



# Far North District Council



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



### **Wednesday, 16 April 2025**

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

#### **Membership:**

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



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

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

## **Council Delegations to Community Boards - January 2013**

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

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

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

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

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

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

## Terms of Reference

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

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

## Protocols

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

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

**Far North District Council**  
**Kaikohe-Hokianga Community Board Meeting**  
**will be held in the Council Chamber, Memorial Avenue, Kaikohe on:**  
**Wednesday 16 April 2025 at 10:00 AM**

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**Te Paeroa Mahi / Order of Business**

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## **1 KARAKIA TĪMATANGA / OPENING PRAYER**

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

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

Haumi e. Hui e. Tāiki e!

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

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

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

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

[Elected Member - Register of Interests](#)

## **3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

To be determined on the day.

## **4 NGĀ TONO KŌRERO / DEPUTATION**

TAMATI WARMINGTON REGARDING A PUBLIC ARTS SPACE IN KAIKOHE.

## **5 NGĀ KAIKŌRERO / SPEAKERS**

- Carlie Reynolds from Momentum Charitable Trust in regard to agenda item 7.5e, page 47 refers.
- Maryann Connor from Paua Trust in regard to agenda item 7.5f, page 48 refers.
- Representative from Tapuhaeri ki te rangi from (Tautoro Titans) in regard to agenda item 7.5g, page 48 refers.
- George Faalogo from Graeme Dingle Foundation in regard to agenda item 7.5j, page 48 refers.
- Megan Hepi from Ngā Taonga o Kaikohe in regard to agenda item 7.5l, page 48 refers.

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A5130006

**Author:** Amber Wihongi-Alderton, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 21 February 2025 to be a true and correct record.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 Schedule 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) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

The Kaikohe-Hokianga 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.

#### 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 meetings.

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

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

#### ĀPITIHINGA / ATTACHMENTS

1. **2025-02-21 Kaikohe-Hokianga Community Board Minutes - A5152814**  



## 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	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 true and correct record, 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 arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON FRIDAY, 21 FEBRUARY 2025 AT 10:03 AM**

**PRESENT:** Deputy Chairperson Tanya Filia, Member Mike Edmonds, Member Trinity Edwards (online), Member Harmonie Gundry, Member Jessie McVeagh

**IN ATTENDANCE:** Councillor Babe Kapa, Kōwhai - Deputy Mayor Kelly Stratford

**STAFF PRESENT:** Melissa Wood (Community Board Coordinator), Maria Bullen (Democracy Advisor), Kathryn Trewin (Funding Advisor), Piripi Rakena (Kaiarahi Kaupapa Māori).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:00am, Deputy Chair Tanya Filia commenced the meeting and opened with a karakia.

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

**APOLOGY**

**RESOLUTION 2025/1**

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

**That the apology received from Chairperson Chicky Rudkin and Cr Vujcich be accepted and leave of absence granted.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Linda Bracken from Kaikohe Business Association shared community feedback and updates.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

- Robert Newport speaking in relation to the traffic calming/speed bumps petition in Ōkaihau.

**ATTACHMENTS TABLED AT MEETING**

**Attachments tabled at meeting**

- 1 Petition Supporting Documents
- 2 Speed Calming Petition - Written Signatures
- 3 Letter received from Shaun Reilly

**MOTION****RESOLUTION 2025/2**

Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board ask Council staff members responsible for traffic counting measures do a preliminary investigation and report back to the Kaikohe-Hokianga Community Board at the earliest convenience.**

**CARRIED****5 NGĀ KAIKŌRERO / SPEAKERS**

- Ngāwai Tuson representing Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngapuhi in regard to agenda item 7.5 page 86 refers.
- Anastasia Potter representing Youthline Auckland Charitable Trust in regard to agenda item 7.5 page 92 refers.
- Shane Watts and Josh Matini representing One Life Production in regard to agenda item 7.5 page 112 refers.

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

Agenda item 6.1 document number A4536127, pages 8 - 17 refers

**RESOLUTION 2025/3**

Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh

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

**CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 RECOMMENDATION FOR VESTING OF RECREATION RESERVE**

Agenda item 7.1 document number A5046674, pages 18 - 25 refers

**RESOLUTION 2025/4**

Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh

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

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

**CARRIED**

**7.2 AMENITY LIGHTING PRIORITIES**

Agenda item 7.2 document number A5008208, pages 26 - 35 refers

**RESOLUTION 2025/5**

Moved: Member Mike Edmonds  
Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board approve:**

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

**CARRIED**

**7.3 GROUND LEASE REQUESTS OVER KAIKOHE LANDFILL**

Agenda item 7.3 document number A4945860, pages 36 - 66 refers

**RESOLUTION 2025/6**

Moved: Member Jessie McVeagh  
Seconded: Member Harmonie Gundry

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

Abstained: Deputy Chairperson Tanya Filia

**CARRIED**

**7.4 NEW GROUND LEASE TO KOHUKOHU BOWLING CLUB INCORPORATED OVER 22 BEACH ROAD, KOHUKOHU**

Agenda item 7.4 document number A5039534, pages 67 - 72 refers

**RESOLUTION 2025/7**

Moved: Member Mike Edmonds  
Seconded: Member Jessie McVeagh

**That the Kaikohe - Hokianga Community Board:**

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

The terms of the proposed lease shall be:

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

CARRIED

## 7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

### RESOLUTION 2025/8

Moved: Member Mike Edmonds  
Seconded: Member Jessie McVeagh

- a) That the Kaikohe-Hokianga Community Board approve the sum of \$1,570 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to South Hokianga Memorial Hall Committee for the costs towards the purchase of a floor polisher for the hall.

CARRIED

## 7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

### RESOLUTION 2025/9

Moved: Member Jessie McVeagh  
Seconded: Member Harmonie Gundry

- b) That the Kaikohe-Hokianga Community Board approve the sum of \$5,500 (plus GST if applicable) be paid from the Boards Community Placemaking Fund Account to Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngāpuhi for the costs towards purchasing a trailer for use in the rohe.

CARRIED

## 7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

### RESOLUTION 2025/10

Moved: Member Jessie McVeagh  
Seconded: Member Mike Edmonds

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Youthline Auckland Charitable Trust for the costs towards operating the helpline service.

CARRIED

**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

**RESOLUTION 2025/11**

Moved: Member Jessie McVeagh  
 Seconded: Member Harmonie Gundry

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

**CARRIED****7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

**RESOLUTION 2025/12**

Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh

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

**CARRIED****7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

**MOTION**

Moved: Member Tanya Filia  
 Seconded: Member Jessie McVeagh

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

**LOST****7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 73 - 131 refers

**RESOLUTION 2025/13**

Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh

- g) That the Kaikohe-Hokianga Community Board approve the sum of \$1,150 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Ohaeawai Taiamai Residents and Ratepayers Association for the costs towards the 2025**

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**Taiamai Day.****CARRIED**

Item 7.5h, funding application for Kohukohu Hall Committee was withdrawn before the meeting.

**7.6 PROJECT FUNDING REPORTS**

Agenda item 7.6 document number A5071459, pages 132 - 162 refers

**RESOLUTION 2025/14**

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

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

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

**CARRIED****7.7 NEW ROAD NAME: 12-16 MANGAKAHIA ROAD, KAIKOHE**

Agenda item 7.7 document number A5019336, pages 163 - 166 refers

**RESOLUTION 2025/15**

Moved: Member Mike Edmonds

Seconded: Member Tanya Filia

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

**CARRIED****7.8 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.8 document number A4536072, pages 167 - 174 refers

**RESOLUTION 2025/16**

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

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

**CARRIED**

## **8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

### **8.1 KOHUKOHU SPEED LIMITS UPDATE**

Agenda item 8.1 document number A4998427, pages 175 - 176 refers

#### **RESOLUTION 2025/17**

Moved: Member Jessie McVeagh  
Seconded: Deputy Chairperson Tanya Filia

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

**CARRIED**

### **8.2 CONDITION ASSESSMENT SUMMARY FOR COUNCIL HALLS**

Agenda item 8.2 document number A4990097, pages 177 - 180 refers

#### **RESOLUTION 2025/18**

Moved: Member Mike Edmonds  
Seconded: Member Jessie McVeagh

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

**CARRIED**

### **8.3 HOKIANGA FERRY LIAISON GROUP MEETING 1ST NOVEMBER 2024**

Agenda item 8.3 document number A5006026, pages 181 - 186 refers

#### **RESOLUTION 2025/19**

Moved: Member Mike Edmonds  
Seconded: Member Jessie McVeagh

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

**CARRIED**

### **8.4 KAIKOHE-HOKIANGA COMMUNITY BOARD FEBRUARY OPEN RESOLUTION REPORT**

Agenda item 8.4 document number A4536189, pages 187 - 189 refers

#### **RESOLUTION 2025/20**

Moved: Member Mike Edmonds

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Seconded: Member Jessie McVeagh

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

**CARRIED**

## RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION 2025/21

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

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
<b>9.1 - Removal and Appointment of Cemetery Trustees - Waiotemarama Cemetery</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7.

**CARRIED**

## 9 TE KAPINGA HUI / MEETING CLOSE

At 11:39am, Member Harmonie Gundry concluded the meeting with a karakia.

**The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 21 March 2025.**

.....  
**CHAIRPERSON**

## **7 NGĀ PŪRONGO / REPORTS**

### **7.1 ALFRESCO DINING LICENCES FOR COMMENT**

**File Number:** A5119968

**Author:** Ken Ward, Team Leader - Monitoring

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

#### **TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allow the Kaikohe-Hokianga Community Board the ability to provide comment on the renewal alfresco dining applications from A New Era Café and Kaikohe Bakehouse.

#### **WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

The above-named businesses have applied for renewal of their existing Alfresco Dining licences. All businesses have paid the necessary application fee.

The Kaikohe – Hokianga Community Board has delegation over activities on reserves and can comment on alfresco dining applications

#### **TŪTOHUNGA / RECOMMENDATION**

**That the Kaikohe-Hokianga community board:**

**Pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from: A New Era Café and Kaikohe Bakehouse.**

#### **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.

Applicants have paid all necessary fees.

None of the premises have been subject to complaints.

The owners of premises have complied with approved dining plans and have applied for replication of existing seating requirements.

Copies of all draft approvals for the period 1/7/24 – 30/6/25 can be found in attachment 1-2.

## **MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

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

The following options proposed for the Kaikohe-Hokianga 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.	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 Kaikohe-Hokianga 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.

## **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. **A New Era Cafe - A5119141** [↓](#) 
2. **Kaikohe Bakehouse - A5119145** [↓](#) 

## 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	<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 Kaikohe-Hokianga 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.

3 July 2024

Edward Ivan Bishop  
PO Box 63  
Rawene 0443

### ALFRESCO DINING LICENCE

**Alfresco Approval Number:** ALF-99  
**Trading Name:** A New Era Cafe  
**Trading Location:** 1 Parnell Street, Rawene 0443

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](mailto: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](mailto:compliance.admin@fndc.govt.nz) or on our free phone number 0800 920 029.

Yours sincerely,



**Rochelle Deane**  
**Manager – Compliance, Delivery and Operations**

## 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:** Edward Ivan Bishop  
**Registration of:** A New Era Cafe  
**Site Address:** 1 Parnell Street, Rawene 0443  
**Approval Number:** ALF-99

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



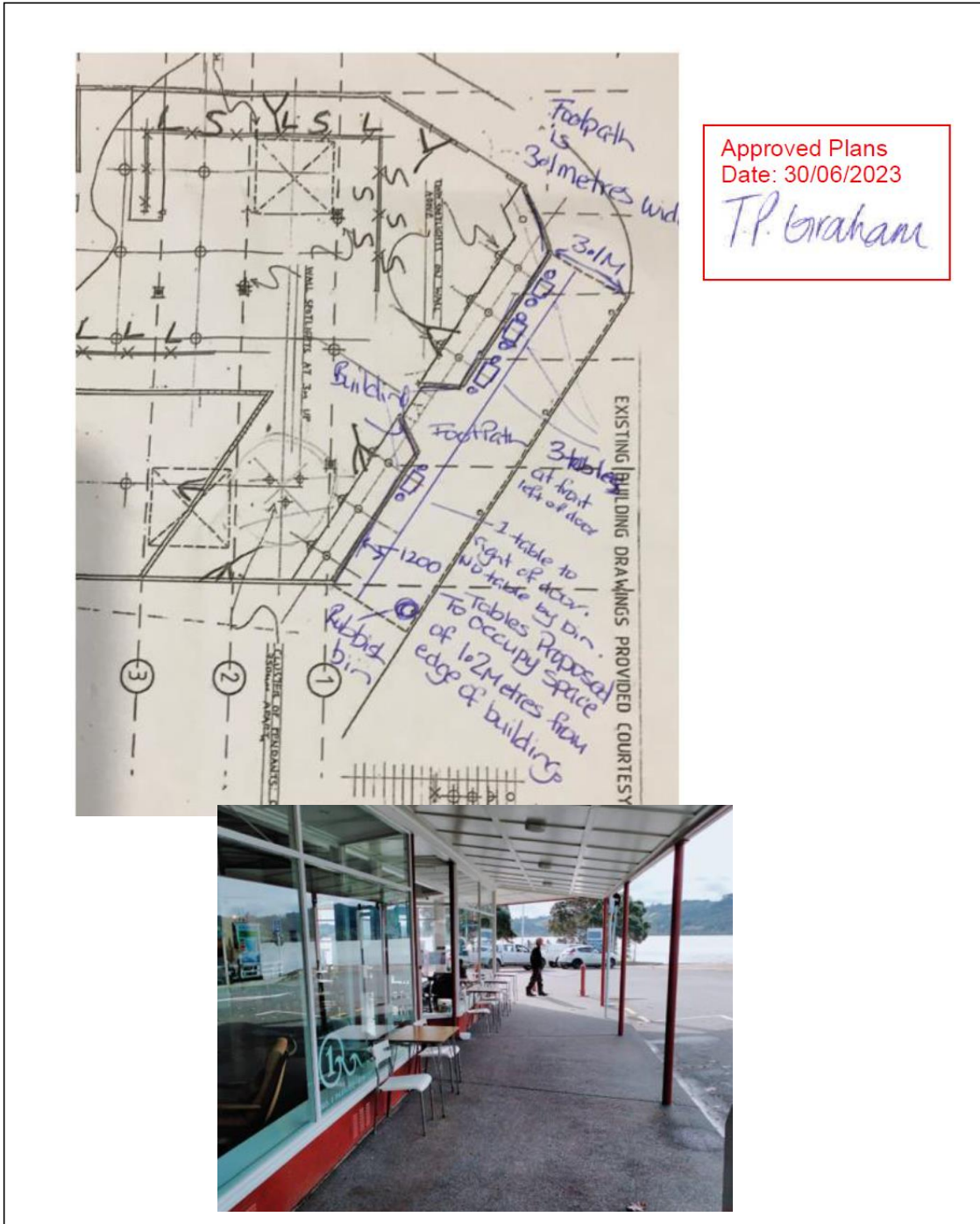
.....  
Signed on behalf of the Far North District Council

**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. <b>Approval is for 4 tables with chairs</b>
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





4 July 2024

NS168 Limited  
73 Broadway  
Kaikohe 0405

### ALFRESCO DINING LICENCE

**Alfresco Approval Number:** ALF-88  
**Trading Name:** Kaikohe Bakehouse Cafe  
**Trading Location:** 77 Broadway, Kaikohe 0405

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](mailto: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](mailto:compliance.admin@fndc.govt.nz) or on our free phone number 0800 920 029.

Yours sincerely,



**Rochelle Deane**  
**Manager – Compliance, Delivery and Operations**

## 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:** NS168 Limited  
**Registration of:** Kaikohe Bakehouse Cafe  
**Site Address:** 9999 Broadway, Kaikohe 0405  
**Approval Number:** ALF-88

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



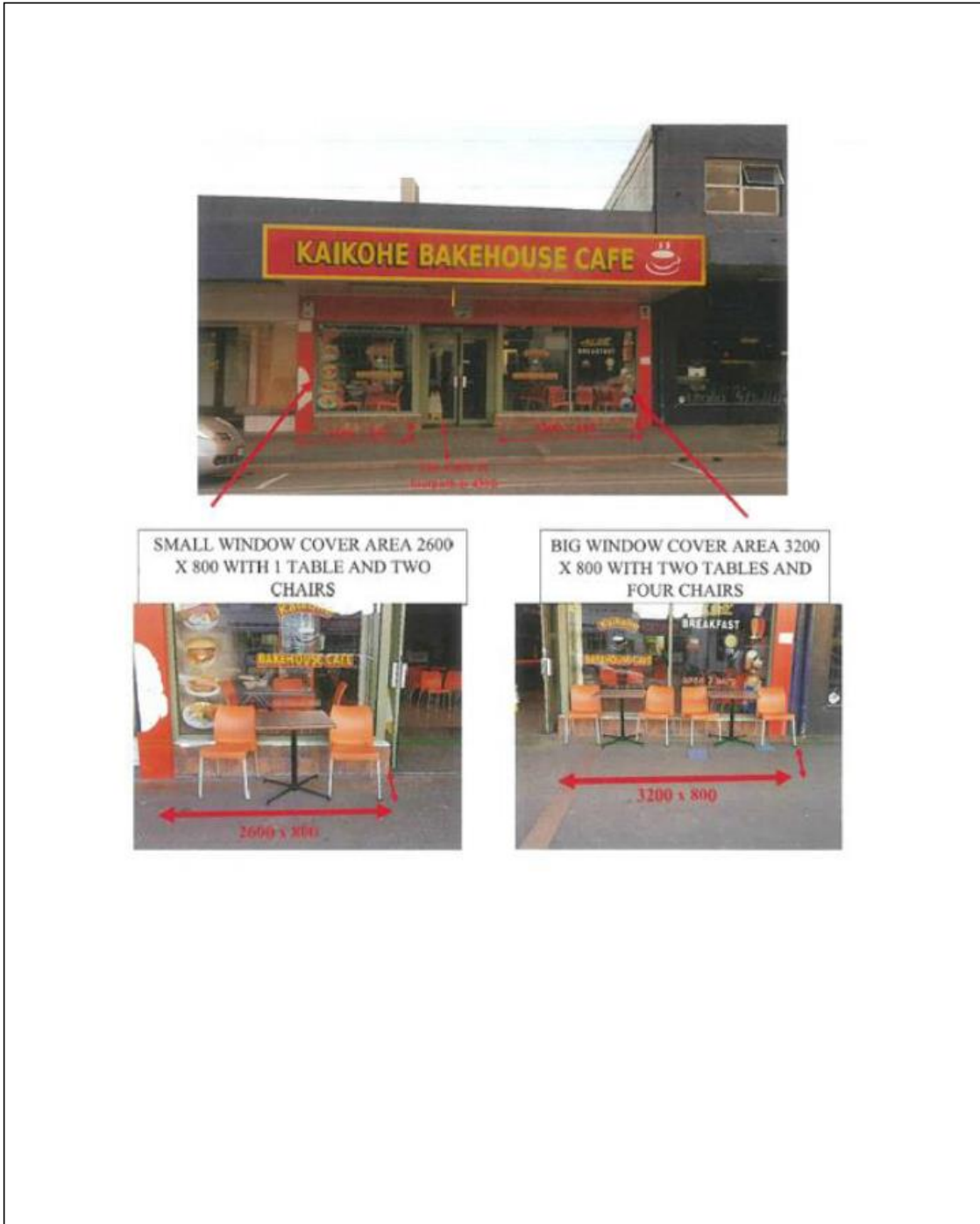
.....  
Signed on behalf of the Far North District Council

**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. <b>Approval is for 3 tables with chairs.</b>
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**



**APPROVED PLAN**  
**DATE: 2 AUGUST 2023**  
*Done*

## 7.2 OKAIHAU TRAFFIC CALMING PETITION RESPONSE

**File Number:** A5129500

**Author:** Elizabeth Stacey, Team Leader - Capital Works & Renewals

**Authoriser:** Tanya Proctor, Head of Infrastructure

### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to address the petition for traffic calming filed by the Ōkaikau Community Association in February, 2025.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Ōkaikau Community Association has filed a petition with the Kaikohe Hokianga Community Board requesting the installation of traffic calming measures on Settlers Way, Ōkaikau
- Traffic calming measures in Ōkaikau have been included in the road safety ten year work plan, currently programmed for 2028.
- The posted speed on Settlers Way is currently 50kph. The average daily traffic count on Settlers Way is 1719 with 11% heavy vehicles. The 85<sup>th</sup> percentile speed is 53kph and the maximum speed noted on recent traffic counts was 103kph.
- Settlers Way is home to businesses, two schools, a community hall and Pou Herenga Tai Twin Coast Cycle Trail.

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe Hokianga Community Board recommend to Te Koukou Infrastructure Committee:**

**That Council fund the installation of two temporary, rubberised raised crossings and associated lighting on Settlers Way, Ōkaihau as identified in Option 1. of the report.**

### 1) TĀHUHU KŌRERO / BACKGROUND

Settlers Way, Ōkaikau serves the Ōkaikau commercial centre, Ōkaikau Primary School and Ōkaikau College as well as sharing the same alignment as Pou Herenga Tai Twin Coast Cycle Trail. There is a mix of vehicle, pedestrian and cycle traffic that result from these shared activities. The Ōkaikau community has requested, for some time, traffic calming measures to be installed for the safety of all road users. On Tuesday, 28 January a cyclist was struck and killed by a vehicle travelling on Settlers Way. In the wake of this fatal crash, a petition calling for traffic calming was filed with the Kaikohe Hokianga Community Board at their February meeting.

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Mid-block raised crossings are included in the NZTA Safe System toolkit as a primary safe system intervention. In order for a project to meet the investment criteria the total project cost must be less than \$300,000 per location, be on a roadway posted at less than 60kph and be on a Main Street, Activity Street or Urban Connector under the One Network Framework. Supplementing the safe system toolkit, FNDC has evaluated and ranked roadways for traffic calming features based on a number of factors including proximity to schools and the central business district, potential for cut through or high speed drivers, crash history, and proximity to parks, cycle trails or other pedestrian generators. According to the NZTA Safety System toolkit a raised midblock crossing reduces the chances of a death and serious injury crash by 20%.

In developing the 10-year road safety plan, Settlers Way was evaluated by staff and found to require the installation of two raised crossings; at the current zebra crossing serving school students (raised zebra crossing) and within the CBD near the intersection of Lawn Street (raised courtesy crossing).

In 2024, FNDC submitted a proposed package of traffic calming treatments totalling \$1.86 million over the 2024-2027 LTP period. Of these submitted projects only one project (Kaitaia Intermediate) was approved.

Raised crossings are required to be lit if pedestrians will use them outside of daylight hours. AS/NZS 1158.4:2015 outlines requirements for lighting at pedestrian crossings.

The petition submitted by the Ōkaikau Community Association aligns with the staff recommended treatment for Settlers Way. Elected members may wish to consider funding traffic calming improvements at this location with the local share that was identified for the overall traffic calming programme in the 2024-2027 LTP.

#### **Option 1:**

Fund the installation of two temporary, rubberised raised crossing and associated lighting. This option has several advantages including shorter design and construction timelines as well as reduced cost. This option would address the immediate need for the community and the identified products have a ten year life span. Design and installation could be completed in this fiscal year. A permanent, concrete crossing could be considered for future NZTA subsidy.

Estimated cost for a raised temporary zebra crossing, a raised temporary courtesy crossing and associated permanent lighting is approximately \$195,000. There will be an ongoing maintenance issue, as temporary crossing point such as this can become loose under traffic.

**Option 1 is the recommended option.**

#### **Option 2:**

Fund the installation of two permanent raised crossings and associated lighting. This option has higher associated costs and longer design and construction periods. However, a permanent installation has a longer design life than rubberised crossings. It is unlikely that design and construction of a permanent installation could be completed this fiscal year.

Estimated cost for a raised zebra crossing, a raised courtesy crossing and associated permanent lighting is approximately \$580,000.

#### **Option 3:**

Defer funding of raised crossings and associated lighting until the 27-30 LTP period. This option is not recommended as it does not address a recognised safety need and the desires of the community.

### **TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

Option 1, installation of temporary raised crossings, meets an immediate community need and recognises the limits of Council's unsubsidised budgets. The proposed ten-year life of the preferred option will allow Council to plan for permanent infrastructure.

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

The proposed cost of Option 1 is \$195,000. The council has uncommitted local share for projects that were not selected for subsidy by NZTA in this work category.

### **ĀPITIHINGA / ATTACHMENTS**

Nil

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Although important to the Ōkaikau community the overall level of significance of this report is considered low. Based on the petition submitted it is indicated this project would be supported by the Ōkaikau community.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This project aligns with the NZTA safe system toolkit and supports communities that are healthy, safe, connected and sustainable.
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 Community Board does not have the financial delegation to approve this project but support of this project to Te Koukou Infrastructure Committee will document the Board's view.
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 specific consultation has been completed with iwi/hapu. The proposed project increases road safety for all users.
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).	Ōkaikau Primary School, Ōkaikau College, Pou Herenga Tai Twin Coast Cycleway Trust, Ōkaikau businesses and community members will all be affected by the outcome of this report.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications to Council 2024-2025 budgets have been considered.
Chief Financial Officer review.	This report has been submitted to the CFO for review.

### 7.3 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS

**File Number:** A5131373  
**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 the Kaikohe-Hokianga Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

Te Kura o Omanaia	\$260.00
Tāheke United JMB	\$565.00
Ōpononi JMB	\$520.00
Mangamuka School	Decline
Kaikohe Rugby Football Sports Club Inc	\$1,810.00
Kaikohe Amateur Football Club	\$470.00
Horeke School	Decline
Hokianga Sports Club	\$315.00
Bay of Islands Hockey Association	\$210.00
Whero Ha Community Trust	\$310.00
Ōtaua Sports Club Inc	\$630.00
<u>Hokianga Womens Rugby</u>	<u>\$420.00</u>
<b>TOTAL</b>	<b>\$5,510.00</b>

#### Note:

- 1 Hayley Paul, the Sport Northland Community Connector, declared her conflict of interest with the application from Hokianga Sports Club. This application was considered by the other members of the panel.
- 2 Applications from Horeke and Mangamuka Schools are declined as they do not meet the criteria for Rural Travel Funding (as set by Sport New Zealand). They are eligible for funding from Tū Manawa funding from Sport Northland and were referred to them for consideration.

#### 1) TĀHUHU KŌRERO / BACKGROUND

Council receives funding from Sport New Zealand 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.

	<b>Sport New Zealand (Rural Travel)</b>
<b>What are the Objectives?</b>	Subsidise travel for junior teams participating in local sport competition.
<b>How much is available?</b>	\$29,363 across the Far North District
<b>Funding is not available for</b>	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
<b>Who can apply?</b>	Schools and clubs.
<b>What age group is funding for?</b>	Funding is available for youth/children aged 5 - 19 years of age.
<b>Eligible Sports</b>	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. The amount the board has available to grant for the Winter travel round is \$5,510.

## ĀPITIHINGA / ATTACHMENTS

1. KHCB - Rural Travel Summary - A5131386  



## 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 <a href="#">Council's Significance and Engagement Policy</a>	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/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.
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 rural travel fund applications to be approved, any interests that affect other people should be considered as part of the individual applications.
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		
Te Kura o Omanaia	School		\$ 750.00	\$ 260.00	To attend training and competitions	22	3	25	20	5	0	Students able to attend and participate in physical activities
Taheke United JMB	Club		\$ 1,862.58	\$ 565.00	To attend training and competitions	54	0	54	10	44	0	Students able to attend and participate in physical activities
Opononi JMB	Club		\$ 1,000.00	\$ 520.00	To attend training and competitions	40	10	50	50	0	0	Students able to attend and participate in physical activities
Mangamuka School	School		\$ 500.00	Decline	To attend training and competitions within school hours	11	0	11	3	8	0	Students able to attend and participate in physical activities
Kaikohe Rugby Football Sports Club Inc	Club		\$ 8,000.00	\$ 1,810.00	To attend training and competitions	50	123	173	20	153	0	Students able to attend and participate in physical activities
Kaikohe Amateur Football Club	Club		\$ 5,000.00	\$ 470.00	To attend training and competitions	15	30	45	20	25	0	Students able to attend and participate in physical activities
Horeke School	School		\$ 500.00	Decline	To attend training and competitions within school hours	15	7	22	11	11	0	Students able to attend and participate in physical activities
Hokianga Sports Club	Club		\$ 800.00	\$ 315.00	To attend training and competitions	20	10	30	25	5	0	Students able to attend and participate in physical activities
Bay of Islands Hockey Association	Club		\$ 2,500.00	\$ 210.00	To attend training and competitions	15	5	20	10	10	0	Students able to attend and participate in physical activities
Whero Ha Community Trust	Club		\$ 2,000.00	\$ 310.00	To attend training and competitions	9	21	30	20	10	5	Students able to attend and participate in physical activities
Otaua Sports Club Inc	Club		\$ 2,000.00	\$630.00	To attend training and competitions	30	30	60	45	15	0	Students able to attend and participate in physical activities
Hokianga Womens Rugby	Club		\$ 2,000.00	\$ 420.00	To attend training and competitions	0	40	40	0	40	0	Students able to attend and participate in physical activities

**KHCB**

Amount Available (Total)	5510
Granted	\$ 5,510.00
Balance	\$ -
Number of participants	527
Request \$ divided by participants	56.76
Available \$ divided by participants	10.46

## 7.4 PROJECT FUNDING REPORTS

**File Number:** A5139323  
**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 the Kaikohe-Hokianga Community Board note the project reports received from:

- a) Kaikohe and Districts Sportsville – Fence
- b) Kohukohu Community Library
- c) Manaki Tinana Trust – Carpark
- d) Manaki Tinana Trust – Hall Hire
- e) South Hokianga Hall Committee – Floor Polisher

### 1) TĀHUHU KŌRERO / BACKGROUND

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

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

### TAKE TŪHOTUNGA / REASON FOR THE RECCOMENDATION

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

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

There are no financial implications or budgetary requirements.

### ĀPITIHINGA / ATTACHMENTS

1. Kaikohe and Districts Sportsville - A5139311  
2. Kohukohu Community Library - A5139308  
3. Manaki Tinana Trust - Carpark - A5139320  
4. Manaki Tinana Trust - Hall Hire - A5139309  
5. South Hokianga Hall Committee - A5139307  

## 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.

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

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Project Report Form  
Application No. KHCB00045 From Kaikohe and Districts Sportsville  
Incorporated**

Form Submitted 18 Dec 2024, 11:01AM NZDT

**Project Report - Community Grant Fund**

\* indicates a required field

**Project Report**

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

**Name**

Kaikohe and Districts Sportsville

**Name and Location of Project/Activity**

Replacing Fencing Lindvart Park Kaikohe

**Date of Project/Activity**

Start date 1 September. Not finished yet due to fencer being on holiday. Gates around public toilets due in new year.

**Which Community Board did you receive funding from?**

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

**Amount received from the Community Board**

22264

Must be a number.

**When was the funding approved?**

21/06/2024

Must be a date.

**Please give details of how the money was spent**

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

**Expenditure**

**Supplier/Description**

**\$**

--

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Project Report Form  
Application No. KHCB00045 From Kaikohe and Districts Sportsville  
Incorporated**

Form Submitted 18 Dec 2024, 11:01AM NZDT

Aaron Treadwell materials	\$3,528.00
Aaron Treadwell materials	\$8,192.17
Aaron Treadwell labour	\$7,630.00
Aaron Treadwell gates	\$2,913.83

**Project Information**

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

Aaron Treadwell has completed all the fencing except for some gates around Lindvart Park. He completed this with his wife and son.

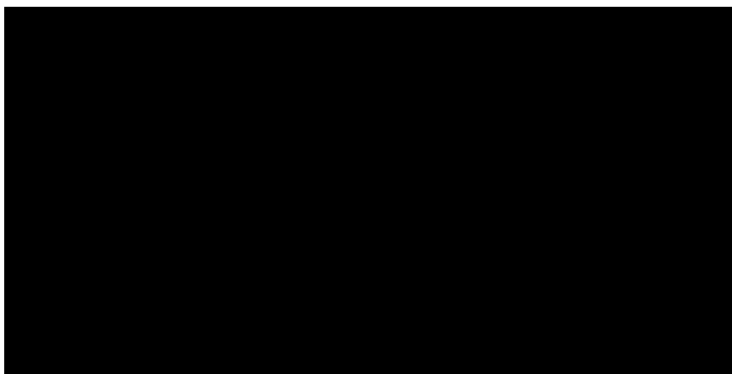
**Describe how your project benefited the community and your evaluation of the project outcomes \***

There have been 4 immediate benefits. The first was that Lindvart Park now looks much better. The second is that motorbikes are no longer able to enter through the gaps in the fence. The third is that there is improved pedestrian access. The fourth is that the stormwater pond is fenced off which prevents accidental drownings.

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

We have acknowledged the grant in our annual Performance Report (final audited copy yet to be returned). Once the gates are up we shall acknowledge the grant through our Facebook page. When our new website is up and running early next year we shall acknowledge FNDC on our funders page.

**If you have a website or Facebook page that we can link to, please provide details**  
facebook.com/groups/kdsportsville





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](mailto:funding@fndc.govt.nz) PDF attachment via email is preferred) OR:

Funding Advisor  
Far North District Council Private  
Bag 752  
KAIKOHE 0440

FNDG MAIL  
21 MAR 2025

Name of organisation: KOHUKOHU COMMUNITY LIBRARY

Name & location of project: UPDATE/REPRINT KOHUKOHU PHONEBOOK

Date of project/activity: NOV 2024 to MARCH 2025

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$400

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	Samount	Receipt/s attached (please tick)
MAYPARK PRINT - PRINTING	\$862-50	Bank Statement
	\$	
	\$	
	\$	
Total:	\$	

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

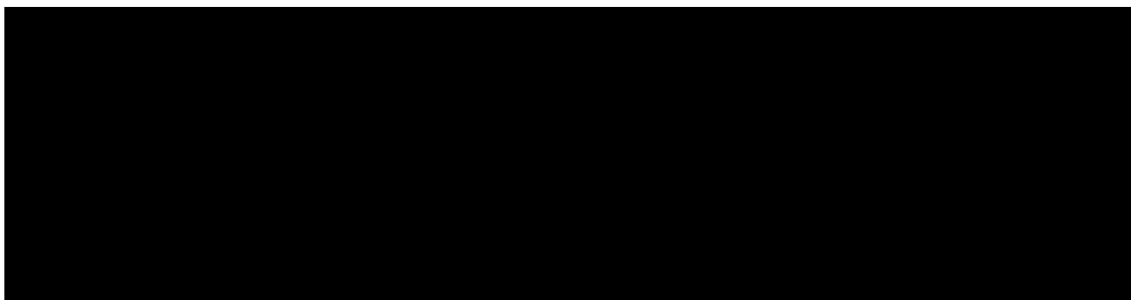
7-10 volunteers researched/<sup>compiled</sup> the data needed for the phonebook.  
Emergency services | local Hauora Clinic | business community all contributed information.

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

We printed 100 copies of the book and have almost sold out.  
Apart from the private listings, the phonebook contains information on local tradespeople/services, Hauora, Emergency services + procedures, and information/contacts for all community groups.  
A valuable (and valued) resource for the Kohukohu community.

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

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

















## 7.5 FUNDING APPLICATIONS

**File Number:** A5139326  
**Author:** Kathryn Trewin, Funding Advisor  
**Authoriser:** Aisha Huriwai, Manager - Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$33,645** funds remaining to allocated for the 2024/25 financial year (\$4,867 in the Community Board Fund and \$28,778 in the Placemaking Fund).
- Twelve applications have been received, requesting a total of \$38,082.
- A request for approval for an amendment to an application already approved has also been received.

#### TŪTOHUNGA / RECOMMENDATION

- a) That the Kaikohe-Hokianga Community Board approve the sum of **\$1,652** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Tania Pomana for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.

#### TŪTOHUNGA / RECOMMENDATION

- b) That the Kaikohe-Hokianga Community Board approve the sum of **\$1,666** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Jannine Pikari for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.

#### TŪTOHUNGA / RECOMMENDATION

- c) That the Kaikohe-Hokianga Community Board approve the sum of **\$1,706** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Korari Enterprises for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.

#### TŪTOHUNGA / RECOMMENDATION

- d) That the Kaikohe-Hokianga Community Board approve the sum of **\$792** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Medina Koni for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.

#### TŪTOHUNGA / RECOMMENDATION

- e) That the Kaikohe-Hokianga Community Board approve the sum of **\$1,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Momentum

**Charitable Trust** for the costs towards life education and financial courses at Kaikohe Probation Centre.

**TŪTOHUNGA / RECOMMENDATION**

- f) That the Kaikohe-Hokianga Community Board approve the sum of **\$3,500** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Paua Trust/Maryann Connor** for the costs towards operating a Matariki movie in Rawene.

**TŪTOHUNGA / RECOMMENDATION**

- g) That the Kaikohe-Hokianga Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Tupuhaere ki te rangi (Tautoro Titans Club)** for the costs towards running an after-school programme for rangatahi.

**TŪTOHUNGA / RECOMMENDATION**

- h) That the Kaikohe-Hokianga Community Board approve the sum of **\$2,257** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Hokianga Historical Society** for the costs towards purchase and installation of a heat pump.

**TŪTOHUNGA / RECOMMENDATION**

- i) That the Kaikohe-Hokianga Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Hokianga Community Education Trust** for the costs towards a Matariki Toi Māori showcase and wananga.

**TŪTOHUNGA / RECOMMENDATION**

- j) That the Kaikohe-Hokianga Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Graeme Dingle Foundation** for the costs towards running a mentoring Ngā Ara Whetū at Northland College.

**TŪTOHUNGA / RECOMMENDATION**

- k) That the Kaikohe-Hokianga Community Board approve the sum of **\$1,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Denise Brophy** for the costs towards running a Youth Week Sports Tournament in Kaikohe.

**TŪTOHUNGA / RECOMMENDATION**

- l) That the Kaikohe-Hokianga Community Board approve the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to **Ngā Taonga o Kaikohe** for the costs towards running financial education wananga for the Kaikohe/Ngāwha community.



## TŪTOHUNGA / RECOMMENDATION

m) That resolution 2024/131 for funding in the sum of **\$12,000** (plus GST if applicable) to Maihi Memorial Trust for the 2025 CPI event be amended as follows:

- a. **\$4,000** (plus GST if applicable) be paid to the applicant for the 2025 Heke Half Marathon; and
- b. the balance of **\$8,000** (plus GST if applicable) be paid to the applicant for the 2026 CHI Festival subject to the updated documentation required being submitted and approved by Council no later than February 2026.

## 1) TĀHUHU KŌRERO / BACKGROUND

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

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

1. 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 and Project	Requested	Recommend	Comments	Type
Tania Pomana - Printing	\$1,652	\$1,652	These applications are for a series of workshops to be run at the FNDC libraries over Matariki, showcasing Māori art and culture.  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 Kaikohe-Hokianga Ward.  These applications meet community outcomes 1,2,3 and 5.	Art, culture and heritage
Jannine Pikari - Rongoa	\$1,666	\$1,666		
Korari Enterprises - Papermaking	\$1,706	\$1,706		
Medina Koni - Raranga	\$792	\$792		

<b>Applicant and Project</b>	<b>Requested</b>	<b>Recommend</b>	<b>Comments</b>	<b>Type</b>
Momentum Charitable Trust – Life and financial skills programmes	\$4,290	\$1,000	This is the third application from this organisation for the same project. They were granted \$2,145 (50% of the total cost) in April 2024 and their application was left to lie in November 2024 – this application is a new application and separate from the one left to lie in November.  This application meets community outcomes 3, 4, 5 and 6	Community
Paua Trust/Maryann Connor – Matariki movies in Rawene	\$5,000	\$3,500	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 and at the Rawene school.  This meets community outcomes 2, 3 and 5	Event
Tupuhaere ki te rangi (Tautoro Titans Club) – After school programme	\$5,983	\$3,000	The applicant is seeking funds to run an afterschool programme in Kaikohe for rangatahi.  This meets community outcomes 1, 2, 3 and 5	Community
Hokianga Historical Society Inc – heat pump purchase and installation	\$2,257	\$2,257	The applicant is seeking funds to install a heat pump at the historical society to help control the temperature at the society and protect the taonga.  This meets community outcomes 1, 2, 3 and 5	Infrastructure
Hokianga Community Education Trust – Toi Māori Matariki showcase and wananga	\$2,920	\$2,000	The applicant is seeking funding to hold an art showcase and run wananga based around Toi Māori for matariki.  This meets community outcomes 1, 2, 3 and 5	Art/Culture/Heritage

Applicant and Project	Requested	Recommend	Comments	Type
Grame Dingle Foundation – Mentoring Programme at Northland College	\$5,000	\$2,000	<p>The applicant is seeking funding for costs associated with running a mentoring programme at Northland College.</p> <p>The Board has previously supported this programme with a grant in June 2024 for \$3,000.</p> <p>This meets community outcomes 2, 3 and 5.</p>	Community
Denise Brophy – Youth Week Sports Tournament 2025	\$1,815	\$1,000	<p>The applicant is seeking funding towards holding a sports tournament for Youth Week 2025. The costs they have included on their application are specifically for prizes, hall hire and a bond for the hall. Prizes are something that are not generally funded by Community Boards, but the applicant does have other costs that they will incur, including acquiring the sports equipment for the event.</p> <p>This meets community outcomes 2, 3 and 5.</p>	Event
Ngā Taonga o Kaikohe – Financial education for Kaikohe/Ngā community	\$5,000	\$2,500	<p>The applicant runs free of charge classes around financial literacy from a Te Ao Māori perspective. They are seeking funding to continue running these classes.</p> <p>This meets community outcomes 1, 2, 3 and 5.</p>	Community
Maihi Memorial Park Charitable Trust – CHI Festival 2025	\$12,000	<p>\$4,000 from 2024/25 FY</p> <p>\$8,000 from 2025/26 FY</p>	<p>The applicant was granted \$12,000 at the November 2024 Board meeting towards the costs of running the CHI Festival 2025, including the Heke Half Marathon, subject to all requirement documentation being received by February 2025.</p> <p>Council staff have been working intensively with the applicant, with the Waste Management Plan being submitted and approved on 4 April 2025, allowing the permit to be issued by Council for this event.</p> <p>On 11 March 2025, the applicant advised that the festival was</p>	Event

Applicant and Project	Requested	Recommend	Comments	Type
			<p>postponed until 2026 to allow time to seek additional funding for the event. They subsequently advised that the half marathon would still go ahead.</p> <p>The applicant is requesting the funding granted be released in full for their event.</p> <p>If the Board is still prepared to fund this event, it is recommended that \$4,000 be released for the 2024 half marathon with the balance of the funds (\$8,000) to be released in by the end of January 2026 when the applicant has submitted updated documentation to allow a permit to be issued for the 2026 event. Specifically, this documentation would be:</p> <ul style="list-style-type: none"> <li>• Updated Waste Management Plan</li> <li>• Updated Health and Safety Plan</li> <li>• Updated letter from LINZ and the lease-holder of the property, confirming their approval for the event to take place</li> <li>• Updated list of food vendors</li> <li>• If the scope of the event is substantially changed, an updated traffic management plan will also be required.</li> <li>• A completed project report for the 2025 Heke Half Marathon that is accepted by the Board.</li> </ul>	

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

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

For each application the Board has three options.

**Option 1** Authorise funding for the full amount requested.

**Option 2** Authorise partial funding.













**Option 3** Decline funding.

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

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

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

#### ĀPITIHINGA / ATTACHMENTS

1. Tania Pomana - A5139316 [↓](#) 
2. Jannine Pikari - A5139319 [↓](#) 
3. Korari Enterprises - A5139324 [↓](#) 
4. Medina Koni - A5139317 [↓](#) 
5. Momentum Charitable Trust - A5139312 [↓](#) 
6. Maryann Connor - Paua Trust - A5139310 [↓](#) 
7. Tupuhaere ki te rangi - A5139315 [↓](#) 
8. Hokianga Historical Society - A5139321 [↓](#) 
9. Hokianga Community Education Trust - A5139314 [↓](#) 
10. Graeme Dingle Foundation - A5139313 [↓](#) 
11. Denise Brophy - A5139306 [↓](#) 
12. Nga Taonga o Kaikohe - A5139318 [↓](#) 
13. Maihi Memorial Park Charitable Trust - A4968697 [↓](#) 

## 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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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. Community Boards hold the delegation to approve Community Grant Funds.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications for Māori in relation to land and/or water.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Considered in each of the individual applications.
State the financial implications and where budgetary provisions have been made to support this decision.	Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.











































































































































































































































































































































## 7.6 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A5084925

**Author:** Melissa Wood, Community Board Coordinator

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### NGĀ TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board note the March 2025 member report from Chair Chicky Rudkin.**

### TE TĀHUHU KŌRERO / BACKGROUND

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

### TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

### REASON FOR THE RECOMMENDATION

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

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

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

### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin report March 2025 - A5103351 [↓](#) 







## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 KAIKOHE - HOKIANGA COMMUNITY HALL ANNUAL INFORMATION 2023-2024.

**File Number:** A5111261

**Author:** Michelle Rockell, Team Leader - Property Management

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to present to the Kaikohe - Hokianga Community Board the 2023-2024 Annual General Meeting (AGM) minutes, financial statement and statistical data as provided by Kaikohe Senior Citizens Hall, Kohukohu Town Hall, Ōkaihau Hall, Rāwene Hall, Tāheke Hall and South Hokianga War Memorial Hall Committees.

#### WHAKARĀPOPOTO 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 by Council staff.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe - Hokianga 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:

	<b>Council owned on Council land</b>	<b>Council owned on Crown land</b>	<b>Community owned on Council land</b>	<b>Community owned on Community land</b>
<b>Kaikohe – Hokianga Ward</b>	Kaikohe War Memorial, Kohukohu, South Hokianga War Memorial, Kaikohe Senior Citizen's, Hōreke, Ōkaihau, Rāwene	Tāheke Community Centre		Broadwood, Ngawha, Waimamaku, Umawera
<b>Te Hiku Ward</b>	Herekino, Mangonui Oruru remains closed	Lake Ohia, Kaingaroa	Whatuwhiwhi	Fairburn, Waiharara, Araiawa <i>Takahue – no longer exists</i>
<b>Bay of Islands – Whangaroa Ward</b>	Paihia, Russell, Totara North, Waipapa, Whangaroa Memorial (Kaeo), Whangaroa Village	Maromaku	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 Hōreke Hall Committee. All other information reports are attached to this report. Below is a summary of the returned information:

#### **Kaikohe Senior Citizens Hall**

- Total number of bookings: 276, including:
  - 10 regular community bookings
  - 15 casual bookings
  - 4 commercial bookings
- Improvements Completed: New hot water urn installed.
- Maintenance Completed – General maintenance, ie leaking tap

### **Kohukohu Town Hall**

- Total number of bookings 17 and school use.
- Improvements Completed: 6 community working bees for cleaning, weed control, pest control, washing, sweeping, de nailing walls, preparation to paint kitchen and supper room, repairing stair handrail, and miscellaneous small jobs.
- Maintenance Completed: Cleaning and pest management, grounds maintenance, years of rubbish removed.

### **Ōkaihau Hall**

- Total number of bookings: 127
  - 103 Community bookings
  - 24 casual bookings
- Maintenance Completed: Replacement of heaters in supper room. Replacement of LED light in main hall. Replacement of curtains with roller blinds in main hall.

### **Rāwene Hall**

- Total number of bookings: 356
  - 344 community bookings
  - 12 casual bookings
- Improvements Completed: 2023-2024 Incorporated in upgrade
- Maintenance Completed: External stainless steel preparation/clearing facility.

### **South Hokianga War Memorial Hall**

- Total number of bookings: 69
- Improvements Completed: Total hall upgrade
- Maintenance Completed: Main door lock entrance

### **Tāheke Hall**

- Total number of bookings: 18
  - 4 community bookings
  - 14 private bookings
- Improvements Completed: Major refurbishment of hall facility.

## **MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

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
Hōreke Hall	1,645,453	314,258	34,367	28,846
Kaikohe Memorial Hall	5,801,130	821,038	122,251	92,407
Kohukohu Hall	1,340,342	361,754	32,117	32,117
Ōkaihau Hall	2,480,010	482,119	46,986	32,108
Ōpononi Hall	3,559,960	392,376	63,570	41,075
Rāwene Hall	2,370,881	715,568	55,755	39,728
Tāheke Hall	832,835	581,050	20,974	21,804
<b>Total</b>	<b>18,030,611</b>	<b>3,668,163</b>	<b>376,020</b>	<b>288,085</b>

## Capital spend

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24
<b>New works</b>					
Disability access halls	72,229	3,102	-	-	-
Hōreke Hall	-	45,185	-	-	-
Kaikohe Memorial Hall renewals	-	-	8,786	265,316	1,538
<b>Total</b>	<b>72,229</b>	<b>48,287</b>	<b>8,786</b>	<b>265,316</b>	<b>1,538</b>
<b>Renewals</b>					
Hōreke Hall	105,120	-	-	-	-
Kaikohe Memorial hall renewals	-	-	-	42,508	-
Kohukohu Hall	8,560	8,416	10,950	21,615	61
Ōkaihau Hall	-	-	-	22,867	17,872
Ōpononi Hall renewals	-	-	3,259	794,323	1,572
Rāwene Hall	-	46,780	-	27,349	350,396
Tāheke Hall	7,504	321,481	95,810	-	-
<b>Total</b>	<b>121,184</b>	<b>376,677</b>	<b>110,019</b>	<b>908,662</b>	<b>369,901</b>
<b>Total capital spend</b>	<b>121,184</b>	<b>376,677</b>	<b>110,019</b>	<b>908,662</b>	<b>369,901</b>

## Depreciation fund reserve









	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24	Projected 2024/25
Opening balance	(1,973,325)	(2,123,820)	(1,902,982)	(1,988,620)	(1,188,160)	(965,125)
Debt repayment - current	4,052	8,715	14,516	20,508	33,967	34,115
Renewals withdrawals	108,126	336,469	28,489	923,994	378,890	956,224
Depreciation	(262,673)	(248,692)	(277,132)	(288,086)	(379,644)	(379,970)
Unfunded depreciation funding (50%)	-	124,346	148,489	144,043	189,822	188,011
<b>Closing balance</b>	<b>(2,123,820)</b>	<b>(1,902,982)</b>	<b>(1,988,620)</b>	<b>(1,188,160)</b>	<b>(965,125)</b>	<b>(166,745)</b>



## Operational costs

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24	LTP budgets Year 1 2024/25	LTP budgets Year 2 2025/26	LTP budgets Year 3 2026/27
<b>Income</b>								
Rates	(469,800)	(264,617)	(329,812)	(398,630)	(471,690)	(462,874)	(519,855)	(471,269)
Recoveries	-	(480)	-	-	(261)	-	-	-
Rental and hire charges	(15,181)	(21,105)	(3,396)	(19,346)	(16,550)	(15,000)	(15,000)	(15,000)
<b>Total</b>	<b>(484,980)</b>	<b>(286,202)</b>	<b>(333,209)</b>	<b>(417,976)</b>	<b>(488,501)</b>	<b>(477,874)</b>	<b>(534,855)</b>	<b>(486,269)</b>
<b>Direct costs</b>								
Asset costs - depreciation	311,594	248,692	296,978	303,334	394,730	378,620	382,432	386,702
Contractor and professional fees	5,236	11,483	12,891	19,811	22,932	12,765	60,507	3,637
Depreciation not funded	-	(124,346)	(148,489)	(144,043)	(189,822)	(188,011)	(188,011)	(188,011)
Interest cost	2,673	3,246	5,495	9,180	22,075	34,009	32,733	29,756
Personnel	34,088	45,198	38,837	38,340	36,015	39,336	40,201	41,047
Power	3,329	4,690	3,695	3,716	4,148	3,831	3,908	3,994
<b>Total</b>	<b>356,921</b>	<b>188,963</b>	<b>209,406</b>	<b>230,338</b>	<b>290,077</b>	<b>280,550</b>	<b>331,771</b>	<b>277,125</b>
<b>Indirect costs</b>								
Allocations	72,502	47,488	69,043	117,795	139,461	111,136	115,172	124,514
Cleaning	78	722	55	-	1,560	5,000	5,100	5,212
Doubtful debt and doubtful debt penalty	6,214	(860)	772	4,330	(1,057)	-	-	-
Insurance	12,805	19,452	23,259	28,371	30,728	23,882	24,360	24,895
Mobile	488	505	(10)	-	-	-	-	-
Rates expense	6,509	8,893	9,120	9,569	10,027	11,531	11,762	12,020
Repairs and maintenance buildings	19,305	8,022	11,729	15,380	4,551	25,100	25,602	20,952
Repairs and maintenance equipment	3,473	687	1,417	1,091	2,819	8,300	8,466	8,652
Security	3,630	3,257	6,218	3,300	3,650	6,000	6,120	6,254
Valuation fees	940	2,845	-	4,686	4,130	2,546	2,597	2,654
Water charges	2,113	6,226	2,199	3,117	2,554	3,829	3,905	3,991
<b>Total</b>	<b>128,059</b>	<b>97,238</b>	<b>123,802</b>	<b>187,639</b>	<b>198,424</b>	<b>197,324</b>	<b>203,084</b>	<b>209,144</b>
<b>Net</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## ĀPITI HANGA / ATTACHMENTS

1. **Community Halls Policy 2016 - A5111153** [↓](#) 
2. **Halls and Facilities Strategy 2015 - A5111151** [↓](#) 
3. **2023-2024 - Kohukohu Town Hall - Annual Information & Statistics - A5118209** [↓](#) 
4. **2023-2024 Annual Hall Information & Statistics - Taheke Hall - A5118205** [↓](#) 
5. **2023-2024 Annual Hall Information & Statistics Kaikohe Senior Citizens Hall - A5118204** [↓](#) 
6. **2023-2024 Annual Hall Information & Statistics Okaihau Hall - A5153451** [↓](#) 
7. **2023-2024 Hall Info & Statistics - South Hokianga War Memorial Hall - A5153430** [↓](#) 
8. **2023-24 Hall Info & Statistics - Rawene Hall - A5153435** [↓](#) 































































































































































































































## 8.2 LOCAL AUTHORITY ELECTIONS 2025 GUIDELINES FOR ELECTED MEMBERS

**File Number:** A5119919

**Author:** Casey Gannon, Manager - Civic Engagement and Education

**Authoriser:** Jacine Warmington, Group Manager - Strategic Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

Provide Elected Members with the guidelines for communication in the pre-election period, as published by Local Government New Zealand/Taituarā (reviewed by the Office of the Auditor General and the Department of Internal Affairs). The pre-election period runs from 11 July 2025 to 11 October 2025 (election day).

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Elected Members are responsible for adhering to Local Authority Elections 2025 Guidelines for Elected Members during pre-election period. The pre-election period begins on 11 July 2025 and ends on election day and is defined in alignment to the 'applicable period' in section 104 of the Local Electoral Act 2001.

Key Dates:

- 4 July – Nominations open (pre-election period begins)
- 1 August – Nominations close (noon)
- 9 to 22 September – Voting documents delivered
- 11 October – Voting closes (noon)

### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Local Authority Elections 2025 Guidelines for Elected Members.**

### TĀHUHU KŌRERO / BACKGROUND

Electoral Officer – Dale Ofsoske delivered a briefing open to all Far North District Council elected members 26 February in Kaikohe Chamber. Community boards are scheduled to receive briefings from Deputy Electoral Officer – Casey Gannon at April meetings for those that missed the 26 Feb briefing.

### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Council business as usual for all elected members, either seeking re-election or not, continues until the official results are declared.

Key Points for Incumbents Seeking Re-election:

- Differentiation between council duties and campaign activities is essential.
- Council resources must not be used for election purposes.
- Social media channels must remain neutral and not be used for campaigning.
- Elected members will have access to necessary information but cannot use it for electioneering.

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

No budgetary implications to consider for this report.

## ĀPITIHANGA / ATTACHMENTS

1. **2025 Elected Member Guidelines - Local Government Election - A5104158** [↓](#) 
2. **2025 FNDC-Pre-Election-EMProtocols-Dale Ofsoske - A5104152** [↓](#) 
3. **LGNZTaituara Communication in the pre-election period Guidelines - A5104163** [↓](#) 







































































### 8.3 KAIKOHE-HOKIANGA COMMUNITY BOARD OPEN RESOLUTION REPORT

**File Number:** A5120511

**Author:** Amber Wihongi-Alderton, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaikohe-Hokianga Community Board with an overview of outstanding open resolutions.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the Open Resolution Report as at 31 March 2025.**

#### TĀHUHU KŌRERO / BACKGROUND

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

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

#### ĀPITIHINGA / ATTACHMENTS

1. Open Resolution Report as at 31 March 2025 - A5139342 [↓](#) 











## 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>9.1 - Confirmation of Previous Minutes - Public Excluded</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	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
<b>9.2 - Infrastructure Acceleration Fund - Kaikohe Water and Wastewater Upgrades</b>	<p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	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**