



Far North District Council



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



Friday, 16 May 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:
Friday 16 May 2025 at 10:00 AM

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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 confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5167969

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 16 April 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. 2025-04-16 Kaikohe-Hokianga Community Board Meeting Minutes - A5177733 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	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.

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 16 APRIL 2025 AT 10:00 AM**

PRESENT: Chairperson Chicky Rudkin, Member Mike Edmonds, Councillor John Vujcich, Member Tanya Filia (online), Member Trinity Edwards (online), Member Harmonie Gundry (online), Member Jessie McVeagh (online)

STAFF PRESENT: Melissa Wood (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Edward Varley (Manager – Transportation), Elizabeth Stacey (Team Leader – Capital Works and Renewals), Michelle Rockell (Manager – Property & Facilities Management), Fauna Murphy (Senior Project Manager), Casey Gannon (Manager – Civic Engagement & Education), Emma Manning (Senior Strategic Planner – Growth Planning and Placemaking), Aisha Huriwai (Democracy Manager), Amber Wihongi-Alderton (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Chicky Rudkin opened the meeting with a karakia at 10:04AM

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

Nil

3 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS

Opening remarks from Chair Chicky Rudkin acknowledged new staff, recent events, the passing of loved ones since the last meeting and achievements from local community members.

Councillor John Vujcich joined the meeting at 10:08AM

4 NGĀ TONO KŌRERO / DEPUTATIONS

Tamati Warmington regarding a public arts space in Kaikohe.

5 NGĀ KAIKŌRERO / SPEAKERS

- Matthew Kopa for Tupuhaere ki te rangi (Tautoro Titans) item 7.5g, page 48 refers.
- Megan Hepi for Ngā Taonga o Kaikohe item 7.5l, page 48 refers.
- George Fa'alogo for Graeme Dingle Foundation item 7.5j, page 48 refers.
- Carlie Reynolds for Momentum Charitable Trust item 7.5e, page 47 refers.
- Maryann Connor for Paua Trust item 7.5f, page 48 refers.

6 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Shaun Reilly spoke about the history of the Kaikohe Landfill and views regarding the recent item before council regarding ground lease requests.
- Linda Bracken provided an update from the Kaikohe Business Association.

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Kaikohe-Hokianga Community Board Meeting Minutes

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7 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES**7.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A5130006, pages 8 - 17 refers

RESOLUTION 2025/22Moved: Member Mike Edmonds
Seconded: Cr John Vujcich**That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 21 February 2025 to be a true and correct record.****CARRIED****8 NGĀ PŪRONGO / REPORTS****8.1 ALFRESCO DINING LICENCES FOR COMMENT**

Agenda item 7.1 document number A5119968, pages 18 - 27 refers

RESOLUTION 2025/23Moved: Member Mike Edmonds
Seconded: Cr John Vujcich**That the Kaikohe-Hokianga Community Board:****Pursuant to the Council resolution passed on 30 June 2022, offer the comment “go for it” on the renewal of alfresco dining approval applications from: A New Era Café and Kaikohe Bakehouse.****CARRIED****NEW MOTION**Moved: Member Mike Edmonds
Seconded: Member Jessie McVeagh**That the Kaikohe-Hokianga Community Board:****Recommend to Council that the bylaw length of time be extended and that the checking of insurance becomes an administrative requirement rather than a requirement to go back to the Community Board for comment.****CARRIED**

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

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8.2 ŌKAIHAU TRAFFIC CALMING PETITION RESPONSE

Agenda item 7.2 document number A5129500, pages 28 - 30 refers

RECOMMENDATION

Moved: Member Tanya Filia
 Seconded: Member Jessie McVeagh

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, Ōkaihou as identified in Option 1. of the report.

LOST**SUSPENSION OF STANDING ORDERS****RESOLUTION 2025/24**

Moved: Chairperson Chicky Rudkin
 Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board Standing Orders be suspended to allow discussion.

CARRIED

Councillor John Vujcich left the meeting at 11.24AM

Councillor John Vujcich returned to the meeting at 11:41AM

RESUMPTION OF STANDING ORDERS**RESOLUTION 2025/25**

Moved: Chairperson Chicky Rudkin
 Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board resume Standing Orders.

CARRIED**MOTION - ŌKAIHAU TRAFFIC CALMING PETITION RESPONSE****RESOLUTION 2025/26**

Moved: Member Jessie McVeagh
 Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board:

Recommend to Te Koukou Infrastructure Committee that Council fund a permanent raised crossing and lighting on Settlers Way, Ōkaihou as identified in Option 2. with temporary rubberised crossings and associated lighting actioned if necessary.

CARRIED

Councillor John Vujcich left the meeting at 11.50AM

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Kaikohe-Hokianga Community Board Meeting Minutes

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8.3 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 7.3 document number A5131373, pages 31 - 34 refers

RESOLUTION 2025/27

Moved: Member Mike Edmonds

Seconded: Chairperson Chicky Rudkin

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

a) Te Kura o Ōmanaia	\$260.00
b) Taheke United JMB	\$565.00
c) Ōpononi JMB	\$520.00
d) Mangamuka School	Decline
e) Kaikohe Rugby Football Sports Club Inc	\$1,810.00
f) Kaikohe Amateur Football Club	\$470.00
g) Horeke School	Decline
h) Hokianga Sports Club	\$315.00
i) Bay of Islands Hockey Association	\$210.00
j) Whero Ha Community Trust	\$310.00
k) Ōtaua Sports Club Inc	\$630.00
l) <u>Hokianga Womens Rugby</u>	<u>\$420.00</u>
TOTAL	\$5,510.00
	CARRIED

*Councillor John Vujcich returned to the meeting at 11:51AM***8.4 PROJECT FUNDING REPORTS**

Agenda item 7.4 document number A5139323, pages 35 - 46 refers

RESOLUTION 2025/28

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

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**

CARRIED

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8.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5139326, pages 47 - 200 refers

RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION 2025/29**

Moved: Chairperson Chicky Rudkin

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
7.5 – Funding Applications discussion	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*Member Trinity Edwards left the meeting at 12:00PM***8.5A FUNDING APPLICATION****RESOLUTION 2025/30**

Moved: Member Mike Edmonds

Seconded: Chairperson Chicky Rudkin

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.****CARRIED****8.5B FUNDING APPLICATION****RESOLUTION 2025/31**

Moved: Member Mike Edmonds

Seconded: Chairperson Chicky Rudkin

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.****.CARRIED**

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8.5C FUNDING APPLICATION**RESOLUTION 2025/32**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.

CARRIED**8.5D FUNDING APPLICATION****RESOLUTION 2025/33**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.

CARRIED**8.5E FUNDING APPLICATION****RESOLUTION 2025/34**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.

CARRIED**8.5F FUNDING APPLICATION****RESOLUTION 2025/35**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.

CARRIED

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8.5G FUNDING APPLICATION**RESOLUTION 2025/36**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

That the Kaikohe-Hokianga Community Board leave the application from Tupuhaere ki te rangi (Tautoro Titans Club) for the costs towards running an after-school programme for rangatahi to lie until the May Kaikohe-Hokianga Community Board meeting.

CARRIED**8.5H FUNDING APPLICATION****RESOLUTION 2025/37**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.**

CARRIED**8.5I FUNDING APPLICATION****RESOLUTION 2025/38**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.**

CARRIED**8.5J FUNDING APPLICATION****RESOLUTION 2025/39**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.**

CARRIED

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8.5K FUNDING APPLICATION**RESOLUTION 2025/40**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.

CARRIED**8.5L FUNDING APPLICATION****RESOLUTION 2025/41**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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.

CARRIED**8.5M FUNDING APPLICATION****RESOLUTION 2025/42**

Moved: Member Mike Edmonds
Seconded: Chairperson Chicky Rudkin

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 from the 2025/26 budget for the 2026 CHI Festival subject to the updated documentation required being submitted and approved by Council no later than February 2026 including:
- updated waste management plan
 - updated health and safety plan
 - updated letter from LINZ and the lease-holder of the property, confirming their approval for the event to take place
 - updated list of food vendors
 - if the scope of the event is substantially changed, an updated traffic management plan will also be required.

CARRIED

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8.6 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.6 document number A5084925, pages 201 - 204 refers

RESOLUTION 2025/43

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board note the March 2025 Member Report from Chair Chicky Rudkin.**CARRIED****9 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****9.1 KAIKOHE - HOKIANGA COMMUNITY HALL ANNUAL INFORMATION 2023-2024.**

Agenda item 8.1 document number A5111261, pages 205 - 308 refers

RESOLUTION 2025/44

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Kaikohe - Hokianga Community Hall Annual Information 2023-2024.**CARRIED****9.2 LOCAL AUTHORITY ELECTIONS 2025 GUIDELINES FOR ELECTED MEMBERS**

Agenda item 8.2 document number A5119919, pages 309 - 341 refers

RESOLUTION 2025/45

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board receive the report Local Authority Elections 2025 Guidelines for Elected Members.**CARRIED****9.3 KAIKOHE-HOKIANGA COMMUNITY BOARD OPEN RESOLUTION REPORT**

Agenda item 8.3 document number A5120511, pages 342 - 347 refers

RESOLUTION 2025/46

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

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

Page 9

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

10 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/47

Moved: Chairperson Chicky Rudkin
 Seconded: Member Mike Edmonds

That the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Confirmation of Previous Minutes Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.2 Infrastructure Acceleration Fund – Kaikohe Water and Wastewater Upgrades	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information 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)	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

Member Harmonie Gundry left the meeting at 12:56PM

10 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12:58PM with a karakia.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 16 May 2025.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 FUNDING APPLICATIONS

File Number: A5171274

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 May 2025 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$21,572** funds remaining to allocate for the 2024/25 financial year.
- One application has been received.
- The Board requested that one application from the April meeting be brought back to them at the May meeting for consideration.
- Of the \$7,827 requested staff recommend a total of \$4,844 be approved.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- uplift the Tupuhaere Ki Te Rangī (Tautoro Titans Club) application that was left to lie at the 16 April meeting.
- approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Tupuhaere Ki Te Rangī (Tautoro Titans Club) for the costs towards running an after-school programme for rangatahi.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board approve the sum of **\$1,844** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Nopera Pikari for the costs towards Taonga Pora and waiata wananga for Matariki.

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;

) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
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. The Board left this application to lie at its April meeting with a suggestion of contact for alternative funding. This has been done, but the timing for this round does not match. The applicant will continue seeking funding for future programming. This meets community outcomes 1, 2, 3 and 5	Community
Nopera Pikari - Taonga Pora and Waiata	\$1,844	\$1,844	The applicant is seeking funding to run carving and waiata wananga based around the Matariki story. This meets community outcomes 1, 2, 3 and 5	Art/Culture/Heritage

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. Tupuhaere Ki Te Rangi - A5139315 [↓](#) 
2. Nopera Pikari - A5171450 [↓](#) 

HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance. 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.

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club) Form Submitted 23 Mar 2025, 3:14PM NZDT

Before you Begin

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

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

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

Applicant Details

* indicates a required field

Fund Type

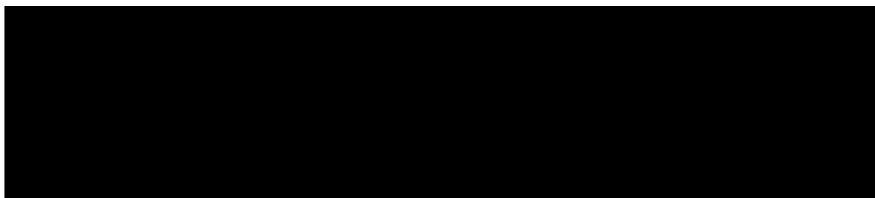
Which fund are you applying for? *

- Community Grant Fund Pride of Place Fund

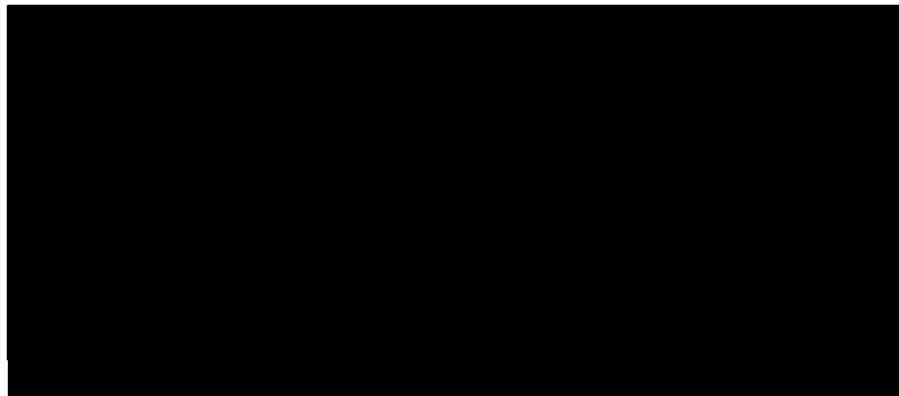
Applicant details

Applicant *

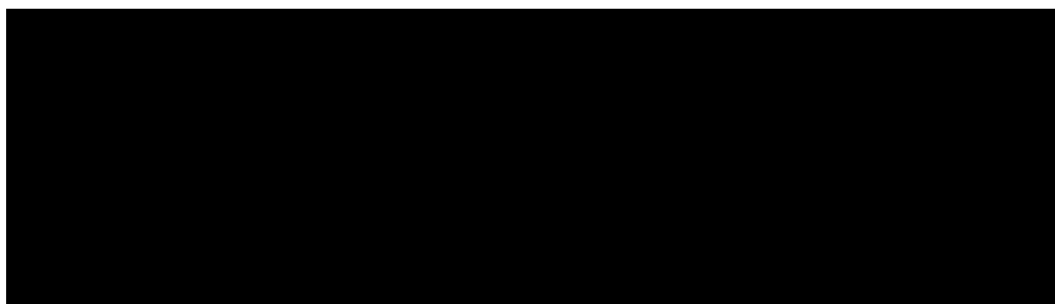
Tupuhaere ki te rangi (Tautoro Titans Club)



**Kaikohe-Hokianga Community Grant Fund Jan - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)
Form Submitted 23 Mar 2025, 3:14PM NZDT**



What sector do you/your organisation work in? *
Sport/Recreation



Website

Must be a URL.

Facebook page

Contact details

Contact Person One:

Applicant Project Contact *

Mr Matthew Kopa

Position *

Chair

Phone Number

Contact Person Two:

Applicant Admin Contact

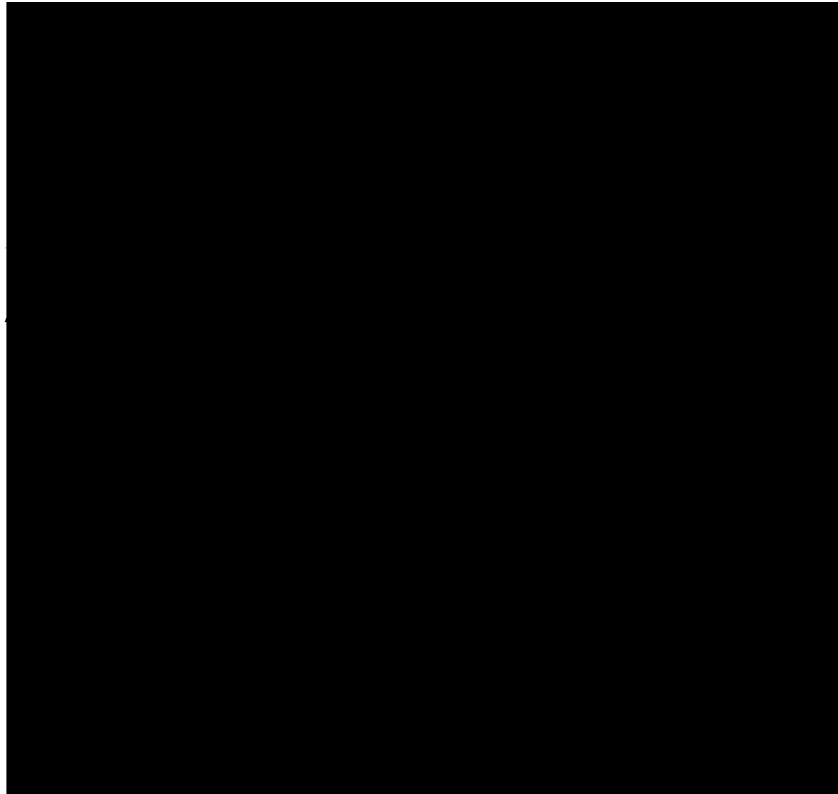
Miss Jean Cook

Position

Admin/ Director

Phone Number

**Kaikohe-Hokianga Community Grant Fund Jan - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)**
Form Submitted 23 Mar 2025, 3:14PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

Tautoro Titans Club, under the umbrella of Tupuhere Ki Te Rangi, empowers tamariki through sports, fostering discipline, teamwork, and hauora (well-being). We provide opportunities in rugby, league, touch, and more, uniting whānau and community to support youth development, helping tamariki grow, thrive, and succeed on and off the field
Must be no more than 50 words.

Number of Members *

40

Project Details

*** indicates a required field**

Community Board

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)

Form Submitted 23 Mar 2025, 3:14PM NZDT

Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

Titans Junior League after school programme

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

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

Type of Activity *

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

Project Dates

Start Date

Date

28/04/2025

Must be a date.

End Date:

Date:

27/06/2025

Must be a date.

Project Details

Location *

Kaikohe

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

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)

Form Submitted 23 Mar 2025, 3:14PM NZDT

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

- Yes No

If yes, how much?

Must be a whole dollar amount (no cents).

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

80

Must be a number.

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

80

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
 No

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

Have you engaged with the community about your project? *

- Yes
 No

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

Project Outline

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

Who will benefit from your project and how? *

This program will primarily benefit tamariki in Kaikohe and surrounding areas, providing them with an accessible opportunity to engage in rugby league. By bringing the module closer to home, we reduce barriers to participation, ensuring that local whānau can easily support their children's involvement in sport. Tamariki will gain valuable life skills such as teamwork, discipline, and resilience, contributing to their overall personal development and well-being. Additionally, the program will create a positive and supportive environment for whānau to connect, share experiences, and engage with their community. Through the provision of kai, healthy snacks, and a safe space to play, we aim to enhance the sense of belonging and promote hauora (well-being) for all participants. This initiative will have a lasting impact by fostering a love for sport and creating opportunities for ongoing growth and community involvement.

Must be no more than 150 words.

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

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

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)

Form Submitted 23 Mar 2025, 3:14PM NZDT

At least 1 choice must be selected.

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

Our program aligns with these community outcomes by embracing and celebrating the unique culture and heritage of our tamariki and whānau. We foster pride and a sense of belonging, which strengthens the connection to our community. Through sport, we create proud, vibrant communities where tamariki develop life skills that build their self-esteem and contribute to their success. By offering a safe, supportive environment, we promote healthy, connected, and sustainable communities. The program also ensures our whānau are actively engaged and prepared, fostering resilience and solidarity. By supporting our tamariki in sports, we contribute to building a prosperous future, nurturing not only their well-being but also strengthening the fabric of our community. This initiative creates a space where everyone can thrive, ensuring that our community is equipped to face challenges and grow together.

Must be no more than 250 words.

Project Cost

* indicates a required field

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

Funding Request Amount

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

What is the total cost of your project? *

\$7,000.00

Must be a dollar amount.

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

\$5,983.00

Must be a dollar amount.

Completing your budget

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

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

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Kai	\$5,000.00	\$5,000.00	Filename: new world.pdf File size: 111.0 kB
Gazebo	\$329.00	\$329.00	Filename: bunnings gazebo quote.pdf File size: 104.3 kB
BBQ	\$248.00	\$248.00	Filename: BBQ.pdf File size: 104.8 kB
Chairs	\$55.60	\$55.60	Filename: bunnings chair quote.pdf File size: 76.9 kB
First aid	\$350.00	\$350.00	Filename: d3 First Kits.pdf File size: 164.4 kB
			<i>No files have been uploaded</i>
			<i>No files have been uploaded</i>
			<i>No files have been uploaded</i>
			<i>No files have been uploaded</i>

**Kaikohe-Hokianga Community Grant Fund Jan - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)**
Form Submitted 23 Mar 2025, 3:14PM NZDT

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			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Yes No

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount

**Kaikohe-Hokianga Community Grant Fund Jan - June 2025
 Community Board Funding Application Form (Dec 2024)
 Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)**
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Total Tagged Funds

Total Expenditure Amount

\$0.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

Supporting Financial Information

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

1 Name of supporting financial document *

Letter of Budget

1 Supporting Financial document *

Filename: Budget Letter-Afterschool programme.pdf
 File size: 69.7 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)

Form Submitted 23 Mar 2025, 3:14PM NZDT

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

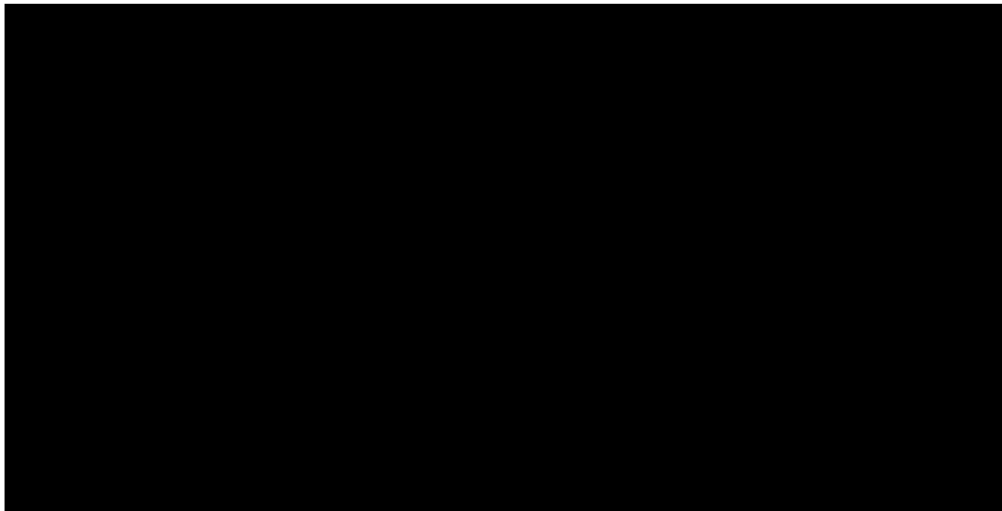
1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department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

**Kaikohe-Hokianga Community Grant Fund Jan - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)**
Form Submitted 23 Mar 2025, 3:14PM NZDT

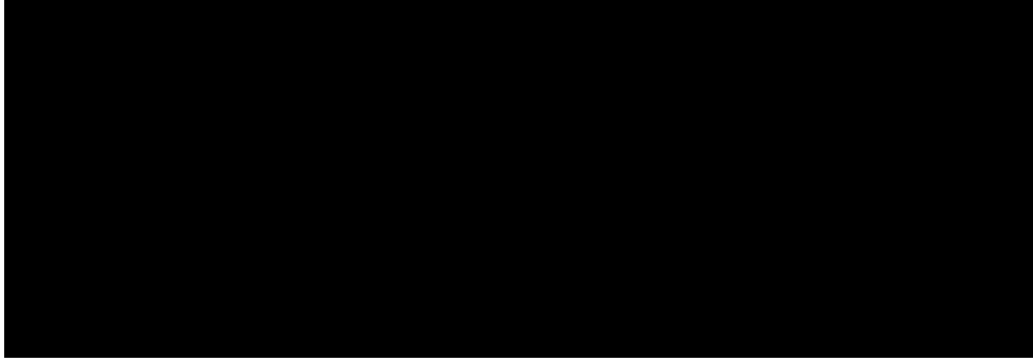
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

Signatures



**Kaikohe-Hokianga Community Grant Fund Jan - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. KHCB025 From Tupuhaere ki te rangi (Tautoro Titans Club)
Form Submitted 23 Mar 2025, 3:14PM NZDT**



Any other supporting documentation

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

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

1 Additional Supporting Document Name

1 Additional Supporting Information

Filename: funding letter afterschool programme.pdf
File size: 3.9 MB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Kaikohe-Hokianga Community Grant Fund Jan - June 2025 Community Board Funding Application Form (Dec 2024) Application No. KHCB023 From Mr Nopera Pikari

Form Submitted 28 Apr 2025, 1:17PM NZST

Before you Begin

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

- Community Grant Fund Pride of Place Fund

Applicant details

Applicant *

Mr Nopera Pikari

NZ Charity Registration Number (CRN)

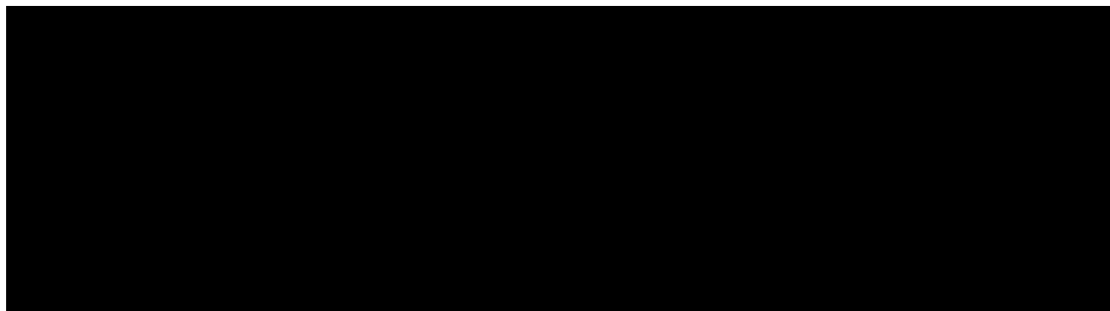
New Zealand Charities Register Information
Reg Number
Legal Name

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Application No. KHCB023 From Mr Nopera Pikari**
Form Submitted 28 Apr 2025, 1:17PM NZST

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

Must be formatted correctly.
If you are a registered charity, please enter your registration number.

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

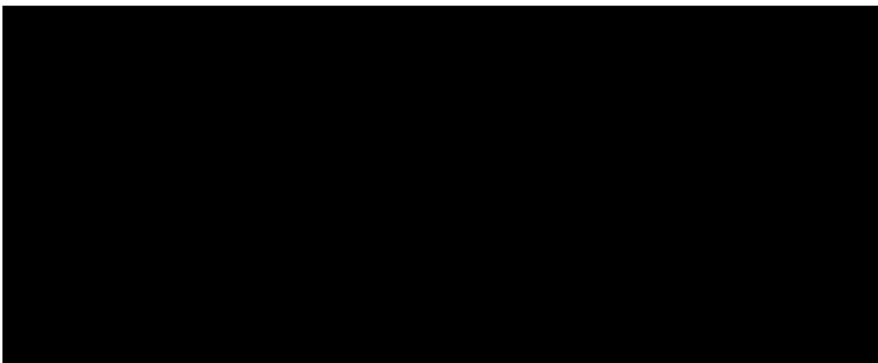


Website

Must be a URL.

Facebook page

Contact details



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Purpose of organisation

Please briefly describe the purpose of the organisation *

I am a Master Carver and my carvings can be found all over the Far North including Horeke Tavern (Twin Coast Cycle Trail), Clendon House pou (Rawene) and Hokianga iSite to name a few. I also run wangana in both carving and waiata with all ages.

Must be no more than 50 words.

Number of Members *

0

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

Tanoga Pora and Waiata

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

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

Type of Activity *

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

Project Dates

Start Date

End Date:

Date

Date:

01/04/2025

31/07/2025

Must be a date.

Must be a date.

Project Details

Location *

Kaikohe Library

Must be no more than 10 words.

(Town or area)

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

- Yes
- No

If yes, how much?

Must be a whole dollar amount (no cents).

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

25

Must be a number.

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

25

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
- No

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

Have you engaged with the community about your project? *

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- Yes
 No

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

Project Outline

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

Who will benefit from your project and how? *

Participants that attend will benefit from gaining an increased knowledge from telling the stories of matariki and using the the pora tanga as a way to tell the story.

The workshop will include a showcase of Whakairo Māori and the diffren materials and symbols used for storytelling. Attendees will experience the different tones and energy frequencies produced by Taonga Pūoro through sound scape.

Participants will be encouraged to be hands on as part of the learning experience and will get the opportunity to become part of the creative process. The focus will be on Puanga / Matariki and how Whakairo Māori and Taonga Pūoro can support our wellbeing through this shift in Maramataka.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

Puanga / Matariki is a practice for tangata whenua and others to share and learn practices and acknowledges and affirms tangata whenua role as kaitiaki and Māori traditions and way of life. This workshop will provide participants the opportunity to learn the importance of a healthy environment and the resources that can be found and utilised.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

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is not done

Funding Request Amount

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

What is the total cost of your project? *

\$3,688.00

Must be a dollar amount.

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

\$1,844.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Collection and creation of materials	\$2,000.00	\$156.00	Filename: Quote - Facilitator Fees.pdf File size: 117.5 kB
Preparation of workshop	\$1,000.00	\$1,000.00	No files have been uploaded
Deliver of wananga	\$600.00	\$600.00	No files have been uploaded

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Petrol	\$88.00	\$88.00	Filename: Quote - Petrol.pdf File size: 150.3 k B	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
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			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

Yes No

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$0.00

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Must be a dollar amount.

Tagged Funds

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

Purpose	Amount

Total Tagged Funds

Total Expenditure Amount

\$0.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

Supporting Financial Information

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

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Form Submitted 28 Apr 2025, 1:17PM NZST

1 Name of supporting financial document *

Bank Account details

1 Supporting Financial document *

Filename: Bank Account Details.pdf

File size: 27.2 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

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

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

Signatures

Signatory One

Signatory Two

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ion
 l Address
 e Number
 e Number
 e an email address.
 e a date.

28/04/2025
 Must be a date.

Any other supporting documentation

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

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

1 Additional Supporting Document Name

1 Additional Supporting Information

Filename: NPikari 2025_bio.pdf
 File size: 4.3 MB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 HOKIANGA FERRY LIAISON GROUP MEETING 28TH FEBRUARY 2025

File Number: A5161583

Author: Aaron Reilly, Operations Specialist Lighting & Transport

Authoriser: Edward Varley, Manager - Transportation

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the information report is to inform the Kaikohe – Hokianga Community Board of the meeting that was held with the Hokianga Ferry Liaison Group on 28th February 2025 and provide a copy of the minutes to the Board.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group met on 28th February 2025 in the Rawene and Districts Community Development (RAD) Centre in Rawene. A copy of the minutes is attached.
- The next Hokianga Ferry Liaison Group meeting is scheduled for the 6th of June 2025 in Rawene.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group Meeting 28th February 2025 .

TĀHUHU KŌRERO / BACKGROUND

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

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

A copy of the draft meeting minutes held on 28th February 2025 is attached (refer attachment 1).

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The next Hokianga Ferry Liaison Group meeting is scheduled for the 6th of June 2025 and will be held in Rawene and Districts Community Development Centre.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1 - Hokianga Ferry Liaison Group Meeting - Draft Minutes 28th February 2025 - A5161927** [↓](#) 

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

28 FEBRUARY 2025 COMMENCING AT 2 PM

A G E N D A

PRESENT

- John Wigglesworth - Chair and Kohukohu Representative.
- Louis Toorenburg – Rawene Representative
- Keith Kent – Senior Transport Planner (FNDC)
- Aaron Reilly – Operations Specialist Lighting & Transport NTA (FNDC)
- Craig Joiner – Rawene Representative
- Sean Morrissey- Butler – Hokianga Tourism Association
- John Wharerau – Director of Support Services - Hokianga Health.
- Rachel Kennedy - Operations Manager – Northland Ferries

WELCOME & INTRODUCTIONS

- Rachel Kennedy joined the meeting.

PREVIOUS MEETING MINUTES

- Confirmed with minor changes.

APOLOGIES

- Chicky Rudkin - Chair of KHO/Hokianga Community Board.
- Jessie McVeagh left the after the first meeting - Southern Hokianga Representative appointed by KHO/Hokianga Community Board.
- Sam Peate – Chief Operating Officer - Northland Ferries

OPERATIONAL MATTERS AND SERVICE UPDATE

- The KPI Service item was discussed. The result was for the financial year to 31 December 2024 was 97.68% of scheduled sailings departed on time. There were no mechanical/weather related interruptions to the service.
 - Rachel updated the Group that operations had been quite again quite smooth since last meeting.
 - Rachel noted that there had been some incidents since the last meeting, the rescue of a swimmer and some abusive customer incidents.
 - The unloading sequence of the ferry was discussed, i.e. that the unloading did not following the sequence of loading. Rachel explained that it was safer for all to unload a full lane at a time.
 - It was raised that ferry staff may be parking across the footpath and obscuring the view of motorists who are waiting to board the ferry. Action: Rachel to look into this.
 - The large pothole on the north ramp is a safety issue. Action: Aaron to raise with colleagues in Road maintenance.
 - The signage is turning/being turned over which advises that the ferry service is suspended. Action: Rachel to raise with staff to check
-

-
- An update was provided on the Maritime NZ audit of the Hokianga Ferry operation. It was highlighted it was a very good result and pleasing to see.
-

COMMUNITY INITIATIVES AND EVENTS

- No new events were highlighted.
-

PLANNED AND COMPLETED WORKS UPDATE

- The works update provided was discussed. Per previous meetings, it was confirmed that the majority of planned works had been completed during the 2023 Out of Water works.
 - The potential deck replacement of the current vessel was discussed. It was confirmed that FNDC and Northland Ferries had started looking into the feasibility of this and this work is still in progress.
-

ANY OTHER BUSINESS

- No further items were raised.
-

CLOSE OF MEETING

2.46pm

DRAFT

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

28TH FEBRUARY 2025 COMMENCING AT 1 PM

A G E N D A

PRESENT

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

WELCOME & INTRODUCTIONS

- It was highlighted that sadly, Steve Morunga had recently passed away. The Group acknowledged Steve's significant contribution to the Group and to the community.
-

APOLOGIES

- Chicky Rudkin – Chair of KHO/Hokianga Community Board.
-

PREVIOUS MEETING MINUTES

- Minor changes were made to the draft minutes and confirmed.
-

LONG TERM PLANNING

- FNDC to provide update on the Hokianga Harbour Crossing Long Term Plan (LTP).
 - Keith advised that Tricia Williams had been employed as the in-house resource Business Case Subject Matter Expert to develop the LTP. Unfortunately, Tricia has since left FNDC late in 2024. Keith explained that the funding allocation in the LTP's 24/25 Financial year budget places time pressures on the procurement of external services and delivery of the project in the remaining 3 months. Keith asked the group for their opinion on postponing development of the LTP given the current momentum on securing the short-term maintenance deck-replacement to extend the life of the ferry by 10 years.
 - John Wigglesworth suggested it may be best to keep the progress going and keep pushing forward this year as much as possible. John also asked whether if the services are procured and committed this year, can part of it be provisioned to be expended next FY? Jessie McVeigh advised this may not be possible with unsubsidised operational funds.
 - The group agreed their preference that this project is still progressed within this financial year. Keith confirmed that he would inform Cnr Vujcich as the projects Elected Member Senior Advisor of this preference and for consideration of future year funding mechanism
-

-
- Keith confirmed he would put the procurement process in place.

GROUP MEMBERSHIP & TERMS OF REFERENCE (ToR)

- Refer to draft minutes from 1st November. It was suggested and agreed that the Group would review and re-draft the Terms of Reference and send draft to CB members for comment.
- The role for CB members and how this will be reflected within was discussed the ToR. Jessie reiterated that she is happy to attend meetings where for relationship and representation (noting previous discussions regarding work commitments).
- Jessie suggested that within the review, to include flexibility in terms of meeting times.

FINANCIAL SUMMARY & FARE REVIEW

- Aaron informed and apologised that the Financial summary was not available for discussion at this meeting but would provide for the next meeting.
- A brief discussion around the seasonality of the revenue and Aaron noted that generally it was not as high as it had been in the past during the summer months (prior to Covid). Similar to previous meetings, there were general discussions around possible contributing factors to this such as weather in summer of 2022/23, ongoing State highway closures (particularly SH1 Mangamuka), and potentially cost of living pressures.
- Fare review – Aaron advised that discussions have been held with NZTA (as a funding partner of the service) and FNDC have agreed that a fare review would take place following the completion of this financial year, once the operating costs and revenue figures for the full year were available. Staff will provide information to and would work collaboratively with the Group around the fare review process.

ANY OTHER BUSINESS

- John Wharerau advised that Hokianga Health are trialling 24-hour service at the hospital so that could increase the need for after-hours callouts. There are 2-3 months left on the trial.
- John Wharerau highlighted that the pharmacy is closing and there are pressures on delivery of medicines at present.
- Sean raised the issue (on behalf of a community member) of how to ensure someone who is delivering medications can be given priority to load on the ferry during peak periods and shuttling – It was discussed that Hokianga Health would be the appropriate agency to deal with this operationally and if required can liaise with the Northland Ferries as operator.
- Sean raised that an incident around ticketing and a staff member was abused. There was a discussion around reporting of incidents.
- There was a discussion about the matter around which lane gets loaded first from the concrete ramps onto the ferry which can cause conflict. It was agreed that FNDC would look at signage options encouraging traffic to load from one lane at a time. Action: Aaron.
- CCTV was discussed per the last meeting and it was agreed that the Liaison Group would send an email in support this request per the previous meeting minutes.

CLOSE OF MEETING

2pm.

8.2 OPEN RESOLUTIONS AND ACTIONS UPDATE

File Number: A5167973

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 and actions for Kaikohe-Hokianga Community Board.

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.
- This report introduces the inclusion of 'action points' in this reporting going forward.
- Action points are a mechanism to capture actions that are not part of a formal decision/resolution but require follow up or confirmation from staff.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the Open Resolution Report for May 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.

Since some reports received by this Board are informational, they do not generate open resolution items. However, a need has been identified to record and track action points arising from information reports or meeting discussions.

There are currently no action point open items recorded. Moving forward, these will be captured and reported at Board meetings.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Managers will assist in recording and following up outstanding open resolutions or actions points with their staff.

Community Board Coordinators will assist where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings, following the printing of an agenda. Democracy Services staff will support the process by generating reports.

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Open Resolutions Report as at May 2025 - A5177736** [↓](#) 

OPEN RESOLUTION REPORT		Printed: Friday, 9 May 2025 10:12:23 am
Division: Committee: Officer:	Kaikohe-Hokianga Community Board	Date From: 1/01/2021 Date To: 9/05/2025

Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 25/10/2024	Initiation of public consultation on the granting of a ground lease over 1 Recreation Road, Kaikohe – Sportsville <i>Author: Michelle Rockell</i>	RESOLUTION 2024/109 That the Kaikohe – Hokianga Community Board recommend to Council: a) that the public consultation process is commenced on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m2 of land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe. The terms of the proposed lease shall be: Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977 Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule. b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council. <p style="text-align: right;">CARRIED</p>	13 Nov 2024 2:23pm Dunn, Imrie Report has been escalated to the 12 Dec 2024 Council meeting with the Community Board recommendation for a decision. 04 Dec 2024 10:37am Dunn, Imrie Report has been pushed to the Feb 2025 Council meeting 24 Feb 2025 4:19pm Rockell, Michelle Public consultation approved, working with engagement team to progress. Team are drafting LTO as per Council resolution 24 Mar 2025 8:40am Rockell, Michelle Public consultation to go live on 4 April. A further report will come back to KHCB after consultation for a recommendation to Council.
Kaikohe-Hokianga Community Board 25/10/2024	Memorial Plaque at Kaikohe Memorial Park - Laurie Byers <i>Author: Melissa Wood</i>	RESOLUTION 2024/110 That the Kaikohe-Hokianga Community Board approve the installation of the plaque to be placed at the Memorial Park learn to ride track, subject to completion of the Public Art and Memorial application form. <p style="text-align: right;">CARRIED</p>	13 Nov 2024 2:04pm Dunn, Imrie Staff are following up with the Kaikohe Lions Club for the Art in Public Places Application form to be filled out for this to go ahead. 10 Dec 2024 10:34am Dunn, Imrie No further updates, still awaiting form to be filled out 30 Jan 2025 5:08pm Wood, Melissa Staff have reached out to Kaikohe Lions Club again for the documentation required, and to offer assistance. No response received as at 30/1/25 26 Mar 2025 4:10pm Wood, Melissa

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Kaikohe-Hokianga Community Board	Printed: Friday, 9 May 2025 10:12:23 am Date From: 1/01/2021 Date To: 9/05/2025
Meeting	Title	Resolution	Notes
			Kaikohe Lions Club are seeking direction from Mr Byer's family before being able to provide us further information to progress. 28 Mar 2025 9:59am Wood, Melissa - Target Date Revision Finalisation of this is outside of our scope - we are waiting on customer. 29 Apr 2025 10:09am Wood, Melissa No further update at this time.
Kaikohe-Hokianga Community Board 21/02/2025	Amenity Lighting Priorities <i>Author: Tiyaani McGee-Rivington</i>	RESOLUTION 2025/5 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	28 Mar 2025 10:26am Wood, Melissa This is now sitting with the Project Manager. 29 Apr 2025 10:58am Wood, Melissa The Kaikohe installation will be completed this financial year with the other two installs scheduled for their respective financial year programmes. This is now BAU.
Kaikohe-Hokianga Community Board 21/02/2025	New Ground Lease to Kohukohu Bowling Club Incorporated over 22 Beach Road, Kohukohu <i>Author: Michelle Rockell</i>	RESOLUTION 2025/7 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:	28 Mar 2025 10:10am Wood, Melissa Report has been escalated to 10 April Council meeting for a decision. 28 Apr 2025 12:57pm Rockell, Michelle Council Resolution 2025/37. Working alongside Comms and Engagement to commence public consultation. KHCB will Hear any submissions received.

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Kaikohe-Hokianga Community Board	Printed: Friday, 9 May 2025 10:12:23 am Date From: 1/01/2021 Date To: 9/05/2025
Meeting	Title	Resolution	Notes
		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. <p style="text-align: right;">CARRIED</p>	
Kaikohe-Hokianga Community Board 21/02/2025	Recommendation for Vesting of Recreation Reserve <i>Author: Robin, Rawson</i>	RESOLUTION 2025/4 That the Kaikohe-Hokianga Community Board recommend to Council that: a) Proposed Lot 93 of 2250013-RMACOM is vested with Council as a recreation reserve b) Proposed Lot 400 of 2250013-RMACOM is vested with Council as a local purpose (esplanade) reserve. <p style="text-align: right;">CARRIED</p>	27 Mar 2025 9:19am Wihongi-Alderton, Amber Following advice from Legal Services, staff will seek agreement from the Group Manager - Delivery and Operations for vesting of these reserves not Council. In future, feedback from the Community Boards on consents proposing vested reserves will be requested informally rather than through a formal meeting report. An update on the vesting of this reserve will be provided for the KHCB. 29 Apr 2025 5:48pm Rawson, Robin Subdivision consent that would create reserve currently on hold.
Kaikohe-Hokianga Community Board 21/02/2025	Ground lease requests over Kaikohe landfill <i>Author: Michelle Rockell</i>	RESOLUTION 2025/6 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. <p style="text-align: right;">CARRIED</p>	28 Mar 2025 10:09am Wood, Melissa Report has been escalated to 10 April Council meeting for a decision. 28 Apr 2025 12:56pm Rockell, Michelle More information requested before passing resolution. A workshop will be held by staff with Councillors and CB members at a later date

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Division: Committee: Officer:	Kaikohe-Hokianga Community Board	Date From: 1/01/2021 Date To: 9/05/2025

Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 16/04/2025	Okaihau Traffic Calming Petition Response <i>Author: Elizabeth Stacy</i>	MOTION 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. <div style="text-align: right;">LOST</div> RESOLUTION 2025/26 That the Kaikohe-Hokianga Community Board recommend to Te Koukou Infrastructure Committee: That Council fund a permanent raised crossing and lighting on Settlers Way, Okaihau as identified in Option 2, with temporary rubberised crossings and associated lighting actioned if necessary. <div style="text-align: right;">CARRIED</div>	29 Apr 2025 10:25am Wood, Melissa This report was considered by Te Koukou - Transport & Infrastructure Committee on 23 April. Refer Resolution 2025/32 (minutes of meeting) - funding of a permanent zebra crossing and temporary crossing point following community consultation. Detailed costings will be presented to Te Koukou Committee.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE