



**Te Kaunihera
o Te Hiku o te Ika**
Far North District Council



AGENDA



Friday, 21 February 2025

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Friday 21 February 2025 at 10:00 AM

Te Paeroa Mahi / Order of Business

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1 KARAKIA TĪMATANGA / OPENING PRAYER

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

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

Haumi e. Hui e. Tāiki e!

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

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

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

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

[Elected Member - Register of Interests](#)

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be determined on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

- Representative from Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngapuhi in regard to agenda item 7.5 page 86 refers.
- Alison Black representing Youthline Auckland Charitable Trust in regard to agenda item 7.5 page 92 refers.
- Tracey Albert representing Ōhaeawai Residents and Ratepayers in regard to agenda item 7.5 page 118 refers.
- Shane Watts representing One Life Production in regard to agenda item 7.5 page 112 refers.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4536127

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 22 November and 4 December 2024 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- 1. 2024-11-22 Kaikohe-Hokianga Community Board Minutes - A4979369**  
- 2. 2024-12-04 Kaikohe-Hokianga Community Board Minutes - A5006787**  

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

22 November 2024

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON FRIDAY, 22 NOVEMBER 2024 AT 10:04AM**

PRESENT: Chairperson Chicky Rudkin, Deputy Chairperson Tanya Fila, Member Trinity Edwards, Member Harmonie Gundry (online), Member Jessie McVeagh, Cr John Vujcich

STAFF PRESENT: Marysa Maheno (Democracy Advisor), Kim Hammond (Community Board Coordinator), Scott May (Manager – Stakeholder and Relationships), Beverly Mitchell (Community Board Coordinator), Trinity Lane (Finance and Customer Service Administrator).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:04AM, Chair Chicky Rudkin opened the meeting with a karakia.

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

Chair Chicky Rudkin noted the apology from Member Mike Edmonds and online attendance from Member Harmonie Gundry.

3 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS

- Acknowledged the passing of Kathleen Wharton.
- Acknowledged the passing of loved ones that have passed since the previous Kaikohe-Hokianga Community Board meeting.
- Acknowledged Te Hauora o Ngāpuhi for organising the Kaikohe christmas parade.
- Acknowledged Kaikohe Business association who are flying their flags to celebrate Christmas.
- Acknowledge Kahika and Kōwhai and Councillors who attended the Road to Recovery event in Kerikeri last week.
- Chair Chicky Rudkin noted that there are two major items not on the agenda. The items are Man vs Wild Fishing NZ and Kohukohu Library Funding Applications. These items were received on time but were not included in the agenda due to staff error and the reports cannot be delayed as the next meeting to discuss funding applications will not be held until February 2025.

4 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Nil

5 NGĀ KAIKŌRERO / SPEAKERS

- Jenny McDougal representing Manaki Tinana Trust in regard to agenda item 7.4 page 41 refers.
- Denise Turner representing Opononi Area School in regard to agenda item 7.4 page 61 refers
- Walter (Wally) Te Hui and Brian representing Man vs Wild NZ in regard to minute item 7.4.
- Willie Maihi representing Maihi Memorial Park Charitable Trust in regard to agenda item 7.4 page 74 refers.

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Kaikohe-Hokianga Community Board Meeting Minutes

22 November 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 A4536120, pages 8 - 13 refers.

RESOLUTION 2024/120

Moved: Cr John Vujcich

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting 25 October 2024 as a true and correct record.**CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 SETTING OF 2025 MEETING SCHEDULE**

Agenda item 7.1 document number A4951337, pages 14 - 20 refers.

RESOLUTION 2024/121

Moved: Member Jessie McVeagh

Seconded: Member Tanya Fila

That the Kaikohe-Hokianga Community Board:**a) adopt the following meeting dates for the 2025 calendar year:**

- 21 February 2025
- 21 March 2025
- 16 April 2025
- 16 May 2025
- 13 June 2025
- 11 July 2025
- 8 August 2025
- 5 September 2025

b) and delegates to Chair Chicky Rudkin authority to change the meeting dates.**CARRIED****7.2 NEW ROAD NAME: LOT 1, WAIARE ROAD, ŌKAIHAU**

Agenda item 7.2 document number A4975721, pages 21 - 24 refers.

RESOLUTION 2024/122

Moved: Member Tanya Fila

Seconded: Member Jessie McVeagh

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Kaikohe-Hokianga Community Board Meeting Minutes

22 November 2024

That the Kaikohe-Hokianga Community Board

- a) uplift the New Road Name: Lot 1, Waiare Road, Ōkaihau report and,
- b) name a new Public Road, “Te Waahi Toka Rahi Way” that is currently addressed at Lot 1, Waiare Road, Ōkaihau.

CARRIED**7.3 ALFRESCO DINING RENEWALS**

Agenda item 7.3 document number A4932447, pages 25 - 35 refers.

RESOLUTION 2024/123

Moved: Chairperson Chicky Rudkin

Seconded: Member Tanya Folia

That the Kaikohe - Hokianga community board:

- a) Pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from:

Kaikohe Bakehouse

A new era Café

CARRIED**7.4a FUNDING APPLICATIONS**

Agenda item 7.4 document number A4966522, pages 36 - 79 refers.

RESOLUTION 2024/124

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

- a) That the Kaikohe-Hokianga Community Board approve the sum of \$10,563 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Manaki Tinana Trust Hokianga for the costs towards gravelling an extension of the carpark area at the Hokianga Community Gym.

CARRIED**7.4b FUNDING APPLICATIONS****RESOLUTION 2024/125**

Moved: Cr John Vujcich

Seconded: Chairperson Chicky Rudkin

- b) That the Kaikohe-Hokianga Community Board leave to lie the funding application from Momentum Charitable Trust for the costs towards running a Work Ready and Money and Me workshop in 2025.

CARRIED

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Kaikohe-Hokianga Community Board Meeting Minutes

22 November 2024

7.4c FUNDING APPLICATIONS**MOTION**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Opononi Area School for the costs towards the 50th Jubilee of Opononi Area School and hosting Te Tai Tokerau Secondary Schools Kapa Haka Festival 2025.

CARRIED

AMENDMENT

Moved: Member Jessie McVeagh

Seconded: Deputy Chairperson Tanya Filia

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$10,000 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Opononi Area School for the costs towards the 50th Jubilee of Opononi Area School and hosting Te Tai Tokerau Secondary Schools Kapa Haka Festival 2025.

CARRIED

The amendment became the substantive motion

RESOLUTION 2024/126

Moved: Member Jessie McVeagh

Seconded: Deputy Chairperson Tanya Filia

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$10,000 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Opononi Area School for the costs towards the 50th Jubilee of Opononi Area School and hosting Te Tai Tokerau Secondary Schools Kapa Haka Festival 2025.

CARRIED

8.0 MAJOR ITEM NOT ON THE AGENDA**8.1 MAJOR ITEM NOT ON THE AGENDA****RESOLUTION 2024/127**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board:

- a) resolves to consider the item not on the agenda: Man vs Wild Fishing NZ and Kohukohu Library Funding Applications.
- b) notes these items were received on time but were not included in the agenda due to staff error.
- c) the report cannot be delayed as the next meeting to discuss funding applications will

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Kaikohe-Hokianga Community Board Meeting Minutes

22 November 2024

not be held until February 2025.**CARRIED****7 NGĀ PŪRONGO / REPORTS CONTINUED****7.4d FUNDING APPLICATIONS****MOTION**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vucjich

That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Man vs Wild Fishing New Zealand for the costs towards the Man Vs Wils Fishing New Zealand 2025 Camp.

AMENDMENT

Moved: Cr John Vucjich

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board approve the sum of \$6,529.89 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Man vs Wild Fishing New Zealand for the costs towards the Man Vs Wils Fishing New Zealand 2025 Camp.

CARRIED

The amendment became the substantive motion.

RESOLUTION 2024/128

Moved: Cr John Vucjich

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board approve the sum of \$6,529.89 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Man vs Wild Fishing New Zealand for the costs towards the Man Vs Wils Fishing New Zealand 2025 Camp.

CARRIED**7.4e FUNDING APPLICATIONS****MOTION**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kohukohu Community Library for the costs towards printing.

CARRIED**AMENDMENT**

Moved: Member Jessie McVeagh

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Kaikohe-Hokianga Community Board Meeting Minutes

22 November 2024

Seconded: Deputy Chairperson Tanya Filia

That the Kaikohe-Hokianga Community Board approve the sum of \$400.00 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kohukohu Community Library for the costs towards printing.

CARRIED

The amendment became the substantive motion.

RESOLUTION 2024/129

Moved: Member Jessie McVeagh

Seconded: Deputy Chairperson Tanya Filia

That the Kaikohe-Hokianga Community Board approve the sum of \$400.00 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kohukohu Community Library for the costs towards printing.

CARRIED

7.4f FUNDING APPLICATIONS**MOTION**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Maihi Memorial Park Charitable Trust for the costs towards the xx.

CARRIED

AMENDMENT

Moved: Chairperson Chicky Rudkin

Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board allocate an amount of \$12,000 to Maihi Memorial Trust for 2025 CPI event noting that funding is not to be uplifted until all relevant documentations are completed and supplied by February.

CARRIED

RESOLUTION 2024/130

Moved: Chairperson Chicky Rudkin

Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board allocate an amount of \$12,000 to Maihi Memorial Trust for 2025 CPI event noting that funding is not to be uplifted until all relevant documentations are completed and supplied by February.

CARRIED

7.5 PROJECT FUNDING REPORTS

Agenda item 7.5 document number A4968546, pages 80 - 85 refers.

RESOLUTION 2024/131

Moved: Chairperson Chicky Rudkin

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Kaikohe-Hokianga Community Board Meeting Minutes

22 November 2024

Seconded: Member Jessie McVeagh

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

- a) **Kaikohe Rugby Football and Sports Club**
- b) **Taheke Community Centre**

CARRIED**7.6 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.6 document number A4536070, pages 86 - 89 refers

RESOLUTION 2024/132

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board note the November 2024 member report from Chair Chicky Rudkin.**CARRIED****9 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****9.1 KAIKOHE-HOKIANGA COMMUNITY BOARD NOVEMBER OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A4536185, pages 90 - 92 refers.

RESOLUTION 2024/133

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board November Open Resolution Report.**CARRIED****10 TE KAPINGA HUI / MEETING CLOSE****The meeting closed at 11:30AM.****The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 13 December 2024.**.....
CHAIRPERSON

UNCONFIRMED

Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

4 December 2024

**MINUTES OF
EXTRAORDINARY KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE VIA MICROSOFT TEAMS
ON WEDNESDAY, 4 DECEMBER 2024 AT 4:00PM**

PRESENT: Chairperson Chicky Rudkin, Deputy Chairperson Tanya Fila, Member Trinity Edwards, Member Harmonie Gundry, Cr John Vujcich

STAFF PRESENT: Kathryn Trewin (Funding Advisor), Marlema Baker (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

1.1 APOLOGIES

RESOLUTION 2024/132

Moved: Chairperson Chicky Rudkin

Seconded: Deputy Chairperson Tanya Fila

That the Kaikohe-Hokianga Community Board receive apologies from Member Jessie McVeagh and a leave of absence be granted.

CARRIED

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

Nil

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There is no public forum speakers for this meeting.

4 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

There were no speakers in relation to funding application 6.1.

6 NGĀ PŪRONGO / REPORTS

6.1 FUNDING APPLICATION - EXTRAORDINARY MEETING

Agenda item 6.1 document number A5003395, pages 8 - 10 refers

RESOLUTION 2024/133

Moved: Chairperson Chicky Rudkin

Seconded: Member Tanya Fila

That the Kaikohe-Hokianga Community Board approve the sum of \$1,500 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Ōhaeawai Taiaurai Residents Association for the costs towards hosting a community Christmas picnic event.

CARRIED

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Extraordinary Kaikohe-Hokianga Community Board Meeting Minutes

4 December 2024

7 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 4:08pm.

The minutes of this meeting will be confirmed at the Extraordinary Kaikohe-Hokianga Community Board Meeting held on 13 December 2024.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 RECOMMENDATION FOR VESTING OF RECREATION RESERVE

File Number: A5046674

Author: Robin Rawson, Parks & Reserves Planner

Authoriser: Angie Thomas, Acting Chief Financial Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks a recommendation from the Kaikohe-Hokianga Community Board to Far North District Council for agreement to vest a recreation reserve and a local purpose (esplanade) reserve in Kaikohe.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Resource consent for a 90 lot residential development within the northern edge of Kaikohe town being processed by Council proposes that a recreation reserve and a local purpose (esplanade) reserve are both vested with Council.
- The proposed recreation reserve would create a suitable neighbourhood park for future residents of this subdivision and the wider Kaikohe area.
- Both the proposed recreation reserve and proposed local purpose (esplanade) reserve would improve the amenity of the development and planted areas would support conservation and green space values.
- A recommendation to vest these reserves is assessed as being consistent with Council's Mission and Values, Parks and Reserves Policy, District Plans and relevant legislation
- The decision to vest parks other than esplanade reserves sits with Council.
- Due to the esplanade reserve width (2.5 times more than the standard 20m), Council approval is being sought for that reserve.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board recommend to Council that:

- Proposed Lot 93 of 2250013-RMACOM is vested with Council as a recreation reserve**
- Proposed Lot 400 of 2250013-RMACOM is vested with Council as a local purpose (esplanade) reserve.**

1) TĀHUHU KŌRERO / BACKGROUND

An application has been received by Council for a residential subdivision in Kaikohe to create 90 residential sites, (RMACOM-2250013). This is a joint development by Kainga ora and Te Hau Ora Ō Ngāpuhi. The proposed subdivision layout (refer Appendix 1) includes a recreation reserve designed as a village green, (Lot 93) and a local purpose (esplanade) reserve with an irregular shape adjoining the Mangamutu River, (Lot 400). The Applicant proposes that both these reserves would be vested at no cost to Council after full development including planting and path construction. The shape of the local purpose (esplanade) reserve (Lot 400) may be amended further to engineering requirements and resource consent processes. This will be managed through the resource consent process.

Both the District Plan and the Parks and Reserves Policy direct that local purpose (esplanade) reserves are vested so Council approval is not normally needed, however Council approval is required to vest any recreation reserves. In this instance the proposed local purpose (esplanade) reserve is an irregular shape that extends to a width greater or less than 20m, and the area equates

to a width approximately 2.5 times the 20m width anticipated by the District Plans and Parks and Reserves Policy, therefore Council approval to vest is being sought.

Council delegations to Community Boards include comment on resource consent applications having significance within the Community, including the provision of land for reserves or other public purposes.

The Recreation Aotearoa Parks Categories Framework defines a neighbourhood park as follows:

A developed urban park designed for use predominantly by the local residential community, although the catchment may be wider. Generally smaller in size, ranging from 1,000m² up to 2 hectares. The average useful size is considered to be from 3,000 to 5,000m².

The Neighbourhood Park should be easily accessible, ideally from more than one road frontage. It will be well maintained and free draining with flat or gently undulating grassed areas for play. The park should be safe and provide an attractive welcoming ambience to the immediate local community (within a ten minute walking distance or 500 metre radius of urban residential properties).

*Neighbourhood Parks may provide an open grass area suitable for small scale ball play, children's play equipment, youth recreation facilities e.g. basketball half courts, seating, amenity lighting, paths and attractive amenity planting.*¹

The proposed residential lot sizes will range between 148m² and 604m². 59 of 90 residential sites are less than the anticipated 300m² minimum site area for residential development and at a density of 40 houses per hectare this development is considered to be medium density. Residents of medium density houses have greater reliance on streets and parks to meet recreational and activity needs.

Parks and green open space are widely recognised as delivering positive health, social and environmental outcomes for all population groups, and parks and other green spaces are linked to higher property values and other advantages including improved quality of life and environmental benefits.

Maintenance costs for the reserve are being calculated and will be presented to Council, as this information has not been available at the time of writing this report. If possible this information will be provided at the Community Board meeting.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Council's Parks and Reserves Policy directs that decisions on parks acquisition by Council are based on the following 5 criteria:

1. Will the acquisition fulfil the Council's objectives, policies, strategies, and plans?

Possible acquisition is being assessed against the criteria in the Parks and Reserves Policy.

The Open Space Strategy is under development, and this assessment is consistent with proposed open space categories. The proposed recreation reserve is assessed as having a neighbourhood park function, and the proposed esplanade reserve would form part of a blue-green network.

2. Will the acquisition provide connectivity between existing parks and reserves, neighbourhoods, water bodies and existing open space public lands?

The proposed esplanade reserve would provide access down the side of the Mangamutu River. There may be future esplanade reserve connections when residential zoned land to the west is developed, however most of the length of the river is within land zoned rural where subdivision creating lots of less than 4 hectares is less likely. Vesting of a width of 20m adjoining the stream is anticipated by the Resource Management Act 1991 and the Operative and Proposed District Plan.

3. Does Council have available budget to acquire the land and maintain the land?

¹ https://issuu.com/newzealandrecreationassociation/docs/nzra_parks_category_framework_-fina

Reserves would be vested without cost, and resource consent maintenance conditions would mean that planted areas of the esplanade reserve would not require scheduled maintenance. Annual maintenance cost estimates for mowing and garden maintenance of both the recreation reserve and esplanade reserve will be included in the report to Council for a decision.

If Council elected members do not agree to vesting of land at no cost through the resource consent process the purchase of land for recreation purposes may need to be considered in the future.

Proposed development of the Recreation Reserve also includes mounding and planting areas to include orchard and rongoa species. Planting as proposed is generally supported by District Facilities and Operations staff, however Council may need to make amendments to the design over time, for example if the mounding proves difficult to maintain, and substitution of any plants that fail.

4. The land must have physical and legal access, be accessible for the public, will not generate foreseeable public safety concerns, and be of a suitable size and scale to meet the Council's requirements.

The recreation reserve has two road boundaries and a boundary with a jointly owned access lot (JOAL) and has very good surveillance from adjoining roads. Most of the area is taken up with flat lawn areas which are suitable for recreation activities, and with this configuration, the area of 2412m² is assessed as being suitable for a neighbourhood park when assessed using the Recreation Aotearoa framework above and metrics that are commonly used by other Councils.

The esplanade reserve has areas of lawn with sightlines through vacant sites with wide road frontage. If future planning of the vacant sites does not support ideal surveillance outcomes for public open space, lawn areas may need to be planted to reduce public use.

5. Does the land meet passive or active recreational requirements, or the protection of environmental landscapes, cultural landscapes, features, and habitats?

Appendix 2 shows that the development site and future houses would be further than a 600m walk from the closest neighbourhood park, (Reed Park) and that vesting of a recreation reserve as proposed would improve the amenity and recreation opportunities for future residents within walking distance of the proposed neighbourhood park. Without provision of a neighbourhood park, residents will be located in a parks deficient area with fewer opportunities to meet recreation and social needs.

The proposed esplanade reserve would not meet recreation needs to the same extent as it does not provide areas ideal for recreation and gathering, however it would include planted areas that would assist in maintaining the water quality of the Mangamutu River, protection of an existing wetland, and conservation and green space values in general, and would provide opportunities for walking recreation. In addition, the proposed esplanade reserve would provide a green backdrop and improved amenity to a development where small lot sizes will mean there are few opportunities for trees to be planted within residential sites.

Other

District Facilities and Operations staff have commented that while proposed development is generally suitable, bollards around the edge of the recreation reserve and road frontages of the local purpose (esplanade) reserve are needed to prevent car access and other minor changes are needed, and a resource consent condition has been recommended that a landscape plan is provided for approval by the Parks and Recreation Planner that covers these matters. The applicant will be required to implement the approved landscape plan at their cost.

The esplanade reserve extends beyond a width of 20 metres, however given the slope of the land and intended planting, this is a suitable classification for these areas of land, as the primary functions would be conservation and access. A public access point to the reserve is created by a (public) pedestrian access easement over Lot 201 (JOAL) and this is strongly supported to provide an additional access point allowing circulation through the reserve. Maintenance access through this area by Council has also been requested.

Vesting of these reserves is consistent with Council's Mission: Creating great places, supporting our people, and the following values; Kaitiakitanga - Environmental stewardship and sustainability, Whanaungatanga - Family, community, connecting and sharing. The recommendation in this report

is consistent with Council's Parks and Reserves Policy, Local Government Act 2002 and the Resource Management Act.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Vesting of the proposed recreation reserve would provide future residents of this subdivision and nearby houses with a very suitable neighbourhood park that would increase recreation and social opportunities and would improve the amenity of the surrounding proposed residential development. Vesting of this recreation reserve to function as a neighbourhood park would be consistent with accepted parks and recreation planning practice.

The proposed local purpose (esplanade) reserve would also improve the amenity of the development and planted areas would assist in maintaining the water quality of the Mangamutu River, would protect an existing wetland, and would support conservation and green space values in general.

A recommendation to vest these reserves is consistent with Council's Mission and Values, Parks and Reserves Policy as well as relevant legislation.

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

Costs to create the reserve and install the bollards and planting detailed in the report will be the responsibility of the applicant as part of any resource consent conditions. The expected annual maintenance costs for the reserves are as follows:

- **Recreation Reserve** (site area: 2,412m²) – **\$5,100.00 per annum** (excluding GST).
- **Local Purpose Esplanade Reserve** (site area: approximately 1 hectare) – **\$12,000.00 per annum** (excluding GST).

These costs represent the anticipated ongoing financial commitment required for the upkeep of the respective reserves.

ĀPITI HANGA / ATTACHMENTS

1. **Appendix 1 - Reserve vesting Kaikohe - A5053531** [!\[\]\(8ba0a8bc08cfb681721719303df69bb8_img.jpg\)](#) [!\[\]\(33b903febf51b8cea076831f447c997e_img.jpg\)](#)
2. **Appendix 2 - Neighbourhood Parks Kaikohe - A5053815** [!\[\]\(630eff6382b86f77a4b5cf981ec06d32_img.jpg\)](#) [!\[\]\(b3e47a113008163b127f99f2c8ca3a9e_img.jpg\)](#)

Hōtaka Take Ōkawa / Compliance Schedule:

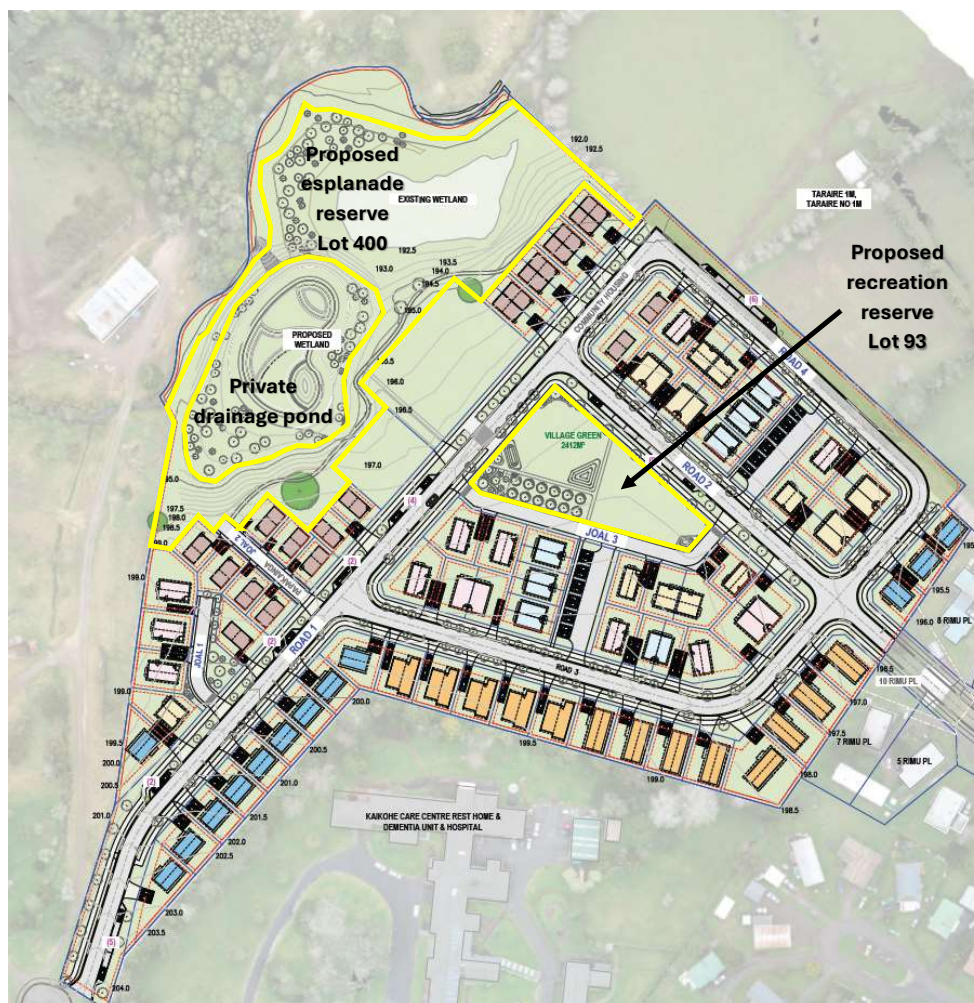
Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

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.

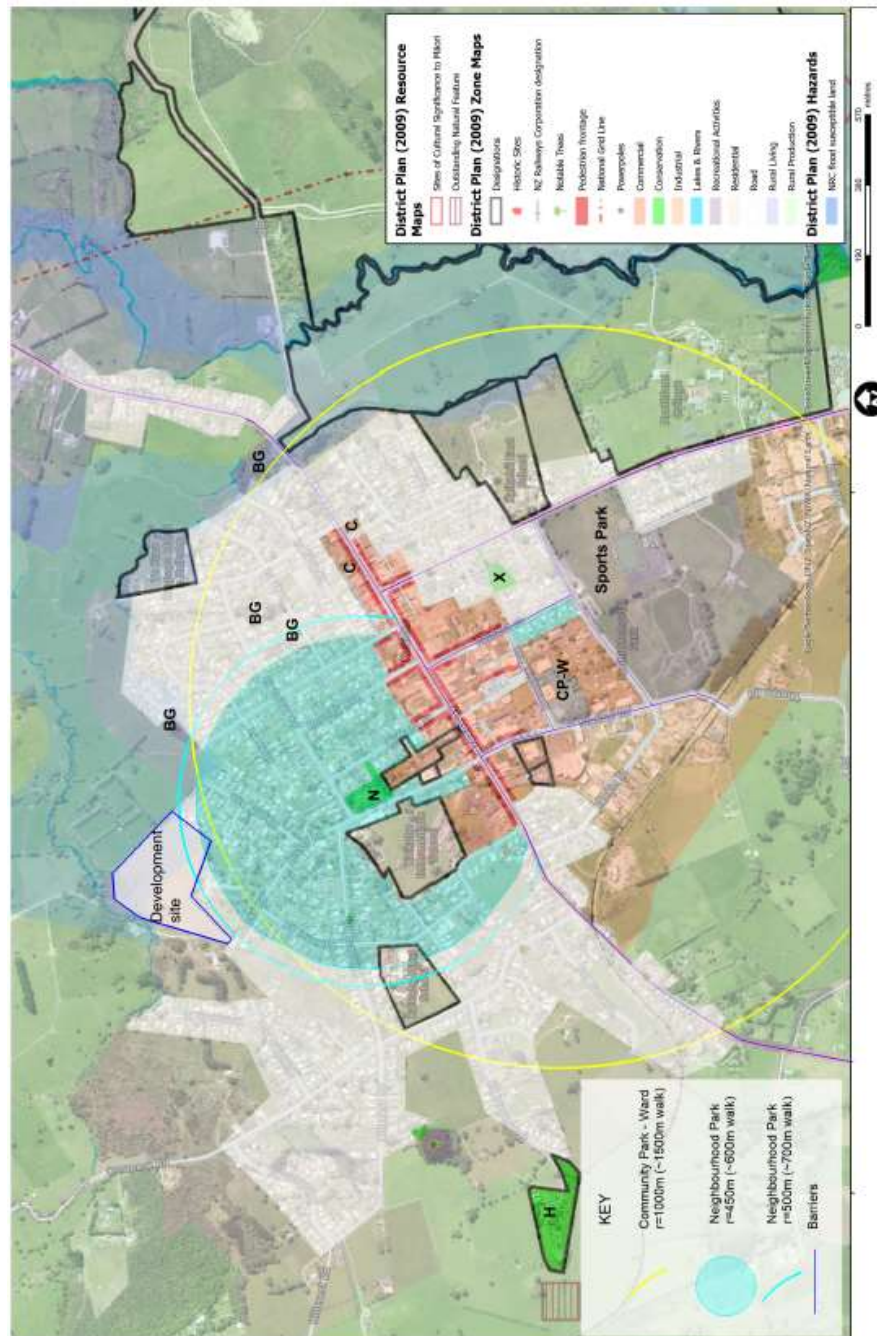
| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / Staff Assessment |
|---|--|
| State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy | Delegations under the Local Government Act 2002 specifically exclude 'the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan', and the open space network is identified as a strategic asset in Council's Significance and Engagement Plan. Parks are an accepted and expected part of Council's services by most people. Overall the proposal has moderate significance to elected members and low significance to the general public. |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision. | The recommendation in this report is consistent with Council's Parks and Reserves Policy, Local Government Act 2002 and the Resource Management Act 1991. |
| 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. | A recommendation is requested from the Kaikohe Hokianga Community Board in relation to the specifics of the proposed reserve to inform Council elected members. |
| 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. | The decision to vest the reserves is not assessed as having high significance. The subdivision is a joint development between Kainga ora and Te Hau Ora Ō Ngāpuhi. |
| 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 assessment is partly based on a Recreation Aotearoa framework that is suitable for wide community use, and vesting of the parks will provide social and recreation opportunities now and in the future. |

| | |
|--|---|
| State the financial implications and where budgetary provisions have been made to support this decision. | Financial implications will be provided in the Council report. Costs will only relate to maintenance. |
| Chief Financial Officer review. | The Chief Financial Officer has reviewed this report. |

Appendix 1: Plan of proposed reserves



Appendix 2: Kaikohe Neighbourhood Parks



7.2 AMENITY LIGHTING PRIORITIES

File Number: A5008208

Author: Jeanette England, Team Leader - Assets & Project Delivery

Authoriser: Tanya Proctor, Head of Infrastructure

TAKE PŪRONGO / PURPOSE OF THE REPORT

TO SEEK APPROVAL FROM THE KAIKOHE-HOKIANGA COMMUNITY BOARD FOR THE PRIORITISATION OF THE AMENITY LIGHTING INSTALLATIONS OVER THE NEXT THREE YEARS (2024-2027). WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Community Board to prioritise the lights for each of the locations suggested over the next three-year period.
- Determine the viability of solar lighting as the preferred option.
- Locations provided by the Kaikohe-Hokianga Community Board for pricing.
- Provision of lighting specifications for information.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board approve:

- a) **The installation of the Amenity lights as**
 - i) **Priority #1, Financial Year 2024/25 - Kaikohe Marino Court EV Charging Station**
 - ii) **Priority #2, Financial Year 2025/26 - Ōmāpere Freese Park Playground**
 - iii) **Priority #3, Financial Year 2026/27 – Ōpononi Fairlie Crescent/SH12 Walkway**
- b) **the ongoing operational expenditure of \$1,500 per annum for each of the lights over the next three years (2024/2027).**

1) TĀHUHU KŌRERO / BACKGROUND

The Community Board have an annual budget of \$10,000 for new amenity lights within the ward. This budget has traditionally been utilised as part of other larger projects at parks and reserves within the ward.

There are no major parks and reserves projects over the next three years due to the LITE LTP requirements. For staff to successfully install new amenity lights within budget, the Community Board were asked to provide suggested locations to enable accurate costings for each of the proposed sights.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Community Board provided a list of three locations for the Kaikohe-Hokianga ward so staff could investigate and cost the options.

Staff engaged lighting company Leighton Electrical Ltd to provide quotes for the new amenity lighting in the Kaikohe-Hokianga ward.

Mains vs Solar:

Installing 230V amenity lighting would not only be over the allocated \$10,000 budget per location but would also incur additional costs for miscellaneous electrical gear. This includes cabling, connecting to an existing metering system or installation of a new meter, installing circuit breakers, and upgrading or integrating with the switchboard. On top of these material costs, the required labour for such work would further escalate expenses, making this approach financially impractical.

By comparison, LED solar lighting eliminates these complications. It operates independently of the electrical grid, avoids costly infrastructure and labour, and remains a budget-friendly, sustainable, and maintenance-efficient solution. Solar lighting is the clear choice for keeping the project on track and within budget.

Life of these lights is approximately 50,000 hours or 6 to 10 years, dependant on conditions, at an estimated cost of \$3,500 for renewals.

Maintenance Program Suggestion:

For ongoing maintenance of the LED solar lighting, it is suggested not engaging a specialist electrical company to keep costs to a minimum.

The simplicity of maintaining solar lights means no specialised skills or qualifications are required. Tasks like cleaning the solar panel tops and pressing the on/off switch to verify functionality can be performed by general personnel, further reducing expenses.

This cost-effective approach ensures the lights remain in excellent working condition while keeping long-term operational costs as low as possible. It's a practical solution that aligns with the sustainable and budget-friendly nature of the project.

Ongoing operational budget required would be approximately \$1,500 per annum per light. This would include the hire of a scissor lift, labour and vehicle mileage.

Below is a table, for reference, outlining the work required, approximate location within the identified site and costs for each of the new Amenity Lights.

Pricings of each of the locations, show that the budget of \$10,000 per year will only enable the installation of one (1) light per year.

Also included below is the Lighting Specifications which show the type and style of light to be installed for reference purposes.

Priority # 1 - Financial year 2024/2025

| Location | Considerations per site | Cost |
|---|--|----------------|
| Kaikohe Marino Court beside EV charger, this is a high traffic, high use location | <p>Traffic Management Plan (TMP): Not required for this site.</p> <p>Cable Location: A cable locator is required due to boring holes for the pole foundations and installation.</p> <p>This ensures underground services are identified and avoids damage near the transformer.</p> <p>Area Management: Leighton Electrical will handle coning off the area to secure the worksite. The EV charger will be out of use for one day during installation.</p> <p>Installation Process: Solar light will be mounted on the pole and tested before pole erection. Hole boring will be carried out safely, considering identified utilities.</p> <p>Challenges: Careful coordination with the cable locating process to prevent interruptions or damage near the transformer. Effectively managing public access and minimizing disruption during EV charger downtime.</p> | \$7,184 |



Priority # 2 - Financial Year 2025/2026

| Location | Considerations per site | Cost |
|---|---|---------|
| Ōmāpere Freese Park Playground, this site has no lighting in this location which would also aid in lighting the carpark adjacent to the playground. | <p>Traffic Management Plan (TMP): Not required for this site.</p> <p>Cable Location: Not required, as no underground utilities are expected in the playground area.</p> <p>Area Management: Leighton Electrical will cone off the playground area to secure the worksite and ensure public safety.</p> <p>Equipment Needed: Digger with auger attachment used for boring holes for pole foundations and installation.</p> <p>Installation Process: Solar light will be pre-mounted and tested on the pole before it is erected.</p> <p>Routine installation procedures will be followed, with minimal disruption.</p> <p>Challenges: Ensuring the work area is fully secured to prevent unauthorized access during installation. Managing public awareness if the playground is partially inaccessible during work.</p> | \$7,566 |




Priority #3 – Financial Year 2026/2027

| Location | Considerations per site | Cost |
|--|---|----------------|
| <p>Ōpononi Walkway at the end of Fairlie Crescent to SH12, this is a paper road and our Transport team have plans in progress to install bollards and other measures to prevent vehicle access to this walkway. This work will be completed this financial year, so an exact location can be determined when due.</p> | <p>Traffic Management Plan (TMP): Not required for this site.</p> <p>Cable Location: Cable locating will be performed in-house by Leighton Electrical, ensuring safety during hole boring for the pole foundations and installation.</p> <p>Area Management: The worksite will be coned off to secure the public walkway and ensure safety during installation.</p> <p>Equipment Needed: Digger with auger attachment used for boring holes for pole installation.</p> <p>Installation Process: Solar light will be pre-mounted and tested on the pole prior to erection. Standard procedures will be followed for efficient and safe installation.</p> <p>Challenges: Ensuring minimal disruption to public access on the walkway during the installation process.</p> | <p>\$7,566</p> |



Lighting Specifications:



LED POLE MOUNT LIGHT

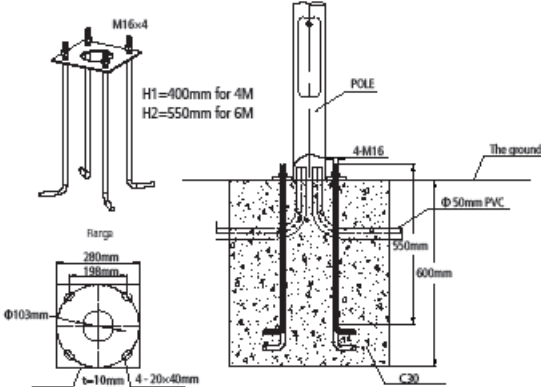
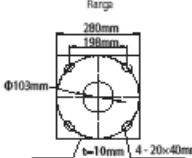

POLE

GPL800-4M/6M

FEATURES

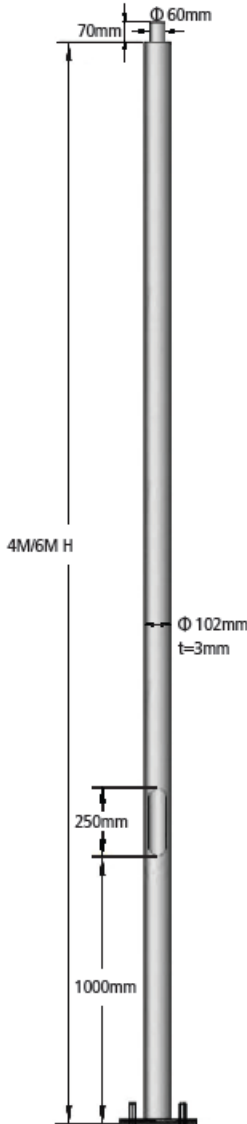
- Material Q235 steel pipe pole
- Surface treatment: Hot dip galvanisation with thickness of 80-100µm and anti-ageing electrostatic spray processing with super resistance to corrosion
- Ultimate support weight: 250KG
- Customised colour or lengths are available

FOUNDATION

GPL800/BASE COVER BK
GPL800/BASE COVER SL
(order separately)

| MODEL NO. | COLOUR |
|--------------|--------|
| GPL800/4M BK | Black |
| GPL800/6M SL | Silver |
| GPL800/6M BK | Black |



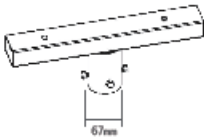
296

Specifications above are for reference only and may vary without prior notice




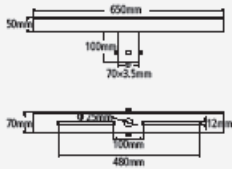

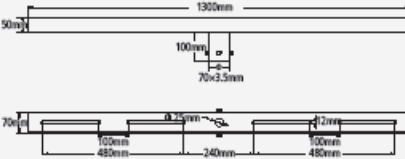
ACCESSORIES

Customised floods bracket

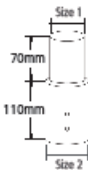


- Material: Q235 steel
- Surface treatment: Hot dip galvanisation with thickness of 80-100µm and anti-ageing electrostatic spray processing with super resistance to corrosion. Customised colour or lengths are available

Stock item code (Suitable for Bright Star and Marina floods)

| MODEL NO. | DIMENSIONS |
|---|---|
| <div>GPL800 SINGLE T BRACKET SL</div>  |  |
| <div>GPL800 TWIN T BRACKET SL</div>  |  |

Customised pole adaptor



- Size 1:
Top exterior diameter options: 48, 60, 76mm
- Size 2:
Bottom interior diameter options: 60, 76, 89mm

Specifications above are for reference only and may vary without prior notice

GLIGHT.CO.NZ / NSGLIGHTING.CO.NZ 285

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The prioritisation of the lights is based on knowledge of each of the sites and the best information available at the time of writing this report. The locations are those, or as close as possible, suggested by the Community Board.

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

There will be an ongoing increase to the operational budgets of approximately \$1,500 per annum per light.

ĀPITI HANGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

| 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 project has a relatively low degree of significance as the Community Board have determined the locations as part of their strategic plans which have already been consulted on with their communities. |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision. | This project meets the community outcome of "Safe, Healthy Communities". By providing lighting in areas with little or no lighting and aids in the safety of our communities. |
| 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 project has does not have a district wide relevance as the Community Board have delegated authority for Amenity Lights and they have determined the locations for these new lights. |
| 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. | The Community Board has provided the locations of the lighting as part of their strategic plan which have had the wider community input. |
| 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). | Lighting as proposed will aid with accessibility and visibility in the locations mentioned. |
| State the financial implications and where budgetary provisions have been made to support this decision. | There are not significant changes to the financial implications for this new light. Provision for an ongoing operational budget has been included in the report. |
| Chief Financial Officer review. | The CFO has reviewed this report. |

7.3 GROUND LEASE REQUESTS OVER KAIKOHE LANDFILL

File Number: A4945860

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To obtain recommendation from the Kaikohe – Hokianga Community Board to deny the granting of any future ground lease over Part 3 and 4 DP 22327 Blk XV Omapere SD recreation reserve, under Sections 54 of the Reserves Act 1977 being the Kaikohe landfill located at Recreation Road, Kaikohe.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Kaikohe landfill located at Recreation Road, Kaikohe, operated from prior 1950 to its closure in 1998.
- The Post Closure Care Management Plan 1997 outlines how the landfill is to be managed once no longer operating.
- The Lindvart Park Reserve Management Plan states that the site is suitable for informal recreation only.
- Risks associated with piercing the landfill cap include invisible methane fires, asphyxiation and explosion.
- Far North District Council staff have received multiple lease requests over the years and are now requesting final resolution over the leasing of the landfill.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe – Hokianga Community Board recommend that Council deny all new ground lease requests over Part 3 and 4 DP 22327 Blk XV Omapere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.

1) TĀHUHU KŌRERO / BACKGROUND

The Kaikohe landfill was in operation since prior to 1950, servicing Kaikohe and a large portion of the wider Kaikohe-Hokianga ward, including Kerikeri and Kawakawa.

On 25 November 1996 a resource consent was issued to Far North District Council for the purpose to operate a refuse landfill in the Papahawaiki Stream on Part 3 and 4 DP 22327 Blk XV Omapere SD, commonly known as the Kaikohe Landfill located at Recreation Road, Kaikohe.

This resource consent allowed for the discharge of residual leachate from landfill areas to ground and to discharge stormwater to the Papahawaiki Stream subject to the following conditions:

- Landfill operations were to be carried out in accordance with the Kaikohe Landfill Management Plan and Assessment of Environmental Effects Revision 2 October 1996.
- All refuse shall be disposed, compacted and covered at the end of each operational day. A final cap of no less than 600mm of re-compacted clay with a permeability of less than 10⁻⁷ meters per second shall be constructed over the disposed refuse.
- Leachate from the landfill shall be collected and pumped to Kaikohe sewerage reticulation system for treatment and disposal.
- A Post Closure Care Landfill Management Plan shall be submitted to the Northland Regional Council by 31 December 1997, covering all aspects of closure care operations and

monitoring requirements. All operations and maintenance are to be carried out in accordance with this plan.

This resource consent expired 31 August 1998, and the landfill closed in beginning of 1998.

Over the years, various requests to lease the land have been processed and denied by Far North District Council staff. Whilst these have been denied due to concerns regarding explosive gas migration from within the cap and the piercing of the final cap of the landfill by the placing of buildings upon the land, staff continue to receive these requests.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Post Closure Care Management Plan 1997 outlines how the landfill is to be managed once no longer operating:

- A cap of no less than 600mm of recompact clay was placed on the landfill – this cap is a near waterproof clay layer that prevents the ingress of water into the landfill. Due to the thickness of the layer, no foundations can be placed or specimen trees planted as this would compromise its stability. This is particularly important on the flat area at the top of the landfill mound.
- The purpose of the cap is to control and minimise water ingress, provide final contour and gas control, allow plant growth and permit end use. The positive effect of the cap is the reduction of leachate production but also slows down the breakdown of materials within the landfill and cause the production of landfill gas to continue for years to come. The integrity of the cap is key to ensuring minimal leachate production post closure.
- Gas is produced in the landfill as a result of biological decomposition, composing mainly of methane and carbon dioxide but can contain other volatile organic compounds. Should the cap be pierced, methane fires may occur that are not visible in daylight and concentration of the gases may occur in manholes and chambers, migrating through pipes and permeable soils, accumulating in poorly ventilated areas and result in either asphyxiation or explosions.

Building over an old landfill is generally not advised due to several significant risks:

Risk to people and the environment

Some of the risks that may affect the occupation of any proposed buildings in close proximity of the landfill site are listed below;

1. **Soil and Groundwater Contamination:** Old landfills often contain hazardous substances like heavy metals and toxic chemicals. These can leach into the soil and groundwater, posing serious health risks to those using an old landfill for activities or disturb the membrane seal placed on the landfill on decommissioning.
2. **Methane Gas Production:** As noted above, decomposing organic material in landfills produces methane gas, which can accumulate and pose an explosion risk if not properly managed. Other effects includes odour nuisance; migration in surrounding sub-strata; and vegetation die-off on the completed landfill/fill surface and on adjacent areas.

The Lindvart Park Reserve Management Plan states that only low impact recreational activities should be carried out on the former landfill site, which may include walking/cycling tracks, sculpture trail and pump tracks for bicycles subject to sufficient demand and on the proviso that the integrity of the landfill cap is maintained. It also states that fencing, lighting, service trenches or other sculptures should be avoided penetrating the clay cap.

As per Section 54 of the Reserves Act 1977, Council may from time to time grant a lease over recreation reserves. Council is not obliged to grant a lease where there is sufficient evidence provided not to.

Far North District Councils Climate Action Policy 2022 states that Council will reduce Green House Gas emissions through sustainable business practices, in alignment with the government's national emission reduction targets or better. Approval of leases over this site is a direct conflict of this Policy.

Option 1 (recommended)

That the Kaikohe – Hokianga Community Board recommend that Council deny all new ground lease requests over Part 4 and 4 DP 22327 Blk XV Omapere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.

Option 2

That the Kaikohe – Hokianga Community Board allow new lease requests over Part 4 and 4 DP 22327 Blk XV Omapere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill.

This option is not recommended under any circumstances.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Some of the challenges in building on a landfill site includes;

1. Ground Instability

Landfills are typically built on soft, unstable ground that can settle over time. Landfills are also unstable due to decomposing waste. This can lead to subsidence, causing damage to buildings and infrastructure.

For a typical design the Building Code requires the ground conditions to meet the definition of Good Ground, below is the definition;

The standard defines 'good ground' as: *"any soil or rock capable of permanently withstanding an ultimate bearing capacity of 300kPa (i.e. an allowable bearing pressure of 100kPa using a factor of safety of 3.0.), but excludes:*

- a) *Potentially compressible ground such as top soil, soft soils such as clay which can be moulded easily in the fingers, and uncompacted loose gravel which contains obvious voids;*
- b) *Expansive soils being those that have a liquid limit of more than 50 % when tested in accordance with NZS 4402 Test 2.2, and a linear shrinkage of more than 15 % when tested from the liquid limit in accordance with NZS 4402 Test 2.6; and*
- c) *Any ground which could foreseeably experience movement of 25 mm or greater for any reason including one or a combination of land instability, ground creep, subsidence, seasonal swelling and shrinking, frost heave, changing groundwater level, erosion, dissolution of soil in water, and effects of tree roots.*

The minimum geotechnical ultimate bearing is required so that buildings are supported adequately by the ground and do not undergo differential settlement during their lifespan. Differential settlement is when part of a building sinks more than another which can lead to uneven or cracked floors/walls. The landfill is unlikely to meet the definition of Good Ground and will therefore require specific design and/significant ground improvements.

2. Construction Challenges

One of the construction challenges will be to stabilize the land to meet the definition of good ground or to improve the stability to allow for specific design.

The unstable nature of the ground requires specialized engineering techniques to ensure the stability of any structures built on it. This can significantly increase construction costs and complexity.

Specialised Engineering techniques may be required, like specialised equipment for compaction, to prevent subsidence. Other options will be to remove the waste fill and replace it with Engineered fill; also at a high cost.

Ongoing Monitoring requirements

Landfills are subject to post-closure care requirements, which include monitoring and maintenance to ensure long-term stability and environmental safety. Council will therefore require access to the landfill area to meet their monitoring requirements and ensure no adverse human or environmental harm is caused.

The Post Closure Care Management Plan for the landfill clearly details the health and safety risks associated with leasing this site and allowing construction of any structures that may pierce the cap.

The Lindvart Park Reserve Management Plan details that only informal recreation activities should be carried out on the landfill.

As Far North District Council is aware of the risks associated with piercing the cap, including methane fires, explosions and asphyxiation, it could be considered negligence to lease this site.

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

There are no financial implications to Council through denying any new lease requests.

Council currently maintains the landfill through the community services contract and is on a rural mowing schedule, being mowed in September, November, January and April each year.

ĀPITIHINGA / ATTACHMENTS

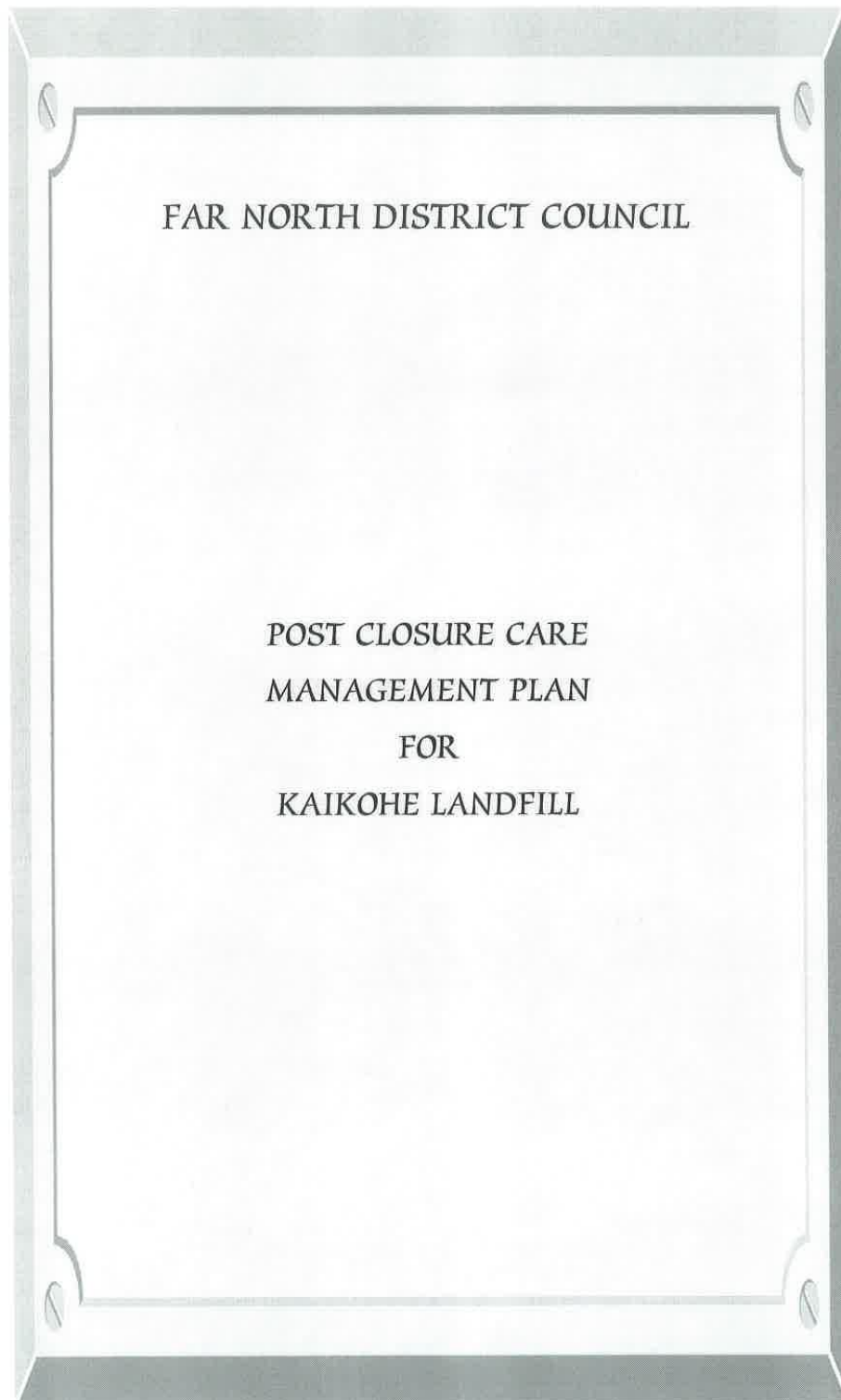
1. **Kaikohe Landfill Post Closure Management Plan 1997 - A4947759** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / Staff Assessment |
|---|--|
| State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy | Medium |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision. | Lindvart Park Reserve Management Plan – Use of the landfill is allowed as informal recreation only. FNDC Climate Action Policy 2022 – Council commits to reduce its Green House Gass emissions in line with the government's national emission reduction targets or better. |
| State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought. | Delegation to the Kaikohe-Hokianga Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves. |
| 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. | Neither iwi nor hapū have been consulted on the denying of leases over the reserve. Consultation occurred at the time of development and implementation of the Lindvart Park Reserve Management Plan. |
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities). | All members of the public in the Kaikohe area and surrounds could be negatively affected should leases be approved over the Kaikohe landfill. |
| State the financial implications and where budgetary provisions have been made to support this decision. | None |
| Chief Financial Officer review. | CFO has not reviewed this report |



INTRODUCTION

1 HISTORY

- 1.1 *Classification*
- 1.2 *Land Use*
- 1.3 *Legal Description*
- 1.4 *Landfill Reinstatement*
- 1.5 *Source of Refuse*

2 ASSESSMENT OF ENVIRONMENTAL EFFECTS

- 2.1 *Silt Run-off*
- 2.2 *Stormwater Control*
- 2.3 *Leachate Collection & Treatment*
- 2.4 *Settlement / Subsidence*
- 2.5 *Landfill Gas*
- 2.6 *Monitoring*

KAIKOHE LANDFILL

1 HISTORY

Most of the 14 hectares of the present Lindvart Park Recreation Reserve was purchased in the early 1930's by the then Kaikohe Town Board. In the early 1950's it was allowed that the terms of Mr Lindvart's 1930 bequest of 2,000 pounds be changed to cover the upkeep of the park. In October 1951 the name of the Kaikohe Recreation ground was changed to Lindvart Memorial Park. An area of approximately seven hectares immediately adjacent to the original reserve, became apart of the reserve in the late 1960's.

1.1 *Classification*

Lindvart Park reserve is designated D20 (Recreation Reserve) with an underlying zoning of Residential 'A'. Under the proposed District Plan 1996 the site is zoned Recreational Reserve.

1.2 *Land Use*

Much of the original park consisted of low lying swamp and unusable terrain. Landfilling provided the means to create flat areas for sports fields. The Rugby League field and part of the existing Hockey fields lies above old landfill.

1.3 *Legal Description*

Pt 3 & 4 DP 22327, Blk XV Omapere S.D. Map Reference: PO5:835-428.

1.4 *Reinstatement*

The entire landfill will be clay capped to the requirements of the resource consent NLD 95-7503.

01.3: "final cover of not less than 600mm of recompact clay with a permeability of less than 10^{-7} meters per second".

Final cover has the following purposes:

- (i) Control minimise water ingress;
- (ii) Provide final contour;
- (iii) Provide gas control;
- (iv) Allow plant growth;
- (v) Permit end use.

The objective of clay capping is to enclose the refuse in a seal by placing very low permeability material on the sides and top of landfill in order to keep out as much water as possible, this has the positive effect of reducing leachate production but can have the draw back of slowing down the breakdown of materials within the landfill and hence cause the production of landfill gas to continue for many years.

The contour of the landfill was decided through public consultation. Various options were prepared and presented by Littoralis Landscape Architecture. The preferred option was chosen after public submissions and meetings. Refer to Appendix 2 for "Landscape Development Report", Littoralis Landscape Architecture, April 1996.

1.5 *Source of Refuse*

The landfill was in operation since prior to 1950 and until 1989 serviced the Borough of Kaikohe and surrounding areas, (there is evidence that some refuse from Bay of Islands County Council was also landfilled on site). After local body amalgamation in 1989, the Kaikohe landfill received refuse from a larger area as small rural dumps were closed and refuse transfer stations built to service the areas affected, e.g. Opononi, Horeke. Likewise District kerbside refuse collections from areas such as South Hokianga, Kerikeri and Kawakawa increased the volume of refuse being landfilled at Kaikohe. The pre-closure volume of waste landfilled at Kaikohe is of the order of 12-14,000 cubic metres compacted (including daily and intermediate cover) per annum. (This equates to 5-6,000 tonnes/annum).

A public tipping face was operational throughout the life of the landfill. Far North District Council enforced a policy of prohibiting disposal of hazardous waste (including paint, glue, oil, caustic waste, etc.) and a hazardous waste compound was installed to provide a convenient and safe drop off point. Similar compounds are available at staffed transfer stations, preventing the unauthorised disposal of potentially toxic material.

A combined effort by Northland Regional Council and local authority ensured electrical equipment containing PCB was collected and transported to France for high temperature destruction.

The refuse contained within Kaikohe landfill, is predominantly household waste with a small component from the commercial premises. It is estimated that 40% of refuse volume is compostable (i.e. green matter, food waste) it is this component that gradually decays in the presence of moisture to form biogas.

2 ASSESSMENT OF ENVIRONMENTAL EFFECTS

Assessment of environmental effects of closed capped landfill, the following effects require managing:

- Silt Run-off (i) During clay capping and top soiling operations;
(ii) After grass and vegetation cover is established.
- Stormwater Control
- Leachate Collection and Treatment
- Settlement/Subsidence
- Landfill Gas

The landscape development report offers various options for vegetation of the clay capped land form.

Through further public involvement various options may be explored regarding the mix of the following:

- (i) Grassland - requires regular mowing and have a slope suitable for existing town maintenance equipment.
- (ii) Indigenous Shrubland - mix of nature shrubs such as manuka, flax, etc., reduces the area requiring mowing and protects batter slopes from erosion.
- (iii) Theme Area - possible useful plant collection.
- (iv) Viewing Terraces for Rugby League field.

SOURCE OF CLAY CAPPING MATERIAL

The stripping material from two local shale pit quarries was tested to determine its suitability for clay capping. The two local quarries are:

- (i) Northland College shale pit east of Kaikohe;
- (ii) Whitehills (transit) shale pit west of Kaikohe;

Random samples were taken from both quarries by Works Civil North Limited and tested by Materials Laboratory, Whangarei.

| SOURCE | DATE | PERMEABILITY |
|--------------------------|---------|-----------------------------|
| Northland College Quarry | 24/3/97 | 0.77×10^{-7} m/sec |
| Whitehills Quarry | 24/4/97 | 0.19×10^{-7} m/sec |

See Appendix 3 for laboratory test results.

While on the surface the five metre high mound will be aesthetically pleasing with it native vegetation, walkways, cycle paths, bird life habitats and fitness trails. It is what is beneath all of this that requires careful monitoring and after care to ensure that the environment is not affected.

2.1 *Silt Run-off*

During the laying and compacting of clay capping material, careful attention will be required to prevent silt run-off into the receiving waters. If required straw/hay bales may be used to contain silt run-off.

2.2 *Stormwater Control*

The land form will be contoured to prevent gully development. Surface water from the crown of the landfill will be directed to a stormwater collection pipe that carries the water down the eastern batter slope into the concrete dish drain.

REFER TO DRAWING MARKED "STORMWATER"

Stormwater swale drains will be grassed but should they show signs of eroding, the drains will be concrete lined.

Attentions will be required to ensure that localised settlement does not create flowpaths/collection points that lead to gully development. (See Settlement/Subsidence).

Stormwate from eastern, western and northern boundaries will be directed into the Council maintained stormwater system, with the discharge passing through a litter/solids separator prior to discharging into an open drain down Thorpe Road.

2.3 *Leachate Collection & Treatment*

An extensive leachate collection network of slotted pipes and drainage metal feeds leachate into the leachate pump chamber situated in the north-eastern corner of the landfill. Leachate is then pumped to the Kaikohe Sewerage Treatment Plant.

Ongoing maintenance of this system is required, including maintenance of the submersible pump, level switches and telemetry.

A remote monitoring system allows the status of the leachate pump to be checked by telephone:

| | |
|------------|----------|
| Phone: | 401 2573 |
| Password: | 99 |
| Enquiries: | 8 |
| Site: | 244 |

| | |
|--------------------------|----------------------|
| This system will provide | Pump: ON/OFF |
| | High Float: ON/OFF |
| | System Fault: ON/OFF |

The conductive and corrosive nature of leachate requires the periodic cleaning of level probes and regular maintenance of the submersible pump.

Unforeseen events include:

- (i) Pump failure - in this event, Impact Services Ltd have spare pumps available;
- (ii) Telemetry failure - operation of pump will continue as normal but no remote monitoring will be available until fault rectified;
- (iii) Leachate leaks from batter slope.

It is expected that some leachate leakage from the batter slopes will be noticed immediately after clay capping due to the increased loading on the mound. Should this flow prove to be persistent, shallow leachate collection drains (4" nonafflow and drainage metal) may be required. Leachate collected will be directed down to ground level collection drains. The integrity of the clay capping on the flat crown of the landfill is the key to ensuring minimal leachate production, but should any slumping or settlement occur which allows water ponding on the crown, leachate production will rise accordingly. Hence the importance of monitoring the contour of the flat crown of the landfill, using settlement indicator pegs if necessary, cannot be over stated. A simple check involves checking for water ponding after rain.

2.4 *Settlement/Slumping/Subsidence*

As the organic component of the refuse decays landfill gas is generated and voids are created in the refuse mass. Over time settlement is expected and it will not occur evenly over the landform

Differential settlement will create cracks that allow water ingress through the clay capping, the water subsequently accelerates the decay process and increases the rate of settlement. The most effective means of preventing future problems is to carefully monitor the contour and ensure that localised settlement does not allow ponding to occur. Water ingress is not considered to be a problem on the 3:1 batter slopes but requires careful attention on the flat crown. Extra thickness of clay capping is planned for the crown (i.e. 750 mm instead of 600mm).

Best engineering practice appears to favour some moisture ingress into the refuse mass to ensure a relatively rapid decay of the organic component. This ensures that the major settlement and landfill gas production occurs over the early stages of after care.

Drawing 3 shows the recent staged filling of the landfill, the older filled areas are expected to show little settlement and landfill gas production since these areas have been covered with intermediate cover only, allowing water ingress. The area requiring attention is that area landfilled just prior to clay capping.

2.5 *Landfill Gas*

Landfill gas will be produced in the landfill as a result of biological decomposition. Landfill gas consists mainly of methane and carbon dioxide but can contain other gases including volatile organic compounds.

The following matters require addressing:

- 1) Methane fires may occur that are not visible in daylight;
- 2) Concentrations of methane and/or carbon dioxide may occur in manholes and chambers and may migrate through pipes or permeable soils and accumulate in poorly ventilated areas and result in either asphyxiation or explosions.

Migration Control

Since no building structures are present close to the landfill, the risk of explosive gas migration to enclosed structure is relatively low, however vigilance is required to ensure future development of the landfill as a recreational reserve does not include proposals such as enclosed buildings without due consideration to the risk of accumulating migrating gas. Mitigating design could involve polythene sealing cover beneath any concrete slab and sufficient ventilation in any structural design.

It is proposed that a vent be installed on the leachate pump chamber and signage added that warns of possible explosive or asphyxiating gases being present in chamber.

Any personnel working on site should not descend into any trench/excavation or chamber on site without first checking for the presence of landfill gas, wearing appropriate safety gear, and having someone stand outside the excavation to assist if required.

Gas migration into the stormwater system beneath the Rugby League field could also cause problems. It is proposed that the existing manhole covers be replaced with stormwater grates to ensure venting.

It is not expected that any gas collections for commercial use will be viable however should landfill gas prove to be a problem, one of the following methods may be installed:

- 1) Vertical in situ rubble chimney;
- 2) Driven wells (i.e. perforated steel pipe);
- 3) In situ perforated pipe system.

2.6 *Monitoring After Closure*

After the landfill is capped and re-vegetated there will be a need for ongoing monitoring to observe the following:

- Leachate generation (pump run time is available from remote monitoring telemetry);
- Gas generation;
- Integrity of capping;
- Degree and effect of settlement.

Leachate will continue to be monitored by Northland Regional Council. Leachate sample from Northland Regional Council sampling point 1556 will be analysed at least annually for determinants as per Schedule 1, attached.

Stormwater shall be sampled on a six monthly interval, samples taken from the stormwater manhole adjacent to Station Road. Samples shall be analysed for determinants selected by the Regional Council from Schedule 2, attached.

Should leachate generation and strength show signs of reducing over time, it is planned to reduce the sampling frequency.



New Lined Area - Detail Showing Connection Of Leachate Collection



Preparation Of Liner For New Area

11



*Willows Removed & Clay Capping In Progress On Southern Batter Slope
(Note: Topsoil Stockpile On Landfill Crown)*



Refuse Unloading At Tip Face

12



Viewing Terrace Prior To Clay Capping



Viewing Terraces After Clay Capping

13



*Batter Slope Clay Capping Eastern Boundary
(Concrete Lined Swale Drain)*





14

*Leachate Pump Chamber With
Telemetry Chamber*



Stormwater Manhole At Eastern Side of Rugby League Field

16



View Of Clay Capped Viewing Terrace From Rugby League Field



View Along Eastern Batter Slope. Willow Trees Are Being Progressively Removed As Clay Capping Proceeds

10-04-1997 09:58 FROM WORKSLAB. WREI.

TO WKS CIVIL KKOHE

3

P.01

Works Consultancy Services Limited
Materials Laboratory
46 Port Road
Whangarei
24 March 1997

The Manager
Works Civil Construction
P.O.Box 262
KAIKOHE

For the attention of Mr D.Mariassouce

Dear Sir

INVESTIGATION FOR KAIKOHE LANDFILL CLAY COVER: LAB. No A67/97

1. AIM

To determine the permeability of a sample of shale ex Northland College quarry stockpile.

2. PROCEDURE

2.1 The material sampled on the 13/3/97 by Mr D.Mariassouce of Works Civil Construction Kaikohe was delivered to the laboratory on 13/3/97.

2.2 The sample was sieved over a 19mm test sieve and the retained material discarded.

2.3 To determine an approximate maximum dry density a portion of the passing 19mm material was compacted at an assessed optimum water content into a laboratory CBR mould in accordance with NZS 4402:1986 test 6.1.1 (standard compaction).

2.4 A sample of the passing 19mm material was then compacted at the maximum density achieved in 2.3 above, into a 200mm diameter laboratory permeability cell and tested in accordance with Method of Test for Laboratory Permeability WI WH LA 377.

3. RESULTS

3.1 The passing 19mm material had a natural water content of 12.8% which was assessed to be the optimum water content. The laboratory dry density achieved when compacted at this water content was 1.78 t/m^3 .

3.2 The permeability test was run for five days and eight separate readings of permeability were taken during the five days. The final four readings after the test had stabilised produced an average result of $0.77 \times 10^{-7} \text{ m/sec}$.

10-04-1997 10:00 FROM WORKSLAB. WREI.

TO WKS CIVIL KKOHE

P.01

Clause 3 of the document supplied calls for the clay cover to have a permeability of less than 10^{-7} metres per second and the sample tested complies with this requirement.

Yours faithfully



Bruce Saint
Laboratory Manager



Clause 3 of the document supplied calls for the clay cover to have a permeability of less than 10^{-7} metres per second and the sample tested complies with this requirement.

Yours faithfully
OPUS INTERNATIONAL CONSULTANTS

A handwritten signature in dark ink, appearing to read 'Bruce Saint'.

Bruce Saint
Laboratory Manager

Copy to Matt Kearney
FNDC 16.4.97.

F 1868

3

Materials Laboratory
46 Port Road
Whangarei

24 April 1997

The Manager
Works Civil Construction
P.O.Box 262
KAIKOHE

For the attention of Mr D.Mariassouce



Dear Sir

INVESTIGATION FOR KAIKOHE LANDFILL CLAY COVER: LAB. No A89/97

1. AIM

To determine the permeability of a sample of shale ex
Whitehills quarry face and floor.

2. PROCEDURE

2.1 The material sampled on the 7/4/97 by Mr D.Mariassouce of Works Civil Construction Kaikohe was delivered to the laboratory on 7/4/97.

2.2 The sample was sieved over a 19mm test sieve and the retained material discarded. The material was assessed to be below optimum water content and water was added to achieve this condition.

2.3 To determine an approximate maximum dry density a portion of the passing 19mm material was compacted at an assessed optimum water content into a laboratory CBR mould in accordance with NZS 4402:1986 test 6.1.1 (standard compaction).

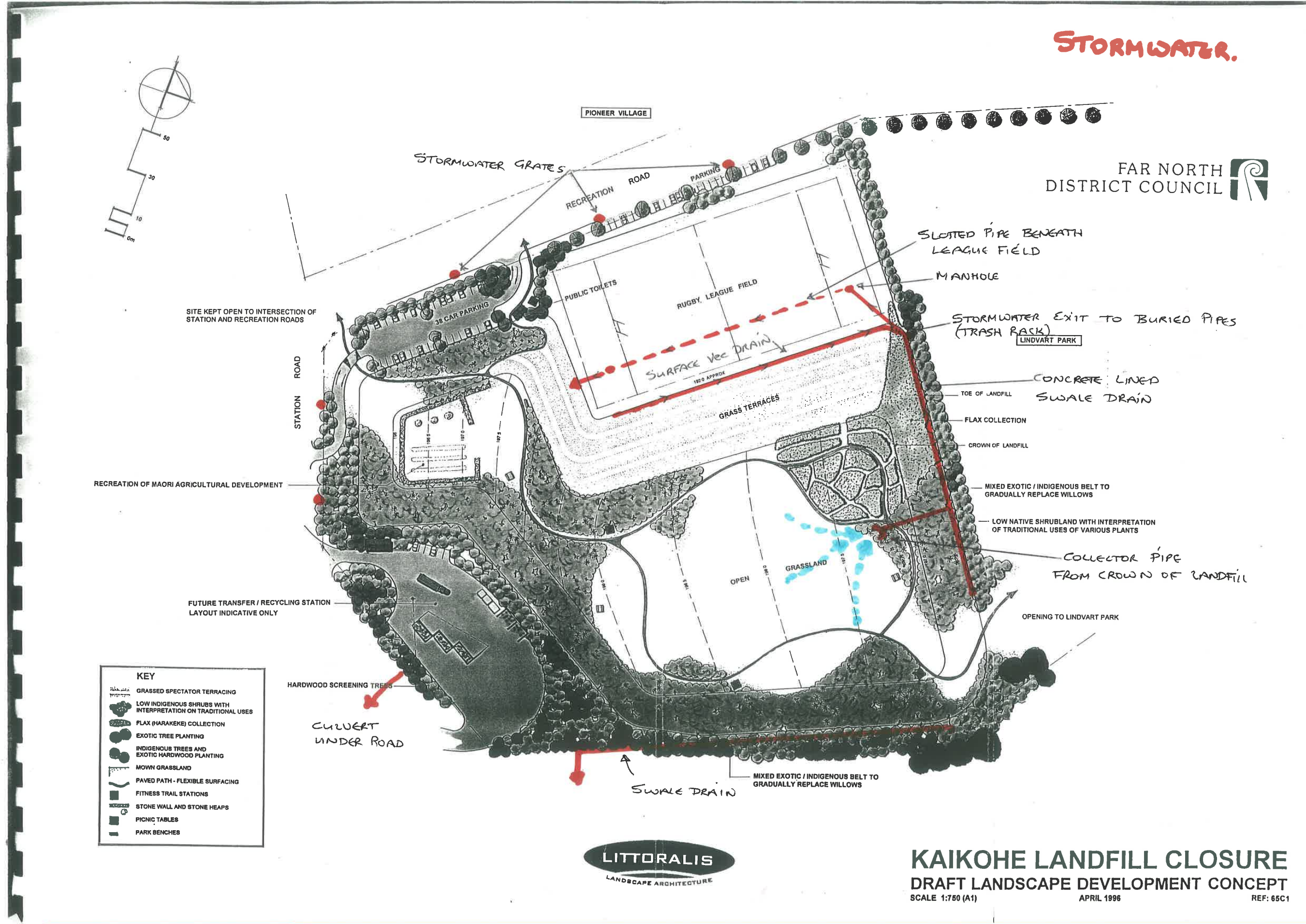
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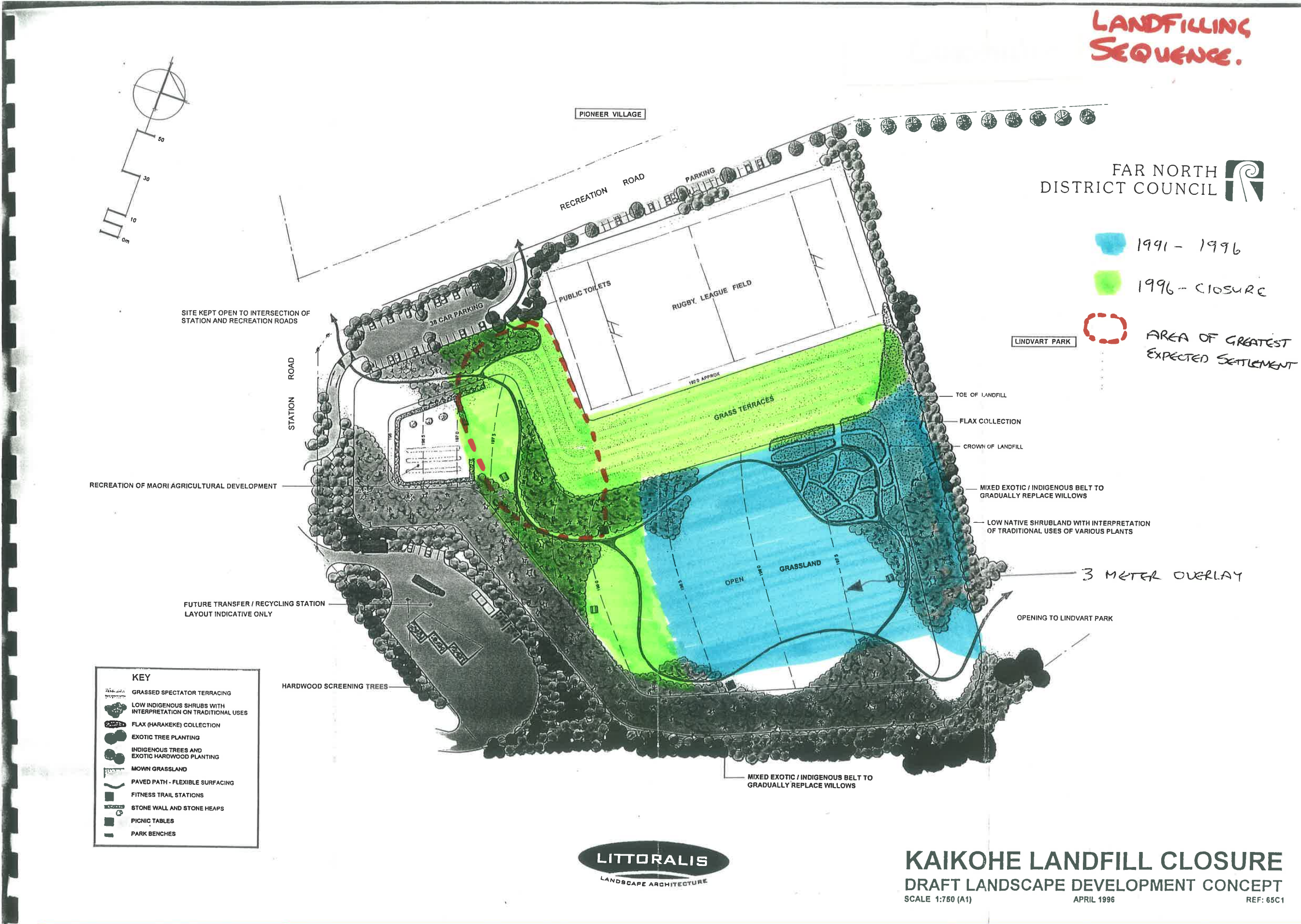
3. RESULTS

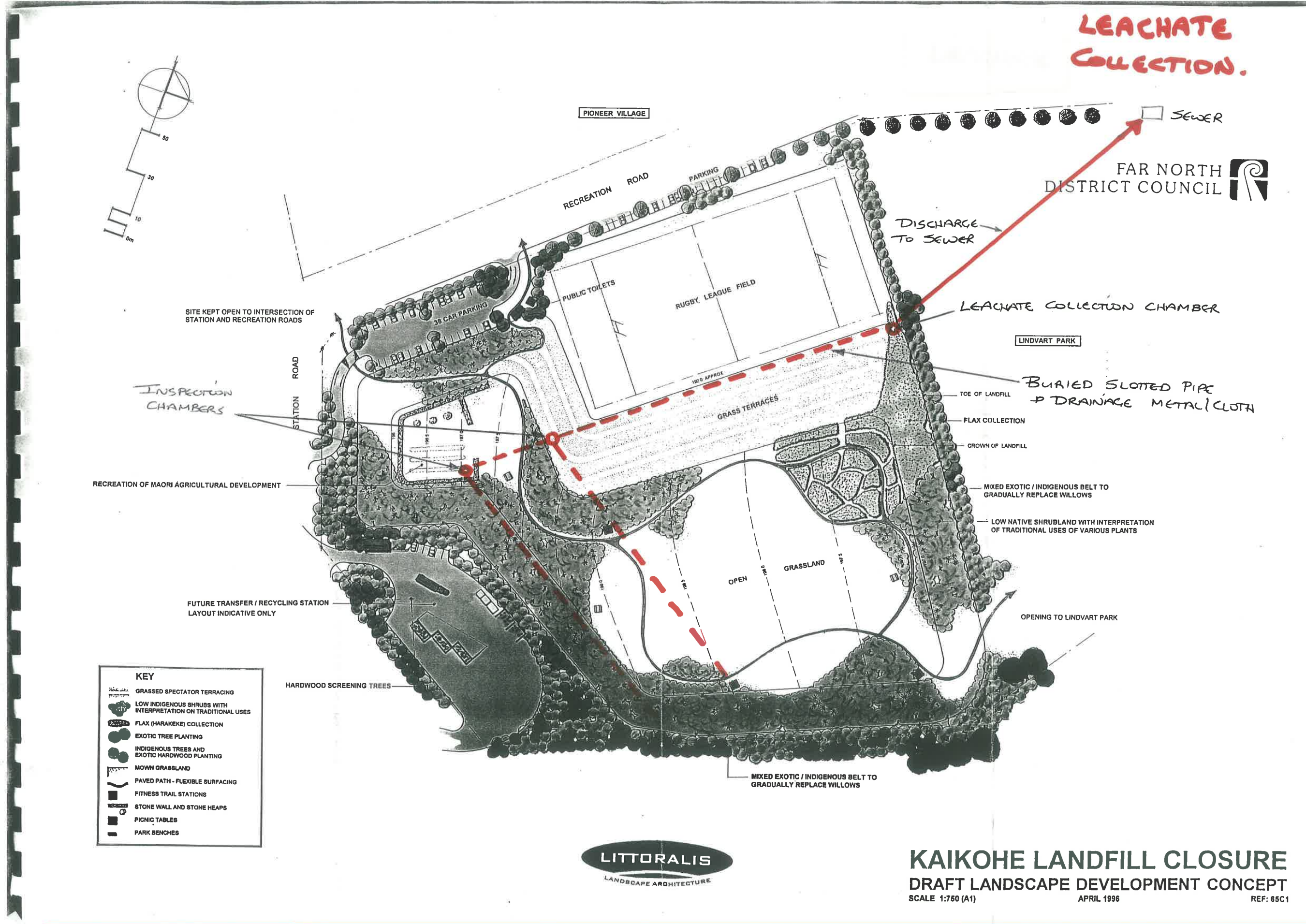
3.1 The passing 19mm material initially had a natural water content of 13.9%, and then 17.4% after adding water to the material to achieve an assessed optimum water content.

The laboratory dry density achieved when compacted at this water content was 1.70 t/m³.

3.2 The permeability test was run for five days and ten separate readings of permeability were taken during the five days. The final four readings after the test had stabilised produced an average result of 0.19×10^{-7} m/sec.







7.4 NEW GROUND LEASE TO KOHUKOHU BOWLING CLUB INCORPORATED OVER 22 BEACH ROAD, KOHUKOHU**File Number: A5039534****Author: Michelle Rockell, Team Leader - Property Management****Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek the Kaikohe – Hokianga Community Board recommendation to initiate public consultation on the granting of a new ground lease over Recreation Reserve, under Section 54 Reserves Act 1977 being 22 Beach Road, Kohukohu being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD to Kohukohu Bowling Club Incorporated.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Kohukohu Bowling Club Incorporated hold a current Deed of Lease over the Recreation Reserve at Kohukohu dated 1 May 1995, with final expiry being 30 April 2025.
- In August 2024, Kohukohu Bowling Club Incorporated formally requested a new ground lease over the site that the Kohukohu Bowling Club has occupied since 1958.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve when no Reserve Management Plan is in place.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe - Hokianga Community Board:

- a) **recommend to Council that the public consultation process is commenced on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD, approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269.**

The terms of the proposed lease shall be:

- **Term: 30 Years (10+10+10)**
 - **Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**
- b) **is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.**

1) TĀHUHU KŌRERO / BACKGROUND

Kohukohu Recreation Reserve is vested in Council and has been occupied by Kohukohu Bowling Club Incorporated since 1958. The club has seen several generations of families pass through its greens and still serves the community well.

Their current lease is dated 1 May 1995 with final expiry 30 April 2025. In 2024, the Kohukohu Bowling Club Incorporated approached Far North District Council staff formally seeking a new ground lease.

The Kohukohu Bowling Club Incorporated is hired by a variety of groups, including Hau Ora Hokianga and is made available free of charge each year for the Breast Screen truck staff who park just outside the club's premises.

Kohukohu Bowling Club Incorporated host the annual commemorations of ANZAC & Armistice and in 2023, the Club received a medal from the Deputy Chief of the New Zealand Navy in recognition of the years of hosting Aotearoa's service men & women.

The Kohukohu Bowling Club Incorporated members are very proud of their club and with increased membership year on year, will see the Club continue to thrive.



Aerial view of proposed leased area in red.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The 2013 Minister of Conservation Reserves Act Delegations provide for Local Authorities to wear the hat of the Minister for delegated actions over vested recreation reserves.

Section 54(1) of the Reserves Act 1977 ("the Act") provides for Council, with the prior consent of the Minister, to grant leases over recreation reserves. From 2013, prior consent of the Minister is delegated to Council.

Section 54(2) Reserves Act 1977 requires public notification of the proposed lease action where no current reserve management plan is in place for the vested recreation reserve. There is no current reserve management plan for the Kohukohu Domain Recreation Reserve.

Council resolution to commence public consultation satisfies the prior consent of the Minister and the public notice requirements.

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

Community Boards are delegated to provide recommendations to Council in respect to applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.

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

The options for this site are:

Option 1: Recommended

That the Kaikohe - Hokianga Community Board:

- a) recommends to Council that the public consultation process is commenced on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD, approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269.
- b) The terms of the proposed lease shall be:
 - Term: 30 Years (10+10+10)
 - Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.
- c) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

Option 1 will allow Kohukohu Bowling Club Incorporated to continue providing a bowling club to the community of Kohukohu and surrounding areas.

Option 2:

- a. Decline Kohukohu Bowling Club Incorporated request for a new ground lease
- b. Request that Kohukohu Bowling Club Incorporated remove all existing building(s) and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Kohukohu Bowling Club Incorporated provide a beneficial service to the community and requiring them to vacate the land will be a loss for the community of Kohukohu.

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

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

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

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space.

The lease will provide for the lessee to be responsible for the payment of all utility charges, rates and insurances.

All buildings and improvements are owned by the Kohukohu Bowling Club Incorporated.

The annual rent will be in conjunction with Far North District Council Fees and Charges Schedule and amended annually.

Should a lease not be provided to Kohukohu Bowling Club Incorporated and the land reinstated to reserve, Council will become responsible for any ongoing maintenance of the site.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / Staff Assessment |
|---|--|
| State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy | Medium |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision. | FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease |
| 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 does not have District wide relevance. Delegation to the relevant Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan. |
| 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. | Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify tangata whenua in the Ahipara locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance. Should public consultation be approved, relevant Iwi/hapū will be notified via a separate letter to inform them of the requested lease. The letter will include brief summary of the lease and instructions of how to provide feedback should they wish to do so. |
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities). | Public consultation and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow staff to identify any people or groups who may be affected or have interest in the matter. |

| | |
|--|--|
| State the financial implications and where budgetary provisions have been made to support this decision. | All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Schedule. |
| Chief Financial Officer review. | The Chief Financial Officer has reviewed this report. |

7.5 FUNDING APPLICATIONS

File Number: A5003857

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the February 2025 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$10,587** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$34,278** to allocate for the Placemaking Fund in the 2024/2025 financial year.
- Seven applications have been received, requesting a total of \$87,080.

TŪTOHUNGA / RECOMMENDATION

- a) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to South Hokianga Memorial Hall Committee for the costs towards the purchase of a floor polisher for the hall.

TŪTOHUNGA / RECOMMENDATION

- b) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngāpuhi for the costs towards purchasing a trailer for use in the rohe.

TŪTOHUNGA / RECOMMENDATION

- c) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Youthline Auckland Charitable Trust for the costs towards operating the helpline service.

TŪTOHUNGA / RECOMMENDATION

- d) That the Kaikohe-Hokianga Community Board approve the sum of **\$5,000** (plus GST if applicable) as granted to the Ōkaihau Community Association on 12 April 2023 (resolution 2023/25) for the design and pricing of a kitchen and/or toilet for the Ōkaihau hall be instead utilised for the purchase of refrigerators and a microwave for the hall kitchen.

TŪTOHUNGA / RECOMMENDATION

- e) That the Kaikohe-Hokianga Community Board leave the application from Whenua Warrior for the costs towards community gardens to lie on the table until the applicant provides supporting information for their application.

TŪTOHUNGA / RECOMMENDATION

- f) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to One Life Productions for the costs towards composing and producing a song.

TŪTOHUNGA / RECOMMENDATION

- g) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Ohaeawai TaiaMai Residents and Ratepayers Association for the costs towards the 2025 TaiaMai Day.

TŪTOHUNGA / RECOMMENDATION

- h) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kohukohu Hall Committee for the costs towards replacing the hot water heater in the kitchen.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

| Applicant and Project | Requested | Recommend | Comments | Type |
|--|------------------|------------------|--|-----------------------|
| South Hokianga Memorial Hall – Floor Polisher | \$1,570 | \$1,570 | <p>The applicant is seeking funding to purchase a floor polisher to help protect and maintain the hall floors. This will enable them to continue hiring out the space to generate income.</p> <p>The Community Grants Policy states that an applicant can apply for 50% of the total project costs. 50% of the total purchase cost is \$2,070. The Community Board could choose to allocate this amount.</p> <p>The total project This meets community outcome 1,2,3.</p> | Community Development |
| Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngapuhi | \$10,804 | \$5,000 | <p>The applicant is seeking funding for the full cost of purchasing a trailer and towbar, as well as petrol vouchers.</p> <p>The amount recommended by staff is based on the applicant requesting 100% of the total project cost. The Community Grants Policy states the applicants can only request up to 50% of the project costs.</p> <p>The applicant has subsequently advised that this will be made available to the wider community to borrow and that the Runanga has advised that they will cover ongoing operating and maintenance cost (although evidence has not been provided of this). The applicant has noted the project is contingent on securing the funding and is currently applying to other organisations for this.</p> <p>This meets community outcome 1,3,6.</p> | Community Development |

| Applicant and Project | Requested | Recommend | Comments | Type |
|---|-----------|-----------|--|-----------------------|
| Youthline Auckland Charitable Trust – Helpline service costs | \$5,000 | \$5,000 | <p>The applicant is seeking funding for costs associated with operating the national Youthline call centre.</p> <p>The supporting information outlines support given to rangitahi and Tamariki in the Auckland region and indicates that it is expected that 188 rangitahi from the Kaikohe-Hokianga ward are likely to use their services.</p> <p>The applicant has also sought funding from the other boards.</p> <p>This meets community outcome 1 and 3.</p> | Community Development |
| Ōkaihou Community Association – purchase of kitchen equipment | n/a | n/a | <p>The applicant was granted funding in April 2023 towards the design and scope of works for upgrading the kitchen and bathroom at the hall. They were working with the FNDC project team, who ended up covering these costs in the overall project costs for the design and scoping for the full hall upgrade.</p> <p>They have been trying to sort what options they have and are now asking that they be permitted to use the funds granted for the purchase of equipment for the kitchen (refrigerators and a microwave) that will not be covered by Council.</p> <p>They provided multiple quotes for the proposed purchase items.</p> <p>This meets community outcome 1,2,3.</p> | Infrastructure |

| Applicant and Project | Requested | Recommend | Comments | Type |
|--|-----------|--------------|--|---------------------------------|
| Whenua Warrior Community Gardens – | \$59,500 | Leave to lie | <p>The applicant is seeking funding for community gardening in the Kaikohe-Hokianga ward. The application form was submitted without supporting information and the applicant has subsequently verbally advised to pull their application. It is recommended that this application be left to lie until supporting information is provided to allow the Board to make a decision.</p> <p>This meets community outcome 1, 2, 3, 4 and 6</p> | Community Development |
| One Life Productions – composition and production of a song | \$5,950 | \$1,000 | <p>The applicant is seeking funding to record and produce a second song, using a new local studio.</p> <p>The applicant is also seeking funding from Creative Communities.</p> <p>The Board previously supported the applicant with recording his song “The Kraken” about the issues surrounding methamphetamine addiction.</p> <p>This meets community outcome 1, 2 and 6</p> | Art, Culture and Heritage/Event |
| Ohaeawai Taiamai Residents and Ratepayers – Taiamai Day 2025 | \$3,000 | \$1,150 | <p>The applicant is seeking funds to cover the costs of running the annual Taiamai Day in March 2025.</p> <p>Quotes have been provided for the hire of bouncy castles and a Thomas the Tank Engine. The Board has previously supported this event and on the last application covered the cost of the bouncy castle hireage.</p> <p>This meets community outcome 1, 3 and 6.</p> | Art, Culture and Heritage/Event |

| Applicant and Project | Requested | Recommend | Comments | Type |
|--|-----------|-----------|--|------|
| Kohukohu Hall Community – Water heater replacement | \$1,256 | \$1,256 | <p>The applicant is seeking funds to cover the costs of replacing the water heater (zip) in the kitchen of the Kohukohu Hall.</p> <p>Enquiries have been made to see if this can be covered by the District Facilities team, but no response has been received at time of writing. If the District Facilities team are unable to cover the costs, it is recommended the Board support this application.</p> <p>This meets community outcome 1 and 2.</p> | |

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application the Board has three options.

Option 1 Authorise funding for the full amount requested.

Option 2 Authorise partial funding.








Option 3 Decline funding.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. South Hokianga Memorial Hall - A5003843 [↓](#) 
2. Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngapuhi - A5003845 [↓](#) 
3. Youth Auckland Charitable Trust - A5003844 [↓](#) 
4. Whenua Warriors - A5071795 [↓](#) 
5. One Life Production - A5071799 [↓](#) 
6. Ohaeawai Taiaimai Residents and Ratepayers Association - A5071801 [↓](#) 
7. Kohukohu Hall - A5071797 [↓](#) 

HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

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

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 | SOUTH HOKIANGA WAR MEMORIAL HALL COMMITTEE | | Number of Members | 7 |
| Postal Address | P.O Box 57 | | Post Code | 0473 |
| Physical Address | 15 HOKIANGA HARBOUR DRIVE | | Post Code | 0473 |
| Contact Person | MARINA STEWART | Position | TREASURER / BOOKING CLERK | |
| Phone Number | | Mobile Number | 021 185 4581 | |
| Email Address | opononi.hall@gmail.com | | | |

Please briefly describe the purpose of the organisation.

We are the carers of our Opononi Community Hall

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 Purchase of floor polisher Date when available

Location South Hokianga War Memorial Hall - Opononi Time N/A

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

If so, how much? N/A

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.

+ Community benefit - ongoing maintenance

+ Means future repairs are identified early to minimise worsening and higher repair costs.

+ Keeps hall in pristine state for multiple use options for Community Hires

Local Grant Application Form



Project Cost

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

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

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

Please Note:

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column
- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

| Expenditure | Total Cost | Amount Requested |
|--|-------------|------------------|
| Rent/Venue Hire | | |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire | | |
| Equipment Purchase (describe) POLISHER. | 2070 | 1570 |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments | | |
| Travel/Mileage | | |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | 500 | not applicable |
| Other (describe) | | |
| TOTALS | 2570 | 1570 |

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 |
|--------------------------------|-------------|
| Tables. | 1600 |
| Sound System | 3000 |
| Lycra table cloths | 300 |
| Contribution to floor polished | 500 |
| | |
| TOTAL | 5400 |

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

| Funding Source | Amount | Approved |
|----------------|--------|---------------|
| | | 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 |
|---------|---------|------|--------------------------|
| Sign | 1000 | 2020 | Y / N |
| AED | 4098.60 | 2021 | (Y) / N |
| | | | Y / N |
| | | | Y / N |

www.fede.govt.nz | Memorial Ave, Kaikohe 0440 | Private Box 752, Kaikohe 0440 | funding@fede.govt.nz | Phone 0800 020 020

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 Marina Stewart Position Treasurer / Booking clerk.
 Postal Address P.O. Box 57. Opononi Post Code 0473.
 Phone Number Mobile Number 021 1854581
 Signature [Signature] Date 7/10/2024

Signatory Two

Name CLYDE SAMSON Position CHAIRMAN
 Postal Address P.O. Box 48, OMAPERE Post Code 0444
 Phone Number 021 425042 Mobile Number 021-425042
 Signature [Signature] Date 7/10/24

www.fncdc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Reg 759 | Kaikohe 0440 | funding@fncdc.govt.nz | Phone 0300 920 920

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)

SOUTH HOKIANGA WAR MEMORIAL HALL COMMITTEE

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - 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

Marina Stewart

Signatory Two

Chanson

www.far-north.govt.nz | Memorial Ave, Kaikohe 5440 | Private Box 752, Kaikohe 5440 | funding@far-north.govt.nz | Phone 0800 030 030

Local Grant Application Form

Kaikohe

20 SEP 2024

Kaikohe Service Centre

20 SEP 2024



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:**
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 - ☐ Programme/event/project outline
 - ☐ A health and safety plan
 - ☐ Your organisation's business plan (if applicable)
 - ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
 - ☐ Signed declarations on pgs 5-6 of this form

Applicant details

| | | | |
|------------------|--|-------------------|-----------|
| Organisation | TE ROOPU KAUMATUA KUIA O TE WHARE TAPU O NGAPUHI | Number of Members | 25+ |
| Postal Address | 164 Makene Road, Mangamuka, RD2 Okaihau | Post Code | 0476 |
| Physical Address | 16 Mangakahia Road, Kaikohe | Post Code | 0440 |
| Contact Person | NGAWAI Tuson | Position | Treasurer |
| Mobile Number | 022 699 2756 | | |
| Email Address | nola.ngawai@gmail.com | | |

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

A2686814

Page 1

Local Grant Application Form

Kaikohe Service Centre

20 SEP 2024



Please briefly describe the purpose of the organisation.

(a) The purpose of Te Rōpū Kaumatua Kuia are:-

- (i) wrap around the cultural and spiritual matters and to maintain the mana of Ngāpuhi by ensuring, as far as possible, that the organisation meet their obligations in those areas
- (ii) focused primarily in the mid north and now moving throughout the motu
- (iii) accessibility is for all elderly and whanau of the community

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 **TIAKI ORANGA TINANA O NGĀ ELDERLY (KAUMATUA)** Date **1st Nov – 31st Jan 2025**

Location **WITHIN TE WHARE TAPU O NGAPUHI** Time **10am**

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.

Our mokopuna with supportive grandparents travelling with them to their activities of learnings

All elderly of the communities within Te Whare Tapu o Ngāpuhi

Strengthening Whanaungatanga

Building relationships with other elderly ethnicities

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

Local Grant Application Form

Kaikohe Service Centre

20 SEP 2024



- 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 | A scope of work must be attached | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire | | |
| Equipment Purchase (describe) | Towbar 1230 Trailer 4574 | 1230 4574 |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments / Kai | | |
| Travel/Mileage | Petrol vouchers 5000 | 5000 |
| Volunteer Expenses Reimbursement | | |
| TOTALS | | 10804 |

2

Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have? **\$2,982.71**

How much of this money is already committed to specific purposes? **\$2,900**

| | | |
|---|---------------------------------------|---|
| Local Grant Application Form | Kaikohe Service Centre 20 SEP 2024 |  |
|---|---------------------------------------|---|

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

| Purpose | Amount |
|---------------------------|--------|
| Admin | 2000 |
| Variables / meeting costs | 900 |
| | |
| | |
| | |
| | 2900 |

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

| Funding Source | Amount | Approved |
|----------------|--------|---------------|
| NO | | Yes / Pending |
| NO | | Yes / Pending |
| NO | | Yes / Pending |
| NO | | Yes / Pending |

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

| Purpose | Amount | Date | Project Report Submitted |
|---------|--------|------|--------------------------|
| NONE | | | Y / N |
| NONE | | | Y / N |
| NONE | | | Y / N |

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.

Local Grant Application Form

Kaikohe Service Centre

20 SEP 2024



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 ROOPU KAUMATUA KUIA O TE WHARE TAPU O NGAPUHI

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

Signatory One

Signatory Two

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

(version Sept 2018)

A2686814

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| | | |
|--|---------------------------------------|---|
| <h2 style="margin: 0;">Local Grant</h2> <h2 style="margin: 0;">Application Form</h2> | Kaikohe Service Centre 20 SEP 2024 |  |
|--|---------------------------------------|---|


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 | NGAWAI TUSON | Position | TREASURER |
| Postal Address | 164 Makene Road, Mangamuka, RD2 Okaihau | Postcode | 0476 |
| Phone Number | 022 699 2756 | | |
| Signature |  | Date | 12 / 9 / 24 |

Signatory Two

| | | | |
|----------------|---|----------|-------------|
| Name | HINEWHARE HARAWIRA | Position | SECRETARY |
| Postal Address | 5/54 TE KEMARA AVE | Postcode | 0200 |
| Phone Number | 0211 846 701 | | |
| Signature |  | Date | 12 / 9 / 24 |

Kaikohe-Hokianga Community Grants Fund 2024-2025

Local Grant Application Form

Application No. KHCB00025 From Youthline Auckland Charitable Trust
Form Submitted 31 Oct 2024, 6:17PM 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)
- A health and safety plan.

Applicant details

Applicant *

Youthline Auckland Charitable Trust

Postal Address *

P O Box 9292

Newmarket Auckland 1149 New Zealand

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

Physical Address *

2 Owens Rd

Epsom Auckland 1023 New Zealand

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

Applicant Primary Website

<http://www.youthline.co.nz>

Must be a URL.

Facebook page

www.facebook.com/youthline.changing.lives

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHC00025 From Youthline Auckland Charitable Trust
Form Submitted 31 Oct 2024, 6:17PM NZDT

Contact details

Contact Person One:

Applicant Project Contact *

Alison Black

Position *

Funding Coordinator

Phone Number

(02) 7847 3217

Mobile Number

(02) 7847 3217

Email *

funding@youthline.co.nz

Must be an email address.

Contact Person Two:

Applicant Admin Contact *

Anastasia Potter

Position *

General Manager FMC

Phone Number

(02) 7646 7334

Mobile Number

(02) 7646 7334

Applicant Admin Contact Primary Email

anastasia.potter@youthline.co.nz

Must be an email address.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Youthline is a "with youth, for youth" organisation and the first point of contact for many youth accessing mental health and support services across Aotearoa. Our Kaupapa is to strengthen hauora through youth voice and youth choice. Our services include a free 24/7 Helpline, free youth and family counselling, youth mentoring, and volunteer pathways. We also work in collaboration with local schools and community organisations to increase youth engagement in health and support services and facilitate development programmes aimed at empowering youth to achieve their goals and potential.

We ensure that young people know where to get help and can access support when they need it, tailoring our support according to their individual needs covering prevention, early intervention and crisis support. We are here to support all young people including those who are struggling (with their mental health and/or other issues), as well as young people who want to learn, grow and give back to their community.

Youthline is firmly focused on understanding the issues young people are facing and how significant life events, eg Covid 19, weather events and economic uncertainty, impact how youth access support and go about solving their problems; what the future looks like for young people and where Youthline should focus their youth support services.

Number of Members *

16078

Project Details

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHCB00025 From Youthline Auckland Charitable Trust
Form Submitted 31 Oct 2024, 6:17PM NZDT

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Youthline Helpline Support for Youth

Location *

Everywhere, 24/7, 365 days per year

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

☐ Yes

☒ No

If so, how much?

Start Date *

01/03/2025

Must be a date.

End Date *

31/03/2026

Must be a date.

Time

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:

Youthline works inclusively with youth, from those young people who are most vulnerable to youth leaders who are championing change.

In the last 5 years, Youthline has seen an unprecedented increase in the rate of mental distress amongst young people.

Last year we talked to young people across New Zealand about the critical issues they are facing, from social media to the impacts of extreme weather events, and the ongoing impacts of the Covid-19 pandemic. Their insights are captured in our Youthline State of the Generation 2023 Report and they make sobering reading:

Covid-19

Covid-19 had a profound effect on how young people felt about themselves and the world around them. Two years on, the percentage of young people for whom the following issues have started or worsened are: Stress (44%), Anxiety (38%), Economic uncertainty/debt (36%), Loneliness (33%), Schooling/education (33%).

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Form Submitted 31 Oct 2024, 6:17PM NZDT

Vaping

This is a key issue for young teens aged 13 – 15 years old. Amongst 16 - 24 year olds, vaping is perceived to be more of an issue than other substances such as smoking, alcohol and drugs.

Extreme weather impacts and economic uncertainty

One in four young people surveyed said they had been affected by recent extreme weather events. Of those, two in four reported stress or mental health issues being exacerbated as a result. Young people stressed by extreme weather events are fearful more extreme weather will occur and concerned about the changing climate.

Economic uncertainty is becoming more of an issue for young people, with 10% identifying it as the biggest issue facing young people, compared to just 4% in 2021.

Social media

Nearly half of young people surveyed (49%) viewed social media as a key issue facing their generation, with the greatest concern being its effect on mental health and potential to cause social problems such as bullying and setting unrealistic expectations. The addictive and pervasive nature of social media is also of concern for one in three.

It's clear that mental health remains a key issue for young people, with three in four young people surveyed in our Youthline State of the Generation 2023 report agreeing that mental health is a problem for their generation.

Youthline National Helpline

The free Youthline National Helpline, operated by Youthline Auckland, is at the heart of our mahi and provides crucial support to young people who may be vulnerable, isolated or marginalised. Young people in need who contact us through our Helpline often feel lonely, alone, disengaged and desperate. They often have a reduced sense of belonging to family, school or community.

The National Helpline is a multichannel telehealth service providing access across the whole of New Zealand. This service enables us to be available to approximately 850,000 young people living in New Zealand aged 12–24 years including over 100,000 young people (12%) who are living in rural parts of New Zealand where there is evidence that deprivation and lack of access to support services is felt more acutely.

Providing a unique 24/7 multi-channel service means Youthline can respond immediately to young people with mild to moderate/severe, and imminent risk (suicide and/or abuse), however we are also well placed to provide a continuum of support options through our wraparound services. These include easy access to free counselling (online or in-person) and/or programmes specifically focused on equipping young people with the skills they need to build resilience and achieve positive mental health outcomes. We consider the safety of every young person (or concerned family member) as paramount. Where opportunities for additional supports are identified or issues requiring escalation, Youthline is well positioned to support this process.

Our ability to refer youth within the Youthline service eco system further reduces demand and pressure on specialist services. A Helpline client can seamlessly be referred to our face-to-face counselling service or equally to one of our youth development programmes that are focused on resilience building and prevention.

Helpline Reach

We know that the youth mental health crisis is not showing signs of abating. In FY24 our team of 240 volunteer counsellors and frontline paid staff managed 357,014 contacts via text, phone, email and webchat from 14,725 unique clients, an increase of 38% and 29.6% respectively from FY23. For the year ending March 2025 we are on track to support 16,000

Kaikohe-Hokianga Community Grants Fund 2024-2025
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unique clients via our Helpline service.

Providing a free 24 hours per day, 365 days a year, multi-channel service means Youthline can respond immediately to young people with mild to moderate/severe, and imminent risk (suicide and/or abuse), however we are also well placed to provide a continuum of support options through our wraparound services. These include easy access to free counselling (online or in-person) and/or programmes specifically focused on equipping young people with the skills they need to build resilience and achieve positive mental health outcomes. We consider the safety of every young person (or concerned family member) as paramount. Where opportunities for additional supports are identified or issues requiring escalation, Youthline is well positioned to support this process.

Our experience has shown us that young people overwhelmingly prefer the anonymity, safety, and ease of using text-based communications especially if they are vulnerable to immediate harm. Text based contacts are nearly double those of phone calls to our Helpline (1800 text-based conversations vs 907 phone calls over the last 2 months) and demand for webchat is increasing all the time (640 contacts over the same period despite being available for only 12 hours a day). These considerations are critical as our Helpline is often the first service where young people disclose extremely challenging life events - including when they are experiencing abuse, and/or feeling suicidal.

To support the increased need in the overnight service, and responsive to youth feedback, Youthline's has plans to take this service to the next level by increasing innovation and scaling up to also offer webchat, Instagram, and WhatsApp Helpline channels. By continuing to innovate through adopting new technologies that drive productivity, utilising new digital channels and by staying informed of youth needs by youth, we can continue to evolve our service to provide flexible and responsive mental health support options for young people where, when and how they want them.

In this digital world, phone, text, email and phone are key means of connecting with young people. So, it makes no difference if the young person is in Houhora and the counsellor is in Auckland or Invercargill. We counsel and refer. We encourage the young person to connect with support in their community. We provide information regarding services available in their town. We work collaboratively with local support agencies in your towns to provide the right sort of care for these vulnerable young people. Often we are the only service a young person in a rural area will have access to that is free, anonymous and accessible on a youth-friendly platform.

With 1,881 15-24 year olds living in the Kaikohe-Hokianga ward (Census 2023), and knowing that 1 in 10 young people reach out to Youthline for support via the Helpline, we estimate that 188 young people in the Kaikohe-Hokianga ward will benefit.

Benefits to Rangatahi

Research shows Youthline's strengths include having trained volunteers who can help and with young people supporting other young people. A conversation on the Helpline gives these young people an opportunity to talk through their stressors and issues while exploring their internal and external resources, placing them at the heart of their own solutions and supporting positive decision making towards their own wellbeing. In supporting these young people Youthline is very much committed to promoting healthy, safe, sustainable and active lifestyles.

Via our Helpline service rangatahi are equipped with skills and insights on how to build self-esteem and improve mental-health, how to actively problem-solve, recover from setbacks and build resilience. Through their improved emotional and self-management skills rangatahi are less likely to fall into helplessness, depression, addictive behaviours, dangerous relationships and unemployment. We aim to ensure that the young people we work with have clear pathways from school to work and we aim to engender a sense of

Kaikohe-Hokianga Community Grants Fund 2024-2025

Local Grant Application Form

Application No. KHC00025 From Youthline Auckland Charitable Trust
Form Submitted 31 Oct 2024, 6:17PM NZDT

belonging to their family, school and the community in which they live.

Young people, via contact with Youthline Helpline volunteers, are provided with support that helps them to

- Gain increased confidence/self-esteem
- Develop motivation and feel inspired
- Identify their support systems
- Gain insight from looking at situation or emotions in a different way/perspective
- Process feelings and emotions
- Improve relationships
- Feel less isolated and have a sense of belonging
- Set goals and make plans
- Improve their wellbeing
- Build and preserve resilience to respond to future adverse events
- Link in with other agencies through referrals for personalised support
- Contribute positively to their own community

Youth will:

- be connected to themselves, their passions, communities and each other to build their sense of self-esteem, agency and purpose. Holding space for connection, collaboration and community building.
- find a safe place to turn to when they need to, where they feel supported to deal with the hard stuff, to stabilise and reach safety.
- be empowered to believe in themselves and to live a life that they choose as we believe in and recognise their strengths and inspire hope.

Engagement with Youthline is providing young people with a life changing opportunity to access support services to help them cope with life's stresses and connect in a healthy way with peers, friends and family.

The continuation of our Helpline service is critical and we know the community supports the delivery of this Youthline service because young people self-refer, and whanau, teachers, schools and community organisations refer their young people and whanau to us for support.

Project Cost

*** indicates a required field**

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 (evidence of costs) for everything listed in the total costs

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHCB00025 From Youthline Auckland Charitable Trust
Form Submitted 31 Oct 2024, 6:17PM NZDT

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

Budge

| Expenditure | Total Cost | Amount Requested | Quotes |
|-----------------------------------|---|---|--|
| | Must be a dollar amount 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 |
| Volunteer Expenses Reimbursements | \$0.00 | \$0.00 | No files have been uploaded |
| Other (describe) | \$0.00 | \$0.00 | No files have been uploaded |
| Other (describe) | \$0.00 | \$0.00 | No files have been uploaded |
| National Helpline Annual Costs | \$11,089.00 | \$5,000.00 | Filename: Kaikohe-Hokianga FY25 Helpline Budget and Supporting Document.pdf File size: 788.6 kB |

Funding Request Amount

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

What is the total cost of your project? *

\$11,089

Must be a dollar amount.

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

\$5,000

Must be a dollar amount.

Financial Information

*** indicates a required field**

Is your organisation registered for GST? *

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
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Form Submitted 31 Oct 2024, 6:17PM NZDT

☒ Yes ☐ No

GST Number

GST Number *
087528601

Current Funding

How much money does your organisation currently have? *
\$9,099,061.00
Must be a dollar amount.

How much of this money is already committed to a specific purpose? *
\$9,099,061.00
Must be a dollar amount.

Tagged Funds

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

| Purpose | Amount |
|--|--------------------------|
| | Must be a dollar amount. |
| Various purposes - refer attached support document | \$9,099,061.00 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |

Total Tagged Funds

Total Expenditure Amount
\$464,000.00
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. | |
| Foundation North | \$405,000.00 | Pending |

Kaikohe-Hokianga Community Grants Fund 2024-2025

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| | | |
|---------------------------------------|-------------|----------|
| Various Auckland Council Local Boards | \$49,000.00 | Pending |
| NZCT | \$10,000.00 | 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. | |
| Helpline Funding - Bay of Islands - Whangaroa | \$3,000.00 | 15/10/2021 | Yes |
| Helpline Funding - Te Hiku | \$3,000.00 | 15/10/2021 | Yes |
| Helpline Funding - Kaikohe-Hokianga | \$3,000.00 | 15/10/2021 | Yes |

Declaration

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.

On behalf of: (full name of organisation)

Youthline Auckland Charitable Trust

New Section

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00025 From Youthline Auckland Charitable Trust
 Form Submitted 31 Oct 2024, 6:17PM 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.
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Kaikohe-Hokianga Community Grants Fund 2024-2025
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Application No. KHCB00025 From Youthline Auckland Charitable Trust
Form Submitted 31 Oct 2024, 6:17PM 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.

Signatory One

Name

Alison Black

Position

Funding Coordinator

Postal Address

2 Owens Rd
Epsom Auckland 1023 New Zealand

Phone Number

(02) 7847 3217

Mobile Number

(02) 7847 3217

Must be a Ne

Date

31/10/2024

Must be a date.

Signatory Two

Name

Anastasia Potter

Position

General Manager FMC

Postal Address

2 Owens Rd
Epsom Auckland 1023 New Zealand

Phone Number

(02) 7646 7334

Mobile Number

(02) 7636 7334

New Question

31/10/2024

Must be a date.

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHC00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM 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.

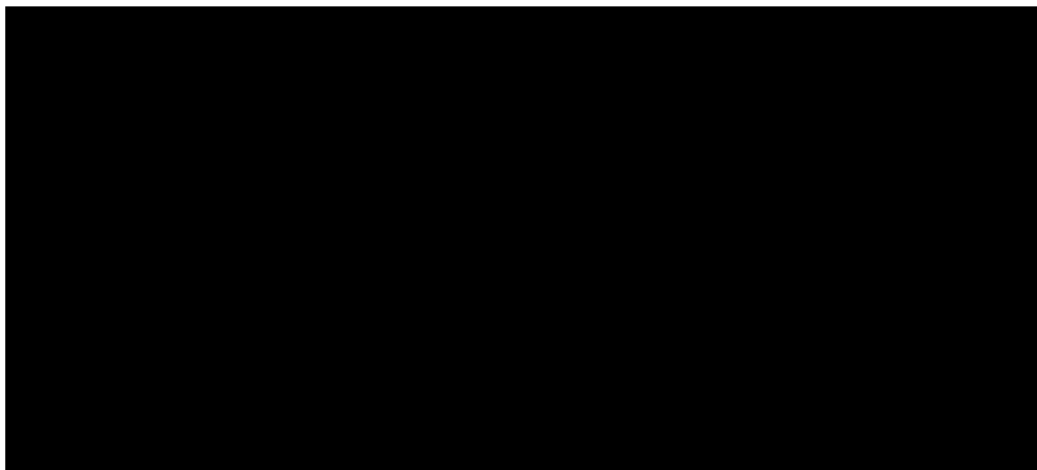
The following *must* be submitted along with this application form:

- 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)
- A health and safety plan.

Applicant details

Applicant *

Whenua Warrior Charitable Trust



Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

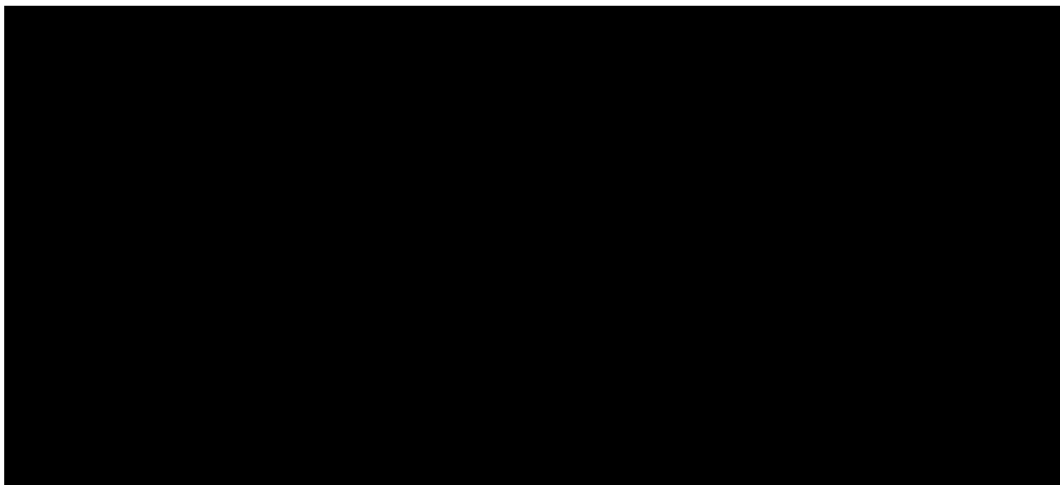
Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact *

Applicant Admin Contact *

A large black rectangular box redacting the contact details for both contact persons.

Purpose of organisation

Please briefly describe the purpose of the organisation *

Vision: To have an edible, organic garden accessible by every NZer

Mission: feed the community, teach the community to feed themselves and empowered them to feed each other

Purpose: Growing kaitiaki to protect taonga tuku iho

Whakatauki: He rongoa te kai, he kai te rongoa

Number of Members *

53

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Building backyard gardens

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHC00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

Location *

Kaikohe - Hokianga

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

01/03/2024

Must be a date.

End Date *

01/03/2034

Must be a date.

Time**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:

Partnering with local charities working in the community we would like to tend to current gardens, plant new seedlings and also build new garden boxes for homes to have access to fresh, clean kai. We will maintain gardens and teach whanau how to grow food with community planting days and with in-home wananga at the garden box on installation day. We will design and plant custom sized option for each of the whanau and support them with their journey for a year

Project Cost

*** indicates a required field**

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 (evidence of costs) for everything listed in the total costs column

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHC00030 From Whenua Warrior Charitable Trust
 Form Submitted 11 Dec 2024, 5:32PM NZDT

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

Budge

| Expenditure | Total Cost | Amount Requested | Quotes |
|-----------------------------------|---|---|-----------------------------|
| | Must be a dollar amount Must be a dollar amount. | Must be a dollar amount Must be a dollar amount. | |
| Rent/Venue Hire | \$20,000.00 | \$20,000.00 | No files have been uploaded |
| Advertising/Promotion | \$15,000.00 | \$ | No files have been uploaded |
| Facilitation/Professional Fees | \$15,000.00 | \$15,000.00 | No files have been uploaded |
| Administration | \$5,000.00 | \$5,000.00 | No files have been uploaded |
| Soil | \$2,500.00 | \$2,500.00 | No files have been uploaded |
| Tools | \$5,000.00 | \$5,000.00 | No files have been uploaded |
| Utilities | \$6,000.00 | \$6,000.00 | No files have been uploaded |
| Hardware (e.g cement, timber) | \$ | \$ | No files have been uploaded |
| Consumable materials | \$ | \$ | No files have been uploaded |
| Refreshments | \$ | \$ | No files have been uploaded |
| Travel/Mileage | \$6,000.00 | \$6,000.00 | No files have been uploaded |
| Volunteer Expenses Reimbursements | \$5,000.00 | \$ | 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

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHCB00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

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? *

\$150,000.00

Must be a dollar amount.

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

\$59,500.00

Must be a dollar amount.

Financial Information

*** indicates a required field**

Is your organisation registered for GST? *

☒ Yes ☐ No

GST Number

GST Number *

125581850

Current Funding

How much money does your organisation currently have? *

\$16,000.00

Must be a dollar amount.

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

\$16,000.00

Must be a dollar amount.

Tagged Funds

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

| Purpose | Amount |
|-------------------------|--------------------------|
| | Must be a dollar amount. |
| Auckland based projects | \$16,000.00 |
| | \$ |
| | \$ |
| | \$ |
| | \$ |

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHCB00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

Total Tagged Funds

Total Expenditure Amount

\$200,000.00

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. | |
| Foundation North | \$200,000.00 | 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. | |
| Building gardens | \$5,000.00 | 31/10/2023 | Yes |
| Building gardens | \$5,000.00 | 31/12/2018 | Yes |

Declaration

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

Kaikohe-Hokianga Community Grants Fund 2024-2025

Local Grant Application Form

Application No. KHCB00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

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)

New Section

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

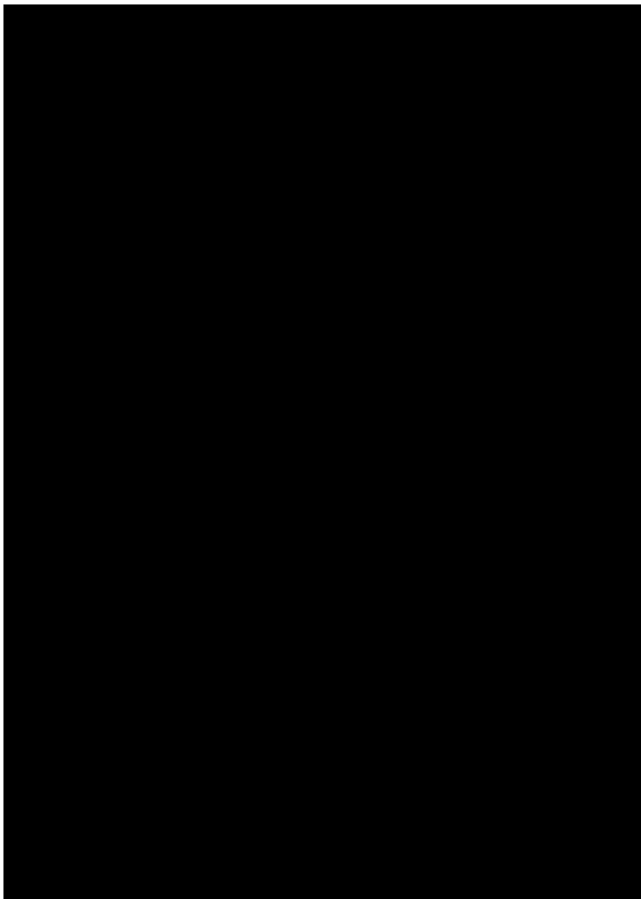
We agree to the following conditions if we are funded by Local Community Grant Funding:

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.

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

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.

Signatory One



Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00030 From Whenua Warrior Charitable Trust
Form Submitted 11 Dec 2024, 5:32PM NZDT

Mobile Number

New Question
11/12/2024
Must be a date.

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 | <input type="text" value="One Life Productions"/> | Number of Members | <input type="text" value="1"/> |
| Postal Address | <div style="background-color: black; width: 100%; height: 100%;"></div> | | |
| Physical Address | | | |
| Contact Person | | | |
| Phone Number | | | |
| Email Address | | | |

Please briefly describe the purpose of the organisation.

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 Compose a second song + record Date 24.7.24

Location Anzac Rd, Whangarei/Record Studio Time 2:00 pm

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

If so, how much? N/A.

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.

* Producing my next single in Kaikohe @ Highway 12 recording studio. Will be the first song recorded by this studio. Keeping money in Kaikohe is important to me.

* A lot of talent in Kaikohe and the surrounding areas. The recording studio/company will allow access to artists to record.

* Teachers & students will be able to see how a recording studio is run and we invite any interested artists, general public can sit in on sessions.

* Recordings always need musicians who play different instruments.

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 | * See attached | |
| Advertising/Promotion | | |
| Facilitator/Professional Fees ² | > 6,480.00 X,392.00 | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire <i>Recordy Cost</i> | 5500 | |
| Equipment Purchase (describe) | | |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | | |
| Consumable materials (craft supplies, books) | | |
| Refreshments | | |
| * Travel/Mileage | | |
| Volunteer Expenses Reimbursement | | |
| Wages/Salary | | not applicable |
| * Volunteer Value (\$20/hr) | | not applicable |
| Other (describe) | | |
| TOTALS | 11,980 | 5950 |

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

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Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☐ Yes ☐ No GST Number Nil

How much money does your organisation currently have? 0.00

How much of this money is already committed to specific purposes? N/A

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

no money to spend on project

| Purpose | Amount |
|--------------------|--------|
| <i>WIN2 Client</i> | |
| <i>N/A</i> | |
| | |
| | |
| | |
| | |
| TOTAL | |

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

Other monies available if any? Or nothing.

| Funding Source | Amount | Approved |
|-----------------------------|--------|----------------------|
| <i>Nil</i> | | Yes / Pending |
| <i>Creative Communities</i> | | Yes / <u>Pending</u> |
| | | Yes / Pending |
| | | Yes / Pending |
| | | Yes / Pending |

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

*me-Hoki
Te Hoki*

| Purpose | Amount | Date | Project Report Submitted |
|--------------------------------|-----------------|------|--------------------------|
| <i>Song Write + Production</i> | <i>2,500.00</i> | | Y / N |
| <i>" "</i> | | | Y / N |
| | | | Y / N |
| | | | Y / N |

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Local Grant Application Form



Privacy Information

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Applicant Declaration

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

On behalf of: (full name of organisation)

One Life Productions

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
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 - 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 Two

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Local Grant Application Form



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

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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

Position

Postal Address

Post Code

Phone Number

Mobile Number

Signature

Date

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Local Grant Application Form



Instructions

Please read carefully:

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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
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- ☐ Programme/event/project outline
- ☐ A health and safety plan
- ☐ Your organisation's business plan (if applicable)
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation

(OTRA)
OHAEAWAI TAIAHAI RESIDENTS ASSOCIATION

Number of Members

OHAEAWAI
COMMUNITY

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe the purpose of the organisation.

OTRA is all about community well being - providing safety and connection throughout our rohe

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Local Grant Application Form



Project Details

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

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity TAIAMAI DAY Date 22 MAR 2025

Location OHAEAWAI RUGBY CLUB Time 8am - 2pm

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.

We are a small community that needs gatherings and events to maintain the connections between families and friends as well as visitors and newcomers.

This small event is a highlight of our community calendar.

Any funds raised by this event will go back into community projects run by OTRA.

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents – round the values up or down to the nearest dollar
- Do not use the dollar sign (\$) – just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

| Expenditure | Total Cost | Amount Requested |
|---|-------------|------------------|
| Rent/Venue Hire | | |
| Advertising/Promotion | 200 | |
| Facilitator/Professional Fees ² | | |
| Administration (incl. stationery/copying) | | |
| Equipment Hire Thomas, Boney Castles | 1150 | |
| Equipment Purchase (describe) | | |
| Utilities | | |
| Hardware (e.g. cement, timber, nails, paint) | 200 | |
| Consumable materials (craft supplies, books) | | |
| Refreshments | | |
| Travel/Mileage | 200 | |
| Volunteer Expenses Reimbursement including face painting (10 x 100 =) | 1000 | |
| Wages/Salary | | not applicable |
| Volunteer Value (\$20/hr) | | not applicable |
| Other (describe) Rugby club facilities (toilets, power, water) | 250 | |
| TOTALS | 3000 | 3000 |

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?

See bank statement

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 |
|------------------------------------|--------|
| Operating Costs | } 100% |
| Preparation of Vision Statement | |
| Community Emergency Response Plan. | |
| | |
| | |
| TOTAL | |

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

| Funding Source | Amount | Approved |
|---|--------|---------------|
| No other funding applied for other than this grant. | | 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 |
|------------------|----------------|----------|--------------------------|
| Christmas 2024 | \$1500 awarded | Dec 2024 | Y / N |
| Christmas 2023 | \$1000 awarded | Dec 2023 | Y / N |
| Taiamai Day 2023 | \$985 awarded | Mar 2023 | Y / N |
| | | | Y / N |

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 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)

OHAEAWAI TAIAMAI RESIDENTS ASSOCIATION

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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

Local Grant Application Form



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

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

Signatory One

Name

Postal Address

Phone Number

Signature

Signatory Two

Name

Postal Address

Phone Number

Signature

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

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00027 From Kohukohu Town Hall Committee
Form Submitted 12 Nov 2024, 4:58PM 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.

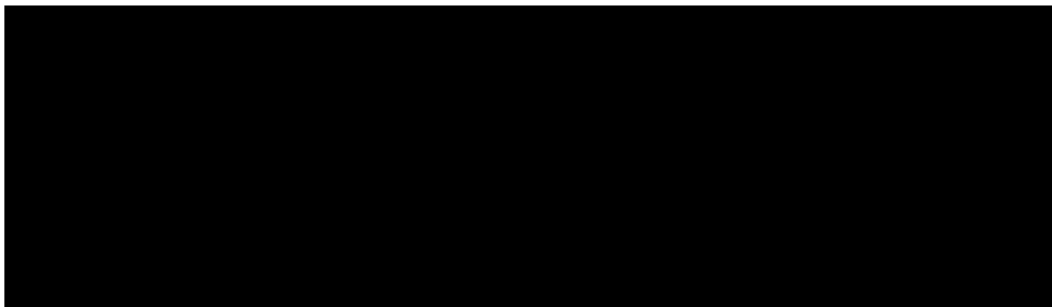
The following *must* be submitted along with this application form:

- 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)
- A health and safety plan.

Applicant details

Applicant *

Kohukohu Town Hall Committee



Applicant Primary Website

Must be a URL.

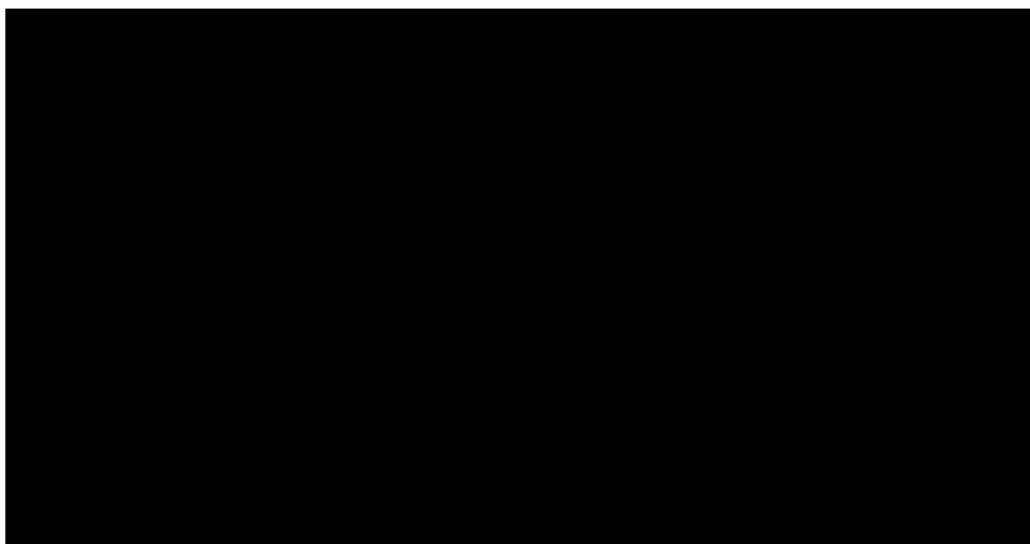
Facebook page

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00027 From Kohukohu Town Hall Committee
Form Submitted 12 Nov 2024, 4:58PM 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 *

Managing and Operating Council owned facility, the Kohukohu Town Hall in accordance with FNDC policy.

Number of Members *

7

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Upgrading Kitchen Facility

Location *

Kohukohu Town Hall Kitchen

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHC00027 From Kohukohu Town Hall Committee Form Submitted 12 Nov 2024, 4:58PM NZDT

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

☐ Yes

☒ No

If so, how much?

Start Date *

16/01/2025

Must be a date.

End Date *

20/01/2025

Must be a date.

Time

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:

Replacing the broken (zip) automatic water heater in the kitchen.

Being able to have readily available hot water in the hall kitchen will improve the function of the hall for the community for functions and activities.

It will broaden the range of activities to include light meals, teas and coffees for functions and activities.

Project Cost

*** indicates a required field**

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 (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

Kaikohe-Hokianga Community Grants Fund 2024-2025
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- If you are applying for operating costs of a programme, please attach a programme outline

Budge

| Expenditure | Total Cost | Amount Requested | Quotes |
|-----------------------------------|---|---|--|
| | Must be a dollar amount Must be a dollar amount. | Must be a dollar amount Must be a dollar amount. | |
| Rent/Venue Hire | \$ | \$ | No files have been uploaded |
| Advertising/Promotion | \$ | \$ | No files have been uploaded |
| Facilitation/Professional Fees | \$ | \$ | No files have been uploaded |
| Administration | \$ | \$ | No files have been uploaded |
| Equipment Hire | \$ | \$ | No files have been uploaded |
| Equipment Purchase | \$1,056.57 | \$ | Filename: Chester Plumbing.docx File size: 424.4 kB |
| Utilities | \$ | \$ | No files have been uploaded |
| Hardware (e.g cement, timber) | | \$ | No files have been uploaded |
| Consumable materials | \$ | \$ | No files have been uploaded |
| Refreshments | \$ | \$ | No files have been uploaded |
| Travel/Mileage | \$ | \$ | No files have been uploaded |
| Volunteer Expenses Reimbursements | \$ | \$ | No files have been uploaded |
| Other (describe) | \$ | \$ | No files have been uploaded |
| Other (plumber cost) | \$200.00 | \$ | No files have been uploaded |
| Other (describe) | \$ | \$ | No files have been uploaded |

Funding Request Amount

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHCB00027 From Kohukohu Town Hall Committee
Form Submitted 12 Nov 2024, 4:58PM NZDT

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? *

\$1,256.00

Must be a dollar amount.

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

\$1,256.00

Must be a dollar amount.

Financial Information

*** indicates a required field**

Is your organisation registered for GST? *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$22,900.00

Must be a dollar amount.

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

\$21,200.00

Must be a dollar amount.

Tagged Funds

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

| Purpose | Amount |
|-------------------------------|--------------------------|
| | Must be a dollar amount. |
| Gabrielle Relief Fund | \$0.00 |
| Generator and other items | \$0.00 |
| for emergency resilience | \$16,700.00 |
| chairs and table replacements | \$4,500.00 |
| | \$ |

Total Tagged Funds

Total Expenditure Amount

\$0.00

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
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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

Declaration

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.

On behalf of: (full name of organisation)

Kohukohu Town Hall Committee

New Section

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.

Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form

Application No. KHCB00027 From Kohukohu Town Hall Committee
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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.
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

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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 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.

Kaikohe-Hokianga Community Grants Fund 2024-2025
Local Grant Application Form
Application No. KHCB00027 From Kohukohu Town Hall Committee
Form Submitted 12 Nov 2024, 4:58PM NZDT

Signatory One

A large black rectangular box redacting the signature area.

Must be a date.

7.6 PROJECT FUNDING REPORTS

File Number: A5071459

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Hokianga Bowling Club
- b) Hokianga Country Music Festival
- c) Kaikohe Rugby Football and Sports Club
- d) Northland Edible Garden Trail
- e) Ohaeawai Residents and Ratepayers
- f) Okaihau Whanau House
- g) R Tucker Thompson
- h) South Hokianga Growers Market
- i) St Mary's Church, Kohukohu
- j) Taheke Hall Committee
- k) Te Pu o Te Wheke Community Gallery
- l) The Centre – Children are Stinky

1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

TAKE TŪHOTUNGA / REASON FOR THE RECCOMENDATION

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Hokianga Bowling Club - A5071793  

2. **Hokianga Country Music Festival - A5071771** [↓](#) 
3. **Kaikohe Rugby Football Sports Club - A5071775** [↓](#) 
4. **Northland Edible Garden Trail - A5071779** [↓](#) 
5. **Ohaeawai Taiamai Residents and Ratepayers - A5071777** [↓](#) 
6. **Okaihau Whanau House - A5071776** [↓](#) 
7. **R Tucker Thompson - A5071781** [↓](#) 
8. **South Hokianga Growers Market - A5071785** [↓](#) 
9. **St Marys Church - A5071787** [↓](#) 
10. **Taheke Hall - A5071783** [↓](#) 
11. **Te Pu o Te Wheke Gallery - A5071789** [↓](#) 
12. **The Centre - Children are Stinky - A5071791** [↓](#) 

HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

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

**KAIKOHE 0440**

| Supplier/Description | \$amount | Receipt/s attached (please tick) |
|------------------------|----------------|--|
| BURT BUILDING SERVICES | \$ 1360 | |
| | \$ | |
| | \$ | |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| RE INV. (ATT) | Total: \$ 1360 | |

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

SAFETY BARRIER WAS COMPLETED JUST BEFORE OUR
3RD TOURNAMENT ON 11/1/25.
APPROXIMATELY 50 PEOPLE ATTENDED.

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

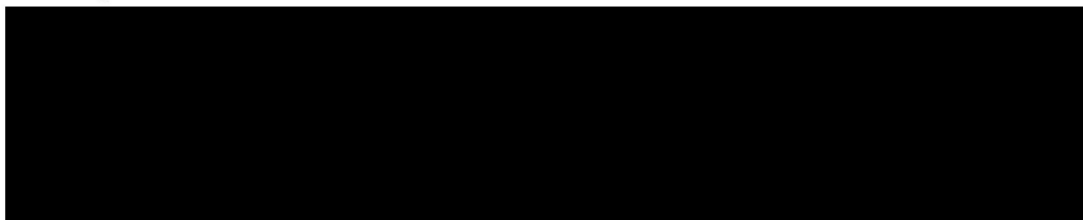
SAFETY BARRIER HAS PROVED TO BE A GREAT SUCCESS
IN KEEPING PLAYERS AND SPECTATORS FROM
TRIPPING / STEPPING ON TO BOWLING GREEN.
IT HAS ALSO STOPPED PEOPLE PLACING CHAIRS
ON / NEAR EDGE OF DECK.

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

PLEASE FIND ATTACHED PHOTO'S. (MORE TO COME
WHEN BARRIER HAS BEEN PAINTED.)
"BUM'N AROUND AT HOKIANGA BOWLING CLUB"
THE KAIKOHE-HOKIANGA COMMUNITY BOARD WAS
ACKNOWLEDGED AT THE BEGINNING AND END
OF OUR SUCCESSFUL DAY OF BOWLS.

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

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: Hokianga Country Music Club Inc. _____

**Name & location of project: Hokianga Country Music Festival – Waimamaku,
Omapere, Opononi, Rawene, Kohukohu _____**

Date of project/activity: September 27, 28, 29 _____

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: 19 July 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) |
|------------------------------|----------|--|
| Northland Ferry | \$2660 | Invoice Attached |
| Badge King – Festival Badges | \$1570 | Invoice Attached |
| | \$ | |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| Total: | \$4230 | |

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

The Hokianga Country Music Festival 2024 was a resounding success. We celebrated 25 years of the Festival. It was the largest festival in terms of amount of bands 28 and venues, 7 supported by many volunteers. The highlights would be seeing all our communities coming alive for two days, the hospitality of our community towards everyone – giving people rides between venues, happy faces and patrons full of compliments for a well run festival, and how beautiful the Hokianga is, and how friendly everyone is. The support of the Hokianga Ferry, local businesses. Numbers were down 600-700, however the Festival ran smoothly, organizing such an event takes a lot of time, effort and manpower.

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

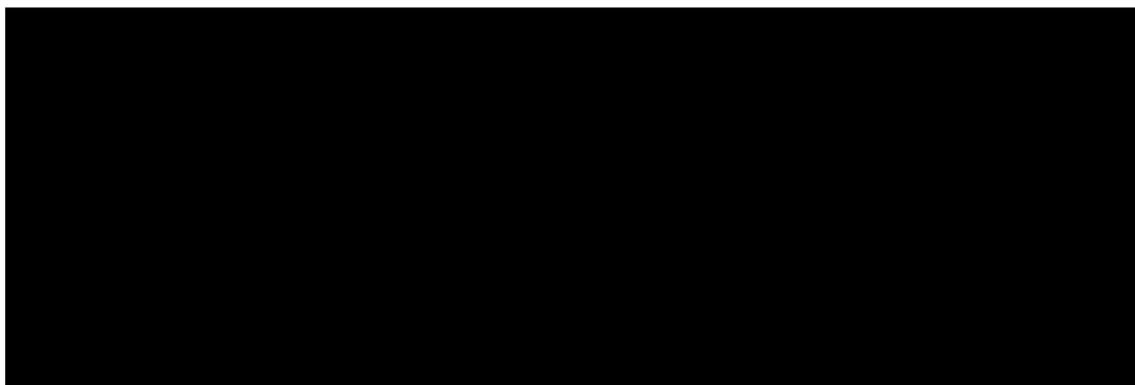
The Hokianga Country Music Festival benefitted the community in the following ways. It combined several groups within the community. The Opononi Bowling Club, South Hokianga RSA, Opononi Hotel, The Sands Omapere, Kohukohu Hotel, Waimamaku Bar n Grill and two local halls, Opononi and Rawene. These venues were operated by both local residents and out of towners, all volunteers. Most of the venues offered food for sale and this brought in revenue for those providers as well as refreshment sales. The shuttle van provided transport between venues and gave patrons a chance to see the wider area, promoting the Hokianga as a place to visit and vacation. Sheryl Sluiter from SJAY Music Facebook site videoed almost all of 28 bands as well as some footage of local points of interest in the Hokianga Area. These have been watched and shared hundreds of times and will always be available online. The festival benefits the community in many ways and remains the highlight annual event in Hokianga.

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

Festival Posters, Facebook page (our page has been updated since)

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

Our FB page is Hokianga Country Music Club

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: Kaikohe Rugby Football + Sports Club

Name & location of project: 15 Penney Cres - Kaikohe Rugby Reunion

Date of project/activity: 18th - 19th Oct 2024

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$5000

Board meeting date the grant was approved: Sept 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) |
|---------------------------------|-------------|----------------------------------|
| DD Gold Registration Packs | \$ 5827.63 | |
| Embassy Entertainment | \$ 1800 | |
| Harris/Storakers finger food. | \$ 1000 | |
| Julie Harris desserts. | \$ 1000 | |
| Gilmours - hangi | \$ 782.85 | |
| Gilmours - hangi etc. | \$ 539.61 | |
| Portakabos | \$ 1002.80 | |
| Kaikohe Hire Magazine + Lights. | \$ 5239.98 | |
| Total: | \$ 17192.27 | |

There are several more but have attached bank statement.

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 had 270 registrations and fed 370 people - there were a lot of elderly locals and our helpers we did not charge. Auction for sick police detective, past + present games presentation of life memberships.

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

Lots of people returned to Kaikohe after many years away and went on the bus trip. They were very impressed with what they saw at Ngawha, Innovation Park etc plus the golf club and Papa Hāwāiki both had events on as well so Kaikohe was buzzing - looked great. We were complimented on the presentation of the grounds.

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

attached

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

Kaikohe Rugby Club Reunion 2024

**Kaikohe-Hokianga Community Board July 2023 - June 2024
Project Report Form
Application No. KHCB00047 From Northland Edible Garden Trail - Te Ara
Māra Kai o Tai Tokerau - DRAFT**

Project Report - Community Grant Fund

*** indicates a required field**

Project Report

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent. Applicants who fail to provide a project report within the required time will not be considered for future funding.

Name

Northland Edible Garden Trail - Te Ara Māra Kai o Tai Tokerau

Name and Location of Project/Activity

Northland Edible Garden Trail - Te Ara Māra Kai o Tai Tokerau

Date of Project/Activity

February 2025

Which Community Board did you receive funding from?

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

Amount received from the Community Board

3703.00

Must be a number.

When was the funding approved?

19/07/2024

Must be a date.

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

Expenditure

| Supplier/Description | \$ |
|----------------------|------------|
| Signosaur | \$3,450.00 |

**Kaikohe-Hokianga Community Board July 2023 - June 2024
Project Report Form
Application No. KHC00047 From Northland Edible Garden Trail - Te Ara
Māra Kai o Tai Tokerau - DRAFT**

| | |
|--------------------|----------|
| Bay of Islands ITM | \$253.00 |
| | |
| | |
| | |
| | |
| | |
| | |

Project Information

Give a brief description of the highlights of your project/activity, including number of participants

We have started putting the signs up and they are getting a good response. We expect that they will result in a much larger number of people attending the Northland Edible Garden Trail in February 2025.

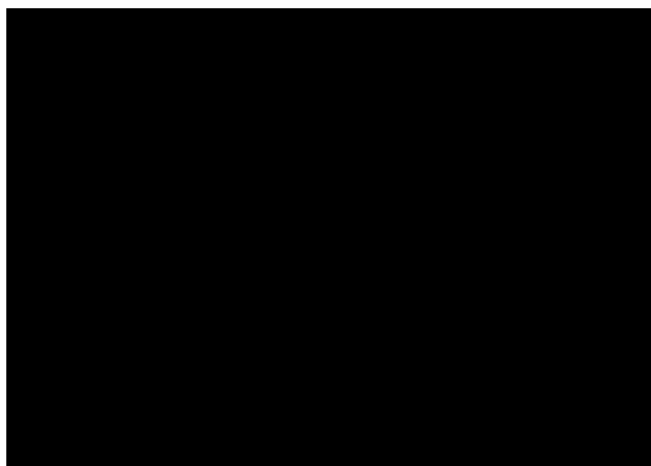
Describe how your project benefited the community and your evaluation of the project outcomes *

We have started putting the signs up and they are getting a good response. We expect that they will result in a much larger number of people attending the Northland Edible Garden Trail in February 2025, resulting in increased food security for Te Tai Tokerau.

Please provide details of how you acknowledged the funding you received from the Board (including any photos or marketing collateral) *

Our website will include the FNDC logo and a thankyou for funding.

If you have a website or Facebook page that we can link to, please provide details
<https://www.northlandediblegardentrail.org.nz/home>





**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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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: Ohaeawai Taiamai Residents Association (OTRA) _____

Name & location of project: Christmas Picnic, Ohaeawai Rugby Club _____

Date of project/activity: 08 December 2024 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$1500 _____

Board meeting date the grant was approved: December 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) |
|--|------------------|----------------------------------|
| Bouncy Castle | \$500 | Bank stmtnt |
| Thomas Train | \$370 | Bank stmtnt |
| Cake | \$120 | Bank stmtnt |
| Face painting | \$150 | Bank stmtnt |
| Consumables, mileage, volunteer expenses | \$677.26 | Bank stmtnt |
| | | |
| | | |
| | | |
| | | |
| Total: | \$1500 from FNDC | |

SCANNED

Kaikohe Service Centre

13 JAN 2025

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:

Approximately 250 Ohaeawai locals participated in the Christmas Picnic on a wonderfully sunny, and not too hot, Saturday. There were smiles all round. Whanau, friends, floats, kai and Santa.

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

We are a small community and this was a small event to which a very large proportion of our community came. Without these sorts of events our town risks becoming a dormitory suburb for the bigger centres.

It's hard to measure the health and well being benefits from a small event but we can say the organisers felt tired and pleased with how the day went and the smiles in the photos show how much the community appreciated the opportunity to celebrate together.

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

Attached

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

<https://www.facebook.com/groups/1376608939305049/>

Far North District Council **Project Report**
COMMUNITY GRANT FUND - LOCAL

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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: Okaihau Whānau House

Name & location of project: re-opening set up.

Date of project/activity: May 2023 April 2024 5/04/24

Which Community Board did you receive funding from?
☐ Te Hiku ☒ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$7000

Board meeting date the grant was approved: 25/03/24

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) |
|----------------------|------------|----------------------------------|
| Bark | \$ 1043.00 | ✓ |
| Glass repairs | \$ 716.25 | ✓ |
| Muscle Matt NB | \$ 299.00 | ✓ |
| Carpet | \$ 1649.11 | ✓ |
| Carpet | \$ 2009.06 | ✓ |
| Glass repairs | \$ 1035.19 | ✓ |
| cleaning | | |
| Total: | \$ 6751.61 | |

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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:

New clean Flooring is helping our play group up and
Running 1 morning per week 10 people
homesteads once a month 6-10 people
art class one a week 10 people

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

This funding has helped us provide a clean
safe space for the people in our community
to use

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

have an email.

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

www.facebook.com/okaihauwhanauhouse/

Phone: 09 401 2130, Fax: (09) 401 2137, Email: esk.us@hdc.govt.nz, Website: www.hdc.govt.nz



Project Report COMMUNITY GRANT FUND - LOCAL

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Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: R Tucker Thompson Sail Training Trust

Name & location of project: Bay of Islands

Date of project/activity: _____

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$4000

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) |
|-------------------------|----------|----------------------------------|
| Sarah Jane Panga Nissen | \$2000 | |
| Kynan Dawson | \$2000 | |
| | \$ | |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| Total: | \$4000 | |

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

Please see attached report that profiles the two trainees who were the recipients of the funding.

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

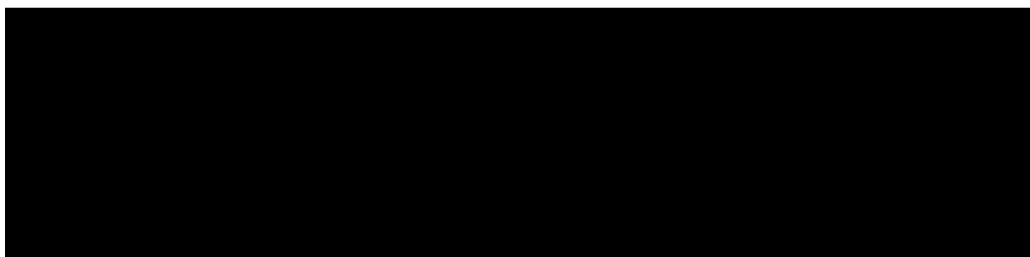
As above

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

As above.

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

www.facebook.com/RTuckerT/

This report was completed by:



Project Report COMMUNITY GRANT FUND - LOCAL

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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: ———South Hokianga Growers Market —————

Name & location of project: ———Freese Park Omapere —————

Date of project/activity: 19/11/2023 on-going Project

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: ———\$1670 —————

Board meeting date the grant was approved: ———3rd October 2023 —————

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) |
|------------------------|------------|-----------------------------|
| Keri Print | \$ 1224.75 | |
| Hardcase Pillowcase Co | \$445.00 | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total: | \$1669.75 | |

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**Far North
District Council**

Project Report COMMUNITY GRANT FUND - LOCAL

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

The Growers Market has now been running for more than a year since its conception in mid November 2023, having a short break for 2 months over the winter during 2024. The Market is significantly frequented by locals every fortnight - regularly purchasing fresh kai, and providing a meeting gathering place to connect with community members. The Market also provides an opportunity for stallholders and the community to network amongst themselves, whilst enjoying the social aspect that the Market provides.

We also have a significant influx of visitors to the market during the summer months with returning families and holiday makers.

Highlights have been witnessing the Market grow over the past year into a thriving vibrant event - with 20 stalls at its peak in December and an estimate of over 50-60 people attending each fortnight.

Seeing people go into business.

Watching the neighbourhood building grow in a cohesive way.

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

Findings:

The Growers talk about gardening techniques, swapping stories, sharing hot tips and learnings. They are forming a Growers Community.

People catch up with friends, spend time and meet and talk with community.

There was an obvious need for the Market - stalls have grown from 5 to 20.

Many locals regularly provide feedback to us - saying they love the market - what a great thing to have for community.

Benefits:

It has provided an outlet for people to make food products and create their ideas to sell.

2 people have since developed a small business by testing the Growers Market first.

Has provided changes to the way people shop; more locally and seasonally, providing awareness for where food comes from and has inspires locals to grow their own kai.

Cheaper to shop local - then drive to bigger towns.

Provides a fortnightly income for some growers, taking things a bit more seriously.

Freese Park - is being used more, the location is magic, provides a nice space for community to come and sit-down meet and talk.

Many Kuia and Kaumatua whom live locally also attend the Markets not only for the social aspect but also to be able to purchase fresh homegrown local kai.

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



Far North
District Council

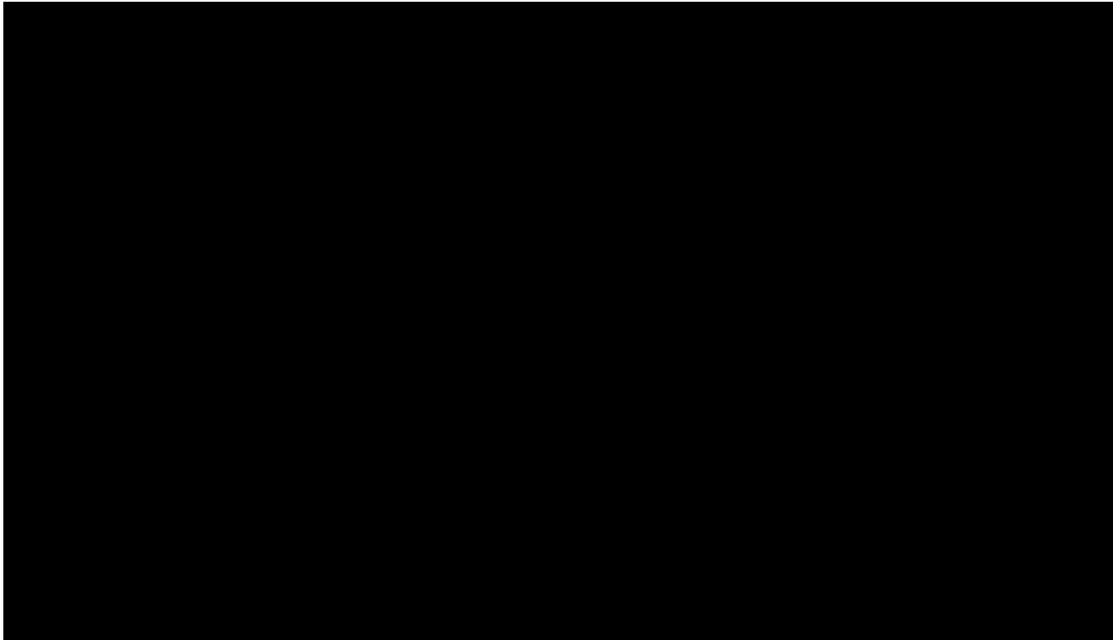
**Project Report
COMMUNITY GRANT FUND - LOCAL**

Please see photos attached, and link to FACEBOOK page below

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

<https://www.facebook.com/profile.php?id=61550331489947>

This report was completed by:





Project Report COMMUNITY GRANT FUND - LOCAL

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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: St Mary's Church Committee
 Name & location of project: Restoration of pipe organ, Kohukohu
 Date of project/activity: Restoration completed November 2024

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$4,362

Board meeting date the grant was approved:

19th July 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) |
|----------------------------|-------------|----------------------------------|
| South Island Organ Company | \$ 4,952.65 | ✓ |
| South Island Organ Company | \$ 1,842.30 | ✓ |
| | \$ | |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| Total: | \$ 6,794.95 | |

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

Mike Young, of the South Island Organ Company, finished the restoration and tuning with the voluntary assistance of Rob Shadbolt of the church committee and Pete Kilby (electrician). Christina Marunga provided meals and accommodation for Mike.

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

The organ is now ready for performance and will be maintained in the future to a high standard. The community will have access to this unique musical instrument for music practice, church services, concerts/events and education. Jackie Davidson recently invited musicians to discuss their interest in becoming organists. So far, two local musicians are practising for next year.

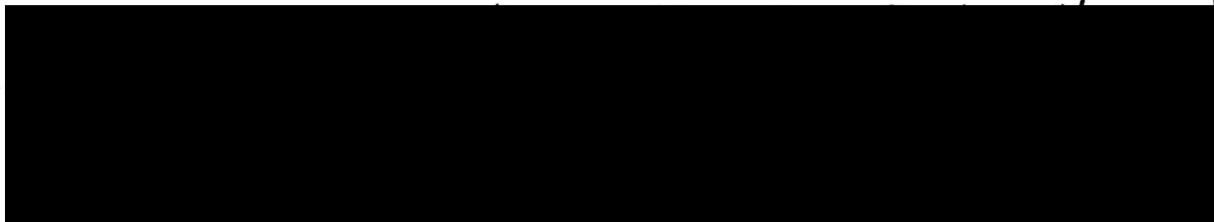
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

We have alerted the community about the organ restoration and the assistance provided by Kaikohe - Hokianga Community Board. This was done via Facebook and local email groups. Photos attached.

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

St Mary's Church, Kohukohu

This report was completed by:





**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: TAHEKE Community Centre
 Name & location of project: Fencing for Taheke Hall grounds, 3272 State Highway 12, Taheke, Hokianga.
 Date of project/activity: July 2024

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

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

Board meeting date the grant was approved: September 2023

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) |
|--------------------------------------|--------------------|----------------------------------|
| <u>Mt Pokaka Timber Products Ltd</u> | <u>\$ 3833.53</u> | |
| <u>INTA Timber Ltd</u> | <u>\$ 1,166.47</u> | |
| | \$ | |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total: | <u>\$ 5,000.00</u> | |

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

New fencing in front of the Taheke United Community Centre, beautifies the entrance way and compliments the upgrade of the "Hall".

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

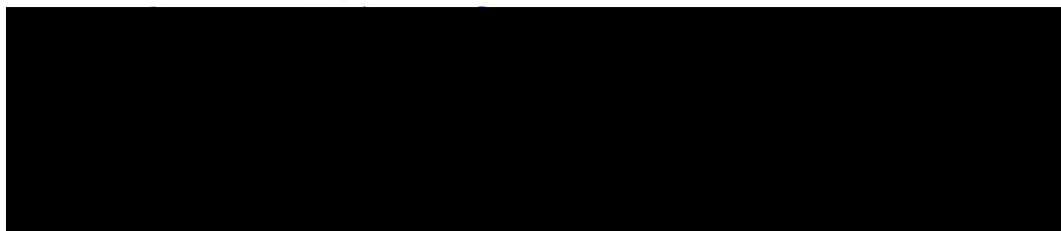
The project benefits the community by showing that the community cares very much for the "Community Centre" and will continue to maintain our facility for future generations.

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

Taheke United Community Centre post 3rd May 2024.
Attached is a photo of the new fence and Kaikohe-Hokianga Community Board Logo.

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

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@indc.govt.nz, Website: www.indc.govt.nz



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Te Pu O Te Wheke Community Gallery and Arts Trust

Name & location of project: Te Mauri O Kaikohekohe

Date of project/activity: Saturday 22th Sept 2024

Which Community Board did you receive funding from?

☐ Kaikohe-Hokianga

Amount received from the Community Fund: \$10:00 One off payment for the period 1 July 2023 – 30 June 2024

Board meeting date the grant was approved: 30th November 2023

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.**

| Kaikohekohe Matariki Feastive Costing Summary | | | |
|---|-------------------------------|---------------|--------|
| Date | Item | Price | Totals |
| April | | | |
| 9/04/2024 | Printing - flyers | 9.7 | |
| 12/04/2024 | Materials - stencil | 10 | |
| 12/04/2024 | Workshop - festival sewing | 280 | |
| 15/04/2024 | Materials - hot glue sticks | 27 | |
| 15/04/2024 | Printing - flyers | 4.2 | |
| 18/04/2024 | Petrol vouchers - volunteers | 100 | |
| 18/04/2024 | Workshop - festival sewing | 140 | |
| 19/04/2024 | Materials - op shop dress | 25 | |
| 19/04/2024 | Workshop - festival sewing | 140 | |
| 20/04/2024 | Materials - faux fur | 72.5 | |
| 26/04/2024 | Materials - fabric | 110 | |
| 27/04/2024 | Printing - festival brochures | 50 | |
| 30/04/2024 | groceries - tea | 4.99 | |
| | | 973.39 | |

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:

The biggest highlight of this project was the journey to reach the outcome and celebrate the energy, time, creativity and spirit of the local and outline communities, who, came to together to share ideas, vision and passion on how this event could be achieved, considering the logistics of holding an event of this scale within a small community with limited resources.

Months of brainstorming by like-minded people and the effort of many hands enabled the **Show to go on**. Those who participated, included the man off the street who helped to make flowers out of recycled drink bottles to create the street lighting.

The family of 5 children, who offered their help, but didn't hope. This family were supplied with an array of various selections of recycled fabric, haberdashery including old curtains, duvet covers, discarded bits of jewelry. A few weeks later, they returned with 18 hand stitched WOW factor garments.

The Taniwha mesmerized the audience as he towered over them in his shimmery korowai of green and blue to depict the myths and legends of old.

The interaction between the models and the audience added ambience to the *show*, especially with Kuia & Kaumatua singing along to the waiata.

All the music used by models in their choreography was of their own choice and in Te Reo.

Those who witnessed this event were captivated by the creatively woven visual of art, waiata, comedy, dance and fashion, converging across the catwalk to revitalize special memories of the history culture and heritage of Kaikohe. The 3-course meal consisted of hangi, fried bread, freshly smoked fish, seafood chowder, steamed pudding and the Favorite mocktail - *Matariki Blue*, which was green.

Dinners were entertained with Kapa haka, ballroom, rock n roll, line dancing and comedy provided by MC for the night - "Pio" (Nation TV Identity, Actor, Singer and Comedian).

Those who participates to achieve this project included those who built the props, catwalk construction, the garment Designers, Seamstress, Sound and Lighting Technical Support, Visual Art Facilitator & Choreography. Suppliers, audio & construction of the models dressing and makeup spaces, venue preparation, table setting, Mocktail bar staff, supplier of porta loos and venue setting.

60 garments were made and paraded along the catwalk. Most of these were repurposed garments created from recycled materials and garments.

Caterers, Models, Dancers, Kapahaka, Audience. Those who witnessed this event were captivated by the creatively woven visual of art, waiata, comedy, dance and fashion, converging across the catwalk to revitalize special memories of the history culture and heritage of Kaikohe.

The interaction between the models and the audience added ambience to the *show*, especially with Kuia & Kaumatua singing along to the music.

All the music was in Te Reo and each model selected their music to blend with their choreography.

Those who witnessed this event were enthralled by the tapestry of colour and creativity generated from this project and the value and energy the community provided.

Models 23

Dancer: 11

Kapa haka: 15

Dinners: 60

Total 100

It's people is like them who give the gallery reason for its purpose.

Another highlight was how the gallery was able to accommodate an event of this scale, which is lacking in Kaikohe.

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

The main finding from this event was the participants want to have this event held again and the hope is this event

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will help "Grow Kaikohe" and put Kaikohe on map as the place to be energised, inspired and rant about throughout the Motu.

The snowball effect has been the inspiration of other communities wanting to hold similar events and share resources with other communities and support their Kaupapa.

Seeing the dancers and created garments sparked a desire for people to asked – "where I can learn how to do that" People in the community lending their resources for the betterment of the show. Which is old school. Which is How Kaikohekohe used to be.

Initially the plan was to hold the event outdoors, however the logistics of this plan would be too difficult and would require more infrastructure due to the weather and its unpredictability. Hence the change to an indoors event.

The evening presented a fun night full of dancing, waiata music in te reo. Including fashion and Wearable show. Te Reo Maori .

While preparing for this event many people came and went, but the Kaupapa remained the same, and enabled projects continue from start to finish.



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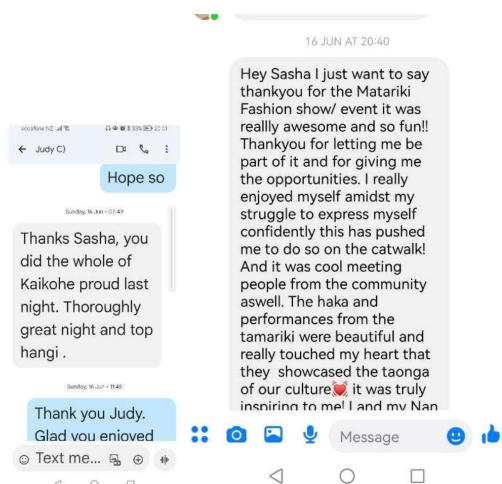


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Acknowledging the FNDC sponsorship

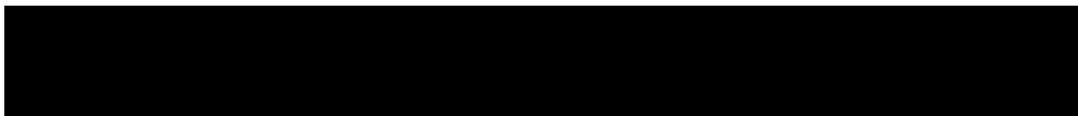
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

The purpose of this event was to bring the community of Kaikohe and outline areas together by giving whanau a reason to return yearly to celebrate Puanga/ (matariki) and create special memories of place and people. The plan was to ignite the magical energy and reactivate the history, culture and heritage of this place through dance, colour and the aroma of kai within a carnival atmosphere from a Maori Perspective, utilising a floatily of waka



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

This report was completed by:



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**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: The Centre at Kerikeri Ltd (The Turner Centre)

Name & location of project: Kaikohe West School trip to 'Children are Stinky'

Date of project/activity: 14 November 2024

Which Community Board did you receive funding from? Kaikohe-Hokianga

Te Hiku

x Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$404

Board meeting date the grant was approved: August 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) |
|---|----------|----------------------------------|
| Return Bus Kaikohe West School to Turner Centre, Kerikeri | \$404 | x |
| | \$ | |
| | \$ | |
| | \$ | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total: | \$404 | |

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

This grant enabled Kaikohe West School students to attend the award-winning Australian comedy circus show 'Children are Stinky' at the Turner Centre in Kerikeri on 14 November 2024. 55 students and teachers were able to attend from Kaikohe West School thanks to your support for a return bus.

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

On Thursday 14 November, 2024 the award-winning Australian children's theatre company Circus Trick Tease performed two high-energy shows of their global hit 'Children are Stinky' for young people aged 5-12 at the Turner Centre in Kerikeri. The circus comedy was an absolute hit with young audiences, who screamed the house down clapping, laughing and interacting with the performers on stage.

More than 720 children from six Far North schools attended. Participating schools were Kerikeri Primary School, Riverview Primary School, Oromahoe School, Okaihau Primary School, Kaikohe West School and Kaikohe East School. Feedback from the children and their teachers was overwhelmingly positive:

"It was so much fun." "I went up on stage." "Fun, fun, fun – can we watch it again?"

"I got a balloon." "It was so beautiful."

"It was the first time in a bus and the first ever theatre show for many of our tamariki – an experience they will remember forever."

"Our children don't get opportunities like this – it is so exciting for them."

Engaging with live theatre has many proven benefits for tamariki and rangatahi – it opens their minds to new experiences and possibilities, encourages creativity, and is a whole lot of fun.

It is the Turner Centre's vision to enable every young person in the Far North to be inspired by cultural and creative performances in our theatre. One of the Turner Centre's strategic priorities is to build our youth programming and we regularly seek funding support to offer free theatre tickets to schools across the district. All tickets to 'Children are Stinky' were offered for free, as the Turner Centre was able to secure funding support from the Australian High Commission and Lottery Northland Community.

Even when we are able to offer free theatre tickets to schools, they are often unable to attend because they cannot afford transport to the Turner Centre. We are therefore so grateful to the Kaikohe Hokianga Community Board for enabling us to provide a return bus to enable tamariki from Kaikohe West School to attend 'Children are Stinky.' Without this support, children would not have been able to attend the show and benefit from engaging with arts and culture. Your grant enabled us to provide more equitable access to our programme for tamariki in the Far North.

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

Please see the attached supporting document with photos from the show.

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

<https://www.facebook.com/turner.centre>

7.7 NEW ROAD NAME: 12-16 MANGAKAHIA ROAD, KAIKOHE**File Number: A5019336****Author: Trinity Lane, Finance and Customer Services Administrator****Authoriser: Mary Moore, Manager - Infrastructure Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

That Kaikohe-Hokianga Community Board name the right of way currently located at 12-16 Mangakahia Road, Kaikohe.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A road naming application to name a right of way located at 12-16 Mangakahia Road, Kaikohe was received.
- Community Boards have the delegated authority to allocate names for previously unnamed private road, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board name a right of way currently located at 12-16 Mangakahia Road, Kaikohe, “Te Ara Tika”.

1) TĀHUHU KŌRERO / BACKGROUND

An application was submitted by Gemscott Kaikohe Ltd on the 2nd of December 2024 to name a road in which 13 dwellings will be built.

The applicant proposed “Te Ara Tika” as its name. This name was provided to the Applicant by Te Rūnanga-Ā-Iwi-Ō-Ngāpuhi.

The proposed name was sent to Land Information New Zealand for approval. A response was received confirming the proposed name is acceptable for use in this area and can be approved as per the Addressing Standards 2011.

| | |
|---|---------------------------------|
| Road Naming: 12 – 16 Mangakahia Road, Kaikohe | |
| LINZ Approval | YES |
| Hapu Consultation | YES- Te Rūnanga-Ā-Iwi Ō Ngāpuhi |
| Map Attached | YES |
| Owner Consent | N/A |

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed name for this development is “Te Ara Tika.”

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Map - A5019312 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

| He Take Ōkawa / Compliance Requirement | Aromatawai Kaimahi / Staff Assessment |
|---|---|
| State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy | This is the naming of this right of way and is of low significance. |
| State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision. | Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011. |
| State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought. | No district wide relevance and the Community Board have the delegated authority to approve road names. |
| State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi. | Te Rūnanga-Ā-Iwi-Ō-Ngāpuhi has recommended the name for this development. |
| Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities). | This is a new subdivision. All lots are owned by Te Rūnanga-Ā-Iwi-Ō-Ngāpuhi Trust Board. |
| State the financial implications and where budgetary provisions have been made to support this decision. | There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the Applicant. |
| Chief Financial Officer review. | The Chief Financial Officer has not reviewed this report. |



7.8 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4536072

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the December 2024 - January 2025 member reports from Chair Chicky Rudkin, and Deputy Chair Tanya Filia.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin report Jan 2025 - A5064493 [↓](#) 
2. KHCB Deputy Chair Filia report Jan 2025 - A5064491 [↓](#) 



Member's Report

Name: Chicky Rudkin

Subdivision: Kaikohe Hokianga subdivision

Date: Dec '24/Jan '25

Meetings Attended

| Date | Meeting | Comments |
|----------|--|--|
| 16.01.25 | Business Call Meeting | Great to have Mangamuka Gorge open, continued dog attacks across the North |
| 16.01.25 | Kaikohe Placemaking Steering Group Meeting | Updating from December meeting, further stakeholder hui to occur, survey closing end of February then collated to form some next steps. |
| 23.01.25 | Business Call Meeting | Issues raised across Tai Tokerau - increased crime, rise in dog attacks, job opportunity event panui to be shared re event at Ngawha Innovation Park |
| 24.01.25 | Meeting with Kaikohe Business Association members | Discussed Christmas Parade 2025, another Laundromat in Kaikohe and possible impact on water during summer, continued concerns re the Papa Hawaii public toilet block not being opened for campers/visitors |
| 28.01.25 | Future of Rawene Domain | Presentation by Sailing Club and Gym followed by Workshop on the December agenda report to provide feedback to staff. |
| 28.01.25 | Resilience to Organised Crime in Communities Meeting | Programme Overview |


Community News


| Item | Comment |
|--------------------------------|---|
| Thursday Market Day | This has been very popular over the summer months with an increased number of stallholders and whanau supporting the Market. |
| Dogs | Continued concern in and around our Kaikohe-Hokianga ward about dog thief, dogs roaming, and most distressing dogs killing animals and or harming people. FNDC Dog control staff are very aware and concerned and will and are doing what they are able to do to minimise and stop these issues. Whanau must be encouraged to always contact FNDC re any dog matters. |
| Placemaking survey for Kaikohe | This survey has and is continuing to be distributed far and wide across our community. It ends 28th February with all completed surveys needing to be at the FNDC Office or completed by using the scan code. |

| | |
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| Kaikohe A&P Show | Held recently, numbers appeared to be lower than previous years but still a great community event. Special thanks to Linda Bracken and Cr Kapa for publicising the Kaikohe Placemaking survey at the event. |
|------------------|---|

Requests for Service (RFS)

| RFS | Issue | |
|-------------------------|---|---|
| NZTA RFS 4198265 | Signage from Rawene Ferry to the State Highway intersection. Request has been escalated. This comes under NZTA responsibility. With NTA Update: In mid-January I received a call from NZTA staff requesting again where “exactly” the signage was. It was located, pictures were re-shared, so I am hoping for some action asap. |  |
| RFS 4203249 - CLOSED | Update: this has finally been fixed very well with a wooden frame. It looks so much better |  |
| RFS 4202662 | Bus shelters project – Elizabeth Stacey met with Community Member to do site inspections, proposed 4 shelters due to road safety, 2 locations require a License to Occupy and Community Member will complete necessary applications and liaise with FNDC Property Legalisation staff. Once the shelters are in place appropriate signage will be added. Funding yet to be sourced for shelters. November/December update – LTO has been lodged and licence is being prepared for decision/approval. January update: Licence has been fully executed this project now sits with the community to finalise. | |
| RFS 4221438 CLOSED | Weeds starting to appear along gutters and in concrete cracks along Broadway Kaikohe. Referred to District Facilities. Update Nov/Dec – weed spraying by City care has occurred using an environmentally friendly spray. January update: definite improvements noticed. |  |

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|------------------------|---|
| Broadway rubbish bins | <p>State of rubbish bins along Broadway and in public spaces such as parks and reserves</p> <p>Update September: I have been advised that the District Facilities team are quoting rubbish bins and there will be replacements made across the district.</p> <p>November/December update: still no action to date</p> <p>January update: still no further action or communication.</p>  |
| Hokianga vehicle Ferry | <p>Kohu Ra Tuarua Ferry - \$2 Car passenger ticket fare, request to have it abolished at next review.</p> <p>Update November/December: Staff are aware of the community concerns in relation to this specific fare and have agreed to include it as part of the next fare review. There is not a set date at present however the process is that FNDC has an agreement to provide annual revenue and operating costs to NZTA. Based on this, a decision is made if and when a formal fare review is required. FNDC has recently supplied this information to NZTA and are presently in discussions with them.</p> <p>Update January: no further information at this time on when a review of ferry fares is to occur.</p> |
| RFS 4156590 Closed | <p>Reed Park initial request for trees to be trimmed, FNDC staff replied explaining a review by an arborist.</p> <p>Nov/Dec update: no action to date</p> <p>January update: Information received from the District Wide tree assessment project identified that the trees in Reed Park are in good and safe condition. The Facilities Team indicated they will be programming some de-limbing, tidying up specific trees as needed. This work is to be scheduled.</p> |
| RFS 4215690 | <p>Intersection of Orrs/Taheke Road, Kaikohe. Community member told that the suction sweeper would be clearing however community member has responded saying that it is “baked on” and will require more attention than this.</p> <p>January update: Council contractor carryout the sweep on behalf of NZTA and claim a percentage of costs due to it being in an urban area as contributing the majority of runoff. Once the sweep has been undertaken this will be evaluated if it requires more attention to remove. No advice on timeframe received yet.</p> |

| | | |
|------------------------------|--|--|
| Library Square Kaikohe | Seats and garden at Broadway end of the Library Square need a good tidy up and clean. |  |
| Lindvart Park issues | <p>New outdoor toilet block is not operational and has been closed more than open. It is essential and urgently needed for campers, visitors and people using the Lindvart Park areas. Ongoing issues with them.</p> <p>In mid-November, they were temporarily closed (until further notice) due to operational issues with the design.</p> <p>The investigation is in progress and an update will be provided once further information is available.</p> <p>Furthermore, there continues to be no lease for Lindvart Park, I am aware that Cr Rakena has requested some information regarding these matters. KHCB recommended to Council at their 25 Oct meeting that that the public consultation process is commenced on the granting of a new ground lease to Kaikohe & Districts Sportville Incorporated. This will be resolved at the 13 Feb Council meeting</p> | |
| RFS423654 - made by Adele B | Waimatenui/Mataraua Road - seriously bad corrugations in the roads, roads extremely busy, dangerous to drive on and wrecking local's vehicles. | |
| RFS4230858 - made by Adele B | Overslip before 2 long bridges between 1600 and 1700 Rapid Numbers along Waimatenui/Mataraua Road. Three years ago, resident told "we're waiting for it to dry" Two years ago no funding available to fix overslip | |

Other matters

- There have been some serious concerns and issues raised around the new dump site for Kaikohe. I would encourage either some really simple communication around the reasoning for the change and or invite appropriate staff to visit the site to see first-hand the issues and look at minimising them before we have rubbish strewn across our district by residents who are "hoha" and frustrated by a much smaller, less accessible dump site.
- The recently cleared site for the new Civic Hub needs some maintenance and or mowing? The grass/weeds make it an eyesore as you drive through Broadway.
- Looking forward to the Waitangi Celebration week and the 12th February celebration at Mangunu.



Member's Report

Name: Deputy Chair Tanya Filia

Subdivision: South Hokianga

Date: Dec '24 - Jan '25

Meetings Attended

| 28 January | Elected Member Workshop | To discuss 'The Future of Rawene Domain' report (13/12/24 agenda). | |
|---|---|--|--|
| Community issues | | | |
| Dates/ RFS | Issue | Comments /Update | |
| Kokohuia Road Historical and ongoing concerns about the poor condition of this unsealed road. | Kokohuia Road is now a track not a road. Needs sealing | Historical RFS put through by many Kokohuia Road residents. Videos and photos received. Site visit with NTA on Friday 10 May – hui held at the Omapere fire station followed by a walk of the road. Another discussion held minutes & notes taken by NTA representative following the walk of the road. Matrix dust and footpath to be sent through. | As part of the NTA funding application to Waka Kotahi under the low-cost low risk programme NTA identified traction seals for 2024-27 including Kokohuia Road (noted as a high priority site by NTA). Confirmation is yet to be received from Waka Kotahi on the funding under this programme. This is expected in October. If FNDC Transport Services do not get funding it will be a council decision if this traction seal is able to be completed from the unsubsidised budget. Update Jan: FNDC did not receive the full amount of funding requested from NZTA and decisions need to be finalised by Council on what aspects of the programme are to be reprioritised. |
| Gravel Travel onto the footpath on SH12 in Opononi | This is a result of sealing chip from NZTA pavement seal not being removed in the first instance, and the lack of NZTA kerbing. | From day one of my becoming an elected member I raised an RFS on this matter and a number of injuries were reported. Site hui with NTA - serious concerns on this area. | Waka kotahi will not prioritise addressing the causative factors so the matter has NOT been resolved. I have previously requested an increase to the regular maintenance cycle of road sweeping. FNDC roading staff have advised there isn't the budget for an increased LOS to attend more frequently, and this is not subsidised adequately |

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|--|--|---|---|
| | | | by NZTA. They share the frustrations and are continuing to lobby NZTA to remedy the issue. Residents should continue to raise RFS for the gravel sweeping. |
| Footpath SH12 Opononi | Vehicles accessing the beach and intermittent flooding impacting on footpath | Opposite Opononi bowling club 123 State Highway 12. This is in conjunction with the gravel travel referred above. | Drainage issue here due to run off from the camber of the NZTA SH. Would like to see cemented bollards placed strategically to prevent cars from driving on the beach. |
| Otaua Footpath | Being worked through | Footpath needed outside Marae and through to Kohanga Reo. Where tamariki ride their bikes, to catch the bus. | KHCB footpath programme prioritisation has been set for 2024-2027. Once funding levels are finalised later in 2024 there will be the opportunity for the board to consider adding locations depending on funding received. Update Jan: FNDC received significantly less funding from NZTA than requested and staff will work with the KHCB to determine any footpath reprioritisations required. |
| 1. Footpath needed from corner Freese Park Road through to the playground. 2. Footpath needed for kura students along koutu Point Road Opononi 0473 | Footpath needed from corner Freese Park Road through to the playground | for pedestrians, cyclists and scooters | FNDC received significantly less funding from NZTA than requested and staff will work with the KHCB to determine any footpath reprioritisations required once Council have reviewed the funding decisions. |
| Otaua roading/dust matrix | | | Kahika Moko has suggested encouraging the Otaua community to consider giving a deputation to Te Koukou Transport and Infrastructure Committee so they can speak to Councillors direct their experience. Roding is a |

| | | | |
|---|-----------------------------------|---|---|
| | | | <p>Councillor delegation. Arrangements made to make contact with Otaua spokesperson.</p> <p>Representatives from the Otaua community have had a delegation speak to the Te Koukou Committee at their 29 August meeting.</p> |
| <p>Housing for our taonga - ngā kaumatua/kuia</p> <p>Several emails received from a number of community members and members supporting Kaumatua/Kuia</p> | <p>Priority concern!!!</p> | <p>26/2. CB members met with the Deputy Mayor and relevant Councillors for an update on housing strategy, Housing for the Elderly and to discuss specific concerns.</p> | <p>This is with the Deputy Mayor Kowhai Kelly and councillors of which is still being worked on.</p> |

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 KOHUKOHU SPEED LIMITS UPDATE

File Number: A4998427

Author: Elizabeth Stacey, Senior Road Safety and Traffic Engineer

Authoriser: Tanya Proctor, Head of Infrastructure

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to update the Kaikohe-Hokianga Community Board about the process for changing speed limits in Kohukohu.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

At the May 2024 Kaikohe-Hokianga Community Board meeting the Board recommended a variation to the North Hokianga Interim Speed Management Plan to change the speed limit on Kohukohu Road to a permanent 30kph. Since that time, the speed limit rules have changed and 30kph is no longer an available permanent speed limit for Kohukohu Road.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Kohukohu Speed Limits Update.

TĀHUHU KŌRERO / BACKGROUND

Staff were approached by members of the Kohukohu community to find solutions to the number of speed signs in Kohukohu and to look for opportunities to improve road safety. The Community Board recommended and Council approved consultation on a lower speed limit of 30kph throughout the village of Kohukohu.

Since council approval the 2024 Speed Limits Rule was consulted on and subsequently adopted in October 2024. Under the new Rule, 30 kph permanent speed limits are not approved. All schools in the District will also be required to be signed with variable speed limits rather than permanent speeds.

The new Rule also requires local streets, that have a permanent speed of 30kph and one of the reasons was the presence of a school to also be reversed no later than July 2025.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The 30kph school speeds in Kohukohu are subject to reversal under the new Setting of Speed Limits rule. As such, staff have not progressed the consultation and changes requested by the Community Board.

During the changes that are required under the new Rule, staff will be sensitive to Kohukohu's status as a Heritage Precinct and reduce the number of signs to the minimum required to make the speed limit both legal and enforceable. This will result in the removal of "gated" signage. This approach was presented to the Board previously as another option to improve the historic look and feel of the village by removing extra signage.

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

Changes to speed limits is an activity that is eligible for funding from NZTA Waka Kotahi. Staff will be requesting funding subsidy for these changes.

ĀPITIHANGA / ATTACHMENTS

Nil

8.2 CONDITION ASSESSMENT SUMMARY FOR COUNCIL HALLS

File Number: A4990097

Author: Katie May, Asset Manager District Facilities

Authoriser: Tanya Proctor, Head of Infrastructure

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide information to the Kaikohe-Hokianga Community Board from the condition assessments carried out on Council halls.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- In 2021 condition assessments were carried out on council owned halls
- The attached matrix provides a summary of these findings and shows work underway as well as prioritisation of work needed

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Condition Assessment Summary for Council Halls.

TĀHUHU KŌRERO / BACKGROUND

Asset Management applied for and were approved funding to undertake condition assessments to determine the state of council assets in 2020. This work had not previously been undertaken for several years.

The condition assessment programme of work was completed in 2021 and condition “Matrix” listings were compiled based off the assessment findings. The matrix data sets sought to;

- Capture high level details of overall condition and issues identified
- Assign a priority grade of 1-3 (1 being higher in priority) of work to be addressed
- Assign RAG (Red, Amber, Green) status based on both the condition and also the accessibility status of each hall.

The condition assessment findings sorted and graded into this matrix format has allowed Asset Management to programme works based on priority of need.

The Lite LTP has meant our focus has been on those halls with a more urgent status, particularly those with major structural or health and safety issues. Programming of lower priority status halls has been deferred at this time to be worked through and timed for our next LTP in 2027.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Condition assessments are due to be repeated on a five-year rolling programme. However, condition of our assets is continuously monitored and if the priority changes due to an event affecting condition or unexpected decline of an asset, then the hall will be reprioritised and programmed accordingly.

This report shows the existing budgets for active planned work. It does not include any future budgets as they are yet to be determined as part of the next LTP planning, however an indicative date for work has been provided.

Staff will utilise this matrix and information provided by our operations team to determine future works and continue to develop a programme accordingly.

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

There are no current financial implications from the provision of this information report.

ĀPITI HANGA / ATTACHMENTS

1. **Halls Condition Assessment Matrix - Community Boards December 2024 - A4989895** [↓](#)



Halls Condition Matrix

Condition Assessments carried out in 2021

| Objective No. (Condition Assessment) | Ward | Hall | RAG (Red, Amber, Green) | Accessibility Compliant | Priority (Condition Based) | LTP 24_27 Programmed (Y/N) | LTP 24_27 Planned Delivery | Planned Available Budget | LTP 27_37 Proposed Delivery | Comments | Detailed Comments |
|--|----------|--------------------------------|-------------------------------|----------------------------|----------------------------------|----------------------------------|----------------------------------|---|-----------------------------------|---|--|
| A3211575 | Northern | Lake Ohia Hall | R | No | 1 | Y | 2025 | \$ 854,615 | | Some piles disintegrated, cladding showing rot, gutter and stormwater issues, electrical work required, accessibility ramp, toilet, carparks | With project delivery, some piles have disintegrated, cladding showing signs of rot, gutters and downpipes leaking badly, wastepipe at sink not connected to gully trap, no accessible ramps, carparks, toilet doors not compliant, gulley traps overgrown allowing stormwater ingress into system. Electrical work required, no formed or designated approach from or to the state highway |
| A3193770 | Western | Kohukohu Hall | R | Part | 1 | Y | on hold | \$1,163,100 * deferred to 2027-28 | | Poor condition, insufficient funds available to carry out all required works. Project on hold and deferred to next LTP, external funding options being reweived by hall committee. | Foundations sinking across entire building, subfloor requires rebuild including baseboard ventilation and access, cladding requireswork, metal soakers to be replaced with galvanised, most windows are inoperable, floors in kitchen to be completed and fixed, saging ceilings, linings in poor condition, most interior doors do not function, cabinetry is original, toilets are not acceibility compliant, no allocated parking look at if it is possible to provide accessibility parking |
| A3207753 | Eastern | Whangaroa (Kaeo) Memorial Hall | R | Part | 1 | Y | 2025 | \$ 246,330 | | Moisture ingress, foyer and toilet roof rebuild required, leaking downpipes, rot to fascia, barge boards, internal repairs due to water ingress | Moisture ingress foyer and toilet area, roof rebuild required, subfloor ventilation, access, vegetation, downpipes leaking, rot to fascia and barge boards, ceiling paint is degrading, urinals in males toilet showing corrosion around waste, hot water heater fittings show signs of corrosions overflow is constantly running to exterior of building, no accessible parking, concrete steps require upgrading, water supply, accessibility ramp damage |
| A3212388 | Western | Okaihau Hall | A | No | 2 | Y | 2025 | \$ 956,224 | | Minor evidence of foundation movement | With project delivery, minor evidence of foundation movement, mositure is evident on some pile pads, vegetation in gutters, no opening windows or ventilation to toilets, ceilings degrading due to moisture |
| A3211699 | Northern | Mangonui War Memorial Hall | A | No | 2 | N | | | | 2028 Minor pile and subfloor framing work, public toilet, floor tiles missing grout, no accessible toilet - this cannot be achieved based on existing building structure and layout. | Foundations don't appear to be ground keyed or braced but no movement was evident, No accessible parking, no accessible ramps not practicable to install new due to grade and site conditions, no internal accessible toilet, internal doors do not meet accessibility requirements, thresholds do not meet accessibility requirements, vegetation & soil needs clearing back from cladding , need to clean and form grade swales to south of building, watertank has noticeable leaks and established vegetation growing from top of tank, BWOF not displayed, floor tiles missing grout in toilets needs repair to avoid water ingress, bottom of public toilet doors are rotten |
| A3207709 | Western | Horeke Hall | A | Part | 2 | Y | 2025 | \$ 80,000 | | Upgrades to accessibility toilet, doors, signage, designated carpark to be carried out in 2024. | No accessible parking , accessible toilet requires grab rail, small ramp required to doors, signage required, waste water system requires protection from vehicles, some doors do not have safety glazing |
| A3203640 | Northern | Awanui Sports Complex | A | Part | 2 | Y | 2025 | \$ 290,000 | | Partially accessibility compliant, internal & external maintenance required. Additional site visit in Jul 24 identified issues with leaking roof, unsafe ceilings and electrical wiring, this works has been prioritised as on November 2024 and will be commence delivery early 2025. | Toilets not accessibility compliant, no dedicated accessible parking or signage, no safety glass in doors, gutters require resealing, toilet partitions, mechanical ventilation requires servicing, electrial switches and outlets are original, egress doors require review signage etc. Priority H&S works on roof, ceilings, windows and electrical will belivered in FY24-25. |
| A3211445 | Western | Kaikohe Senior Citizens Hall | A | Part | 2 | N | | | | 2029 Exterior cladding and window repairs, safety glass in doors, accessibility upgrades | Cladding profile fibrolite asbestos with minor racks, opening joints & popped nails etc, paint with minor defects, timber doors require repairs and paint, some doors do not have safety glass, gutters have minor leaks, zip does not shut off immediately after use, requires replacement, thresholds to ramp and double doors exceed compliance height, no dedicated accessible parking space or signage, single door access ramp does not comply, accessible toilet does not comply with current NZS4121 design criteria, deterioration to entry lean to structure |
| A3211288 | Western | Kaikohe Memorial Hall | A | Part | 2 | N | | | | 2030 No safety glass on doors, minor repairs to roof and building in general, water feature caused water damage to framing | Cladding is asbestos sheet with brick veneer minor defects, damaged and degrading paint on doors, entry doors are not safety glass, roof cladding lifted in areas and has rust spots, requires cleaning and repaint, downspouts leaking, minor areas of rot and exposed timber to fascia and barge boards, water pump for front water feature evidence of water damaged framing in this area, accessible concrete ramp and door ramp non-compliant but useable |
| A3223264 | Northern | Kaingaroa Memorial Hall | A | Part | 2 | N | | | | Window repairs, accessibility upgrades including parking | All timber windows require sash, frame & hardware remediation work and repainting, toilets are not accessibility compliant, no accessible parking or signage, strong possibility sheet claddings are asbestos containing materials |
| A3223256 | Western | Herekino Memorial Hall | A | Yes | 2 | N | | | | Cladding & window repairs other minor repairs | Cladding, windows, doors, gutters, hot water heater regulator leaking, switches and light repairs |
| A3211714 | Eastern | Maramaku Hall | G | Part | 3 | N | | | | Cladding paint is bubbling, no accessible parking space | No accessible parking space, cladding paint is bubbling |
| A3212512 | Eastern | Russell Town Hall | G | Part | 3 | N | | | | Minor gutter leaks, vent cleaning, ramp requires minor work, handrail and slope | Ramp to south of building although functional slope and railings do not appear to comply with NZS4121, minor gutter leaks and vents require cleaning |
| A3212536 | Eastern | Totara North Hall | G | Part | 3 | N | | | | Minor maintenance | Gutters to be cleaned, minor changes to be made to the toilet to make it compliant |
| A3212547 | Eastern | Waipapa Community Hall | G | Part | 3 | N | | | | Minor maintenance | Downspouts broken off at ground, discharge to a swale need cleaning and define access to street, east downpipes exit under building, no dedicated accessible parking space, non-compliant timber service ramp to NE SE side door, overgrown vegetation to be cleared as it holds water, no signage to building, east side of the site retains water, site clearing and surface swale to road, open SW pipe discharges to under east of building, old water marks on main hall suspended ceilings |
| A3212493 | Eastern | Paihia War Memorial Hall | G | Yes | 3 | N | | | | Minor cleaning of gutters | Minor maintence required joint leak on gutters and cleaning required, minor DP damage on downspouts and gullet drains require repair, hot water heater in kitchen is overflowing to the exterior |
| A3212552 | Eastern | Whangaroa Village Hall | G | Yes | 3 | N | | | | Minor maintenance | Minor water leak, vegetation growing up through the floor at the east/kitchen end of the building, stormwater issue caused by neighbour |
| A3212532 | Western | Taheke Hall | G | Yes | 3 | N | | | | No issues renovations completed 2022 | Renovations recently completed |
| A3212403 | Western | Opononi South Hokianga Memoria | G | Yes | 3 | N | | | | Recent renewals completed 2023 | Renewals just completed repairs and maintenance being addressed by operations |
| | Western | Rawene Hall | G | Yes | 3 | N | | | | Hall renewal project completed 2024 | |

8.3 HOKIANGA FERRY LIAISON GROUP MEETING 1ST NOVEMBER 2024**File Number:** A5006026**Author:** Aaron Reilly, Operations Specialist Lighting & Transport**Authoriser:** Apikali Rokobigi, Maintenance Lead**TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of the information report is to inform the Kaikohe – Hokianga Community Board of the meeting that was held with the Hokianga Ferry Liaison Group on 1st November 2024 and provide a copy of the draft minutes to the Board.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group met on 1st November 2024 in the Rawene and Districts Community Development (RAD) Centre in Rawene. A copy of the draft minutes is attached.
- The next meeting is scheduled for the 28th of February 2025 in Rawene

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group Meeting 1st November 2024.

TĀHUHU KŌRERO / BACKGROUND

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

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

A copy of the draft meeting minutes held on 1st November 2024 is attached (refer attachment 1).

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Board Member Jessie McVeagh and Chair Chicky Rudkin attended the meeting to discuss Community Board Member's attendance at future meetings and Elected Member representation of the Group.

The context of the discussion is covered within the attached Minutes. In summary, it was agreed that the Group would review and re-draft the Terms of Reference and send the draft for comment to the CB Members for their comment.

The next Hokianga Ferry Liaison Group is scheduled for the 28th of February 2025 and will be held in Rawene and Districts Community Development Centre.

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

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

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

ĀPITIHANGA / ATTACHMENTS

1. **Attachment 1 - Hokianga Ferry Liaison Group Meeting Minutes for 1st November 2024**
- A5030459 [↓](#) 

HOKIANGA HARBOUR FERRY LIAISON GROUP MEETING (COMMUNITY STAKEHOLDERS AND FNDC STAFF) RAD CENTRE, RAWENE

1ST NOVEMBER 2024 COMMENCING AT 1 PM

MINUTES

PRESENT

- Louis Toorenborg – Rawene Representative – Stood in as Chair
 - Keith Kent – Senior Transport Planner (FNDC)
 - Aaron Reilly – Operations Specialist Lighting & Transport NTA (FNDC)
 - Craig Joiner – Rawene Representative
 - Sean Morrissey- Butler – Hokianga Tourism Association
 - John Wharerau – Director of Support Services - Hokianga Health.
 - Jessie McVeagh - Southern Hokianga Representative appointed by KHO/Hokianga Community Board.
 - Chicky Rudkin - Chair of KHO/Hokianga Community Board.
-

WELCOME & INTRODUCTIONS

- Attendees introduced themselves
-

APOLOGIES

- John Wigglesworth - Chair and Kohukohu Representative
-

COMMUNITY BOARD MEMBER'S ATTENDANCE AT LIAISON GROUP MEETINGS

- Council's Community Board Co-ordinator, Melissa Wood joined with Community Board Members McVeagh and Rudkin to discuss attendance at meetings and representation.
 - Jessie reiterated as per the email she sent on 23rd September that she is not able to attend meetings Thursdays due to work commitments.
 - Jessie highlighted that the meeting is largely operational and will continue to read minutes to keep across the items discussed and will attend for specific items when asked.
 - Jessie highlighted her previous support of the Hokianga Harbour Crossing Long Term Plan budget through the FNDC LTP to the Community Board, through to Council and gave assurance that if the Group asks her to support items through the Community Board, then she will be happy to provide this support.
 - Melissa also explained that the CB members are not remunerated same as Councillors, therefore need to manage how to best support taking this into consideration.
 - It was suggested as a way forward, that the Group, with the Chair in attendance will carry out a review and re-draft to Terms of Reference and send to CB members for input around how representation would work for all parties to be and agreed. It was agreed as an appropriate way forward.
-

PREVIOUS MEETING MINUTES

- Minor changes were made to minutes and the **Minutes were confirmed.**
-

-
- Aaron provided the following update on the request for Maintenance of Narrows shelter that was discussed at the July meeting - FNDC have agreed in principle with NF that they will inspect the carry out cyclic inspections of the shelter, report on and carry out maintenance on the shelter. The costs were to be agreed at the time of the meeting.
 - Aaron provided the following updated on the CCTV request at the Narrows:
 1. Council's Digital Information services team are presently looking into the feasibility and options of CCTV over the marked parking area at the Narrows ferry ramp. Including considering availability wifi/power, windage etc.
 2. It would be helpful in support of this request, if the Liaison Group could write to FNDC (Aaron) requesting CCTV and describing the problems and incidents the camera could resolve or deter. i.e. Any noted frequency, the impact (i.e. financial due to not being able to leave vehicles and travel as foot passenger, feeling safe/fear of crime etc) and benefits. Would also be helpful if can get some support or opinion/advice from local Police.
-

LONG TERM PLANNING

- Keith provided the following update on the Hokianga Harbour Crossing Long Term Plan (LTP). It was confirmed that the item is in the LTP, the budget is confirmed and FNDC have initiated the project.
 - Have engaged internal resource as Business Case Specialist for looking at Hokianga Harbour Crossing LTP.
 - The Plan will be in the form of Business Case and will include public stakeholder engagement at point where options are being considered.
 - It was confirmed that the CB would be interested in being a part this project.
 - It was advised that the project is in very early stage and will be first defining the problem statement.
 - Regarding the timing for completion, Keith advised that as the budget is in this financial year, by end of the year (30 June 25) we would like to significantly progressed through the project, but it is important that it is not rushed.
-

GROUP MEMBERSHIP

- Membership would be reviewed together with the review of Terms of Reference (refer Community Board Members agenda item above).
-

FINANCIAL SUMMARY

- The Financial summary was discussed and noted. Aaron spoke to the revenue and operational costs.
 - Sean noted that for context that pre-booking at present wasn't looking great and this appears to be people are less committed to early bookings.
-

ANY OTHER BUSINESS

- No items raised.
-

CLOSE OF MEETING

- 1:56pm.
-

HOKIANGA HARBOUR FERRY LIAISON GROUP FULL MEETING (INCL NORTHLAND FERRIES). RAD CENTRE, RAWENE

1ST NOVEMBER 2024 COMMENCING AT 2 PM

MINUTES

PRESENT

- Louis Toorenborg – Rawene Representative – Stood in as Chair
- Keith Kent – Senior Transport Planner (FNDC)
- Aaron Reilly – Operations Specialist Lighting & Transport NTA (FNDC)
- Craig Joiner – Rawene Representative
- Sean Morrissey- Butler – Hokianga Tourism Association
- Chicky Rudkin - Chair of KHO/Hokianga Community Board.
- Tricia Williams – Business Case Specialist (FNDC)
- Sam Peate - Chief Operating Officer Northland Ferries
- Rachel Kennedy - Operations Manager Northland Ferries

WELCOME & INTRODUCTIONS

- Sam and Rachel of Northland Ferries joined the meeting and introduced themselves.

PREVIOUS MEETING MINUTES

- Confirmed.

APOLOGIES

- John Wigglesworth - Chair and Kohukohu Representative
- John Wharerau – Director of Support Services - Hokianga Health. Left after the first meeting.
- Jessie McVeagh - Southern Hokianga Representative appointed by KHO/Hokianga Community Board. Left after the first meeting

OPERATIONAL MATTERS AND SERVICE UPDATE

- A summary of the KPI Service Update was included in Agenda and spoken to by Aaron. The result for on-time scheduled sailings in accordance with the timetable was 97.3% for the financial year ending 30 June 2024. The KPI target is >95%. There were no mechanical/weather interruptions to the service reported for the financial year.
 - Northland Ferries noted that operations had been relatively smooth since the last meeting and revenue has been slightly up on the same period last year.
 - Sean noted that there had been some Tangi's for well-known people. In general tourism has not been so positive, particularly forward bookings.
 - NF had noticed some positive early signs of bookings within areas of their business.
 - Louis noted that their retail business has been quiet.
 - Tricia acknowledged that the crew were very personable and helpful when she used the ferry.
-

-
- Sam updated the Group that the Maritime NZ audit was coming up soon and the team are always looking to make improvements where possible.
 - Sam noted that the crew has highlighted some safety concerns around school kids crossing the at the Narrows. NF intend to approach the local school to discuss awareness and will work with the school where they can.
-

COMMUNITY INITIATIVES AND EVENTS

- Free of Charge travel on the ferry was approved in September for travel for The Breast Cancer Foundation to support a project raising awareness of breast health in Hokianga. The NF marketing team printed up posters in support also of this initiative
 - 9 additional sailings were put on for the Country Music festival.
-

PLANNED AND COMPLETED WORKS UPDATE

- The Planned and Completed works agenda update was discussed and noted.
 - It was highlighted that the completed projects had been reported in the previous meeting.
-

ANY OTHER BUSINESS

- Nothing raised.
-

CLOSE OF MEETING

2:33pm.

8.4 KAIKOHE-HOKIANGA COMMUNITY BOARD FEBRUARY OPEN RESOLUTION REPORT

File Number: A4536189

Author: Imrie Dunn, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

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

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Open Resolution Report - A5068372 [↓](#) 

| OPEN RESOLUTION REPORT | | | |
|---|---|--|---|
| Division: Committee: Kaikohe-Hokianga Community Board Officer: | | Printed: Monday, 3 February 2025 9:20:08 am Date From: 1/01/2021 Date To: 3/02/2025 | |
| Meeting | Title | Resolution | Notes |
| Kaikohe-Hokianga Community Board 25/10/2024 | Memorial Plaque at Kaikohe Memorial Park - Laurie Byers | RESOLUTION 2024/110 That the Kaikohe-Hokianga Community Board approve the installation of the plaque to be placed at the Memorial Park learn to ride track, subject to completion of the Public Art and Memorial application form. CARRIED | 10 Dec 2024 10:34am Dunn, Imrie No further updates, still awaiting form to be filled out 30 Jan 2025 5:08pm Wood, Melissa Staff have reached out to Kaikohe Lions Club again for the documentation required, and to offer assistance. No response received as at 30/1/25 |
| Kaikohe-Hokianga Community Board 25/10/2024 | Initiation of public consultation on the granting of a ground lease over 1 Recreation Road, Kaikohe - Sportsville | RESOLUTION 2024/109 That the Kaikohe – Hokianga Community Board recommend to Council: a) that the public consultation process is commenced on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m2 of land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe. The terms of the proposed lease shall be: Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977 Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule. b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council. CARRIED | 13 Nov 2024 2:23pm Dunn, Imrie Report has been escalated to the 12 Dec 2024 Council meeting with the Community Board recommendation for a decision. 04 Dec 2024 10:37am Dunn, Imrie Report has been pushed to the Feb 2025 Council meeting |

9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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 |
|---|--|--|
| 9.1 - Removal and Appointment of Cemetery Trustees - Waiotemarama Cemetery | s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons | 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 |

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

11 TE KAPINGA HUI / MEETING CLOSE