



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA



Bay of Islands-Whangaroa Community Board Meeting

Thursday, 21 November 2024

Time: 10.00 AM
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Member Belinda Ward - Chairperson
Member 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 & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 21 November 2024 at 10.00

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	7
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest	7
3	Te Wāhanga Tūmatanui / Public Forum.....	7
4	Ngā Tono Kōrero / Deputation.....	7
5	Ngā Kaikōrero / Speakers	7
6	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	8
6.1	Confirmation of Previous Minutes	8
7	Ngā Pūrongo / Reports.....	15
7.1	Setting of 2025 Meeting Schedule	15
7.2	Alfresco Dining Application	21
7.3	Project Funding Reports	28
7.4	Funding Applications.....	39
7.5	Chairperson and Members Report	172
8	Ngā Pūrongo Taipitopito / Information Reports	181
8.1	Bay of Islands-Whangaroa Community Board Open Resolution Report.....	181
9	Karakia Whakamutunga / Closing Prayer	183
10	Te Kapinga Hui / Meeting Close	183

1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4956725

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 24 October 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 ĀPITIHINGA / ATTACHMENTS

- 1. 2024-10-24 Bay of Islands-Whangaroa Community Board Minutes - A4938896** 

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

24 October 2024

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 24 OCTOBER 2024 AT 10.09AM**

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

IN ATTENDANCE: Councillor Babe Kapa.

STAFF PRESENT: Kim Hammond (Community Board Co-ordinator), Maria Bullen (Democracy Advisor), Imrie Dunn (Democracy Advisor), Scott May (Manager – Stakeholder Relationships).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:09am, Chairperson Belinda Ward commenced the meeting and Cr Babe Kapa opened with a karakia.

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

APOLOGY

RESOLUTION 2024/111

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

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

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- There were no public attendees.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- There were no deputations.

5 NGĀ KAIKŌRERO / SPEAKERS

- Therese Wickbom representing Bald Angels Charitable Trust spoke in relation to item 7.6, page 43 refers.

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

24 October 2024

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

Agenda item 6.1 document number A4900474, pages 10 - 19 refers

RESOLUTION 2024/112

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 19 September 2024 are a true and correct record, subject to amendments.**CARRIED****7 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2024/113**

Moved: Chairperson Belinda Ward

Seconded: Deputy Chairperson Lane Ayr

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

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

CARRIED*At 10:57am, the meeting adjourned and resumed at 11:03am.***7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 UPDATE RUBBISH COLLECTION POINTS FOR - CORNER OF MONTROSE AND WAIMATE NORTH ROAD; AND TE AHU AHU AND WAIMATE NORTH ROAD, KERIKERI**

Agenda item 8.1 document number A4849809, pages 70 - 72 refers

RESOLUTION 2024/114

Page 2

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

24 October 2024

Moved: Member Tyler Bamber

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board receive the report Update Rubbish Collection Points for - Corner of Montrose and Waimate North Road; and Te Ahu Ahu and Waimate North Road, Kerikeri.

CARRIED

Note: The Community Board note that permission is granted to staff when deciding which rubbish collections points are closed as additional road side collection are added. The Community Board request that staff update the Community Board as sites are closed.

9 NGĀ PŪRONGO / REPORTS**9.1 CLASSIFICATION AND REVOCATION OF KERIKERI RESERVE (LOT 10 DP 62588)**

Agenda item 7.1 document number A4897043, pages 20 - 28 refers

RESOLUTION 2024/115

Moved: Councillor Ann Court

Seconded: Deputy Chairperson Lane Ayr

That the Bay of Islands-Whangaroa Community Board recommends that Council:

- a) endorse the issuance of a License to Occupy to allow remediation of the wall to begin.
- b) approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke areas of reserve underlying an existing retaining wall;
- c) agree to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect to the revocation.

CARRIED**9.2 NEW ROAD NAME - END OF RANFURLY STREET, MOEREWĀ 0211**

Agenda item 7.2 document number A4909361, pages 29 - 32 refers

RESOLUTION 2024/116

Moved: Member Roddy Hapati-Pihema

Seconded: Deputy Chairperson Lane Ayr

That Bay of Islands-Whangaroa Community Board name the three new Public Roads, "Waioara Road, Awararo Road and Tunaheke Place" at the end of Ranfurly Street, Moerewa.

CARRIED**9.3 NEW ROAD NAME - 45 MARAENUI DRIVE, KERIKERI, 0293**

Agenda item 7.3 document number A4909590, pages 33 - 36 refers

RESOLUTION 2024/117

Moved: Deputy Chairperson Lane Ayr

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

24 October 2024

Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board name a new Right of Way, "Fig Tree Lane" that is currently addressed at 45 Maraenui Drive, Kerikeri.

CARRIED**9.4 RENAMING - BEGINNING OF TAKOU PAKAINGA - TE RA ROAD, KAE0 0295**

Agenda item 7.4 document number A4915902, pages 37 - 40 refers

RESOLUTION 2024/118

Moved: Member Bruce Mills

Seconded: Member Roddy Hapati-Pihema

That Bay of Islands-Whangaroa Community Board rename a Private Road, "Mataatua Ki Takou Road" from the beginning of the Takou Pakakainga on Te Ra Road, Kaeo to Tuatua Terrace, Kaeo.

CARRIED**9.5 SUMMER 2024 RURAL TRAVEL FUNDING APPLICATIONS**

Agenda item 7.5 document number A4921021, pages 41 - 44 refers

RESOLUTION 2024/119

Moved: Member Tyler Bamber

Seconded: Deputy Chairperson Lane Ayr

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

- a) Bay of Islands College \$1,700**

CARRIED**9.6 FUNDING APPLICATIONS**

Agenda item 7.6 document number A4921426, pages 45 - 58 refers

RESOLUTION 2024/120

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

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 Bald Angels Charitable Trust towards 2024 Angels Christmas Project.

CARRIEDAbstained: Cr Ann Court

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

24 October 2024

9.7 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.7 document number A4909103, pages 59 - 69 refers

RESOLUTION 2024/121

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Ward and Members Tyler Bamber, Jane Hindle and Amy Slack.**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS CONTINUED****8.2 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OCTOBER OPEN RESOLUTION REPORT**

Agenda item 8.2 document number A4900484, pages 73 - 74 refers

RESOLUTION 2024/122

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board October Open Resolution Report.**CARRIED****10 TE KAPINGA HUI / MEETING CLOSE**

At 12:26 pm, Member Roddy Hapati-Pihema 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 21 November 2024......
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 SETTING OF 2025 MEETING SCHEDULE

File Number: A4960773

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

PURPOSE OF THE REPORT

To allow the Community Board to set their meeting dates for the 2025 calendar year.

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

a) adopt the following meeting dates for the 2025 calendar year:

- 20 February 2025
- 20 March 2025
- 17 April 2025
- 15 May 2025
- 12 June 2025
- 10 July 2025
- 7 August 2025
- 4 September 2025

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

1) BACKGROUND

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

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

Community Boards are required to set their own meeting dates.

2) DISCUSSION AND OPTIONS

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

The 2025 formal meeting calendar proposed to Council is that Council and Committee meetings would be held on a 4 weekly rotation and that Te Miromiro – Assurance, Risk and Finance would be held 6 weekly. As part of the Formal Meeting Calendar adoption by Council reserve dates have been set aside for workshops.

The proposed Community Board meeting dates are considered in the Council 2025 formal meeting calendar. The proposed meeting dates ensures minimal meeting event conflicts and sufficient time for report escalation to the following Council meeting.

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

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

Reason for the recommendation

To adopt a schedule of Bay of Islands-Whangaroa Community Board meetings for the 2025 calendar year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **2025 Formal Meeting Calendar - A4973725** [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This matter is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The relevant legislation as referenced in the report is the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Community Boards are responsible for setting their own meeting schedule. Similar reports will be written suggesting alignment with Council and Committee meetings.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no particular implications for Māori. Meetings are not scheduled on significant dates ie Waitangi Day, Matariki or He Whakaputanga.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report does not have any implications on persons identified in legislation.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are covered within operational budgets.
Chief Financial Officer review.	The CFO has not reviewed this report.

2025 Formal Meeting Calendar																									
		January		February		March		April		May		June		July		August		September		October		Novemb er		December	
Sat			1		1																				Sat
Sun			2		2						1														Sun
Mon			3		3						2	KINGS BIRTHDAY					1						1		Mon
Tue			4		4	RESERVE DAY	1	RESERVE DAY			3	RESERVE DAY	1	RESERVE DAY			2	THCB					2		Tue
Wed	1	NEW YEARS	5		5	RESERVE DAY	2	RESERVE DAY			4		2				3			1			3		Wed
Thu	2	NEW YEARS	6	WAITANGI DAY	6	THERC	3	THERC	1	THERC	5	COUNCIL	3	COUNCIL			4	BOIWCB	2	BOIWCB			4		Thu
Fri	3		7		7		4		2		6		4		1		5	KHCB	3	KHCB			5		Fri
Sat	4		8		8		5		3		7		5		2	2	6		4		1		6		Sat
Sun	5		9		9		6		4		8		6		3		7		5		2		7		Sun
Mon	6		10		10		7		5		9		7		4		8		6		3		8		Mon
Tue	7		11		11	RESERVE DAY	8	TMARFC	6	RESERVE DAY	10	THCB	8	THCB	5	THCB	9	TKTIC	7	TKTIC	4		9		Tue
Wed	8		12		12		9		7		11		9		6	TMAR FC	10	RESERVE DAY	8	RESERVE DAY	5		10		Wed
Thu	9		13	COUNCIL	13	COUNCIL	10	COUNCIL	8	COUNCIL	12	BOIWCB	10	BOIWCB	7	BOIWCB	11	TKTAM (TBC)	9	TKTAM	6		11		Thu
Fri	10		14		14		11		9		13	KHCB	11	KHCB	8	KHCB	12			7		12		Fri	
Sat	11		15		15		12		10		14		12		9		13			8		13		Sat	
Sun	12		16		16		13		11		15		13		10		14			9		14		Sun	
Mon	13		17		17		14		12		16		14		11		15			10		15		Mon	
Tue	14		18	THCB	18	THCB	15	THCB	13	THCB	17	TKTIC	15		12	TKTIC	16	TMARFC	14		11		16		Tue
Wed	15		19	TMARFC	19		16	KHCB	14	TMARFC	18	RESERVE DAY	16		13	RESERVE DAY	17	RESERVE DAY	15		12		17		Wed
Thu	16		20		20	BOIWCB	17	BOIWCB	15	BOIWCB	19	TKTAM	17		14	TKTAM	18	THERC	16		13		18		Thu
Fri	17		21	KHCB	21	KHCB	18	GOOD FRIDAY	16	KHCB	20	MATARIKI	18		15		19		17		14		19		Fri
Sat	18		22		22		19		17		21		19		16		20		18		15		20		Sat
Sun	19		23		23		20		18		22		20		17		21		19		16		21		Sun
Mon	20		24		24		21	EASTER MONDAY	19		23		21		18		22		20		17		22		Mon
Tue	21	THCB	25	TKTIC	25	TKTIC	22		20	TKTIC	24	TMARFC	22	TKTIC	19	RESERVE DAY	23	RESERVE DAY	21		18		23		Tue
Wed	22	RESERVE DAY	26	RESERVE DAY	26	RESERVE DAY	23		21	RESERVE DAY	25	RESERVE DAY	23	RESERVE DAY	20	RESERVE DAY	24		22		19		24		Wed
Thu	23	BOIWCB	27	TKTAM	27	TKTAM (TBC)	24		22	TKTAM (TBC)	26	THERC	24	TKTAM	21	THERC	25	COUNCIL	23		20		25	CHRISTMAS DAY	Thu
Fri	24		28		28		25	ANZAC DAY	23		27		25		22		26		24		21		26	BOXING DAY	Fri
Sat	25				29		26		24		28		26		23		27		25		22		27		Sat
Sun	26				30		27		25		29		27		24		28		26		23		28		Sun
Mon	27	NORTHLAND ANNIVERSARY			31		28		26		30		28		25		29		27	LABOUR DAY	24		29		Mon
Tue	28						29	TKTIC	27	RESERVE DAY			29	THERC	26	RESERVE DAY	30	THCB	28	HE WHAKAPUTANGA	25		30		Tue
Wed	29						30	TKTAM	28	RESERVE DAY			30		27				29		26		31		Wed
Thu	30								29	THERC			31	COUNCIL	28	COUNCIL				30		27			Thu
Fri	31								30						29					31		28			Fri
Sat									31						30						29				Sat
Sun															31						30				Sun
		January		February		March		April		May		June		July		August		September		October		Novemb er		December	

COMMUNITY BOARDS
THCB - Te Hiku Community Board
BOIWCB - Bay of Islands-Whangaroa Community Board
KHCB - Kaikohe-Hokianga Community Board
COMMITTEES
THERC - Te Huia-Executive Review Committee
TKTAM - Te Kuaka-Te Ao Māori Committee
TMARFC - Te Miromiro-Assurance, Risk and Finance Committee
TKTIC - Te Koukou-Transport and Infrastructure Committee
RESERVE DAYS (26)

7.2 ALFRESCO DINING APPLICATION

File Number: A4951249

Author: Ken Ward, Team Leader - Monitoring

Authoriser: Trent Blakeman, Manager - Building Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board the ability to provide comment on the renewal alfresco dining application from Bakery Café plus.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The above-named business has applied for an Alfresco Dining licence.

They have paid the necessary application fee.

The Bay of Islands-Whangaroa Community Board has delegation over activities on reserves and can comment on alfresco dining applications.

TŪTOHUNGA / RECOMMENDATION

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:**
 - i) **Bakery Café plus, Kerikeri.**

1) TĀHUHU KŌRERO / BACKGROUND

On the 30 June 2022, Council passed a resolution that delegates authority to Community Boards to comment on alfresco dining applications.

Prior to 30 June 2022, alfresco dining applications were assessed against the “Alfresco Dining Policy 2014”, and only applications that were declined were considered by the relevant Community Board. This Policy was revoked by Council on 30 June 2022.

On 19 May 2022, Council adopted the “Road Use Bylaw 2022”. The purpose of this bylaw is to regulate or control the use of roads and adjoining land by –

- (a) vehicles; and
- (b) stands, stalls or mobile shops; and
- (c) animals; and
- (d) structures, vegetation or other things that may affect road safety or the environment.

Part 4, clause 13 of the “Road Use Bylaw 2022” requires a person to obtain written approval from Council to allow them to occupy any part of a road with structures for providing food or beverage services.

Part 7 of the “Road Use Bylaw 2022” outlines the application, assessment, and approval process. In particular, clause 20 outlines the conditions that can be imposed on all approvals granted under Part 7 of the Bylaw.

Alfresco dining approvals expire 30 June each year. Approval holders are required to renew their approval before it expires each year. If an approval holder renews their approval before the approval expires, their approval will continue to have effect until such time a decision is made on the renewal application.

Bakery Café plus initially applied for approval for six tables and 12 chairs together with two retainers with café branding. Team Leader Monitoring has required that they limit the application to 4 tables with eight chairs and no retainers. The café owner is happy with that compromise.

Copy of the draft approval for the period 1/7/24 – 30/6/25 can be found in attachment A.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

On 30 June 2022, Council delegated to Community Board authority to comment on alfresco dining applications.

The following options proposed for the Bay of Islands-Whangaroa Community Board to consider in regard to the alfresco dining approvals:

Option no.	Option Description	Advantages	Disadvantages
1	Provide comment on the alfresco dining renewal approval applications from	Applications comply with the "Road Use Bylaw 2022".	There are no disadvantages.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

THERE IS ONLY ONE OPTION TO ENABLE THE BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD TO PROVIDE COMMENT ON THE RENEWAL OF ALFRESCO DINING APPROVAL AND NEW ALFRESCO DINING APPROVAL WHICH WILL CONTRIBUTE TOWARDS THE FINAL DECISION ON THE ALFRESCO DINING APPLICATIONS.3) 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. The applicants have paid the required application fee for the renewal of alfresco dining approval.

ĀPITIHINGA / ATTACHMENTS

1. Bakery cafe plus Kerikeri - A4964604  

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	<p>The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.</p> <p>The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications or new alfresco dining application is considered low.</p>
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The Bay of Islands-Whangaroa Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
<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>Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.</p> <p>The Road Use Bylaw 2022 was adopted on 19 May 2022.</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).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.

State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications to this decision
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Private Bag 752, Kaikohe 0440, New Zealand

 ask.us@fndc.govt.nz

 0800 920 029

 fndc.govt.nz

15 October 2024

Konnie Roeun
39 Gillies Street
Kawakawa 0210

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-6
Trading Name: Bakery Cafe' Plus
Trading Location: 2C Fairway Drive, Kerikeri 0230

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at compliance.admin@fndc.govt.nz.

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email compliance.admin@fndc.govt.nz or on our free phone number 0800 920 029.

Yours sincerely,

Rochelle Deane
Manager – Compliance, Delivery and Operations



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fndc.govt.nz

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Road Use Bylaw 2022". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Konnie Roeun
Registration of: Bakery Cafe' Plus
Site Address: 2C Fairway Drive, Kerikeri 0230
Approval Number: ALFRES-6

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2025**.

Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for 4 tables with 8 chairs
2	Trading is limited to the area designated on the approved plan; the Licensee is required to remove all items used for alfresco dining by 10pm each day unless otherwise specified in writing
3	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres clear access for pedestrian traffic and must maintain both pedestrian and vehicular traffic flow in a sensible and safe manner. Patrons will not allow guide dogs, prams, or personal items to obstruct the walkway zone
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their "a Person Conducting a Business or Undertaking – PCBU" and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	The activity will not obstruct or interfere with the use of Council Street furniture or rubbish bins. No existing street element or asset may be moved, relocated, or modified without the written consent of Council
8	Where smoking is permitted, each table in an alfresco dining area must be supplied with a windproof ashtray at all times and the business be responsible for the litter generated by patrons. Council promotes the identification of smoking and non-smoking areas within alfresco dining where practical
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	No tables or chairs or displays are permitted where the proposed area is adjacent to a bus stop, taxi stand or pedestrian crossing
11	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
12	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
13	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
14	Public liability Insurance of \$500,000 must be carried by the Licensee
15	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this "Road Use Bylaw 2022" will not automatically imply compliance with any other regulatory issue.

ALFRESCO APPROVED PLAN



7.3 PROJECT FUNDING REPORTS

File Number: A4939858

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) Bad Jelly the Witch
- b) Kerikeri Theatre Co – Little Shop of Horrors
- c) Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust – Timebank Workshops
- d) Vision Kerikeri

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. Bad Jelly the Witch - A4939838  
- 2. Kerikeri Theatre Co - A4939835  
- 3. TPTToTTTT - A4939840  
- 4. Vision Kerikeri - A4939844  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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: Living Theatre Charitable Trust_____

Name & location of project: Badjelly the Witch Glow Show at Turner Centre, Kerikeri

Date of project July 8th 2024_____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund:\$3000_____

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)
Venue hire	1920	
Ticketing Fees	867	
Professional fees (artists, crew and theatre practitioners)	7938	Invoices attached
Production and technical	3189	
Accommodation (9 cast and crew at Kerikeri Homestead motel)	939	Invoice attached
Per diems	400	
Transportation	800	
Marketing	616	
Total Costs:	\$16669	

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

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

We would like to thank FNDC for funding us to bring **BADJELLY THE WITCH GLOW SHOW** - giant scale glow-in-the-dark puppet show to the children, and families of KERIKERI as part of our nationwide tour that spans 30 locations over both July and October school holidays.

Over 400 children and adults came to the show at Turner Centre, Kerikeri on July 8th 2024.

We were able to continue to build on our existing and future Northland audiences and deliver an exceptional glow-in-the-dark puppetry stage show version, of this most loved, and respected story that has won the hearts and minds of New Zealanders since the 1970s.

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

Glow Show team, engaged with our audiences and delivered high quality theatre to children in Kerikeri in the July school holidays. We brought complete joy, and humour to audiences, and engaged children to write, draw, express themselves from this collective experience that promoted well-being, togetherness and long-lasting positivity to Northlanders lives!

Because of your funding, we were able to gift over 50 tickets to children through an amazing organization called VOYCE – who work with children in foster care. When FNDC put the announcement on social media, we heard from one of their Kaiarahi who got in touch.

We wanted to execute a unique version in this art form, to celebrate this 50th year anniversary, since Spike Milligan wrote the book. This art form, along with our track record, from the past 7 years, contributes to being granted these exclusive stage rights, in association with Play market, over an extended time frame, touring to 30 locations nationwide, in 2024.

We required funding towards artists wages, venue and production costs, to bring this to life!

We hope you enjoy the images and logos on marketing for your support. We also gave a verbal credit and acknowledgement at the top of show.

Nga mihi nui for your support that we could pass onto your community.

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

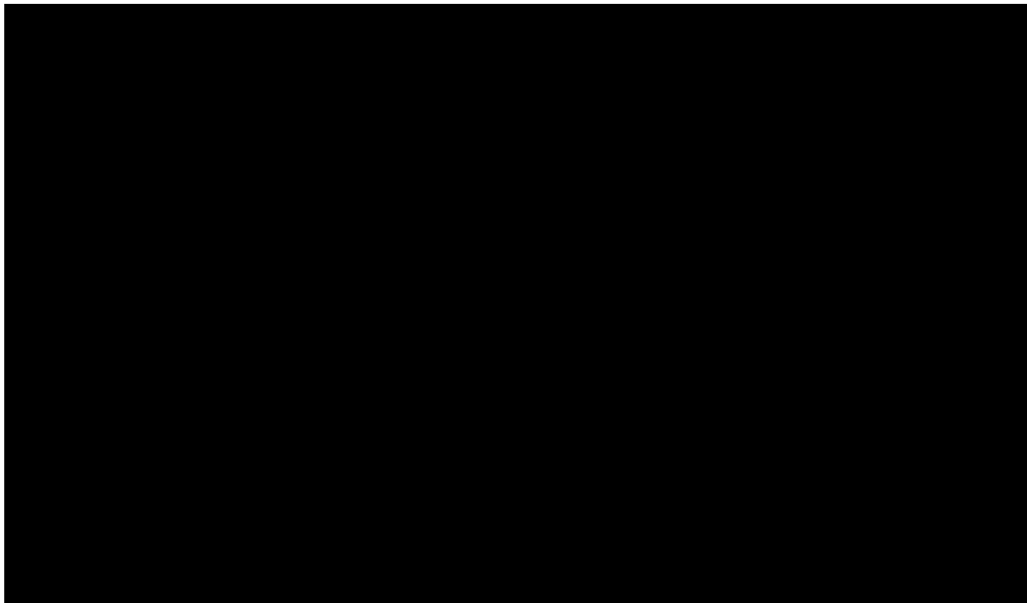
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

Attachments:
Images from show
Image showing FNDC logo
Poster images specific to Northland marketing
Invoices for costs towards artists/production/marketing costs

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

www.glowshow.co.nz

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: Kerikeri Theatre Company _____

Name & location of project: Little Shop of Horrors, Turner Centre _____

Date of project/activity: 15-17 August 2024 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$9000 _____

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)
Leading Homes / Set Construction	\$9000	Y
	\$	
	\$	
	\$	
Total:	\$9000	

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

The Kerikeri Theatre Company's production of "Little Shop of Horrors" was a resounding success, involving nearly 50 cast and crew members from the local community. The show sold over 1,600 tickets, including 310 steeply discounted tickets for students who attended a special school matinee. Students from as far away as Kaitaia participated. Many students also joined a Q&A session with the cast and crew, sparking interest in the performing arts.

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

The production received overwhelmingly positive feedback, with many describing it as the best show they had seen in Kerikeri in years. Audience members praised the high quality of the performance, comparing it favourably to Broadway or West End productions.

Community benefits:

1. Cultural enrichment: The show brought a high-calibre theatrical experience to Kerikeri, allowing residents to enjoy world-class entertainment without leaving their community.
2. Inspiration and engagement: Both audience members and participants were inspired by the production. It showcased local talent and encouraged further involvement in the arts, particularly among young people.
3. Community pride: The production instilled a sense of pride in Kerikeri residents, demonstrating that their town can produce entertainment on par with larger cities.
4. Economic impact: The show attracted a large audience from across Northland, including Kaitaia, Hokianga, and Whangarei, benefiting local businesses and boosting regional tourism.
5. Educational opportunity: Students from throughout Northland gained exposure to live theatre and insight into production processes through the matinee and Q&A session.
6. Inclusive entertainment: Discounted tickets ensured the show was accessible to a wide range of community members.

Quotes from reviews that highlight the impact:

"Best musical show in Kerikeri I ever seen in my 18 years living in the town. Amazing talent and the attention to details was more like you expect for larger cities around the world, not for a little provisional town like Kerikeri." - Lasse Dannesoen Pedersen

"An absolute joy. A huge amount of work obviously went into this production. Stage, acting, costumes everything was a triumph. Made me proud to be a Kerikeri resident." - Vince Buxton

"Was the best night out in twenty years, thank you." - Tony Parfoot

"Little Shop of Horrors! It was my first live show at the Turner Centre and Taimania's first ever. Kerikeri Theatre Company, what a primo night of entertainment from local legends! Thanks for having us and can't wait for the next." - Mayor Moko Tepania

These testimonials, including one from our Mayor, underscore the significant positive impact the production had on the Kerikeri community and wider Northland region, fulfilling the project's goal of bringing high-quality theatrical experiences to the area and fostering a vibrant local arts scene.

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

We acknowledged the Community Board's contribution to our project by including the logo of the Whangaroa/BOI Community Board logo on our posters, billboards, show programme and shooting a video (in collaboration with council) showcasing the behind the scenes work that was involved with putting on the show with the help of funding from the Community Board. I have attached a digital copy of the posters, billboards and the show programme.



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: Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust _____

Name & location of project: Tai Tokerau Timebank Workshops: BOI-Whangaroa _

Date of project/activity: 1 November 2022 to 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: \$4,920.00 _____

Board meeting date the grant was approved: September 2022 _____

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)
Melody Oldfield – Singing Facilitator	\$1200	Y
Noticeboard Products – External Noticeboard	\$729	Y
Jane Edwards - Overlocker	\$100	Y
Capital Commercial Furniture – Folding Tables	\$1069	Y
Transition Towns – Garden Workshop Facilitator Fees plus Materials - Mar	\$801.78	Y
Sandy Sturm – Garden Workshop Facilitator April	\$498	Y
Taylorson.co.nz – Stools	\$380.96	Y
Charlotte Boss – Facilitator Sourdough; Heidi Kolb – Eurythmy Facilitator	\$150	Y
Total:	\$4,928.74	

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

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

We were able to host workshops across the region that encouraged social interaction between timebank members and the greater community.

The Workshops included:

- Sourdough bread making held at a Hapori Day market in Oromahoe
- Two series of 6 week long gardening workshops facilitated by members of Transition Towns BOI-Whangaroa in Kerikeri which saw a group of at least 10 mums and 19+ children attending each event
- A Eurythmy workshop held at Cherry Park House in Kerikeri

In addition to these workshops, twelve singing workshops were held, ultimately these were incorporated in the Little and Local, Hapori Day & Eco Markets (<https://www.facebook.com/LittleLocalEcoMarket>) – a regular attendance of approx. 7-10 individuals of all ages took the opportunity to participate, and connect with one another.

The equipment purchases have enabled a small but dedicated group to continue with their sewing circle, as well as being available for other craft based workshops. The Notice Board has ensured that the community is aware of what events are available and where / when these are scheduled.

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

Benefits to the Community:

- Social interaction within & between different generational groups
- Through the increased social networks, an increased willingness to accept help via the timebank networks
- Creation of a greater awareness of timebanking and knowledge of a way to provide help to others
- Improved gardening skills and enthusiasm with both mothers and their children, leading to an increased amount of fresh kai on the table, with more children being keen to eat the produce that they have helped to grow
- A greater awareness of increased food resiliency, and willingness to participate in creating food gardens in the community
- The learning of new meditation / centering techniques via both the singing and Eurythmy workshops
- A greater confidence in their own abilities, in socially interacting within a group, and expressing themselves
- Relief on public landfill, and the household economy, by learning sewing skills: enabling the repair and reuse of garments rather than continually disposing the old and buying new
- A greater awareness of what, mainly free, events are scheduled in the local community, and their availability for anyone interested in attending

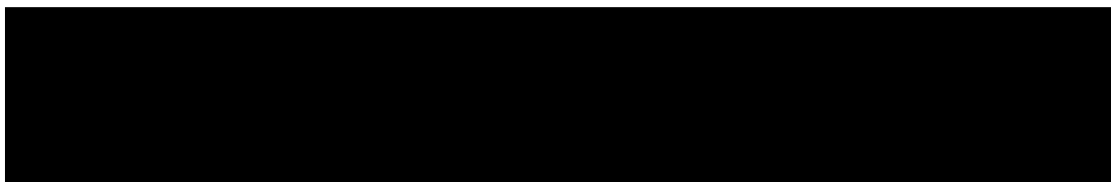
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

The Community Board was acknowledged in the following ways:

- On email footers
- Facebook Page
- Website
- Newsletters
- Event promotional material, eg posters
- Annual report

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

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

This report was completed by:

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



**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: Vision Kerikeri _____

Name & location of project: Wairoa Stream public Walkway _____

Date of project/activity: Ongoing _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$7935 _____

Board meeting date the grant was approved: Jun 20th 2024 _____

- ✓ **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)
Northland Treeworks	\$7291.00	✓
Hato Hone St John	\$195.00	✓
Prime Hort	\$448.50	✓
Total:	\$7934.50	

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Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

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

Not applicable. Services have been provided by a contractor and service providers.

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

8 large Privet trees have been felled which has removed significant seed sources from 2 parts of the Kerikeri public Walkway and wildlife corridor which is on Council land. Privet is and Taiwan Cherry are two of the most prolific seeding alien weed tree species which in the absence of control are a threat to Kerikeri's natural environment in general and impede a goal of Friends of Wairoa Stream to make the Wairoa Stream walkway the only weed free part of Kerikeri. Privet pollen can affect some Asthma sufferers. This is a small but important effort to add some large Privet tree seed sources beyond our capability to our control of privet seedlings, saplings and smaller trees.

One of our team has undertaken a St Johns first aid course and two have been issued with spray suits to protect them when spraying. These are health and safety measures.

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

An article appears on the Vision Kerikeri website:

<https://www.visionkerikeri.org.nz/post/friends-of-wairoa-stream-receive-a-community-board-grant>

An article also appears on Page 7 of the Vision Kerikeri newsletter. This has wide public circulation not just to members.

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

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

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

This report was completed by:

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

7.4 FUNDING APPLICATIONS

File Number: A4939868

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

- Fourteen applications have been received requesting **\$93,964**.
- The Board has **\$169,904** 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 **\$3,154** (plus GST if applicable) be paid from the Boards Community Fund account to the 2025 Bay of Islands Country Rock Festival for costs towards hosting the 2025 event.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,750** (plus GST if applicable) be paid from the Boards Community Fund account to the Friends of Northland Dance for costs towards running Welcome to the Circus.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to the Kerikeri Business Association for costs towards main street hanging baskets.

TŪTOHUNGA / RECOMMENDATION

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 Northern Dance Academy for costs towards running the show Enliven.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board approve the sum of **\$8,407** (plus GST if applicable) be paid from the Boards Placemaking Fund account to the Amy Crisp for costs towards installing shade sails at the Ōpua Playground.

TŪTOHUNGA / RECOMMENDATION

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 SMC Events for costs towards running the Kids Tryathlon at Waitangi.

TŪTOHUNGA / RECOMMENDATION

<p>That Bay of Islands-Whangaroa Community Board approve the sum of \$10,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to the <u>Te Ti a Māori Reserve Waitangi Marae</u> for costs towards electrical replacement at the Marae.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>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 <u>Turner Centre</u> for costs towards hosting the Harmonic Resonators and Kapa Haka Community Classes.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>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 <u>Kawakawa Business Association</u> for costs towards Kawakawa Christmas 2024 event.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>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 <u>Bay of Islands Budgeting Services</u> for costs towards hosting the Moerewa Christmas 2024 event.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>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 <u>Te Runanga o Whaingaroa</u> for costs towards hosting the 2024 Kāeo Christmas event.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>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 <u>Our Kerikeri</u> for costs towards hosting the 2024 Kerikeri Christmas event.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>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 <u>Tracey Cadogan</u> for costs towards hosting the 2024 Russell Christmas event.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>That Bay of Islands-Whangaroa Community Board approve the sum of \$3,1690 (plus GST if applicable) be paid from the Boards Community Fund account to the <u>Paihia Christian Community Church</u> for costs towards hosting the Carols on the Green in Paihia.</p>

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
2025 Bay of Islands Country Rock Festival	\$3,154	\$3,154	The applicant is seeking funding towards costs of hosting the 2025 Bay of Islands Country Rock Festival. It is noted that the applicant has taken on help with making applications and is seeking external funding. The Board has supported this applicant previously. This meets community outcomes 1, 3 and 6.	Art, Culture and Heritage/Event
Friends of Northland Dance – Welcome to the Circus	\$5,750	\$5,750	The applicant is seeking funding towards the costs of putting on a dance show at the Turner Centre called Welcome to the Circus. This meets community outcomes 1, 3 and 6.	Art, Culture and Heritage/Event
Kerikeri Business Association – Hanging Baskets	\$7,840	\$5,000	The applicant previously received funding towards this project, which was very well received in 2023/24/ They are working towards becoming self-sustaining, but have fallen short on the amount required for the 2024/25 year, and have had to come to the Board to request assistance this year. This meets community outcomes 1, 3 and 6.	Infrastructure
Northern Dance Academy – Enliven	\$10,000	\$5,000	The applicant is seeking funds towards putting on a show at the Turner Centre. This meets community outcomes 1, 3 and 6.	Art, Culture and Heritage/Event
Amy Crisp – Ōpua Playground Shadesails	\$8,407	\$8,407	The applicant has worked with FNHL and local organisations to secure funding towards this project. The amount requested is the final total necessary to install the shade sails at this well-utilised park. This meets community outcomes 1, 3.	Infrastructure

Applicant	Requested	Recommend	Comments	Type
SMC Events – Kids Tryathlon	\$5,000	\$5,000	The applicant is returned to Waitangi with a traditional kids triathlon event and is seeking assistance from the Board.	Art, Culture and Heritage/Event
Te Ti A Māori Reserve Waitangi Marae – Electrical work	\$18,973	\$10,000	The applicant is seeking funding for stage 2 of their marae upgrade project. They have also lodged applications with other funders and secured the full amount of funding stage 1 elsewhere. This meets community outcomes 1, 3, 5 and 6.	Infrastructure
Turner Centre – Harmonic Resonators	\$6,150	\$5,000	The applicant is seeking funding for a concert by the Harmonic Resonators, as well as another round of Kapa Haka lessons for the community. This meets community outcomes 1, 3 and 6.	Art, Culture and Heritage/Event
Kawakawa Business Association – Christmas Event	\$5,000	\$5,000	The Board's Strategic Plan states that the Board will: <i>"Fund one Christmas event or Parade in Kerikeri, Kāeo, Kawakawa, Moerewa, Paihia and Russell of up to \$5,000 per annum for the event."</i> This meets community outcomes 1, 3 and 6.	Art, Culture and Heritage/Event
Bay of Islands Budgeting – Moerewa Christmas	\$5,000	\$5,000		Art, Culture and Heritage/Event
Te Runanga o Whaingaroa – Kāeo Christmas	\$5,000	\$5,000		Art, Culture and Heritage/Event
Our Kerikeri – Kerikeri Christmas	\$5,000	\$5,000		Art, Culture and Heritage/Event
Tracy Cadogan – Russell Christmas	\$5,000	\$5,000		Art, Culture and Heritage/Event
Paihia Christian Community Church – Carols on the Green	\$3,690	\$3,690	The Board has already funded the Paihia Christmas Parade for 2024, so this application is for an additional Christmas event in Paihia. This meets community outcomes 1, 3 and 6.	Art, Culture and Heritage/Event

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.

ĀPITI HANGA / ATTACHMENTS

1. 2025 Bay of Islands Country Rock Festival - A4939846 [↓](#) 
2. Friends of Northland Dance - Enliven - A4939852 [↓](#) 
3. Kerikeri Business Association - Hanging Baskets - A4939842 [↓](#) 
4. Northern Dance Academy Trust - Welcome to the Circus - A4939824 [↓](#) 
5. Ōpua Playground - A4939830 [↓](#) 
6. SMC Events - Kids Tryathlon - A4939826 [↓](#) 
7. Te Ti A Maori Reserve Waitangi Marae - A4939836 [↓](#) 
8. Turner Centre - Harmonic Resonators - A4939832 [↓](#) 
9. Kawakawa Christmas - A4939850 [↓](#) 
10. Moerewa Christmas - A4939854 [↓](#) 
11. Kāeo Christmas - A4939860 [↓](#) 
12. Kerikeri Christmas - A4939821 [↓](#) 
13. Russell Christmas - A4939829 [↓](#) 
14. Paihia Christian Community Church Carols on the Green - A4939822 [↓](#) 

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.

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 Bay of Islands Country Rock Festival Number of Members 4



See attached letter ①.

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

A2686814 (version Sept 2018)

Page 1

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

Clearly describe the project or event:

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

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.

see attached letter

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	\$ 7000	
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	\$ 300	
Equipment Hire	\$ 23,000	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage / Shuttle Bus	\$ 3,154	\$ 3,154
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	14,400	not applicable
Other (describe)		
TOTALS	47,854	3,154.00

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 067-964-497

How much money does your organisation currently have? 4,892.76

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

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

Purpose	Amount
Sand lighting	\$28,000
musician accommodation	\$11,700
TOTAL	

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

Funding Source	Amount	Approved
Bus charity	\$34,000	Yes / Pending
lien foundation	\$1,000	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
Shuttle Bus	\$3,154	2023	<input checked="" type="radio"/> Y <input type="radio"/> N
			Y / N
			Y / N
			Y / N

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A2686814

(version Sept 2018)

Page 4

Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Bay of Islands Country Rock Festival

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.
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

Name

Postal Address

Phone Number

Signature

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A2686814

(version Sept 2018)

Page 6

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

Application No. BOIWCB00004 From Friends of Dance Northland Charitable Trust

Form Submitted 15 Sep 2024, 8:32PM 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.

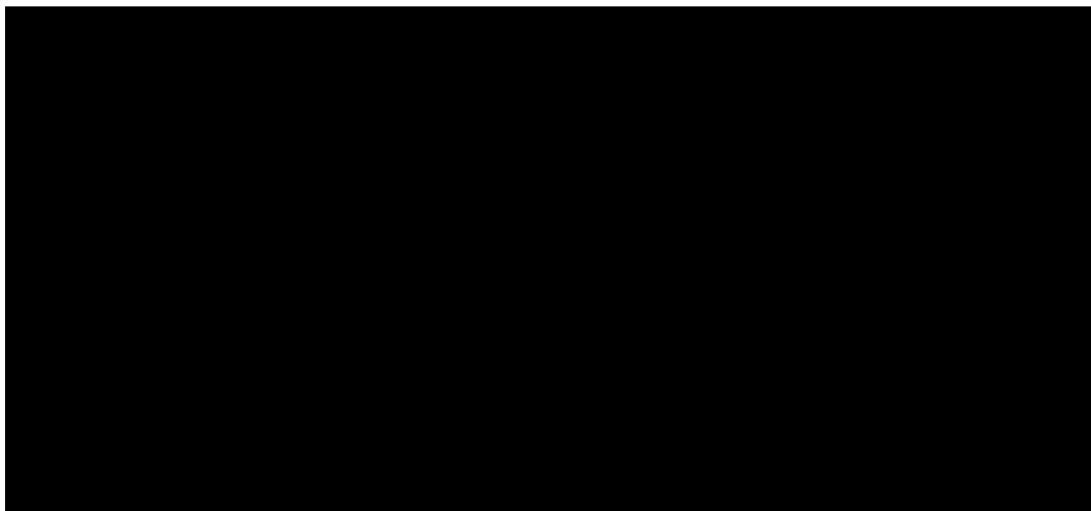
The following **must** be submitted along with this application form:

- 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 *

Friends of Dance Northland Charitable Trust



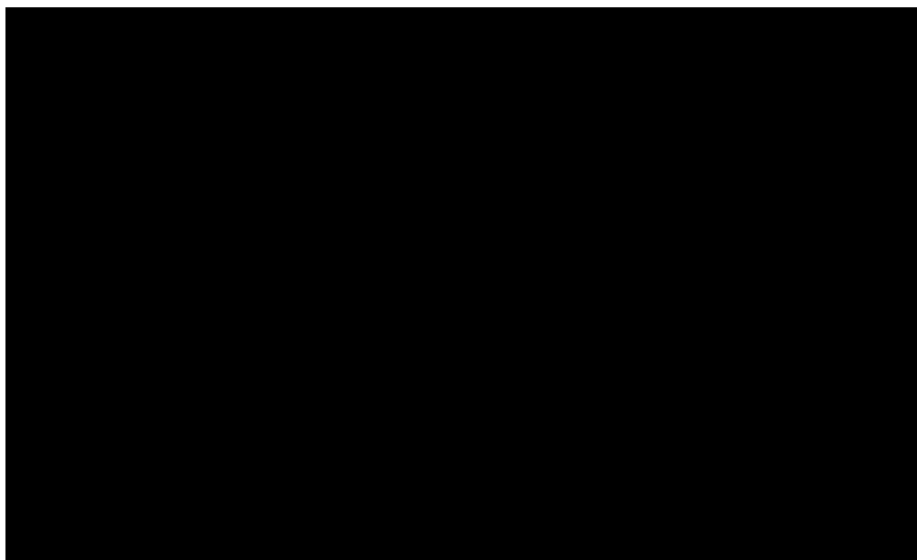
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00004 From Friends of Dance Northland Charitable
Trust**

Form Submitted 15 Sep 2024, 8:32PM 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 *

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

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

Number of Members *

2

Project Details

*** indicates a required field**

Project Details

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00004 From Friends of Dance Northland Charitable Trust

Form Submitted 15 Sep 2024, 8:32PM NZST

Clearly describe the project or event:

Name of Activity *

Welcome to the circus

Location *

Kerikeri

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

☒ Yes

☐ No

Entry Cost

If yes, how much?

\$20.00

Must be a dollar amount.

Project dates:

Start Date

End Date:

Date *

Date: *

01/08/2024

15/12/2024

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: *

A musical theatre/ dance production performed by northland youth, including singing, jazz, lyrical, hip hop and acrobatic dance. A chance for young dancers to share the talents and skills they have learned throughout the year in an onstage presentation for whanau, friends and the general public. The production involves over 110 performers aged between 4-18 years, and approximately 20 volunteers as well as qualified dance and theatrical professionals to tutor and Mentor the children. A few of the teen performers are also involved in the planning and preparation of the show this year, including choreography, set and costume design and helping tutor the younger dancers which is expanding their knowledge and skill base within the industry.

Project Cost

*** indicates a required field**

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

Application No. BOIWCB00004 From Friends of Dance Northland Charitable Trust

Form Submitted 15 Sep 2024, 8:32PM 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	\$3,000.00	\$500.00	No files have been uploaded	\$3,000
Advertising/Promotion	\$1,000.00	\$	No files have been uploaded	\$1,000
Facilitator/Professional Fees	\$8,500.00		No files have been uploaded	\$8,500
Administration (inc. stationery/copying)	\$500.00	\$	No files have been uploaded	\$500
Equipment Hire	\$1,500.00	\$	No files have been uploaded	\$1,500
Equipment Purchase (describe)	\$1,500.00	\$750.00	No files have been uploaded	\$1,500
Set construction	\$1,000.00	\$1,000.00	No files have been uploaded	\$1,000
Consumable materials (craft supplies, books)	\$500.00	\$	No files have been uploaded	\$500
Refreshments	\$300.00	\$	No files have been uploaded	\$300
Photographer/Video	\$1,160.00	\$	No files have been uploaded	\$1,160

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00004 From Friends of Dance Northland Charitable Trust

Form Submitted 15 Sep 2024, 8:32PM NZST

Volunteer Ex- penses Reim- bursement	\$300.00	\$	No files have been uploaded	\$300
Costumes Includ- ing seamstress	\$3,500.00	\$3,500.00	No files have been uploaded	\$3,500
Makeup Artists and hairdresser	\$400.00	\$	No files have been uploaded	\$400
Programmes	\$300.00	\$	No files have been uploaded	\$300
Music Licensing Fees	\$300.00		No files have been uploaded	\$300
Stage Manager	\$500.00		No files have been uploaded	\$500
Hair and Makeup Consumables	\$300.00		No files have been uploaded	\$300

Funding Request Amount

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

What is the total cost of your project? *

24560

Must be a number.

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

\$5,750

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? *

\$250.00

Must be a dollar amount.

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

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00004 From Friends of Dance Northland Charitable
Trust**

Form Submitted 15 Sep 2024, 8:32PM NZST

\$250.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Equipment	\$250.00
	\$
	\$
	\$
	\$

Total Tagged Funds**Total Tagged Amount**

\$250.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Ticket sales	\$14,000.00	Pending
Sausage sizzles	\$1,000.00	Pending
Disco	\$1,000.00	Pending
Raffle	\$400.00	Pending

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

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	

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

Application No. BOIWCB00004 From Friends of Dance Northland Charitable Trust

Form Submitted 15 Sep 2024, 8:32PM NZST

Alice in wonderland	\$2,500.00	28/11/2023	Yes
	\$		

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: IMG_2920.jpeg

File size: 801.3 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. BOIWCB00004 From Friends of Dance Northland Charitable Trust

Form Submitted 15 Sep 2024, 8:32PM 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. BOIWCB00004 From Friends of Dance Northland Charitable
Trust**

Form Submitted 15 Sep 2024, 8:32PM NZST

Signatures

Signatory One

Signatory Two

Date

Must be a date.

15/09/2024

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

Page 9 of 10

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

Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
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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.

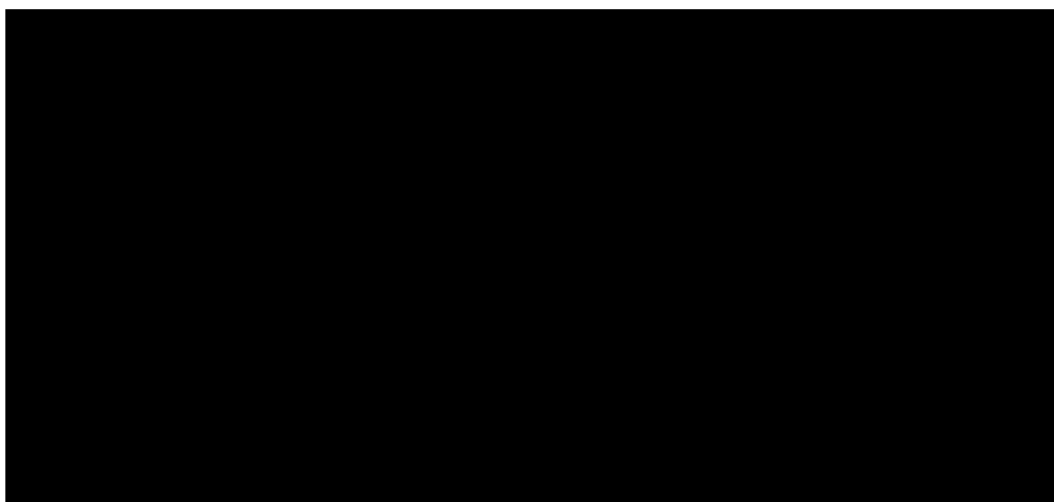
The following **must** be submitted along with this application form:

- 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 *

Kerikeri District Business Association

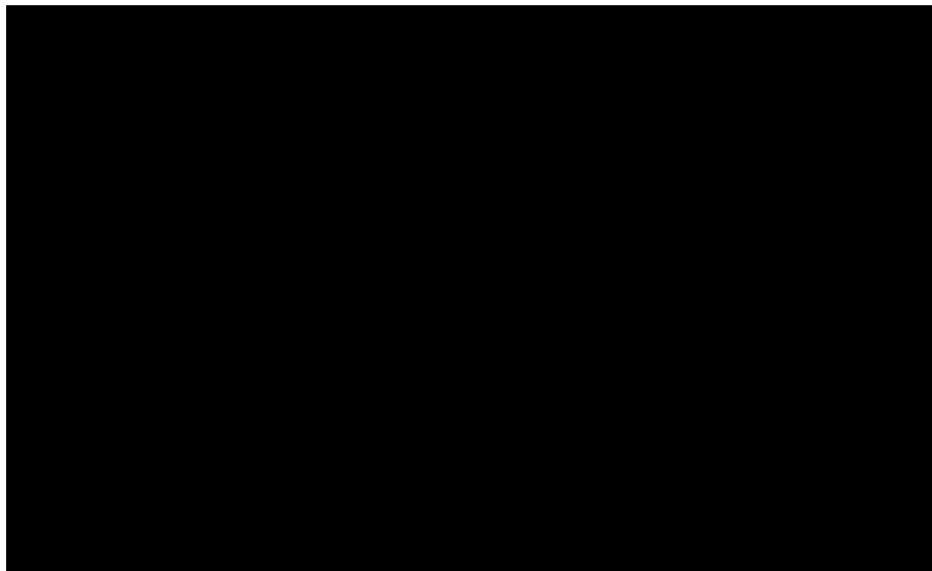
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Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

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 *

We organise networking and educational events which bring the community together and promote local businesses in Kerikeri. These highlight the achievements of local businesses and increase their community presence. Using our website, our social media pages, email newsletters and face-to-face interactions to connect our members and keep them updated on the latest news in the Kerikeri and extended business environments. We work in collaboration with Council and Community Boards, Police, other Business Associations and each other. Through this, we aim to have a safe, well-informed community where members are connected and have the ability to voice their opinions and receive support from the right people.

Number of Members *

97

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. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

Name of Activity *

Kerikeri CBD Hanging Basket Project 2024/2025

Location *

Kerikeri CBD

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: *

30/11/2024

30/04/2025

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 reaching out to request your support as a valued community partner for the 2024/2025 Hanging Baskets Program, which aims to enhance the beauty of Kerikeri's main street.

This initiative is a continuation of the successful 2023/2024 program, with 172 hanging baskets adorning our CBD, creating a welcoming atmosphere for both residents and visitors and encouraging people to linger longer in town. Your support will help us maintain this project, benefiting our town's vibrancy & supporting our local economy.

Feedback from 2023/2024 Hanging Baskets was a resounding success, they encouraged people to visit Kerikeri, staying longer & spending more in the CBD - this economic benefit spreads wider than just the CBD as people visited other local attractions & shops at the same time.

The hanging baskets support the other community-driven projects being completed in our CBD to beautify our surroundings - these bring pride to our town & have encouraged people to build on this by keeping shop fronts clean & tidy, and community members have been less likely to litter resulting in less rubbish in the CBD. All of this lifts the entire vibe of our town.

The hanging baskets are due to go up towards the end of November, the irrigation infrastructure is in place, just needs some adjustment with the baskets going up again. FNDC covers the costs of the installation of the baskets & the ongoing maintenance of the baskets.

All the CBD & wider community have been incredibly supportive, however in this economic climate we are in, they are struggling to support the project financially. There is a strong

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

desire for this years baskets & we have a plan in place to work on funding for the 2025/2026 baskets - we just need to cover this years costs for planting.

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.
Utilities	\$	\$	<i>No files have been uploaded</i>	\$0
Hardware (e.g cement, timber, nails, paint)	\$8,428.00	\$7,840.00	<i>No files have been uploaded</i>	\$8,428
Consumable materials (craft supplies, books)	\$	\$	<i>No files have been uploaded</i>	\$
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>	\$0
Volunteer Expenses Reimbursement	\$	\$	<i>No files have been uploaded</i>	\$0
Volunteer Value	\$5,000.00		<i>No files have been uploaded</i>	\$5,000

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

Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

Advertising/Promotion	\$1,000.00	\$	No files have been uploaded	\$1,000
Administration	\$1,500.00	\$	No files have been uploaded	\$1,500
Professional Fees	\$1,460.00		No files have been uploaded	\$1,460

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? *

17388

Must be a number.

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

\$7,840

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

055340900

Current Funding

How much money does your organisation currently have? *

\$30,648.00

Must be a dollar amount.

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

\$29,934.00

Must be a dollar amount.

Tagged Funds

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

Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

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

Purpose	Amount
Kerikeri Street Party - Oxford Sports Trust	\$9,935.40
funding from the 2024/25 membership sub- scriptions to meet budget commitments for the remainder of the financial year	\$10,512.00
funding reserves from underspent member- ship budgets from prior years	\$9,486.00
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$29,933.40

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.	
Rotary Kerikeri	\$2,000.00	Pending
Local Business Contributions	\$1,500.00	Pending
Membership fees to support Hanging Basket project	\$714.00	Approved

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Establishment of hanging baskets	\$7,458.00	01/02/2023	Yes

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

Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT

	\$		
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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: 2024 KKDBA Financial Statements.pdf
File size: 1.8 MB

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.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00023 From Kerikeri District Business Association
 Form Submitted 18 Oct 2024, 10:54AM NZDT

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

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

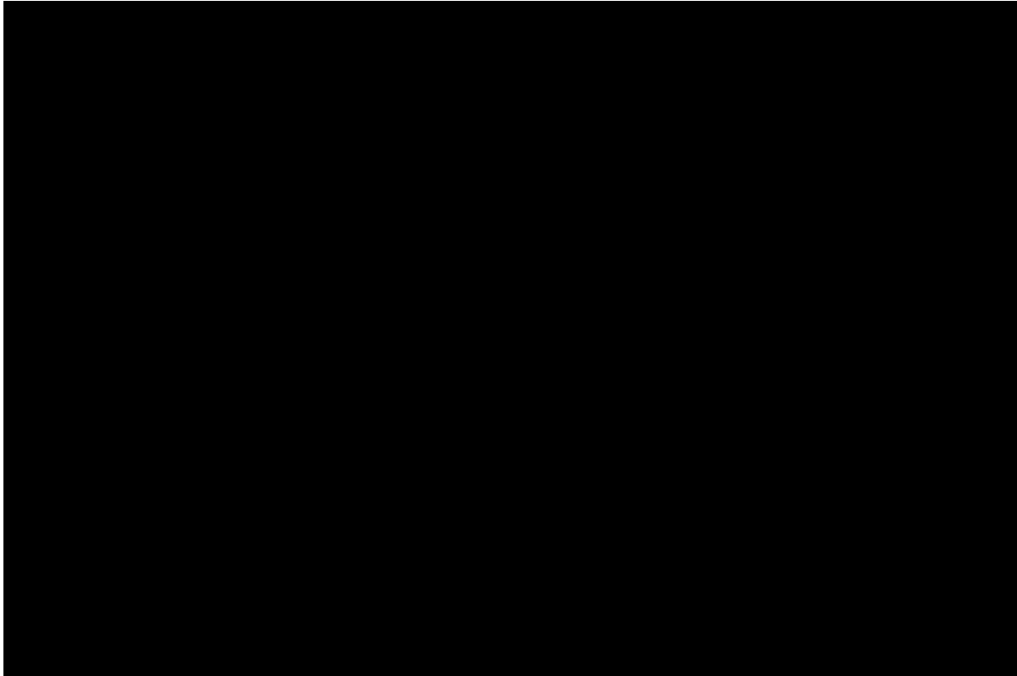
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month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

Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form**
Application No. BOIWCB00023 From Kerikeri District Business Association
Form Submitted 18 Oct 2024, 10:54AM NZDT



Date

17/10/2024

Must be a date.

Date

17/10/2024

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

Filename: #721 Quote hanging basket KDBA.pdf
File size: 15.0 kB

2 Name of file being uploaded

2 Supporting Document

No files have been uploaded

3 Name of file being uploaded

Page 9 of 10

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

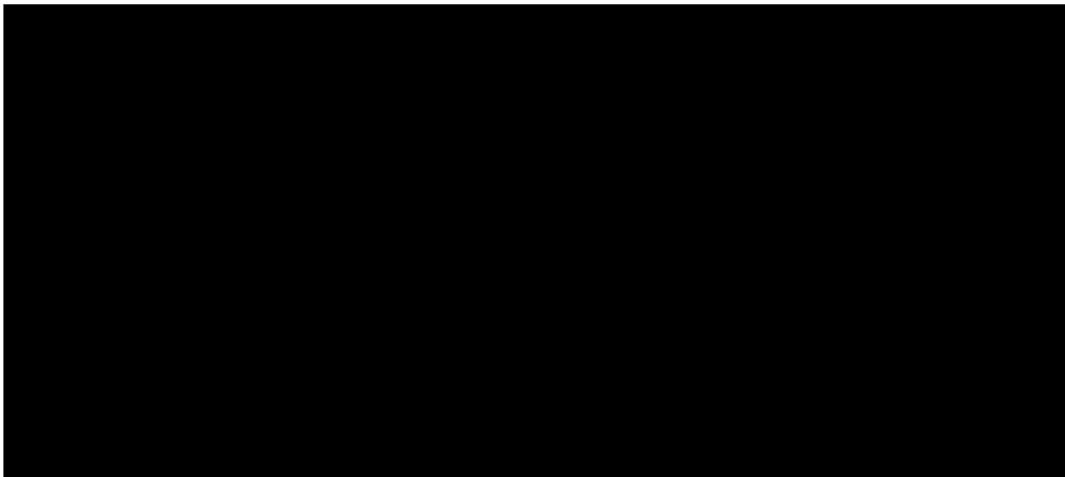
The following *must* be submitted along with this application form:

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

Applicant details

Applicant *

NORTHERN DANCE ACADEMY TRUST



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form**
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

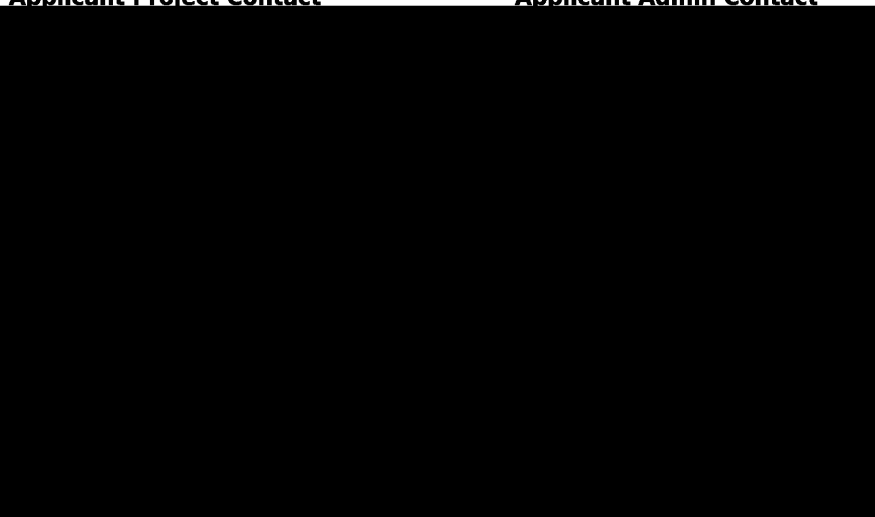
Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact *

Applicant Admin Contact

A large black rectangular box redacting the contact details for both the Project and Admin contacts.

Purpose of organisation

Please briefly describe the purpose of the organisation *

The Northern Dance Academy Trust is a trust incorporated under the Charities Act on 14th June 2018. We have charitable status

The Academy which the Trust governs provides ballet and dance classes. It also regularly produces ballet and dance performances. The Trust has been established to enable the Academy to build on these successes and do much more for the local community.

We want to increase access to dance education and performance for more children particularly those from disadvantaged backgrounds.

We want to build mutually beneficial relationships and collaboration with other local, regional and national ballet, dance, theatre and music groups with the longer-term aim of developing into a broader performing arts community.

Number of Members *

3

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. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

Name of Activity *

Enliven

Location *

Turner Centre, Kerikeri

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

\$25.00

Must be a dollar amount.

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

04/12/2024

Must be a date.

End Date:**Date: ***

05/12/2024

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: *

Over 100 Northland performers will perform items of dance, music, movement, drama and art, interwoven together, at the Turner Centre, Kerikeri and the Te Ahu Centre, Kaitiaia this December.

Enliven is an opportunity for our artistic community to meet and form deeper connections, with artists inspiring other artists; leading to further collaborations and creativity. We wish to Enliven the Arts, inspiring everyone to explore their own inner artist - to find their art line, to find time to get to know themselves through their art practice. We wish to encourage people to move away from their all-engrossing AI world and spend time without devices and vices.

Enliven aims to uplift audiences through showcasing local art and local artists of all ages and abilities, so that audience members become aware of the opportunities that exist in our area and can be proud of our local artists. The variety of artists should bring in new audience members to the art scene. Enliven also aims to build artists' self-esteem through performance and networking, and shall provide useful theatre experience for youth who dream of becoming artists.

The Northern Dance Academy, under producer Liz Russell, will be accompanied by various guest artists including:

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
 Form Submitted 4 Oct 2024, 9:08AM NZDT

Keri Kids music and choral groups
 Featuring children from 7 to 10
 Led by Clare Ellis – MMus Performance Flute
 And Joanna Foote – M Mus Performance Opera
 Based in Kerikeri

Indiana Logan-Singer, photographer and artist, Kerikeri
 Robert Van der Touw-Composer and musician, Kerikeri
 The Music Place-Led by Julian Brady, London College of Music, Kerikeri
 Kerikeri Ecstatic Dance, Somatic Dance and Freedom Dance Led by Georgia Leigh, Kerikeri
 Star Jam Groovebusters. Neuro Diverse community (Liz Russell teaches weekly)
 Kerikeri Gymnastics club lead by Janet McLea & Jaime Pavlicevic
 Suzuki Violinists-led by Felicity Wooding (TBC)
 Kaikohe HUSH hip hop (TBC)
 Ngati Rehia-Kapa Haka group, Kerikeri, to be confirmed

Visual artists(more to be approached):
 Cassandra FordThe Joyful Artist, Kerikeri
 Scott McFarlane Diploma of Fine Arts, Kerikeri
 Robert Van der Touw Umawera
 Komanuihi Taylor-Kingi Kerikeri

ENLIVEN participants are from all backgrounds and cultures.
 These people will be helping to produce the show:
 Liz Russell Producer – Liz has produced several high calibre shows over the years
 Mia Bentley Costume designer, Kerikeri
 Mallonae GartonCostume designer, Oruru
 Gwyneth Hulse Programme designer, Kerikeri
 Ambrose Hills-Simonson Lighting, projection, stage designer, Auckland
 Flash Gordon Claire Gordon, videographer, Kerikeri
 Hosts - Northern Dance Academy - are Kerikeri's only ballet school, also teaching contemporary dance. It has a long history over several decades and has given many performances over the years. Many graduates have gone on to further their careers in dance.
 NORTHERN DANCE ACADEMY Liz Russell ARAD RTS, AISTD, NZAMD Dip.dance NZSD
 NORTHERN DANCE ACADEMY Liz Harvey A.R.A.D RTS I.S.T.D Affiliate Teacher - BBO teaching member
 NORTHERN DANCE ACADEMY Abbie Jennings CBTS RAD
 Enliven will be a joyous occasion celebrating our performing arts and arts community.

Project Cost

*** indicates a required field**

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

Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

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	\$10,713.00	\$2,000.00	Filename: Venue Hire Agreement - NDA Performance December 2024 (3).pdf File size: 650.0 kB	\$10,713
Printing Posters	\$211.00	\$200.00	Filename: 20241002140818195.pdf File size: 43.0 kB	\$211
Producer	\$5,000.00	\$500.00	Filename: ENLIVEN-Liz Russell Quote.docx File size: 5.7 kB	\$5,000
Marketing design Gwyneth	\$495.00	\$495.00	Filename: Quote QU0009 (2) (1).pdf File size: 67.5 kB	\$495

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
 Form Submitted 4 Oct 2024, 9:08AM NZDT

PLAZA hire re-hearsals	\$761.00	\$761.00	Filename: Venue Hire Agreement - Enliven Rehearsals (1).pdf File size: 605.8 kB	\$761
Artist-Rob VDT	\$1,700.00	\$1,000.00	Filename: enliven rob quote.docx File size: 367.8 kB	\$1,700
Artist-Komanurhi	\$365.00	\$100.00	Filename: komanurhi Taylor-Kingi proposal.docx File size: 14.5 MB	\$365
Costumes Mallonae	\$1,833.00	\$1,000.00	Filename: Quote (1) (2).pdf File size: 132.7 kB	\$1,833
Kerikeri Gymnastics Club	\$2,750.00	\$1,500.00	Filename: Quote QU0011.pdf File size: 58.4 kB	\$2,700
Technican Ambrose	\$3,650.00	\$2,000.00	Filename: Quote NDS 240711 (1) (1).pdf File size: 106.8 kB	\$3,650
Musicians-soulflight	\$2,350.00	\$1,000.00	Filename: NDA_Dec 345_Soulflight 432hz.pdf File size: 74.9 kB	\$2,350
Printing programme	\$120.00	\$100.00	Filename: 20241002160413535.pdf File size: 41.2 kB	\$120
refreshments volunteer back stage/floor move	\$145.00	\$145.00	No files have been uploaded	\$145
Dream circus props	\$203.00	\$200.00	Filename: Dream circus props.docx File size: 2.7 MB	\$203

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

emergency privi- son	\$300.00	\$300.00	No files have been uploaded	\$300
Corflute signs	\$450.00	\$450.00	No files have been uploaded	\$450

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? *

31000

Must be a number.

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

\$10,000

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$3,108.29

Must be a dollar amount.

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

\$3,108.29

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Flash Gordon Videography	\$1,292.00
Turner Centre	\$1,948.00

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$3,240.00

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.	
Four Winds	\$15,500.00	Pending
Grass Roots	\$15,500.00	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 *

Filename: Northern Dance Academy Trust Financial Report 2022_2023 - Year End 2023 (1) (1).pdf

File size: 90.0 kB

2 Additional financial information (optional)

Filename: Northern Dance Academy Trust Financial Report 2023_2024 - Year End 2024 (5).pdf

File size: 86.3 kB

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. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

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. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT

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

Signatures

Signatory One

Signatory Two

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00019 From NORTHERN DANCE ACADEMY TRUST
Form Submitted 4 Oct 2024, 9:08AM NZDT



Date

03/10/1924

Must be a date.

Date

03/10/2024

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

Enliven summary to date ENLIVEN EXPENSES FINANCES

1 Supporting Document

Filename: ENLIVEN EXPENSES FINANCES.docx

File size: 8.5 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. BOIWCB00026 From Miss Amy Crisp
Form Submitted 18 Oct 2024, 1:50PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

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

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

Applicant details

Applicant *

Miss Amy Crisp

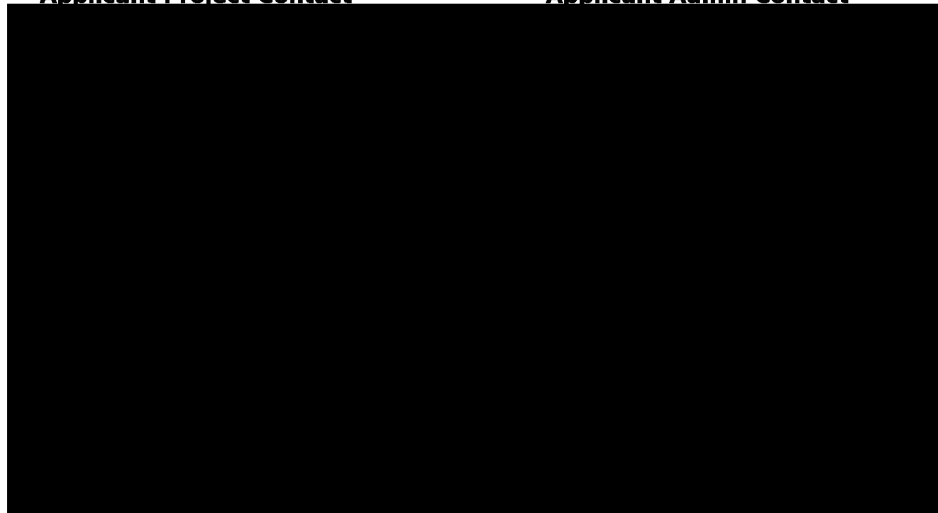
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00026 From Miss Amy Crisp**

Form Submitted 18 Oct 2024, 1:50PM NZDT

Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact ***Applicant Admin Contact**A large black rectangular box redacting the contact details for both the Project and Admin contacts.**Purpose of organisation****Please briefly describe the purpose of the organisation ***

We are two local mums who are deeply passionate about the Opuia community and well-being of the children in our area. As advocates for keeping kids active and engaged, we represent the voices of many local families and community groups who share our vision of making the playground a safer and more accessible space year-round. The playground is a vital community space where children and families gather to play, socialise, and connect. However, during the hot summer months, this resource is underutilised due to the lack of shade, making it unsafe and uncomfortable for children to play.

While we are not part of a formal organisation, we speak on behalf of many parents, caregivers, and local groups who support the need for a sunshade to make the playground a more user friendly space. By advocating for this improvement, our goal is to ensure that the playground can be used consistently and safely throughout the year, enhancing the community's well-being and fostering stronger connections among families.

Number of Members *

This project supports the whole community, parents of the children in local schools, local businesses and visiting families to the Opuia Marina.

Project Details*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00026 From Miss Amy Crisp
Form Submitted 18 Oct 2024, 1:50PM NZDT

Project Details

Clearly describe the project or event:

Name of Activity *

Putting a shade sail over the Opuia Marina playground

Location *

Opuia Marina

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

☐ Yes

☒ No

Project dates:

Start Date

Date *

27/09/2024

Must be a date.

End Date:

Date: *

25/12/2024

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: *

The installation of a sunshade at the Opuia playground and BBQ area will directly benefit children and families by providing much needed protection from the sun, making the playground safe and usable year-round. This marina playground is also used by those doing the bike trail, sailors, fishing communities, after school programmes and people supporting local businesses, but when the sun's out there is no one there which is counter intuitive. A shade sail will encourage more frequent use of the space, promoting physical activity, social engagement, and community well-being. Additionally, the sunshade will broaden the playground's functionality, allowing for community events and gatherings, aligning with the community's broader efforts to enhance community spaces and foster social connections.

This project is, for the mostpart, already being funded by previously allocated funds from FNHL to the sum of \$25,000.00+gst. This may have been the cost of erecting a shade sail when the playground was originally put it however, due to delays and increased costs, the total cost to install the shade sail is \$37,909.75 incl. gst.

hence why we are seeking additional funding to cover the shortfall and finally install the shade cloth as originally intended. This support is crucial for ensuring the playground can be enjoyed safely and comfortably by our community's children.

We hope the community board will support this project as it will not only complete the playground but also enhance its usability for the Opuia community and visiting families, making the marina area more inviting for everyone. I am confident we do not need to

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

Application No. BOIWCB00026 From Miss Amy Crisp
Form Submitted 18 Oct 2024, 1:50PM NZDT

elaborate further why it is necessary to have a shade sail and we invite you to support this much needed project.

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.
Shade cloth and installation	\$8,406.50	\$8,406.50	Filename: Quote Shade-1629 (Version 1).pdf File size: 66.5 kB	\$8,407
Advertising/Promotion	\$	\$	No files have been uploaded	\$
Facilitator/Professional Fees	\$	\$	No files have been uploaded	\$
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded	\$
Equipment Hire	\$	\$	No files have been uploaded	\$
Equipment Purchase (describe)	\$	\$	No files have been uploaded	\$

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00026 From Miss Amy Crisp
Form Submitted 18 Oct 2024, 1:50PM NZDT

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	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$

Funding Request Amount

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

What is the total cost of your project? *

8407

Must be a number.

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

\$8,407

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00026 From Miss Amy Crisp
Form Submitted 18 Oct 2024, 1:50PM NZDT

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$25,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Shade cloth for playground	\$25,000.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$25,000.00

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.	
FNHL	\$25,000.00	Approved
	\$	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00026 From Miss Amy Crisp
Form Submitted 18 Oct 2024, 1:50PM NZDT

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: INV-04745-shadesail.pdf
File size: 57.3 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.
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.

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

Application No. BOIWCB00026 From Miss Amy Crisp

Form Submitted 18 Oct 2024, 1:50PM NZDT

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. Failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **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 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 a stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

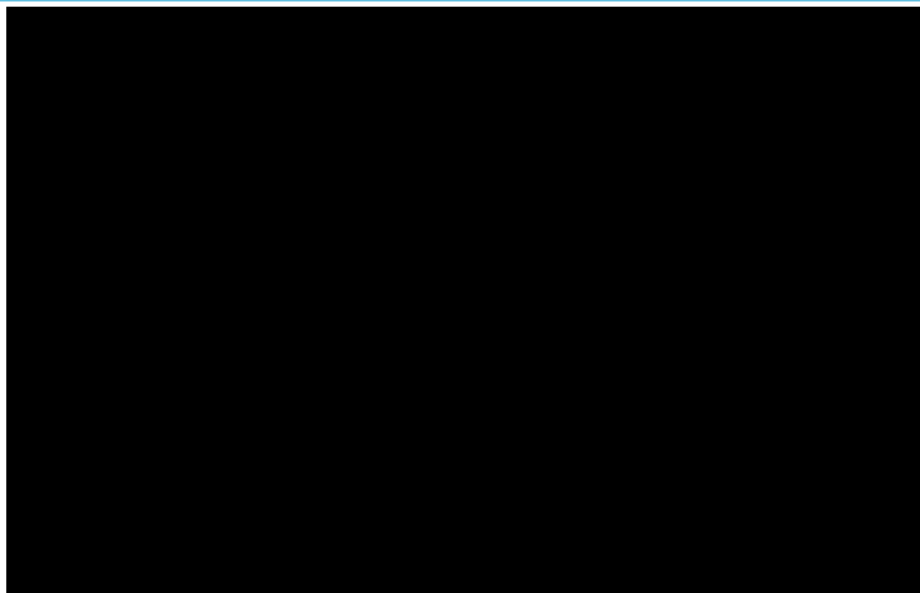
Signatory One

Signatory Two



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00026 From Miss Amy Crisp**

Form Submitted 18 Oct 2024, 1:50PM NZDT

**Date**

18/10/2024

Must be a date.

Date

18/10/2024

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

The deposit which has been sent to FNHL

1 Supporting Document

Filename: INV-04745-shadesail.pdf

File size: 57.3 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. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium
Form Submitted 18 Oct 2024, 1:30PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

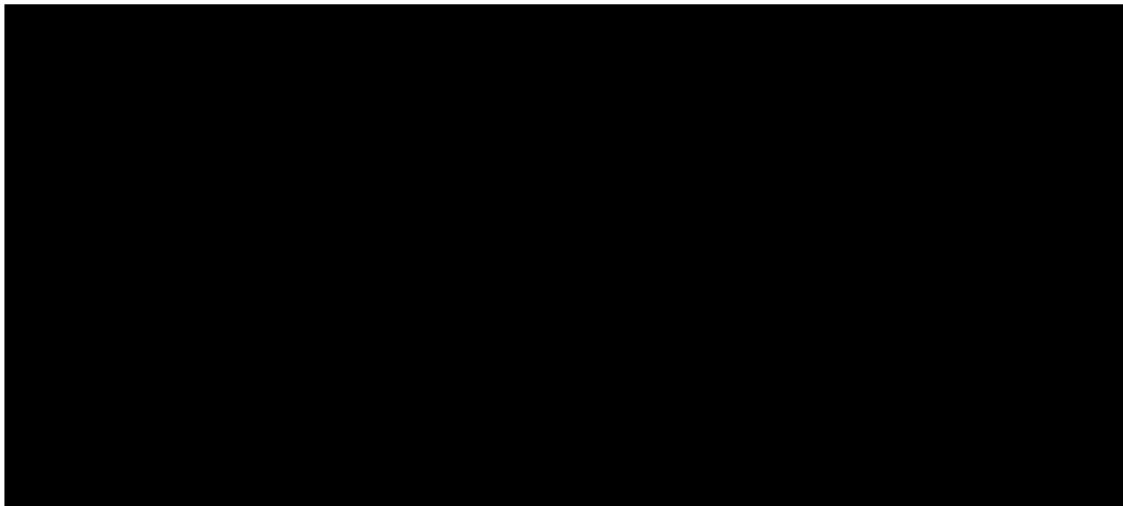
The following **must** be submitted along with this application form:

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

Applicant details

Applicant *

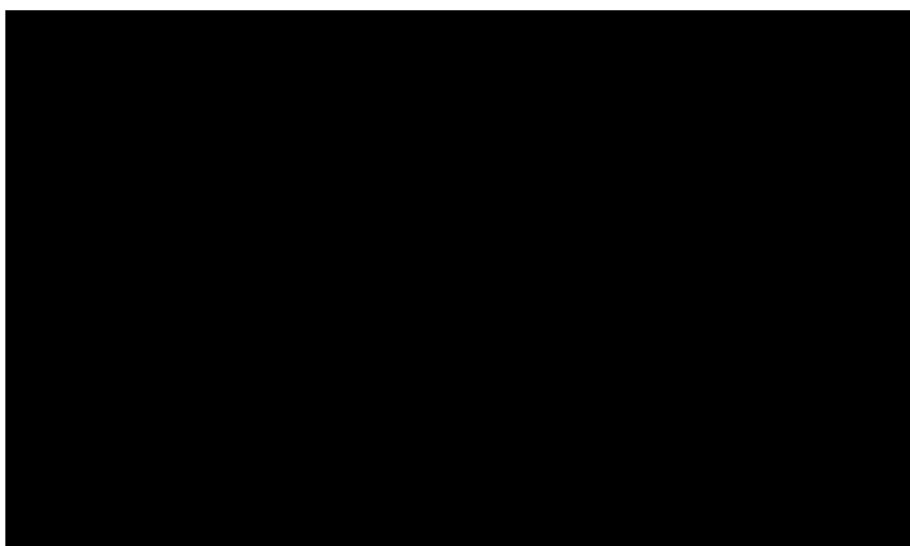
SMC Events Ltd on behalf of Sanitarium



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium**
Form Submitted 18 Oct 2024, 1:30PM NZDT**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 ***

To provide a non-competitive event promoting physical activity for 5-15 year olds, delivered in a fun way to encourage participation, peer support, and a sense of achievement.

Number of Members *

Team of 12 event staff + volunteers

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

Clearly describe the project or event:

Name of Activity *

Sanitarium Weet-Bix Kids TRY CHALLENGE

Location *

Waitangi Treaty Grounds

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium
Form Submitted 18 Oct 2024, 1:30PM NZDT

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?

\$25.00

Must be a dollar amount.

Project dates:

Start Date

End Date:

Date *

Date: *

04/05/2025

04/05/2025

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: *

The Sanitarium Weet-Bix Kids TRY CHALLENGE promises an exhilarating event day, showcasing a custom-designed obstacle course with giant inflatables, Toyota Tower Challenge and Cargo Net crawl, large water slide, high/low hurdles and music in 25-minute sessions.

Participants will receive a t-shirt and earn their Champions medal upon completion.

The day will also feature a special Weet-Bix breakfast, engaging sponsor activations, the iconic Weet-Bix Guy, Kiwi sporting ambassadors, prizes and giveaways, and a variety of food vendors. This lineup ensures that both participants and whanau will have an enjoyable and memorable experience.

The event is designed to foster resilience and balanced hauora by:

- Providing a sense of achievement
- Boosting self-esteem and confidence
- Inspiring others
- Supporting personal growth
- Encouraging positive physical activity habits
- Promoting leadership and teamwork
- Strengthening school-community connections
- Embracing inclusiveness

With its fun, non-competitive spirit, the event invites kids aged 5-15 of all abilities to take part and enjoy the experience, for the first time on a Sunday where whanau and the community can cheer them along!

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

Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium

Form Submitted 18 Oct 2024, 1:30PM NZDT

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	\$0.00	\$	Filename: Venue.docx File size: 12.9 kB	\$0
Advertising/Promotion	\$6,740.00	\$	No files have been uploaded	\$
Facilitator/Professional Fees	\$14,840.00	\$	No files have been uploaded	\$
Administration (inc. stationery/copying)	\$200.00	\$	No files have been uploaded	\$
Equipment Hire	\$350.00	\$	No files have been uploaded	\$

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

Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium

Form Submitted 18 Oct 2024, 1:30PM NZDT

Equipment Purchase (describe)	\$9,000.00	\$	Filename: Aflex - Slippery Slides.pdf File size: 462.4 k B	\$
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	\$2,870.00	\$	No files have been uploaded	\$
Travel/Mileage	\$2,390.00	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Other (Volunteer donations)	\$2,520.00	\$	No files have been uploaded	\$
Other (Security)	\$1,480.00	\$	No files have been uploaded	\$
Other (Medical staff, Ambulance)	\$1,500.00	\$	Filename: St Johns Try Challenge Sun BOI quote.pdf File size: 547.9 k B	\$
Other (Toilets)	\$1,400.00		No files have been uploaded	
Other (Fencing)	\$2,000.00		No files have been uploaded	
Other (Waste Mgmt)	\$550.00		No files have been uploaded	
Other (Container Movement)	\$5,000.00		No files have been uploaded	

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium**

Form Submitted 18 Oct 2024, 1:30PM NZDT

Other (TRY CHALLENGE Kit plus t-shirt, medal, wrist band etc)	\$9,718.00	\$5,000.00	Filename: BMA Group_Badges & Medals.pdf File size: 81.1 kB Filename: Print Run - Wristband Quote 15479.pdf File size: 24.6 kB Filename: Sports Diversions_TShirts Drawstring Bags.pdf File size: 86.4 kB
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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? *

60558

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**

87661520

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

\$0.00

Must be a dollar amount.

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium
Form Submitted 18 Oct 2024, 1:30PM NZDT

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

\$0.00

Must be a dollar amount.

Tagged Funds

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

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

Total Tagged Funds

Total Tagged Amount

\$0.00

This number/amount is calculated.

Other Funding

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.	
Northland Inc	\$15,000.00	Pending
	\$	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium
Form Submitted 18 Oct 2024, 1:30PM NZDT

TRY CHALLENGE in Schools event Te Hiku Board	\$3,000.00	28/08/2023	Yes
TRY CHALLENGE in Schools event Kaikoh e-Hokianga Board	\$5,000.00	29/08/2023	Yes

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: CC42121_AnnualReturnSummary_AR015 (1).pdf
File size: 87.7 kB

Filename: Sanitarium - notes on supporting financial docs.docx
File size: 13.7 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

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium
 Form Submitted 18 Oct 2024, 1:30PM NZDT

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.
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.

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium**

Form Submitted 18 Oct 2024, 1:30PM NZDT

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

A large black rectangular box redacting the signatures of Signatory One and Signatory Two.**Date**

18/10/2024

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 Risk Management Plan

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00013 From SMC Events Ltd on behalf of Sanitarium
Form Submitted 18 Oct 2024, 1:30PM NZDT

1 Supporting Document

Filename: 2022-23 HS Risk Management Plan Weet-Bix Kids Tryathlon V1 @ 1 November.pdf
File size: 3.0 MB

2 Name of file being uploaded

Child Protection Policy

2 Supporting Document

Filename: CHILD PROTECTION POLICY BY SMC FOR SANITARIUM WEET-BIX KIDS TRYATHLON
_August 2020.pdf
File size: 176.9 kB

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. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

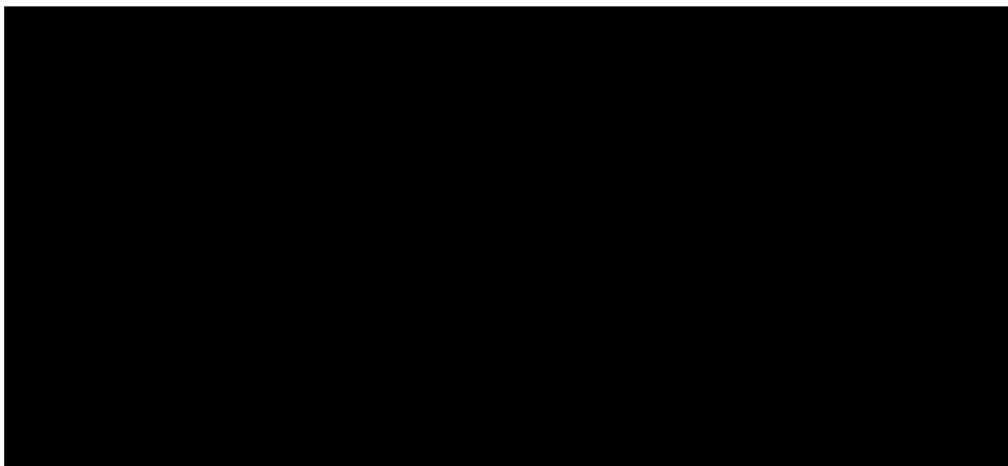
The following **must** be submitted along with this application form:

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

Applicant details

Applicant *

Te Ti A Maori Reservation Waitangi Marae



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

Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

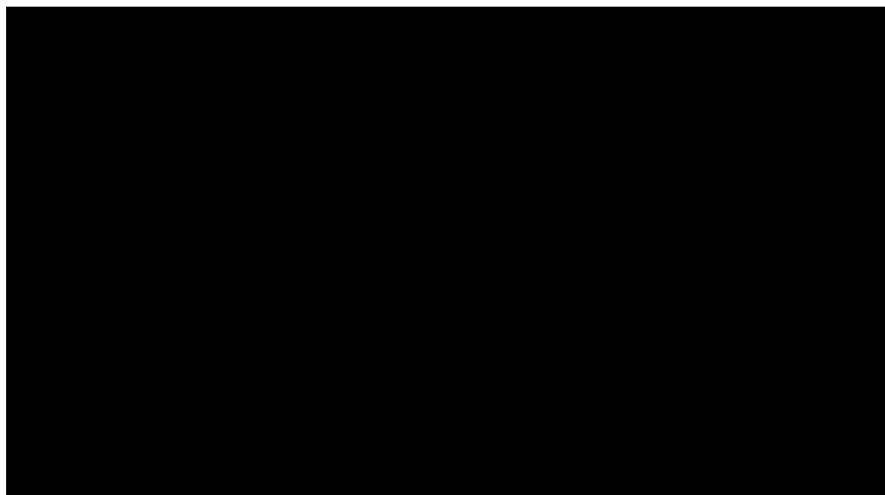
Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact *

Applicant Admin Contact

A large black rectangular box redacting the contact details for both the Project and Admin contacts.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Waitangi Marae is the only marae at Waitangi/ Paihia.

Complex includes ancestral meeting house, kitchen and dining room toilet block and grounds.

It is the home of local hapu and iwi, it is an important marae to Ngapuhi, and a place where New Zealanders come to seek affirmation and social connection.

It is the place where the founding documents of our nation were signed.

Number of Members *

local/ Ngapuhi/ 186.000

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

The Renovation of Waitangi Marae Stage 2, Installation of Electrical and Data Conduit

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

Services.

Location *

Waitangi 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: *

06/01/2024

01/02/2025

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: *

The Waitangi Marae meeting house is 100 years old, and has not had any significant renovation or investment in facilities since 1990, visit of Queen Elisabeth.

The marae holds the mana for He Whakaputanga (Declaration of Independance) 1835, and Te Tiriti o Waitangi 1840.

Following extensive consultation the hapu and iwi intend to complete a large renovation project, of the meeting house, forecourt area, kitchen and dining room complex, and subsequently construct an education hub, to provide programmes designed to grow and support whanau and youth including Leadership, Digital technology, and Whakapapa.

Stage 1 of the project, Renovation of the Whare Tupuna,meeting house, is nearing completion and has funding allocated for this purpose. The marae now seeks funding towards stage 2 of the project, fore court and whare tupuna surrounds, towards Electrical and Data Conduit services. We have attached one quote only, as no other supplier of this service in the local area.

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

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

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.
Advertising/Promotion	\$	\$	No files have been uploaded	\$0
Facilitator/Professional Fees	\$	\$	No files have been uploaded	\$0
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded	\$0
Equipment Hire	\$	\$	No files have been uploaded	\$0
Equipment Purchase (describe)	\$	\$	No files have been uploaded	\$0
Utilities	\$	\$	No files have been uploaded	\$0
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded	\$0
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded	\$0
Refreshments	\$	\$	No files have been uploaded	\$0
Travel/Mileage	\$	\$	No files have been uploaded	\$0
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$0

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

Installation of Electrical and Data Conduit Services. (describe)	\$37,946.00	\$18,973.00	Filename: 6.0 Te Tii Marae Quote s_Data Services.pdf File size: 179.5 kB	\$37,946
Other (describe)	\$	\$	No files have been uploaded	\$0

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? *
37946
Must be a number.

What is the amount you are requesting from the Board? *
\$18,973
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
017322940

Current Funding

How much money does your organisation currently have? *
\$946,868.58
Must be a dollar amount.

How much of this money is already committed to a specific purpose? *
\$946,868.58
Must be a dollar amount.

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

Tagged Funds

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

Purpose	Amount
Marae Development	\$861,663.21
Marae Operational costs	\$98,205.37
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$959,868.58

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.	
Foundation north	\$29,511.90	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 *

Filename: 2023 Performance Report - Te Ti A Maori Reservation (1).pdf
File size: 1.2 MB

2 Additional financial information (optional)

Page 6 of 9

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

Filename: Te_Ti_A_Māori_Reservation_-_Balance_Sheet (2).pdf
File size: 22.1 kB

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.
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. BOIWCB00027 From Te Ti A Maori Reservation Waitangi Marae

Form Submitted 18 Oct 2024, 3:56PM NZDT

- 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

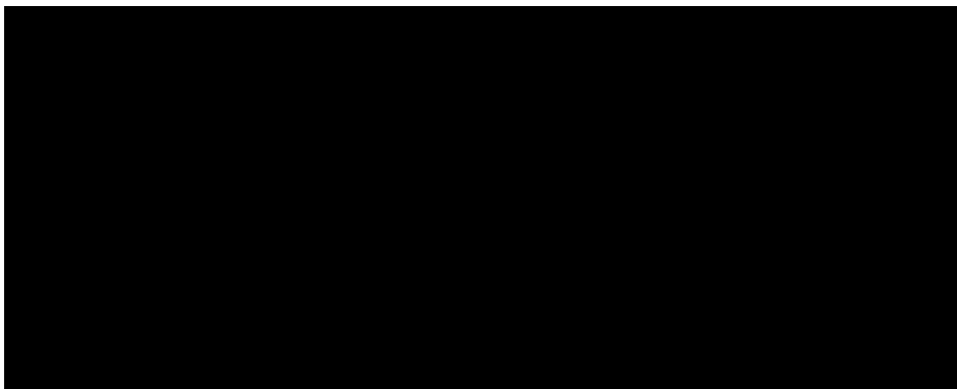
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

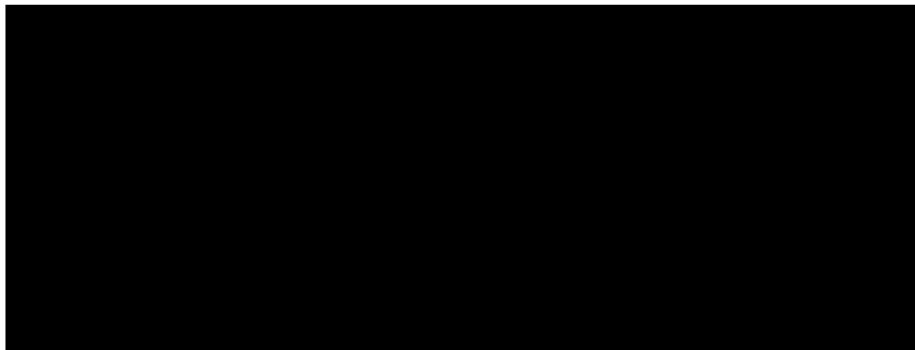
Signatory One

Signatory Two



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00027 From Te Ti A Maori Reservation Waitangi
Marae**

Form Submitted 18 Oct 2024, 3:56PM NZDT



17/10/2024

Must be a date.

17/10/2024

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

Cover letter

1 Supporting Document

Filename: Stage 2 17 Oct Funding app cover letter - Copy.docx

File size: 28.5 kB

2 Name of file being uploaded

Aspirational brief

2 Supporting Document

Filename: Te Tii Marae_Summary_Aspirational Brief.pdf

File size: 10.5 MB

3 Name of file being uploaded

letter re M Ward

3 Supporting Document

Filename: Letter M ward approval .docx

File size: 64.0 kB

Local Grant Application Form



Instructions

Please read carefully:

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

The following must be submitted along with this application form:

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

Applicant details

Organisation	The Centre at Kerikeri Ltd	Number of Members	30000
Postal Address			
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.

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

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity 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 the Community Board's support to stage a whanau-friendly show in Waitangi Week 2025 featuring the hit Taranga-based band The Harmonic Resonators, supported by our very own Community Kapa Haka Group.

The event will be held in the Turner Centre's auditorium, which can host up to 400 people.

Your support will enable us to offer 'pay-what-you-can' tickets from \$5 to enable wide access.

The Harmonic Resonators are social media sensations (15million+ views) who are loved for their mighty waita singalongs, celebrating te reo, and for their hilarious banter. They will be supported by the community kapa haka group that formed in 2024, thanks to support from the Community Board.

This all-ages event will benefit our local community by enabling them to access and participate in an uplifting event that brings the community together. The community will be able to experience a high-quality Aoteaora band and also celebrate local talent in our community kapa haka group.

The event will build community cohesion, spirit, resilience and understanding. It will allow our local kapa haka group to showcase their skills and build their audiences.

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

A2686814

(version Sept 2018)

Page 2

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	1250	
Advertising/Promotion	500	
Facilitator/Professional Fees ² Harmonic Resonators	3000	3000
Administration (incl. stationery/copying) Ticketing costs	1000	
Equipment Hire sound, lights	1000	1000
Equipment Purchase (describe)		
Utilities	200	
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments Band	300	
Travel/Mileage Band accom	834.78	
Volunteer Expenses Reimbursement		
Wages/Salary TC staff costs - marketing, rostering, front of house, box office	1750	not applicable
Volunteer Value (\$20/hr) 10 x 5 hours	1000	not applicable
Other (describe) Kapa Haka tutor fees	1500	1500
Venue tech 10 hours \$65	650	650
TOTALS	12,984.78	6150

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
Turner Centre	6834.78	Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Comm Board - Thisisusherenow comm art project	4000	Sep 24	Y / N
Comm Board - Brew of Islands	3500	April 24	Y / --- N
Comm Board - Comm Kapa Haka	3200	March 24	Y / .. N
Comm Board Ruben Rameka	2900	Nov 23	Y / .. N

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A2686814

(version Sept 2018)

Page 4

Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

The Centre at Kerikeri 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

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

A2686814

(version Sept 2018)

Page 5

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.
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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.
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

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

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(version Sept 2018)

Page 6

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

Application No. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

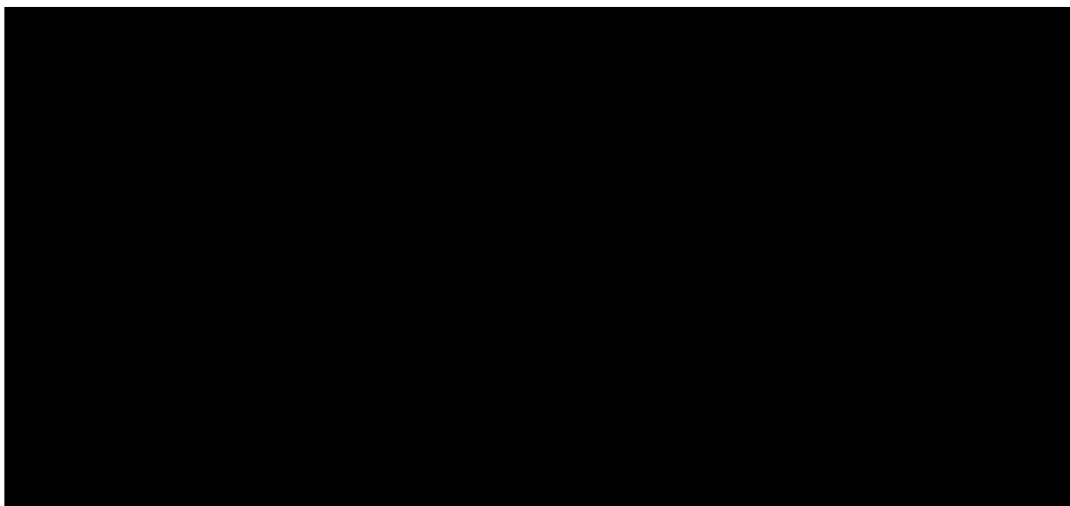
The following **must** be submitted along with this application form:

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

Applicant details

Applicant *

Kawakawa Business & Community Association



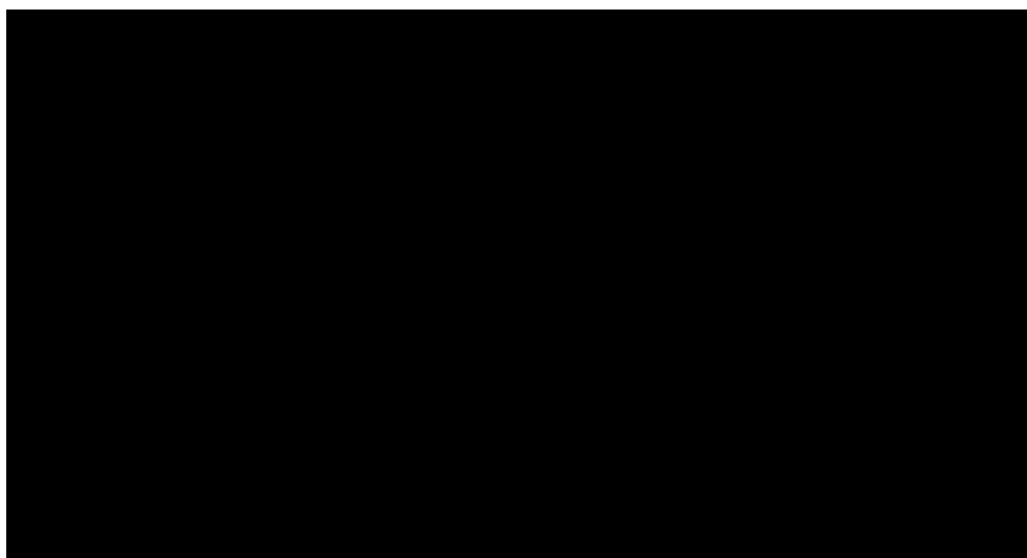
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form**
**Application No. BOIWCB00022 From Kawakawa Business & Community
Association**

Form Submitted 15 Oct 2024, 7:14PM NZDT

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 *

To work with the community and businesses of Kawakawa to improve and maintain our town. The BCA are responsible for the majority of CCTV within Kawakawa and work closely with the Police to maintain this. The BCA also take care of lighting in the town for businesses who want to be involved, recently changing to LED lightin. We are running our 2nd clean town initiative in a few weeks and we always plan a community Christmas event with the focus always being on no money required at the event. We also ran a 'Movie in the Square' event for Matariki showing James & Isey

Number of Members *

40+

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Kawakawa Christmas in the Park 2024

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

Application No. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

Location *

Hundertwasser Memorial park

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

☐ Yes

☒ No

Project dates:

Start Date

End Date:

Date *

Date: *

08/12/2024

08/12/2024

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 event will run from 2-6pm and will be free for all to attend and no cost to participate in games etc. We will have a BBQ lunch, DJ, lots of games with prizes, Mr Whippy, Santa and a lolly scramble, dress up competition and the schools involved wherever possible.

The event is always free and this year will be no exception - we want everyone to 'Bring their entire whanau, leave your wallet at home'. Everyone is welcome.

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. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire	\$500.00	\$500.00	No files have been uploaded	\$500
Advertising/Promotion	\$200.00	\$100.00	No files have been uploaded	\$200
Facilitator/Professional Fees	\$600.00	\$600.00	No files have been uploaded	\$600
Administration (inc. stationery/copying)	\$100.00	\$50.00	No files have been uploaded	\$100
Equipment Hire	\$300.00	\$150.00	No files have been uploaded	\$300
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)	\$4,000.00	\$3,000.00	No files have been uploaded	\$4,000
Refreshments	\$2,000.00	\$2,000.00	No files have been uploaded	\$2,000
Travel/Mileage	\$	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Other - Kohas for schools	\$1,500.00	\$1,500.00	No files have been uploaded	\$1,500
Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$

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

Application No. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

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? *

9200

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

Current Funding

How much money does your organisation currently have? *

\$89,665.00

Must be a dollar amount.

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

\$87,434.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Xmas in the Park	\$4,500.00
CCTV ongoing maintenance	\$72,660.00
Lighting	\$1,910.00
Pool	\$1,067.00
Park & Town Planting	\$7,297.00

Total Tagged Funds

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

Application No. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

Total Tagged Amount

\$87,434.00

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.	
Xmas	\$5,000.00	09/11/2023	Yes
Xmas	\$4,250.00	17/11/2022	Yes

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: Bank statement.pdf

File size: 196.1 kB

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. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

Declaration

*** indicates a required field**

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.

We, the undersigned, declare the following:

In submitting this application:

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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.
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5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - a regularly maintained and current cashbook or electronic equivalent
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 - A 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. BOIWCB00022 From Kawakawa Business & Community Association

Form Submitted 15 Oct 2024, 7:14PM NZDT

2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that e do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
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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

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form**
**Application No. BOIWCB00022 From Kawakawa Business & Community
Association**
Form Submitted 15 Oct 2024, 7:14PM NZDT

Date

15/10/2024

Must be a date.

Date

15/10/2024

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. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust

Form Submitted 17 Oct 2024, 10:16PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

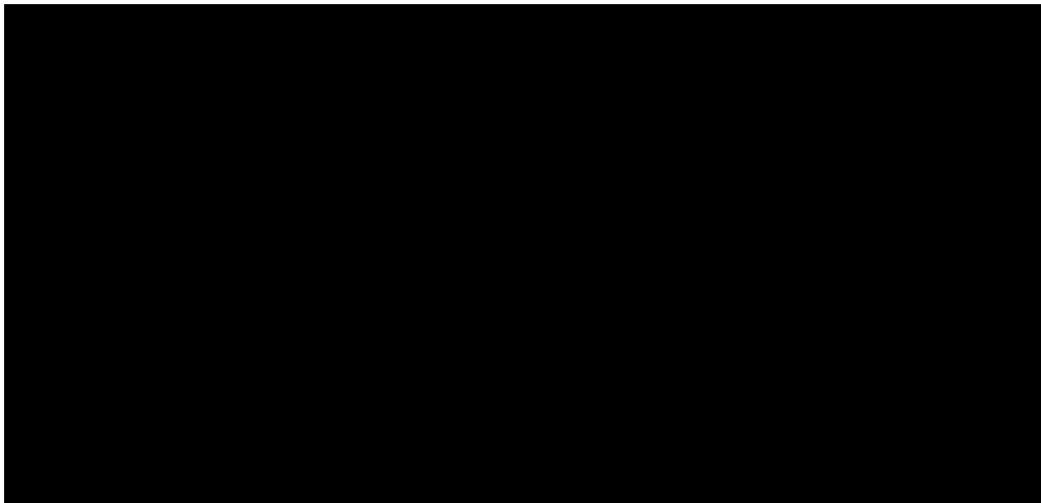
The following **must** be submitted along with this application form:

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

Applicant details

Applicant *

Bay of Islands Budgeting and Community Services Trust



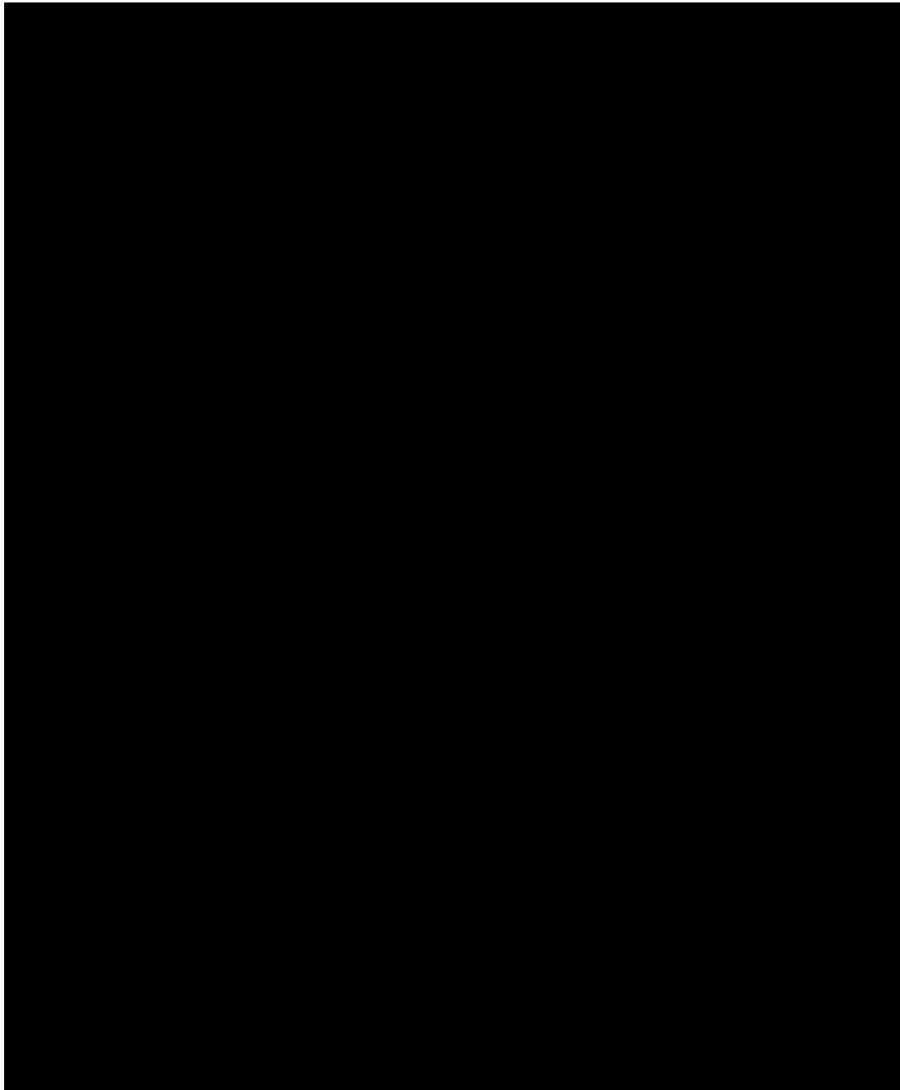
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust**

Form Submitted 17 Oct 2024, 10:16PM NZDT

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 ***

Since its inception, the Bay of Islands Budgeting & Community Services Trust has been steadfast in its commitment to the principle of "Empowering self-reliance." We provide budgeting advice, education, and support to individuals, families (whānau), and the wider

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00024 From Bay of Islands Budgeting and Community Services Trust

Form Submitted 17 Oct 2024, 10:16PM NZDT

community (hapori). Our services span across Kawakawa, Moerewa, Opuā, Paihia, Russell, Waioimi, Motatau, Towai, Matawaia, and Pakaraka, also reaching out to neighbouring communities such as Kaikohe and Kerikeri.

Guided by our core principles (ngā pou ārahi), our goal is to nurture (poipoia), support (āwhina), encourage (tautoko), and empower (whakamana) individuals and whānau. Central to our approach is the establishment of trust and the cultivation of relationships (whanaungatanga) with whānau, distinguishing us from other individuals or organisations they may encounter.

Throughout our three-decade history, the Bay of Islands Budgeting & Community Services Trust has upheld integrity, making decisions based on honesty, sound judgment, dependability, loyalty, and the preservation of dignity (mana) for the individuals, whānau, and communities we serve.

Our unwavering commitment is to go above and beyond for whānau, placing their well-being at the forefront. While we broadened our focus in 2022 with a slight name adjustment to incorporate Community Services, our core mission remains unaltered: "HELPING OTHERS TO HELP THEMSELVES."

Number of Members *

10+

Project Details

* indicates a required field

Project Details

Clearly describe the project or event:

Name of Activity *

Moerewa Christmas 2024

Location *

Simson Park, Moerewa

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

☐ Yes

☒ No

Project dates:

Start Date

Date *

06/12/2024

Must be a date.

End Date:

Date: *

06/12/2024

Must be a date.

Project Outline

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

**Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust**

Form Submitted 17 Oct 2024, 10:16PM NZDT

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: *

For the past three years, we have partnered with dedicated community members to organize the Moerewa Christmas celebration.

The Moerewa Christmas event has been a wonderful experience for our whole community, especially during a time that can be tough financially. It allows whānau to celebrate Christmas right in our town. While it might seem small, it means a lot when our whānau and their tamariki can walk a small distance to join in. The event creates lasting memories and ensures that every tamariki receives at least one gift during the holiday season. This gesture brings joy and excitement, making them feel valued and included. Seeing their faces light up during the festivities is truly why we do this, and it helps build a sense of belonging and warmth in our community.

These special moments not only brighten their holidays but also strengthen connections among families, reinforcing the spirit of togetherness and generosity that defines us.

The event enriches our community by showing how we can work together to create activities for everyone. Over the past three years, we've organized a variety of awesome activities for tamariki, rangatahi, and whānau. This effort has also set the stage for other community events like Easter celebrations, Relay for Life, Matariki, Daffodil Day, empowerment and Mental Health Awareness initiatives. Local youth will again be involved in planning and organizing this year, just as they were last year.

Ultimately, this event encourages collaboration, strengthens relationships (whakakwhanaun gatanga), and promotes unity (kotahitanga) within our community.

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

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

**Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust**

Form Submitted 17 Oct 2024, 10:16PM NZDT

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	\$400.00	\$400.00	<i>No files have been uploaded</i>	\$400
Advertising/Promotion	\$500.00	\$500.00	<i>No files have been uploaded</i>	\$500
Facilitator/Professional Fees (MC)	\$500.00	\$500.00	Filename: Dre & Co Quote Ref 1001.jpeg File size: 2.1 MB	\$500
Administration (inc. stationery/copying)	\$500.00	\$500.00	<i>No files have been uploaded</i>	\$500
Equipment Hire	\$513.60	\$513.60	Filename: Carter's Castle Hireage.pdf File size: 89.3 kB	\$514
Equipment Purchase (describe)	\$	\$	<i>No files have been uploaded</i>	\$
Utilities	\$150.00	\$150.00	<i>No files have been uploaded</i>	\$150
Hardware (e.g. cement, timber, nails, paint)	\$	\$	<i>No files have been uploaded</i>	\$
Consumable materials (craft supplies, books)	\$1,500.00	\$1,500.00	<i>No files have been uploaded</i>	\$1,500
Refreshments for kaumatua & kuia	\$500.00	\$500.00	<i>No files have been uploaded</i>	\$500
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>	\$
Volunteer Expenses Reimbursement	\$	\$	<i>No files have been uploaded</i>	\$
Traffic Management - Maori Wardens Association	\$1,200.00	\$1,200.00	Filename: Maori Wardens Quote Ref 00010.pdf File size: 27.8 kB	\$1,200

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

Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust

Form Submitted 17 Oct 2024, 10:16PM NZDT

Entertainment - DJ Services	\$250.00	\$250.00	Filename: Dj Bou shh Quote Ref 1 011.png File size: 2.2 MB	\$250
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? *

6014

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

52-984-563

Current Funding

How much money does your organisation currently have? *

\$187,984.00

Must be a dollar amount.

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

\$187,984.00

Must be a dollar amount.

Tagged Funds

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust**

Form Submitted 17 Oct 2024, 10:16PM NZDT

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

Purpose	Amount
Tūhono Tautoko Banking education and support	\$54,868.00
Passport to Life	\$15,763.00
Operating costs (rent, utilities, etc)	\$39,840.00
Salaries	\$77,513.00
	\$

Total Tagged Funds**Total Tagged Amount**

\$187,984.00

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.	
Resources	\$7,000.00	07/10/2024	No
	\$		

Supporting Financial Information

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

Application No. BOIWCB00024 From Bay of Islands Budgeting and Community Services Trust

Form Submitted 17 Oct 2024, 10:16PM NZDT

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: Bay_of_Islands_Budgeting__Community__Services_Trust_-_Profit_and_Loss_-_mon
thly (75).pdf
File size: 19.5 kB

Filename: BOIBCS Kiwibank statement (3).pdf
File size: 156.7 kB

Filename: BOIBCS Performance Report 30 June 2023.pdf
File size: 2.7 MB

Filename: Moerewa Christmas 2024 program outline.pdf
File size: 57.9 kB

2 Additional financial information (optional)

Filename: Moerewa Xmas 2024 Flyer.png
File size: 1.4 MB

3 Additional financial information (optional)

Filename: Moerewa Christmas layout 2024.png
File size: 204.7 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.

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

Application No. BOIWCB00024 From Bay of Islands Budgeting and Community Services Trust

Form Submitted 17 Oct 2024, 10:16PM NZDT

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.
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

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust**

Form Submitted 17 Oct 2024, 10:16PM NZDT

accounted for (such as change in contact details, office holders, financial situation,
intention to wind up or cease operations, or any other significant event).
10To lay a complaint with the Police and notify the far North District Council immediately
if any of the funding is stolen or misappropriated.

Signatures

Signatory One

Signatory Two

Date

16/10/2024

Must be a date.

16/10/2024

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*

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form**
**Application No. BOIWCB00024 From Bay of Islands Budgeting and
Community Services Trust**

Form Submitted 17 Oct 2024, 10:16PM NZDT

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



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 Rūnanga o Whaingaroa	Number of Members	41
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

Te Rūnanga o Whaingaroa is a Māori organisation founded upon principles of Te Tiriti o Waitangi, rangatiratanga, and tohungatanga. Our aim is to support our marae whilst finding new and innovative ways to uplift individuals, whānau, and the wider Whangaroa community. Our work encompassed a range of priorities across a number of key areas such as: hauora (health and wellbeing), safe and accessible housing, quality education, and revitalising our cultural practices within our ancestral home. We are committed to

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Local Grant Application Form



nurturing relationships (whanaungatanga), acting with respect and care (manaakitanga), and fostering unity (kotahitanga) for the benefit of our people and the land we cherish (ukaipo).

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A2686814 (version Sept 2018)

Page 2

Local Grant Application Form



Project Details

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

☐ Te Hiku ☐ Kaikohe-I lokianga ☒ 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? ☒ 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.

In 2023, Te Rūnanga o Whangaroa helped to bring to life, Kāeo's first ever Hineraumati Christmas parade. This event provided an awesome opportunity for the community to bring together the joyous and summer filled elements from both matauranga Māori and our Christmas traditions.

This year, we are working with the wider community to host the second Hineraumati parade in Kāeo on 8 December 2024. We are seeking funds from the Whangaroa/Bay of Islands Community board to support this event. Like last year, we anticipate that hundreds of families will attend this free whānau friendly event.

The Hineraumati parade will once again support our community to build their understanding of Hineraumati and the seven phases /ngā kaupeka of summer. This helps us to understand our unique connection to the environment here in Whangaroa as we learn about the different indicators in our environment that tell us when we enter a new phase.

For example, this application will be reaching your board during the first phase, Matiti kura. This is when you start to hear the Pīpīwharau (shining cuckoo) sing. The Hineraumati Christmas parade will happen during Matiti muramura phase. During this time, the Rātā and the older Pohutukawa start to flower. It's a good time to go and get kina too!

The event itself will include the following:

- Hineraumati Christmas parade of floats that celebrate the summer phases of Hineraumati
- Father Christmas!
- Free play spaces for Tamariki (including bouncy castles)
- Healthy kai
- Free making activities that celebrate the phases of summer in Whangaroa
- Free performances, including kapa haka and special guests
- Tākaro (games) for the kids including ki o rahi

We are excited to once again be able to celebrate with our community and look forward to receiving your support.

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A2686814 (version Sept 2018)

Page 3

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 (musicians and entertainment)	\$2783.00	0
Administration (incl. stationery/copying)		
Equipment Hire (bouncy castles, portaloos, sound equipment)	\$12,135	\$5000.00
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books) (printing, signage, educational collateral)	\$1565.00	0
Refreshments (lollies for Father Christmas)	\$261.00	
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) (Koha for community groups and float prizes)	\$1500.00	
TOTALS	\$18,244.00	\$5000.00

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A2686814 (version Sept 2018)

Page 4

Local Grant Application Form



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

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A2686814 (version Sept 2018)

Page 5

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
Please see attached audited accounts of all current funds that are committed to the contact.	
TOTAL	

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

Funding Source	Amount	Approved
Te Puni Kokiri – Te Pū Harakeke	\$10,000	Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Te Rā o Ngā Tamariki	\$8000.00	20/06/24	Y / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Te Rūnanga o Whangaroa

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

Bree Davis

Signatory Two

Not applicable

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A2686814 (version Sept 2018)

Page 7

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

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Local Grant Application Form



Signature

Date

17/10/2024

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A2686814 (version Sept 2018)

Page 9

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

Form Submitted 25 Sep 2024, 4:18PM 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.

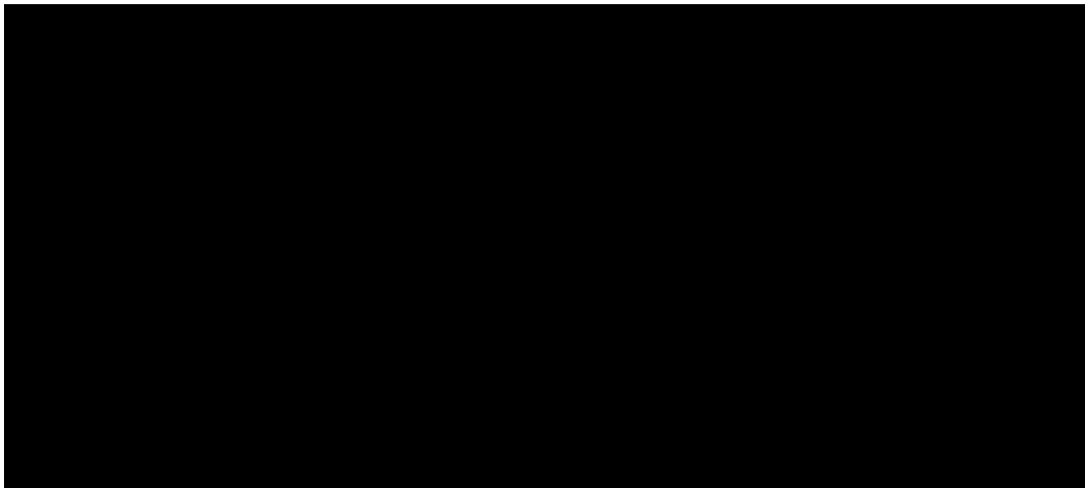
The following **must** be submitted along with this application form:

- 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 *

Our Kerikeri Community Charitable Trust



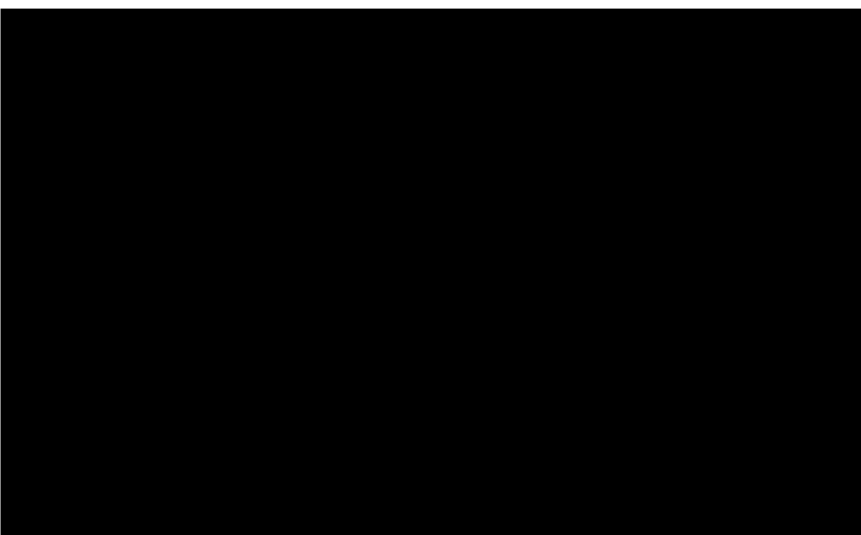
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00014 From Our Kerikeri Community Charitable
Trust**

Form Submitted 25 Sep 2024, 4:18PM 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 *

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

Number of Members *

5

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Kerikeri Christmas Event 2024

Location *

Kerikeri Domain

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

Form Submitted 25 Sep 2024, 4:18PM NZST

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

☐ Yes

☒ No

Project dates:

Start Date

End Date:

Date *

Date: *

07/12/2024

07/12/2024

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: *

We have been organising the Community Christmas event for the past 4-5 years now. We have been utilising the public space at the Kerikeri Domain for this and have had successful events so far. This year we will be having a Variety Show with a large professional stage, audio and lighting on the Domain with local and Auckland based entertainment, culminating in the lighting of the community Christmas tree.

All are invited, both locals and from other towns. It is a free family friendly event. We also have been working on more decorations in our CBD.

We have in the past held the Parade on the Domain (walking based parade). We received feedback from the community that they would prefer it on the street/main road. We have made the difficult decision, due to lack of resources, that we will not be managing the parade this year. We have released a media statement to the community seeking a group to take this on and that the funds we secure from the community board for Christmas will be given to the group who organises the street parade. No group has come forward yet. If no parade will occur this year, the funding we are applying for will be used to assist us with Christmas Variety show and/or main street decorations.

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.

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

Form Submitted 25 Sep 2024, 4:18PM NZST

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.
Travel/Mileage	\$0.00	\$0.00	No files have been uploaded	\$0
Volunteer Expenses Reimbursement	\$0.00	\$0.00	No files have been uploaded	\$0
Other (describe)	\$0.00	\$0.00	No files have been uploaded	\$0
Other (describe)	\$40,000.00	\$5,000.00	No files have been uploaded	\$40,000
Other (describe)	\$0.00	\$0.00	No files have been uploaded	\$0

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? *

40000

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

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

Form Submitted 25 Sep 2024, 4:18PM NZST

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

131-500-181

Current Funding

How much money does your organisation currently have? *

\$86,371.00

Must be a dollar amount.

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

\$86,371.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Masterplanning	\$26,412.00
Te Haa	\$11,971.00
Proposed District Planning Specialist Costs	\$5,950.00
Northland Chess Champs 2024	\$4,406.00
Christmas 2025	\$28,911.00
General admin, insurance, easter, jazz	\$8,721.00

Total Tagged Funds

Total Tagged Amount

\$86,371.00

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.	

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

Form Submitted 25 Sep 2024, 4:18PM NZST

Requesting the standard \$5k available for Xmas events in communities	\$0.00	Pending
---	--------	---------

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Chess Championship	\$3,000.00	29/07/2023	No
Christmas 2023	\$5,000.00	15/11/2023	No
Masterplanning	\$22,967.00	15/05/2023	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: 3.1 31st August 2024 Management Reports - OKCCT.pdf
File size: 318.7 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

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

Form Submitted 25 Sep 2024, 4:18PM NZST

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.
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.

Bay of Islands-Whangaroa Community Grants Fund 2024-25 Local Grant Application Form Application No. BOIWCB00014 From Our Kerikeri Community Charitable Trust

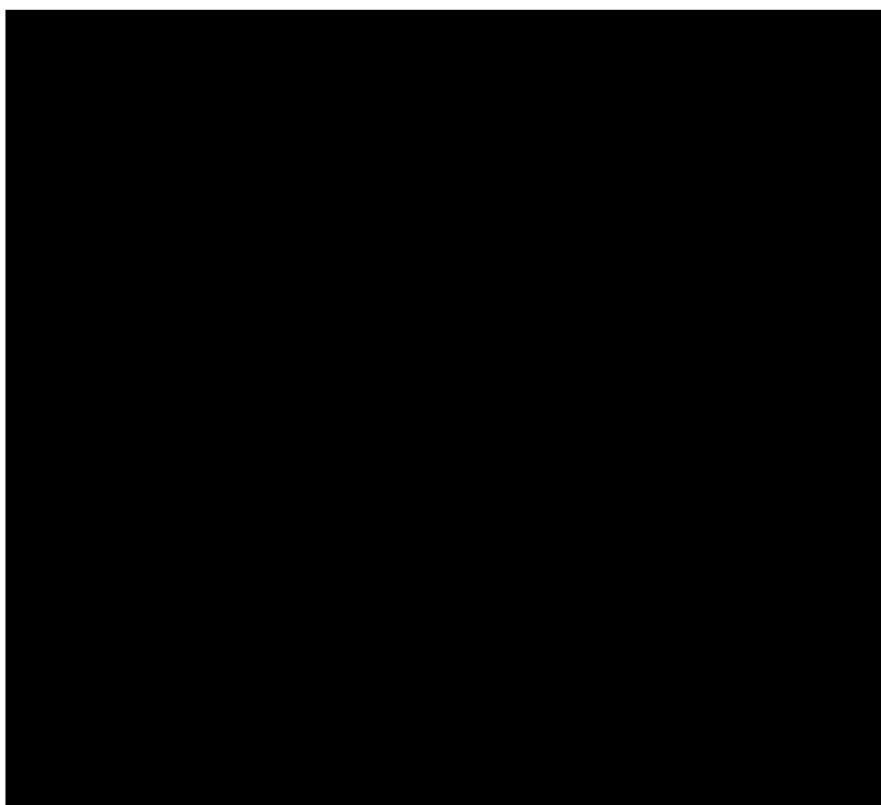
Form Submitted 25 Sep 2024, 4:18PM NZST

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

Signatures

Signatory One

Signatory Two



Must be a date.

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00014 From Our Kerikeri Community Charitable
Trust**

Form Submitted 25 Sep 2024, 4:18PM NZST

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. BOIWCB00020 From Mrs Tracey Cadogan

Form Submitted 15 Oct 2024, 11:38AM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
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- 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 *

Mrs Tracey Cadogan

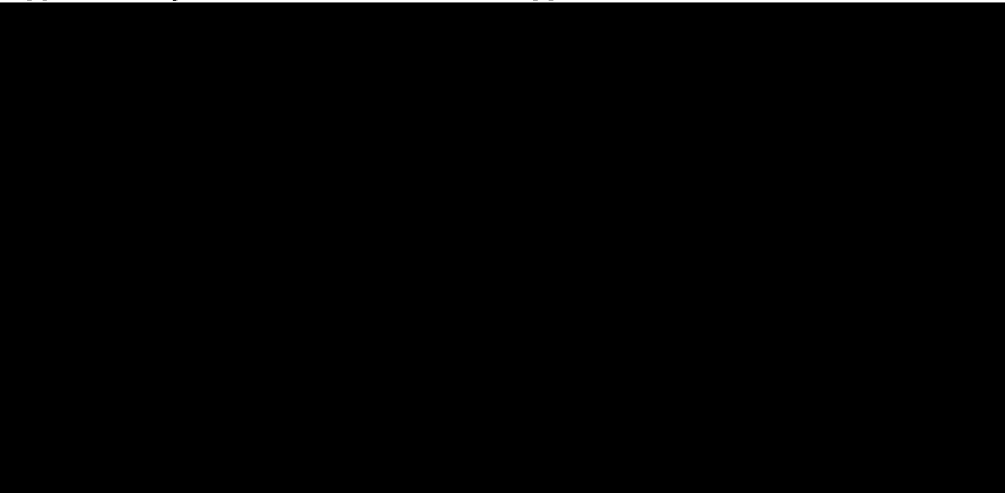
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00020 From Mrs Tracey Cadogan**

Form Submitted 15 Oct 2024, 11:38AM NZDT

Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact ***Applicant Admin Contact**A large black rectangular box redacting the contact details for both the Project and Admin contacts.**Purpose of organisation****Please briefly describe the purpose of the organisation ***

I am a Mum in the wonderful Community of Kororāreka Russell, who loves to help the kids in our community

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

- Annual Kids Fishing competition in January (past 11 years)

- Annual Christmas Parade (past 6 years)

- Helped with the Russell Playcentre Garage Sale

- Annual Russell Cake Bake-off (fund raiser to send youth on the R. Tucker Thompson)

My two children are now at working and at secondary school but I still love to make sure that our community has family friendly activities. As they say if you want something doing, ask a busy person!

this funding application is therefore from myself as an individual (not an organization) so that I can organize this year's Christmas Parade and Community Celebration at Long Beach after the parade.

Number of Members *

The Community or Kororareka Russell

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

Application No. BOIWCB00020 From Mrs Tracey Cadogan
Form Submitted 15 Oct 2024, 11:38AM NZDT

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Kororareka Russell Community Christmas Parade

Location *

Kororareka Russell

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

☐ Yes

☒ No

Project dates:

Start Date

Date *

08/12/1924

Must be a date.

End Date:

Date: *

08/12/1924

Must be a date.

Project Outline

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

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

Project outline: *

The whole community loves the Christmas Parade, and we have floats from community organisations and groups who create a great spectacle for the whole town as well as our lovely visitors who are often amazed by our friendly village. It's not just the spectacle for those watching, but it is also fun for the people who are putting their floats together. We have confirmed 19 floats from a Electrical Company, a 4 generation family, Santa, old fashion cars, a builder, Waka Ama team, St Johns Op Shop, Fire Brigade, Boat Club, Project Island Song and Russell Land Care, Gym group, Tennis club, Play Center to name just a few. This year, we have the Christmas Parade on Sunday the 8th of December before the busy holiday season starts. That way most families will be able to come and enjoy a fun filled community day.

The kids also have stalls to sell their wares - Christmas decorations, soaps, cards, baking etc. This will in turn help them to earn a little Christmas pocket money.

We will drive through from the Harautu / Museum car park along York Street up

Cass Street along The Strand waterfront doing a figure 8 before heading over to Long Beach

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00020 From Mrs Tracey Cadogan
Form Submitted 15 Oct 2024, 11:38AM NZDT

for a community family beach party. We are hoping to have:

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

The activities at the beach will be:

- Tug a War

Card Marking

- Sandcastle Competition

Face Painting

Tile painting

- Volleyball
- Cricket

- And loads of Families attending.

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

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

ITM in Haruru will lend us the BBQ trailer for the day, and the Long Beach Coffee cart will be there. Our main costs are for the ice cream, water, sausages bread, burgers etc from our local 4 Square, along with the traffic management plan. In previous years, local businesses have helped with donations, but in the current economic climate, they are doing it tough as they are also supporting food banks and more pressing causes.

This is why I hope that the Community Board will be able to provide funding to help us put on a really special event again this year.

Project Cost

*** indicates a required field**

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

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

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

Please Note:

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

Application No. BOIWCB00020 From Mrs Tracey Cadogan

Form Submitted 15 Oct 2024, 11:38AM NZDT

- 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	\$0.00	\$0.00	No files have been uploaded	\$7,279
Advertising/Promotion	\$150.00	\$150.00	Filename: Quote QU1062.pdf File size: 70.0 kB	\$
Facilitator/Professional Fees	\$	\$	No files have been uploaded	\$
Administration (inc. stationery/copying)	\$100.00	\$100.00	No files have been uploaded	\$
CHRistmas Tile Making	\$200.00	\$200.00	No files have been uploaded	\$
Face Painting	\$250.00	\$250.00	No files have been uploaded	\$
Roading Closure Costs	\$3,025.65	\$1,200.00	Filename: receipt.pdf File size: 45.7 kB	\$
Games	\$200.00	\$200.00	No files have been uploaded	\$
Consumable materials (craft supplies, books)	\$100.00	\$	No files have been uploaded	\$
Refreshments	\$2,900.00	\$2,900.00	No files have been uploaded	
Travel/Mileage	\$200.00	\$0.00	No files have been uploaded	
Volunteer Expenses Reimbursement	\$600.00	\$0.00	No files have been uploaded	\$

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00020 From Mrs Tracey Cadogan**

Form Submitted 15 Oct 2024, 11:38AM NZDT

Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$
Other (Road Closure Cost)		\$	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? *

7278

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

\$100.00

Must be a dollar amount.

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

\$100.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Incidentals for the day	\$100.00

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00020 From Mrs Tracey Cadogan
Form Submitted 15 Oct 2024, 11:38AM NZDT

	\$
	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$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.	
	\$	
	\$	

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.	
Christmas Parade	\$5,000.00	28/11/2023	Yes
	\$		

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 *

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

Application No. BOIWCB00020 From Mrs Tracey Cadogan

Form Submitted 15 Oct 2024, 11:38AM NZDT

Filename: IMG_4627.PNG

File size: 283.8 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

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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.

We, the undersigned, declare the following:

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3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
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 - A person responsible for keeping the financial records of the organisation

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

Application No. BOIWCB00020 From Mrs Tracey Cadogan

Form Submitted 15 Oct 2024, 11:38AM NZDT

- A regularly maintained tax record (if applicable)
- A regularly maintained PAYE record (if applicable)
- The funding and its expenditure shown as sperate entries in the cash book or as a note o the accounts
- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

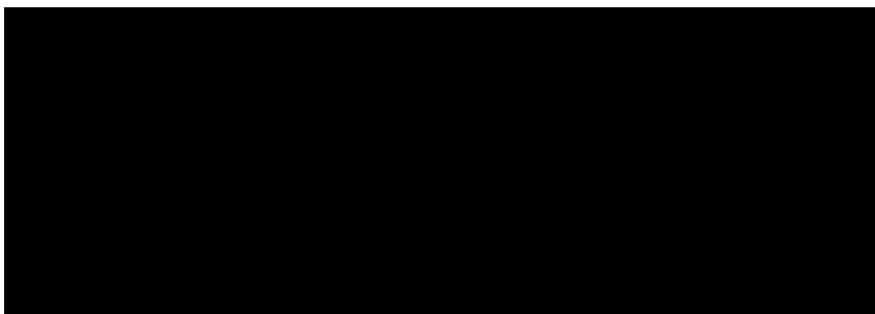
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2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
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4. To return to the Far 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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- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

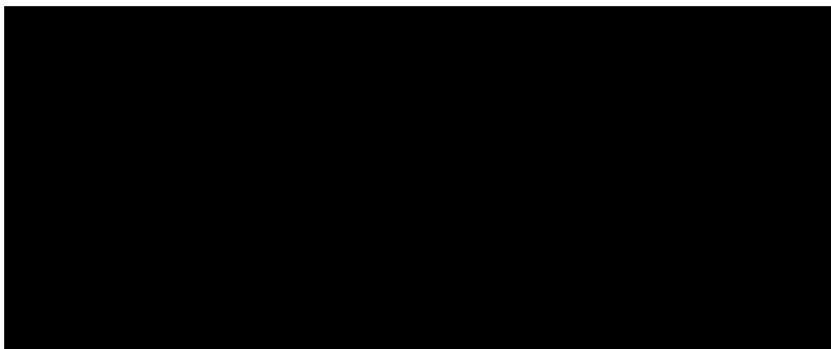
Signatory One

Signatory Two



**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00020 From Mrs Tracey Cadogan**

Form Submitted 15 Oct 2024, 11:38AM NZDT

**Date**

08/12/1924

Must be a date.

Date

08/12/1924

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

Bank Statement

1 Supporting Document

Filename: IMG_4627.PNG

File size: 283.8 kB

2 Name of file being uploaded

2024 Christmas parade photos

2 Supporting Document

Filename: 054a8924.jpg

File size: 13.9 MB

Filename: 054a8933.jpg

File size: 16.4 MB

Filename: 054a9004.jpg

File size: 14.7 MB

Filename: 054a9015.jpg

File size: 16.8 MB

Filename: Russell Xmas Pde 2020 -LR (430 of 439).jpg

File size: 12.8 MB

Filename: Russell Xmas Pde 2020 -LR (93 of 439).jpg

File size: 12.5 MB

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00018 From Paihia Christian Community Church
trading as Paihia Baptist Church
Form Submitted 17 Oct 2024, 9:34PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

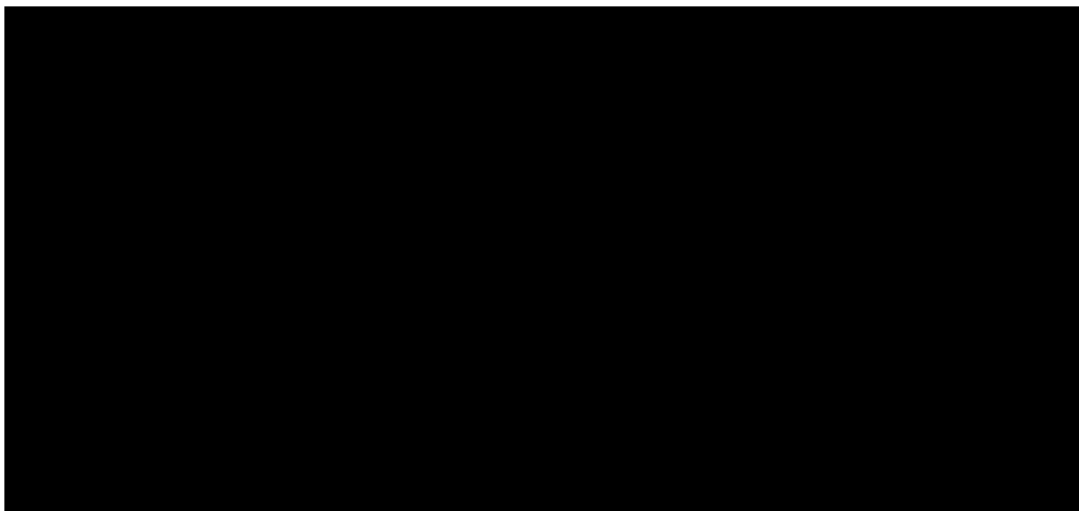
The following **must** be submitted along with this application form:

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

Applicant details

Applicant *

Paihia Christian Community Church trading as Paihia Baptist Church

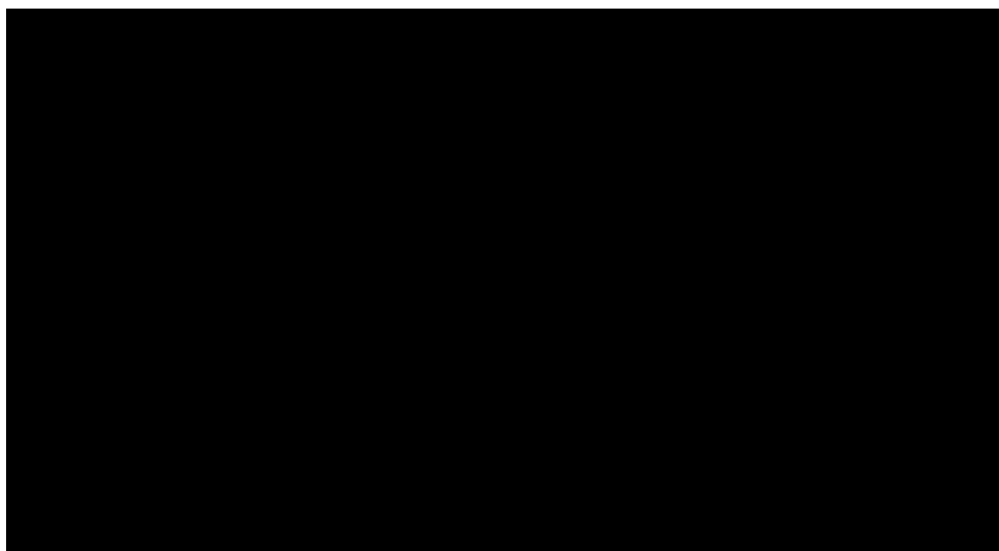


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Contact details

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 *

To provide community support and services to Paihia and surrounding areas. We currently have an after school care programme, a monthly boot sale event and our regular church services on Sundays.

Number of Members *

45

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Carols in the Park

Location *

Paihia Village Green

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

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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: *

21/12/2024

21/12/2024

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: *

To provide a free evening of carols and entertainment for all whānau and friends. This event will include the following: 6-7pm picnic dinner with background music from the lovely Haylee. 7pm carol singing begins. 7.30pm comical look at the Nativity scene play. 7.45pm continuing carol singing. 8.15pm approx. Santa arriving on the fire engine, to HAND OUT lollies. Event finishing 8.30pm. This is an opportunity for the community to come together in a relaxed environment, alcohol free and rubbish free. Patrons will be encouraged to take their litter away with them.

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

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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	\$100.00		No files have been uploaded	\$100
Facilitator/Professional Fees, Mangement of event	\$230.00	\$230.00	Filename: management fee.PDF File size: 48.3 kB	\$230
Administration (inc. stationery /copying) song-sheets.	\$50.00		No files have been uploaded	\$50
Equipment Hire (sound and lighting as required for the evening)	\$6,359.75	\$3,459.75	Filename: technical carols 2024.pdf File size: 75.3 kB	\$6,360
Equipment Purchase	\$	\$	No files have been uploaded	\$
Utilities	\$	\$	No files have been uploaded	\$
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded	\$
Consumable (sausages, sauces, bread, onions,)	\$300.00		No files have been uploaded	\$300
Refreshments	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$	\$	No files have been uploaded	\$
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Other (20 volunteer hours @ \$23.15 per hour)	\$1,852.00	\$	No files have been uploaded	\$1,852

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Other (describe)	\$	\$	No files have been uploaded	\$
Other (describe)	\$	\$	No files have been uploaded	\$

Funding Request Amount

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

What is the total cost of your project? *

8892

Must be a number.

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

\$3,690

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? *

\$18,635.41

Must be a dollar amount.

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

\$5,166.27

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
overseas missions yearly donations	\$671.18
building maintenance donations	\$4,495.09

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00018 From Paihia Christian Community Church trading as Paihia Baptist Church

Form Submitted 17 Oct 2024, 9:34PM NZDT

	\$
	\$
	\$

Total Tagged Funds

Total Tagged Amount
\$5,166.27
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.	
AV Northland	\$2,900.00	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: Paihia_Baptist_Church_-_Profit_and_Loss 2024.pdf
File size: 25.2 kB

2 Additional financial information (optional)

Filename: CCF_000004.pdf
File size: 1.1 MB

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. BOIWCB00018 From Paihia Christian Community Church
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Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

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

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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

Bay of Islands-Whangaroa Community Grants Fund 2024-25
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Date

03/04/1965

Must be a date.

Date

03/11/1961

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

Business Plan

1 Supporting Document

Filename: Paihia Baptist Church business plan.docx

File size: 14.4 kB

2 Name of file being uploaded

outline programme

2 Supporting Document

Filename: PROGRAMME.docx

File size: 30.4 kB

3 Name of file being uploaded

3 Supporting Document

No files have been uploaded

7.5 CHAIRPERSON AND MEMBERS REPORT

File Number: A4957133

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 and Jane Hindle.

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.

ĀPITI HANGA / ATTACHMENTS

1. Chairperson Report - Belinda Ward - A4959932  
2. Members Report - Lane Ayr - A4970265  
3. Members Report - Jane Hindle - A4956961  



Member's Report

Name: Belinda Ward

Subdivision: Paihia Subdivision

Date: 6th October 2024 - 3rd November 2024

Meetings Attended

Date	Meeting	Comments
08/10/24	FNDC Annual Plan Workshop 2025/2026	FNDC - Kaikohe
09/10/24	FNDC Workshop - Working with staff - Relationship & Process Improvement	Virtual - Teams
11/10/24	BOI-W CB Agenda Preview	Virtual - Teams
12/10/24	Viewed Teams recording of weekly Business Call Meeting	Virtual - Teams
15/10/24	FNDC - Developing a Local Alcohol Policy Workshop	Virtual - Teams
16/10/24	CB Chairs monthly catch up with Delivery & Operations Manager	Topics: RC's, Building Services, Compliance & Property Facilities. Virtual - Teams
17/10/24	FNDC Meeting	FNDC - Kaikohe
18/10/24	Site meeting with Ventia Construction Manager & staff - Haruru Footpath	To view the plans, site works to date & timeline. Puketona Road.
18/10/24	Site visits with Member Ayr to discuss Woolworths retaining wall & update on Kerikeri Domain	Woolworths Kerikeri, FNDC reserves & Kerikeri Domain Circuit
24/10/24	BOI-W CB Meeting	Turner Centre - Kerikeri
25/10/24	CB Chairs catch up with Strategic Relationships Manager & staff	Virtual - Teams
25/10/24	Te Puawaitanga Operational Updates from staff & contractors	Closing phase 1 & making the fields operational at Waipapa. Virtual - Teams
29/10/24	Te Koukou - Transport Committee Mtg	Left workshop at 1.50pm 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. 03/11/24 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. Sub-committee now in place.
03/10/24	Site visit along Te Tii Beach with concerned resident to discuss erosion, stormwater issues, endangered pohutukawa tree & other RFS issues.

Requests for Service (RFS)

RFS number	Date	Comment
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 04/11/24
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 On behalf	11/07/24	Upper School Rd Paihia ongoing complaints re water leakages - update received. Update 07/10/24 Additional water outage 01/10/24 lodged RFS 49612 & staff now dealing direct with ratepayer.
Email via KH On behalf	16/07/24	Paihia War Memorial Hall committee seeking clarity on who is responsible for fire extinguisher purchases & maintenance
Email via KH On behalf	12/08/24	4 Large trees on southern boundary of Paihia WM Hall site need cutting back. Update 02/11/24: Site meeting has taken place with PWMH committee member & FNDC staff to resolve issue.
ID:49611 3 x Waitangi	07/10/24	1. Reserve between Te Karuwha Pde & Te Kemara Ave is overgrown & needs mowing. This should go back on the mowing schedule. 2. Rubbish bin by Waitangi Bridge has been removed & spikes holding the base need removing as H&S issue. Update: Excellent response with immediate attention to remedy & new bin coming. 3. Concrete base & timber remains from vandalised sign on Te Karuwha Pde near bridge need removing from the grass berm. Update: Another excellent response & outcome.

RFS 4225231 On behalf	23/10/24	Cafe 10 Selwyn Road, Paihia. Concern re H&S issues forwarded to FNDC Health & Safety Officer to investigate.
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Other Issues

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

Update: In progress.

14/10/24 Much excitement in the community as Ventia commenced construction of the Footpath link on Puketona Rd - Watea to ITM Haruru.



Member's Report

Name: J Lane Ayr

Subdivision: Kerikeri

Date: 01 September 2024 – 01 November 2024

Meetings Attended

Date	Meeting	Comments
03/09/24	Zoom meeting Te Puawaitanga	09.00am - 11.00am
05/09/24	Meeting with Clinton Ramaka re replanting also rep from Kerikeri Bowling Club, one additional tree removed and replaced	10.00am - 11.30am
09/09/24	Agenda preview with Chair	10.00am - 11.00am
19/09/24	BOI Whangaroa Community Board workshop	9.30am - 10.00am
19/09/24	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	10.00am - 2.30pm
13/09/24	Zoom meeting update Te Punawaitanga	10.00am - 11.00am
11/10/24	Agenda preview with Chair	9.30am - 10.30am
21/10/24	DAG meeting Kerikeri JBC Centre	10.30am - 12.30pm
24/10/24	BOI Whangaroa Community Board meeting Kerikeri Turner Centre	10.00am - 1.30am
24/10/24	BOI Whangaroa Community Board Workshop and presentation	1.30pm - 4.00pm

Community Issues

Issue name	Comment
Keri. Community Groups	As noted in my previous report I still have concerns in regard to the Xmas event especially the "parade". Example of how we make things difficult for community groups One of our local groups erect a LARGE Xmas tree on the Domain for a period of 4 days This is a Community Group partially funded by FNDC putting on a Community Event, given that FNDC has public liability insurance on the Domain for playgrounds skate parks etc it's a shame that this could not be extended to cover the Xmas Tree for 96 hrs requiring the community Group to seek insurance at an additional cost.
Kerikeri Domain Planting	The re-planting has been completed. During the process it was agreed that the Bowling Club would purchase three trees and the contractor would

	provide the labour , however during the process the Bowling Club requested the removal of another tree being replaced with another variety I was on site and made the discission to comply with this request, the invoice to the Club will include \$50 for removal of this tree There were two additional trees supplied for which we have no funding I will contact FNDC for additional funding (or pay for them myself).
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Requests for Service (RFS)

RFS number	Date	Comment
		Alderton Park continues I'm inform that this issue is resolved I hope to see a brief written outline of the resolution.
		Re: Painting road markings in PO parking area Is there a date when this item will be resolved?

Other Issues

Despite the best efforts of the bureaucracy to implement systems, it still takes time to establish personal working relationship, which I believe achieve more effective results, including the speedy resolution of Community issues. So, it is with a degree of trepidation that I note the "resignation" of yet another of our senior staff - General Manager, Delivery and Operations.

One of the most important issues for any organisation is its ability to manage staff, including hiring and maintaining personnel. The cost both in time and money of hiring, training, new staff is massive, not to mention the detrimental effect this has on the remaining staff and elected members.

How many ineffective decisions will be made due to a lack of continuity, institutional memory, will be difficult to quantify. I trust that someone within the organisation has this under control.



Member's Report

Name: Jane Hindle

Subdivision: Russell Ōpua Subdivision

Date: 3 – 31 October 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
7 Oct 24	#1,2	Meeting with Community Group at Jack's Bay to help them complete a local community response plan.	Positive momentum, WhatsApp Group set up.
9 Oct 24	#1,2,3	Article for Russell Lights, Ngā Marama o Kororāreka about Community Response Plans	
10 Oct 24	#1,3	Meeting with Amy Crisp to discuss the Shade Sail over the Ōpua Playground.	She is willing to work on the project.
14 Oct 24	#1,2	Met with Ryan Doherty of Explore Group to discuss their role in a Community response plan.	Positive support.
14 Oct 24	#3,4,5	Strand Traffic Management Working Group to progress roading trial for December	Tight deadlines, due to Christmas parade.
15 Oct 24	#1,2,3, 4,5	Regular update with Community Board Coordinator.	Via Teams
21 Oct 24	#3,4,5	Strand Traffic Management Working Group to progress roading trial for December	Finalise plans
21 Oct 24	#3,4,5	Placemaking Steering Group to confirm budget for Traffic Management trial	Signed off
30 & 31 Oct 24	#3,4,5	Placemaking updates going through details and timing.	Implementation
1 Oct to 30 Oct 24	#1,2,3, 4,5	8 Facebook posts over the period (short period).	Community Board funding round (2.8K) Footpath extension Watea (2.6K) Anei Matou This is us

		Reach 10,301↑ 2.1% Visits 526 ↓ 16.8% Page Followers 1,064 (1,061 New Likes 9 ↑	(1.7K) Animal bylaw (1.6K) Chess Championship 1.6K)
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Other Community Issues

Issue name	Comment
Parking in Russell over summer #3,4	No progress on this as Placemaking – too busy with placemaking
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	Continuing to make process. Aim to issue an updated plan by end of November
Russell Toilets #1,3, 4,	Have been advised by Irwin at FNHL that they are now in discussion with Council staff about increased service levels on cruise ship days. Still waiting to see this eventuate.
Erosion on Russell Waterfront by Cannon and Town Hall #1, 2,5	Purchase order for Coastal Process Assessment has been issued. Plumber and drainlayer has been booked to look at water run off.
Russell Urupā (Cemetery) #1, 3, 5	The new plans have been sent through. It is looking very good, and great to see the natural burial area, a memorial wall and rose garden. Also good to get a Pou to mark the Koiwi that have been unearthed and reinterred.
Sewage smells in Matauwahi Bay #1, 5	An odour logging device will be installed on the pump station at the corner of Hope Avenue and Matauwahi 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	They still want this road sealed.

Requests for Service (RFS)

RFS number	Date	Comment
REQ-48996	24/09/2024	Plumber and drainlayer to attend.

REQ-48959	23/09/2024	Requesting that the recent arborist report on the Morton Bay Fig on the Strand, Russell be circulated.
REQ-48691	17/09/2024	Russell Sports Club is unable to get affordable power because the Power retailers state the land is zoned Commercial. This sounds incorrect as clearly this is a Council sports reserve. We are seeking this confirmation of land use as power bills are excessive.
4217496	26/08/2024	Installation of Odour logger at the Matauwhi Bay/Hope Avenue pumping station so that ongoing odour issues can be captured. To be done in November when town is busy.
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.
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.
4175408	15/09/2023	Stormwater and drainage issues from Long Beach Road onto Duffus Estate land. Good to see Council staff investigating the site, would like an update.
4174834	11/04/2023	Boat hull on reserve on Te Hue. Encroachment officer chasing complainant to arrange a date for site visit.
4155878	0/04/2023	Per Tim Grant's RFS. Erosion and scouring by cannon on Russell waterfront. Progressing (see community issues)
4150811	17/03/2023	Causeway to Russell Boat Club on Matauwhi Road (paper road section) needs repairs for safety reason. Now sitting with legal.
(4125516) 4139501	(1/9/2022) 16/12/22	Matauwhi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. Tree now growing back. NEEDS TO GO IN LTP.
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.

Other issues

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. This needs resolution for placemaking, as we can't have mobile stalls on the waterfront. **Still waiting on this.**

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT

File Number: A4956737

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 November Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

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

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Open Resolution Report - A4970745**  

Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 19/09/2024	Notice of Motion - Delegation to Bay of Islands-Whangaroa Community Board for the Kerikeri Domain	RESOLUTION 2024/94 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. CARRIED	01 Oct 2024 9:15am Action reassigned to Rawson, Robin
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. 09 Oct 2024 9:14am A sports field assessment has identified that a fourth sports field is needed at Simson Park Domain to meet the recreational needs of the winter sports codes. This will be communicated soon to the community as part of a 'share themes and get feedback' step in the reserve management plan process. 11 Nov 2024 11:40am The revised concept plan is to be sent to stakeholders and Community Board, and a short public consultation is being planned around possible future changes.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE