

AGENDA



Thursday, 17 April 2025

Time: 10:00 AM

Location: Turner Centre, Kerikeri

Membership:

Chairperson Belinda Ward
Deputy Chairperson Lane Ayr
Councillor Ann Court
Member Bruce Mills
Member Amy Slack
Member Roddy Hapati-Pihema
Member Jane Hindle
Member Tyler Bamber

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 17 April 2025 at 10:00 AM

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	7
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest	7
3	Te Wāhanga Tūmatanui / Public Forum	7
4	Ngā Tono Kōrero / Deputation.....	7
5	Ngā Kaikōrero / Speakers	7
6	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	8
6.1	Confirmation of Previous Minutes	8
7	Ngā Pūrongo / Reports.....	16
7.1	Winter 2025 Rural Travel Funding Applications	16
7.2	Chairperson and Members Report.....	20
7.3	Project Funding Reports	28
7.4	Funding Applications.....	47
8	Ngā Pūrongo Taipitopito / Information Reports	226
8.1	Bay of Islands-Whangaroa Community Board Open Resolution Report.....	226
8.2	Alfresco Dining Applications.....	229
8.3	Bay of Islands - Whangaroa Community Hall Annual Information 2023-2024.....	243
9	Te Wāhanga Tūmataiti / Public Excluded	310
9.1	Lease request over 25 Homestead Road, Kerikeri - Northland District Health Board	310
10	Karakia Whakamutunga / Closing Prayer	310
11	Te Kapinga Hui / Meeting Close	310

1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5044375

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 20 March 2025 and Extraordinary meeting held 10 April 2025 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

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

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

TE TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

- 1. 2025-03-20 Bay of Islands-Whangaroa Community Board Minutes - A5119705**  
- 2. 2025-04-10 Bay of Islands-Whangaroa Community Board Minutes - A5155382**  

TE HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as art of the individuals report.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications requiring input from the Chief Financial Officer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 20 MARCH 2025 AT 10:05 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Councillor Ann Court, Member Bruce Mills, Member Amy Slack, Member Roddy Hapatipihema, Member Jane Hindle, Member Tyler Bamber

IN ATTENDANCE:

STAFF PRESENT: Kim Hammond (Community Board Coordinator), Maria Bullen (Democracy Advisor), Trinity Lane (Finance and Customer Services Administrator), Jonnina Jackson (Roading Customer Service Administrator), Ryan Bath (Infrastructure Support Officer), Lisa Nelson (Support Officer – Strategic Relationships), Maraea Tahere (Support Officer – Strategic Relationships), Michelle Rockell (Team Leader – Property Management)(virtual), Peggy Veen (Principal Advisor)(virtual), Lawrence Wharerau (Kaiarihi Kaupapa Māori)(virtual).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:05am, Chair Ward commenced the meeting and Member Amy Slack opened with a karakia.

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

APOLOGY

RESOLUTION 2025/14

Moved: Chairperson Belinda Ward

Seconded: Deputy Chairperson Lane Ayr

That the apology received from Member Bruce Mills be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Chair Ward presented a volunteer recognition award to representatives of Our Kerikeri, Chairperson Annika Dickey and Trustee Kirsty Grant, in recognition of their volunteer work within the community.

At 10:13am, the meeting was adjourned and resumed at 10:30am.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Roger Crowden representing the Kawakawa Memorial Library Centre, speaking to item 7.1, new lease to Kawakawa Memorial Library Centre, Kawakawa.

5 NGĀ KAIKŌRERO / SPEAKERS

- There were no speakers for this meeting.

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

Agenda item 6.1 document number A5044373, pages 8 - 15 refers

RESOLUTION 2025/15

Moved: Member Jane Hindle

Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 20 February 2025 are a true and correct record.

CARRIED

7 NGĀ PŪRONGO / REPORTS**7.1 NEW LEASE TO KAWAKAWA MEMORIAL LIBRARY CENTRE INCORPORATED OVER 3 WYNYARD STREET, KAWAKAWA**

Agenda item 7.1 document number A5063625, pages 16 - 20 refers

RESOLUTION 2025/16

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Roddy Hapati-Pihema

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

- a) approves a new lease to Kawakawa Memorial Library Centre Incorporated over Local Purpose (Community Facility) Reserve being Part Lot 36 DEEDS W 46, approximately 227 square metres, held in New Zealand Gazette 2000, page 2043 held in Record of Title NA35B/1247.

The terms of the proposed lease shall be:

- Term: 30 (5+5+5+5+5) years
 - Annual Rental: As per FNDC Fees and Charges Schedule for a Community lease.
 - \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.
- b) authorises the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.

CARRIED

7.2 NEW ROAD NAME: 2185 STATE HIGHWAY 10, WAIPAPA

Agenda item 7.2 document number A5080191, pages 21 - 26 refers

RESOLUTION 2025/17

Moved: Member Amy Slack

Seconded: Deputy Chairperson Lane Ayr

That Bay of Islands-Whangaroa Community Board name the right of way "Haumaru Lane" located at 2185 State Highway 10, Waipapa.**CARRIED****7.3 NEW ROAD NAME: 2A ASH GROVE CIRCLE, HARURU**

Agenda item 7.3 document number A5093810, pages 27 - 34 refers

RESOLUTION 2025/18

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board name a private road "Huatakaroa Quay" that is located at 2a Ash Grove Circle, Haruru.**CARRIED****7.4 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.4 document number A5099169, pages 35 - 44 refers

RESOLUTION 2025/19

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Ward and Members Lane Ayr and Jane Hindle, and the verbal report from Member Tyler Bamber.**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5044354, pages 45 - 47 refers

RESOLUTION 2025/20

Moved: Member Amy Slack

Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board March Open Resolution Report.

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 March 2025

CARRIED

8 TE KAPINGA HUI / MEETING CLOSE

At 11:40am, Member Roddy Hapati-Pihema concluded the meeting with a karakia.

The meeting closed 11:40am.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 17 April 2025.

.....
CHAIRPERSON

Extraordinary Bay of Islands-Whangaroa Community Board Meeting
Minutes

10 April 2025

**MINUTES OF
EXTRAORDINARY BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE VIRTUAL VIA MICROSOFT TEAMS
ON THURSDAY, 10 APRIL 2025 AT 6:00 PM**

PRESENT: Member Belinda Ward, Member Lane Ayr, Member Amy Slack, Member Roddy Hapati-Pihema, Member Jane Hindle.

IN ATTENDANCE: Cr Babe Kapa.

STAFF PRESENT: Kim Hammond (Community Board Coordinator), Nadine Hopkins (Executive Projects Advisor), Marysa Maheno (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Roddy Hapati-Pihema commenced the meeting with a karakia at 6:03pm.

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

APOLOGY

RESOLUTION 2025/21

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

That the apology received from Cr Ann Court and Member Tyler Bamber be accepted and leave of absence granted.

CARRIED

3 NGĀ PŪRONGO / REPORTS

3.1 ALLOCATION OF PRIDE OF PLACE FUNDING 24/25

Agenda item 6.1 document number A5107430, pages 8 - 12 refers

RESOLUTION 2025/22

Moved: Member Lane Ayr

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board allocate \$85,613.03 funding from their Pride of Place budget to:

- a) \$11,234.78 (excluding GST) towards the purchase of football goal posts and nets;**
- b) \$27,788.25 (excluding GST) towards the purchase and installation of league goal posts;**
- c) \$16,590.00 (excluding GST) for the purchase of three shipping containers and transportation to Te Puāwaitanga Sports Complex; and**
- d) Up to \$30,000.00 (excluding GST) for the installation of CCTV at Te Puāwaitanga.**

CARRIED

Page 1

Extraordinary Bay of Islands-Whangaroa Community Board Meeting
Minutes

10 April 2025

4 TE KAPINGA HUI / MEETING CLOSE

Cr Babe Kapa closed the meeting with a karakia at 6:21PM.

The minutes of this meeting will be confirmed at the Extraordinary Bay of Islands-Whangaroa Community Board Meeting held on 17 April 2025.

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CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS

File Number: A5131367

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allocate Rural Travel Funding for the 2025 winter sporting season.

TŪTOHUNGA / RECOMMENDATION

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

a)	Moerewa Tigers Rugby League	\$2,235
b)	Kerikeri High School	\$1,235
c)	Kerikeri Football Club	\$2,235
d)	Bay of Islands Gymnastics	\$1,235
e)	Bay of Islands College	\$2,235
f)	<u>Russell Marlins Football Club</u>	<u>\$1,250</u>
		\$10,425

1) TĀHUHU KŌRERO / BACKGROUND

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until approximately September 2025 when the next round of funding is allocated.

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

	Sport New Zealand (Rural Travel)
What are the Objectives?	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$29,363.00 across the Far North District
Funding is not available for	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools and clubs.
What age group is funding for?	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

The total budget for rural travel funding for the 2024/25 financial year is \$29,363. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. \$3,075 was allocated by the Board for the summer round of applications. The amount the board has available to grant for the Winter travel round is \$10,432, which includes unallocated funding from the summer travel round.

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ĀPITI HANGA / ATTACHMENTS

1. BOI WCB - Rural Travel Summary - A5131383  

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.	Sport New Zealand and Far North District Council Funding Agreement.
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.
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.

Name & Location Of Organisation Applying	Club Or School	Application Approved / Declined	Amount Requested (\$)	Amount Allocated (\$)	Purpose Of Travel Grant	Number of Young People Impacted (Primary & Secondary Aged)					Disabled Individuals - no. who received support from RTF	Benefits Of Receiving Funding
						Primary School Aged	Secondary School Aged	Total	No. of female applicants	No. of male applicants		
Moerewa Tigers Rugby League	Club		\$ 6,382.00	\$ 2,235.00	To attend training and competitions	81	84	165	55	110	0	Students able to attend and participate in physical activities
Kerikeri High School	School		\$ 2,737.28	\$ 1,235.00	To attend training and competitions	0	16	16	8	8	0	Students able to attend and participate in physical activities
Kerikeri Football Club	Club		\$ 5,880.00	\$ 2,235.00	To attend training and competitions	136	126	262	42	222	0	Students able to attend and participate in physical activities
Bay of Island Gymnastics	Club		\$ 1,000.00	\$ 1,235.00	To attend training and competitions	17	7	24	24	0	0	Students able to attend and participate in physical activities
Bay of Islands College	School		\$ 2,700.00	\$ 2,235.00	To attend training and competitions	0	200	200	95	105	10	Students able to attend and participate in physical activities
Russell Marlins Football Club	Club		\$ 4,000.00	\$ 1,250.00	To attend training and competitions	20	0	20	12	8	0	Students able to attend and participate in physical activities
			\$ 22,699.28	\$ 10,425.00	687							

BOIWCB	
Amount Available (Total)	10432
Granted	\$ 10,425.00
Balance	\$ 7.00
Number of participants	687
Request \$ divided by participants	33.04
Available \$ divided by participants	15.18

7.2 CHAIRPERSON AND MEMBERS REPORT

File Number: A5132057

Author: Kim Hammond, Community Board Coordinator

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Jane Hindle.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

The report from the Chairperson and members are attached.

Resource Consents are available on the Council's website and when going through a public notification process will be emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports to provide transparency.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Members Report - Belinda Ward - A5132170**  
2. **Members Report - Jane Hindle - A5132035**  



Bay of Islands-Whangaroa
Community Board

Member's Report

Name: Belinda Ward

Subdivision: Paihia Subdivision

Date: 24th February 2025 – 24th March 2025

Meetings Attended

Date	Meeting	Comments
25/02/25	Te Koukou - Transport Committee Meeting followed by a workshop	Virtual - Teams
26/02/25	Meeting with GM Delivery & Operations Followed by CB Chairs monthly catch up.	Cycleway Reporting - Virtual - Teams
26/02/25	Te Patukurea - Kerikeri / Waipapa Draft Spatial Plan Workshop	Virtual - Teams
26/02/25	Elected Members Election Briefing	Discussion on papers circulated 21st Feb. Virtual - Teams.
11/03/25	BOI-W CB agenda preview	Virtual - Teams.
11/03/25	Development Contribution workshop	Virtual - Teams.
12/03/25	Met with Stella Project Manager & FNDC staff member.	Paihia Water update & next steps. Third Wheel Cafe - Paihia.
13/03/25	FNDC Meeting	FNDC - Kaikohe
18/03/25	Viewed recording of weekly Business call meeting with Mayor	Virtual - Teams
19/03/25	FNDC Extraordinary Meeting	Rangitane Maritime Development -PX Virtual - Teams
19/03/25	Te Koukou - Transport & Infrastructure Meeting followed by a workshop	Virtual - Teams
20/03/25	BOI-W CB Meeting	Turner Centre - Kerikeri
21/03/25	Attended Mark Quinn's Public Meeting	"Challenging Councils" - Opuia Community Hall

Community Issues

Issue name	Comment
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Shippey's Waitangi	Follow up email 20/03/23 re progress on "Shippey's" environmental issues - NRC inspected in November 2022 & had no concerns. Following up on possible breaches of RC following a residents call 29/3/23. Followed up with NRC rep Martin Robinson 8/9/23. Ongoing. 20/02/25 Awaiting reply from NRC
16/12/24	Complaints continue around the impact of Cruise Ship visits. There is a need for more regular traffic control on the Waitangi Bridge when the ships are tendering to the Waitangi Wharf. Update 13/02/25: I have raised this issue at the recent Council meeting & the CEO is to follow up with me. 24/03/25 No update.
14/01/25	Further to phone calls received, discussions need to be held (AP) around the need for 2 x toilets at Puketū Forest for 6 months to cover the peak visitor & cruise ship visitor needs.
31/01/25	Growing community concern around "self-contained" vehicles on "limited services Camping Grounds". Emails sent to staff.
05/02/25	Emails received re Lucy Elizabeth Williams Reserve occupation & freedom campers (cnr Marsden Rd & Davis Cres. Paihia). H&S issue. Trespass notices given to vacate the reserve. These were not followed through by FNDC & Police. There was a plan in place to manage this site & unfortunately it was rendered an impossible task leading up to Waitangi Day. 24/03/25 Staff working with neighbours on a solution.
11/02/25 14/02/25	Discussion with FNHL regarding emails received from a Paihia War Memorial Hall user group & the new Williams Road Car Park charges. Some suggestions have been made to progress this issue.
04/03/25	Email received from Paihia Village Green Craft Market manager requesting meeting for 2025-2026 season. Meeting being organised.
10/03/25	Email received from Vision Kerikeri interested in reserves & animals.
14/03/25	Email received from Rangitane Recreation Association re Rangitane & pending "Notice of Appeal" in the High Court.

Requests for Service

Number	Date	Comment
4186238	13/12/23	Request for all broken traffic safety timber barriers along Te Karuwha Parade Waitangi to be removed for health & safety & beautification issues. Response received from Ventia 21/12/23. "They are not deemed to pose a tripping hazard, FNDC are investigating options pending budget availability. As such no action will be taken by us at this time." Still not resolved satisfactorily 04/11/24 Some work has been done at the bridge end replacing a few barriers as at 30/11/24
Email via KH on behalf	16/02/24	Designation of land behind fence near Waitangi Pensioner Flats on Te Kemara Ave. No response as at 24/03/25

RFS on behalf	18/12/24	No mowing being done at the Te Haumi entrance. Paihia & surrounds weed- eating & edges not being maintained.
RFS to Operations	07/01/25	The new toilets adjacent to the Waitangi Boat Ramp are heavily used & are in need of an increased level of service & larger toilet roll dispensers. 24/03/25 The larger dispensers will not be installed & an update is still required on the LOS
4235319 Emailed on behalf	17/01/25	Community concerns regarding commercial car parking for DOC walking track at Totara North on private property at 50 Campbell Road. Also concern around the Camping Ground/Campervan parking at 67 Campbell Road. Both properties apparently owned by the same person.
RFS via KH	30/01/25	Waitangi issues leading up to Waitangi day: 1. Removal of black bollards on Te Karuwha. H&S issue. Not actioned to date. 2. Safety fencing required around foreshore erosion where large Pohutukawa is at risk. Not actioned to date. 24/03/25 Update: Following a site visit from staff, I have had discussions re the beach erosion, H&S & urban drainage issues along Waitangi & Ti beaches.

Resource Consents:

NIL

Other Issues:

1. Kerikeri Domain: Delegation of Management Committee to BOI-W CB.
2. Progressing Te Puāwaitanga - Waipapa?



Member's Report

Name: Jane Hindle

Subdivision: Russell Ōpua Subdivision

Date: 25 February – 24 March 2025

Far North District Council Community Outcomes are as follows:

Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Communities that are healthy, safe, connected and sustainable	Connected and engaged communities prepared for the unexpected	Proud, vibrant communities	Prosperous communities supported by a sustainable economy	A wisely-managed and treasured environment that recognises the special role of tangata whenua as kaitiaki

Meetings Attended

Date	Priority	Meeting	Comments
25 Feb 25	1,3,4	Workshop on Russell Catchment Area speed limit reductions. To provide input and answer questions.	Via Teams
26 Feb 25	1,3,4,5	Attended Te Pātukurea Spatial Plan review and draft consultation document.	Via Teams
26 Feb 25	1,2,3,4,5	Election protocols briefing and guidance about behaviours during election period.	Via Teams
27 Feb 25	3,4,5	Placemaking meeting preparation with Denise Bijoux from Catalyse.	Phone call
28 Feb 25	3,4,5	Traffic Management Working Group meeting.	Discussed next steps and Council led-consultation process to take place to determine the result of the trial.
3 Mar 25	3,4,5	Meeting with Chris Galbraith and Roger Ackers regarding funding disbursements for Placemaking project.	FNHL will take over the payment of suppliers and expense reimbursement for project.
6 Mar 25	3,4,5	Coastal Management Presentation from Jim Dahm, Coastal Scientist and Jamie Boyle, Coromandel District Council.	Good explanation of coastal erosion and how to mitigate effects.
6 Mar 25	1,2,3	Steering group meeting. Discussion about overall plan, and timelines for consultation on roading.	Community consultation April-May

8 Mar 25	3,5	Ōpua weeding group – brief attendance en route to Women leading into the Future Event	Project identified and plans drawn up.
11 Mar 25	3,5	Annual commemoration for the Battle of Kororāreka (180 years). Appreciated the tautoko of our Māori Ward Councillors.	
11 Mar 25	1,2,3,4,5	Catch up with Community Board co-ordinator	Via Teams
12 Mar 25	3,4,5	Destination Management Plan for Russell update.	
19 Mar 25	3,4,5	Meeting with Bill de Vries to discuss picnic tables, LTO and Placemaking plans. Constructive and positive discussion.	
19 Mar 25	1,3	Russell Sports Club AGM and committee meeting (2 nd half).	Assisting with new constitution for club under new Incorporated Society legislation.
20 Mar 25	#1,3,4,5	Community Board meeting in Kerikeri	Monthly meeting at Turner Centre
24 Feb 24	#3,4,5	Russell Town Hall Committee meeting.	
24 Feb to 22 Mar 24	#1,2,3, 4,5	9 Facebook posts. Results Views 69,942 ↑ 35.4% Visits 622 ↑ 67.7% Page Followers 1,136 (1,119) New Likes 18 ↑	Our Kerikeri Appreciation award (8.1K) Kawakawa roadworks (7.6K) Community appreciation award Pihema whanau (6.6K) Drought conditions (5.6K) Community Board meeting (1.7K)

Other Community Issues

Issue name	Comment
Road repairs on Hazard St, Baker Street, Chapel St #3,4	General frustration about the extremely poor quality of workmanship on road repairs on roads within the township area. Work is having to be done again, there has been almost not notice to residents (a letter in November) and the stones and gravel scattered all over the road is causing significant annoyance. One accident has already caused as the result.
Memorial Street for Janet Planet #3	The family are still waiting to hear back from Council on this. Please advise if someone has spoken with them.
Parking in Russell over summer #3,4	Discussions started about potential traffic management plan which can be regularly stood up over peak periods to manage parking better. Meeting organised.
Erosion on Russell Waterfront by Cannon and Town Hall #1, 2,5	The erosion is continuing with more chunks of the waterfront falling into the beach. An urgent remedy is required for this particular location. We are now looking at an interim solution to protect the foreshore from being completely eroded.

Coping with the influx of visitors. #1,3,4	There are a number of infrastructure issues which are inevitable when a community of 750 people increases to 5,000 for a 3-week period. These include parking, litter, water and toilets. Overlay cruise ship visitors on top of this things start to break. This is at a time that Council is shut down so there is limited capacity to deal with issues. I would like to see a more co-ordinated approach to planning so that we are better able to support our communities to provide a great visitor experience at an affordable level for ratepayers.
Russell Drainage #1, 2	The drainage in Russell has been cleared finally. A big thanks to Stewart Bevan for his assistance and to the Ventia crew that have cleared out the drainage channels. Please make sure that we have a maintenance contract in place to prevent this from happening again.
Russell Urupā (Cemetery) #1, 3, 5	I have now received a reply updating the status of the project. Apparently there was a delay in Stage 1 which took several months to resolve. I have been advised that this is now unblocked, and the project can continue.
Home Guard Global Occupation of Tapeka Reserve. #1,3,4,5	Working with Council Monitoring staff who are actively engaging with Police to prevent a repeat of last year's occupation in October.
Sewage smells in Matauwhi Bay #1, 5	Hasn't been too bad this summer. Would be interested to understand what if anything has changed.
Sewage smells in Cass Street.	This have been occurring over the past 2 years and have not been dealt with. Multiple RFSs have been raised, and closed with claims that it is seawater in the pipes causing the issue. This has been relatively stable over summer.
Maromaku Toilet #1, 3	No Progress.
Rawhiti Road #1, 2	On 6 March, 2 vehicles collided on Rawhiti Rd. The road has just been recently graded and more metal added to build up the base. Within 2 weeks tyre grooving and judder bars are a hazard and scoria build up particularly on the bends cars can get into slides and this is what happened in this incident. The NTA revaluated this road in June 2022 and the ranking has increased due to the fact that the amenities, including two Marae are at the end of the unsealed section.

Other issues

Requests for Service (RFS)

RFS number	Date	Comment
4244385	23/03/2025	Victorian Street lamp damaged by car, lamp dangling dangerously.
4243542	17/03/2025	Request for additional signage at entrance to boat ramp stating parking for boat ramp users only.
4232862	20/12/2024	Sewage odour in Cass Street drains. This complaint has been going on for 2 years, with staff closing the RFS but not dealing with the issue. It needs to be investigated as to cause and addressed.

4229347	26/11/2024	Stormwater/Drainage by Russell Medical Centre. This is a re-submission of RFS 4144277 following an inspection by Stuart Bevan who has submitted his report. I have offered to meet with landowners if access is an issue. CLOSED YAY
4229391	26/11/2024	Tapeka Occupation by Home Guard Global for 4-days over Labour weekend. Escalated to Police but community needs to have a resolution from Police and Council.
REQ-48996	24/09/2024	Plumber and drainlayer to attend.
REQ-48959	23/09/2024	Requesting that the recent arborist report on the Morton Bay Fig on the Strand, Russell be circulated.
4229615 4217496	27/11/2024 26/08/2024	Installation of Odour logger at the Matauwhi Bay/Hope Avenue pumping station so that ongoing odour issues can be captured. To be done in November when town is busy. New RFS raised.
4179871 4179872 4195221 4195222	Various	Various potholes on Pitt Street which have not been repaired despite numerous RFSs. These remain in a terrible state.
4178870	16/10/2023	Drainage problems leading down to Walls Bay Reserve. Flume needs to be replaced, and kerbing and road drainage needs to be fixed. Awaiting site visit
4179412	20/10/2023	Subsidence and slip on Towai Road which also includes main fibre and phone connections to the communities. Have had no update on this and it doesn't appear on any reports to the Te Kou Kou Committee or the interactive map. Visited the location 27/3 and it is still dangerous.
4174834	11/04/2023	Boat hull on reserve on Te Hue. Encroachment officer chasing complainant to arrange a date for site visit.
4150811	17/03/2023	Causeway to Russell Boat Club on Matauwhi Road (paper road section) needs repairs for safety reason. Now sitting with legal.
(4125516) 4139501	(1/9/2022) 16/12/22	Matauwhi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. Tree now growing back. NEEDS TO GO IN LTP.
4127193, 4111164, 4118337	01/04/2022	Stormwater and drainage issues at Okiato. Ongoing for over a year now with Council stormwater from road flowing down over property. Now sitting with Legal.

7.3 PROJECT FUNDING REPORTS

File Number: A5135534

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Fiona Craig – Barbed Wire on the Beaches
- b) Kerikeri Business Association – Hanging Baskets
- c) Bay of Islands Budgeting Services - Moerewa Christmas
- d) Turner Centre – Harmonic Resonators
- e) Wainui Marae – Piri Mokeno Tournament
- f) Friends of Northland Dance – Welcome to the Circus

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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













TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Barbed Wire on the Beaches - A5135515  
2. Kerikeri Business Association - A5135519  
3. Moerewa Christmas - A5135513  
4. Turner Centre - Harmonic Resonators - A5135527  
5. Wainui Marae - Piri Mokeno Games - A5135529  
6. Welcome to the Circus - A5135528  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor
Far North District
Council Private Bag
752
KAIKOHE 0440

Name of organisation: Weaving the Strands publishing, Whangaroa

Name & location of project: Barbed Wire on the Beaches - Northlander
Maureen Yorke's Little Book of War Memories. Reprint of 1st edition.

Date of project/activity: September 2024 - to present time (re distribution, sales, promotion)

Which Community Board did you receive funding from?

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$2103

Board meeting date the grant was approved: July 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 attache
Promotion: 2 x published press releases by Fiona Craig, <u>Weaving the Strands</u>	\$85	
Print liaison/creation new print ready files: Tony Kay, <u>Weaving the Strands</u>	\$180	
Printing: Jeff Oliver Print Ltd, Whangarei	\$1,693	
Travel re book distribution to Waipapa, Paihia, Russell x 2	\$145	
Total:	\$2130	

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

Books continue to sell at Kaye's Village Books. Waipapa. Russell Book Shop has just ordered further copies.

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

Proceeds from book sales will continue to benefit Northland branches of Alzheimers NZ.

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

See Media releases attached.
See acknowledgement of Community Board sponsorship on opening pages of book. Photo attached.

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



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz PDF attachment via email is preferred) OR:

Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Kerikeri District Business Association Incorporated

Name & location of project: Hanging Baskets – Kerikeri Road

Date of project/activity: December 2024 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$7,840 + GST _____

Board meeting date the grant was approved: Nov 21, 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)
Kericell Nursery – plants for hanging baskets	\$8,252	Y
	\$	
	\$	
	\$	
Total:	\$8,252	

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

- 165 baskets hung through the main streets of the Kerikeri town centre

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

We wanted to make a lasting impact on our vibrant community by increasing the beauty and allure of Kerikeri, attracting more visitors and enhancing the overall experience for everyone. We wanted can bring the charm and elegance of Kerikeri's CBD to new heights!

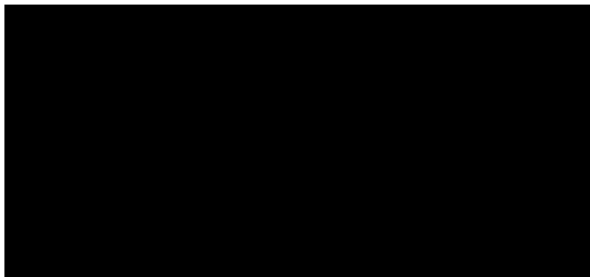
This made an impact on our community by beautifying the CBD and creating a warm, welcoming atmosphere for residents and visitors alike.

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

Only our Facebook account.
Also a permanent sponsor display in Kerikeri between Hardys and BNZ buildings. Picture attached.

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

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

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: Bay of Islands Budgeting & Community Services Trust

Name & location of project: Moerewa Christmas 2024

Date of project/activity: Friday 6th December 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

Board meeting date the grant was approved: 21st November 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
A Ngawati (lawnmowing)	\$100.00	✓
Blue Lagoon Moerewa	\$79.22	✓
Caltex prezzy card	\$105.95	✓
Caltex prezzy card	\$205.95	✓
Carters Castle Hire	\$513.60	✓
Coin Save Kawakawa	\$64.06	✓
Kmart Whangarei	\$1414.75	✓
Kawakawa Four Square	\$8.97	✓
Kawakawa Four Square	\$112.89	✓
Maori Wardens Association – road safety and traffic management	\$600.00	✓
Moerewa Foodmart	\$24.54	✓
Moerewa Rugby Club hireage	\$200.00	✓
Nga Tangariki O Ngatihine -Printing	\$60.00	✓
Silverback Security – crowd safety & control	\$300.00	✓
Simson Park Hall Moerewa venue hire	\$200.00	✓
The Warehouse Waipapa	\$359.50	✓
Woolworths Kerikeri	\$36.00	✓
Total:	\$4,991.81	

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

We were thrilled by the incredible turnout of more than 300 people who gathered at Simson Park in Moerewa to celebrate Moerewa Christmas 2024. It was a true privilege to collaborate with local organizations who supported this important kaupapa, helping to create a meaningful space where whānau could come together and connect. The day was filled with inspiring kapa haka performances from local kura, special individual performances, vibrant floats, and fun activities for all ages. The mini carnival added excitement and joy, while the dedicated tamariki area ensured our youngest whanau members had a special place to play. We were also excited to have a Santa booth and a dedicated tent for our kuia and kaumatua, making sure everyone felt included and valued. This event truly embodied the spirit of kotahitanga, bringing people together to celebrate and connect.

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

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

The evaluation of the project/event revealed several key findings that highlight its positive impact on the community. First, the feedback we received—both through direct comments and word of mouth—was overwhelmingly positive. Attendees expressed appreciation for the event's role in bringing a sense of connection and support during a challenging time of year.

The event served as an important opportunity for community members to come together, creating a shared space for unity and celebration. In particular, it was clear that this annual event provides crucial emotional upliftment, helping to ease the difficulties some individuals face during this season. The sense of togetherness encouraged by the event not only benefited local residents but also had a positive effect on visitors, who experienced the warmth and unity of the community.

In summary, the project/event contributed significantly to enhancing the well-being of participants by promoting community cohesion, offering emotional support, and providing a much-needed sense of joy and togetherness.

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

Bay of Islands Budgeting & Community Services website

<https://www.boibs.co.nz/> acknowledging the Bay of Islands-Whangaroa Community Board.



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



Far North
District Council

Project Report
COMMUNITY GRANT FUND - LOCAL

At the completion of a project that received community funding, recipients are required, as stated in the Community Grant Policy, to submit a Project Report to the Community Board. Project Reports are to be received no later than two months after the completion of the project or if the activity is ongoing, within two months of the funding being spent.

Applicants who fail to provide a project report within the required time will not be considered for future funding.

Please return the completed form to: funding@fndc.govt.nz **PDF attachment via email is preferred) OR:**

Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: The Centre at Kerikeri Ltd (The Turner Centre)

Name & location of project: The Harmonic Resonators

Date of project/activity: 8 February 2025

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

Te Hiku

Kaikohe-Hokianga

x Bay of Islands-Whangaroa

Amount received from the Community Fund: \$4650 (originally \$6,150.00 but \$1500 was returned due to kapa haka group not performing)

Board meeting date the grant was approved: 21 November 2024



Project Report COMMUNITY GRANT FUND - LOCAL

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)
Harmonic Resonators Performance Fee	\$3,000.00	x
Venue Technician Merv: Junior Tech: 4 hours \$45 per hour	\$630.00	
Equipment Hire (sound & lights) MMusic: \$500 TC Light and Sound: \$630	\$1,130.00	
Venue Hire	\$1,250.00	
Advertising Promotion	\$500.00	
Administration Ticketing Costs	\$1,000.00	
Utilities	\$200.00	
Band Hospitality	\$300.00	
Band Accommodation	\$834.78	
Volunteer Value (\$20/hr) 10 x 5 hours	\$1000.00	
Turner Centre Staffing costs (front of house, box office, marketing, volunteer coordination, rostering etc)	\$1750.00	
Total	\$11,594.78	
INCOME		
Bay of Islands-Whangaroa Community Board	\$4,650.00	
Turner Centre in-kind support	\$5610.58	
Pay what you can tickets @ \$5	\$ 1334.20	
Total	\$11,594.78	

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

This grant enabled the Turner Centre to host an affordable, inspiring and thoroughly entertaining show for our community to celebrate Waitangi Wiki 2025. Far North audiences loved The Harmonic Resonators, singing along, clapping, and giving the band a standing ovation for their rousing performance.

192 people attended the show. The support of the Bay of Islands Whangaroa Community Board towards the show meant that we could offer the tickets under the 'pay-what-you-can-model' from \$5. This removed the financial barriers to access that impact many members of our community.

The Harmonic Resonators are one of Aotearoa's finest whānau bands. Their songs have attracted over 15 million internet views. Our local audiences loved their soaring yodels, lush harmonies, hilarious banter and mighty singalongs of waiata Māori, classic country and rock. Their whanau-vibe, Te Reo approachability, and reka harmonies struck a chord in the hearts of local audiences.

The performance was opened by up and coming Kerikeri singer Taylah Baker, a rising Māori artist whose rich vocals and poetic lyricism blend soul, R&B, and neo-soul. With standout releases like *Descendant* and *Okay*, Taylah has performed alongside Dragon, Hollie Smith, and TOI, and recently joined *Fly My Pretties* as their newest member.

It was unfortunate that the Community Kapa Haka group were unable to gather the numbers to perform at the event, as planned. We are hoping that launching a 2025 kapa haka programme at the centre will build the momentum again and attract new members to the group.

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

The Harmonic Resonators event provided the following positive outcomes:

- It allowed access for community members to arts and cultural activity without financial barriers to entry (tickets were pay-what-you-can from \$5, with free tickets available for those who needed them)
- It gave our community the opportunity to experience high-quality Aotearoa waiata Māori
- The positive, whānau-friendly event attracted people of all ages, backgrounds and cultures – building community spirit, resilience and cohesion
- The show was one of three events staged for the inaugural Waitangi Wiki celebrations at the centre (the other shows were local band Kōhia and Barnaby Weir from The Black Seeds). Our Waitangi Wiki programme attracted over 500 people. We plan to build on this in the future and hopefully increase audiences, as visitors to the area for Waitangi gain awareness that there are celebratory events being staged in Kerikeri and not just Waitangi.

We would like to thank the Community Board for your generous support of this project.

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

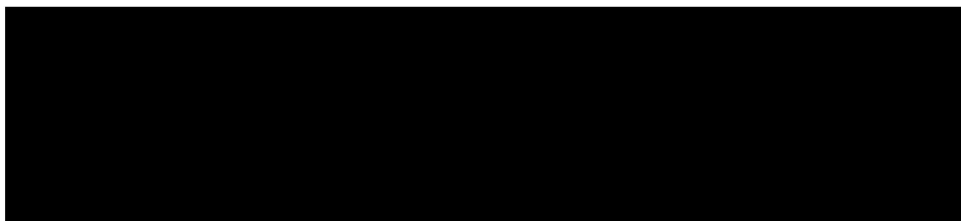
Please see the attached supporting document with photos from the project.

You can also see a video clip here:

https://drive.google.com/file/d/1Z3BZs0moA_EypbZPlvFYMJsOOFqI9GgY/view?usp=sharing

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

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

This report was completed by:



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL GOVERNMENT**

10 MAR 2025

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: Wainui Marae Trust _____

Name & location of project: Piri Wiri Mokena Labour Weekend Games 2024 _____

Date of project/activity: 25 -27 October 2024 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaitake-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$2300.00 _____

Board meeting date the grant was approved: 26 September 2024 _____

Please give details of how the money was spent:

- *Your contribution to the project and the funding you received from the Community Board must be accounted for*
- *Attach supplier receipts or bank statements to show proof of expenditure of Community Board funds.*

Supplier/Description	\$amount	Receipt/s attached (please tick)
Venue Hire – Kaeo Rugby Club	\$2012.50	
Kerikeri Hire – portaloo's	\$1980.00	
	\$	
	\$	
Total:	\$3992.50	

Private Bag 752, Mangonui Ave, Kaitake 0440, 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 Highlights of the Weekend were several, for us as a Marae, it involved us working together to cater and host this huge weekend of at least 2000 people of several marae in our rohe. It was an honour to be able to provide a venue/opportunity for all our whanau, for the purpose of Manaakitanga and Whangatangā, with the added bonus of young and not so young playing Rugby and netball, to represent their marae. It was a time of all being together and reuniting.

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

The event benefitted the Whangaroa Community by bringing whanau home, from near and wide for the weeks either side of the weekend.. Local businesses would have benefitted hugely.

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 is a photocopy of a photo (sorry not really clear) of our Draw Noticeboard, which included the FNDC logo, and special mihi to all our sponsors.

The wording in the middle was as follows:

Tēnei te mihi atu ki a koutou kātoa

Dear Sponsors,

On behalf of the organising committee of the 2024 Piri Wiremu Mōkena Memorial Tournament, we want to extend our heartfelt gratitude for your generous support. Your contributions play a crucial role in making this event possible, and we truly appreciate your commitment to our community.

Thanks to your sponsorship, we can provide a memorable experience for all participants and honor the legacy of Piri Wiremu Mōkena. Your support not only helps us create opportunities for whanaungatanga, strengthening our community bonds and encouraging sportsmanship among our rangatahi.

We are immensely grateful for your partnership, and we look forward to celebrating this special event together.

Ngā mihi nui

2024 Piri Wiremu Mōkena Memorial

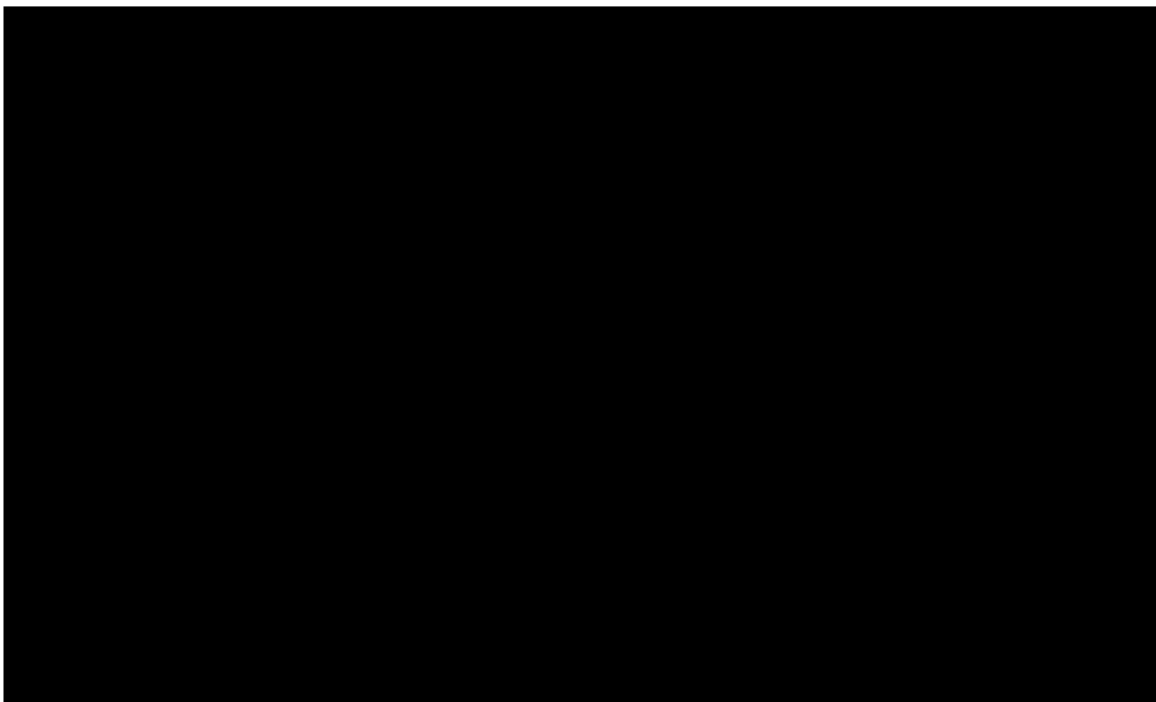
Pirata Bay 752, Memorial Ave, Kaitake 0400, New Zealand, Telephone 0608 920 029.
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Tournament Committee

I sincerely apologise for the delay in completing this Report.

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.

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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: Friends of Dance Northland _____

Name & location of project: Welcome to the Circus, Kerikeri Primary School Hall

Date of project/activity: 13-14 December 2024 _____

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$5750 _____

Board meeting date the grant was approved: Nov 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)
Costumes	\$4758.51	x
Photography	\$1255	x
	\$	
	\$	
Total:	\$6013.51	

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

What a fantastic show...again!!! 120 Dancers between the ages of 5 and 18 left their heart and soul on the stage with the help of 18-25 volunteers each night. This year we held a showcase rather than a full production which meant "simplifying" things by doing everything slightly more low tech (no mic's etc) none the less the youth performers still managed to put on an amazing professional performance. It has been a delight to watch the dancers improve and grow over the last 3 years and our first Senior was farewelled on the final Night off on new adventures at University.

The choreography was amazing, costumes fabulously sparkly and everyone had so much fun on and off stage. One of the highlights is watching the dancers working together to overcome hurdles (we had a wee mishap on night 1 with some missing props) and problem solve....all I can say is What a Team!!!!

Round 2 of excitement comes when the performers all get together afterwards to watch the show (movie time) and de brief, all coming up with ideas on how they can improve for next year both as a group and individually.

We now have at least 2 seniors that are looking at a career in the performing arts, and a lot more who are interested in helping out behind the scenes as well as on stage for our next production.....a little hint of the future project....we are thinking Twisted Fairytales.....

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

Not only did our dancers put on an amazing show for friends, family and the wider community, some also had the opportunity to perform 3 of their dances at the Xmas tree lighting community event and they did an amazing job and were very well received.

Although it was not the first time on stage for many of the dancers this time around the excitement was still HUGE, it is such an important part of their growth as artists to be able to perform what they have spent so much time learning and perfecting.

Once again our older members stepped up and took on mentor roles for the younger dancers helping them not only with their dance skills but also the side stage jitters and nerves, and it was lovely to see the young ones looking up to the older girls, they really have become a great big dance family.

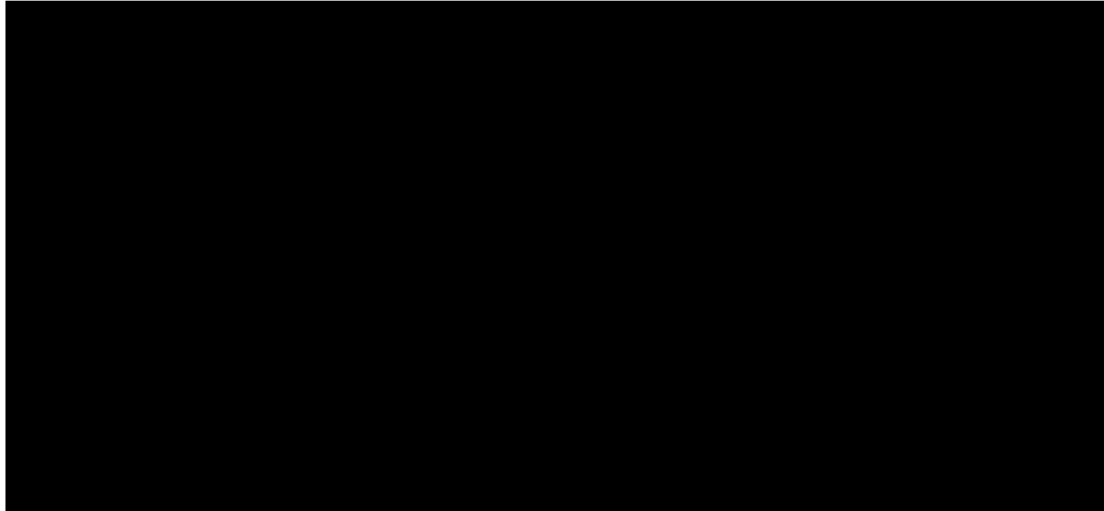
As mentioned before we have students keen to work towards a career in dance/performing arts and without these opportunities being available to them at a younger age this would not be possible.

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

The Community board was thanked on both nights at the show.
Also thanked on Face book and had logo on promotional material.

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

This report was completed by:



7.4 FUNDING APPLICATIONS

File Number: A5135540

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to allow the Bay of Islands-Whangaroa Community Board (the Board) to consider the application/s received for the Community Grant Fund/Placemaking Fund.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Thirteen new applications have been received, as well as one that was left to lie at the end of the December meeting, requesting a total of **\$56,465**.
- Funding was granted in November 2024 for a production that was unable to go ahead, and the Board is asked to rescind the resolution granting this funding, allowing the funding to be reallocated in this financial year.
- The Board has **\$62,050** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$100,000** to allocate for the Placemaking Fund in the 2024/2025 financial year.

TŪTOHUNGA / RECOMMENDATION

- a) That Bay of Islands-Whangaroa Community Board rescind resolution 2024/133 of November 2024 granting the sum of **\$5,000** (plus GST if applicable) to the Northern Dance Academy for costs towards the show Enliven, as the show was unable to take place.

TŪTOHUNGA / RECOMMENDATION

- b) That Bay of Islands-Whangaroa Community Board approve the sum of **\$1,652** (plus GST if applicable) be paid from the Boards Community Fund account to Tania Pomana for costs towards running Matariki Printing Wananga in Bay of Islands-Whangaroa ward libraries.

TŪTOHUNGA / RECOMMENDATION

- c) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,333** (plus GST if applicable) be paid from the Boards Community Fund account to Jannine Pikari for costs towards running Matariki Rongoa Wananga in Bay of Islands-Whangaroa ward libraries.

TŪTOHUNGA / RECOMMENDATION

- d) That Bay of Islands-Whangaroa Community Board approve the sum of **\$1,706** (plus GST if applicable) be paid from the Boards Community Fund account to Korari Enterprises for costs towards running Matariki Papermaking Wananga in Bay of Islands-Whangaroa ward libraries.

<p>TŪTOHUNGA / RECOMMENDATION</p> <p>e) That Bay of Islands-Whangaroa Community Board approve the sum of \$1,585 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Medina Koni</u> for costs towards running Matariki Raranga Wananga in Bay of Islands-Whangaroa ward libraries.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>f) That Bay of Islands-Whangaroa Community Board approve the sum of \$4,851 (plus GST if applicable) be paid from the Boards Community Fund account to <u>The Dust Palace Trust</u> for costs towards running the show Te Tangi a Te Tūi.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>g) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Far North Resilient Communities</u> for costs towards seed funding for kai resilience.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>h) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,959 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Living Theatre Charitable Trust</u> for costs towards running Matariki Glow Show 2025.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>i) That Bay of Islands-Whangaroa Community Board approve the sum of \$2,600 (plus GST if applicable) be paid from the Boards Community Fund account to <u>The Centre</u> for costs towards running Matariki Ngā Reha te reo Māori play performance.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>j) That Bay of Islands-Whangaroa Community Board approve the sum of \$2,898 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Vision Kerikeri</u> for costs towards tree maintenance on the Wairoa Stream track.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>k) That Bay of Islands-Whangaroa Community Board approve the sum of \$2,521 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Whangaroa Health Services Trust</u> for costs towards replacing gym equipment for community use.</p>
<p>TŪTOHUNGA / RECOMMENDATION</p> <p>l) That Bay of Islands-Whangaroa Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Boards Community Fund account to <u>Paua Trust/Maryann Connor</u> for costs towards running Matariki movies in Moerewa.</p>

TŪTOHUNGA / RECOMMENDATION

- m) That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Fund account to Whangaroa RSA for costs towards running Whangaroa RSA Centenary Commemorations.

TŪTOHUNGA / RECOMMENDATION

- n) That Bay of Islands-Whangaroa Community Board approve the sum of **\$12,220** (plus GST if applicable) be paid from the Boards Community Fund account to the Kerikeri Football Club for costs towards mobile pitch floodlights.

TŪTOHUNGA / RECOMMENDATION

- o) That Bay of Islands-Whangaroa Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Fund account to the Road Safety Education Limited for costs towards running road safety education classes at Kerikeri High School.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments	Type
Northern Dance Academy – Enliven	\$5,000	Rescind	Funding was granted to Northern Dance Academy in November 2024 for their show <i>Enliven</i> , which was due to take place in December 2024. Due to unavailability of the director, it was unable to take place as applied for. The funds were not uplifted, but the resolution needs to be rescinded to allow the funds to be reallocated.	Event
Tania Pomana - Printing	\$1,652	\$1,652	These applications are for a series of workshops to be run at	Art, culture and heritage

Applicant	Requested	Recommend	Comments	Type
Jannine Pikari - Rongoa	\$3,333	\$3,333	the FNDC libraries over Matariki, showcasing Māori art and culture.	
Korari Enterprises - Papermaking	\$1,706	\$1,706	The Board supported similar applications in 2024, and applications have been made to all three Boards for wananga in their area. This application is only for wananga in Bay of Islands-Whangaroa.	
Medina Koni - Raranga	\$1,585	\$1,585	These applications meet community outcomes 1,2,3 and 5.	
The Dust Palace Trust – Te Tangi a Te Tūi	\$4,851	\$4,851	This application is for a full immersion reo Māori circus theatre show. The applicant provides educational resources and whanaungatanga opportunities post-show, working with schools, kura Kaupapa Māori and wharekura within the region. This application meets community outcomes 2, 3 and 5	Event
Far North Resilient Communities – Seed funding for kai resilience	\$3,000	\$3,000	The applicant is working with a number of different groups and is seeking seed funding to help resource two community kai projects that will be selected at a strategy hui. This application meetings community outcomes 1, 3, 4, 5 and 6	Community
Living Theatre Charitable Trust – Matariki Glow Show	\$3,959	\$3,959	The applicant has received funding from this board previously for Bad Jelly the Witch and from the other community boards for a glow show (for students to attend). They have applied for funding from multiple funders and note that it is increasingly difficult in the current financial climate and that they have been unable to secure sponsorship or ongoing funding for their annual shows. This meets community outcomes 2, 3 and 5	Event

Applicant	Requested	Recommend	Comments	Type
The Centre – Ngā Reha Matariki Performance	\$5,740	\$2,600	<p>The applicant is seeking funding for a reo play performance called Ngā Reha for Matariki.</p> <p>The amount recommended would cover sound and lights, venue technician, lighting and design operating fee, costume/props and writers fee.</p> <p>The performers will also hold a workshop with Kerikeri High school, with education resources, and allow for whanaungatanaga after performances.</p>	Event
Vision Kerikeri – Tree Trimming on Wairoa Stream track	\$2,898	\$2,898	<p>The applicant has secured a quote at a lower than usual cost for the trimming and/or removal of trees.</p> <p>The amount requested is for the the full amount of the quote, but does not take into account the volunteer work that will be provided by the organisation.</p> <p>Confirmation from the District Facilities team that this work is approved to take place is being sought at the time this report is being written.</p> <p>This meets community outcomes 3 and 5</p>	Environment
Whangaroa Health Services Trust – replacement of gym equipment	\$2,521	\$2,521	<p>The trust has applied for funding to replace equipment to allow for community use, as well as for classes for rangitahi that allow them to engage and be involved within their community. While the application shows this being the full cost, it does not take into account the venue use (which is provided free of charge for classes) and the volunteer time of the personal trainer, which is provided free of charge.</p> <p>This meets community outcomes 3 and 4</p>	Community

Applicant	Requested	Recommend	Comments	Type
Paua Trust/Maryann Connor – Matariki movies in Moerewa	\$5,000	\$5,000	The applicant was part of the group that ran a similar event in Kaikohe last year, when the movie Moana was played in te reo at a free community event for Matariki. This year, they are planning on running the event at Simson Park in Moerewa. This meets community outcomes 2, 3 and 5	Event
Whangaroa RSA – Centenary Commemorations	\$5,000	\$5,000	The Whangaroa RSA is commemorating their centenary in 2025 and is asking for help with the costs to run the event. The amount requested could be used towards the preparation of a book about the history of the Whangaroa RSA and members, a plaque, flags for the building and the 2025 ANZAC day service. This meets community outcomes 2, 3, 5 and 6	Event
Kerikeri Football Club – Mobile pitch floodlights	\$12,220	\$12,220	The applicant has been fundraising for mobile pitch floodlights to allow for practices and games to take place when it is darker, particularly during the winter months. They have received a significant grant from Pub Charities and are seeking assistance from the Board for this project so they have the lights for the winter season. This meets community outcomes 2, 3 and 5	
Road Safety Education – Education Classes	\$3,000	\$3,000	The applicant is seeking funding towards the costs of holding road safety education classes at Kerikeri High School. This was left to lie at the December 2024 and February 2025 meeting as the Board had questions to ask of the applicant. This meets community outcomes 1, 3 and 4	Community Development

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option One: Authorise funding for the full amount requested.

Option Two: Authorise partial funding.

Option Three: Decline funding the application.

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

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

ĀPITI HANGA / ATTACHMENTS

1. Tania Pomana - A5135517 [↓](#) 
2. Jannine Pikari - A5135524 [↓](#) 
3. Korari Enterprises - A5135516 [↓](#) 
4. Medina Koni - A5135511 [↓](#) 
5. The Dust Palace - A5135523 [↓](#) 
6. Far North Resilient Communities - A5135514 [↓](#) 
7. Living Theatre Charitable Trust - A5135521 [↓](#) 
8. The Centre - Ngati Rehia Matariki - A5135512 [↓](#) 
9. Vision Kerikeri - A5135518 [↓](#) 
10. Whangaroa Health Services Trust - A5135509 [↓](#) 
11. Maryann Connor/Paua Trust - A5135522 [↓](#) 
12. Whangaroa RSA - A5135520 [↓](#) 
13. Kerikeri Football Club - A5141685 [↓](#) 
14. Road Safety Education Trust - A5009958 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB020 From Ms Tania Pomana

Form Submitted 20 Mar 2025, 2:17PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Ms Tania Pomana

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB020 From Ms Tania Pomana**

Form Submitted 20 Mar 2025, 2:17PM NZDT

Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Arts/Culture/Heritage

Website

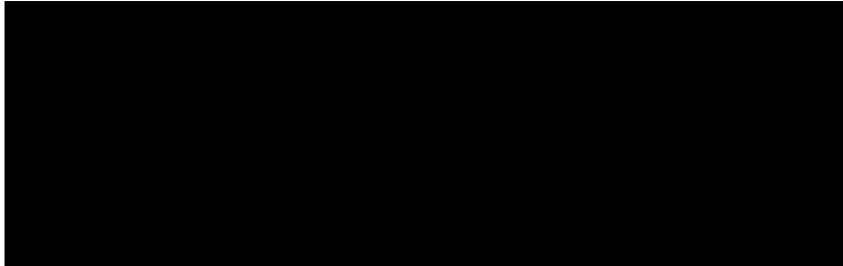
Must be a URL.

Facebook page

Creative Wahine

Contact details

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)**
Application No. BOIWCB020 From Ms Tania Pomana
Form Submitted 20 Mar 2025, 2:17PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

I am an individual artist, I operate as Creative Wahine. My practice is multi-disciplinary. I have run various workshops focussing on creativity as a mode to self healing/awareness. My purpose as a facilitator is to encourage the reality that everybody is creative and creativity is important.

Must be no more than 50 words.

Number of Members *

1

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern) Community Board ☒ Bay of Islands-Whangaroa (Eastern) Community Board ☐ Kaikohe-Hokianga (Western) Community Board

Project name *

Puanga/matariki workshop series FNDC Libraries Gelli Printing - Colour Flow

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB020 From Ms Tania Pomana**

Form Submitted 20 Mar 2025, 2:17PM NZDT

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
☐ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

01/06/2025

Must be a date.

End Date:

Date:

30/06/2025

Must be a date.

Project Details**Location ***

Kawakawa Library

Must be no more than 10 words.
(Town or area)**Will there be a charge for the public to attend or participate in the project or event? ***

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

2

Must be a number.

How many visitors/audience members/clients do you expect? *

25

Must be a number.

Have you engaged with tangata whenua about your project? *☐ Yes☒ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

Page 4 of 12

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB020 From Ms Tania Pomana

Form Submitted 20 Mar 2025, 2:17PM NZDT

☐ Yes

☒ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

The project will be a part of the Matariki celebrations 2025, in the form of x4 creative workshops, that will take place at the Far North Libraries, (Kaikohe, Kaitaia, Kawakawa & Kāeo). Dates to be confirmed. The workshops will be Geli-Printing workshops, that are inclusive of all ages. The activity itself is a nice easy application of paint, which is then turned into a monoprint. The kōrero behind the activity will be around Matariki, Wellbeing and how colours can represent each individuals understanding. I would like each participant to choose their favourite print for a photograph which will be turned into a photobook as a resource for the library. Each person who participates in the workshops will walk away with their own prints, a fun time of creativity, a chance to connect with others and the opportunity to see their work in the library.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☒ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☐ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☐ Proud, vibrant communities
- ☐ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

The project itself will be part of this years Matariki Celebrations, which is a tangata whenua practice, and therefore acknowledges and affirms tangata whenua's role of kaitiaki of Māori traditions and way of life. The time spent with others in the workshops doing something new, and sharing that environment with people they may not know, helps create connection to others and the library environment.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB020 From Ms Tania Pomana

Form Submitted 20 Mar 2025, 2:17PM NZDT

- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$4,956.00

Must be a dollar amount.

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

\$1,652.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Travel	\$1,156.48	\$127.00	Filename: Travel Cost.pdf File size: 1.3 MB	
accomodation	\$400.00	\$300.00	Filename: Screen Shot 2025-03-10 at 10.19.53 AM (1).png File size: 787.4 kB	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB020 From Ms Tania Pomana

Form Submitted 20 Mar 2025, 2:17PM NZDT

Photobooks	\$400.00	\$300.00	<div>Filename: Screen Shot 2025-03-10 at 10.24.33 AM.png</div> <div>File size: 1.0 MB</div>	
Art supplies	\$750.00	\$375.00	<div>Filename: Screen Shot 2025-03-10 at 10.46.47 AM.png</div> <div>File size: 382.4 kB</div> <div>Filename: Screen Shot 2025-03-10 at 10.46.54 AM.png</div> <div>File size: 459.5 kB</div> <div>Filename: Screen Shot 2025-03-10 at 10.47.04 AM.png</div> <div>File size: 374.5 kB</div>	
Facilitator	\$2,400.00	\$600.00	<div>Filename: Creative inv (1).pdf</div> <div>File size: 934.9 kB</div>	
			No files have been uploaded	
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Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB020 From Ms Tania Pomana

Form Submitted 20 Mar 2025, 2:17PM NZDT

			No files have been uploaded	
			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
0.00	\$0.00

Total Tagged Funds

Total Expenditure Amount

\$0.00

This number/amount is calculated.

Other Funding

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB020 From Ms Tania Pomana**

Form Submitted 20 Mar 2025, 2:17PM NZDT

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.	
Te Hiku CB	\$1,652.00	Pending
KHO CB	\$1,652.00	Pending
Kamahi volunteer	\$200.00	Yes

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.	
Creative communities	\$2,500.00	25/10/2023	Yes

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Bank statement

1 Supporting Financial document *

Filename: Screen Shot 2025-03-10 at 11.12.51 AM (1).png
File size: 315.9 kB

2 Name of supporting financial document

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB020 From Ms Tania Pomana

Form Submitted 20 Mar 2025, 2:17PM NZDT

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

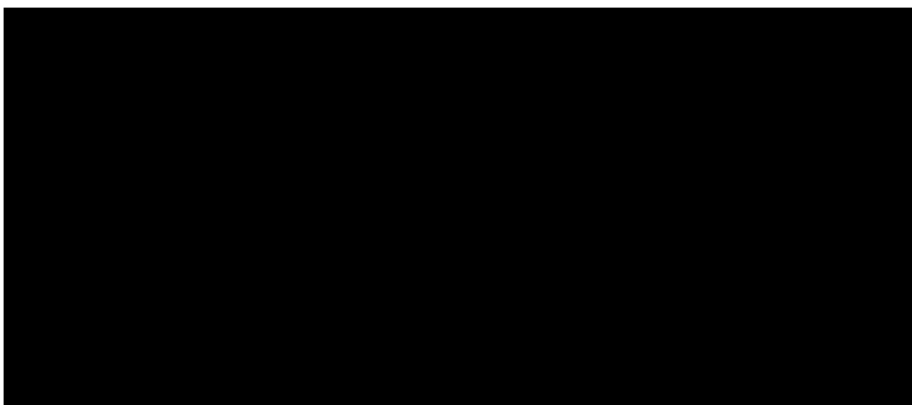
**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB020 From Ms Tania Pomana**

Form Submitted 20 Mar 2025, 2:17PM NZDT

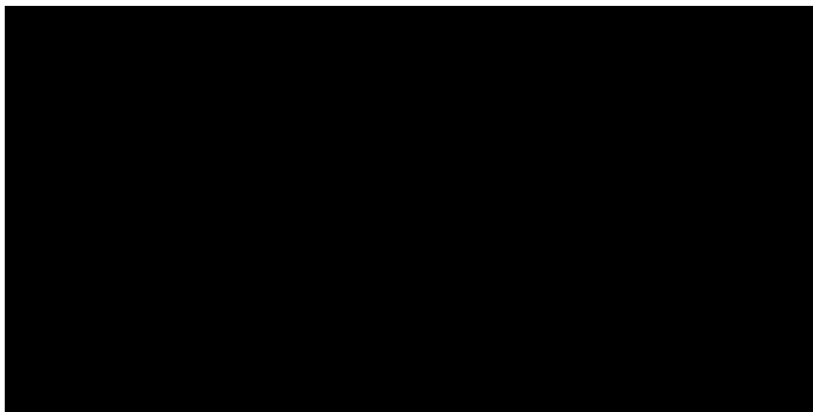
- A regularly maintained PAYE record (if applicable)
- The funding and its expenditure shown as sperate entries in the cash book or as a note o the accounts
- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing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

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

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

Signatures

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB020 From Ms Tania Pomana
Form Submitted 20 Mar 2025, 2:17PM NZDT**



Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB023 From Ms Jannine Pikari

Form Submitted 20 Mar 2025, 3:48PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Ms Jannine Pikari

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB023 From Ms Jannine Pikari**

Form Submitted 20 Mar 2025, 3:48PM NZDT

Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Other: Rongoa

Website

Must be a URL.

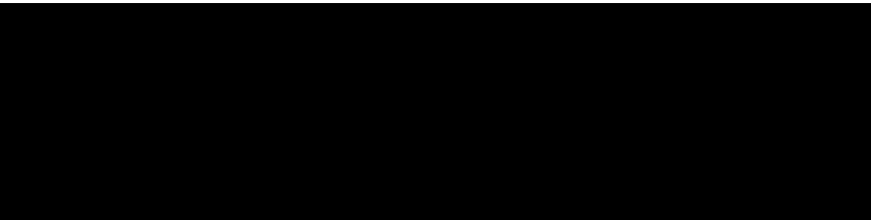
Facebook page**Contact details**

Contact Person One:

Contact Person Two:

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB023 From Ms Jannine Pikari**

Form Submitted 20 Mar 2025, 3:48PM NZDT

**Purpose of organisation****Please briefly describe the purpose of the organisation ***

To self-empower ngā tangata katoa through the practice of rongoa Māori.

I help to create a safe place for people to reclaim, enhance and take responsibility for their hauora.

"Te toto o te tangata, he kai, te oranga o te tangata, he whenua"

Must be no more than 50 words.

Number of Members *

1

Project Details*** indicates a required field****Community Board**

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)**Which Community Board are you applying to? ***☐ Te Hiku (Northern)
Community Board☒ Bay of Islands-Whangaroa
(Eastern) Community Board☐ Kaikohe-Hokianga
(Western) Community Board**Project name ***

Puanga/Matariki workshop series FNDC Library

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB023 From Ms Jannine Pikari**

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If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
☐ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

01/06/2025

Must be a date.

End Date:

Date:

30/06/2025

Must be a date.

Project Details**Location ***

Kerikeri/Kawakawa Library

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

3

Must be a number.

How many visitors/audience members/clients do you expect? *

60

Must be a number.

Have you engaged with tangata whenua about your project? *☒ Yes☐ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

Page 4 of 12

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB023 From Ms Jannine Pikari

Form Submitted 20 Mar 2025, 3:48PM NZDT

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

All ages, ethnicities, capabilities in our community will find something to take away from our workshops. Over two hours participants will learn about releasing tension through rakau and kohatu work. We will explore the benefits of meditation hā ki roto, hā ke waho and how to connect to their own mana. Each participant will learn about some of the rongoa in our taiao and the relevance of Puanga and Matariki as we shift into the next phase of the maramataka. Participants will go away with free samples of Rongoa mirimiri and wai to aid with supporting their own Hauora.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☒ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☒ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Our rongoa Māori workshop will create a safe space for people to connect through the sharing of matauranga Māori. The workshop aims to help tangata take responsibility for their own hauora and empower our communities to find that collective strength so we can promote the wellbeing of everyone through the support of rongoa Māori.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB023 From Ms Jannine Pikari

Form Submitted 20 Mar 2025, 3:48PM NZDT

Funding Request Amount

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

What is the total cost of your project? *

\$13,333.00

Must be a dollar amount.

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

\$3,333.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Labour	\$9,000.00	\$2,000.00	Filename: Invoice.jpg File size: 2.0 MB	
Travel	\$509.00	\$260.00	Filename: Invoice.jpg File size: 2.0 MB	
Rongoa	\$1,364.00	\$1,072.00	Filename: Invoice.jpg File size: 2.0 MB	
			No files have been uploaded	

Form Submitted 20 Mar 2025, 3:48PM NZDT

[illegible]

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB023 From Ms Jannine Pikari**

Form Submitted 20 Mar 2025, 3:48PM NZDT

\$42.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Business expenditure	\$42.00

Total Tagged Funds**Total Expenditure Amount**

\$42.00

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.	
Kaimahi volunteer	\$1,000.00	Yes
Te Hiku CB	\$1,666.00	Pending
KHO CB	\$1,666.00	Pending

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

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB023 From Ms Jannine Pikari

Form Submitted 20 Mar 2025, 3:48PM NZDT

1 Name of supporting financial document *

Bank statement

1 Supporting Financial document *

Filename: bank statement.jpg

File size: 2.4 MB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agency, private person, or organisation.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB023 From Ms Jannine Pikari

Form Submitted 20 Mar 2025, 3:48PM NZDT

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

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

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

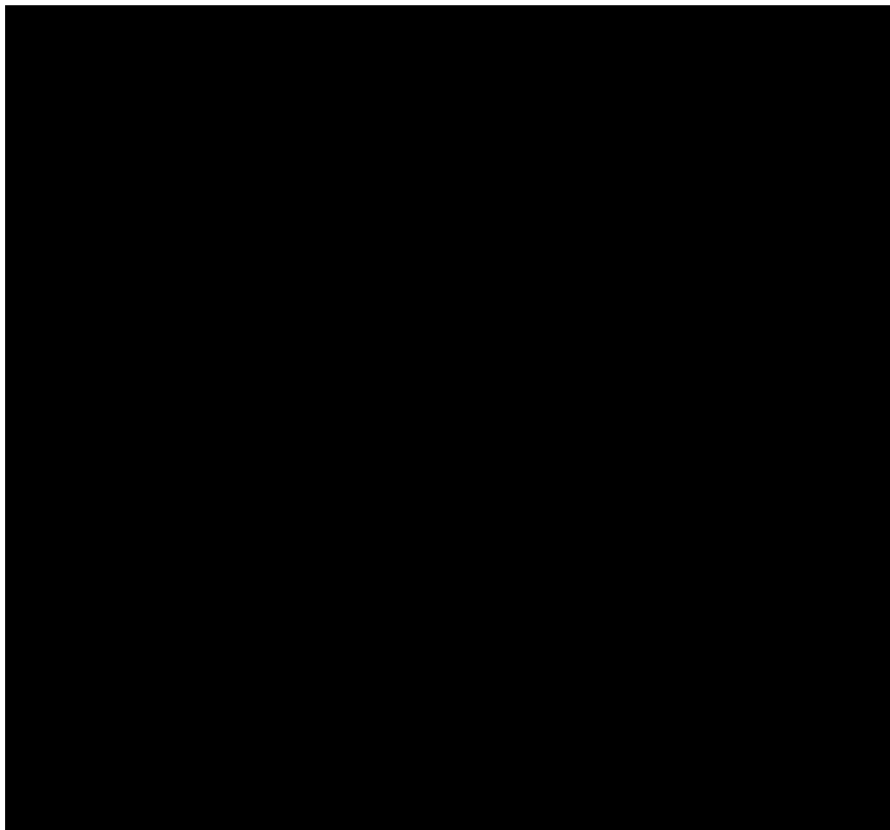
Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB023 From Ms Jannine Pikari**

Form Submitted 20 Mar 2025, 3:48PM NZDT

**Any other supporting documentation**

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Images from workshops run with the support of Ngapuhi Houora

1 Additional Supporting Information

Filename: 480999958_995483335977885_7424957587229289153_n.jpg

File size: 11.1 kB

Filename: 481147494_995476975978521_2296420923124440903_n.jpg

File size: 209.1 kB

Filename: 481148862_995876105938608_6897993551456038483_n.jpg

File size: 32.4 kB

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB023 From Ms Jannine Pikari**

Form Submitted 20 Mar 2025, 3:48PM NZDT

Filename: 481457235_995487395977479_8280381298261079750_n.jpg
File size: 10.8 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB022 From Korari Enterprises

Form Submitted 20 Mar 2025, 3:27PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Korari Enterprises

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB022 From Korari Enterprises**

Form Submitted 20 Mar 2025, 3:27PM NZDT

Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Other: Paper making

Website

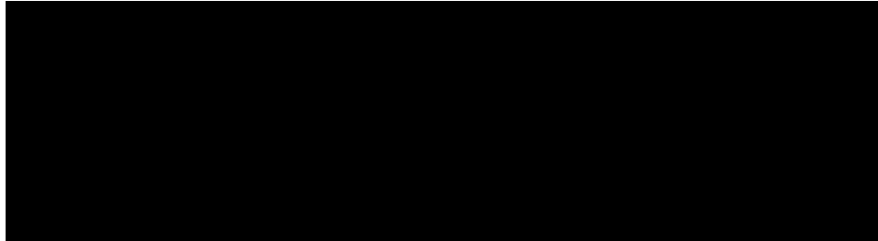
Must be a URL.

Facebook page

Korari Enterprise

Contact details

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)**
Application No. BOIWCB022 From Korari Enterprises
Form Submitted 20 Mar 2025, 3:27PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

'Korari Enterprises' is an organisation that has set up infrastructure for a paper mill with the aim to reignite the fibre/textile industry in Northland and nationwide. By blending tradition with innovation. Kōrari paper making becomes a symbol of cultural resilience and sustainability.

Must be no more than 50 words.

Number of Members *

4

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern) Community Board ☒ Bay of Islands-Whangaroa (Eastern) Community Board ☐ Kaikohe-Hokianga (Western) Community Board

Project name *

Puanga/Matariki workshop series FNDC Libraries

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
☐ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

01/06/2025

Must be a date.

End Date:

Date:

30/06/2025

Must be a date.

Project Details**Location ***

Kawakawa

Must be no more than 10 words.
(Town or area)**Will there be a charge for the public to attend or participate in the project or event? ***

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

3

Must be a number.

How many visitors/audience members/clients do you expect? *

30

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
☐ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

Page 4 of 12

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB022 From Korari Enterprises

Form Submitted 20 Mar 2025, 3:27PM NZDT

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

The workshop series is aimed at all ages and capabilities. We aim to create accessibility to all our community. It will be an opportunity for creativity, healing and connection. Participants will have 2hrs to complete a kōrari pukapuka that they can then use to tell their story. It will become a keepsake to mark their first step in contributing to the revitalisation of kōrari as a natural and sustainable resource. They will learn the process of paper making with this amazing fibre and be introduced to the endless possibilities and uses of korari.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☒ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☒ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Our series of workshops will highlight many of the community outcomes including - teaching participants about our treasured kōrari and how we as kaitiaki can play a vital role in the preservation and production of a useful textile. As part of learning about how we can play our part in preservation we will naturally create those connections with people and build proud and vibrant communities. The kōrari industry has so much potential to create prosperous communities supported by a sustainable economy for our Far North District that we aim to ignite the interest of all participants through these workshops.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB022 From Korari Enterprises

Form Submitted 20 Mar 2025, 3:27PM NZDT

Funding Request Amount

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

What is the total cost of your project? *

\$10,238.00

Must be a dollar amount.

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

\$1,706.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Labour	\$8,250.00	\$1,000.00	Filename: Invoice.pdf File size: 300.0 kB	
Travel	\$358.00	\$119.00	Filename: Invoice.pdf File size: 300.0 kB	
resources	\$1,280.00	\$587.00	Filename: Invoice.pdf File size: 300.0 kB	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB022 From Korari Enterprises

Form Submitted 20 Mar 2025, 3:27PM NZDT

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			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$1.00

Must be a dollar amount.

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

\$1.00

Must be a dollar amount.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB022 From Korari Enterprises**

Form Submitted 20 Mar 2025, 3:27PM NZDT

Tagged Funds

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

Purpose	Amount
Personal	\$1.00

Total Tagged Funds**Total Expenditure Amount**

\$1.00

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.	
Kaimahi volunteer	\$500.00	Yes
Te Hiku CB	\$1,706.00	Pending
KHO CB	\$1,706.00	Pending

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

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Bank Statement

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB022 From Korari Enterprises

Form Submitted 20 Mar 2025, 3:27PM NZDT

1 Supporting Financial document *

Filename: Bus_First_Oncall_Account.pdf
File size: 32.3 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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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.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.

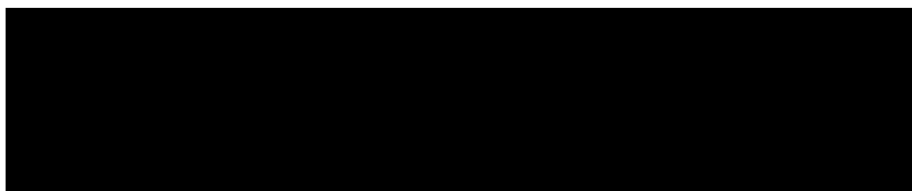
6. We have the following set of internal controls in place:

- Two signatories to all bank accounts (if applicable)
- a regularly maintained and current cashbook or electronic equivalent
- A person responsible for keeping the financial records of the organisation
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- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

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

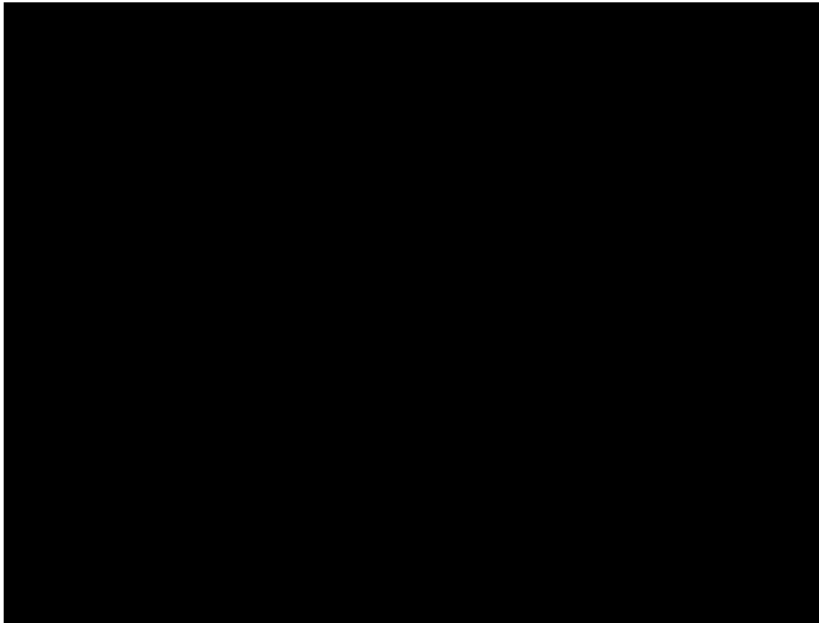
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
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4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
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9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB022 From Korari Enterprises**

Form Submitted 20 Mar 2025, 3:27PM NZDT

**Any other supporting documentation**

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Example - korari pukapuka

1 Additional Supporting Information

Filename: IMG_1392.jpg
File size: 1.9 MB

Filename: IMG_1403.jpg
File size: 3.3 MB

Filename: IMG_1612.jpg
File size: 2.3 MB

Filename: IMG_2145.jpg
File size: 3.7 MB

Filename: IMG_2146.jpg
File size: 3.2 MB

Filename: IMG_2168.jpg
File size: 1.4 MB

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB022 From Korari Enterprises**

Form Submitted 20 Mar 2025, 3:27PM NZDT

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
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- 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Ms Medina Koni

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB021 From Ms Medina Koni**

Form Submitted 20 Mar 2025, 3:07PM NZDT

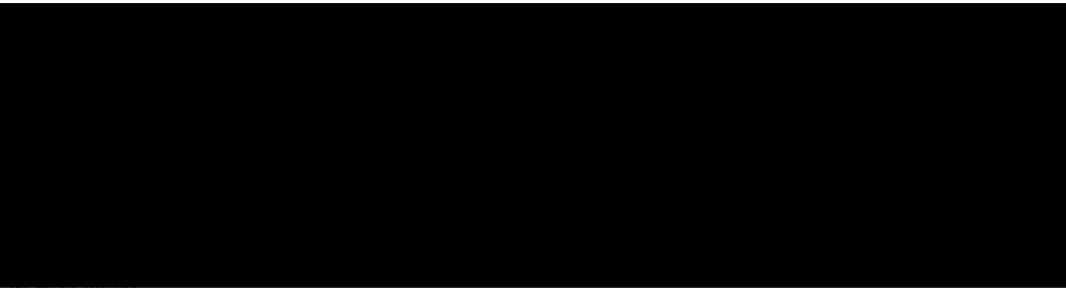
Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

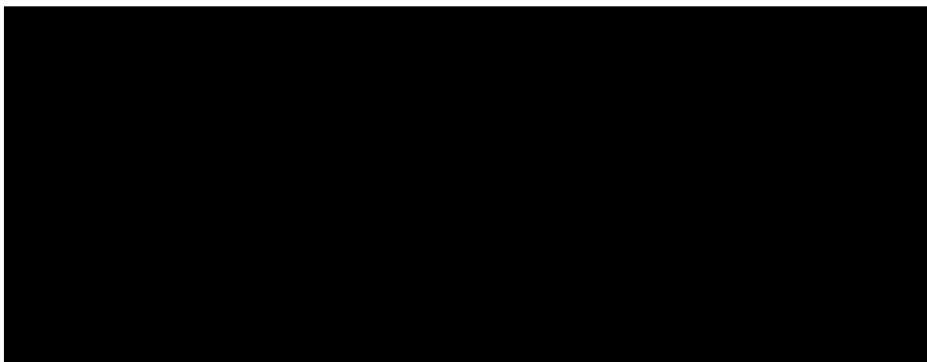
Other: Raranga

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NEW Zealand

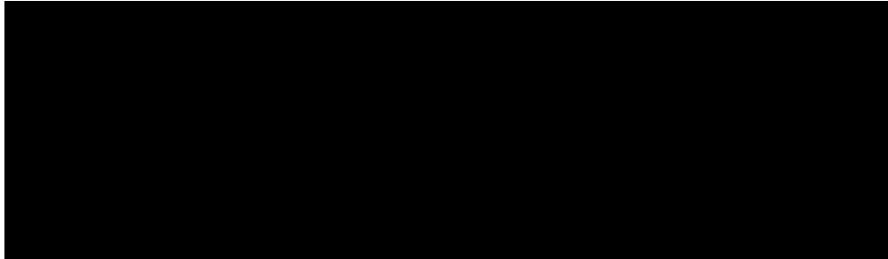
Website

Must be a URL.

Facebook page**Contact details**A large black rectangular box redacting the contact details section of the form.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB021 From Ms Medina Koni**

Form Submitted 20 Mar 2025, 3:07PM NZDT

**Purpose of organisation****Please briefly describe the purpose of the organisation ***

To inspire others in the art of raranga, to understand it's significance and the responsibility of passing this matauranga on.

Weaving is more than a craft; it is a powerful act of connection and preservation. To continue and ensure the art of raranga and whatu will continue to thrive.

Must be no more than 50 words.

Number of Members *

1

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Puanga/matariki workshop series FNDC Libraries

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

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Application No. BOIWCB021 From Ms Medina Koni**

Form Submitted 20 Mar 2025, 3:07PM NZDT

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
☐ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

01/06/2025

Must be a date.

End Date:

Date:

30/06/2025

Must be a date.

Project Details**Location ***

Kerikeri/Kawakawa Library

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

3

Must be a number.

How many visitors/audience members/clients do you expect? *

25

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
☐ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

Page 4 of 12

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

A workshop using traditional Māori whatu techniques to create a contemporary maukaki (neckpiece) that speaks to wellbeing based upon the stars of the Matariki cluster and their associated colours.

This workshop will focus on blending traditional Māori whatu (weaving) techniques with modern interpretations of cultural symbols, drawing inspiration from the Matariki star cluster.

The process will highlight the importance of wellbeing, emphasizing both the material and spiritual aspects of the craft. The workshop is aimed at all ages and abilities. Everyone who attends will be introduced to Te Ao Māori through raranga and whatu and will benefit from the healing properties of this practice

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☒ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☒ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

- Once completed, participants can reflect on how their work connects to their own journey towards wellbeing. Share the significance of their designs, what star or star cluster they chose, and how it resonates with them personally.

- Discuss how whatu (and weaving in general) has been a means of storytelling and maintaining connection to culture for Māori people, and how it serves as a spiritual practice for wellbeing.

The workshop is aimed at all ages and will be an opportunity for the communities of the district to connect,

This would be an enriching workshop that combines cultural education, hands-on weaving techniques, and personal expression through the symbolism of Puanga and Matariki and the significance in Te Ao Māori.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$6,342.00

Must be a dollar amount.

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

\$1,585.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Travel	\$302.00	\$150.00	Filename: Quote - Medina Koni 1 .pdf File size: 57.7 kB

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

Synthetic cord	\$540.00	\$270.00	Filename: Cost of cord.jpg File size: 375.1 kB	
Labour	\$5,500.00	\$1,166.00	Filename: Quote - Medina Koni 1.pdf File size: 57.7 kB	
			No files have been uploaded	
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Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☐ Yes
 ☒ No

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

Current Funding

How much money does your organisation currently have? *

\$48.27
Must be a dollar amount.

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

\$48.27
Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Personal expenditure	\$48.27

Total Tagged Funds

Total Expenditure Amount
\$48.27
This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
volunteer kaimahi	\$500.00	Yes
Te Hiku CB	\$793.00	Pending
KHO CB	\$793.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

☐ Yes ☒ No

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Bank Statement

1 Supporting Financial document *

Filename: MK Bank account.jpeg

File size: 114.5 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB021 From Ms Medina Koni

Form Submitted 20 Mar 2025, 3:07PM NZDT

In submitting this application:

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

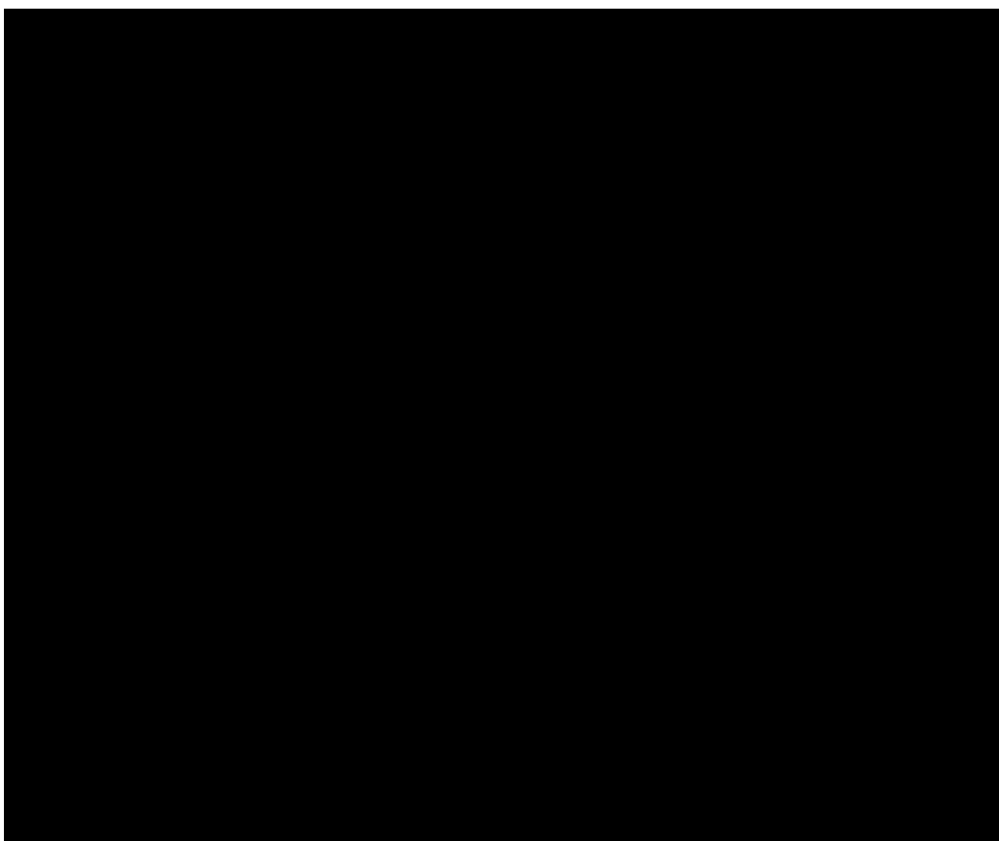
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB021 From Ms Medina Koni
Form Submitted 20 Mar 2025, 3:07PM NZDT**

10To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures



Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Examples of Maukaki

1 Additional Supporting Information

Filename: maukaki 1.jpeg

File size: 623.9 kB

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB021 From Ms Medina Koni**

Form Submitted 20 Mar 2025, 3:07PM NZDT

Filename: maukaki 3.jpeg
File size: 521.2 kB

Filename: maukaki 4.jpeg
File size: 699.1 kB

Filename: maukaki 5.jpeg
File size: 749.3 kB

Filename: maukaki jpeg.jpeg
File size: 828.4 kB

2 Additional Supporting Document Name**2 Additional Supporting Information***No files have been uploaded***3 Additional Supporting Document Name****3 Additional Supporting Information***No files have been uploaded*

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust**
Form Submitted 10 Mar 2025, 1:19PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

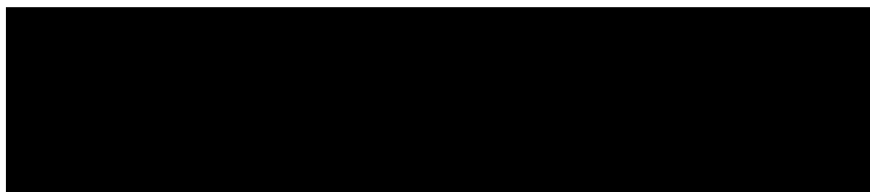
☒ Community Grant Fund

☐ Pride of Place Fund

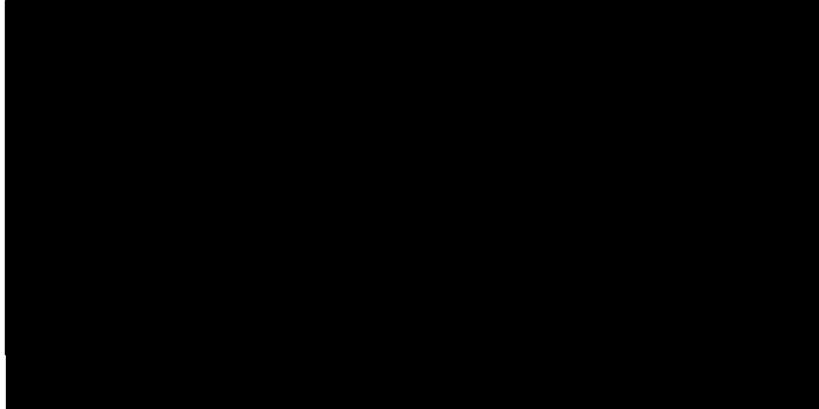
Applicant details

Applicant *

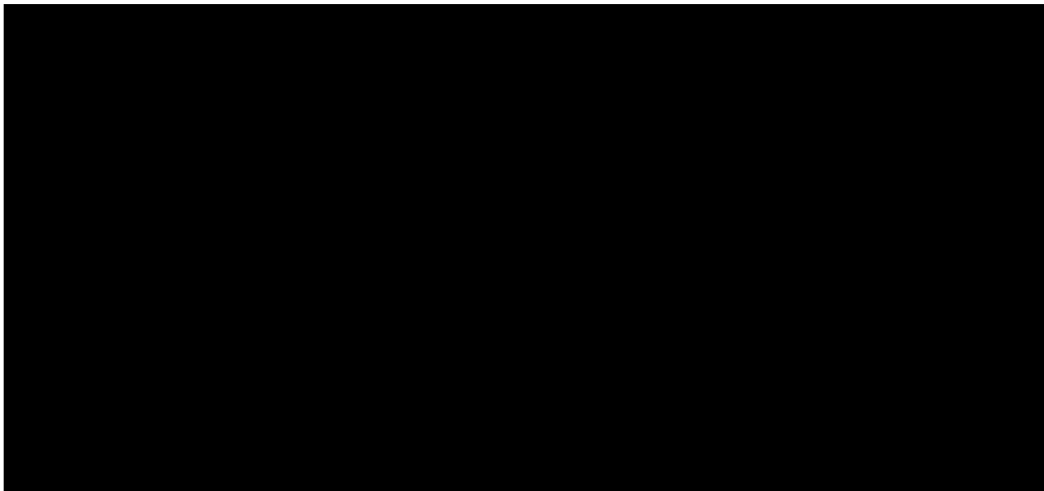
The Dust Palace Charitable Trust

A large black rectangular box redacting the applicant's contact information.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust**
Form Submitted 10 Mar 2025, 1:19PM NZDT



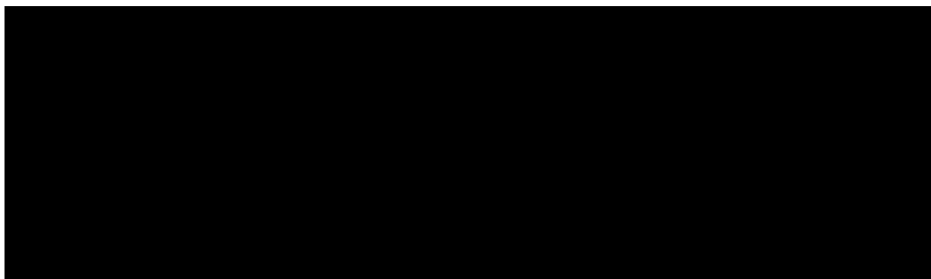
What sector do you/your organisation work in? *
Arts/Culture/Heritage



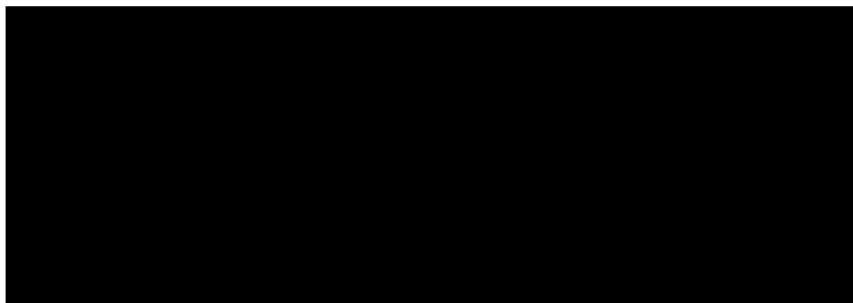
Contact details

Contact Person One:

Contact Person Two:



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust**
Form Submitted 10 Mar 2025, 1:19PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

The Dust Palace Charitable Trust supports the development of the circus industry in Aotearoa. It's main purpose is to grow circus as an art form and enable its public appreciation by supporting circus theatre and circus training.

Must be no more than 50 words.

Number of Members *

30

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Te Tangi a Te Tūi

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB012 From The Dust Palace Charitable Trust

Form Submitted 10 Mar 2025, 1:19PM NZDT

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](https://www.fndc.govt.nz/what-is-your-event/)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
- ☐ Event
- ☐ Infrastructure
- ☐ Community
- ☐ Environmental
- ☐ Sport and Recreation

Project Dates

Start Date

Date

21/07/2025

Must be a date.

End Date:

Date:

24/08/2025

Must be a date.

Project Details

Location *

Turner Centre, 43 Cobham Road, Kerikeri 0230

Must be no more than 10 words.

(Town or area)

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

- ☒ Yes
- ☐ No

If yes, how much?

\$10.00

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

15

Must be a number.

How many visitors/audience members/clients do you expect? *

800

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
- ☐ No

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust**
Form Submitted 10 Mar 2025, 1:19PM NZDT

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

Te Tangi a Te Tūi is a Te Reo Māori circus theatre epic created by Te Pou Theatre (the home of Māori theatre) and The Dust Palace (Aotearoa's largest circus theatre company). We will present low-cost 'pay what you can' tickets from \$10 so the local community can enjoy this world-class production without leaving their region.

This show has proven to inspire pride in te reo Māori and contemporary Māori storytelling through the arts. Rangatahi and adult audiences have shared powerful testimony of the positive effect this kaupapa had on them. For reo speakers and learners, it is an aspirational experience. For those at the start of their reo journey they also feel pride in being fully immersed in a reo Māori performance with high artistic integrity. We will perform two shows at Turner Centre, including a matinee. We provide educational resources and whanaungatanga opportunities post-show between artists and audiences.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☐ Prosperous communities supported by a sustainable economy
- ☐ Communities that are healthy, safe, connected and sustainable
- ☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Te Tangi a Te Tūi is a 90-minute full-immersion reo Māori circus theatre show that seamlessly weaves kōrero, pūrākau, waiata, haka, theatre and circus. The show is an allegory for the past and future of Te Reo Māori; telling a story of loss that te reo Māori narrowly avoided and the journey young people now face to bring the reo back to their family lines. Written by Amber Curren and Tainui Tukiwaho, starring actors Paku Fernandez (Ka Whaiwhai Tonu) & Ria Paki (Ka Whaiwhai Tonu, Kairākau). The show has toured to Canada, Auckland Arts Festival and regional North Island in August, 2025 before going back to Canada in 2026.

The goal is to reach out to schools, kura kaupapa Māori, wharekura within the region. An educational resource is being created for all kura. This unique show is fantastic for secondary school students, and supports learning outcomes for curriculum subjects such as Theatre Studies, Drama, English, Te Reo Māori and Physical Education (years 9 to 13) by engaging students with te reo Māori through a fusion of traditional theatrical storytelling and innovative circus arts. It offers a creative exploration into matauranga Māori and tikanga

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB012 From The Dust Palace Charitable Trust

Form Submitted 10 Mar 2025, 1:19PM NZDT

Māori whilst also exploring the cultural impact of colonisation in Aotearoa, in a safe and respectful environment.

The story showcases a lead fluent rangatahi character who answers the call of his tīpuna, paving a new path for his people and exemplifying qualities of leadership, resilience, and collaboration, delivering a fresh perspective that resonates with young audiences.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$28,292.00

Must be a dollar amount.

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

\$4,851.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB012 From The Dust Palace Charitable Trust

Form Submitted 10 Mar 2025, 1:19PM NZDT

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Producer	\$600.00	\$0.00	Filename: Producer payslip.pdf File size: 198.7 kB	
Director	\$841.00	\$0.00	Filename: Director fee.jpg File size: 533.7 kB	
Lighting & Sound Operator	\$600.00	\$0.00	Filename: TDPCT - MICHAEL GOODWIN - Te Tangi a te Tūi 2025 signed.pdf File size: 913.2 kB	
Stage Manager	\$600.00	\$0.00	Filename: Edward Peni Te Tangi a te Tūi 2025 contract signed.pdf File size: 798.4 kB	
Rigger	\$600.00	\$0.00	Filename: TDPCT - JOSH DAVERN - Te Tangi a te Tūi 2025 (1).pdf File size: 813.3 kB	
Cast - 8 performers	\$4,800.00	\$0.00	Filename: Artists Contracts 2025.pdf File size: 3.2 MB	
Youth performer	\$300.00	\$0.00	Filename: TDPCT - TE RONGOPAI CUREEN-TUKIWAHO - Te Tangi a te Tūi 2025.pdf File size: 834.0 kB	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB012 From The Dust Palace Charitable Trust

Form Submitted 10 Mar 2025, 1:19PM NZDT

Van hire for cast	\$1,391.00	\$0.00	Filename: Van quote.pdf File size: 414.9 kB	
Accommodation	\$6,255.00	\$4,851.00	Filename: Kerikeri accommodation.pdf File size: 891.6 kB	
Per diems	\$3,920.00	\$0.00	Filename: Artists Contracts 2025.pdf File size: 3.2 MB	
Set and staging hire	\$4,000.00	\$0.00	Filename: Set hire from 2024 season - repeated in 2025.pdf File size: 131.8 kB	
Freight - truck hire	\$1,235.00	\$0.00	Filename: Truck quote.pdf File size: 416.1 kB	
Kura outreach and translation services	\$600.00	\$0.00	Filename: Kura Outreach quote.pdf File size: 100.7 kB	
Social media campaign	\$1,600.00	\$0.00	Filename: Marketing quote.pdf File size: 890.1 kB	

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust
Form Submitted 10 Mar 2025, 1:19PM NZDT

GST Number

114809608

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

\$207,563.00

Must be a dollar amount.

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

\$207,563.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Te Kura Maninirau: kaupapa Māori circus school operations 2025	\$101,252.00
Te Tangi a Te Tūi tour rehearsals (before touring costs)	\$51,025.00
Ellerslie Arts Whānau Day	\$4,852.00
HAUS of YOLO show rehearsals	\$6,400.00
Operational staffing costs 2025	\$30,938.00
Rent at Ellerslie studio	\$13,096.00

Total Tagged Funds**Total Expenditure Amount**

\$207,563.00

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.	
Turner Centre	\$10,000.00	Yes
PANNZ (Performing Arts Network New Zealand)	\$12,000.00	Yes
Te Pou contribution	\$841.00	Yes

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB012 From The Dust Palace Charitable Trust

Form Submitted 10 Mar 2025, 1:19PM NZDT

Dust Palace contribution	\$600.00	Yes

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

2024 Financial Performance Report

1 Supporting Financial document *

Filename: 2024 Financial Performance Report_The Dust Palace.pdf

File size: 6.8 MB

2 Name of supporting financial document

Tour budget

2 Supporting Financial Document

Filename: Te Tangi a te Tūi - 2025 Tour budget_FNDC.xlsx

File size: 41.8 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB012 From The Dust Palace Charitable Trust

Form Submitted 10 Mar 2025, 1:19PM NZDT

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
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.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust**
Form Submitted 10 Mar 2025, 1:19PM NZDT

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

Signatures

Any other supporting documentation

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB012 From The Dust Palace Charitable Trust**

Form Submitted 10 Mar 2025, 1:19PM NZDT

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Te Tangi a Te Tūi Project Plan

1 Additional Supporting Information

Filename: Te Tangi a te Tūi 2025 Project Plan.pdf

File size: 645.8 kB

2 Additional Supporting Document Name

Te Tangi a Te Tūi Show Overview

2 Additional Supporting Information

Filename: Te Tangi a te Tui show overview.pdf

File size: 13.9 MB

3 Additional Supporting Document Name

Tour timeline (full tour)

3 Additional Supporting Information

Filename: Te Tangi a te Tūi northland tour timeline-3.pdf

File size: 91.2 kB

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

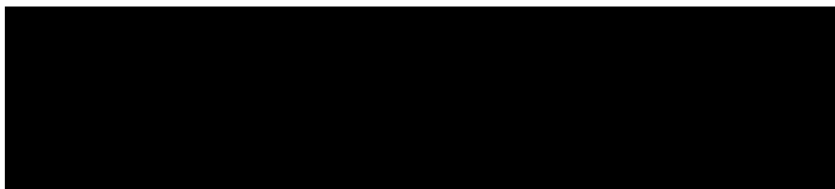
☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

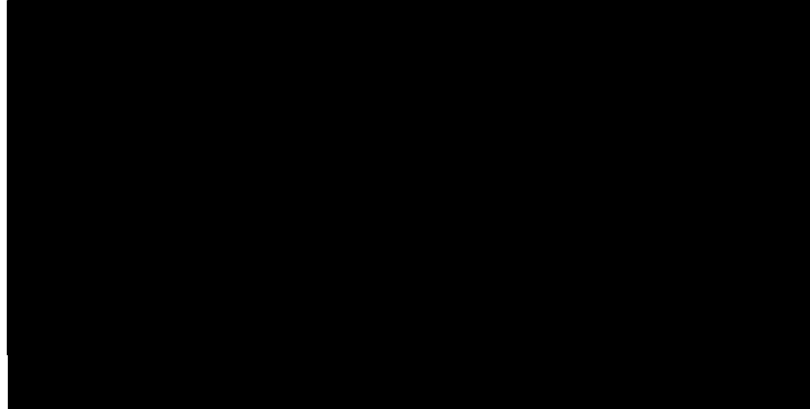
Applicant *

Far North Resilient Communities Charitable Trust



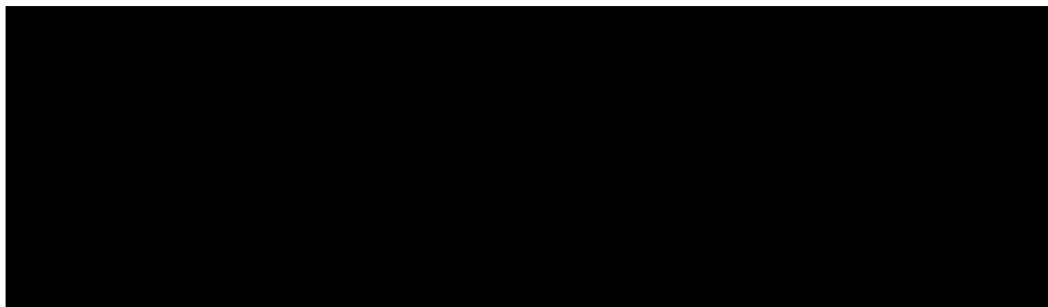
**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB009 From Far North Resilient Communities
Charitable Trust**

Form Submitted 12 Mar 2025, 9:09AM NZDT



What sector do you/your organisation work in? *

Community/Social Services



Website

<https://resilientcommunitiesfn.co.nz/>

Must be a URL.

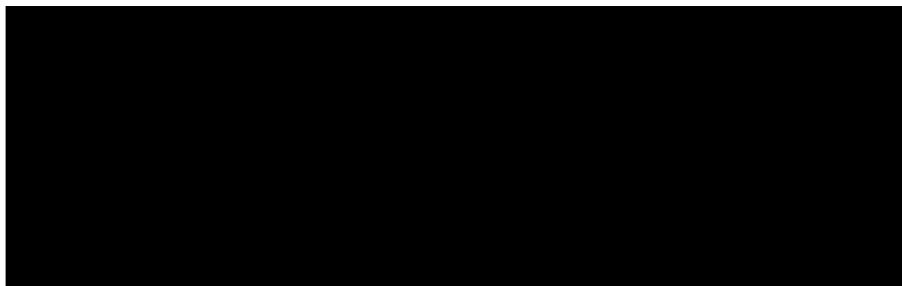
Facebook page

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

Contact details

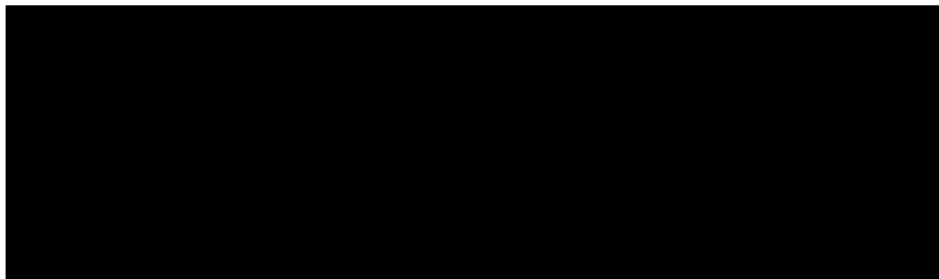
Contact Person One:

Contact Person Two:



Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

The kaupapa of the Trust is to advocate, promote and undertake mahi that supports a more resilient, locally led approach to community wellbeing and connection. The six areas of interest are: Environment, Food, Economy, Community, Housing and Education.

Must be no more than 50 words.

Number of Members *

0

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Far North Resilient Communities Strategy & Kai Hui

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](https://www.fndc.govt.nz/what-is-your-event/)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☐ Art/Culture/Heritage
- ☒ Event
- ☐ Infrastructure
- ☐ Community
- ☐ Environmental
- ☐ Sport and Recreation

Project Dates

Start Date

Date

09/05/2025

Must be a date.

End Date:

Date:

09/05/2025

Must be a date.

Project Details

Location *

Kingston House, Kerikeri
Must be no more than 10 words.
(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

6

Must be a number.

How many visitors/audience members/clients do you expect? *

80

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
- ☐ No

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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Charitable Trust**

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If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *☐ Yes☒ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline**Outline your activity and the services/experiences it will provide.****Who will benefit from your project and how? ***

The funding we are applying for is part of a wider kaupapa to develop a Far North Resilience strategy and a two-year kai/food project delivery plan. (The budget provided is for the wider kaupapa).

This funding is specifically to provide seed funding for two community kai projects, that will be selected at a strategy hui to be held on 9 May.

The hui has two purposes:

1. to engage community on the draft FNRCT strategy; and
2. to identify food projects that can be undertaken and led out by community groups.

These will be workshopped on the day and then voted upon, with the two selected projects been provided with seed funding to get their project underway.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☒ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☐ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☒ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

While we are applying for specific support to undertake two community kai projects, as noted above, this mahi is part of a wider kaupapa. The Far North Resilient Community Trust (FNRCT) are currently undertaking a strategic review of their approach. This includes:

- Producing a 10-year strategy that encompasses all focus areas of FNRCT;
- Produce a two-year project delivery plan for kai/food;
- Produce a framework to develop other delivery plans for key focus areas;
- Clarification of subgroups and establishment of a community-based structure to support & guide delivery
- Develop and facilitate a hui with two purposes; feedback on the draft strategy/delivery plan and identifying kai related projects to advance.

Must be no more than 250 words.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$18,737.00

Must be a dollar amount.

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

\$3,000.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT

Hui	\$4,500.00	\$0.00	No files have been uploaded	
Strategy Development	\$11,237.00	\$0.00	No files have been uploaded	
Seed funding	\$6,000.00	\$3,000.00	No files have been uploaded	
			No files have been uploaded	
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			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
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Charitable Trust**

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\$15,561.00

Must be a dollar amount.

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

\$6,701.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Book Publishing Plan	\$4,800.00
Lotteries - Strategy development - already spent	\$1,440.00
Xero costs	\$461.00
Lotteries Funding - balance	\$8,560.00

Total Tagged Funds**Total Expenditure Amount**

\$15,261.00

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.	
Lotteries Funding	\$10,000.00	Yes

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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

FNRCT Performance Report 2024

1 Supporting Financial document *

Filename: FNRCT_Performance_Report 2024.pdf

File size: 347.1 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

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Applicant Declaration

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We, the undersigned, declare the following:

In submitting this application:

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB009 From Far North Resilient Communities Charitable Trust

Form Submitted 12 Mar 2025, 9:09AM NZDT

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**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB009 From Far North Resilient Communities
Charitable Trust**

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Signatures



Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB009 From Far North Resilient Communities
Charitable Trust**

Form Submitted 12 Mar 2025, 9:09AM NZDT

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust**
Form Submitted 10 Mar 2025, 9:24PM NZDT

Before you Begin

Instructions

Please read carefully:

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- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

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- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

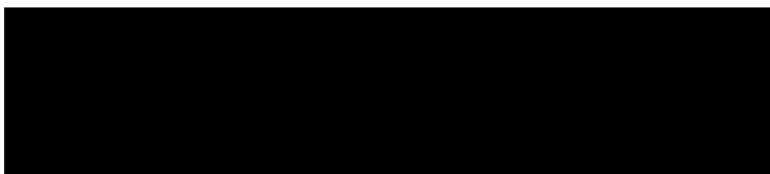
☒ Community Grant Fund

☐ Pride of Place Fund

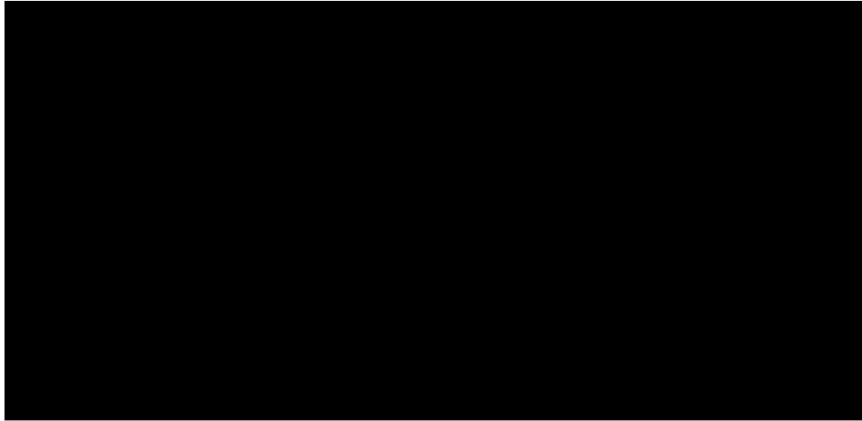
Applicant details

Applicant *

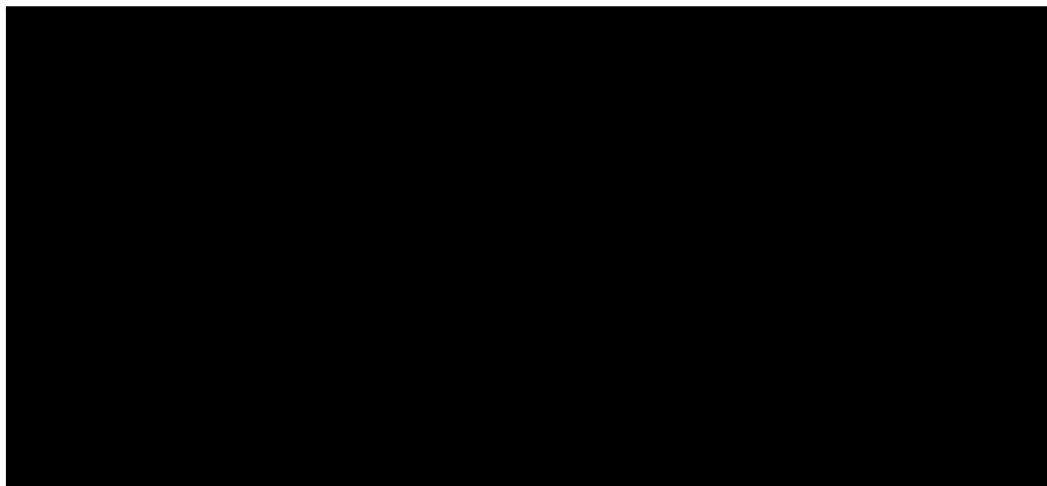
Living Theatre Charitable Trust



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust**
Form Submitted 10 Mar 2025, 9:24PM NZDT

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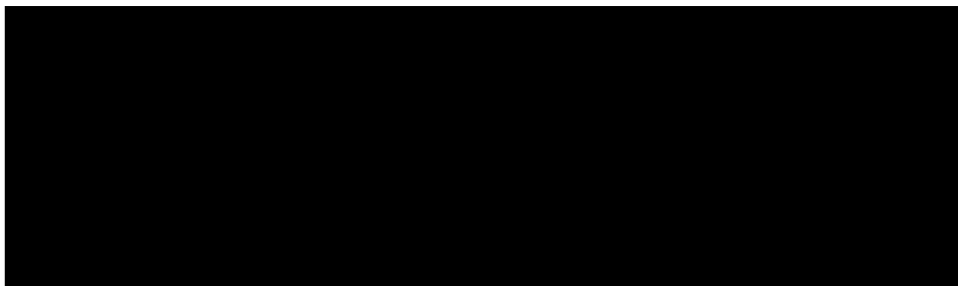
What sector do you/your organisation work in? *
Arts/Culture/Heritage

A large black rectangular box redacting the content of the application form.

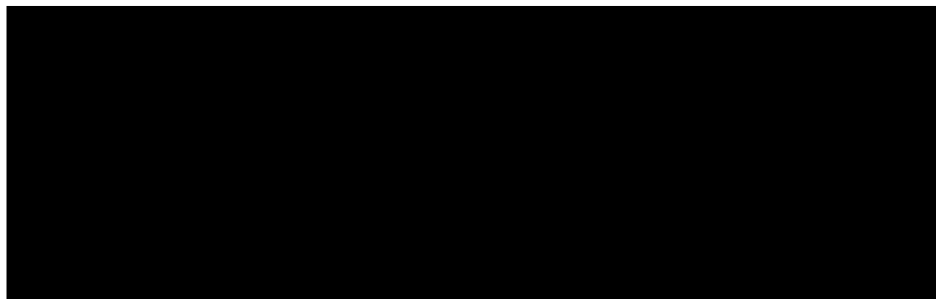
Contact details

Contact Person One:

Contact Person Two:

A large black rectangular box redacting the contact details of the application form.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust**
Form Submitted 10 Mar 2025, 9:24PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

To create high quality theatre shows that are educational and entertaining for children and families. We work with seasoned professionals and emergent artists to bring glow-in-the-dark shows nationwide.

Must be no more than 50 words.

Number of Members *

4

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

MATARIKI GLOW SHOW

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB011 From Living Theatre Charitable Trust

Form Submitted 10 Mar 2025, 9:24PM NZDT

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](https://www.fndc.govt.nz/what-is-your-event/)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
- ☐ Event
- ☐ Infrastructure
- ☐ Community
- ☐ Environmental
- ☐ Sport and Recreation

Project Dates

Start Date

Date

02/07/2025

Must be a date.

End Date:

Date:

14/07/2025

Must be a date.

Project Details

Location *

Turner Centre, Kerikeri, Northland

Must be no more than 10 words.

(Town or area)

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

- ☒ Yes
- ☐ No

If yes, how much?

\$15.00

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

20

Must be a number.

How many visitors/audience members/clients do you expect? *

816

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
- ☐ No

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust**
Form Submitted 10 Mar 2025, 9:24PM NZDT

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

We would love to bring MATARIKI GLOW SHOW to Turner Centre, Kerikeri as part of our nationwide tour in 2025 celebrating te Tou Hou with children and their families before and over 6 weeks of Matariki time frame, and during July school holidays. Glow shows engage and inspire young people to create, read and write and discuss the show due to its unique story telling with highly visual glow-in-the-dark puppetry.

*We also would like to gift tickets to approx 100 children and their families, who would not necessarily be able to attend MATARIKI GLOW SHOW - for a variety of reasons, and have successfully collaborated with VOYCE in 2024 and Bald Angels in 2023.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☒ Proud, vibrant communities

☐ Prosperous communities supported by a sustainable economy

☐ Communities that are healthy, safe, connected and sustainable

☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

We know Glow Shows add to the vibrancy in Far North Community, as not only do we celebrate Matariki, with the show, but we celebrate Maori New Year, Te Tau Hou, with tanga ta whenua from in and around Bays of Islands, Whangaroa!

We embrace and celebrate our unique culture and heritage through Matariki Glow Show with Maori myths and legends in the form of ultra violet puppetry. We promote Te Reo Maori and work with emergent artists and professionals to deliver shows that are authentic and uplifting.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB011 From Living Theatre Charitable Trust

Form Submitted 10 Mar 2025, 9:24PM NZDT

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$9,737.00

Must be a dollar amount.

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

\$3,959.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Venue	\$1,920.00	\$0.00	No files have been uploaded	
Ticketing Fees- Based on 50% of capacity = 816 (2 shows) of 408 x 2	\$816.00	\$408.00	No files have been uploaded	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB011 From Living Theatre Charitable Trust

Form Submitted 10 Mar 2025, 9:24PM NZDT

Personell Fees- Based on Kerik- eri costs only	\$4,105.00	\$3,551.00	<div>Filename: Quote for Director and Co Tour Manage ment Fee MGS 2 025.pdf File size: 156.4 k B</div> <div>Filename: Quote for SM Fee.pdf File size: 52.8 kB</div> <div>Filename: Quote for Technical m anagement Fee. pdf File size: 52.7 kB</div>	
Production costs - Kerikeri costs only	\$735.00		No files have been uploaded	
Marketing costs Kerikkeri only	\$380.00		No files have been uploaded	
Transporation costs Kerikeri on- ly	\$622.00		No files have been uploaded	
Accommodation x 7 people x 1 night at Kerikeri Homestead mo- tel	\$809.00		No files have been uploaded	
Per diems x 7 people x 1 night @\$50 per night	\$350.00		No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
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Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust
Form Submitted 10 Mar 2025, 9:24PM NZDT

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

102 169 670

Current Funding

How much money does your organisation currently have? *

\$8,500.00

Must be a dollar amount.

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

\$8,500.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Venue Hire	\$6,490.00
Production costs	\$2,010.00

Total Tagged Funds

Total Expenditure Amount

\$8,500.00

This number/amount is calculated.

Other Funding

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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB011 From Living Theatre Charitable Trust

Form Submitted 10 Mar 2025, 9:24PM NZDT

Funding Source	Amount	Decision
	Must be a dollar amount.	
Foundation North - for venue hire in at 7 locations	\$6,490.00	Yes
Creative Communities _ Far North towards costs to bring show to Kerikeri	\$2,725.00	Yes
Wairoa Dc to bring Matariki GS to Wairoa for x 2 days in June	\$12,000.00	Yes
BayTrust towards shows in Taupo and Opotiki	\$5,000.00	Yes
Towards costs to bring show to Rotorua	\$10,000.00	Yes

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.	
Towards Badjelly the Witch Glow Show Bay of Islands-Whangaroa	\$3,000.00	18/04/2024	Yes
Towards Badjelly the Witch Glow Show Kaiakohe-Hokianga	\$2,000.00	24/03/2024	Yes
Towards Wonderland Glow Show - CCS	\$3,000.00	27/01/2023	Yes
Towards Matariki Glow Show in Kaitaia and Kerikeri CCS	\$4,903.00	01/02/2022	Yes
Towards Te Moana Glow Show	\$3,023.00	25/04/2020	Yes

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust**
Form Submitted 10 Mar 2025, 9:24PM NZDT

1 Name of supporting financial document *

Financial Report 2024

1 Supporting Financial document *

Filename: LTT Financials 2024.pdf

File size: 2.3 MB

2 Name of supporting financial document

Profit and Loss March 2025

2 Supporting Financial Document

Filename: Financial Statements 31 January 2025.pdf

File size: 14.2 kB

3 Name of supporting financial document

Performance Report

3 Supporting Financial Document

Filename: LTT Performance Report 2024.pdf

File size: 379.5 kB

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB011 From Living Theatre Charitable Trust

Form Submitted 10 Mar 2025, 9:24PM NZDT

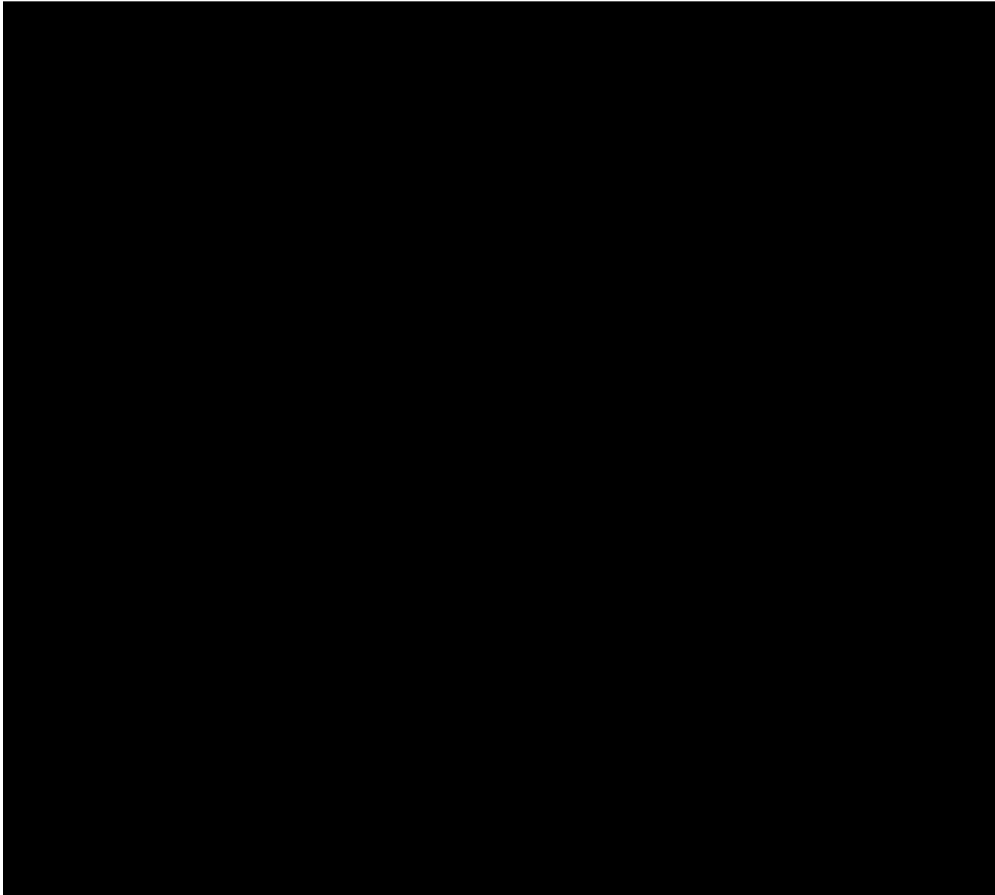
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure,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

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

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
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Form Submitted 10 Mar 2025, 9:24PM NZDT

Signatures



Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Image of Marama from Matariki Glow Show

1 Additional Supporting Information

Filename: Marama image.docx

File size: 104.7 kB

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB011 From Living Theatre Charitable Trust**

Form Submitted 10 Mar 2025, 9:24PM NZDT

2 Additional Supporting Document Name

Letter of support

2 Additional Supporting Information

Filename: Letter of support from Maori School Principal.pdf

File size: 133.0 kB

3 Additional Supporting Document Name

Image of Matariki Star characters

3 Additional Supporting Information

Filename: Matariki Glow Show.jpg

File size: 13.6 MB

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

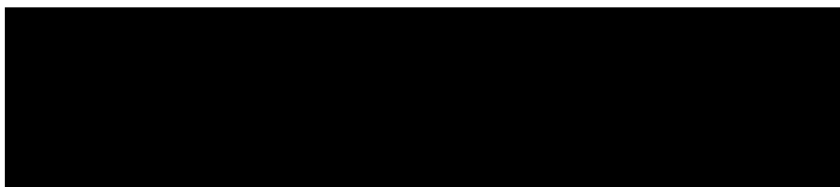
☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

The Centre at Kerikeri Ltd (The Turner Centre)

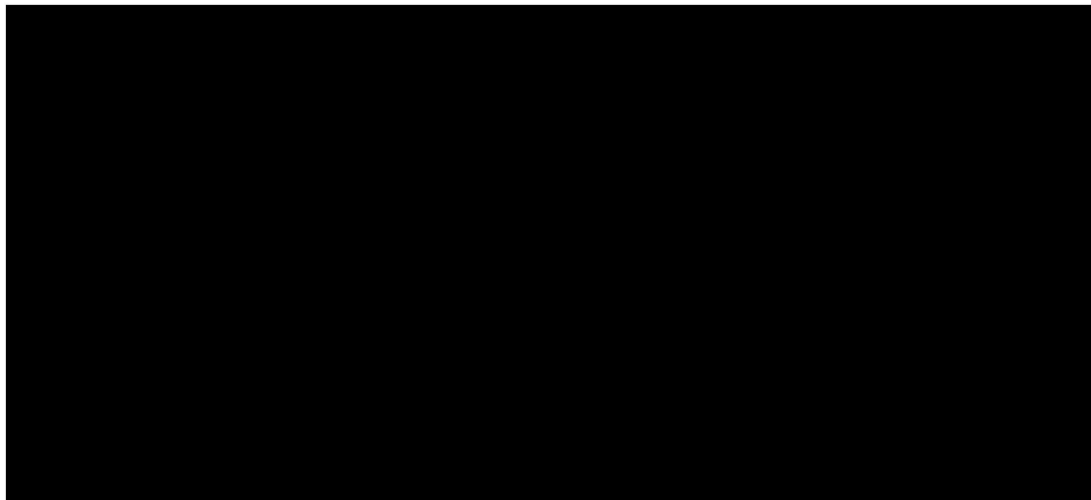


**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner
Centre)**

Form Submitted 11 Feb 2025, 9:44AM NZDT



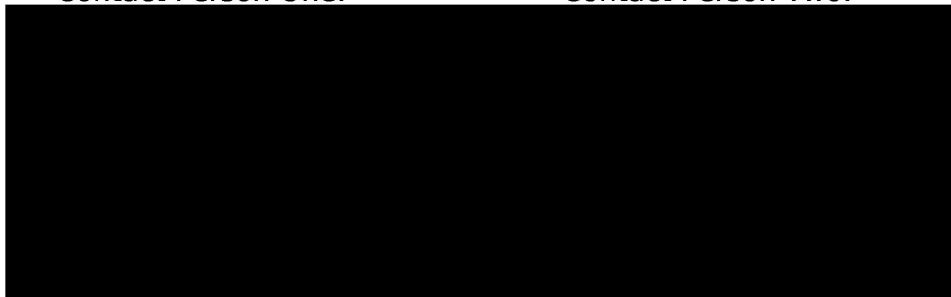
What sector do you/your organisation work in? *
Arts/Culture/Heritage



Contact details

Contact Person One:

Contact Person Two:



Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

Purpose of organisation

Please briefly describe the purpose of the organisation *

The Turner Centre is a multi-purpose community hub and performing arts centre based in Kerikeri that serves the Far North. We connect people with culture and creativity.

Must be no more than 50 words.

Number of Members *

30000

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Ngā Reta all-reo show for Matariki 2025

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner
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If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☒ Art/Culture/Heritage
☐ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

14/06/2025

Must be a date.

End Date:

Date:

14/06/2025

Must be a date.

Project Details**Location ***

The Turner Centre, Kerikeri

Must be no more than 10 words.

(Town or area)

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

- ☒ Yes ☐ No

If yes, how much?

\$10.00

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

10

Must be a number.

How many visitors/audience members/clients do you expect? *

400

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes

- ☐ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

Page 4 of 13

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

The Turner Centre is keen to stage the all-reo one-wahine show Ngā Reta for Matariki 2025. Award-winning playwright Te Huamanuka Luiten-Apirana explores themes of identity, finding harmony living in te ao Pākehā and te ao Māori, and the pressure of returning to your papa kāinga. Your support will enable us to offer the tickets as 'pay-what-you-can' from \$10, which will enable wider access for those who face financial barriers to participation. The maximum capacity of our auditorium is 400 people, so it could potentially benefit this many people. Te Huamanuka is also planning to hold a workshop with Kerikeri High School's Te Reo Māori students and free tickets will be offered to rangatahi aged under 20. Staging Ngā Reta will offer audiences the opportunity to experience a high-quality production performed entirely in te reo Māori that explores themes that are relevant and that resonate with them.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☐ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Ngā Reta is both funny and poignant. Based on a true story, it explores identity, independence and Māoritanga. Staging a fully te reo show embraces and celebrates our unique culture and heritage and values it as a source of enduring pride. For rangatahi learning te reo Māori, the opportunity will be educational as well as entertaining. The Turner Centre regularly engages with our diverse audiences, who consistently tell us that they would like us to offer more toi Māori programming. For Matariki 2024, we staged the show KŌPŪ (which also starred Te Huamanuka). It was a huge hit with local audiences who loved seeing Wāhine Māori talent on stage. We believe that Ngā Reta will be equally as popular and meaningful to local audiences. It will contribute to creating a proud, vibrant community. Experiencing arts and culture has proven wellbeing benefits and staging this show will contribute to building a community that is healthy and connected. Te Huamanuka plays multiple characters in the show, each with a distinct physicality and although the whole play is performed in te reo, the physicality of the storytelling, song and dance makes it accessible to audiences who are not fluent. The show will be a positive, enriching and connecting experience for our community.

Must be no more than 250 words.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$11,662.00

Must be a dollar amount.

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

\$5,740.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

Venue Hire	\$1,500.00		Filename: NGĀ R ETA BUDGET Sat 14 June The Tur ner Centre.pdf File size: 80.8 kB	
Equipment Hire (sound & lights)	\$600.00	\$300.00	No files have been uploaded	
Venue Techni- cian 10 hours @ \$60 per hour	\$600.00	\$600.00	No files have been uploaded	
Advertising/Prom otion	\$500.00		No files have been uploaded	
Accom 2 nights 2 people	\$521.74	\$400.00	No files have been uploaded	
Administration Ticketing Costs	\$1,000.00		No files have been uploaded	
Producer Fee	\$1,000.00	\$1,000.00	Filename: Perform ance Agreeeme nt - Ngā Reta.pdf File size: 243.4 k B Filename: Quote Ngā Reta (1).pdf File size: 40.9 kB	
Performer Fee	\$1,000.00	\$1,000.00	No files have been uploaded	
Lighting Design & Operating Fee	\$1,000.00	\$1,000.00	No files have been uploaded	
Director Fee	\$300.00	\$300.00	No files have been uploaded	
Costume/props contingency	\$200.00	\$200.00	No files have been uploaded	
Writer Fee	\$500.00	\$500.00	No files have been uploaded	
Travel (petrol ex Auck)	\$200.00	\$200.00	No files have been uploaded	
Per diems (2 x 2 days \$60 pp per day)	\$240.00	\$240.00	No files have been uploaded	
Utilities	\$300.00		No files have been uploaded	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

Volunteer Value (\$20/hr) 10 x 5 hours	\$1,000.00		No files have been uploaded	
Turner Centre Staffing costs (front of house, box office, marketing, volunteer coordination, rostering etc)	\$1,200.00		No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number
89-116-198

Current Funding

How much money does your organisation currently have? *

\$248,000.00
Must be a dollar amount.

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

\$248,000.00
Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
100% is committed to operating costs and current liabilities.	\$248,000.00

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

Total Tagged Funds

Total Expenditure Amount

\$248,000.00

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.	
Turner Centre support (including pay what you can tickets)	\$5,921.74	Yes

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.	
Harmonic Resonators	\$6,150.00	21/11/2024	No
This is Us Here Now	\$4,000.00	19/09/2024	Yes
Brew of Islands	\$3,500.00	08/05/2024	Yes
Community Kapa Haka	\$3,200.00	22/03/2024	Yes

Supporting Financial Information

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Kerikeri Civic Trust Consolidated Performance Report 2024 signed and stamped with audit report (1)

1 Supporting Financial document *

Filename: Kerikeri Civic Trust Consolidated Performance Report 2024 signed and stamped with audit report (1).pdf
File size: 618.5 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner Centre)

Form Submitted 11 Feb 2025, 9:44AM NZDT

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

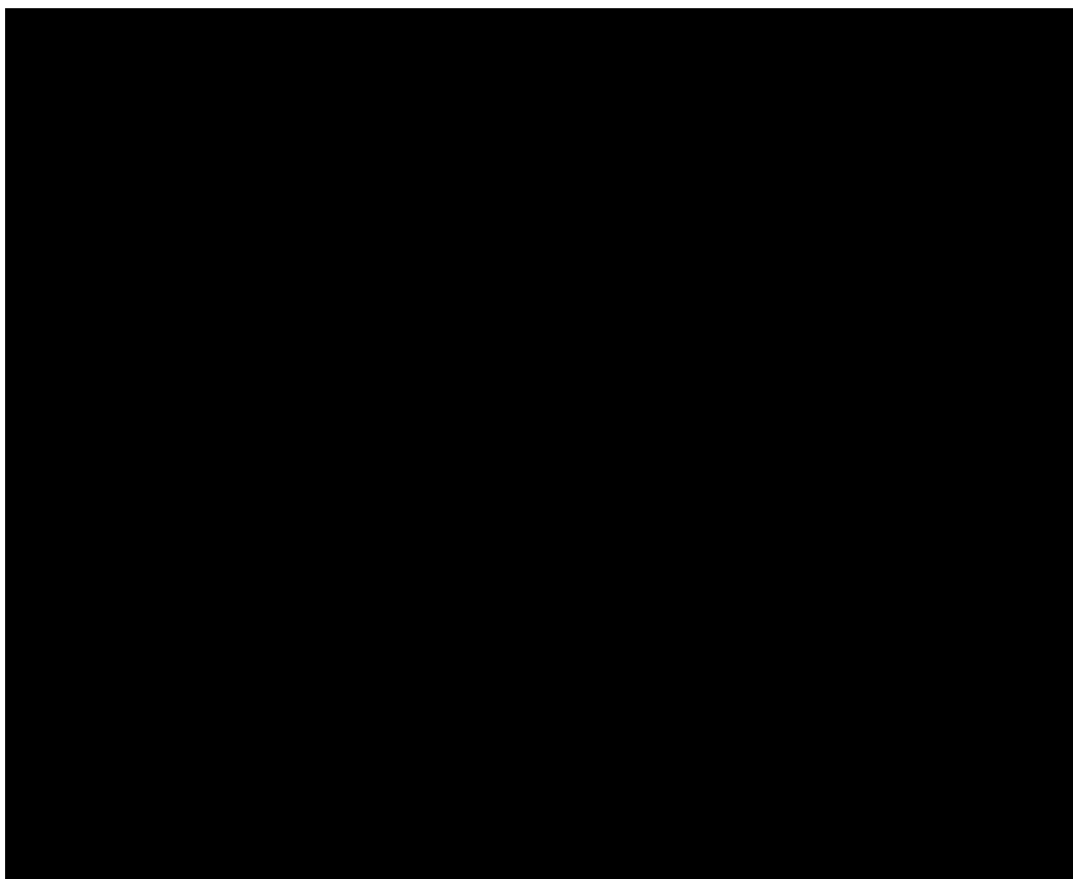
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner
Centre)**

Form Submitted 11 Feb 2025, 9:44AM NZDT

Signatures



Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Ngā Reta Supporting Information

1 Additional Supporting Information

Filename: Ngā Reta Supporting Information.pdf
File size: 1.2 MB

2 Additional Supporting Document Name

Page 12 of 13

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB004 From The Centre at Kerikeri Ltd (The Turner
Centre)**

Form Submitted 11 Feb 2025, 9:44AM NZDT

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB027 From Vision for Kerikeri and Environs Incorporated

Form Submitted 26 Mar 2025, 3:28PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Vision for Kerikeri and Environs Incorporated

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB027 From Vision for Kerikeri and Environs
Incorporated**

Form Submitted 26 Mar 2025, 3:28PM NZDT

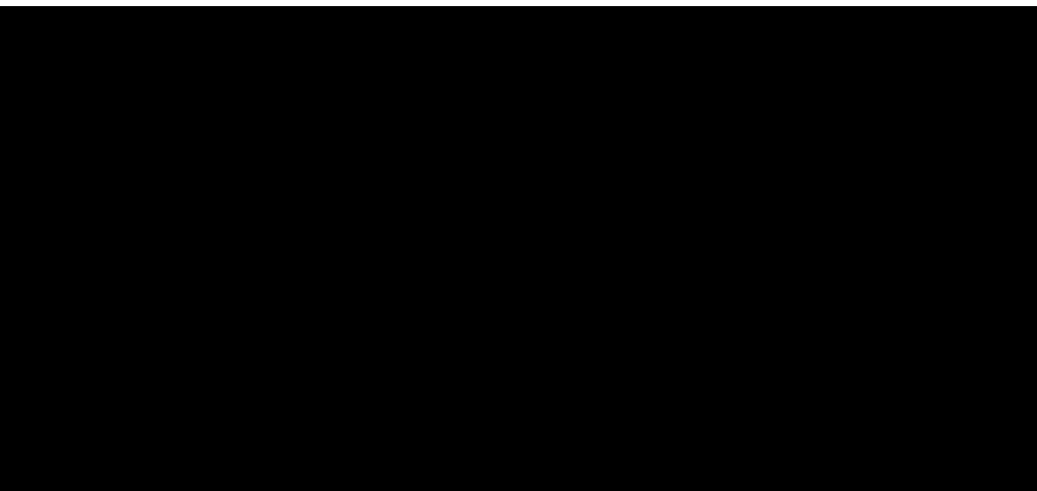
Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

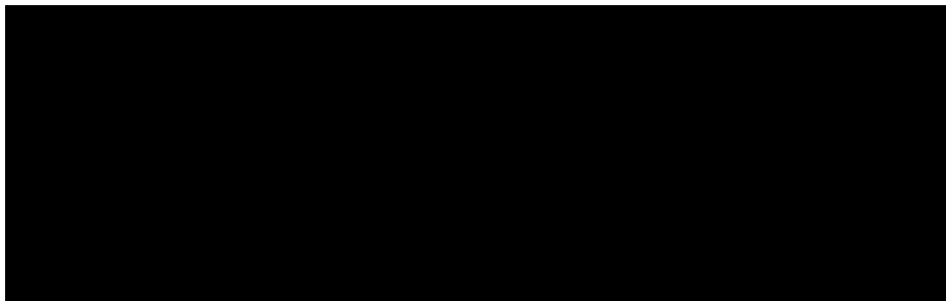
What sector do you/your organisation work in? *

Community/Social Services

**Contact details**

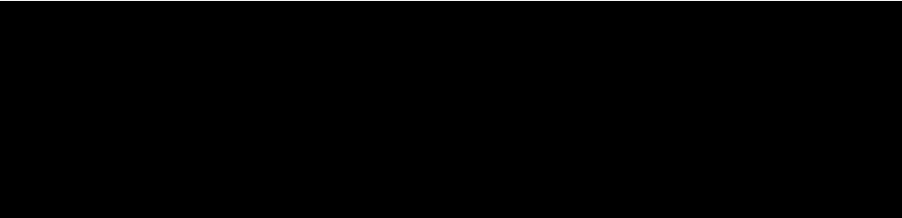
Contact Person One:

Contact Person Two:



Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB027 From Vision for Kerikeri and Environs Incorporated

Form Submitted 26 Mar 2025, 3:28PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

Vision Kerikeri is interested in planning for the built and natural environment of Kerikeri and its environs

Must be no more than 50 words.

Number of Members *

100

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Wairoa Stream restoration

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB027 From Vision for Kerikeri and Environs Incorporated

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lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☐ Art/Culture/Heritage
- ☐ Event
- ☐ Infrastructure
- ☐ Community
- ☒ Environmental
- ☐ Sport and Recreation

Project Dates

Start Date

Date

Must be a date.

End Date:

Date:

Must be a date.

Project Details

Location *

Wairoa Stream Kerikeri

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

10

Must be a number.

How many visitors/audience members/clients do you expect? *

0

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☐ Yes
- ☒ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

- ☐ Yes
- ☒ No

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB027 From Vision for Kerikeri and Environs Incorporated

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If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

Vision Kerikeri (VKK) requests \$2,898 for felling 10 large Privet trees in 2 locations along Wairoa Stream track. This exceeds our capability to safely undertake and needs a qualified contractor.

FNDC is the principal beneficiary. Almost all the track is on Council land and its construction, maintenance, weed control and planting, is being undertaken by community volunteers under a management agreement between FNDC and VKK.

Tree Privet Tree Privet (*Ligustrum lucidum*) is a highly invasive alien species. that seeds prolifically.

Privet pollen affects the health of people with Asthma and breathing problems.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☐ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☐ Proud, vibrant communities
- ☐ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

VKK under its management agreement with FNDC is restoring the habitat of Wairoa Stream which includes constructing a public walkway and wildlife corridor Friends of Wairoa Stream (FOWS), a team of volunteers, administered by VKK, does the work. So far 13,700 volunteer hours from 2013 to March 2025 by the community including contributions at annual plantings by KKHS and KKPS. A key objective is to link bush remnants with native plantings, 24,780 native plants of 70 species to date, to enhance regenerating bush for a wildlife corridor.

As part of habitat restoration we seek to make Wairoa Stream the only weed free area of Kerikeri. Our experience is that regenerating areas were becoming, in parts, a Tree Privet canopy that shades new growth and with numerous seedlings that out compete native species. FOWS has eliminated numerous Tree Privets & other alien species like Taiwan Cherry. Felling these trees safely by a contractor will eradicate seed sources which will otherwise reinfest the track and consume maintenance effort.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB027 From Vision for Kerikeri and Environs Incorporated

Form Submitted 26 Mar 2025, 3:28PM NZDT

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$2,898.00

Must be a dollar amount.

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

\$2,898.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
2898	\$2,898.00	\$2,898.00	Filename: Quote QU4669.pdf File size: 52.4 kB
			No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB027 From Vision for Kerikeri and Environs Incorporated

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			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$18,985.00

Must be a dollar amount.

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

\$14,117.00

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB027 From Vision for Kerikeri and Environs
Incorporated**

Form Submitted 26 Mar 2025, 3:28PM NZDT

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Hiring expert consultants for PDP	\$10,000.00
Wairoa donations for plants 2025	\$3,074.00
Wairoa donations for maintenance	\$1,043.00

Total Tagged Funds**Total Expenditure Amount**

\$14,117.00

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.	
Volunteer labour	\$25,788.00	
	\$	
	\$	
	\$	

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

Purpose	Amount	Date	Project Report Submitted

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

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Form Submitted 26 Mar 2025, 3:28PM NZDT

	Must be a dollar amount.	Must be a date.	
tree felling	\$7,995.00	20/06/2024	Yes
	\$		
	\$		

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Vision Kerikeri 2024 accounts

1 Supporting Financial document *

Filename: VKK 2024 accounts.pdf
File size: 1.1 MB

2 Name of supporting financial document

VKK bank statement

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

Filename: VKK bank statement.pdf
File size: 640.1 kB

Applicant Declaration

* indicates a required field

Privacy Information

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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.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB027 From Vision for Kerikeri and Environs
Incorporated**

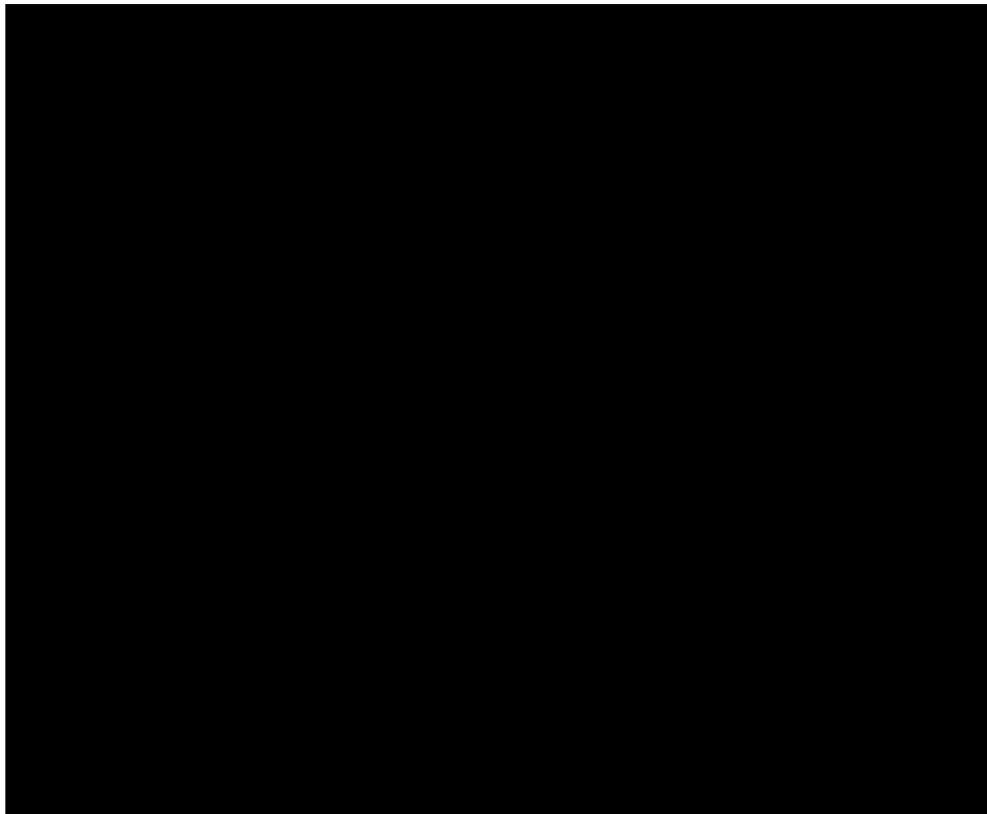
Form Submitted 26 Mar 2025, 3:28PM NZDT

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- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

Signatory One

Signatory Two

**Any other supporting documentation**

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB027 From Vision for Kerikeri and Environs
Incorporated**

Form Submitted 26 Mar 2025, 3:28PM NZDT

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If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Chart of Volunteer hours 2013 to 2025

1 Additional Supporting Information

Filename: Chart of volunteer hours 2013-2025.xlsx

File size: 17.0 kB

2 Additional Supporting Document Name**2 Additional Supporting Information***No files have been uploaded***3 Additional Supporting Document Name****3 Additional Supporting Information***No files have been uploaded*

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB018 From Whangaroa Health Services Trust**
Form Submitted 25 Mar 2025, 4:31PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
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- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

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- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

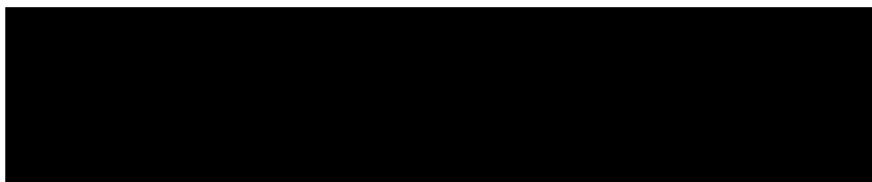
☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

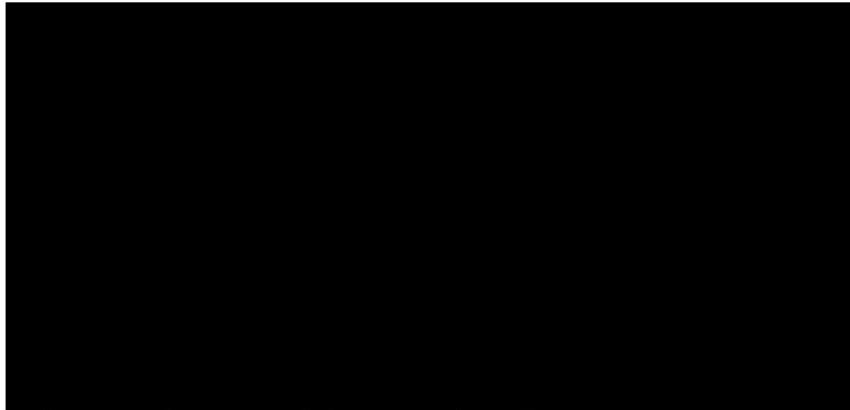
Whangaroa Health Services Trust



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)**

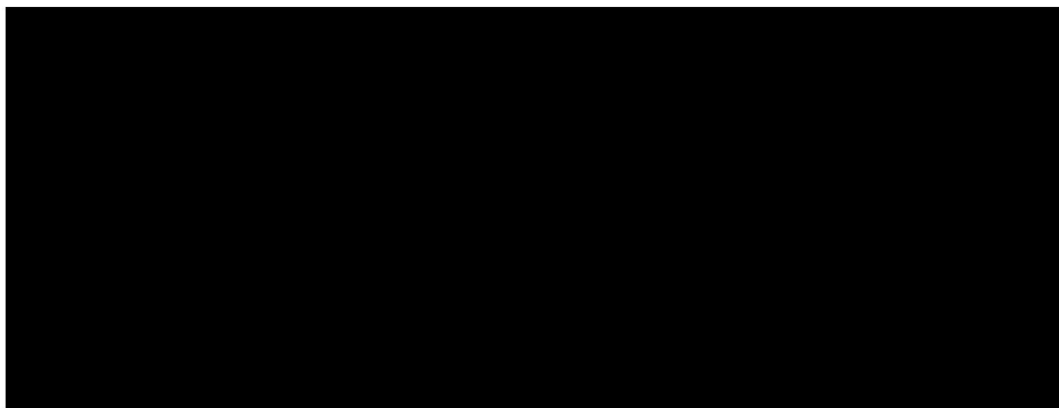
Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT



What sector do you/your organisation work in? *

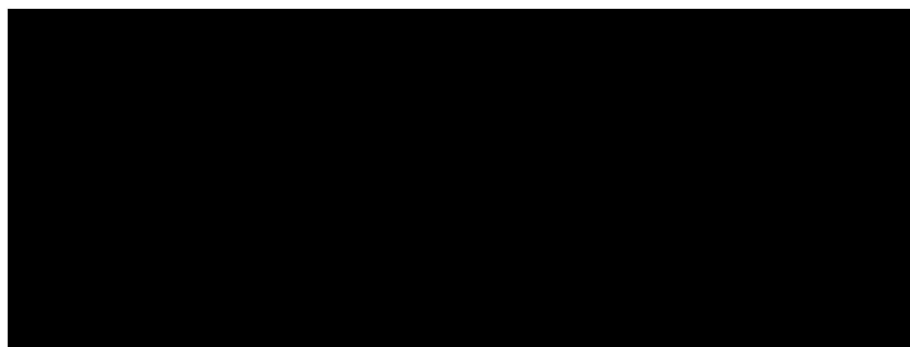
Other: Health and Wellbeing



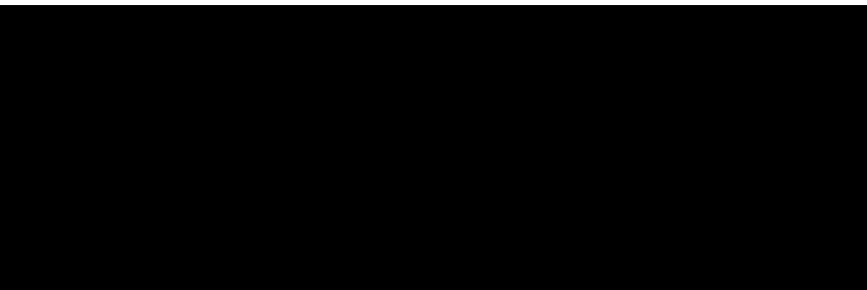
Facebook page

Whangaroa Health Services

Contact details



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB018 From Whangaroa Health Services Trust**
Form Submitted 25 Mar 2025, 4:31PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

Whangaroa Health Services is a Charitable Trust providing services to whanau living in the Whangaroa area through our Age Care facility Kauri Lodge, The Pa Wellness Centre, the community Wellness Team and through projects that respond to the needs of the whanau we serve.

Must be no more than 50 words.

Number of Members *

48

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern) Community Board ☒ Bay of Islands-Whangaroa (Eastern) Community Board ☐ Kaikohe-Hokianga (Western) Community Board

Project name *

The Pa Wellness Centre refurbish equipment

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](https://www.fndc.govt.nz/what-is-your-event/)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☐ Art/Culture/Heritage
- ☐ Event
- ☐ Infrastructure
- ☐ Community
- ☐ Environmental
- ☒ Sport and Recreation

Project Dates

Start Date

Date

02/06/2025

Must be a date.

End Date:

Date:

31/12/2025

Must be a date.

Project Details

Location *

Kaeo

Must be no more than 10 words.
(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

220

Must be a number.

How many visitors/audience members/clients do you expect? *

1

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☐ Yes
- ☒ No

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB018 From Whangaroa Health Services Trust**
Form Submitted 25 Mar 2025, 4:31PM NZDT

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

The Pa Wellness Centre provides safe environment for whanau of all ages to improve their health and wellbeing through exercise and healthy eating.

220 individuals, including rangitahi from the local College and other community members of all ages are regularly using the facility a month through following personal training programmes or community classes.

The current equipment has either deteriorated to the point it can't be used safely or been thrown out as it was a H&S issue. The funding being requested is to help replace this equipment so it can provide more variety in weekly class structure and individual training programmes.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☐ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☐ Proud, vibrant communities

☐ Prosperous communities supported by a sustainable economy

☒ Communities that are healthy, safe, connected and sustainable

☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Whangaroa Health Services, through funding from Te Whatu Ora, has provided a free community Wellness Centre for over 8 years to the people of Whangaroa as part of a preventative health initiative.

The Pa Wellness Centre staff provide a number of community activity classes that cater for all levels of fitness as well as one-on-one personal programmes for whanau wanting to improve their health and wellbeing.

The establishment of gardens and delivery of healthy cooking demonstration has resulted in the facility being more than just a venue for exercise. Already a space for the community to connect through classes it is now a space where whanau can access advice on healthy kai, visit a free Physio and get Smokefree support.

The request for replacement of equipment will contribute further to the health and connectiveness of the Whangaroa community.

Must be no more than 250 words.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$2,521.00

Must be a dollar amount.

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

\$2,521.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT

Boxing equipment	\$1,575.55	\$1,575.55	Filename: NZ Boxer quote.pdf File size: 7.5 kB	
Replacement equipment	\$945.22	\$945.22	Filename: Quote Lee Warehouse .pdf File size: 145.9 kB	
			No files have been uploaded	
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			No files have been uploaded	
			No files have been uploaded	
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Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT

☒ Yes ☐ No

GST Number

GST Number
66-853-144

Current Funding

How much money does your organisation currently have? *
\$21,066.00
Must be a dollar amount.

How much of this money is already committed to a specific purpose? *
\$21,066.00
Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
General running costs/wages/	\$21,066.00

Total Tagged Funds

Total Expenditure Amount
\$21,066.00
This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Annual Report 2024

1 Supporting Financial document *

Filename: Annual Return Summary 2024.pdf
File size: 1.4 MB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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

Applicant Declaration

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB018 From Whangaroa Health Services Trust

Form Submitted 25 Mar 2025, 4:31PM NZDT

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB018 From Whangaroa Health Services Trust**
Form Submitted 25 Mar 2025, 4:31PM NZDT

who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.

9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).

- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB018 From Whangaroa Health Services Trust**

Form Submitted 25 Mar 2025, 4:31PM NZDT

1 Additional Supporting Document Name

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB025 From Ms maryann connor

Form Submitted 22 Mar 2025, 7:03PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Ms maryann connor

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB025 From Ms maryann connor**

Form Submitted 22 Mar 2025, 7:03PM NZDT

Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Community/Social Services

Website

Must be a URL.

Facebook page**Contact details**

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)**
Application No. BOIWCB025 From Ms maryann connor
Form Submitted 22 Mar 2025, 7:03PM NZDT

Purpose of organisation

Please briefly describe the purpose of the organisation *

We are a newly formed Trust awaiting confirmation of our registration. Paua Trust (people achieving unique aims). Our purpose is to work for and with individuals, their Whanau and their Communities by providing initiatives and opportunities for others them flourish.
Must be no more than 50 words.

Number of Members *

4

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern) Community Board ☒ Bay of Islands-Whangaroa (Eastern) Community Board ☐ Kaikohe-Hokianga (Western) Community Board

Project name *

Movie Night Under the Stars

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB025 From Ms maryann connor**

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If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☐ Art/Culture/Heritage
☒ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

20/06/2025

Must be a date.

End Date:

Date:

21/06/2025

Must be a date.

Project Details**Location ***

Simson Park, Moerewa

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

15

Must be a number.

How many visitors/audience members/clients do you expect? *

400

Must be a number.

Have you engaged with tangata whenua about your project? *☒ Yes☐ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

Page 4 of 12

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB025 From Ms maryann connor

Form Submitted 22 Mar 2025, 7:03PM NZDT

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

Free Outdoor Movie night under the star's for all ages 0 to 100 + years

Celebrating Matariki with an event that the whole family can participate in with cost not being a barrier to attend. Giving rural communities access the activities that are offered in urban area's.

Positive family environments with a no alcohol and smoke free event.

Foster a sense of Community and belonging and enjoyed shared experiences.

Volunteers will gain a sense of fulfillment, develop new skills and meet like minded people in their community.

Community groups have being invited to support and opportunities to engage with the community in a positive environment.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☒ Proud, vibrant communities

☐ Prosperous communities supported by a sustainable economy

☒ Communities that are healthy, safe, connected and sustainable

☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Our Matariki Event screening of the film COCO explores themes of family, tradition, and the connection with ancestors.

Tying in with themes of Matariki being a time to remember those who have passed, celebrate the present, and look forward to the new year.

With people gather to remember their ancestors, share food, sing songs, tell stories, and play music.

There will be local talent and cultural performances.

This event will be a alcohol, smoking and drug free event promoting health lifestyle choices.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB025 From Ms maryann connor

Form Submitted 22 Mar 2025, 7:03PM NZDT

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$15,100.00

Must be a dollar amount.

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

\$5,000.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB025 From Ms maryann connor

Form Submitted 22 Mar 2025, 7:03PM NZDT

Production & Screening Costs	\$5,000.00	\$5,000.00	<div>Filename: Estimate for Outdoor Screen #1.docx File size: 12.4 kB</div> <div>Filename: Outdoor Cinema Quote #1.pdf File size: 24.3 kB</div>	
Security	\$1,000.00		No files have been uploaded	
Waste Management	\$1,000.00		No files have been uploaded	
Marketing & Promotion	\$1,000.00		No files have been uploaded	
Jumping Castle	\$1,200.00		No files have been uploaded	
Event Planner & Coordinator	\$2,500.00		No files have been uploaded	
Indemnity insurance	\$400.00		No files have been uploaded	
Venue hire	\$500.00	\$500.00	No files have been uploaded	
Volunteers Hours	\$2,500.00		No files have been uploaded	
			No files have been uploaded	
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			No files have been uploaded	

Financial Information

*** indicates a required field**

Financial Information

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB025 From Ms maryann connor**

Form Submitted 22 Mar 2025, 7:03PM NZDT

If your organisation registered for GST *☐ Yes ☒ No**Current Funding****How much money does your organisation currently have? ***

\$5,900.00

Must be a dollar amount.

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

\$5,900.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Marketing	\$1,000.00
Event Planner & Coordination	\$2,500.00
Indemnity Insurance	\$400.00
Marketing & Promotion	\$1,000.00
Waste Management	\$1,000.00

Total Tagged Funds**Total Expenditure Amount**

\$5,900.00

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.	
Sponsorship - Jumpy Castles	\$1,200.00	Pending
Sponsorship - Security	\$1,000.00	Pending
Volunteers 10 x10hour x \$25	\$2,500.00	Pending

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB025 From Ms maryann connor

Form Submitted 22 Mar 2025, 7:03PM NZDT

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

N/A

1 Supporting Financial document *

Filename: Project Document.docx

File size: 1.2 MB

2 Name of supporting financial document

N/A

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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

Applicant Declaration

This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB025 From Ms maryann connor

Form Submitted 22 Mar 2025, 7:03PM NZDT

cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - a regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
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5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB025 From Ms maryann connor**

Form Submitted 22 Mar 2025, 7:03PM NZDT

9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).

10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures**Any other supporting documentation**

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB025 From Ms maryann connor**

Form Submitted 22 Mar 2025, 7:03PM NZDT

Draft Flyer

1 Additional Supporting Information

Filename: Moerewa movie Night.pdf (2).pdf
File size: 6.4 MB

2 Additional Supporting Document Name

2 Additional Supporting Information

Filename: Project Document.docx
File size: 1.2 MB

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated
Form Submitted 20 Mar 2025, 4:05PM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

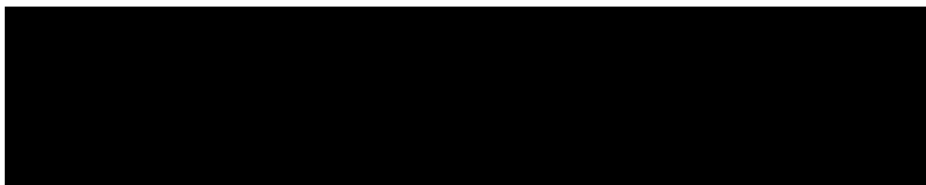
☒ Community Grant Fund

☐ Pride of Place Fund

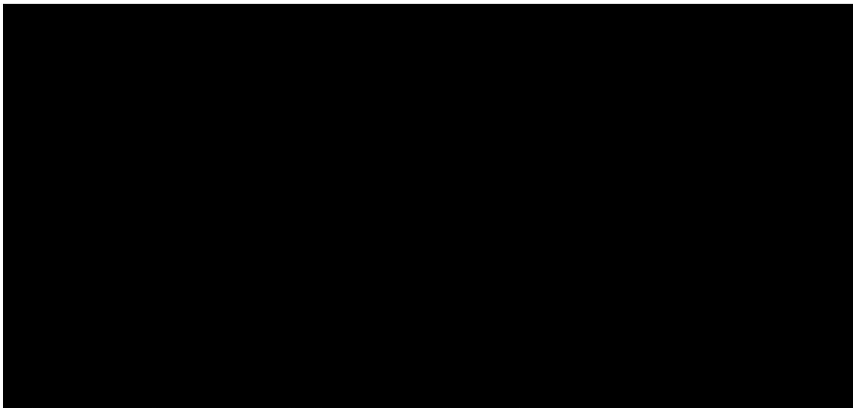
Applicant details

Applicant *

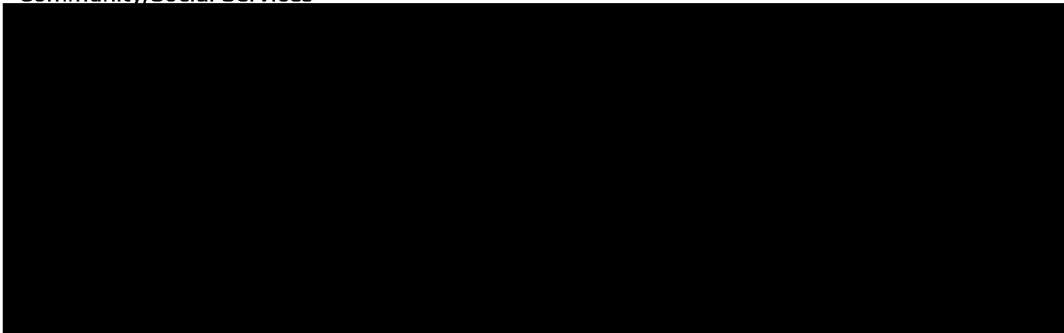
Whangaroa RSA Incorporated



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated**
Form Submitted 20 Mar 2025, 4:05PM NZDT

A large black rectangular redaction box covering the top section of the form.

What sector do you/your organisation work in? *
Community/Social Services

A large black rectangular redaction box covering the middle section of the form.

Website

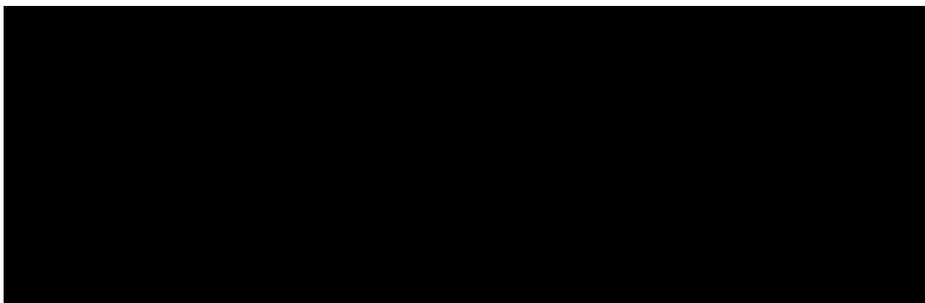
Must be a URL.

Facebook page

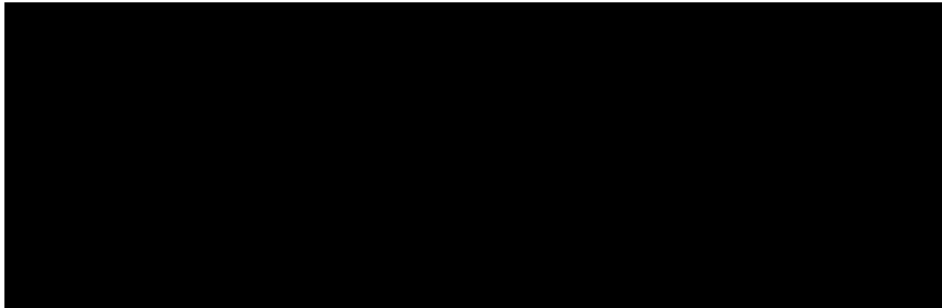
Contact details

Contact Person One:

Contact Person Two:

A large black rectangular redaction box covering the bottom section of the form.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated**
Form Submitted 20 Mar 2025, 4:05PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

Support the welfare/wellbeing of Members, their dependents through effective advocacy.
Ensure RSA Remembrance Days and events are respectfully planned and appropriately commemorated within Whangaroa Region.

To appreciate the commitment those members from Whangaroa who served, and how our military service past/present has shaped and contributes to our society and future.

Must be no more than 50 words.

Number of Members *

95

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Whangaroa RSA Centenary Comemoration

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB014 From Whangaroa RSA Incorporated

Form Submitted 20 Mar 2025, 4:05PM NZDT

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](https://www.fndc.govt.nz/what-is-your-event/)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☐ Art/Culture/Heritage
- ☐ Event
- ☐ Infrastructure
- ☒ Community
- ☐ Environmental
- ☐ Sport and Recreation

Project Dates

Start Date

Date

24/04/2025

Must be a date.

End Date:

Date:

25/04/2025

Must be a date.

Project Details

Location *

Kaeo Township

Must be no more than 10 words.
(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

300

Must be a number.

How many visitors/audience members/clients do you expect? *

200

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
- ☐ No

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated**
Form Submitted 20 Mar 2025, 4:05PM NZDT

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

☒ Yes

☐ No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

The whole community of Whangaroa/Kaeo young and old, from the events, trip and Book Launch that have been planned

Current RSA Members near and far

School Students from our local Kura,

Future generations will benefit, the RSA Building will be fit for purpose for the next 100 years

The launching of the Book, that will pay tribute to the rich repository of outstanding photographs and other archived material, which will be accessible to our whanau in the future.

The book will be of special interest to school students in our area.

Proceeds from the book will assist our RSA in its ongoing provision of welfare to veterans and their whanau.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

☒ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☒ Proud, vibrant communities

☒ Prosperous communities supported by a sustainable economy

☒ Communities that are healthy, safe, connected and sustainable

☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

The Whangaroa RSA and its building provides ongoing provision of welfare to veterans and their whanau

We are one of few remaining RSA's in the Far North, proof that we meet all of the above community outcomes. The Centenary, building upgrade and Book launch show that we have survived as a healthy, safe, connected and sustainable organisation, and our goal is to set ourselves up to provide the same for the next 100 years.

The Commemoration, Building alterations and Book launch are proof that we want to celebrate our unique culture and heritage and we do value it as a source of enduring pride.

We honour the past, remember those who served and their families during the past century, and we are protecting our history and building for the next 100 years

Kei wareware tatou - Lest we forget

Must be no more than 250 words.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB014 From Whangaroa RSA Incorporated

Form Submitted 20 Mar 2025, 4:05PM NZDT

Project Cost

*** indicates a required field**

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$7,623.00

Must be a dollar amount.

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

\$5,000.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB014 From Whangaroa RSA Incorporated

Form Submitted 20 Mar 2025, 4:05PM NZDT

Book - Design/formatting/Layout	\$2,000.00	\$2,000.00	Filename: Publishing Quote.png File size: 35.9 kB	
Centenary - Lunch	\$1,000.00	\$500.00	Filename: Quote - Catering Morning Tea and Lunch.jpg File size: 283.4 kB	
Centenary Anzac Day Community Service	\$1,000.00	\$500.00	Filename: Quote - Catering Morning Tea and Lunch.jpg File size: 283.4 kB	
Centenary - ANZAC Day Breakfast	\$1,000.00	\$500.00	Filename: Quote - Breakfast Catering.pdf File size: 44.4 kB	
Centenary afternoon Tea	\$400.00	\$300.00	Filename: Quote - Afternoon Tea.jpg File size: 263.4 kB	
Plaque	\$1,385.00	\$700.00	Filename: Quote - Robinsons - Plaque.png File size: 50.4 kB	
Building - Flags Display	\$838.00	\$500.00	Filename: Quote RSA - various NZ flags and RSA flag GR116189.pdf File size: 362.8 kB	
			No files have been uploaded	
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Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB014 From Whangaroa RSA Incorporated

Form Submitted 20 Mar 2025, 4:05PM NZDT

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			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *
☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *
\$65,897.00
Must be a dollar amount.

How much of this money is already committed to a specific purpose? *
\$62,756.00
Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Plynth Construction	\$2,500.00
Building Fund (Koha)	\$3,200.00
Book - Research	\$1,000.00
Book - Printing	\$2,072.00
Building Fund - Foundation North	\$53,984.00

Total Tagged Funds

Total Expenditure Amount
\$62,756.00
This number/amount is calculated.

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated
Form Submitted 20 Mar 2025, 4:05PM NZDT

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	\$64,000.00	Yes
Veterans Affairs	\$2,072.00	Yes
Foundation North	\$5,000.00	Yes

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Performance Report

1 Supporting Financial document *

Filename: 2024 Performance Report - Whangaroa Returned and Services Association Inc (SI GNED) (1).pdf
File size: 2.8 MB

2 Name of supporting financial document

Profit & Loss Report

2 Supporting Financial Document

Filename: Whangaroa_Returned_and_Services_Association_Incorporated_-_Profit_and_Loss (16).pdf
File size: 19.6 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB014 From Whangaroa RSA Incorporated

Form Submitted 20 Mar 2025, 4:05PM NZDT

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated**
Form Submitted 20 Mar 2025, 4:05PM NZDT

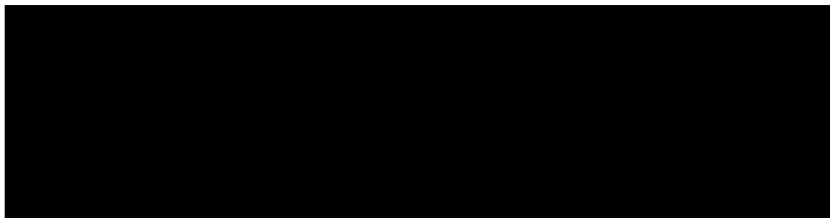
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of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

Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB014 From Whangaroa RSA Incorporated**
Form Submitted 20 Mar 2025, 4:05PM NZDT



Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

Whangaroa RSA Centenary Programme

1 Additional Supporting Information

Filename: Comemoration Programme.png

File size: 255.3 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB030 From Kerikeri Football Club

Form Submitted 1 Apr 2025, 10:27AM NZDT

Before you Begin

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 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 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 quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Kerikeri Football Club

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB030 From Kerikeri Football Club**

Form Submitted 1 Apr 2025, 10:27AM NZDT

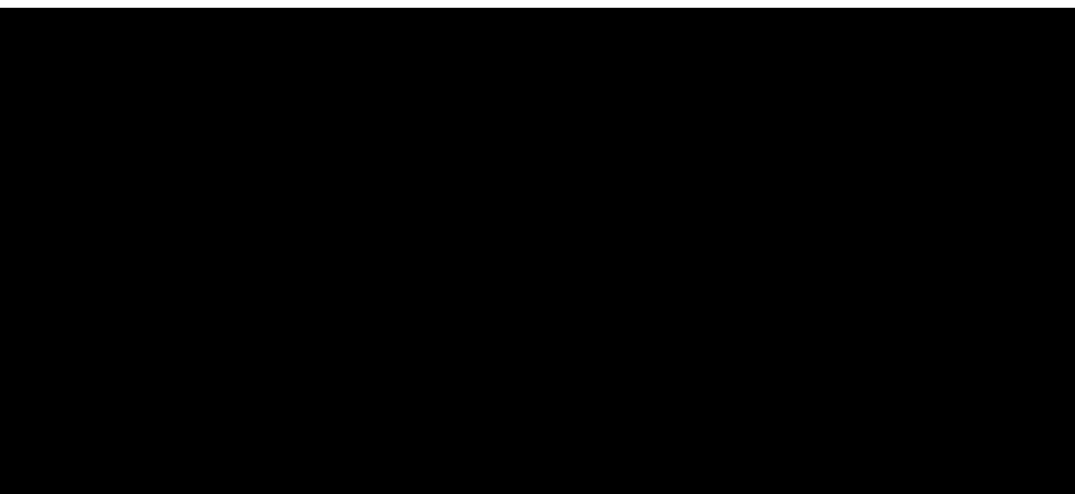
Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

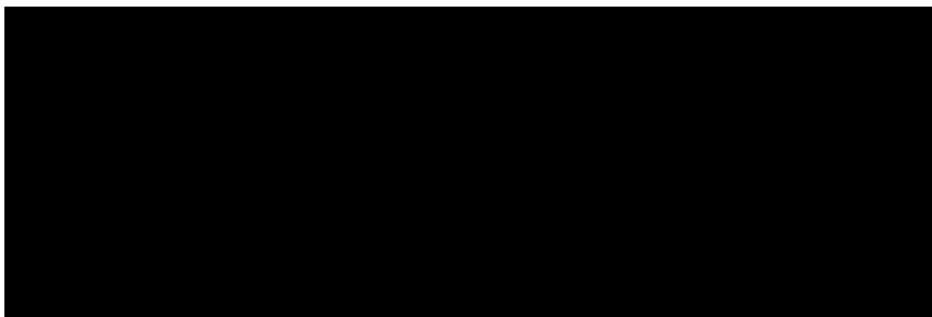
What sector do you/your organisation work in? *

Sport/Recreation

**Contact details**

Contact Person One:

Contact Person Two:



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)**
Application No. BOIWCB030 From Kerikeri Football Club
Form Submitted 1 Apr 2025, 10:27AM NZDT

Purpose of organisation

Please briefly describe the purpose of the organisation *

The purpose of Kerikeri Football Club Incorporated is to promote, encourage, organize and develop the game of Association Football in Kerikeri and surrounding regions.

Must be no more than 50 words.

Number of Members *

450

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Mobile pitch floodlights

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB030 From Kerikeri Football Club**

Form Submitted 1 Apr 2025, 10:27AM NZDT

lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- ☐ Art/Culture/Heritage
☐ Event
☐ Infrastructure
☐ Community
☐ Environmental
☒ Sport and Recreation

Project Dates

Start Date

Date

01/05/2025

Must be a date.

End Date:

Date:

30/06/2025

Must be a date.

Project Details**Location ***

Kerikeri

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

75

Must be a number.

How many visitors/audience members/clients do you expect? *

0

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☐ Yes
☒ No

If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

- ☐ Yes
☒ No

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB030 From Kerikeri Football Club

Form Submitted 1 Apr 2025, 10:27AM NZDT

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

Our project is to purchase mobile pitch floodlights that can be used for evening trainings at our Club grounds, but also at the new Te Puāwaitanga sports hub, which will not have floodlights installed for some time. Trainings are held for our mens and womens senior teams (about 75 players) most days of the week.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

- ☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☐ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☐ Proud, vibrant communities
- ☐ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

The Club has 3 full sized pitches.

- Pitch 1 is the main pitch, but does not have any floodlighting.
- Pitch 2 is used for Club games and does have floodlighting, although the state of the pitch is poor. The lights on this pitch are old and need replacing. Evening trainings can only use half of the pitch due to the poor state of the lights.
- Pitch 3 does not have any floodlights.

The availability of pitches for evening training is therefore considerably impacted by the lack of good floodlighting. We have five senior teams (Mens and Womens) that need to be able to train twice a week.

The Club is currently based at the Baysport facility in Waipapa. It is expected the Club will ultimately move to Te Puāwaitanga – Bay of Islands Sports Hub. (Far North District Council owned facility) This facility is still in development, although it is hoped we will be able to begin our transition from Baysport to Te Puāwaitanga during the 2025 season. However, this facility will not have any floodlights until next year at the earliest.

As the Club is intending leave its facilities at Baysport, Baysport will not invest in the current pitches as it has not been decided what will happen to the Football facilities when the Club leaves, so the current floodlighting on Pitch2 will not be upgraded.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB030 From Kerikeri Football Club

Form Submitted 1 Apr 2025, 10:27AM NZDT

- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

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? *

\$37,220.00

Must be a dollar amount.

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

\$12,220.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

- 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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
2 x Mobile flood-lights, 2 x battery packs, 2 x wheels and freight	\$37,220.00	\$12,220.00	Filename: QU000038488.pdf File size: 401.3 k B	
			No files have been uploaded	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB030 From Kerikeri Football Club

Form Submitted 1 Apr 2025, 10:27AM NZDT

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Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number
100-780-747

Current Funding

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB030 From Kerikeri Football Club**

Form Submitted 1 Apr 2025, 10:27AM NZDT

How much money does your organisation currently have? *

\$50,700.00

Must be a dollar amount.

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

\$50,700.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Running costs of the club for this season	\$50,700.00

Total Tagged Funds**Total Expenditure Amount**

\$50,700.00

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.	
Pub Charity	\$25,000.00	Yes

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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB030 From Kerikeri Football Club

Form Submitted 1 Apr 2025, 10:27AM NZDT

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Rural Travel Fund	\$2,000.00	03/05/2024	Yes
Container	\$3,000.00	26/01/2023	Yes
Mayoral Relief Fund	\$2,100.00	30/11/2020	Yes

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

Annual Performance Report 31 August 2024

1 Supporting Financial document *

Filename: Kerikeri_Football_Club_Incorporated_-_Performance_Report_YE_2024.pdf
File size: 167.7 kB

2 Name of supporting financial document

Bank statement

2 Supporting Financial Document

Filename: Kerikeri Football Club Bank Statement.pdf
File size: 363.0 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024) Application No. BOIWCB030 From Kerikeri Football Club

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information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)****Application No. BOIWCB030 From Kerikeri Football Club**

Form Submitted 1 Apr 2025, 10:27AM NZDT

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

Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB030 From Kerikeri Football Club**

Form Submitted 1 Apr 2025, 10:27AM NZDT

Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name**1 Additional Supporting Information***No files have been uploaded***2 Additional Supporting Document Name****2 Additional Supporting Information***No files have been uploaded***3 Additional Supporting Document Name****3 Additional Supporting Information***No files have been uploaded*

Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form
Application No. BOIWCB00030 From Road Safety Education Limited
Form Submitted 26 Nov 2024, 11:01AM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

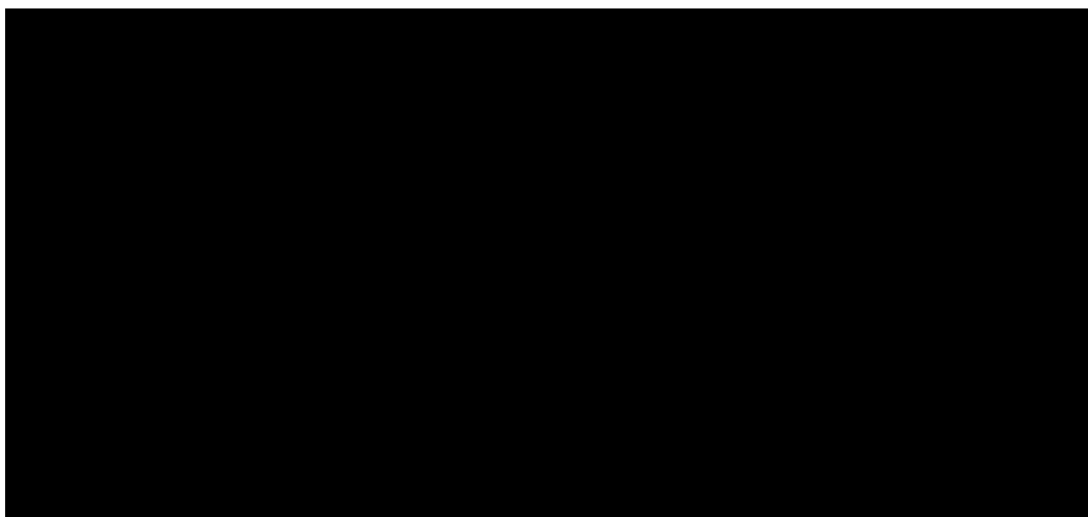
The following *must* be submitted along with this application form:

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

Applicant details

Applicant *

Road Safety Education Limited



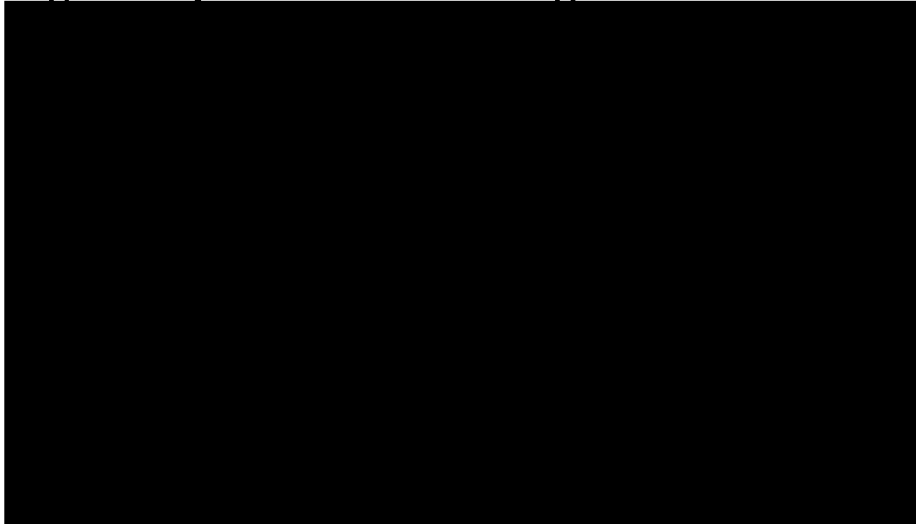
**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00030 From Road Safety Education Limited**

Form Submitted 26 Nov 2024, 11:01AM NZDT

Contact details

Contact Person One:

Contact Person Two:

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

Road trauma from crashes is the largest cause of harm for 16-24 yr olds in Aotearoa, often with lifelong consequences.

Road Safety Education (RSE) was established in response to the high number of youth included in road trauma data year after year. It is our mission to provide young people with best practice, evidence based road safety education equipping them with the tools they need to make good choices on the road, laying the foundation for them to become active citizens with positive, socially connected road user identities.

Our values are to be innovative, evidence led, inclusive and sustainable. Through consistent quality education we strive to save lives and prevent serious injuries. We continuously focus on: accessibility and affordability for our students, stability and value for our partners, confidence and security for our team and earning the trust of our communities.

In collaboration with international road safety and education experts we have developed a comprehensive programme designed for 16-18 year old students approaching the time in their lives where they start to drive independently or are travelling as passengers of novice drivers.

The aim of the programme is to increase an understanding of road safety issues (including risk factors), educate students about their rights and responsibilities on the road and equip them with the life skills they need to choose behaviours that lead to safer outcomes on New Zealand roads.

The RYDA programme takes students on a journey from first identifying and understanding road safety issues to accepting the risk on a personal level, developing strategies to mitigate the risk and finally approaching road use as a social responsibility.

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

Application No. BOIWCB00030 From Road Safety Education Limited
Form Submitted 26 Nov 2024, 11:01AM NZDT

This isn't a licensing programme (although works well with them) and is designed for all students whether they are driving yet or not. The RYDA programme includes a practical and powerful full day workshop delivered by local mentors including Police, Driving Instructors and Crash Survivors, and is backed up by comprehensive pre/post classrooms resources and web portal to augment the life-saving messages. The whole cohort approach is inclusive, increasing social equity, and means all students receive the same opportunity, reducing exclusion.

We have recently released a parent/caregiver programme to provide useful information to adults teaching young drivers. DRIVE COACH highlights the latest research including risk factors for young drivers, supportive techniques to coach them during this high risk time and is delivered with the support of local experts.

Number of Members *

4

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Road safety education for vulnerable, high risk Kerikeri young drivers and their passengers

Location *

Kerikeri High School will participate, they will attend the workshop at the Turner Centre

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

☐ Yes

☒ No

Project dates:

Start Date

Date *

03/02/2025

Must be a date.

End Date:

Date: *

01/08/2025

Must be a date.

Project Outline

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

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

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

Application No. BOIWCB00030 From Road Safety Education Limited

Form Submitted 26 Nov 2024, 11:01AM NZDT

Project outline: *

The latest MOT data shows that drivers under 25 years are primarily responsible for 86% of all road crashes they are involved in and that drivers on a restricted licence are 7 times more likely to be involved in a fatal or serious injury crash than other drivers.

To date in 2024 there have been 11 fatalities on Far North roads, 36% aged 15-24 years. Over the last five years 19 youth aged 15-24 years have died on Far North roads. DSI data shows provincial rangatahi are exposed to more risk.

Statistics show that there is a community need for improved road safety education for our young drivers, before they form life habits. It is not enough to only teach a young person the skill of controlling and manoeuvring a vehicle, we must balance this with the life skills of critical thinking, planning and resilience along with an appreciation for others safety on the road. It is these higher-order cognitive skills that are more difficult to develop and need increased focus through education like our RYDA program.

Kerikeri High School teaching staff advocate for the youth in their care and acknowledge their students and the community need additional support with road safety and have selected our programme to fill this need. Our staff contact estimates 200 rangatahi will benefit from participating in RYDA.

We work together with school staff to coordinate and deliver our programme, local facilitators including police to deliver our workshop and utilise a local venue where all school can attend to ensure we are economic with costs.

RYDA is the leading and only national road safety education programme for youth, it is also the most evaluated road safety programme in the country.

Our programme is unique in its inclusive and holistic approach. It has been designed to be delivered to the whole year 12 cohort whether they are ready to drive or not. By attending as part of their cohort socially disadvantaged students aren't singled out but learn alongside their peers, for many of them it will be the only road safety education they receive.

To save administrative costs RSE has a small staff of nine working from homes throughout the country and to build community connections we train and utilise local mentors to deliver RYDA workshops. In 2024 our local facilitators included: Hare Pau (crash survivor), Vikki Herdman (Brain Injury Trust), Gerry O'Connell (Driving Instructor), Marnie Reid (Former Police Officer), Adam Bloodworth (University Tutor), Albie Lionheart (University Tutor) and Bruce Larrit (Driving Instructor).

Continual, robust evaluation proves our RYDA programme is a highly impactful experience for participants and produces substantial increases in understanding of road risk factors, such as; speed, following distance, distractions, car safety features, hazard perception, and the role of personality and mind-state. Evaluation tells us before participating in RYDA, students grossly underestimate the impact of risk. Retained knowledge measured 3 months post workshop, doubles to 73%.

After participating in the programme young people from the Bay of Islands-Whangaroa Community Board region will achieve the following learning outcomes:

- Improved understanding of road safety issues as drivers and passengers and development of strategies to reduce distractions and eliminate risks.
- Greater insight into their personality risk profile and mindset and how this can influence and affect their driving and reactions (e.g. speeding when feeling rushed).
- Development of personal road safety strategies and self-monitoring of actions.
- Understanding of the Safe Systems approach and the ability to identify government, community and personal responses to prevent crashes and/or reduce their severity.
- Improved understanding of their rights and responsibilities as a driver by learning about

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

Application No. BOIWCB00030 From Road Safety Education Limited

Form Submitted 26 Nov 2024, 11:01AM NZDT

the protective measures of the New Zealand Graduated Driver Licensing System.

- Increased road safety education by learning practical elements of car safety features (e.g importance of seatbelts, good tyres, and ANCAP safety rating system).
- Increased understanding of the relationship between speed and stopping.
- Increased strategies around planning car trips and managing mood.
- Increased understanding of the special challenges faced by other road users (heavy vehicles and vulnerable road users) and development of strategies to anticipate and accommodate the actions of others.

By participating in RYDA our high-risk, vulnerable young drivers are provided an opportunity to learn skills for life. Students build resilience and are encouraged to take greater responsibility for themselves and their community when they face challenges driving solo or as a passenger of a new driver.

Limited teaching and family budgets often provide a barrier to schools participating in our programme. RSE formed a Charity in order to help reduce the cost for schools. The average cost of delivering RYDA in the Far North is approx \$65 per student, however we work with sponsors and funders to subsidise/eliminate the cost for local schools and students. Kerikeri teaching staff have indicated that they are able to contribute \$2000 towards the RYDA programmes requested in July 2025 and we have secured further funding of \$4571 towards these costs with a pending application of a further \$1000. In total we have income of 62% towards this project.

This application requests \$3000 support from the Bay of Islands - Whangaroa Community Board towards the shortfall including venue costs and facilitator fees required to provide the RYDA programmes requested by schools in the area.

Project Cost

*** indicates a required field**

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

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

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

Please Note:

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

Budget

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

Application No. BOIWCB00030 From Road Safety Education Limited

Form Submitted 26 Nov 2024, 11:01AM NZDT

Expenditure	Total Cost	Amount Requested	Quotes	What is the total cost of your project?
	Must be a dollar amount.	Must be a dollar amount.		Must be a dollar amount.
Rent/Venue Hire	\$2,362.00	\$2,000.00	Filename: Turner Centre Venue Hire Agreement - Road Safety Education Workshop 2025.pdf File size: 609.5 k B	\$2,362
Advertising/Promotion	\$	\$	No files have been uploaded	\$
Facilitator/Professional Fees	\$2,160.00	\$1,000.00	Filename: Facilitator Cost Explanation.pdf File size: 118.2 k B	\$2,160
Administration (inc. stationery/copying)	\$1,300.00	\$0.00	No files have been uploaded	\$1,300
Equipment Hire	\$	\$	No files have been uploaded	\$
Equipment Purchase (describe)	\$	\$	No files have been uploaded	\$
Utilities	\$1,854.00	\$0.00	No files have been uploaded	\$1,854
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded	\$
Consumable materials (craft supplies, books)	\$299.00	\$0.00	No files have been uploaded	\$299
Refreshments	\$	\$	No files have been uploaded	\$
Travel/Mileage	\$390.00	\$0.00	No files have been uploaded	\$390
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded	\$
Programme Coordinator	\$2,207.00	\$0.00	No files have been uploaded	\$2,207

Bay of Islands-Whangaroa Community Grants Fund 2024-25

Local Grant Application Form

Application No. BOIWCB00030 From Road Safety Education Limited

Form Submitted 26 Nov 2024, 11:01AM NZDT

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

Funding Request Amount

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

What is the total cost of your project? *

10571
Must be a number.

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

\$3,000
Must be a dollar amount.

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number
095 291 708

Current Funding

How much money does your organisation currently have? *

\$6,571.00
Must be a dollar amount.

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

\$6,571.00
Must be a dollar amount.

Tagged Funds

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

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

Application No. BOIWCB00030 From Road Safety Education Limited

Form Submitted 26 Nov 2024, 11:01AM NZDT

Purpose	Amount
Programme Coordination - COGS Far North	\$1,250.00
Overheads, Programme Evaluation, Development & Materials - Corporate Sponsorship	\$3,321.00
Shortfall Programme Coordination, Facilitators, Travel, Materials - School Contribution	\$2,000.00
	\$
	\$

Total Tagged Funds

Total Tagged Amount

\$6,571.00

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.	
School Contribution indicated	\$2,000.00	Approved
National Corporate Sponsorship	\$3,321.00	Approved
COGS Far North	\$1,250.00	Approved
AK Franks Charitable Trust	\$1,000.00	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.	
Kaitaia RYDA Programmes 2024	\$1,500.00	12/12/2023	Yes
	\$		

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

Application No. BOIWCB00030 From Road Safety Education Limited
Form Submitted 26 Nov 2024, 11:01AM NZDT

Supporting Financial Information

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

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

Please upload your file(s) here *

Filename: Audited Financial Statements RSE 2024.pdf
File size: 5.4 MB

2 Additional financial information (optional)

No files have been uploaded

3 Additional financial information (optional)

No files have been uploaded

Declaration

*** indicates a required field**

Privacy Information

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

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.

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

Application No. BOIWCB00030 From Road Safety Education Limited

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3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.

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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- Tracking of different funding, e.g through a spreadsheet or journey entry
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1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
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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.
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9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

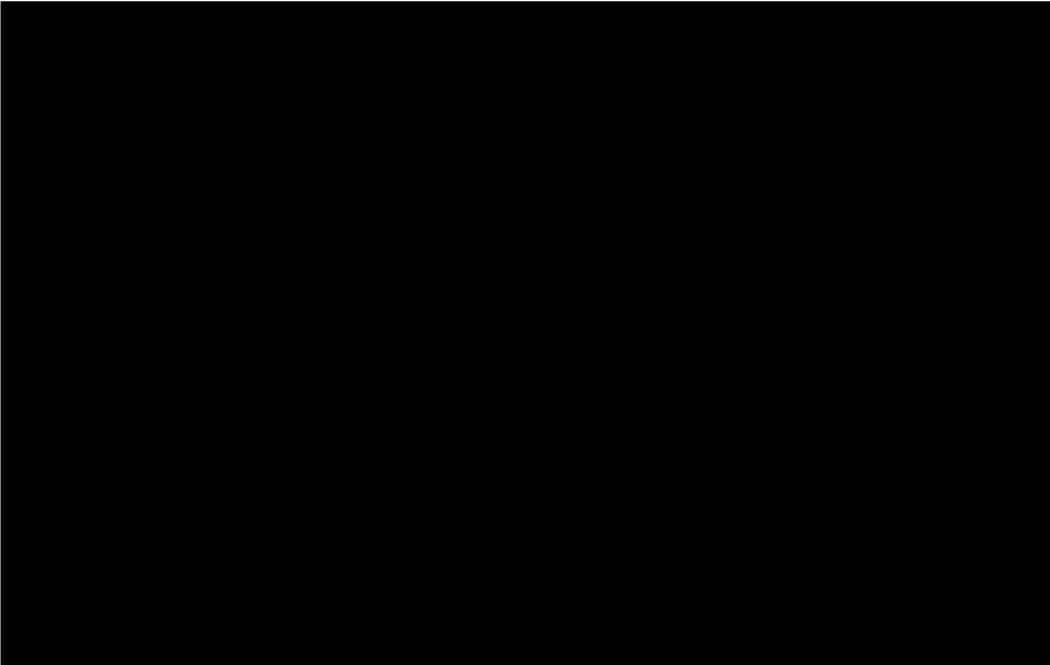
Signatures

Signatory One

Signatory Two

**Bay of Islands-Whangaroa Community Grants Fund 2024-25
Local Grant Application Form****Application No. BOIWCB00030 From Road Safety Education Limited**

Form Submitted 26 Nov 2024, 11:01AM NZDT

Name ***Name**A large black rectangular box redacting the content of the form fields.**Date**

26/11/2024

Must be a date.

Date

26/11/2024

Must be a date.

Supporting Documents

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

1 Name of file being uploaded

Organisation Background and Programme Details

1 Supporting Document

Filename: Organsation Background and Programme details.pdf

File size: 732.6 kB

2 Name of file being uploaded

Far North Feedback 2024

2 Supporting Document

Filename: Far North Feedback 2024.pdf

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

Application No. BOIWCB00030 From Road Safety Education Limited

Form Submitted 26 Nov 2024, 11:01AM NZDT

File size: 173.7 kB

3 Name of file being uploaded

3 Supporting Document

No files have been uploaded

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT

File Number: A5044358

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2021.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced open resolution reports as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Open resolution reports are in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board April Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

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

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Open Resolutions Report - A5138604**  

OPEN RESOLUTION REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Friday, 28 March 2025 1:16:40 pm Date From: 1/01/2021 Date To: 28/03/2025	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 20/02/2025	Application for easement over Waipapa esplanade reserve	RESOLUTION 2025/3 That the Bay of Islands-Whangaroa Community Board: a) Recommends to the Far North District Council as follows: That the Far North District Council in its role as the administering body of the local purpose (esplanade) Reserve, Lot 3 DP 376253 (held in CFR 318792) and pursuant to its powers under section 48(1) Reserves Act 1977: 1. the granting of a stormwater drainage easement (shown as A on LT Plan 605935) over the local purpose reserve, subject to it: a. meeting Reserves Act 1977 requirements, at no cost to Council b. including a condition that requires the landowner benefiting from the easement to provide at their costs an access structure over the drain, if the reserve becomes part of an accessible network. 2. Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, and public access is not currently available. CARRIED	12 Mar 2025 1:38pm The applicant has been advised that this application will not be progressed further until there is written confirmation from Hapu that the proposed easement is acceptable to them. 28 Mar 2025 12:46pm Hapu approval was obtained, and this item will be reported to Council at 10 April meeting.
Bay of Islands-Whangaroa Community Board 20/02/2025	Application for easement and licence to occupy over Russell esplanade reserve	RESOLUTION 2025/4 That the Bay of Islands-Whangaroa Community Board: a) Recommends to the Far North District Council as follows: That the Far North District Council in its role as the administering body of the Local Purpose (esplanade) Reserve, Lot 5 DP 79476, (without title) and pursuant to its powers under section 48(1) Reserves Act 1977: 1. the granting of a stormwater drainage easement (shown as B on Plan 24495) over the local purpose reserve, subject to it: a. meeting Reserves Act 1977 requirements, at no cost to Council b. having a condition imposed that requires the applicant to use materials and design that protect the amenity values of the beach area where the structure is visible.	12 Mar 2025 1:39pm This application did not make the March Council meeting because of reporting and sign-off timeframes but is expected to be approved for the April Council agenda. 28 Mar 2025 12:47pm This item will be reported to Council at the 10 April meeting.

OPEN RESOLUTION REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Friday, 28 March 2025 1:16:40 pm Date From: 1/01/2021 Date To: 28/03/2025	
Meeting	Title	Resolution	Notes
		2. Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, and public use and access is not affected. CARRIED	
Bay of Islands-Whangaroa Community Board 28/09/2023	Reserve Management Plan Programme	RESOLUTION 2023/114 That the Bay of Islands-Whangaroa Community Board recommend that an individual Reserve Management Plan is prepared for Simson Park and should this not proceed, then in order of priority the Kerikeri Sports Complex Reserve Management Plan commence. CARRIED	23 Jan 2025 8:26am Consultation in December was well-supported with 65 responses received. 25% of people supported the draft plan, 41% supported it in part and 25% did not support it, often aspects of the plan. Work has started on amending the concept plan in response to comments and writing a reserve management plan. 28 Feb 2025 11:07am Work is continuing with queries to internal and external stakeholders in relation to refining concept plan. Work drafting the reserve management plan has started 28 Mar 2025 12:41pm Work is continuing with drafting of reserve management plan. This is expected to come back to the community board in June for agreement of draft plan for consultation.
Bay of Islands-Whangaroa Community Board 19/09/2024	Notice of Motion - Delegation to Bay of Islands-Whangaroa Community Board for the Kerikeri Domain	RESOLUTION 2024/94 That the Bay of Islands-Whangaroa Community Board request a decision report be provided to the Community Board on the options for delegation of the Kerikeri Domain at the Bay of Islands-Whangaroa Community Board meeting in December 2024. CARRIED	29 Nov 2024 1:42pm A briefing paper is being prepared for the Senior Leadership Team, (SLT) to seek guidance on co-management requests for parks including from hapuu and iwi. This request for information has been included in the briefing paper. The briefing paper is expected to go to SLT either in December or February. This action will be considered after comment from SLT. 24 Jan 2025 9:19am A briefing to Senior Leadership Team seeking direction on co-management of parks is proposed for February or March, and includes two requests for management changes at Kerikeri Domain. 12 Mar 2025 1:42pm The paper to SLT paper on co-management is still being written by Te Hono and Legal Service staff. 28 Mar 2025 12:42pm The paper to the Senior Leadership Team on co-management is near completion and is expected to be presented within the next month.

8.2 ALFRESCO DINING APPLICATIONS

File Number: A5113688

Author: Harirewa Watene-Te Haara, Team Leader - Monitoring

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board the ability to provide comment on the renewal alfresco dining applications from: CC's Café Cinema, Kerikeri and Greens Thai Cuisine, Paihia, Kawakawa Bakehouse Café and Roast.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- CC's Café Cinema has applied for renewal of their existing Alfresco Dining licences. Greens Thai Cuisine and Kawakawa Bakehouse Café and Roast have applied for a new licence.
- All businesses have paid the necessary application fee.
- The Bay of Islands-Whangaroa Community Board has delegation over activities on reserves and can comment on alfresco dining applications.

TŪTOHUNGA / RECOMMENDATION

That the Bay of islands-Whangaroa Community Board:

- a) Pursuant to the Council resolution passed on 30 June 2022, provide comment on the alfresco dining approval applications from:**
- i) CC's Café Cinema, Kerikeri**
 - ii) Greens Thai Cuisine, Paihia**
 - iii) Kawakawa Bakehouse Café and Roast, Kawakawa**

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

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

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

Copies of the two draft approvals for the period 1/7/24 – 30/6/25 are found in attachment A and B.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

There is only one option to enable the Bay of Islands-Whangaroa Community Board to provide comment on the renewal of alfresco dining approval and new alfresco dining approval which will contribute towards the final decision on the alfresco dining applications.

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

There are no financial implications or need for budgetary provision in receiving this report. The applicants have paid the required application fee for the renewal of alfresco dining approval

ĀPITIHINGA / ATTACHMENTS

1. Alfresco Dining - Kawakawa Bakehouse - A5157679  
2. Alfresco CC's Cafe Cinema Kerikeri - A5157682  
3. Greens Thai Cuisine Alfresco Licence - A5157687  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	<p>The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.</p> <p>The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications or new alfresco dining application is considered low.</p>
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The Bay of Islands-Whangaroa Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.</p> <p>The Road Use Bylaw 2022 was adopted on 19 May 2022.</p>
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.

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



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25 March 2025

Konnie Roeun
68 Gillies Street
Kawakawa 0210

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-8
Trading Name: Kawakawa Bakehouse Cafe & Roast
Trading Location: 68 Gillies Street, Kawakawa 0210

Dear Sir / Madam,

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

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

Yours sincerely,


Mike McMurtrie
Manager – Compliance, Delivery and Operations



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ALFRESCO DINING APPROVAL

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

Licensee: Konnie Roeun
Registration of: Kawakawa Bakehouse Cafe & Roast
Site Address: 68 Gillies Street, Kawakawa 0210
Approval Number: ALFRES-8

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



.....
Signed on behalf of the Far North District Council

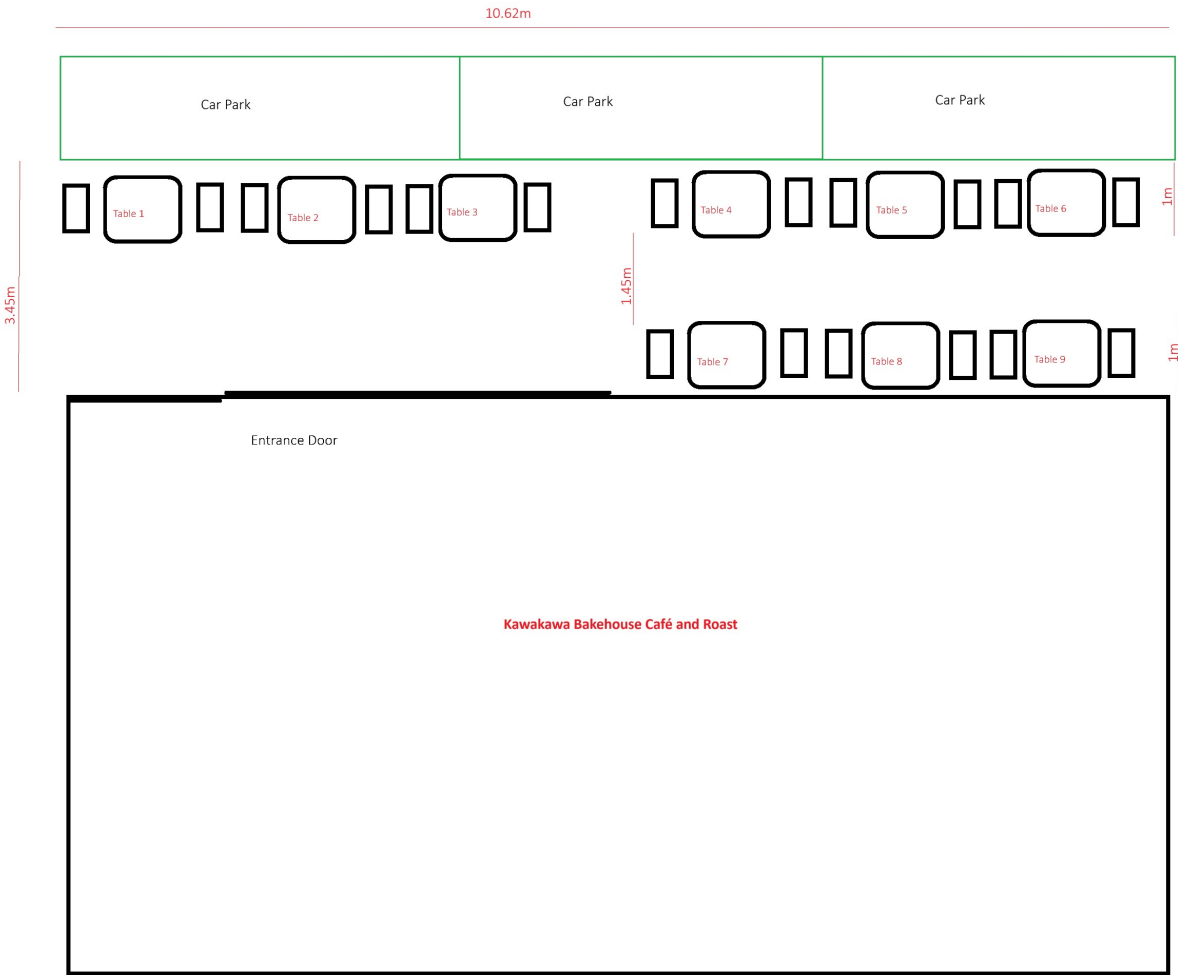
This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

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

ALFRESCO APPROVED PLAN







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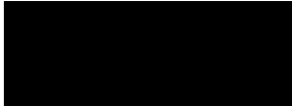
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21 November 2024



ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-48
Trading Name: Cc's Cafe Cinema
Trading Location: 27-29 Hobson Avenue, Kerikeri 0230

Dear Sir / Madam,

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

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

Yours sincerely,

Rochelle Deane
Manager – Compliance, Delivery and Operations



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ALFRESCO DINING APPROVAL

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

Licensee: Key Enterprises Limited
Registration of: Cc's Cafe Cinema
Site Address: 27-29 Hobson Avenue, Kerikeri 0230
Approval Number: ALF-48

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



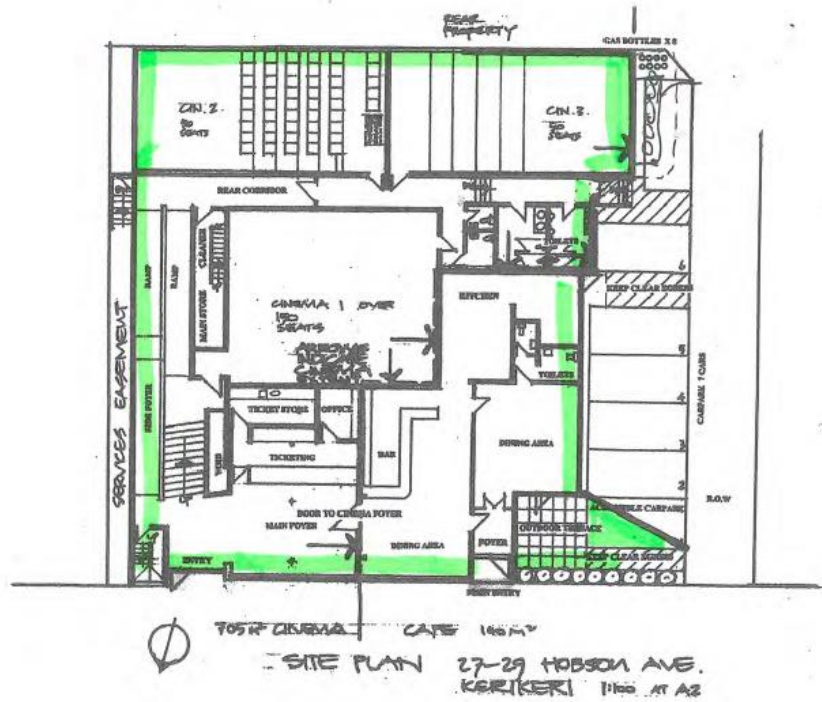
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN





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26 February 2025



ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-7
Trading Name: Green's Thai Cuisine Paihia
Trading Location: 78 Marsden Road, Paihia 0200

Dear Sir / Madam,

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

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

Yours sincerely,



Mike McMurtrie
Manager – Compliance, Delivery and Operations



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ALFRESCO DINING APPROVAL

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

Licensee: Greens International Paihia Limited

Registration of: Green's Thai Cuisine Paihia

Site Address: 78 Marsden Road, Paihia 0200

Approval Number: ALFRES-7

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



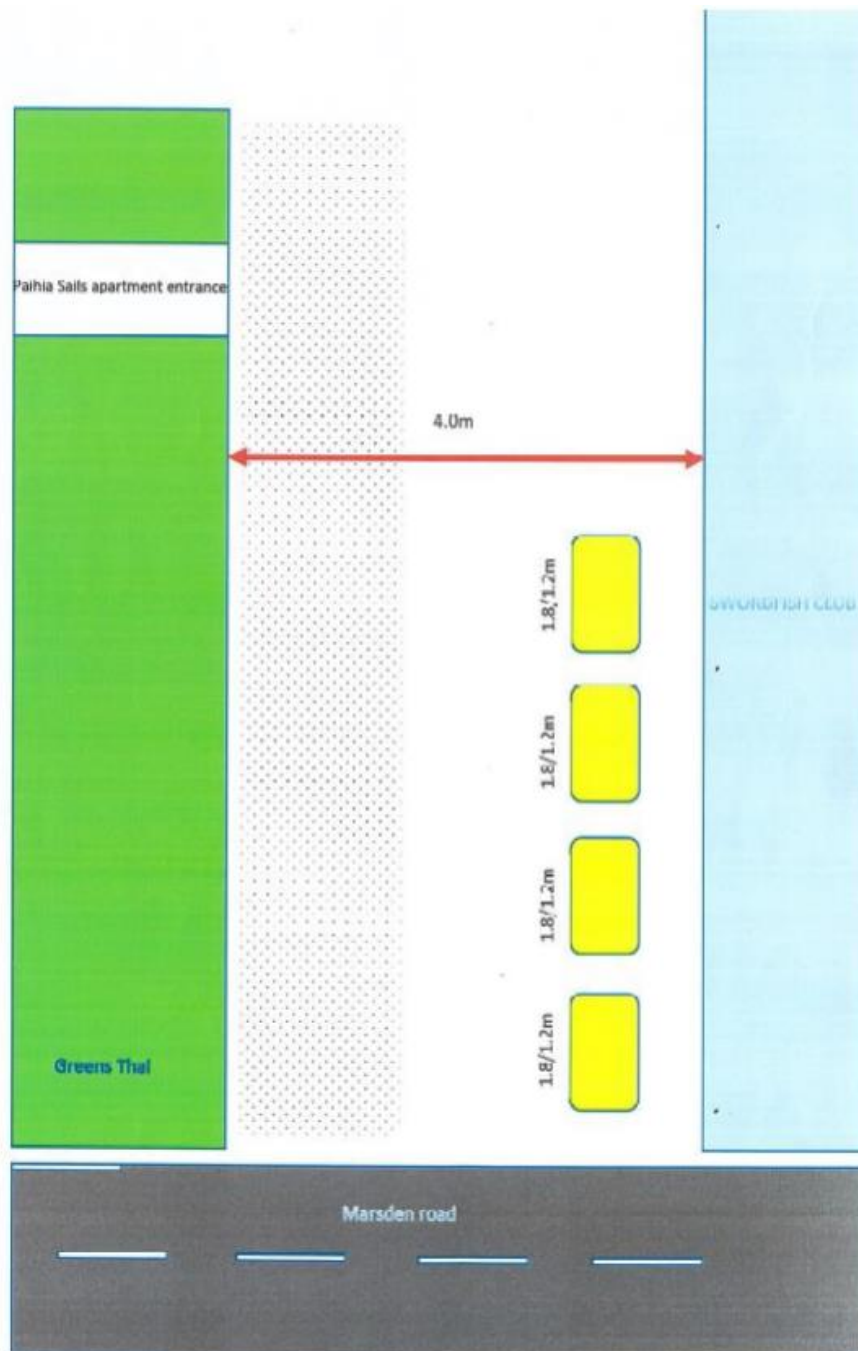
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN



8.3 BAY OF ISLANDS - WHANGAROA COMMUNITY HALL ANNUAL INFORMATION 2023-2024**File Number: A5111137****Author: Michelle Rockell, Team Leader - Property Management****Authoriser: Ruben Garcia, Group Manager – Community and Engagement****TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of the report is to present to the Bay of Islands -Whangaroa Community Board the 2023-2024 Annual General Meeting (AGM) minutes, financial statement and statistical data as provided by Kāeo (Whangaroa) Memorial Hall, Paihia Memorial Hall, Whangaroa Village Hall, Tōtara North Hall and Waipapa Hall Committees.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- The 2016 Community Halls Policy requires Community Hall Committees that occupy Council owned halls to provide annual accounts and statistical information on the usage of the hall, income received, and any investments made in the hall.
- This report presents the information received from those Community Hall Committees in response to letters sent from Council staff.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands - Whangaroa Community Hall Annual Information 2023-2024.

TĀHUHU KŌRERO / BACKGROUND

Several Council owned community halls are managed by community committees as per the Hall and Facilities Strategy dated June 2015 (attached) and the Community Halls Policy dated September 2016 (attached).

The Hall and Facilities Strategy notes Councils vision for community halls is “A network of fit for purpose, affordable community facilities that connect and support resilient, healthy and vibrant communities.”

The Community Halls Policy includes the following key statements:

- Ensure that the communities current and future needs for halls or similar facilities are met.
- Ensure that communities take active roles in facilitating the provision of an appropriate number of accessible, safe and well-maintained facilities.
- Adopt preferred frameworks for Councils involvement in community halls and for partnership arrangements.
- Encourage and enhance the capability of communities to improve their facilities.

The Policy also outlines the responsibilities between Council, Community Board and that of the Hall Committee.

The following table identifies the ownership details of the community halls per Ward:

	Council owned on Council land	Council owned on Crown land	Community owned on Council land	Community owned on Community land
Kaikohe – Hokianga Ward	Kaikohe War Memorial Kohukohu South Hokianga War Memorial Kaikohe Senior Citizen's Horeke Okaihau Rawene	Taheke Community Centre		Broadwood Ngawha Waimamaku Umawera
Te Hiku Ward	Herekino, Mangonui Oruru (remains closed)	Lake Ohia Kaingaroa	Whatuwhiwhi	Fairburn Waiharara Araiawa <i>Takahue – no longer exists</i>
Bay of Islands – Whangaroa Ward	Paihia Russell Tōtara North Waipapa Whangaroa Memorial (Kāeo) Whangaroa Village	Maromakū	Moerewa	Opuā Pakaraka

In November each year, Council staff contact the various hall committees that occupy Council owned halls, reminding them of the need to provide Council with a copy of their AGM minutes, financial statements and usage data as per the letter and template attached.

It is the intention of Council staff to present the Community Hall Committee information to the appropriate Community Board around April/May annually.

At the time of writing this report, community hall information had not been received from Russell Town Hall or Maromakū Town Hall I. All other information reports are attached to this report.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Below is a breakdown of the annual reports received:

Kāeo (Whangaroa) Memorial Hall

- Total number of bookings: 180, including:
 - 7 regular community bookings
 - 2 casual bookings
 - 4 commercial bookings.
- Improvements Completed: Purchase and installation of new curtains. Purchase of new carpets in the foyer. Installation of new spotlights for the stage. Replacement of lights in the two stage back rooms.
- Maintenance Completed: Repairs and painting of disabled access ramp. Clean up of storage area and cabinets. Clean up of stage storage cupboards. On going electrical problems continue to be addressed as they occur.

Paihia Memorial Hall

- Total number of bookings: 429, including:
 - 8 regular community bookings
 - 12 casual bookings
- Improvements Completed: All joinery replaced by FNDC.
- Maintenance Completed: Painting and cleaning.

Tōtara North Hall

- Total number of bookings: 208 community bookings.
- Maintenance Completed: Installation of drain to remove rainwater from concrete. New toilet seat.
- Chair AGM Report was emailed, due to file format we were unable to open. Alternate format not received at this time.

Waipapa Hall

- Total number of bookings: 480, including:
 - 13 regular community bookings
 - 9 casual bookings
 - 1 commercial bookings.
- Improvements Completed: 2 x Heat Pumps installed.
- Maintenance Completed: All fluorescent and other light fixtures in working order.

Whangaroa Village Hall

- Total number of bookings: average 5 per week, including:
 - 6 regular community bookings
 - 7 casual bookings
- Improvements Completed: Tables replaced.

Next Steps

Community Board members will consider the content of the information received.

The Community Board will decide what steps to take with those Community Hall Committees who have yet to provide the information requested as per the 2016 Community Halls Policy.

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

The following asset information is current as of 16 October 2024.

Depreciation

Name	Replacement cost	Written down value	Annual depreciation	Annual depreciation actuals 2022/23
Kāeo Memorial Hall	2,907,257	535,301	69,628	47,666
Maromākū Hall	1,369,386	200,420	34,554	24,800
Paihia Hall	1,548,755	219,820	30,170	21,675
Russell Hall	3,920,146	410,314	83,500	60,071
Tōtara North Hall	917,862	205,283	24,677	17,564
Waipapa Hall	1,403,600	254,252	35,426	24,233
Whangaroa Village Hall	251,338	135,566	6,864	6,865
Total	12,318,344	1,960,956	284,819	172,874

Capital spend

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24
New works					
Disability access halls	-	-	-	(1,202)	-
Total	-	-	-	(1,202)	-
Renewals					
Kāeo Hall renewals	-	-	-	-	-
Paihia halls renewals	-	-	-	-	79,537
Whangaroa Hall renewals	66,928	4,460	-	-	-
Total	66,928	4,460	-	-	79,537
Total capital spend	66,928	4,460	-	(1,202)	79,537

Depreciation fund reserve

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24	Projected 2024/25
Opening balance	(1,579,248)	(1,702,470)	(1,780,895)	(1,881,439)	(1,979,246)	(2,038,726)
Debt repayment - current	2,421	2,424	2,424	2,424	2,363	2,363
Renewals withdrawals	66,928	5,258	-	1,206	80,566	246,330
Depreciation	(192,571)	(182,202)	(205,935)	(202,875)	(284,818)	(284,818)
Unfunded depreciation funding (50%)	-	96,096	102,967	101,437	142,409	142,409
Closing balance	(1,702,470)	(1,780,895)	(1,881,439)	(1,979,246)	(2,038,726)	(1,932,441)

Halls and Facilities Strategy

June 2015



Foreword

A discussion document was adopted for consultation in conjunction with the draft 2015-2025 Long Term Plan by Council in December 2014.

It was amended to reflect the feedback from Hall Committees, Community Boards and the general public and presented, as a strategy, to the Strategy and Governance Committee, which recommended its adoption to Council.

This strategy was adopted by Council on 5 June 2015. It was subsequently (14 September 2015) updated with the Council, vision, mission and objectives as adopted by Council as part of the Long Term Plan and with the District Vision (as per the 5 June 2015 resolution).

At the same time the reference to ASB was updated to Foundation North and Appendix 1 – **Policy #5003 – Community Facilities/Community Halls** (which is to be reviewed as a result of this strategy) was attached.

A table of contents was also added, and minor typographical errors corrected.



Contents

Foreword	2
Executive Summary	4
Introduction	6
Current situation	7
Analysis of the problems or issues for Council	9
Discussion document feedback.....	11
Strategy development.....	13
Vision for Community Halls.....	14
Strategic objectives.....	14
How do we get there/Solutions.....	15
Implementation plan, monitoring and evaluation.....	18
Appendix.....	19
Policy #5003 - Community Facilities / Community Halls	19

Executive Summary

Council signalled in its 2012-2022 Long Term Plan that it would develop a sustainable approach to management and provision of community halls and buildings.

To do this Council needed to clarify what Council’s future role might be. To determine this Council developed a discussion document and sought, in conjunction with the development of the 2015-2025 Long Term Plan, the community’s views on various options for ownership, management, governance, and funding of existing and new facilities.

Feedback from hall committees, Community Boards and the general public has been considered and has influenced Council’s strategy.

The following principles of the strategy provide the foundation and a reference point for future decision making:

- **Integrated Network**
- **Efficient Use**
- **Hierarchy**
- **Affordability**
- **Agreed Standard**
- **Support Resilient Communities**

Council’s vision for community halls is:

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities.

The Council’s strategic objectives are to:

- Ensure that communities’ current and future needs for halls or similar facilities are met.
- Ensure that communities take active roles in facilitating the provision of an appropriate number of accessible, safe and well maintained facilities.
- Adopt preferred frameworks for the Council’s involvement in community halls and for partnership arrangements.
- Encourage and enhance the capability of communities to improve their facilities.



Integrated network and hierarchy

Council recognises an integrated network and hierarchy of private, community and Council owned facilities providing a range of types, sizes and configurations. The network and hierarchy will guide Council’s decisions on the ownership, including divestment of management, governance and funding of existing and new facilities.

The hierarchy is:

- **Facilities of Local Importance**
These facilities are local halls and facilities that are fit for purpose and serve a local community catchment.
- **Facilities of Local Significance**
War Memorial Halls/Heritage buildings – these local facilities are fit for purpose and are more significant as they were either built as a war memorial or have heritage status.
- **Facilities of District Importance**
These are facilities of District importance that serve a larger catchment that will cross ward boundaries. They are multi-functional in nature and deliver a wider range of events that include regional events, events of a commercial nature as well as community events. These facilities provide economic benefit to the District by attracting visitors. These facilities must also provide affordable and accessible venue options for community use and are generally on Council land. Turner Centre and Te Ahu will be recognised as Facilities of District Importance.

Funding

Local facilities will be funded locally (through the community rate either directly or through grants from the Community Board).

Facilities of District Importance will be funded from the district wide general rate directly or indirectly through a Contract for Services and agreed Key Performance Indicators (KPIs).

Council will investigate further a contestable fund for works and operational subsidies for community owned facilities.

Ownership and Management models

The strategy sets out Council’s policy for managing Council owned halls that is an enhanced status quo. The strategy also provides alternative options that will be considered on a case by case basis that include:

1. Community empowered management (with a greater role in managing the facility including prioritising what repairs and maintenance or renewal work might be scheduled).
2. Community led divestment (effectively selling the building but not the land).
3. Council led divestment of non-strategic facilities.

Council’s vision for community halls is:

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities

Introduction

In the Far North there are 32 community halls; 20 are owned and funded by Council and 12 are owned and managed by their respective communities without any direct funding from the Council.

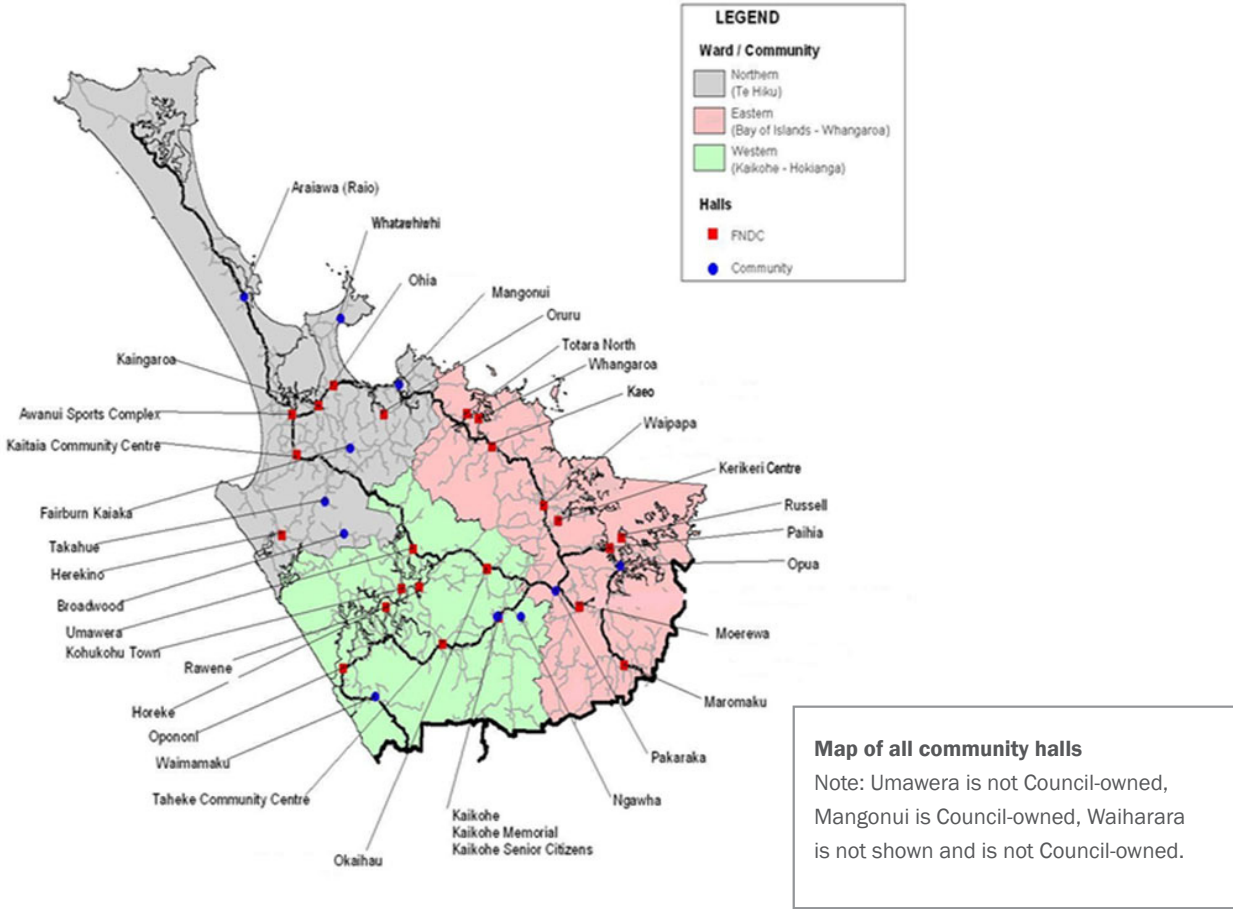
Some of these facilities are fit for purpose. Some of them are not and require substantial investment to make them fit for purpose.

Two communities have told Council they want to take ownership of their local hall facilities and our current policy does not permit this.

Council highlighted through the Long Term Plan 2012-2022 its intention to undertake a fundamental reappraisal of Council's role in owning, maintaining and promoting Council owned community halls.

Council wanted to develop a framework for determining what its future role might be, acknowledging that should Council's role change this will need to be signaled to the community and may require a change to **Policy #5003 – Community Facilities/Community Halls**.

Council developed a discussion document setting out the current situation, issues and possible options for consideration for funding, managing, and supporting an appropriate number of strategically located community halls in the District, both directly and indirectly. It sought community, hall committee and Community Board feedback and adopted this strategy in June 2015.



Current Situation

Activity Rationale

Council has traditionally had a role in the provision of community halls as they “recognise the importance to the community of providing a range of public spaces strategically located where they can meet exchange information and hold events.”

Council owned halls have generally been inherited from previous territorial authorities. The only exception is the Horeke hall that was transferred to Council from the community in 2000. Some halls in small communities were originally schools that were closed in the last 60 years. Some halls have historic and/or memorial value as well as providing places for the community to gather.

Council’s objective for this activity is:

“Council provides and supports a range of accessible, affordable, safe and well maintained community and civic buildings strategically located around the district”.

Ownership and Management

Ownership of the halls, the facilities and the land, is varied and complex, which reflects historic circumstances.

Of the 32 community halls:

- Ten halls are community owned buildings on community owned land: Opuia, Pakaraka, Ngawha, Waimamaku, Broadwood, Takahue, Fairburn, Umawera, Waiharara and Araiawa.
- Two halls are community owned on Council land: Whatuwhiwhi and Moerewa.
- Sixteen are Council owned on Council land: Herekino, Kaikohe, Kohukohu, South Hokianga, Paihia, Russell, Kaikohe Senior Citizens, Mangonui, Horeke, Okaihau, Oruru, Rawene, Totara North, Waipapa and Whangaroa Memorial Hall [Kao].
- Four are Council-owned on Crown land: Taheke Community Centre, Maromaku, Kaingaroa and Lake Ohia.

Council's management approach is set out in **Policy #5003 – Community Facilities/Community Halls**. This policy was adopted by Council in 2004 and a copy is attached in Appendix 1.

Council takes responsibility for the maintenance of the external envelope of the building, building compliance [BWO], insurance and maintenance of effluent fields, water supplies, car parks and fences of any hall that it owns.

Local hall committees take responsibility for the day-to-day management of the facility, the interior maintenance, interior refurbishments and purchase of replacement equipment such as stoves etc. The hall committee is also responsible for insurance of the hall committee's chattels such as chairs, tables and crockery. This is generally funded from user fees, local fundraising, community grant fundraising or other funders.

The exception to this is the Kaikohe Memorial Hall which is booked directly through Council's District Office, Kaikohe and Council officers manage the day to day issues. Council also employs a cleaner/ custodian and this position is funded through the community rate.

Council is embarking on proactive asset management to provide appropriately timed and suitably funded renewal programs based on the condition of the asset.

Funding and Renewal program

The Council is required by legislation to collect sufficient revenue to fund the long term replacement (renewal) of assets it may own including halls and community buildings. For community halls this a significant cost funded from the community rate.

Community hall assets are renewed at the end of their useful life, which is when their condition is such that they are unserviceable or it is considered that the condition of the asset causes an unacceptable level of risk to health and safety, security or the environment.

Remission of Rates on land Owned or Used by a Charitable or Community Organisation

Council provides rating relief to certain charitable and community organisations including those that

provide community halls. Council may agree to remit up to 100% of the rates payable, however this does not apply to rates for the supply of services such as water or sewerage etc.

Demographics/Geography

The Far North doesn't have the rural to urban drift that may have happened in other areas of the country and our rural areas are not depopulating.

Up until 2008 the Far North townships were growing more rapidly therefore the percent of people in towns grew more than rural areas. But during this period the Far North had a relatively stable rural usually resident population.

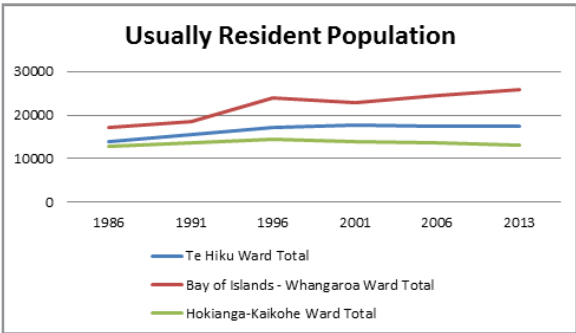
This past decade though, the Far North District has seen small town decline and in the last half of this decade even the bigger townships have declined as most new developments have been in the rural hinterland outside the larger townships (in both the Eastern and Northern Wards).

The population of the Far North has declined slightly from 55,848 residents (Census 2006), down to 55,734 based on September 2013 statistics (these figures have since been revised). This decline is against the trend of our neighbours in Whangarei, Auckland and in the Kaipara. It is also a significant change to the growth rate in the preceding inter-Census period (2001–2006).

Population growth and decline has not been even throughout the District. The following graph illustrates how the resident population has changed across the Wards since 1986.

Nearly half, 46%, of the District's residents live in 6 settlement areas. These areas are Kaitaia, Kaikohe, Kawakawa–Moerewa, Kerikeri, the Bay of Islands crescent [Russell, Opua, Te Haumi, Paihia, Waitangi and Haruru Falls] and the ribbon development from Mangonui to Taipa and extending around Doubtless Bay up the Karikari Peninsular to Whatuwhiwhi.

Another 12.5% residents live within the smaller townships of Awanui, Ahipara, Kaeo-Whangaroa, Kohukohu, Rawene, Omapere, Opononi, Okaihau and Ohaeawai.



More than 40% of the District's residents do not reside within a township of any kind, but rather on a rural or coastal lifestyle property.

Maori comprise the majority in most parts of the District, with the exception of the Eastern Ward. In the West and Northern Wards, numerous communities are comprised of 70-90% Maori. The majority of Maori residing in the Far North are affiliated to local Iwi/hapu. For iwi/hapu Maori, the first choice for a community gathering is more likely to be their local marae than a community hall.

Nearly half of all community halls (Council and non-Council) are outside the urban settlements and small townships. However, 70% of Council owned halls are in urban settlements. Council owned halls that are the exceptions to this are Herekino, Taheke Community Centre, Oruru, Maromaku, Kaingaroa and Lake Ohia.

Kaikohe-Hokianga Ward with the smallest portion of the District's population at 23% and a declining population has 38% of all community halls. It also has the highest number of Council owned community halls that are predominantly located in small townships with the exception of Taheke Community Centre.

Te Hiku Ward, with 31% of the District's population has a third of all community halls. Of these, eight are in rural areas and only two are in townships. There are five Council owned community halls in the ward and Mangonui is the only one in a township.

The Bay of Islands-Whangaroa Ward has 46% of the Districts population and 30% of all community halls. Council owns seven halls with only one located in a rural area (Maromaku).

Analysis of the problems or issues for Council

Current State of Council Halls

Most of Council's halls are over 50 years old, and in some cases are no longer fit for purpose. Many do not meet current building standards that require disability compliant toilets and barrier free access.

Kitchens are often old and need to be upgraded to comply with current health standards for food preparation.

Structural issues have been identified in two halls; Oruru and Horeke that require major investment to remedy. Even if they were made structurally sound they may not be fit for purpose and still require further modernisation. Council has signaled in the Long Term Plan that prior to undertaking this work, Council will consult with the community to determine if this is value for money in terms of the investment required.

Maintenance and energy costs for these older buildings are high compared with modern facilities.

Council has stated it needs to balance future maintenance and upgrade costs of community halls and buildings with the level of use and what the community can afford.

Additionally, the cost of funding for asset renewal is a significant cost that Council must provide for. Community or private owned halls do not need to fund depreciation in the same way.

War Memorial or Heritage Status

Some halls have significance beyond their simple facility, such as having War Memorial status or heritage status. This significance is an important aspect of the hall and why it is valued by the community. Accessing war memorial funding has changed the ownership of some facilities e.g. South Hokianga War Memorial Hall was transferred to Council to enable access to post WWII funding to build war memorials. Decisions about the future of halls that contain war memorials will need to be done in consultation with the Returned Services Association.





Hierarchy of Community Facilities

More recently Council has elected to support Te Ahu in Kaitaia and the Turner Centre in Kerikeri being community facilities that attract visitors from a wider catchment than what a traditional community hall might. These venues can host regional cultural events of a commercial nature.

These facilities are also multi-functional and are expected to provide a range of affordable and accessible venue options for community use as well. Getting the balance right between commercial return and community use is a challenge for both those managing these facilities and for Council to identify the appropriate balance in community of district rate funding.

The development of these two facilities has created a de-facto community facility hierarchy. Council support for these facilities is from the district rate and is based on the premise that these facilities provide economic benefit to the region by attracting visitors to and locals from across the District.

Council is also considering, as one of a number of options to achieve building compliance and increase accommodation capacity for the organisation the re-development of the Kaikohe Service Centre/Memorial Hall/Library. This could create another District facility hub that may require a mix of community/district funding.

Greater Range of Options

There is now a competing range of more modern privately or community owned meeting venues available for hire in the District such as the Order of St John in Rawene, Kerikeri and Kawakawa, Red Cross, Rarawa Rugby Clubrooms and the Doubtless Bay Tennis Clubrooms.

Also it is common for school halls to be available for wider community use rather than just be used as educational facilities. Additionally, some schools have accessed community grants funds such as Foundation North grants on the understanding that these community facilities are to be available for the wider community (such as Taipa Area School Marae or Kawakawa Primary school hall).

The greater choice of venues that are fit for purpose i.e. easy to heat, modern kitchen, offers a range of sizes has lead to a decline in the use of Council owned halls - particularly in rural locations.

Potential Second Life/Retrofitting

There is potential for other community uses to be made of some community halls such as recreation centres or community centres. Community centres are open normal business hours or potentially longer. They would have a different layout, including space for semi-permanent recreation or social services. They could have hot desks for visiting agencies or community use. The community is best placed to determine if this is a future option.

Demographics and Supply

Low population and low usage of halls is an indicator that community resilience is in decline in some areas such as Lake Ohia, Kaingaroa, Oruru and Takahue.

In particular the Kaikohe-Hokianga ward has a small and declining population and yet it is supporting a higher number of Council owned halls then other wards. These halls are generally well used and are meeting the needs of small urban settlements.

Over time a trend has developed whereby Council has retained ownership in community halls that are generally located in urban settlements. The exception to this is in the Te Hiku ward where four rural halls are retained in communities with very small and declining populations in Lake Ohia, Kaingaroa, Oruru and Takahue.

Community owned versus Council owned

There are a number of examples of well-maintained halls that are community owned. An advantage of this ownership model is that they can access grant funding that Council is ineligible for. A further advantage is that the community ownership model requires a level resilience to be in place to provide for the long term governance and maintenance of these facilities. The responsibility for the facility may initiate the resilience and corresponding community pride and connections.

The flip side to this is that there needs to be a level of resilience and a local desire to take on community ownership of facilities. Oruru community and the South Hokianga RSA (Opononi) want to take on the ownership of their local halls.

Discussion document feedback

In February 2015 as part of the pre-consultation, Community Boards and Hall Committees were asked for feedback on the draft Halls and Facilities Strategy - Discussion Document 2015.

The document was also consulted on simultaneously with the 2015-2025 Long Term Plan.

Feedback was received from Whangaroa, Waipapa, Totara North, Russell, Herekino, Kaingaroa, Okaihau, Paihia, Rawene and Kohukohu Hall Committees. In summary:

Majority support the status quo and added:

- There was appreciation for Council's investment in their halls and they considered they had a good relationship with Council staff.
- If Council changed the responsibility for maintenance (Council external Committee interior) this would cause rents to increase significantly.
- They would like to be in a position to be able to access external funding (i.e. non-Council funding).
- When Council is financially constrained this is generally reflected in communities and therefore there is no capacity for communities to take on more financial responsibility.
- Some committees believe they were already empowered in the current arrangements.

There was also support for:

- Retaining strategic facilities especially those used for civil defense purposes.
- Facilitating community ownership if there is a desire.
- Looking at alternative ownership arrangements if there was no local support or future demand for a hall. However, this option would need to involve consultation with community and special interest groups e.g. RSA and the community given the option of purchasing the hall.

- A hierarchy including heritage and war memorial classification.
- Consideration of new facilities (Bledisloe Domain pavilion and a further low-cost facility in Kerikeri were given as examples).


Feedback was received from the Kaikohe-Hokianga Community Board:

- Future options for management would need to provide benefits to the community that outweigh the additional workload for the community.
- More information would be required about a contestable fund especially if there was a change in the responsibility of the hall committee. E.g. would they be responsible for insurance, or rates? Would the fund include depreciation?).
- Smaller communities have limited financial and human resources and would need to prioritise what would be supported and this could be at the expense of halls.
- Community empowered management had some support.
- Another option put forward was a town council committee that had an overview of all community facilities e.g. sewerage scheme, water and hall.
- Mixed support for district funding of Turner Centre/Te Ahu.

In summary, there was strong support for the status quo however if communities wanted alternative management arrangements these should be considered on a case by case basis.

Two submissions were received from the general public:

- Financial support should be given to the Oruru Hall Committee as it is an important local infrastructure asset meeting a community need.
- Turner Centre is an important asset that will become a liability if not supported by Council.



Council's vision for itself is:

Council will be a capable, trusted and innovative civic leader, serving and inspiring people, maximising opportunities to empower communities and meet their changing needs; while creating great places

Strategy development

Guiding principles

The guiding principles of the strategy provide the foundation and a reference point for future decision making. They guide the choices and tradeoffs that have been considered. They also need to be consistent with Council's vision, mission statement, values and strategic objectives.

Council consulted on a draft vision for the District in the 2015-2025 Long Term Plan:

“The place where people love to be.”

This has subsequently been amended to reflect the outcome of the district wide visioning process. (The District Vision was adopted by Council in August 2015.)

“HE WHENUA RANGATIRA - A DISTRICT OF SUSTAINABLE PROSPERITY AND WELL BEING.”

Council's vision for itself is:

Council will be a capable, trusted and innovative civic leader, serving and inspiring people, maximising opportunities to empower communities and meet their changing needs; while creating great places.

A mission statement tells people how the Council will achieve their vision. Council's mission statement in the 2015-2025 Long Term Plan is:

“Working together to enable culturally strong, healthy, vibrant, resilient, prosperous, connected people and communities.”

Council's strategic objectives for the next three years that relate to this strategy are:

- **Prudent financial management within long term strategic planning**
- **Safe, healthy, resilient places and people**
- **Sustainable, affordable, equitable infrastructure that contributes to the economic progress and social wellbeing of the District**

It is proposed that the principles of the strategy be:

Integrated network – Council owned facilities are only part of the network of halls, community centres and meeting spaces that are available to the community.

Hierarchy – Council will support a range of halls and community facilities in a community, district and regional context.

Agreed standard – Council owned facilities will be accessible to all members of the community regardless of age or physical ability, be well maintained and comply with building, fire and health regulations applicable to the community, district and regional context of the facility.

Efficient use – Council will encourage alternative management and ownership arrangements of Council owned halls that make more efficient use of existing facilities.

Affordable – Council will consult with communities to determine the level of support for funding upgrades of Council owned facilities.

Support resilient vibrant communities – Facilities should be retained where they are in the right place to support strong vibrant communities.

Vision for Community Halls

A key part of developing strategy and setting strategic direction is articulating a vision for the desired state of the future. A vision is a concise summary statement describing the world as it would ideally exist if current issues could be fully addressed.

Council's vision for community halls is:

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities.

Strategic Objectives

The vision needs to be supported by strategic objectives as these define those things that need to be achieved to bring about our desired future.

The Council's strategic objectives based on the agreed principles are to:

- Ensure that communities' current and future needs for halls or similar facilities are met.
- Ensure that communities take active roles in facilitating the provision of an appropriate number of accessible, safe and well maintained facilities.
- Adopt preferred frameworks for the Council's involvement and for flexible partnership arrangements.
- Encourage and enhance the capability of communities to improve their facilities.

How do we get there/ Solutions

Council will achieve its vision for community halls by implementing the following:

Integrated Network and Hierarchy

Council will recognise an integrated network and hierarchy of private, community and Council district and local community facilities so that a range of facility types, sizes, configurations are available to meet the needs of the district's communities. This network and hierarchy will be used to guide Council's decisions on the ownership, management and governance and funding of existing and new facilities.

Facilities of Local Importance - these facilities are local halls and facilities that are fit for purpose and serve a local community catchment and provide opportunities for events or to provide local services.

Facilities of Local Significance - War Memorial Halls/Heritage buildings – these facilities are fit for purpose and are more significant as they were either built as a war memorial or have heritage status. These serve a local community catchment and provide opportunities for the community to hold events or provide local services

Any change proposed to a War Memorials Hall will need to be done in consultation with the Returned Services Association. Any change to a heritage building needs to recognise the constraints of the heritage status and will require input from Heritage New Zealand.

Facilities of District Importance – these are facilities of District importance that serve a larger catchment that will cross ward boundaries. They are multi-functional in nature and deliver a wider range of events that include regional events, events of a commercial nature as well as community events. These facilities provide economic benefit to the District by attracting visitors. These facilities must also provide affordable and accessible venue options for community use.

These are not always Council owned facilities although they are generally on Council land,

e.g. Turner Centre and Te Ahu. Getting the balance right between commercial return and community use is a challenge for these facility owners. These facilities often require Council support for them to be sustainable and provide for the care of their assets.

Council may invest in these facilities through a Contract for Service with agreed key performance indicators consistent with **Policy #3213 - Community Assistance**.

Council's Funding

Facilities of Local Importance or Local Significance will be funded from the community rate either directly or through grants from the Community Board.

Facilities of District Importance will be funded from the district wide general rate directly or indirectly through a Contract for Service and agreed Key Performance Indicators. They could also apply to Community Board – Local Grants to offset costs for providing for community use at non-commercial rates. The Community Board would consider the merits of any application.

Contestable Fund

Alternative management or ownership options would be made more attractive to the community if Council sets up a contestable fund in each ward.

Council will investigate further the establishment of a contestable fund for works and operational subsidies for community owned facilities.

This contestable fund would need to be consistent with the principles of **Policy #3213 - Community Assistance** to enhance access to facilities, to broaden the range of facilities, to enhance volunteer capability to provide services and supplement the resources of Council from external sources (a minimum of 50% funding for projects from sources other than Council).

The fund could be applied to for either work programs or for an operational subsidy.



Ownership and Management

Council’s policy on the management and operation of community halls is:

1. Council will take responsibility for the maintenance of the external envelope of the building, building compliance [BWOF], insurance and maintenance of effluent fields, water supplies, car parks and fences of any halls that it owns.
2. Local hall committees take responsibility for the day-to-day management of the facility, the interior maintenance, interior refurbishments and purchase of replacement equipment such as stoves etc.
3. Local hall committees will be responsible for insurance of chattels such as chairs, tables and crockery. This will be funded from user fees, local fundraising or grant applications to community grant funds or other funders.
4. Hall committees will become not-for-profit legal entities or under the umbrella of one to ensure there is a high level of accountability and transparency and to maximise the opportunity to access external funding.
5. Hall Committees will report annually to Community Boards on the level of facility use, income received and any investment they may have made in the facility.

Council will consider on a case by case basis the ownership and management options below. When considering these proposals Council will need to consider **Policy #2124 – Significance and Engagement** and determine which proposals and decisions are significant and Council’s community engagement strategy.

1. Community empowered management

Council would consider proposals from the community to take on a greater role in managing the facility including prioritising repairs and maintenance, renewal work or re-development. This arrangement would be formalised through an agreement with Council. This would require a not-for-profit entity being established. The proposal may come from:

- A hall committee
- A community group
- A primary or main user

The agreement would require the following roles to be undertaken:

- i. Determine the communities current and future needs.
- ii. Provide the facility to meet the needs.
- iii. Ensure the building is compliant for its intended use.
- iv. Monitor and provide to Council usage records.
- v. Manage income and expenditure and report to Council.
- vi. Put forward repairs and maintenance/renewal schedules for Council consideration.
- vii. Make applications for external funding for re-development .

The organisation would need to demonstrate to Council it had the skills and capacity to undertake this role. The organisation would be able to apply to external funders.

2. Community led divestment (effectively selling the building but not the land)

Council would consider proposals from the community to take on a greater role in managing and re-developing their facility. This would require a not-for-profit entity being established and the transfer of the ownership of a hall building[s] and a license to occupy for the land to:

- A community group
- A primary or main user
- Private entity

The transfer would be subject to entering into an agreement to undertake the following roles:

- i. Determine the communities current and future needs.
- ii. Provide the facility to meet the needs.
- iii. Ensure the building is compliant for its intended use.
- iv. Monitor and provide to Council usage records.



- v. Manage income and expenditure and report to Council.
- vi. Put forward applications to secure sufficient funding.

The organisation would need to demonstrate to Council it had the skills and capacity to undertake this role. They could apply to other funders such as Foundation North or Lotteries.

3. Council led divestment of non-strategic facilities

The following principles would be used to determine non-strategic facilities:

- Integrated network/Hierarchy – Determine if existing non-Council facilities are capable of meeting current and projected demand. The measure will be within 20 minutes distance to nearest similar facility.
- Affordable/Agreed standard/Support resilient communities – A facility which has significant deferred maintenance or needs a major upgrade to meet an agreed standard and this work could not be justified because of the low level of use the building will not be retained. The measure may be usage verses cost to upgrade to agreed standard.

Non-strategic facilities will be divested to the community. This would be a Council led divestment process and if there is no identified community demand or likely future demand or community interest the properties would be made available for a non-community use or sold.

Developing New Facilities

If the community demand indicates the need for a new facility, further detailed analysis will be undertaken. This analysis will look at the community facility needs and opportunities in a particular geographical area (a local community or ward). It will take into account verified community needs and all potential opportunities for meeting those needs.

Community Boards will consider developing a new community facility when:

- i. The community has demonstrated a need and demand.
- ii. A more detailed analysis of the criteria used for the level of provision confirms the local need for a new facility.
- iii. The supply of existing facilities (Council and non Council) is unable to meet local demand (current and projected supply and demand).
- iv. A facility in a particular area is at the end of its useful life. This could be a Council or non-Council owned community facility.
- v. Existing Council facilities are not fit for their intended purpose and are unsuitable for redevelopment.
- vi. No viable partnership or brokerage opportunities for meeting community demand have been identified.

If Council confirms there is an identified need for a new facility it may be included in a Long Term Plan for public feedback.

Implementation plan,
monitoring and evaluation

Actions:

1. Review **Policy #5003 – Community Facilities/Community Halls** to align with the strategic plan.
2. Develop a Schedule for inclusion in **Policy #5003 of Halls of Local Importance, Local Significance and Facilities of District Importance** and their funding sources.
3. Investigate further the contestable fund concept.
4. Work with Hall Committees to assist them to become a not-for-profit legal entity, determine reporting requirements and provide opportunities to learn more about accessing non-Council funding sources.
5. Consider alternative ownership and/or management arrangements on a case by case basis.

Policy #5003 – Community
Facilities/Community Halls

1. BACKGROUND

Each Community Board has a number of facilities on their asset register, mostly halls, that provide a focus point for communities to gather together for both social and community activities. At the present time, these facilities are being managed in an ‘ad hoc’ way. This does not mean that facilities are being run inefficiently and well on behalf of Council and the community, but rather that there is a large divergence in the management styles. This divergence confuses management committees and often inhibits the communication required for communities to make proactive decisions on their facility requirements.

This policy shall:

- i. Clarify the types of arrangements Community Boards have for their facilities.
- ii. To set procedures in place to ensure effective management of these facilities.
- iii. To give more control of long-term decision making to communities.

Styles of Management and Ratings Liability

There are four distinct types of management:

- i. Community elected committees manage the hall operation on behalf of the Community Board. This includes all operational charges unless expressly remitted by the Community Board and the Community Board has budgeted for these amounts annually. As of July 1, 2003 all public halls owned or used by Council, apart from applicable service charges, are non-rateable. In this instance, Council is responsible for the external envelope and building compliance issues only. Examples of this style are the Waipapa, Herekino and Rawene Halls.
- ii. Once again, community elected committees manage the hall operation on behalf of the Community Board, but Council Customer Services Liaison staff manage bookings, bonds and other payments including invoicing and/or receipting customers. An example in this case would be Whangaroa Memorial Hall, Kaeo.

- iii. Halls and other facilities are either leased or sold to community groups who have a mandate to offer the facility for public use or in some instances the public good. The community may dictate the level of service required and the facility may have a predominant designated purpose. In instances where the facility is used exclusively for sports and the arts, 50% of the normal rate will apply. An example is Awanui Sports Complex.
- iv. The hall or facility is for the exclusive use of a single charitable or community organisation. In this instance, Council may consider an application for a rates remission. Examples are Plunket Rooms, the Order of St Johns and the New Zealand Scouts.

Types of Facilities

Community centres

The term ‘community centre’ covers facilities that provide opportunities for social interaction, activities, recreation, events, programmes, interest-based courses and meeting spaces that benefit the local community. In their operation, community centres may employ paid staff and volunteers, who are proactive and innovative in meeting local community needs, open to all groups in the community, non competitive and complement other resources in the community. Community Centres are owned by Council and funded through Community Rates.

Community halls

The term ‘community hall’ covers facilities that provide opportunities for social interaction, activities, recreation, events, programmes, interest-based courses and meeting spaces that benefit the local community. A community hall may be hired for private purposes. To meet operational costs, secure new equipment and fund internal maintenance expenses or renewals, hall management committees use hall income. Council provides planned maintenance and renewal of the exterior envelope through depreciation funds.

Community leases

The Council leases land, buildings or land and buildings to community groups for a wide range of activities.

APPENDIX

Partnerships
Wherever possible and appropriate, Council will take a partnership approach in its community facility asset management, development and divestment (Council in all partnerships must be guided by the Policy on Partnership with the Private Sector).
This means that:
<div><div>i.</div><div>If Council is building a new facility or developing an existing facility, it will actively seek opportunities to do so in partnership with other organisations and agencies (e.g. schools or churches).</div></div> <div><div>ii.</div><div>If divesting of a community facility, Council will consider any proposals by a third party to manage and develop it as a community facility.</div></div> <div><div>iii.</div><div>Council will actively encourage and seek ways to support schools and other organisations to provide community access to venues such as school halls and church meeting spaces. Such spaces will then form part of the district- wide network of facilities.</div></div>
New types of facilities
In response to the District’s increasingly diverse communities and changing trends in community and leisure activities, Council will consider innovative and different types of facilities. These could include multi-purpose facilities and facilities as part of commercial, retail or residential developments. They could include dedicated or purpose-build facilities (e.g. for young people or for performing arts).
Community Boards may in the first instance, support communities in achieving their goals in regards to new facilities by providing expertise, supporting the establishment of a Community Trust and if appropriate, contribute funds. Ownership of new facilities would remain with the community, usually managed by a Community Trust.
War memorials
Council recognises the special value of War Memorial Halls and will not seek to divest or lease the facility without the direct support of

the RSA. If the Memorial is removed to another special purpose facility, then the hall will revert to Community Hall status.
District wide level of provision
Council aims to have a network of community venues across the District so people can meet and participate in the life of their communities. The network will consist of both Council and non-Council owned facilities. It is important that the community has access to a variety of spaces and venues. Who owns those facilities is secondary to their existence and function.
A catalogue of facilities
From a planning perspective, there is a need to catalogue all facilities along with specified use and contact persons. All non-Council facility ‘owners’ will be given the opportunity to list on Council’s web site along with appropriate details.
Developing new facilities
If Community demand indicates the need for a new facility, further detailed analysis will be undertaken. This analysis will look at the community facility needs and opportunities in a particular geographical area (a local community or ward). It will take into account verified community needs and all potential opportunities for meeting those needs.
Community Boards will consider developing a new community facility when:
<div><div>i.</div><div>A need has been demonstrated through the development of the Long Term Community Plan.</div></div> <div><div>ii.</div><div>A more detailed analysis of the criteria used for the level of provision confirms the local need for a new facility (an example is the recreation plan).</div></div> <div><div>iii.</div><div>The supply of existing community facilities (Council and non-Council) is unable to meet local demand (current and projected supply and demand).</div></div> <div><div>iv.</div><div>A facility in a particular area is at the end of its useful life. This could be a Council or non-Council owned community facility.</div></div> <div><div>v.</div><div>Existing Council facilities are not fit for their</div></div>

intended purpose and are unsuitable for redevelopment.
<div><div>6.</div><div>No viable partnership or brokerage opportunities for meeting community demand have been identified.</div></div>
Redevelop existing facilities
If monitoring indicates the need to redevelop an existing facility, further detailed analysis will be undertaken. This analysis will look at the community facility needs and opportunities in a particular geographical area (a local community or ward). It will take into account verified community needs and all potential opportunities for meeting those needs. However, the primary focus will be on the facility in question and how best to develop it to meet changing needs and demands.
Council will consider redeveloping an existing facility when:
<div><div>i.</div><div>A more detailed analysis of the criteria used for indicating the appropriate ward/district - wide level of provision confirms a local need for a change or development of a particular.</div></div> <div><div>ii.</div><div>There are relatively high levels of facility use and the facility cannot meet demand (usage data).</div></div> <div><div>iii.</div><div>There is demand or pressure for facilities to meet different or greater levels of needs than are currently addressed (supply and demand, needs assessment, demographic trends).</div></div> <div><div>iv.</div><div>The physical design and size of the facility is unsuitable for preferred community use, is unable to meet demand or is better suited to another use (supply and demand, needs assessment).</div></div> <div><div>v.</div><div>The condition of the building is good and warrants redevelopment to meet changing demand.</div></div> <div><div>vi.</div><div>There is relatively high customer satisfaction with this current facility.</div></div> <div><div>vii.</div><div>The building is of historical or War Memorial status.</div></div> <div><div>viii.</div><div>There are no viable partnership or brokerage</div></div>

APPENDIX

opportunities to meet different or increased needs.
<div><div>ix.</div><div>There are major operational issues affecting the viability of the operation (e.g. conflict between commercial use and community use).</div></div>
Divestment
Community Boards may indicate that it would be appropriate to divest a particular facility.
Divestment options could include:
<div><div>i.</div><div>Selling the facility.</div></div> <div><div>ii.</div><div>Council using the facility for non-community purposes (e.g. commercial use/lease).</div></div> <div><div>iii.</div><div>Using the facility as leverage for community based partnership. A number of issues may indicate that divestment is a good option to explore. Examples include: Close proximity of similar facilities (geographical spread), very low usage and/or an apparent over supply of community facilities (usage data, supply and demand), a change in demographics resulting in a community which does not match user profiles (community and user demographics).</div></div> <div><div>iv.</div><div>Planned community facility developments (Council or non-Council) that would meet community demand.</div></div> <div><div>v.</div><div>A facility design that is no longer suitable for the community and cannot easily be rectified.</div></div> <div><div>vi.</div><div>A facility which requires major work, but this work could not be justified because of the poor condition of the building.</div></div>
If divestment is an option, then a detailed analysis will be undertaken. The analysis will focus on a particular geographical location. Within this context, it will explore whether or not it was appropriate to divest of the particular community facility.
In particular, the analysis will cover: current and projected demand; the ability of existing and any planned facilities to meet the projected demand; the condition of the facility in question and its potential for redevelopment; opportunities to use the facility as leverage for a community partnership to operate.

A recommendation to divest of a community facility will only be made if:

- i. There is little current or projected community demand or,
- ii. Existing and planned facilities are capable of meeting current and projected demand (supply and demand).
- iii. The facility is not a War Memorial Hall.
- iv. The facility is not meeting demand and does not have the potential to be redeveloped to meet any projected demand.
- v. The building has reached the end of its useful life and community needs can be met in other ways.
- vi. The community indicates that they want ownership in order to offer services that may be commercial or non inclusive of a wider community.

2. GOALS

The goal of the Community Services Department is to ensure the existence of a network of venues across each ward for people to meet and participate in the life of their communities. These Community Facilities may be used for leisure, arts, cultural, educational, sporting and community activities. They may also provide accommodation for community groups and organisations. The provision of accessible community venues contributes to the development of strong communities.

3. POLICY STATEMENTS

Council believes that halls provide an important link for the people of each community and will actively encourage devolvement of the facility to the community.

Community Boards are responsible for audited annual accounts and statistical information regarding the hall. This responsibility is delegated to the organisation/committee managing the hall on behalf of the Board.

Where no community organisation or committee can be formed within the community, the facility will revert back to the Community Board for management. Options for the Board may be

devolvement; sale/demolition or mothballing while community consultation is carried out. Refer to “Background”

4. PROCEDURES

Some Community Boards through consultation with their community will continue to want to retain ‘ownership’ and have a hall committee as delegated authority to oversee the halls operation. The following procedures are required.

- i. The committee will have a minimum of 5 elected members. A Community Board Member will be seconded to the committee to provide a liaison/advisory role, but cannot take office.
- ii. The Hall Committee shall hold an Annual General Meeting every 12 months – this meeting must be publicly notified. Elections will take place at the Annual General Meeting. As Council’s financial year starts in July, this is the suggested month for elections.
- iii. As of July 2003, community halls on reserve land will no longer be rated so there will not be a need for the Community Boards to budget for rates on behalf of most Hall Committees.
- iv. Hall committees will be responsible for all bookings, fee collections and resolving any operational problems.
- v. Where Hall Committees are the delegated bodies on behalf of Community Boards, they are responsible for producing annual audited accounts and statistical information in regards to use and numbers of users.
- vi. Hall committees will be responsible for all operational expenditure including water, pan charges, power, phone and cleaning. All public halls owned by Council will not be rateable whether on reserve land or not. These halls are still rateable for water and sewerage.
- vii. Hall committees will be responsible for all internal maintenance, refurbishments and purchase of replacement equipment such as stoves etc.
- viii. Where fees’ income does not meet expenses, the following procedures may be followed: An approach can be made through the Community

Board for a one off grant or for the Community Board to fund a specific shortfall each financial year. The Committee’s Community Board Member will advise.

- a. Fees may need to be increased reflecting a full fees recovery scenario.
- b. A hall may no longer meet the communities needs (refer to Background, section 1).
- ix. Council is responsible for the external envelope and building compliance issues but wishes to devolve more of the planning to community. To this end, a working party will be formed. Members will be the Committee’s Community Board Member, an elected Committee representative and a Council Officer. They will develop a long-term strategy for maintaining the facility and put forward the renewal or capital projects to the Community Board to be included in the Long Term Strategic Plan or Annual Plan.
- x. Council will insure the facility but this may not include Committee chattels such as crockery but will include fixtures such as stoves, Zip hot water heaters etc.

Community Halls Policy

Adopted: 8 September, 2016

Background

Each Community Board has delegated responsibility for community buildings that provide a space for social interaction. These facilities (hereafter referred to as 'halls') may be used for leisure, arts, cultural, educational, sporting and other community activities. They may accommodate community groups and organisations.

The policy gives effect to the **Far North District Council - Halls and Facilities Strategy 2015**. It provides additional guidance on the management of community halls either owned by the Council or situated on Council land.

As at May 2016, there were 16 Council owned halls on Council land, 4 Council owned halls on Crown land and 2 community owned halls on Council land. See Appendix 1 for a schedule of facilities.

Objective

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities.

Policies

1. Ensure that communities' current and future needs for halls or similar facilities are met.
 - a. Council aims to have a network of community venues across the district so people can meet and participate in the life of their communities. The network consists of both Council and non-Council owned facilities. It is important that the community has access to a variety of spaces and venues. Who owns those facilities is secondary to their existence and function.
 - b. Halls will not be acquired unless it can be demonstrated that they are fit for purpose, with affordable facilities to meet current and projected community needs.
2. Ensure that communities take active roles in facilitating the provision of an appropriate number of accessible, safe and well maintained facilities.
 - a. Community Boards support communities in achieving their goals for facilities by providing expertise, supporting establishment of a Community Trust, and, if appropriate, contributing funds. Ownership of new facilities may remain with the community, usually managed by a community not-for-profit entity.
 - b. Council will actively encourage and support organisations to provide community access to existing venues, such as school halls and church meeting spaces.
 - c. Council will consider innovative types of facilities in response to diverse community needs and to changing trends in community and leisure activities. These could include multi-purpose facilities and facilities as part of commercial, retail, or residential developments.
3. Adopt preferred frameworks for the Council's involvement in community halls and for partnership arrangements.
 - a. The Council leases land, buildings, or land and buildings to community groups for a wide range of activities. It may transfer ownership of a hall to a community not-for-profit organisation where the community wants to take a greater role.
 - b. Council has a partnership approach to community facilities consistent with [the Community Grant Policy](#).

- c. If Council is building a new facility or developing an existing facility, it will actively seek opportunities to do so in partnership with other organisations, such as schools or churches.
 - d. Where no community organisation or committee can be formed within the community, the facility may be managed by the Community Board (or by the Council in exceptional instances, such as the Kaikohe Memorial Hall).
 - e. Community Boards, through consultation with their community, may retain ownership and have a Hall Committee under delegated authority to oversee the hall's operation.
4. Encourage and enhance the capability of communities to improve their facilities.
- a. The Council will consider community-empowered management and community-led divestment.
 - b. Communities will be encouraged to upgrade halls by their own resources, including through seeking external funding and voluntary work.

Procedures for Hall Committees

1. When Community Boards have a Hall Committee under delegated authority to oversee the hall's operation, the following procedures will apply:
- a. The Committee will have a minimum of 5 elected members. In addition, a Community Board Member will be seconded to the committee to provide a liaison and advisory role, but shall not hold an office on the Committee.
 - b. The Committee will hold an Annual General Meeting every 12 months; this meeting must be publicly notified. Elections will take place at the Annual General Meeting. As Council's financial year starts in July, this is the suggested month for elections.
 - c. The Committee will produce annual audited accounts and statistical information on the usage of the hall, income received and any investments made in the hall.
 - d. The Committee is responsible for all bookings, fee collections and resolving any operational issues.
 - e. The Committee is responsible for all operational expenditure, including water, pan charges, power, phone, and cleaning.
 - f. Public halls owned by Council are non-rateable, except for water and sewerage charges.
 - g. The Committee is responsible for internal maintenance, refurbishments, and purchase of replacement equipment, but not for building renewals.
 - h. The Committee is responsible for insurance of the hall committee's chattels, such as chairs, tables, and crockery. Council will insure the facility, which will include fixtures such as stoves and zip water heaters.
 - i. Where fee income does not meet expenses, an approach can be made through the Community Board for a one-off grant or for the Community Board to fund a specific shortfall each financial year. The Committee's Community Board Member will advise if fees may need to be increased or if a hall may no longer meet the community's needs.

The table below gives a summary of the relative responsibilities of Council, Community Board and Hall Committee:

Council Responsibility	Community Board Responsibility	Hall Committee Responsibility
Asset management	Governance	Operation
Delegations	Appointment of Committee Advisor	AGM & appointment of Committee and Officers
Renewals and upgrades planning and delivery	Reporting of income, expenditure & usage	Bookings management
To maintain the external building envelope		Internal maintenance of building and equipment
Water & wastewater infrastructure provision and maintenance		Replacement of internal equipment
Insurance payments		Water & wastewater rates
Car park & grounds control, maintenance and upgrades		Services & utilities payments
Fences control, maintenance and upgrades		Cleaning

2023-24 Hall Information and Statistics **FAR NORTH DISTRICT COUNCIL**

HALL DETAILS		11 NOV 2024	
Name of Hall:	Whangaroa Village Hall		
Physical address:	574 Whangaroa Road, Whangaroa		
Postal address:	C/- Box 211, Kaeo 0448		
Booking Officer Name	(Booking Officer will be added to our website) Cecilie Rooke (please no late calls)		
Booking Officer Contact Info	Ph.: 09 4050023	Mobile:	Email: ccrooke@slingshot.co.nz
Afterhours Contact Name	Sam Murray		
Afterhours Contact Info	Ph.: N/a		
Emergency Contact Name	Denis Winters		
Emergency Contact Info	09 4051022		

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	Denis Winters	Thompsons Access Road Tauranga Bay Kaeo 0479		
Secretary/ Treasurer	Sam Murray (Secretary-Treasurer)	Box 211 Kaeo, 0448		
Committee Member	Cecilie Rooke	Box 158, Kaeo, 0448		
Committee Member	Melanie Chambers-Winters	Thompsons Access Road Tauranga Bay Kaeo 0479		

Please feel free to add any further updates on the reverse of form or on an additional sheet of paper

COMMITTEE MEETING DETAILS

How often does the Committee meet annually?	Once
How often did the Committee meet in the year?	Twice
Date of the last AGM?	5 August 2024

HALL INFORMATION		
Usage Data		
Number of bookings:	Average 5 per week	
Number of estimated users:	8 to 10 per booking	
Type of use		
Community (regular users):	Coastguard, (weekly, no charge); 3 yoga groups (weekly), Friendship group (monthly), Old School Friends Group (monthly)	
Casual (one off):	4 (to 31 March 2024) – we have restricted night-time use and alcohol 2 private functions, 1 AGM for Marina, Sport NZ meeting	
Commercial:		
Hire rates (per hour)		
Community:	\$25 first hour, \$5 thereafter	
Casual:	As above	
Commercial:	As above (unless it is an extended time)	
Other:		
2023/2024 Financial Statement	Attached: Yes / No	
Building Warrant of Fitness	Photo attached as display in the hall : Yes / No	
Evacuation Plan	Photo attached as display in the hall : Yes / No	
Insurance - Contents	Yes / No	Value:
Improvements completed	Tables were replaced this year, to allow easy fold-way rather than stacking.	
Maintenance completed		
Other:	FNDC holds details of insurance and BwoF and exit is marked. Building maintenance is done by the FNDC Please note we do not allow alcohol, and night-time use is by agreement with the committee because of neighbours.	

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe

will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 pp	30 persons
Kitchen facilities	Basic: stove, fridge, sink and bench, zip
Toilets	Public toilets are over the road.
Disabled access	Yes, ramp.
Parking	Public parking on waterfront.
Furniture available	Tables and chairs.
Other facilities / assets available e.g.: stage, lighting, heating	Tevo heater.

Checklist:

Yes/ No	Form fully completed
Yes/ No	Photo of BWOFF on display
Yes/ No	Photo of Evacuation procedure on display
Yes/ No	Copy of Audited Financial Accounts if relevant
Yes/ No	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
Yes/ No	Other (funding report, funding requests)
Yes/ No	Invite to attend the Community Board meeting

Thank you for your co-operation.

MINUTES

Whangaroa Hall Committee Meeting

5 August 2024

This meeting followed immediately after AGM.

Minutes of previous committee meeting

Motion that Minutes of the committee meeting be accepted.

Moved Bruce Mills, seconded Jan Wright. Passed.

Tables and chairs

It was agreed that Denis Winters and Melanie Chandler-Winters would purchase new folding tables for the Hall and be reimbursed. We will start to off-load the old tables as time permits, perhaps via a local facebook notice. The chairs will be replaced at a later date.

Motion: That Denis Winters and Melanie Chandler-Winters select and purchase suitable tables, and that they will be reimbursed by the Hall Committee.

Moved: Sam Murray, seconded Kathy Heath. Passed.

Heat panel

The purchase of motion-activated "Tevo" heaters was discussed. John Archer Electrical has confirmed the wiring is adequate to support them.

Motion: That Denis Winters and Melanie Chandler-Winters be authorised to purchase heating and they be reimbursed by the Hall Committee..

Moved: Kathy Heath, seconded Cecilie Rooke. Passed.

Re-painting

Denis Winters has repainted the heater-damaged wall.

Hall land and fence/gates

It is clear from the title that the Hall owns the land behind. The FNDC to be asked to get the neighbour to reinstate the gate and fence that they cut down. Kathy Heath to check with the Coastguard to confirm it is their trailer that is parked there.

Donation towards Cemetery upkeep

The committee discussed whether to support the Cemetery Committee to maintain the grounds again this year. (To explain: the cemetery is also part of the historic Whangaroa settler legacy. It was used as an interdenominational cemetery and not part of the Anglican Church.) Cecilie Rooke manages the mowing schedule and the payment of the worker.

Motion to donate \$200 towards lawn mowing.

Moved Melanie Chandler-Winters, seconded Sam Murray. Passed.

Hire-out rates, cleaning

The hall hire-out rate was discussed, and it was decided to leave the rates unchanged at \$25 for first hour and \$5 subsequent hours (or part of).

The expectation is that whoever hires the Hall also leaves it clean and tidy.

Working bee

The committee agreed that some time in October we should have a working bee to give the hall and surrounds a spring clean.

Meeting closed 3:10pm.

Signed: _____

Date: _____

DRAFT MINUTES Whangaroa Hall Committee AGM 5 August 2024

The meeting was opened at 2pm with a welcome and blessing by Denis Winters.

Present

Denis Winters (chair), Melanie Chandler-Winters, Cecilie Rooke, Sam Murray (secretary/treasurer), Kathy Heath, Bruce Mills (Whangaroa Community Board), Eljon Fitzgerald, Jan Wright, Murray Shaw, Terry Peterson, John Lynch, Chrissy Lynch-Brown.

Apologies

Mary Hughes.

Motion that the apologies be accepted.

Moved Sam Murray, seconded Cecilie Rooke.

Chairpersons report

Denis Winters expressed gratitude to everyone that assists with the Hall's upkeep and administration. The chairpersons report is attached, items of note are:

The slip behind the hall continues to be the main issue for the Hall. Engineering checks have been done and temporary drainage is in place. Denis is dealing with the FNDC and they are dealing with the Northland Roding people. The road above the Hall needs to be redesigned and retained, which requires the scope of work report to be completed, consents to be applied for and granted, and budget allocation: given the financial restraints on the FNDC this is taking a lot of time.

The FNDC has also been asked to keep the surrounding area tidy (the contractors are often not mowing round the hall properly. The grass gets long and undity, which come summer, will be a fire hazard. Also the guttering needs clearing.

The register of bookings shows that useage of the Hall is up from pre-pandemic "normal" levels, which is gratifying and shows that the bulding is filling a community need.

Motion that chairpersons report be accepted.

Moved, Melanie Chandler-Winters, seconded Kathy Heath. Passed.

Minutes of 2023 AGM

Motion that Minutes of 2023 AGM be accepted.

Moved Eljon Fitzgerald, seconded Melanie Chandler-Winters. Passed.

Financial report

The meeting again considered creating a Term Deposit (rather than Serious Saver) now that term deposit interest rates have improved. We decided to leave it for now as we have expenses (new tables, heating) coming up.

Motion that financial report be accepted.

Moved Eljon Fitzgerald, seconded Cecilie Rooke. Passed.

Election of officers and committee

Motion that the incumbant officers remain in place (Denis Winters as chair, and Sam Murray as Secreetary/Treasurer), and like previous years, all attendees/apologies be "the Committee".

Moved Cecilie Rooke, seconded Bruce Mills. Passed.

AGM closed at 2:30pm.

Signed: _____

Date: _____

Whangaroa Hall Committee Balance Sheet As at 31 March 2024

Current assets	2023	2024
Bank (current account)	2393.94	2842.37
Bank (savings account)	8863.27	9947.41
Petty cash to hand 31/03/23	*541.20	56.40
Totals	\$11,798.41	\$12,846.18

* \$500 banked onto savings account after 31/3/23

Notes:

1. Whangaroa Hall Committee

The Whangaroa Hall Committee is a non-profit organisation set up to administer the day-to-day running of the Whangaroa Village Hall.

2. Accounting basis.

These financial accounts have been prepared on a cash basis.

3. Explanatory notes

Every month \$20 is transferred from our current account to the savings account (qualifying us for a bonus interest rate).

4. Signatories

Two to sign, except in the instance of transferring between our accounts. The 3 signatories are Denis Winters, Melanie Chandler-Winters and Sam Murray.

These accounts have been checked against all documents shown to me (bank statements, invoices and receipts).

Signed: _____

Date: _____

5/10/24

**Whangaroa Hall Committee
Balance Sheet
As at 31 March 2024**

Income and Expense breakdown (2022/2023 comparison)

	2023	2024
Income		
Hall hire	1063.10	953.70
Bank interest (\$476.08 less \$83.31 RWT)	186.06	392.77
	1249.16	1346.47
Expenses		
23/06/23 Mitre10 (key cutting, reimbursed petty cash)		16.00
15/11/23 Design & Print (plaque poster, paid by BP)		62.10
30/01/24 Mitre10 (new entrance mat, reimbursed petty cash)		33.78
		111.88
TOTAL INCOME LESS EXPENSES	\$1,249.16	\$1,234.59

Hall-use income breakdown

Date	Hirer & receipt number	Amount
01/08/23	#7354437 Yoga groups (via Kathy)	100.00
04/08/23	#735438 Friendship Group	56.90
06/10/23	#735439 Friendship Group	20.00
24/10/23	Inv 356027 Whangaroa Marina	70.00
27/10/23	#735440 Yoga groups (via Kathy)	110.00
13/10/23	#735441 Yoga groups (via Kathy)	100.00
30/10/23	#735442 Mary Hughes (a donation to cemetery lawn mowing)*	50.00
01/12/23	#735443 Old School Friends	52.00
29/12/23	#735444 Kathy Heath (yoga group)*	115.00
04/02/24	#735445 Old School Friends	34.80
14/03/24	#735446 Sport Northland	25.00
19/03/24	#735447 Yoga Groups (via Kathy)	170.00
23/03/24	#735448 Perry & Sandy	50.00
		\$953.70
	* retained as petty cash for mowing, expenses	

Russell Town Hall 2023-24 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	Russell Town Hall		
Physical address:	17 The Strand, RUSSELL		
Postal address:	7 Okiato Road, RD1 RUSSELL		
Booking Officer Name	Anne Mansfield		
Booking Officer Contact Info		Mobile:0272445317	Email: townhallrussell@gmail.com
Afterhours Contact Name	Anne Mansfield		
Afterhours Contact Info			
Emergency Contact Name	Rosemary Miller		
Emergency Contact Info			

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	Rosemary Miller	15 Matauwhi Road, Russell		
Secretary/Treasurer	none			
Committee Member	Michael Mee	18B Kaha Place		
Committee Member	Frank Edwards	P.O.Box 245, Russell		
Committee Member				
Committee Member				

Please feel free to add any further updates on the reverse of form or on an additional sheet of paper

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	Once -AGM
How often did the Committee meet in the year?	11 times – 3 rd Monday of every month except for January
Date of the last AGM?	16 th September 2024

HALL INFORMATION	
Usage Data	
Number of bookings:	530
Number of estimated users:	15
Type of use	
Community (regular users):	Yoga, Pickleball, Pilates, Church Services, Movies, Craft Markets, Tai Chi
Casual (one off):	Weddings, Exhibitions, Funerals
Commercial:	
Hire rates (per hour)	
Community:	\$10 - \$15 per hour
Casual:	\$20 per hour
Commercial:	\$20 per hour
Other:	\$10-\$20 per hour
2023/2024 Financial Statement	Attached: Yes / No Yes
Building Warrant of Fitness	Photo attached as display in the hall : No, B-Rad attached
Evacuation Plan	Photo attached as display in the hall : No – To be sent later
Insurance - Contents	Yes Value: \$1000000
Improvements completed	New Fridge and Dishwasher
Maintenance completed	Electrical work
Other:	We are proud to be supporting our local cinema which has been struggling financially. We have had some promising new users including Pickleball (very popular) and Badminton. There was some painting done this year and it was of a very poor standard. We would like the opportunity to use local trades people for Town Hall building maintenance as this would reduce costs for the Council, particularly with travel, as well as providing a better standard of workmanship, as they have a local reputation to maintain. We would welcome discussions to make this happen.

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main Hall – 250 pp	Town Hall – Main Hall – capacity – ????? Town Hall Supper room/Kitchen – Capacity - 50
Kitchen facilities	Oven, dishwasher, fridge, “Zip” type water heater
Toilets	5 toilets - 1 disabled access, 2 women’s and 2 men’s
Disabled access	Main Hall – yes disabled access by side entrance Supper Room – yes disabled access by concrete ramp.
Parking	Public parking next to hall – 10 Otherwise parking on streets surrounding hall.
Furniture available	196 Chairs, trestle tables – 17 large, 9 small
Other facilities / assets available e.g.: stage, lighting, heating	Stage, Electric Fans, oil heaters

Checklist:

Yes	Form fully completed
No	Photo of BWOFF on display B-Rad Attached
No	Photo of Evacuation procedure on display – to be sent later
No	Copy of Audited Financial Accounts if relevant – not relevant
Yes	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
No	Other (funding report, funding requests)
No	Invite to attend the Community Board meeting

Thank you for your co-operation.

Profit and Loss

Russell Town Hall For the year ended 30 June 2024

	2024	2023
Trading Income		
Donations	-	100.00
Interest Income	10,154.13	2,919.37
Key Deposit	-	50.00
Town Hall rental income	20,727.50	13,305.00
Total Trading Income	30,881.63	16,374.37
Gross Profit	30,881.63	16,374.37
Operating Expenses		
Bookkeeping & Accounting	3,629.40	3,651.83
Cleaning	355.14	219.34
Cleaning Contractor	4,231.86	3,715.82
General Expenses	193.17	153.21
Insurance	1,555.42	1,484.89
Repairs and Maintenance	-	1,746.40
Total Operating Expenses	9,964.99	10,971.49
Net Profit	20,916.64	5,402.88

Balance Sheet

Russell Town Hall As at 30 June 2024

	30 JUN 2024	30 JUN 2023
Assets		
Bank		
Russell Town Hall Committee	9,048.23	4,144.56
Term Deposit	167,579.26	157,553.11
Total Bank	176,627.49	161,697.67
Current Assets		
Accounts Receivable	1,095.00	1,190.00
Total Current Assets	1,095.00	1,190.00
Fixed Assets		
Community Sports Equipment	2,076.90	2,076.90
Kitchen Appliances	3,819.00	-
Office Equipment	1,032.00	1,735.00
Total Fixed Assets	6,927.90	3,811.90
Total Assets	184,650.39	166,699.57
Liabilities		
Current Liabilities		
Accounts Payable	266.62	3,202.93
GST	(29.53)	-
Rounding	(0.04)	(0.06)
Total Current Liabilities	237.05	3,202.87
Total Liabilities	237.05	3,202.87
Net Assets	184,413.34	163,496.70
Equity		
Current Year Earnings	20,916.64	5,402.88
Retained Earnings	163,496.70	158,093.82
Total Equity	184,413.34	163,496.70

Fixed Asset Reconciliation

Russell Town Hall

For the year ended 30 June 2024

SOURCE	COST ACCOUNT	OPENING COST	OPENING ACCUM DEP	OPENING BOOK VALUE	CLOSING COST	CLOSING ACCUM DEP	CLOSING BOOK VALUE
Community Sports Equipment							
Balance Sheet	Community Sports Equipment	2,076.90	-	2,076.90	2,076.90	-	2,076.90
Asset Register	Community Sports Equipment	-	-	-	-	-	-
Difference		2,076.90	-	2,076.90	2,076.90	-	2,076.90
Kitchen Appliances							
Balance Sheet	Kitchen Appliances	-	-	-	3,819.00	-	3,819.00
Asset Register	Kitchen Appliances	-	-	-	-	-	-
Difference		-	-	-	3,819.00	-	3,819.00
Office Equipment							
Balance Sheet	Office Equipment	1,735.00	-	1,735.00	1,032.00	-	1,032.00
Asset Register	Office Equipment	-	-	-	-	-	-
Difference		1,735.00	-	1,735.00	1,032.00	-	1,032.00
Total Difference		3,811.90	-	3,811.90	6,927.90	-	6,927.90



FIRECO
Building Compliance and Fire Safety

Fireco Limited



- Ph: 0800 101 232
- Email: info@fireco.co.nz
- Web: www.fireco.co.nz
- PO Box 1517, Whangarei

Building Warrant of Fitness Report and Declaration

Non-compliance with compliance schedule # 1273

This report has been issued in lieu of a building warrant of fitness (BWOFF). Its purpose is to notify building occupants:

1. That one or more procedures required for a BWOFF to be supplied and displayed were not carried out.
2. About the current performance status of each specified system.

THE BUILDING				
Building name: Russell Community Hall		Street address of building: 17 The Strand Russell		
Legal Description: LOT 15-16 Kororareka Domain		Location within site / block: -		
OWNERS DECLARATION				
A BWOFF was unable to be supplied and displayed because one or more scheduled inspection and/or maintenance procedures of the compliance schedule was not carried out.				
The following table details whether a specific system was affected by the missed procedures and the current performance of the specified system with its respective performance standard.				
SPECIFIED SYSTEM SUMMARY REPORT				
Specified system	Procedure Missed	Currently Performing	Form 12A Supplied	S-RAD Supplied
SS4/1 – Emergency Lighting System	Monthly inspection	Yes	No	Yes
SS14/2 – Signs relating to a System or Feature Specified	Monthly inspection	Yes	No	Yes
SS15/2 – Final exits	Monthly inspections	Yes	No	Yes
SS15/4 – Signs for Communication	Monthly inspections	Yes	No	Yes
For more information on inspection, maintenance and reporting procedures missed and/or current performance details, please see the individual Specified System Report and Declaration (S-RAD) for the specified system concerned.				
 				
Signature of agent on behalf of and with the authority of the owner				
Date: 23 April 2024				
OWNER / AGENT				
Name: JP Dignon		Mailing address: 10 Cameron Street, Whangarei		
Company: Fireco Limited		Contact number: 0800 101 232		
BUILDING USE AND OCCUPANCY				
Current, lawfully established use Community Hall	Activity Group:	Fire Design category:		
Level / Unit number:	Occupant load:	Highest Fire Hazard Category: 1		
Compliance Schedule				
Compliance Schedule Anniversary: 30 April 2025		Location where compliance schedule is kept: On location		

Is this form June to June
or Jan-Dec. July 23 - June 24
2023-24 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	Totara North Hall		
Physical address:	3 School Road Totara North.		
Postal address:	67 Campbell Rd, Totara North.		
Booking Officer Name	(Booking Officer will be added to our website) Dawn Griffiths.		
Booking Officer Contact Info	Ph.: 094050318	Mobile: 02162300805	Email: dawngriffiths007@gmail.co
Afterhours Contact Name	Anne Cates		
Afterhours Contact Info	[REDACTED]		
Emergency Contact Name	Anne Cates.		
Emergency Contact Info	Ph.: →	[REDACTED]	

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	Anne Cates	67 Campbell Rd Totara Nth	[REDACTED]	[REDACTED]
Secretary	" "	" "	[REDACTED]	[REDACTED]
Treasurer	Karen Hori		[REDACTED]	[REDACTED]
Committee Member	Dawn Griffiths	401 Okura Bay Rd.		[REDACTED]
Committee Member				
Committee Member				
Committee Member				

Please feel free to add any further updates on the reverse of form or on an additional sheet of paper



COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	11 times
How often did the Committee meet in the year?	6 times
Date of the last AGM?	28 August 2024

HALL INFORMATION	
Usage Data	
Number of bookings:	4 Weekly permanents
Number of estimated users:	
Type of use	
Community (regular users):	Yoga Pilates Table Tennis Meetings Market Day
Casual (one-off):	Use for local school events, Quiz nite Hausie
Commercial:	Wedding Birthdays, Elections Community get togeth
Hire rates (per hour)	
Community:	\$15 per hour
Casual:	1/2 day \$60
Commercial:	Per day 8hrs \$100
Other:	Evening \$120
2023/2024 Financial Statement AGM Minutes	Attached: Yes / No
Building Warrant of Fitness	Photo attached as display in the hall : Yes / No
Evacuation Plan	Photo attached as display in the hall : Yes / No
Insurance - Contents	Yes / No Value:
Improvements completed	New Toilet Seat Ladies Loo Nothing this year
Maintenance completed	Drain to remove rainwater from concrete New toilet seat
Other:	

Please redesign this form so
information can fit!

56.6 78.1
09 56.6
72.5

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 pp	80
Kitchen facilities	Yes Zip Stove Urns Microwave.
Toilets	Yes 1 male 1 female.
Disabled access	Yes
Parking	Yes
Furniture available	Yes Tables & chairs & bench seats.
Other facilities / assets available e.g.: stage, lighting, heating	Heating

Checklist:

Yes/No	Form fully completed
Yes/No	Photo of BWOF on display
Yes/No	Photo of Evacuation procedure on display
Yes/No	Copy of Audited Financial Accounts if relevant
Yes/No	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
Yes/No	Other (funding report, funding requests)
Yes/No	Invite to attend the Community Board meeting

Thank you for your co-operation.

Totara North Hall



Minutes for A G M 28th August 2024

Meeting Opened: 5:05pm

Present: Anne Gates, Karen Hori

Apologies: Dawn

Minutes from A G M 23 August September 2023: Moved: Anne

Second: Karen

Chairpersons Report:

Treasurers Report to 30 June:

Society Acc	\$4842.90
Savings Acc	\$6249.43
Petty Cash	\$ 109.20
Power Account is still in credit	\$ 184.85

Filling of Positions:

	Nominee	Nominator	Accepted
Chairperson	Anne	Karen	Anne
Secretary	Anne	Karen	Anne
Treasurer	Karen	Anne	Karen
Hall Bookings	Dawn	Karen	Dawn

We are on the look out for community members to join the committee.

Decision to have our next Committee Meeting now

Meeting closed: 5:22pm

2023-24 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	WAIPAPA HALL		
Physical address:	14 Waipapa Loop Road, WAIPAPA		
Postal address:	c/- The Secretary, P O Box 266 Kerikeri		
Booking Officer Name	Barbara and Peter Holmes		
Booking Officer Contact Info	Ph.:	Mobile: 021 066 3598	Email: holmesathome@xtra.co.nz
Afterhours Contact Name	Graeme Boocock		
Afterhours Contact Info	Ph.:		
Emergency Contact Name	Graeme Boocock		
Emergency Contact Info	Ph.:		

HALL COMMITTEE DETAILS – since AGM 30 th June 2024				
Position	Name	Postal Address	Email address	Phone
Chairperson	Graeme Boocock	P O Box 266 KERIKERI 0293		
Secretary	Jo Boocock	P O Box 266 KERIKERI 0293		
Treasurer	Doreen Christiansen	16a Greenway Drive Kerikeri 0230		
Committee Member	Carey Bramley	P O Box 180 KAEO 0479		
Committee Member	Shaun Cannon	25B Cannon Drive Kerikeri 0230		
Committee Member	Barbara Holmes	22Roser Avenue Kerikeri 0230		
Committee Member				

Please feel free to add any further updates on the reverse of form or on an additional sheet of paper

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	6 times each financial year
How often did the Committee meet in the year?	August, October, December 2023 , February, April, June 2024
Date of the last AGM?	21 st August 2024

HALL INFORMATION	
Usage Data	
Number of bookings:	480
Number of estimated users:	23
Type of use	
Community (regular users):	13
Casual (one off):	9
Commercial:	1
Hire rates (per hour)	
Community:	\$10 per hour
Casual:	\$20 per hour – to max \$100 per day
Commercial:	\$20 per hour – to max \$100 per day
Other:	Casual Users pay refundable Bond of up to \$200 (at Booking Clerk's discretion)
2023/2024 Financial Statement	Attached: Yes
Building Warrant of Fitness	Photo attached as display in the hall : Yes - Note expiry date
Evacuation Plan	Photo attached as display in the hall : Yes
Insurance - Contents	No Value:
Improvements completed	2 x Heat Pumps installed
Maintenance completed	All fluorescent and other light fixtures in working order.
Other:	Full inventory of chattels to be completed (last completed Feb 06) .

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 pp	Main Hall – Capacity 120 Meeting room/Supper Room - Capacity approx. 20 (seated)
Kitchen facilities	Fridge, stand-alone oven, Zip water heater, microwave, fire extinguisher, sundry crockery
Toilets	Separate Female, Male, Disabled
Disabled access	Ramps to all exits (concrete path to front door is uneven)
Parking	6 reserved spaces beside Hall – 1 designated disabled space (furthest from Hall door) + extra parking in cul-de-sac
Furniture available	Chairs Tables Benches
Other facilities / assets available e.g.: stage, lighting, heating	<p>15 platform sections stacked to make stage approx. 20sq metres. 6 ceiling fans 3 Electric bar heaters , 2 x heat pumps Stage curtain 2 x ballet bars 1 wall mirror – approx. 5m wide x 1.75cm high Drop down screen Stereo system 2 storage rooms – for use by regular users – each has key</p> <p>3 storage cupboards (1 Committee use- 2 hall users)</p> <p>1 utility room – cleaner only has access 1 public access utility room First-aid box – in kitchen –available for public use (front door Key req'd)</p>

Checklist:

Yes/No	Form fully completed
Yes/No	Photo of BWOF on display
Yes/	Photo of Evacuation procedure on display
Yes/no	Copy of Audited Financial Accounts if relevant
Yes/	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
Yes/No	Other (funding report, funding requests) – completed during year
Yes/No	Invite to attend the Community Board meeting

Thank you for your co-operation.

Cheryl Henry

From:

Sent:

To:

Subject:

Waipapa Hall AGM and regular committee meeting Wednesday 21/8/24 7pm

CAUTION: This email originated from outside Far North District Council.

Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi All,

AGM and regular meeting this Wednesday at the hall.

Peter and Barbara can't attend but they have agreed to continue as bookings people.

As I will be retiring from the committee, we need to elect a new Chairperson and Secretary.

Peter and Barbara proposed Graeme for the positions.

Chairperson role - mainly liaising with the FNDC, but not much ongoing (depends on the back wall fix!), and chairing meetings.

Secretary - taking minutes, typing up (I use Word so its easy peasy to edit the last meeting minutes), advising of next meeting close to the day (like this).

Ongoing small maintenance - between Graeme and Shawn this is well covered,

I will chair the AGM then hand over to the new chair and make a graceful exit...

See you there then,

Barry

**MINUTES OF ANNUAL GENERAL MEETING OF
WAIPAPA HALL COMMITTEE
Held at Waipapa Hall
Wednesday 16 August 2023**

Meeting Opened: 7.00pm

Present: Barry Considine, Doreen Christianson, Shaun Cannon, Carey Bramley, Tyler Bamber (ex-officio FNDC Community Council)

Apologies: Barbara and Peter Holmes, Jo and Graeme Boocock

Minutes of previous AGM meeting 17/8/2022.
Proposed by Barry, seconded by Doreen, accepted.

Chairperson's Report:
We have had a good year, recovering after COVID. Proposed by Barry, seconded by Doreen.

Treasurer's Report:

- Annual accounts presented by Doreen
- Annual accounts have been forwarded to the reviewer and his report should be available at the next committee meeting
- Proposed that the cleaner Roz Wilson's pay be increased to \$90 per week backdated to 1 June 2023
- Closing balances Main account \$5179.35, Bond account \$192.13, Debtors \$1100.
- Reviewer's invoice to be paid on receipt
- Hall was used on 532 occasions last financial year
- Proposed by Doreen, seconded by Carey

Election of Officers:

- Doreen, acting chair, proposed that Barry Considine continue as chairperson, seconded by Carey, accepted.
- Doreen proposed that Barry be Acting Secretary and that the committee be authorized to appoint a permanent Secretary when one is found. Seconded by Carey, accepted.
- Barry, retaking the chair, proposed Doreen Christianson for Treasurer, seconded by Shaun, accepted.
- Barry, who has confirmed with the Holmeses proposed that Barbara Holmes continue as Bookings Person, seconded by Doreen, accepted.
- Other committee members Carey and Shaun proposed by Barry, seconded by Doreen.
- The committee is authorized to fill further committee positions when persons become available.
- The committee welcomes the continued attendance of a representative from FNDC Tyler Bamber.

Other business:

- Honoraria
- To Chair \$50 per month proposed by Shaun, seconded by Carey
- To Treasurer \$75 per month proposed by Barry, seconded by Carey
- To Bookings Person \$120 per month proposed by Doreen, seconded by Barry
- All above accepted
- Honoraria to be reviewed annually at AGMs

Next AGM: Wednesday 21/8/2024

Meeting closed 7.55pm

**MINUTES OF BIMONTHLY MEETING OF
WAIPAPA HALL COMMITTEE**

Held at: Waipapa Hall, Wednesday 21 August 2024

Meeting Opened: 8.12pm (after AGM)

Present: Barry Considine, Shaun Cannon, Doreen Christianson, Carey Bramley, Tyler Bamber (ex-officio FNDC Community Council), Graeme Boocock

Apologies:, Peter and Barbara Holmes

Correspondence In: Nil

Correspondence Out: Nil

Minutes of previous meeting:

- From meeting held on 19 June 2024, proposed by Barry, seconded by Graeme, accepted

Treasurer's report:

- Presented by Doreen. Printout provided to Secretary (Graeme).
- Main account has \$1787.19
- Bond account \$400.84
- Debtors \$240.00
- Payments for approval
 - o Re-imburse Doreen \$158.76 for rubbish bags, stationery, USB stick, printer ink, door mats
 - o A Taylor, \$50.00 for Annual Accounts review
 - o Northland Cleaning Supplies, \$244.04 for cleaning goods
 - o Reimburse Barry \$16.00 for keys cut,
- Proposed by Carey, seconded by Shaun, accepted

Matters Arising:

- Damp on back block wall – Doreen says that the problem continues with black mould in Bowls cupboard and paint blistering on wall across the whole wall. The outside wall flashings have been checked and are okay. The issue stems from the outside wall not being sealed correctly and porous blocks are absorbing water when it rains. Tyler is to follow up with FNDC Facilities Maintenance Manager or Peter Marsellos FNDC community hall manager. Leave on.
- Replacing fridge. Leave on.
- Main door and double doors are getting tired – Barry had a meeting at the hall with Peter Marsellos and raised this with him. Leave on.
- Mice problem – It was thought to have been resolved, however Jo had seen a large mouse last Monday run into the Bowls cupboard. Bowls members to put mouse traps out again - Leave on.

General Business:

- Hannah had asked for storage space for her balls. Barry has given her a key to the committee cupboard. The committee items are to be shifted to the small stand-alone cupboard by the Bowls cupboard door.
- Feedback from the hall users is that the heat pumps are really appreciated and work well.
- The hall floor is soft in the Northeast corner of the main hall area. Tyler is aware of this and asked that it be noted in the minutes.

Date for next meeting: 23 October 2024 at 7pm.

Meeting closed: 8.37pm

**MINUTES OF ANNUAL GENERAL MEETING OF
WAIPAPA HALL COMMITTEE**

**Held at Waipapa Hall
Wednesday 21 August 2024**

Meeting Opened: 7.00pm

Present: Barry Considine, Doreen Christianson, Shaun Cannon, Carey Bramley, Tyler Bamber (ex-officio FNDC Community Council), Graeme Boocock

Apologies:, Barbara and Peter Holmes,

Minutes of previous AGM meeting 16/8/2023.
Proposed by Barry, seconded by Tyler, accepted.

Chairperson's Report:
We have had a good year, heatpumps installed.

Treasurer's Report:

- Annual accounts presented by Doreen
- Annual accounts have been forwarded to the reviewer Allan Taylor and his report was submitted
- Annual – Income \$14402.13, Expenditure \$17743.48, deficit \$3341.35 (heatpumps)
- Closing balances Main account \$1838, Bond account \$464.19, Debtors \$1000, Creditors \$30
- Reviewer's invoice to be paid on receipt
- Hall was used on 480 occasions last financial year
- Proposed by Doreen, seconded by Carey

Election of Officers:

- Chairperson/Secretary – as Barry is retiring, Doreen proposed Graeme Boocock (with assistance of his wife Jo), seconded by Barry, approved unanimously
- Treasurer – Graeme proposed Doreen Christianson for Treasurer, seconded by Shaun, accepted.
- Barry, who has confirmed with the Holmeses proposed that Barbara Holmes continue as Bookings Person, seconded by Doreen, accepted.
- Other committee members Carey and Shaun proposed by Barry, seconded by Doreen.
- The committee is authorized to fill further committee positions when persons become available.
- The committee welcomes the continued attendance of a representative from FNDC Tyler Bamber.

Other business:

- Honoraria – Barry to cease receiving an honorarium, Graeme to receive it instead.
- Honoraria per month amounts to remain the same – Chair \$50, Treasurer \$90, Bookings \$120
- Honoraria to be reviewed annually at AGMs
- Bank signatories – Barry to be removed and replaced by Shaun Cannon. Doreen to organize this with the bank.
- Cleaner's weekly payment to remain the same, proposed Doreen, seconded Graeme
- Hall Hire fees – Regular Users to remain at \$10/hour. The \$100 limit for a day's casual hire to be scrapped. Casual hire rate to be \$25/hour
- All above proposed by Doreen, seconded by Graeme, accepted.
- The committee passed a motion of thanks to Barry for his long service

Next AGM: Wednesday 20/8/2025
Meeting closed 8.00pm

The above are a true and correct record of the Annual General Meeting 2024 for the Waipapa Community Hall Committee.

Signed by Barry Considine, outgoing Chairperson



ORIGINAL

WAIKAPA HALL COMMITTEE - FINANCIAL SUMMARY YEAR END 30TH JUNE 2024

<u>INCOME</u>	Y/E 30 June 2024	Y/E 30 June 2023
Hall Hire	9655.00 ✓	9310.00
Power (meters)	232.00 ✓	60.00
Sundry		20.00
Interest trfd from Bond Account	2.13 ✓	
Bonds Received	430.00 ✓	720.00
Contribution from FNDC	4083.00 ✓	
towards Aircon units		
Total Income	<u>14402.13</u> ✓	<u>10110.00</u>

EXPENSES

Reviewer's Fee	50.00 ✓	100.00
Stationery	216.33 ✓	110.90
Cleaner	4680.00 ✓	3672.00
Cleaning Expenses	187.47 ✓	386.64
Booking Clerk	1395.00 ✓	890.00
Treasurer	1035.00 ✓	630.00
Chairman	575.00 ✓	350.00
Repairs & Maintenance	364.58 ✓	439.68
Bond Refund	70.00 ✓	
Donation(Gardening,Painting)		200.00
Website Annual Fee	117.30 ✓	82.70
Keys Cut	13.96 ✓	70.48
Sundry	122.84 ✓	25.00
Trf to Bond A/c	360.00 ✓	720.00
2 x Heating units	8556.00 ✓	
Total Expenses	<u>17743.48</u> ✓	<u>7677.40</u>
Excess Income/Expenditure	<u>-3341.35</u>	<u>2432.60</u>

Society Account - Bank Reconciliation

Opening Balance	1st July 2023	5179.35	979.55
			<u>830.00</u> Debtors - June 2023 paid
			1809.55
			<u>1047.20</u> Trf from 56 Account
			2856.75
			<u>110.00</u> Bonds Held trfd to new Bond Account
			2746.75
Plus Excess Income/Expenditure		<u>-3341.35</u>	<u>2432.60</u>
Closing Balance 30th June 2024		<u>1838.00</u>	<u>5179.35</u>

Bond (Accelerator) Account - Bank Reconciliation

Opening Balance	1st July 2023	192.13 ✓	1047.01
Interest earned			0.19
		<u>192.13</u>	<u>1047.20</u>
Trf 2023 Interest to Society Account		2.13	
		190.00	1047.20
			110.00 Trf from Society Account to Bond Acc
Bonds received	Key		120.00
	General	630.00	600.00
		<u>820.00</u>	<u>830.00</u>
Refunded		<u>360.00</u>	<u>640.00</u>
		460.00	190.00
Interest earned during year		4.19	2.13
Closing Balance		<u>464.19</u>	<u>192.13</u>

BALANCE SHEET AS AT 30TH June 2024

Cheque Account balance	1838.00	5179.35
Debtors 30th June 2024	<u>1000.00</u>	<u>1100.00</u>
	<u>2838.00</u>	<u>6279.35</u>
Creditors	30.00	Nil
	<u>2808.00</u>	<u>6279.35</u>

Debtors as at 30th June 2024

Kerikeri Somatic Dance	140.00
Boot Scootin with Jo	200.00
Dance Beat	80.00
Carey Bramley - Pilates	40.00
O2Dnce	60.00
Capoeira Aotearoa	120.00
KKCLA	60.00
Waipapa Indoor Bowling Club	90.00
Kerikeri Indoor Bowling Club	40.00
Motoa Ahuwhenua Trust	100.00
Joanna Walden	<u>70.00</u>
	1000.00

ORIGINAL

2024 Reviewer's Report for the Waipapa Hall Committee

I am impressed with the careful and meticulous records I have studied. Minutes of meetings covered everything I needed to see. The Booking Clerk keeps excellent records even though they are all entered by hand. The Treasurer has a big job sending and receiving accounts, recording all income and expenditure, reconciling with the bank statement and producing monthly financial reports.

The Treasurer, however, should not be reporting up to the night before the committee meeting. The Financial Report should be showing the income and expenditure up to the end of the previous month and that it has been reconciled with the Bank Statement. That gives her plenty of time (Treasurers have a life too) to get the Financial Report started. It also shows the committee that everything balances. Any accounts that have been received in the present month up to a few days prior to the meeting can then be listed for payment.

I have discussed these improvements with the Treasurer and hope they can be implemented in the next financial year.

I have checked over the financial workings of the Waipapa Hall Committee for the year ending 30 June 2024. In my opinion, the financial records as shown to me are a true and accurate view of the financial affairs of the Waipapa Hall Committee.



Allan Taylor

Date

16/7/24

2023-24 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	WHANGAROA MEMORIAL HALL		
Physical address:	State Highway 10 - Main Rd - KAEO		
Postal address:	P.O. Box 155 KAEO 0478		
Booking Officer Name	(Booking Officer will be added to our website) Carol Mosen		
Booking Officer Contact Info	Ph.: n/a	Mobile: 021405270	Email: carol.mosen@outlook.com
Afterhours Contact Name	Eljon Fitzgerald		
Afterhours Contact Info	Ph.: n/a		
Emergency Contact Name	Eljon Fitzgerald		
Emergency Contact Info	Ph.: n/a		

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	Eljon Fitzgerald	12 Lewer Road RD1 KAEO 0478		
Secretary	Lorraine Goulton	Mangamanihi Road RD2 KAEO 0479		
Treasurer	Carol Mosen	Omaunu Road RD 2 KAEO 0479		
Committee	Bruce Mills Community Board	Omaunu Road RD 2 KAEO 0479		
	Michael Mosen	Omaunu Road, RD 2 KAEO 0479		
	Breeannah Martin	Omaunu Road, RD2 KAEO 0479		
	Frances Goulton	12 Lewer Road, RD1 KAEO 0478		
	RSA rep c/- June Nathan	Leigh Street, RD1 KAEO		

Please feel free to update on the reverse of this or add another piece of paper

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	We generally meet 6-10 times annually and/or as required (usually monthly during summer and at high use times)
How often did the Committee meet in the year?	Due to the unavailability of committee members at various times throughout the year we only formally met as a committee three times. However, a few of us met several times over the year to attend to various matters at the hall. We did keep in regular contact with one another via phone calls and emails throughout the year.

HALL INFORMATION	
Usage Data	
Number of bookings:	180
Number of users:	23
Type of use	
Community (<i>regular users</i>):	Whangaroa Health Trust (Community meetings) Te Runanga o Whaingaroa (Community meetings) New Beginning Christian and Gospel Hope Church (Sunday & Tuesday) Rally - Kaeo Youth Group (Fortnightly Friday evenings) Kaeo Twilight Market (Fortnightly - stopped over Summer) Brazilian Ju Jitsu BJJ club (Wednesday evenings) Whiti-te-ra wahine health and wellbeing (Wednesday mornings)
Casual (<i>one off</i>):	RSA annual ANZAC service Whangaroa Papahapu
Commercial:	Whangaroa Health Trust Ngāti Hine Trust Te Kura o Hato Hohepa te Kamura Kaitiaki Whangaroa
Hire rates (per hour)	
Community:	\$25 half day \$50 full day \$25 sound system \$25 projector and screen
Casual:	\$50 half day \$100 full day \$30 sound system \$30 projector and screen
Commercial:	\$100 half day \$200 full day \$50 sound system \$50 projector and screen
Other:	Case by case basis
2023/24 Financial Statement	Attached: Yes

BWOF/Evacuation Plan	Photo Attached: Yes			
Insurance - Contents	No - but working on it		Value: n/a	
Improvements completed	Purchase and installation of new curtains Purchase of new carpets in the foyer Installation of new spotlights for the stage Replacement of lights in the two stage back rooms			
Maintenance completed	Repairs and painting of disabled access ramp Clean-up of storage area and cabinets Clean-up of stage storage cupboards On-going electrical problems continue to be addressed as they happen			
Other:	<p>The hall has several major repair problems caused by leaks in the roof that are now compromising the structural integrity of the walls. We also note leaks in the foyer roof that are causing visible damage to the ceiling.</p> <p>The council has removed wall panels and exposed problem areas. However, they have failed to return and complete the work 18 months later. We received a visit from the council team and a consultant inspector who advised that the metal frame around the walls needs a waterproof barrier between the frame and the walls.</p> <p>The hall desperately needs improvements to the water supply that remains undrinkable and stains basins and toilet bowls. The Kaeo town water supply has been an on-going issue for residents for years. The hall has a large roof and installation of water tanks to supply the hall seems logical.</p> <p>The hall committee has modest funds to assist with the purchase and installation of water tanks.</p>			
Check list <i>(cross out as provided)</i>	AH / emergency contact details	Copy of BWOF certificate	Copy of Evacuation Plan	Form fully completed

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 pp	Main hall capacity – 500 people
Kitchen facilities	Fully functional electric stove and oven A small fridge Cups, plates and dishes for up to 30 people Free standing portable 30ltr hot water urn A new microwave
Toilets	Disabled access unisex toilet in the foyer. 2 Male urinals and 2 male cubicles 2 Female cubicles
Disabled access	A disabled access ramp provides access into the hall and a disabled access unisex toilet is available beside the main toilet area.

Parking	There is parking for up to 8 cars to park in front of and beside the hall. Additional road parking is available on nearby roads within a short 50m walk of the hall.
Furniture available	145 hall chairs 8 hall chair stackers 10 portable plastic tables
Other facilities / assets available e.g.: stage, lighting, heating	The hall has a large stage area and storage rooms to the rear of the stage area. There is a suspended spotlight and floodlight platform for stage performances and two portable microphones that link to the new sound system. There is a complete sound system and amplifier deck in the security cupboard. The hall has six wall mounted heaters and a heat pump in the foyer area.

WHANGAROA MEMORIAL HALL**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2024***(Note: The 2022-23 accounts refer to EOY 31 March 2023)*

	2023/24	2022/23
INCOME		
Hall Hire	\$ 17,529.00	\$ 7,714.00
Rental of Plunket room	\$ 5,200.00	\$ 3,250.00
Bond	-	-
Grants/Funding	\$ -	\$ -
	\$ 22,729.00	\$ 10,964.00
EXPENSES		
Cleaner/Rubbish	\$ 1,850.00	\$ 245.52
Cleaner Products	\$ 1,928.17	\$ 726.07
Hall Equipment	\$ 7,532.29	\$ 7,424.59
Repairs & Maintenance	\$ -	\$ -
Plant/Fixed Assets	\$ -	\$ -
Hire Costs	\$ 250.00	\$ 100.00
Insurance	\$ -	\$ -
General Expenses	\$ 961.72	\$ 113.08
Marketing	\$ -	\$ -
Bank Fees	\$ -	\$ -
Office Expenses	\$ -	\$ -
TOTAL EXPENSES	\$ 12,522.18	\$ 8,609.26
NET SURPLUS (DEFICIT)	\$ 10,206.82	\$ 2,354.74
ASB account balance @ 1 April 2023 & 2022	\$ 9,389.18	7,034.44
Net Surplus (Deficit) for the Period	10,206.82	2,354.74
ASB account balance @ 30 June 2024 & 31 March 2023	\$ 19,596.00	9,389.18

Signed by:

Treasurer – Carol Mosen

Date:

Signed by:

Chairperson – Eljon Fitzgerald

Date:

Independent Review of the Bank Account:

I have carried out a cursory review of the ASB bank account for the Whangaroa Memorial Hall Committee for the period 1 April 2023 - 30 June 2024. This was done at the request of the Committee for an independent external person with an understanding or background in accounting to verify the bank transactions and confirm the bank balance at the End of Year 30 June 2024. My review was limited to viewing the bank statements and history of transactions over the period. I can confirm that each line item of the bank statement transactions has been accurately reported and reconciles with the income and expenses incurred over the period and the EOY bank account balance as @ 30 June 2024.

Disclaimer:

This cursory review of the ASB bank transactions for the Whangaroa Memorial Hall Committee for the period 1 April 2023 - 30 June 2024 is little more than a verification of what has been recorded on the bank statements reconciles with what has been reported to the Far North District Council in the Financial Performance Report for the EOY 30 June 2024. This should not be regarded as full financial review nor any form of audit of the accounts for the organisation.

Signed by:

Waiora Goulton
BBS (Accounting)

INCOME			EXPENSES	
Hall hire			Hire Costs - Refunds	
Kaitaki Whangaroa	\$	200.00	Te Kura o Hato Hohepa refund	
BJJ	\$	175.00	D Morgan Kaeo Rugby refund	
Ministry of Education	\$	150.00	PR Hikuwai refund	
Whiti te Ra	\$	350.00	TOTAL	
Te Kura o Hato Hohepa	\$	350.00	General Expenses	
SM Walker Twilight market	\$	25.00	Northern Care Carpet Clean	
Williams Civil	\$	25.00	Rat raps	
BJJ	\$	125.00	Light Bulbs	
Williams Civil	\$	25.00	Halvo Signs - Comm Bd Fundg	
D Morgan Kaeo Rugby	\$	25.00	Batteries for mic	
New Beginnings Church	\$	800.00	ASB Fastnet	
D Morgan Kaeo Rugby	\$	25.00	Batteries and padlocks	
SM Walker Twilight market	\$	25.00	John Archer Elect	
New Beginnings Church	\$	50.00	TOTAL	
Janet Fleming Rally	\$	100.00	Hall Equipment	
L Goulton	\$	160.00	Harrisons Curtains	
PR Rissing sons 18	\$	100.00	Harrisons Curtains	
Williams Civil	\$	50.00	New Tables	
Rem Tauroa	\$	25.00	Harrisons Curtains	
SM Walker Twilight market	\$	25.00	Vacuum, Urn, Microwave	
Whiti te Ra	\$	250.00	Harrisons Curtains	
SM Walker Twilight market	\$	25.00	TOTAL	
S Jones NZF	\$	100.00		
BJJ	\$	200.00		
Nga Pourakau	\$	50.00		
Nga Pourakau	\$	50.00		
Te Runanga o Whaingaroa	\$	50.00		
Beef and Lamb	\$	100.00		
SM Walker Twilight market	\$	25.00		
Kaitiaki Whangaroa	\$	25.00		
BJJ	\$	175.00		
Whiti te Ra	\$	150.00		
SM Walker Twilight market	\$	25.00		
FNDC	\$	3,099.00	SUMMARY	
Janet Fleming Rally	\$	100.00	Hall Hire and Plunket Room	
SM Walker Twilight market	\$	25.00	Hire Costs - Refunds	
Nga Pourakau	\$	100.00	General Expenses	
BJJ	\$	100.00	Hall Equipment	
BJJ	\$	50.00	Cleaner Wages	
Kaeo Christmas Parade	\$	900.00	Cleaner Products	
Te Whare Pora	\$	50.00	TOTALS	
Skateschool	\$	100.00	Income over expenses	
SM Walker Twilight market	\$	25.00		
Te Runanga o Whaingaroa	\$	175.00		
Whiti te Ra	\$	200.00		
SM Walker Twilight market	\$	25.00		

PR Hikuwai - Nga Whetu	\$	25.00
Whiti te Ra	\$	175.00
SM Walker Twilight market	\$	25.00
New Beginnings Church	\$	575.00
BJJ	\$	175.00
SM Walker Twilight market	\$	25.00
SM Walker Twilight market	\$	25.00
BJJ	\$	100.00
Janet Fleming Rally	\$	100.00
Whiti te Ra	\$	125.00
BJJ	\$	100.00
Electoral Commission	\$	2,600.00
Tamaki Legal	\$	250.00
Whiti te Ra	\$	200.00
BJJ	\$	300.00
Gospel Hope church	\$	1,075.00
Janet Fleming Rally	\$	100.00
Whiti te Ra	\$	150.00
Te Runanga o Whaingaroa	\$	500.00
Whiti te Ra	\$	275.00
Te Puna Ora	\$	50.00
Darling Todd	\$	50.00
Kauri Lodge	\$	50.00
Chorus NZ	\$	100.00
K Herewini	\$	50.00
Te Kura o Hato Hohepa	\$	75.00
H J Pihama	\$	50.00
F McKenzie	\$	120.00
BJJ	\$	25.00
Janet Fleming Rally	\$	125.00
Whiti te Ra	\$	250.00
BJJ	\$	75.00
Gospel Hope church	\$	600.00
Broderson NWOW Netball	\$	25.00
TOTAL	\$	17,529.00
Plunket room		
Ngati Hine Health 09.06.23	\$	1,300.00
Ngati Hine Health 28.07.23	\$	1,300.00
Ngati Hine Health	\$	2,600.00
TOTAL	\$	5,200.00

Cleaner Wages			
\$	200.00	Tania Ngawhika 11.06	\$ 100.00
\$	25.00	Tania Ngawhika 14.06	\$ 100.00
\$	25.00	Tania Ngawhika 27.06	\$ 175.00
\$	250.00	Tania Ngawhika 05.07	\$ 50.00
		Tania Ngawhika 18.07	\$ 100.00
\$	222.00	Tania Ngawhika 01.08	\$ 100.00
\$	77.00	Tania Ngawhika 15.08	\$ 100.00
\$	28.89	Tania Ngawhika 21.08	\$ 50.00
\$	143.75	Tania Ngawhika 29.08	\$ 50.00
\$	14.29	Tania Ngawhika 14.09	\$ 100.00
\$	40.00	Tania Ngawhika 19.08	\$ 50.00
\$	92.60	Tania Ngawhika 02.10	\$ 100.00
\$	343.19	Tania Ngawhika 18.10	\$ 75.00
\$	961.72	Tania Ngawhika 31.10	\$ 100.00
		Tania Ngawhika 14.11	\$ 100.00
		Tania Ngawhika 27.11	\$ 100.00
\$	1,549.89	Tania Ngawhika 04.12	\$ 50.00
\$	1,549.89	Tania Ngawhika 01.03.24	\$ 75.00
\$	729.00	Tania Ngawhika 19.04.24	\$ 75.00
\$	1,549.50	Tania Ngawhika 30.04.24	\$ 75.00
\$	604.13	Tania Ngawhika 10.05.24	\$ 125.00
\$	1,549.88	TOTAL	\$ 1,850.00
\$	7,532.29		

Cleaner Products	
Northland Cleaners mats	\$ 509.38
Rentokill Ltd Sanitary	\$ 403.70
Northland Cleaners	\$ 505.71
Northland Cleaners mats	\$ 509.38
TOTAL	\$ 1,928.17

Income	Expenses
\$ 22,729.00	\$ 250.00
	\$ 961.72
	\$ 7,532.29
	\$ 1,850.00
	\$ 1,928.17
\$ 22,729.00	\$ 12,522.18
\$ 10,206.82	

EMERGENCY INSTRUCTIONS

Discovery of a Fire Emergency:

- Remove anyone from immediate DANGER
- Call out loudly:

FIRE! FIRE! FIRE!

EVACUATE THE BUILDING IMMEDIATELY

- Ensure all rooms and bathrooms are being evacuated
- **Dial 111**
- Notify the Fire Brigade
- Provide Clear Details

Whangaroa Memorial Hall

State Highway 10 – Main Street

KAEO – NORTHLAND

- Leave immediately by the nearest safe exit

MOVE QUICKLY – DO NOT RUN

- Go to the designated ASSEMBLY POINT

CAR PARK AREA

IN FRONT OF THE HALL

- Stay at the assembly point until the ALL CLEAR is given

If you hear the FIRE ALARM:

- Leave immediately by the nearest safe exit

MOVE QUICKLY – DO NOT RUN

- Go to the designated ASSEMBLY POINT

CAR PARK AREA

IN FRONT OF THE HALL

- Stay at the assembly point until the ALL CLEAR is given

FIRE ACTION NOTICE

**IF YOU DISCOVER A FIRE
WARN OTHER BUILDING OCCUPANTS**

AND DIAL 111 FROM A SAFE PHONE
ASK FOR FIRE
FIRE FIGHTING EQUIPMENT IS LOCATED

Under the Kitchen Bench

WHEN WARNED OF A FIRE IN THIS BUILDING

Whangaroa Memorial Hall

**YOU MUST LEAVE THE BUILDING IMMEDIATELY
USING THE NEAREST EXIT. EXITS ARE LOCATED**

In front of the stage


ASSEMBLE AT

Four Square Across the Road

IF YOU REQUIRE ASSISTANCE TO EVACUATE

Ask For Help.

E009PV2330 **Lynn River**


FIRECO
 Building Compliance and Fire Safety

Fireco Limited
 • Ph: 0800 101 232
 • Email: info@fireco.co.nz
 • Web: www.fireco.co.nz
 • PO Box 1517, Whangarei

Building Warrant of Fitness Report and Declaration

Non-compliance with compliance schedule # 1274

This report has been issued in lieu of a building warrant of fitness (BWOFF). Its purpose is to notify building occupants:

1. That one or more procedures required for a BWOFF to be supplied and displayed were not carried out.
2. About the current performance status of each specified system.

THE BUILDING

Building name: Kaeo Memorial Hall	Street address of building: State Highway 10 Kaeo
Legal Description: Lot 1 DP 37319	Location within site / block: -

OWNERS DECLARATION


A BWOFF was unable to be supplied and displayed because one or more scheduled inspection and/or maintenance procedures of the compliance schedule was not carried out.

The following table details whether a specific system was affected by the missed procedures and the current performance of the specified system with its respective performance standard.

SPECIFIED SYSTEM SUMMARY REPORT

Specified system	Procedure Missed	Currently Performing	Form 12A Supplied	S-RAD Supplied
SS4 – Emergency Lighting System	Inspections before Oct 2023	Yes	No	Yes
SS14/2 – Signs relating to specified systems 1-13	Inspections before Oct 2023	Yes	No	Yes
SS15/2 – Final exits	Inspections before Oct 2023	Yes	No	Yes
SS15/4 – Signs for communicating information to facilitate evacuation	Inspections before Oct 2023	Yes	No	Yes

For more information on inspection, maintenance and reporting procedures missed and/or current performance details, please see the individual Specified System Report and Declaration (S-RAD) for the specified system concerned.



Signature of agent on behalf of and with the authority of the owner

Date: 2 May 2024

OWNER / AGENT


Name: JP Dignon	Mailing address: 10 Cameron Street, Whangarei
Company: Fireco Limited	Contact number: 0800 101 232

BUILDING USE AND OCCUPANCY

Current, lawfully established use: Community Hall	Activity Group: -	Fire Design category: -
Level / Unit number:	Occupant load: -	Highest Fire Hazard Category: WM 3

Compliance Schedule

Compliance Schedule Anniversary: 30 April 2025	Location where compliance schedule is kept: Onsite
--	--



FIRECO
Building Compliance and Fire Safety

Fireco Limited
 • Ph: 0800 101 232
 • Email: info@fireco.co.nz
 • Web: www.fireco.co.nz
 • PO Box 1517, Whangarei

SPECIFIED SYSTEM REPORT AND DECLARATION (S-RAD)

Compliance Schedule # 1274

This report has been issued in lieu of a Form 12A. Its purpose is to:

- enable a BWOV Report and Declaration (B-RAD) to be supplied and displayed in the building.
- Inform the building owner and the territorial authority about the reasons procedure were missed and advise the current performance status of the specified systems.

This report does not enable a building warrant of fitness to be supplied and displayed.

THE BUILDING	
Building Name: Kaeo Memorial Hall	Level / Unit number: -
Street address of building: State Highway 10 Kaeo	Compliance schedule anniversary: 30 April 2025

THE OWNER	
Name of Owner: Far North District Council	Contact Number: -
Mailing Address: -	

SPECIFIED SYSTEMS

SS-4 – Emergency Lighting Systems
 SS14/2 – Signs relating to specified systems 1-13
 SS15/2 – Final exits
 SS15/4 – Signs for communicating information to facilitate evacuation

IQP DECLARATION

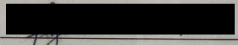
Missed Procedures
 A Form 12A for the above specified system was unable to be issued due to one or more of the following scheduled inspection, maintenance, and reporting (IMR) procedures of the compliance schedule not being carried out:

Procedure	Reason
Yearly and monthly maintenance and inspection of Specified Systems	This is a new contract for Fireco and we have not been able to attend the full year


Measures put in place (or will be) to ensure the procedures are not missed in the future:
 Fireco has been contracted as the service agent going forward.

Performance of the System
 The above specified system is currently performing to the performance standard stated in the compliance schedule as at the date stated below:

The missed IMR procedures have materially affected the ability of the specified system to perform to the performance standard for that system: N


 Signature of agent on behalf of the owner
 Registered IQP – JP Dignon – IQP 00229
 Fireco Limited

2 May 2024
 Date



2023-24 Hall Information and Statistics

HALL DETAILS				
Name of Hall:	Paihia War Memorial Hall			
Physical address:	8 Williams Rd Paihia			
Postal address:				
Booking Officer Name:	(Booking Officer will be added to our website) PENNY RYAN			
Booking Officer Contact Info:	Ph:	Mobile:	Email:	
		021 677 199	memoria/hall1945@gmail.com	
Afterhours Contact Name:	Carolyn Nicholas			
Afterhours Contact Info:	Ph:			
Emergency Contact Name:				
Emergency Contact Info:	Ph:	Mobile:	Email:	

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	Carolyn Nicholas			
Secretary	Alex McInnell			
Treasurer	Sally Bullen			
Committee Member	Penny Ryan			
Committee Member	Jan Baker			
Committee Member	Hannah Munro			
Committee Member	Darryl Ryan			

Please feel free to add any further updates on the reverse of form or on an additional sheet of paper

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	4-5 times annually.
How often did the Committee meet in the year?	5 times
Date of the last AGM?	6 th August 2024

HALL INFORMATION	
Usage Data	
Number of bookings:	429
Number of estimated users:	Approx. 20 different groups or individuals
Type of use	
Community (regular users):	8
Casual (one off):	12
Commercial:	
Hire rates (per hour)	
Community:	\$10 - \$15
Casual:	\$15 - \$25
Commercial:	\$15 - \$24
Other:	
2023/2024 Financial Statement	Attached: Yes / No <i>Beinda has these and sent them thru to Council.</i>
Building Warrant of Fitness	Photo attached as display in the hall: <input checked="" type="checkbox"/> Yes / No
Evacuation Plan	Photo attached as display in the hall: <input checked="" type="checkbox"/> Yes / No
Insurance - Contents	Yes / <input checked="" type="checkbox"/> No Value:
Improvements completed	<i>all joinery replaced by FBOC.</i>
Maintenance completed	<i>yes painting and cleaning.</i>
Other:	

Council is
booked for
potential h

Hall / m
capacity

Kitchen

Toilet

Door

Part

Fi

C

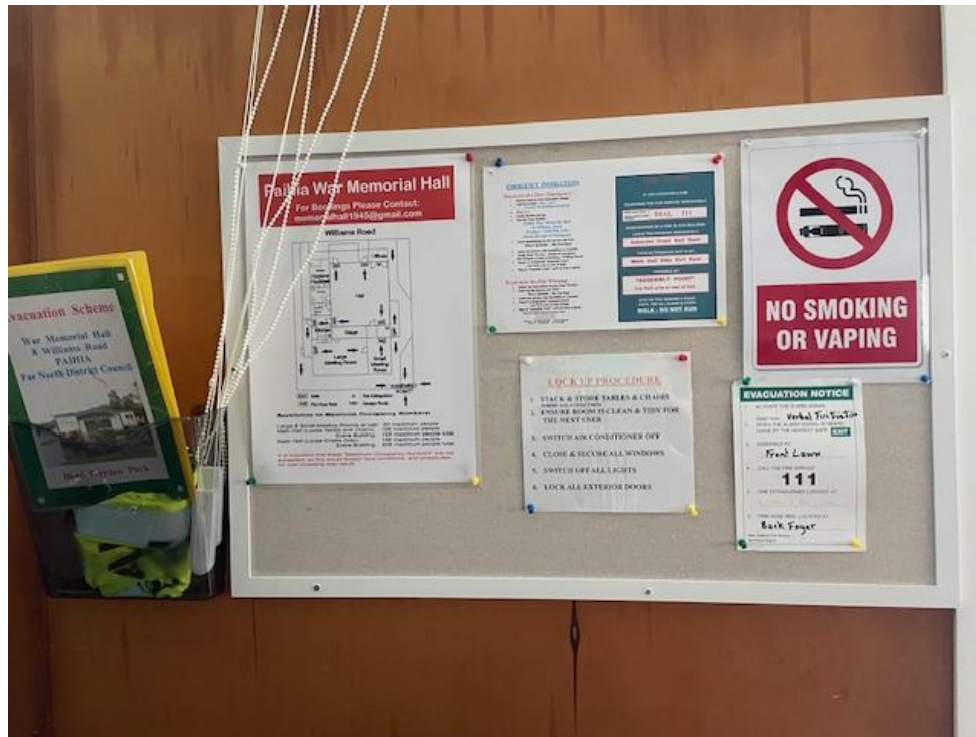
Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated.

Hall / meeting room details and capacities e.g.: Main hall - 250 pp	Main Hall - 130pp, Conference Room - 80pp Office - 20-30 pp
Kitchen facilities	1 x Full Kitchen in main Hall 1 x Kitchenette in Conference Room
Toilets	1 x Gents 1 x Unisex 1 x Ladies
Disabled access	2 x ramps
Parking	paid parking next to the building
Furniture available	Chairs - approx. 110 folding tables x 8
Other facilities / assets available e.g.: stage, lighting, heating	Heat pump in each room Stage in main Hall

Checklist:

Yes/N o	Form fully completed
Yes/N o	Photo of BWOF on display
Yes/N o	Photo of Evacuation procedure on display
Yes/N o	Copy of Audited Financial Accounts if relevant
Yes/N o	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
Yes/N o	Other (funding report, funding requests)
Yes/N o	Invite to attend the Community Board meeting

Thank you for your co-operation.



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 - Lease request over 25 Homestead Road, Kerikeri - Northland District Health Board	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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**