHUNGA / RECOMMENDATION

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

a) Rawene School	\$500
b) Hokianga Sports Club	\$1,250
c) Taheke United JMB	\$255
d) Under 16 Mixed Tag	\$465

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

	Sport New Zealand (Rural Travel)
What are the Objectives?	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$29,400 across the Far North District
Funding is not available for	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools and clubs.
What age group is funding for?	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

The total budget for rural travel funding for the 2024/25 financial year for the whole of the Far North District is \$29,400. The percentage of youth throughout the district is translated into percentages to calculate the amount of funding each Board can allocate.

A total of \$8,232 is available to this Board for funding across the two seasonal rounds (summer and winter). The summer round is 30% of this funding, as it is generally less busy than the winter round. This means that \$2,469.60 was available for allocation for summer season 2024/25, with a balance of \$5,762.40 for the winter 2025 season.

ĀPITIHINGA / ATTACHMENTS

1. **Summary of Rural Travel Fund Applications - A4922568** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

7.5 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4536064

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the October 2024 member report from Chair Chicky Rudkin.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin Report 3 Oct 2024 - A4916398 [↓](#) 

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 FUNDING APPLICATION INFORMATION FOR APPLICATIONS RECEIVED JULY 2020 - JUNE 2024

File Number: A4921321

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

The Kaikohe-Hokianga Board requested a report providing detail of funding applications received for the past five years.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Funding Applications received between July 2020 and June 2024

1) TĀHUHU KŌRERO / BACKGROUND

The Chair of the Kaikohe-Hokianga Community Board requested a breakdown of funding applications received by the Board over the past five years to enable a better understanding of where, what and how funding has been distributed.

The information specifically requested was:

- Who has applied for funding
- How much funding was requested by applicants and granted by the Board
- What areas benefitted from the funding granted
- Was funding received from other Community Boards.

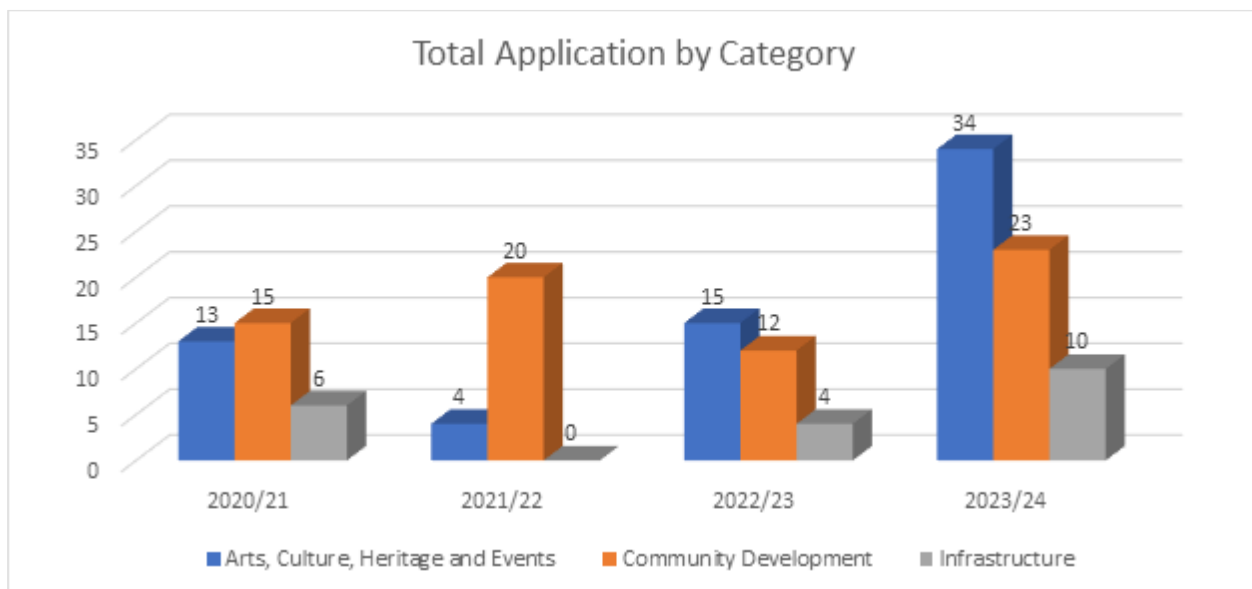
2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Funding Advisor role was created in late 2019. Prior to this role existing, each Board had a dedicated staff member (similar to the Meeting Administrator currently in the role), who would also process funding applications and create a separate report for each application. These were all recorded in separate spreadsheets that were maintained individually by the administrators, with various reliability. At the start of the 2020 financial year a new record system was instigated to allow standardisation of information recorded in a single source. The information in this report is taken from these records.

It is noted that over the past four years, the Arts, Culture, Heritage and Events category has steadily grown, and in the 2023/24 financial year this category had the largest number of applications.

It is also noted that the number of applications received in the 2023/24 financial year was almost double the number of the previous three years, indicating not only that communities have come back from covid in terms of activities, but also reflecting the increase in costs and the decrease in funding that is available from other funders. In the 2024/25 financial year alone, Lotteries Grants had 46% less funding available nationwide, with similar funding cuts in other major funders, as well as the removal of the Far North District Council Events Investment Fund in the Long Term Plan.

Attached to this report is a breakdown of funding based on the request received, a breakdown of applications by category, and a full list of all applications received in this time period.



TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

To receive the information report as requested by the Kaikohe-Hokianga Community Board.

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Funding Breakdown July 2020 - June 2024 - A4922782 [↓](#)
2. Funding Applications July 2020 - June 2024 - A4922781 [↓](#)
3. Funding Applications by Category - A4926224 [↓](#)

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD OCTOBER OPEN RESOLUTION REPORT

File Number: A4536182

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

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

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Open Resolution Report - A4923052 [↓](#) 

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

11 TE KAPINGA HUI / MEETING CLOSE