



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 2 August 2023

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

Membership:

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

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

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 2 August 2023 at 10:00 am

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1 KARAKIA TIMATANGA / OPENING PRAYER**2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

Funding Applicants

- Jinu Jose representing Onam 2023
- Anita Warren representing Otaua Marae

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4145320

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 5 July 2023 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- 1. 2023-07-05 Kaikohe-Hokianga Community Board Minutes [A4278402] - A4278402** [↓](#) 

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes -

5 July 2023

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 5 JULY 2023 AT 10:00 AM**

PRESENT: Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filia, Member Mike Edmonds, Member Trinity Edwards, Member Jessie McVeagh, Member John Vujcich

IN ATTENDANCE:

STAFF PRESENT: Kathryn Trewin (Funding Advisor), Janie Little (Programme Coordinator MTFJ), Casey Gannon (Democracy Advisor), Melissa Wood (Community Board Coordinator)

1 KARAKIA TIMATANGA / OPENING PRAYER

Deputy Chairperson Tanya Filia opened the meeting with a karakia.

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

RESOLUTION 2023/31

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

That the apology from member Harmonie Gundry be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Shaun Reilly spoke regarding the use of open spaces, gutters, grass overgrown, litter and toilets blocked as well as a proposal for a cycle way exit.

Linda Bracken spoke regarding Taheke, tagging in Kaikohe and gas bottles being stolen from local businesses.

Alice Croft and Mark Lester introduced themselves and would like to be more active for the community of Horeke.

4 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

- Sam Stewart - Coast to Coast Cat Rescue (item 7.3 a) refers
- Rob Pink - Hokianga Bowling Club (item 7.3 b) refers
- Michelle Hoani-Heihei - Ngā Moko a Rāhiri Incorporated (item 7.3 d) refers
- Paul and Linda Fowlie - Opononi Bowling Club (item 7.3 f) refers
- Max Cochrane - Kaikohe Ratana Church (item 7.3 h) refers

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Kaikohe-Hokianga Community Board Meeting Minutes -

5 July 2023

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

Agenda item 6.1 document number A4144949, pages 8 - 13 refers.

RESOLUTION 2023/32

Moved: Member John Vujcich

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board confirm the minutes of the extraordinary meeting held 15 June 2023 as a true and correct record with note that Member Vujcich was not present due to strategic planning meeting.

CARRIED**7 NGĀ PŪRONGO / REPORTS****7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4144257, pages 14 - 22 refers.

RESOLUTION 2023/33

Moved: Member John Vujcich

Seconded: Member Trinity Edwards

That the Kaikohe-Hokianga Community Board note the June 2023 reports from Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filia, Member Trinity Edwards and Member Jessie McVeagh.

CARRIED**7.2 FUNDING APPLICATIONS**

Agenda item 7.2 document number A4262334, pages 23 - 86 refers.

MOTION

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board

- a) approves the sum \$10,000 (plus GST if application) to be paid from the Board's Community Fund account to Coast-to-Coast Cat Rescue for volunteer support and animal care, to support the following Community Outcomes:

- i) Proud, vibrant communities.
- ii) Communities that are healthy, safe, connected and sustainable.

In Favour: Mike EdmondsAgainst: Chicky Rudkin, Tanya Filia, Trinity Edwards, Jessie McVeagh and John Vujcich**LOST 1/5****RESOLUTION 2023/34**

Moved: Deputy Chairperson Tanya Filia

Seconded: Member John Vujcich

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5 July 2023

That the Kaikohe-Hokianga Community Board

- a) approves the sum \$5,000 (plus GST if application) to be paid from the Board's Community Fund account to Coast-to-Coast Cat Rescue for volunteer support and animal care, to support the following Community Outcomes:
- i) Proud, vibrant communities.
 - ii) Communities that are healthy, safe, connected and sustainable.

CARRIED**7.2b FUNDING APPLICATIONS****RESOLUTION 2023/35**

Moved: Deputy Chairperson Tanya Filia

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board:

- b) approves the sum of \$2,500 (plus GST if applicable) be paid from the Board's the Board's Placemaking Fund to Hokianga Bowling Club for a new greens roller to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

CARRIED**7.2c FUNDING APPLICATIONS****RESOLUTION 2023/36**

Moved: Member Jessie McVeagh

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board:

- c) approves the sum of \$1,000.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kohukohu Community Library for the purchase of books to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

CARRIED**7.2d FUNDING APPLICATIONS****RESOLUTION 2023/37**

Moved: Deputy Chairperson Tanya Filia

Seconded: Member Chicky Rudkin

That the Kaikohe-Hokianga Community Board:

- d) approves the sum of \$5,000.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ngā Moko a Rāhiri Inc for the purchase of Whakakāhutia Piupiu to support the following Community Outcomes:
- i) Proud, vibrant communities

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- ii) **Communities that are healthy, safe, connected and sustainable.**

CARRIED**7.2e FUNDING APPLICATIONS****RESOLUTION 2023/38**

Moved: Member Trinity Edwards

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board:

- e) **approves the sum of \$1,000.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Northland College Board of Trustees for the attendance of the senior netball team at UNISS 2023 to support the following Community Outcomes:**

- i) **Proud, vibrant communities**
- ii) **Communities that are healthy, safe, connected and sustainable.**

Against: Mike Edmonds**CARRIED****7.2f FUNDING APPLICATIONS****RESOLUTION 2023/39**

Moved: Member Tanya Filia

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board:

- f) **approves the sum of \$2,500.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Opononi Bowling Club for the purchase of a ride-on lawnmower to support the following Community Outcomes:**

- i) **Proud, vibrant communities**
- ii) **Communities that are healthy, safe, connected and sustainable.**

CARRIED**7.2g FUNDING APPLICATIONS****MOTION**

Moved: Member John Vujcich

Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board:

- g) **approves the sum of \$1,500.00 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Shane Watts for the recording of music to support the following Community Outcomes:**

- i) **Proud, vibrant communities**
- ii) **Communities that are healthy, safe, connected and sustainable.**

In Favour: Nil

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Against: Chicky Rudkin, Tanya Fila, Mike Edmonds, Trinity Edwards, Jessie McVeagh and John Vujcich

LOST**RESOLUTION 2023/40**

Moved: Member Chicky Rudkin

Seconded: Member Jessie McVeagh

- g) That the funding application for Shane Watts for the recording of music be left to lie on the table until such time he is available to speak to the application.**

CARRIED**7.2h FUNDING APPLICATIONS****RESOLUTION 2023/41**

Moved: Member Tanya Fila

Seconded: Member Chicky Rudkin

That the Kaikohe-Hokianga Community Board:

- h) approves the sum of \$15,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Tuhuna 15B2 Trust/Ratana Church for the relocation of a building to their site to support the following Community Outcomes:**
- i) Proud, vibrant communities**
 - ii) Communities that are healthy, safe, connected and sustainable.**

CARRIED**7.3 PROJECT FUNDING REPORTS**

Agenda item 7.3 document number A4262332, pages 87 - 94 refers.

RESOLUTION 2023/42

Moved: Member John Vujcich

Seconded: Member Chicky Rudkin

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

- a) Bay of Islands Animal Rescue Trust**
- b) Hokianga Treks 4 Kids**

CARRIED*NOTE: Member Jessie McVeagh request for a map from Hokianga Treks 4 Kids.***8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MAY 2023**

Agenda item 8.1 document number A4261973, pages 95 - 101 refers.

RESOLUTION 2023/43

Moved: Member Chicky Rudkin

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Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 May 2023.**CARRIED****8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JULY 2023**

Agenda item 8.2 document number A4143873, pages 102 - 102 refers.

RESOLUTION 2023/44

Moved: Member Chicky Rudkin

Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update July 2023.**CARRIED****8.2a ITEM LEFT TO LIE ON THE TABLE 15 MARCH 2023 – ROAD NAMING. LOT 19. 90 WEHIRUA ROAD, OKAIHAU****RESOLUTION 2023/45**

Moved: Member Mike Edmonds

Seconded: Member Chicky Rudkin

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a public road, Toka Puia Lane that is currently addressed at Lot 19, 90 Wehirua Road, Okaihau as per map (A4000790).**CARRIED****MAJOR ITEM NOT ON THE AGENDA****RESOLUTION 2023/46**

Moved: Member Mike Edmonds

Seconded: Member John Vujcich

That Kaikohe Hokianga Community Board:

- a) consider the item not on the agenda: District Facilities Maintenance Contract.
- b) note the item was not on the agenda because the Board have been advised by staff that the customer was satisfied with the solution previously provided;
- c) the report cannot be delayed because this is a historical issue that has been raised for more than five years and has not had a satisfactory result for the customer, *and*
- d) request information about the portion of the District Facilities Maintenance Contract that describes the boundaries of the mowing area in Station Road (South of Recreation Road), and, documents that relate to Mr. Shaun Reilly's complaint to the Council, including responses and internal communication.

CARRIED**9 CLOSING KARAKIA**

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Deputy Chairperson Tanya Filia closed the meeting with a karakia.

10 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 11:50 am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 2 August 2023.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4144352

Author: Melissa Wood, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the July 2023 reports from Chairperson Chicky Rudkin and Member Trinity Edwards, Deputy Chairperson Tanya Filia, and Member Jessie McVeagh.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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




REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

1. KHCB Chair Rudkin & Member Edwards report July '23 - A4297427 [↓](#) 
2. Deputy Chair Filia report July '23 - A4297871 [↓](#) 
3. KHCB Member McVeagh report July '23 - A4297187 [↓](#) 



Member's Report

Name: Chairperson Chicky Rudkin, Member Trinity Edwards

Subdivision: Kaikohe

Date: 12 July 23

Meetings Attended

Date	Meeting	Comments
20/06/23	Transportation workshop attended	Simply too many roading problems and not enough funding or dedicated staff to emergency works. A possible way forward presented. Elected members are wanting a clear plan and programme, full understanding of associated funding requirements, visibility of progress against the plans, reassurance that we are getting value from all Contractors, a strong 2024-27 AMP/RLTP submission that requests support for priority areas.
23/06/23	Attended new Playground opening – Memorial Park	Special thanks to Fauna Gray for her management of such a tricky project that seemed to have ongoing issues
05/07/23	Community board meeting and Strategic Plan workshop to completion with 10 priority areas identified	<p>Chicky and Trinity in attendance</p> <p>Strategic Plan priority areas identified were:</p> <ul style="list-style-type: none"> • Develop a district wide water tank subsidy scheme • Install solar panels on all Council owned buildings with battery storage for emergencies at buildings used for welfare hubs • Invest more \$ money in town-scaping, beautification, and levels of Service in Kaikohe, Ohaeawai, Okaihau (kitchen/toilet upgrade) Opononi, Rawene • Public toilet and landscaping / beautification next to Cycleway entrance Taheke Road Kaikohe and address flooding. • Kaikohe pump track Lindvart Park (Ride for Life) • Public toilet at Waimamaku • Support Rawene Domain development: Including (but not limited to) Sailing Club, Mens Shed, bike pump track, Hokianga Community Gym, Horses for Kids • Rawene Domain pump track • Install CCTV cameras for safety at Rawene, Opononi, Omapere town centres/shop area and Arai te Uru (Omapere) • Fund facilitation of climate change resilience planning with marae, hapū, communities – workshops, planning, engagement. Starting with coastal areas which are already suffering effects: Pakanae, Koutu, Opononi, Omapere
	Kaikohe Business Association Meeting at Ngawha Innovation Park	Presentation by Tania Burt from Destination Northland re support for local business economy and projects coming up that will hopefully increase visitors to our area.



Member's Report

9/07/23	Kohukohu Hall Committee Meeting	Newly approved executive committee shared reports and ideas for the next meeting.
10/07/23	Kaikohe Library Civic Hub Meeting	Basic planning shared and budget presented for consideration. Will need to go out for Community input with a view to some details released by October.

Community Issues

Issue name	Comment
RFS4162993	Whakataha Road – latest update has been re-graveled
RFS 4157436	Lindvart Park Trees - falling debri, branches, leaves coupled with the sludge along curbsides causing flooding pushed across Mangakahia Road into Kaikohe East School carpark. The most recent flooding warranted a 111 call as the water lapped at classroom and office doors. In 2020 the entire block of 6 classes and office area were completely flooded resulting in all flooring and classroom equipment needing to be replaced causing extreme distribution to the school.
RFS raised by Shaun Reilly	These RFS's raised have been responded to via email to Mr Reilly by FNDC staff who have followed up on matters raised.
RFS 4157047	Pot holes on Guy Road / Mangakahia Road opposite Shell Kaikohe. Ventia have updated that repairs were attended to by Waka Kotahi.
RFS 4156512	Recycling bags being left at the Pawarenga Junction and not being collected regularly causing dogs to tear bags and create a lot of roadside rubbish. Update: FNDC staff have advised - Pawarenga junction is not an approved collection point – Northland Waste contractor who service that area do not sell prepaid recycling bags – any bags left here are not able to be collected. Customers should take their recycling to the FNDC Community Recycling Centre at the Pawarenga Community Trust located in the Rotokakahi War Memorial Domain.
RFS 415808	New playground in Kaikohe looking very shabby, large yellow flowered weeds growing through the overgrown lawn. Footpaths covered in debri, rubbish scattered throughout the area.
RFS 4158017	Multiple potholes from the Long Bridge to and including 2611 West Coast Road, Panguru that need attention. Cars falling into holes after dark that have caused tyres to pop. Update: Fulton Hogan have advised - Routine maintenance (potholes) was attended on West Coast Road week ending 9 July. There are jobs programmed for grading, slips and culvert clears waiting on weather and approvals.
RFS 4157436	Lindvart Park Trees - falling debri, branches, leaves coupled with the sludge along curbsides causing flooding pushed across Mangakahia Road into Kaikohe East School carpark. The most recent flooding warranted a 111 call as the water lapped at classroom and office doors. In 2020 the entire block of 6 classes and office area were completely flooded resulting in all flooring and classroom equipment needing to be replaced causing extreme distribution to the school.



Member's Report

Other Issues

- The Kohukohu Community are looking forward to having a meeting with appropriate FNDC staff about refurbishing the hall. Chicky has been liaising with Deputy Mayor Stratford about this happening.
- The next AGM for the Kohukohu Hall Committee is to be held on 26th August.
- Chicky Rudkin has tried to follow up on communications through the Mayoral office about the following issues raises:
 - Gang violence in Kaikohe
 - Dogs barking and being a general nuisance to a neighbour
 - Frustration from Community members about the new road signs in Kohukohu.

Feedback to members of the public who have raised these concerns will happen as she gets responses and information.

The time taken to get feedback/action following a request for service can become frustrating for community members.

Report prepared by Chicky Rudkin and Trinity Edwards



Member's Report

Name: Tanya Filia

Subdivision: South Hokianga




Date: 11/07/23

Meetings Attended

Date	Meeting	Comments
7/6/23	KHCB meeting	Kaikohe In chambers
21/6/23	Combined community board workshop	Kaikohe In chambers
4/7/23	Executive KHCB meeting – finalise additions to strategic plan from previous work	FNDC conference space
5/7/23	KHCB meeting Followed by strategic planning hui	Kaikohe in chambers

Community Issues

Issue name	Comment
Omanaia road slip – up to kura RFS 4157497 and others	Temporary fix only The kura staff and whanau need to ensure that the road is kept on the high priority list for a permanent fix.
Ninihi Road, Otatau RFS 4140344 RFS 4143310 RFS 4153319	Lodged RFS –Dust suppressant Urgently needs addressing Public forum – a roopu from Otatau attended our KHCB hui 15 March Voiced concern over their Kohanga Reo not being eligible for tar sealing due to it being run by Te Kohanga Reo Trust not ministry – Disgraceful – this must be addressed NOW!!
<u>Kokohuia road Omapere</u> <u>RFS numbers are</u> <u>March 2022/ 4096801 &</u> <u>4102733</u> <u>Aug 2022 / 4122511</u> <u>RFS:3898749</u> <u>There are others</u>	<u>Historical RFS put through from many Kokohuia Road residents. I have noted some of these RFS numbers.</u> Turning more into a wide track than a road An elected member/ NTA site hui with be appropriate to see first-hand the state of this road.
Fire Hydrants Omapere/Opononi RFS: 4135612 Date: 21.11.22	FNDC personnel TM – met with Omapere Brigade senior fire fighter, and representative from Ventia on Wednesday 21 June to complete site visits to Opononi fire hydrants – the purpose was to go through the difficult hydrants and carry out maintenance. This was achieved. Thanks to all those concerned FNDC worker will request GIS team to provide updated maps for the fire brigade as part of this exercise. Update – FNDC GIS specialist advised Brigade that all the fire hydrant mapping information is provided directly to the FENZ Wellington headquarters – the information is then provided to fire brigades via their internal smart maps system. Individual brigades will need to access this themselves.

<p>RFS 4093246</p> <p>RFS 4161249 – 4WD vehicles on verges -</p>		<p>Footpaths and Berms Opononi – on SH12 Opononi in front of the BOWLING CLUB</p> <p>More damage done and a recent RFS sent in by me in regards to the state of the footpaths still !!! – clean up needed – maintenance needed to clean gravel travel and debris from Fairlie Crescent intersection to bowling club. This has not been remedied.</p>
<p>RFS 4166146</p> <p>Corner Omanaia Road/ Statehighway 12 Oue end</p>		 <p>clay mud and debris from what I can only assume, is what maintenance contractors, have cleared from slips and have dumped into this space, a layby area. Students catch buses from this junction, whanau park here to drop off and pick up. It needs to be removed, in what world is this acceptable practice? it is beginning to flood/pool with water and looks dreadful. This has been referred to Waka Kotahi.</p>
<p>RFS 4166045</p>	<p>Statehighway 12 Pakanae access road to Opononi RFS raised. Road partially cleared for access more clearing to be done. Steve McNally followed this matter up.</p>	
<p>RFS 4165589</p>	<p>The Opononi hall renovations have been undertaken, however the hall committee have raised concerns about a number of items and Council staff will be meeting with them to discuss. A plan will be outlined for the outstanding work.</p>	

Requests for Service (RFS) – see above the RFS recorded against the commentary column.



Member's Report

Name: Jessie McVeagh
 Subdivision: South Hokianga
 Date: 07.7.23

Meetings Attended

Date	Meeting	Comments
15.6.23	KHCB Extraordinary Meeting	Deferred from postponement. Public forum, Community grants allocation
15.6.23	National CB Zoom hui	CB Executive Committee hosted online discussion to network and build relationships nationwide.
20.6.23	Rawene Civil Defence	Met with Northland CD coordinator to discuss local CD needs and the role of FNDC.
21.6.23	Combined CB meeting	Workshops on FNDC contracts and procurement processes, leases and CB delegations.
22.6.23	Community Board Executive Committee	Finalised CBEC strategic plan, updates on policies affecting local government
28.6.23	KHCB Strategic Planning meeting	Developing KH strategic plan based on community aspirations.
5.7.23	KHCB Monthly Meeting	Public forum, Community grants allocation, followed by discussion around the levels of service on Council assets and infrastructure and prioritising projects for the KHCB strategic plan.

Community Issues

Issue name	Comment
Wastewater discharge to Hokianga Harbour	It is unanimous across Hokianga that there should be zero human waste to water. Commissioners will return on October 12th to finish the hearings at Opononi Memorial Hall.
Contaminated water from Lake Omapere into Hokianga Harbour	The pollution of Lake Omapere flows into the Hokianga Harbour, this is a concern for the many people who wish to restore the health and mauri of the Harbour. NRC have allocated money to create a business plan to restore the health of the Hokianga catchment.
Spraying of roadsides, Rawene	Alternatives to Glyphosate spray; we are still waiting on a Trees & Vegetation Policy that covers agrichemical use by Council and any budgetary implications the options may have.
Hokianga Community Campus access	The FNDC Campus liaison group are waiting on another meeting to discuss issues around maintenance and use of the Campus.

Litter, waste, recycling services	KHCB allocated Placemaking funds for Para Kore to contract someone to support education on litter, rubbish, burning, dumping and recycling to improve the problem in our area.
Traffic calming and safe accessible footpaths Rwn, Opononi and Omapere	There are ongoing safety concerns around speed, safe cycling and safe footpaths for pedestrians, push chairs and people with mobility issues. We continue to advocate for improvements.
Rawene Domain	Several local groups continue to work on a collaborative plan to create a recreational hub on the Domain that will serve a wide variety of people and activities in this public space.
Animal control	The increased number of stock on roads is endangering drivers. We have been supporting local people to find appropriate locally-led solutions. Dogs roaming in Rawene, Whirinaki, Opononi and Omapere are a concern, this has been brought to Council attention.
Erosion to seawall Clendon Esp. Rwn	The hole has been temporarily filled to prevent risk to children. Still awaiting the permanent fixing of the hole.
FNDC assets and reserves	There are concerns about the level of service our facilities receive, such as cleaning gutters, repairs, mowing, weed control, litter. Contracts are due for renewal next year, there are discussions around the options of increasing levels of service in our area and ensuring contracts are fulfilled.
Hapū and Community-led priorities	We have almost finalised the KHCB strategic plan. Projects have been prioritised to be costed. The next step is to reprioritise and put forward to be considered for the Long-Term Plan.
Non-notified vs Notified resource consents	There is a need for clear guidelines for communities and discussion with FNDC regarding public interest on new consents.
Safety in Community	There are widespread concerns around safety in our communities. Hokianga are seeking our own solutions. Possible FNDC support with cameras in public spaces.
Housing	This is an ongoing crisis that needs support at all levels. Seeking guidance from FNDC to support better housing in our ward.
Housing for Elderly	Seeking updates on the proposed divestment by FNDC of the pensioner flats.
Safe Cycling	Rawene road from the ferry to the junction with SHW12 needs to be made safe for the increasing number of cyclists we have.
Climate Change	There is a strong call for FNDC to take action on reducing emissions and supporting community resilience. Discussions with community around potential impacts and FNDC plans and projects on climate change action are needed.
Water resilience.	A scheme for FNDC subsidies on water tanks and pumps is being considered for costing.
Roads, dust, 1 lane bridge approaches	South Hokianga are asking for a higher level of service on the maintenance of our roads, safer approaches to 1 lane bridges, improved dust control on Waima Valley road and Otaua, sealing outside Otaua Te Kohanga Reo.
Support for Community groups	We are exploring how FNDC can support the development of the various projects and aspirations of our communities and groups across the Kaikohe Hokianga ward.

Requests for Service (RFS)

RFS number	Date	Comment
4121926	5.12.22	Erosion of Seawall Rawene, the hole was filled to prevent risk to children, however erosion under the road is still a concern.
4133549	3.11.22	Spray-free Hokianga wish to progress this issue and are waiting on updates from FNDC.
4140355	27.12.22	Broken retaining wall below Parnell st, above Nimmo st E. Works to rebuild the rock and concrete supported structure have been programmed and currently scheduled to commence during April. Not yet completed.
4144572	1.2.23	Taita Rd slip; Status is Priority 1. Application has been put to Waka Kotahi for funding. Awaiting Waka Kotahi to review the site and decide on funding.
4157381	9.5.23	Newton Rd, Ōmāpere drainage causing water inundation and slips below the road (on private property).
4159846	24.5.23	Cemetery Rd, Pakanae- damage to bridge and road, inadequate drainage a health and safety concern from flood risk.

Other Issues

Concrete bollards were placed at Russell Esplanade, Rawene. Rāwene Ratepayers and Residents Association have been working with consultants on suitable replacements.

7.2 ROAD RE-NAMING - PERA ROAD WAIMA BACK TO PERAS ROAD**File Number:** A4306541**Author:** Eden Ramsay (NTA), Finance and Customer Services Administrator**Authoriser:** Cara Downie, Business Support Manager**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Kaikohe-Hokianga Community Board to officially re-name a public road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A Road Naming application to re-name Pera Road back to Peras road was received.

TŪTOHUNGA / RECOMMENDATION

That Kaikohe-Hokianga Community Board, pursuant to Council's Naming Policy, re-name Pera Road, Peras Road.

1) TĀHUHU KŌRERO / BACKGROUND

In 2020 Mrs Rose Pera applied to have the road name changed from Peras to Pera, advising that the road was named after her husband's ancestor, Mr Aperahama Raniera (nicknamed Pera) in recognition of his prominence as a respected community member.

On 11/11/2020 the Kaikohe-Hokianga Community Board resolved to recommend that Council change the name from Peras Road to Pera Road and on 10/12/2020 Council made its decision and the road became Pera Road.

Since then Council staff have been notified that Mrs Rose Pera was not fully aware of the history and had been incorrectly advised.

Desiree Witehira Harris and Mary Ammar, who are direct descendants of Mr Aperahama Raniera, have advised Council that the community have been upset by the name change as no consultation occurred.

The background for this name is given as per the Road Naming application and the Supporting Document

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Recommend to council to change the road name from Pera Road to Peras Road.
2. That the road name remains as Pera Road.




Take Tūtohunga / Reason for the recommendation

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

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

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

ATTACHMENTS

1. Letters of Support - A4306981 [↓](#) 
2. LINZ Approval - A4306979 [↓](#) 
3. Application - A4306980 [↓](#) 

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.

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a rename of a public road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance. The Community Board have the delegated authority to approve road names, but renaming of roads sits with Council.
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.	The spelling of the road name is being corrected in respect of Mr Aperahama (Peras) Raniera and descendants.
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).	Property owners of Pera Road have given consent to rename the road Peras Road as per the Road Naming application and approval form attached (A2901289).
State the financial implications and where budgetary provisions have been made to support this decision.	The costs for road signage (white on blue background name blade) and installation will be met by Council.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

From: [Desiree Witehira](#)
To: [Selina Topia](#)
Subject: Fwd: Peras Road Waima Road Sign Name - URGENT
Date: Wednesday, 3 February 2021 3:45:25 PM

Kia Ora Robyn and Selina,

I trust you are well.

It has come to my attention and that of my whanau in Waima (the Wharerau whanau) that there has been a notion to change our road name from Peras Road to Pera Road. I am the chairperson of Matetera marae (that belonged to my koro Raniera Wharerau). I live at 7 Peras Road Waima. I stopped in to the Far North District Council office in Kaikohe yesterday afternoon after i finished work with my mother Mary Harris. I have documents from the Department of Internal Affairs for the naming of Peras Road that have been given to me by the Wellington Archives which i gave a copy to the woman at reception yesterday to pass onto the right person within the council that deals with these matters.

Peras road was given that name out of respect to my Great, great grandfather Aperahama Raniera Wharerau who is the son of my Great, great, great Grandfather Raniera Tangaroa Wharerau who was a chief of Te Mahurehure Waima. Koro Raniera Wharerau was one of the first councillors on the Hokianga County Council back in the late 1800's with the likes of Yarborough, Maning etc. He also was a big part of the land claims for the Hokianga and was a leader for Te Kotahitanga movement and represented as the chief not only of our hapu in Waima of Te Mahurehure but he was also elected to represent Hokianga with other chiefs such as Re TeTai, Mohi Wikitahi, Moetara etc and other significant rangatira and also elected to represent our iwi of Ngapuhi to see the king and queen of that time in Britain over Maori land.

Koro Aperahama is a son of koro Raniera Wharerau and karani Amiria Wikitahi and he farmed the whenua along Peras Road and prior to it being gravelled it was his roadway to get to his dairy farm that he made with his tractor. Our Wharerau whanau are well aware of this knowledge and own whenua right along Peras road amongst other places throughout Waima as was passed down through generations by our tupuna.

Our whanau don't appreciate the name of Peras Road being changed to Pera Road and would like it to be changed back to it's original name of Peras Road to respect our tupuna of Te Mahurehure.

We were not advised or made aware that the council were going to change the name and would appreciate your speediest reply.

Raniera Tangaroa Wharerau married Amiria Wikitahi

Their son Aperahama Raniera Wharerau married Ruima Morunga

Their son Penikera Aperahama Wharerau married Hira Hohepa

Their daughter Adelaide Atarangi Wharerau married Te Rangimarie Harris

Their daughter Mary Dianne Harris married Paul Witehira who had me.

My mother and i along with my brother's lived in koro Aperahama and karani Ruima Morunga homestead in Waima opposite the road from where we live now at 7 Peras Road Waima.

I would appreciate your speediest reply.

Nga mihi nui,

Desiree Witehira-Harris

Get it done online at your convenience, visit our website - www.fndc.govt.nz

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Address. Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

Please consider the environment before printing this email.

From: [Mary Ben Ammar](#)
To: [Selina Topia](#)
Subject: Renaming of PERAS ROAD WAIMA
Date: Wednesday, 3 February 2021 11:48:45 AM

Kia ora.
Tenei whakapapa O Wharerau

Raniera Tangaroa Wharerau married Amiria Wikitahi

Aperahama Wharerau married Ruima Morunga

Ben Penikera Aperahama Wharerau married Hira Hohepa

Àdelaide Wharerau married Te Rangimarie Harris

Ko Mary Diana Harris ahau


My mother Àdelaide Wharerau is the potiki of her whanau. However she was the one given the land at Waima owned by my grandfather Ben Penikera Aperahama Wharerau the matamua of Aperahama Raniera Wharerau children. I live at 7 PERAS road with my daughter and her family.

My uncle Rameka Wharerau has said the road sign name remains as it is called. PERAS Road. My uncle is our kaumatua for the Wharerau family. We are haukainga. Everyone along our road and whanau living else where who are descendants of Aperahama Raniera Wharerau agree to leave the road name as is. If u want hui with us please inform me date time place.

Nga mihi



Addresses <addresses@linz.govt.nz>

To  Eden Ramsay | NTA

Good morning Eden

The name Peras is what we have in our system now.

It is acceptable in this location.

Regards

Richard



Kaikohe Service Centre

2 FEB 2021

Application for Road Naming/Renaming

GENERAL INFORMATION

- Proposed names are to be submitted for **new roads in subdivisions** to Infrastructure & Asset Management Department with the application for resource consent.
- Proposed names are to be submitted (in writing) for **existing legal but unnamed roads**, to the Administration Officer, Infrastructure & Asset Management Department.
- Proposed road **renamings** are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained.
- The proposed names will be checked against Council's Roading database to avoid duplication.
- Liaise with the iwi when using Maori names and provide supporting document of their approval.
- Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection
- A background to the names, their origins and their link with the area is to be supplied
- Personal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander
- It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable
- Where more than one road is being created in a subdivision, a common theme is recommended for road names
- Private road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering).
- Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form
- If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.

APPLICANT DETAILS

Applicant/Developer Name: Mary Diana Harris

Organisation: _____

Postal Address: 7 Perras Road, Waima, RD.3 Kaikohe 0473

Phone: 094052361 Mobile: 02108874258

Email: marydianne.123@gmail.com

ROAD LOCATION	
Address: <u>Waima</u>	
Legal Description: <u>Pera's Road</u>	
Resource Consent Application Number: _____	
Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.	
TYPE OF ROAD (Please tick) -	
<input checked="" type="checkbox"/> Public Road	<input type="checkbox"/> Private Road
<input checked="" type="checkbox"/> Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>Wharevau Road Peras Road</u>
	Second Choice: <u>Aperahama Wharevau Road</u> MD. H
	Third Choice:
Road 2	First Choice:
	Second Choice:
	Third Choice:
Road 3	First Choice:
	Second Choice:
	Third Choice:
BACKGROUND	
A background to the names, their origins and their link with the area is to be supplied	
My G, Great grandfather	Raniera Wharevau was the original owner of land in our area of Waima. Aperahama Raniera Wharevau (son of Raniera Wharevau) my great grandfather succeeded to land here and the road now called Pera's Road was a roadway used by him to check on his land, and visit the wupa on it (called Tapere). And later named after him. History of road name.

The following are suitable suffixes for particular road types:

Road Type	Suffix
Cul-de-sac (<i>short dead-end street with turnaround at the end</i>)	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

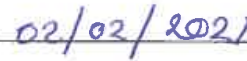
The following are suitable suffixes for private roads and private ways categorised into particular road types:

Road Type	Suffix
Narrow road and right of way	Lane, Way
Associated with high ground	Rise,
Associated with low ground	Vale
Tree lined road	Avenue, Glade, Grove

Applicants Signature: _____



Date: _____



Return Application to Postal: Far North District Council or Email: selina.topia@fndc.govt.nz
Private Bag 752
KAIKOHE 0440
Attention: Selina Topia

ROAD RENAMING

Please state the current road name and your reason for requesting the name change below then complete the rest of the form. Also, please ensure you attach the written consents of at least 85% of affected residents and attach to the application form.

GENERAL INFORMATION AND GUIDELINES

Ensure that road names are not duplicated in the Far North District (*both spelling and pronunciation to be considered*); this includes same road names with different suffix. To do this, please use www.google.co.nz/maps and search "proposed road name (excl suffix) Northland" to check if proposed names may be duplicates.

Ensure that road type appropriately matches the definition of the suffix, such as 'road', 'avenue' etc. Road names without a suffix are now strongly discouraged (e.g. Broadway). The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.

Suffix	Definition
Avenue	A generally broad straight roadway planted on each side with trees
Boulevard	A wide roadway well paved usually with trees and grass
Circle	A roadway that generally forms a circle or a short enclosed roadway bounded by a circle
Close	A short enclosed road.
Court	A short enclosed road usually surrounded by buildings
Crescent	A crescent or half-moon shaped street rejoining the road from which it starts
Drive	Wide main roadway without many cross streets - an especially scenic road or street
Esplanade	Level roadway along the seaside, lake or a river
Glade	Roadway usually in a valley of trees
Green	Roadway often leading to a grassed public recreation area
Grove	A road that often features a group of trees standing together
Lane	A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley
Loop	Roadway that diverges from and then rejoining a main thoroughfare
Mews	Roadway in a group of houses
Suffix	Definition
Parade	Public roadway or promenade
Place	A short sometimes narrow enclosed roadway
Quay	A roadway alongside or projecting into water
Rise	A roadway going to a higher place or position
Road	Route or way between places. General usage. Defined in Local Government Act 1974, Section 315
Terrace	Roadway on a hilly area that is mainly flat
Vale	A roadway along low ground between hills
Way	A winding or curved track or path for passing along

Appendix - Guidelines for Choosing a Road Name

Road names should be chosen from the following categories provided they meet the criteria in clause 5.5 and 5.6 of this policy.

7.1 History – Weighting 3

7.1.1 The name of a historical person, event, industry or activity associated with the area. Such names may include early settlers and early notable people such as conservationists or naturalists.

7.1.2 The family name of the former owner of a farm or property or the name of the farm or property may be used if a historical context is established.

7.2 Culture – Weighting 3 (*Cultural significance to Maori or culture other than Maori*)

7.2.1 This category includes the name of a Maori heritage precinct, site or track or traditional appropriate Maori name for the area.

7.2.2 All Maori names are to be submitted to an Iwi representative to ensure that they are appropriate, spelled correctly, interpreted correctly and are not offensive to Maori.

7.2.3 Maori should be consulted as to whether they have an interest in the land on which the road is to be constructed and asked if they wish to contribute names at the beginning of the Resource Consent process.

7.2.4 Joint non-Maori/Maori names will not generally be considered.

7.3 Geography – Weighting 2

7.3.1 This category includes local geographical, topographical, geological and landscape features.

7.3.2 Local flora and fauna also fall into this category e.g. trees, plants and animals that are widespread and plentiful in the area.

7.3.3 Views must be readily identifiable.

7.4 Theme – Weighting 2 (*Common or established themes in the area*)

7.4.1 Where more than one road is being created in a development, a common theme is recommended for the names.

7.4.2 Where there is an established theme in an area, new road names should reflect this theme.

7.4.3 Proposed themes for a new subdivision must be submitted to council for approval.

7.4.4 When all the roads in a development or suburb fit a theme, the road layout of the development is easier to remember. The area will stand out on a map.

7.4.5 A theme may contribute to a sense of community within the area. A well chosen theme with the roads named accordingly can leave a lasting impression long after the development process has been completed.

7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)

7.5.1 Persons who have made a notable contribution to the area or the District fall into this category. The contribution which can be duly recognised may be in conservation, community service, sport, arts, military, commerce, local government or other sphere of activity.

7.5.2 Names from local war memorials will be considered where appropriate. Permission of surviving relatives should be obtained where appropriate.

7.6 Weighting the Names

7.6.1 Names may fit more than one category. The weighting reflects the relative importance of the categories and enables names to be ranked in order of merit - with the highest scored being the highest ranked.

7.3 ROAD NAMING - LOT 19, 90 WEHIRUA ROAD, OKAIHAU**File Number:** A4306808**Author:** Eden Ramsay, NTA - Finance and Customer Services Administrator**Authoriser:** Cara Downie, Business Support Manager**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from the Kaikohe-Hokianga Community Board to officially name a private road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A Road Naming application seeking to name a private road addressed at Lot 19, 90 Wehirua Road, Okaihau has been received.
- Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves, and other community facilities, and recommend to Council any name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
- This report was on the Kaikohe-Hokianga Community agenda on 15/03/2023, however the report incorrectly stated the road was a *public* road.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private road, Toka Puia Lane that is currently addressed at Lot 19, 90 Wehirua Road, Okaihau as per map (A4000790).

1) TĀHUHU KŌRERO / BACKGROUND

This report was on the Kaikohe-Hokianga Community agenda on 15/03/2023, however the report incorrectly stated the road was a *public* road. The decision to name road Toka Puia Lane was passed via resolution A4306777.

Lynley Newport of Thomson Surveyors has advised that this is a private road created by a sub-division addressed at Lot 19, 90 Wehirua Road, Okaihau.

- The name *Toka Puia* refers to volcanic rocks which are prevalent within the geographical area. The soil structure within the local farmland soils is also volcanic.
- The name *Tokarahi* refers to many rocks which is also within the area and is visible on the property.
- The name *Boulder* refers to the rocks on the property.

The background for these names is given also as per the Road Naming application attached (A4306762).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Their suggestions are as follows:

1. Toka Puia Lane
2. Tokarahi Way
3. Boulder Way

The Roding team has no objections to the names suggested above.





Take Tūtohunga / Reason for the recommendation

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

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

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

ĀPITI HANGA / ATTACHMENTS

1. Application - A4306762 [!\[\]\(d328bb1c8b293dce97ce8ae48fe06a23_img.jpg\)](#) 
2. Resolution - A4306777 [!\[\]\(6c3f3105811ec6ad9c7c82c1ac88875f_img.jpg\)](#) 
3. LINZ Approval - A4306782 [!\[\]\(a018cbc70ca4f8300f04774122af480d_img.jpg\)](#) 
4. Iwi consultation - A4306763 [!\[\]\(f16666cbc983ee17ec649ea061345adb_img.jpg\)](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Hapu/Iwi were asked for their feedback by the applicant No response was received at the time the agenda went to print.
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).	Proposed subdivision of land within 4 titles in the Rural Production Zone as a restricted discretionary activity. Lot 19 road to vest.
State the financial implications and where budgetary provisions have been made to support this decision.	The cost of the road signage and installation will be met by Council (white on blue background name blade).
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report



Application for Road Naming/Renaming

GENERAL INFORMATION
<ul style="list-style-type: none">Proposed names are to be submitted for new roads in subdivisions to Infrastructure & Asset Management Department with the application for resource consent.Proposed names are to be submitted (in writing) for existing legal but unnamed roads, to the Administration Officer, Infrastructure & Asset Management Department.Proposed road renamings are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained.The proposed names will be checked against Council's Roading database to avoid duplication.Liaise with the Iwi when using Maori names and provide supporting document of their approval.Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejectionA background to the names, their origins and their link with the area is to be suppliedPersonal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New ZealanderIt is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitableWhere more than one road is being created in a subdivision, a common theme is recommended for road namesPrivate road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering).Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the formIf you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.
APPLICANT DETAILS
Applicant/Developer Name: <u>Toka Puia Heights Ltd</u>
Organisation: <u>Toka Puia Heights Ltd</u>
Postal Address: _____
Phone: _____ Mobile: _____
Email: _____

ROAD LOCATION	
Address: <u>90 Wehima Road Otaihe</u>	
Legal Description: <u>Allotment 32-34 Parish of Omarepe</u>	
Resource Consent Application Number: <u>2200172</u>	
Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.	
TYPE OF ROAD (Please tick) -	
<input checked="" type="checkbox"/> Public Road <input type="checkbox"/> Private Road <input type="checkbox"/> Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>Toka Puia Lane</u>
	Second Choice: <u>Tokarahi Way</u>
	Third Choice: <u>Boulder Way</u>
Road 2	First Choice:
	Second Choice:
	Third Choice:
Road 3	First Choice:
	Second Choice:
	Third Choice:
BACKGROUND	
A background to the names, their origins and their link with the area is to be supplied	
<p>Toka Puia refers to "volcanic rocks" which is prevalent within the geographical area. The soil structure within the local farmland soils is also of a volcanic nature.</p> <p>Tokarahi refers to "many rocks". Toka: rocks rahi: many, which is also within the area and also visible on the subject property.</p> <p>Boulder egg refers to the local landscape</p>	

ROAD RENAMING

Please state the current road name and your reason for requesting the name change below then complete the rest of the form. Also, please ensure you attach the written consents of at least 85% of affected residents and attach to the application form.

GENERAL INFORMATION AND GUIDELINES

Ensure that road names are not duplicated in the Far North District (*both spelling and pronunciation to be considered*); this includes same road names with different suffix. To do this, please use www.google.co.nz/maps and search "proposed road name (excl suffix) Northland" to check if proposed names may be duplicates.

Ensure that road type appropriately matches the definition of the suffix, such as 'road', 'avenue' etc. Road names without a suffix are now strongly discouraged (e.g. Broadway). The following definitions provide a guide, but please note that other appropriate suffixes that are not in this list may be used.


Suffix	Definition
Avenue	A generally broad straight roadway planted on each side with trees
Boulevard	A wide roadway well paved usually with trees and grass
Circle	A roadway that generally forms a circle or a short enclosed roadway bounded by a circle
Close	A short enclosed road.
Court	A short enclosed road usually surrounded by buildings
Crescent	A crescent or half-moon shaped street rejoining the road from which it starts
Drive	Wide main roadway without many cross streets - an especially scenic road or street
Esplanade	Level roadway along the seaside, lake or a river
Glade	Roadway usually in a valley of trees
Green	Roadway often leading to a grassed public recreation area
Grove	A road that often features a group of trees standing together
Lane	A narrow way, path, country road or street. A narrow passage between hedges or buildings, an alley
Loop	Roadway that diverges from and then rejoining a main thoroughfare
Mews	Roadway in a group of houses
Suffix	Definition
Parade	Public roadway or promenade
Place	A short sometimes narrow enclosed roadway
Quay	A roadway alongside or projecting into water
Rise	A roadway going to a higher place or position
Road	Route or way between places. General usage. Defined in Local Government Act 1974, Section 315
Terrace	Roadway on a hilly area that is mainly flat
Vale	A roadway along low ground between hills
Way	A winding or curved track or path for passing along

The following are suitable suffixes for particular road types:

Road Type	Suffix
Cul-de-sac (<i>short dead-end street with turnaround at the end</i>)	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

The following are suitable suffixes for private roads and private ways categorised into particular road types:

Road Type	Suffix
Narrow road and right of way	Lane, Way
Associated with high ground	Rise,
Associated with low ground	Vale
Tree lined road	Avenue, Glade, Grove

Applicants Signature: 

Date: 17/8/22

Return Application to Postal: Far North District Council or Email: selina.topia@fndc.govt.nz
Private Bag 752
KAIKOHE 0440
Attention: Selina Topia

7.2a LIFT ITEM - RESOLUTION 2023/5**RESOLUTION 2023/5**

Moved: Member Mike Edmonds

Seconded: Member Chicky Rudkir

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a public road, Toka Puia Lane that is currently addressed at Lot 19, 90 Wehirua Road, Okaihau as per map (A4000790).

CARRIED

Here are my findings;

Toka Puia Lane	Acceptable
Tokarahi Way	Acceptable
Boulder Way	Acceptable

Nga mihi

Renni

Addressing Analyst

Addressing and Properties

addresses@linz.govt.nz | DDI 04 460 0110 |



Wellington Office, Level 7, Radio New Zealand House, 155 The Terrace
PO Box 5501, Wellington 6145, New Zealand

www.linz.govt.nz | data.linz.govt.nz



From: Lynley Newport <lynley@tsurvey.co.nz>
Sent: Thursday, 20 October 2022 8:27 am
To: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Subject: RE: Proposed names for future Road to Vest - 2200172-RMASUB

Hi Selina,

We have not heard back from tangata whenua, however, I believe you have sufficient information to get the item on the agenda.



Lynley Newport
Senior Planner
315 Kerikeri Road, Kerikeri 0230
PO Box 372 Kerikeri 0245
p. 09 4077360 | e. lynley@tsurvey.co.nz

From: Selina Topia | NTA [<mailto:Selina.Topia@nta.govt.nz>]
Sent: Tuesday, 20 September 2022 9:21 AM
To: Lynley Newport
Subject: RE: Proposed names for future Road to Vest - 2200172-RMASUB

Kia ora Lynley,

My apologies, yes it is sufficient.

Regards,
Selina.

From: Lynley Newport <lynley@tsurvey.co.nz>
Sent: Tuesday, 20 September 2022 9:10 am
To: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Subject: RE: Proposed names for future Road to Vest - 2200172-RMASUB

All adjacent properties, plus application site are owned by Okaihau Pastoral – Brett Bennett being board member and financial adviser of that entity as well as Toka Puia.



Lynley Newport
Senior Planner
315 Kerikeri Road, Kerikeri 0230
PO Box 372 Kerikeri 0245
p. 09 4077360 | e. lynley@tsurvey.co.nz

From: Lynley Newport <lynley@tsurvey.co.nz>
Sent: Wednesday, 14 September 2022 3:38 pm
To: Selina Topia | NTA <Selina.Topia@nta.govt.nz>
Subject: Proposed names for future Road to Vest - 2200172-RMASUB

Hi there,

The consent holder is now wanting to give effect to RC 2200172, a condition of which is to provide road names for the future Road to Vest.

On 22nd August I sent the attached information to Hone Tiatia as a party who was involved in archaeological aspects associated with the site and I believe a representative of Taiamai kit e Takutai Moana RMU. I've received no feedback as yet, perhaps early days, but thought I should send in the road naming application to FNDC to get that ball rolling in the mean time.



Lynley Newport

Senior Planner

315 Kerikeri Road, Kerikeri 0230

PO Box 372 Kerikeri 0245

p. 09 4077360 | e. lynley@tsurvey.co.nz

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7.4 ALFRESCO DINING APPLICATIONS

File Number: A4272366

Author: Christina Rosenthal, Team Leader - Environmental Health Services

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Kaikohe-Hokianga Community Board the ability to provide comment on the renewal alfresco dining applications from Kaikohe Bakehouse Café and A New Era Cafe which will assist with the final decision on the renewal applications.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Kaikohe Bakehouse Café and A New Era Cafe have renewed their alfresco dining approvals and paid the necessary application fees.

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

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board, pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from Kaikohe Bakehouse Café and A New Era Cafe to assist with the final decision on the renewal applications.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

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

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

At present there are 20 alfresco dining approval holders. Of these, 2 are held within the Kaikohe-Hokianga area.

The following table provides a list of all current alfresco dining approval holders:

	Approval Number	Description	Expiry	Ward
1	ALF-96	Burger Fiasco	2023	Bay of Islands-Whangaroa
2	ALF-93	29 THE STRAND LIMITED T/A SEASIDE	2023	Bay of Islands-Whangaroa
3	ALF-92	25 The Strand, Russell T/A Butterfish Limited	2023	Bay of Islands-Whangaroa
4	ALF-83	Konnie's Kafe Limited	2023	Bay of Islands-Whangaroa
5	ALF-65	KERIKERI LUNCHBOX	2023	Bay of Islands-Whangaroa
6	ALF-63	AVO SUSHI	2023	Bay of Islands-Whangaroa
7	ALF-50	SUSHI GALLERY	2023	Bay of Islands-Whangaroa
8	ALF-49	DUKE OF MARLBOROUGH BUSINESS LIMITED	2023	Bay of Islands-Whangaroa
9	ALF-48	CC'S CAFE CINEMA	2023	Bay of Islands-Whangaroa
10	ALF-39	THE GABLES RESTAURANT	2023	Bay of Islands-Whangaroa
11	ALF-37	JIMMY JACKS RIB SHACK	2023	Bay of Islands-Whangaroa
12	ALF-3	FISHBONE CAFE	2023	Bay of Islands-Whangaroa
13	ALF-98	Letz Café	2023	Bay of Islands-Whangaroa
14	ALF-102	Spice Grill	2023	Bay of Islands-Whangaroa
15	ALF-88	Kaikohe Bakehouse Cafe	2023	Kaikohe-Hokianga
16	ALF-99	A New Era Cafe	2023	Kaikohe-Hokianga
17	ALF-97	Awanui Hotel	2023	Te Hiku
18	ALF-68	Mussel Rock Cafe and Bar	2023	Te Hiku
19	ALF-100	Jesse's on the Waterfront Café & Bar	2023	Te Hiku
20	ALF-85	Beach Box Coffee and Gelato	2023	Te Hiku

Kaikohe Bakehouse Cafe renewal of Alfresco Dining Approval

Kaikohe Bakehouse Cafe have applied to renew their alfresco dining approval and paid the necessary application fee of \$362. Kaikohe Bakehouse Cafe have current approval to occupy an area of public land which measures approximately 7.0m². Within this area they have approval to place three tables with chairs for the purpose of alfresco dining.



The operator has complied with their approval conditions and no complaints have been filed with Council in regard to their approval which expired 30 June 2023.

A copy of the draft alfresco dining renewal approval for the approval period 1 July 2023 – 30 June 2024 can be found at Attachment A.

A New Era Cafe

A New Era Cafe have applied to renew their alfresco dining approval and paid the necessary application fee of \$417. A New Era Cafe have current approval to occupy an area of public land which measures approximately 9.6m². Within this area they have approval to place four tables with chairs for the purpose of alfresco dining.



A copy of the draft alfresco dining renewal approval for the approval period 1 July 2023 – 30 June 2024 can be found at Attachment B.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

The following option proposed for the Kaikohe-Hokianga Community Board to consider in regard to the renewal of alfresco dining approval:

Option No.	Option Description	Advantages	Disadvantages
1	Provide comment on the alfresco dining renewal approval applications from Kaikohe Bakehouse Cafe and A New Era Cafe which includes conditions as per Attachments A-B.	Applications comply with the "Road Use Bylaw 2022".	There are no disadvantages.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

There is only one option to enable the Kaikohe-Hokianga Community Board to provide comment on the renewal of alfresco dining approval which will contribute towards the final decision on the renewal applications.

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

There are no financial implications or need for budgetary provision in receiving this report. The applicants have paid the required application fee for the renewal of alfresco dining approval.

ĀPITI HANGA / ATTACHMENTS

1. Attachment A - Draft Approval ALF88 Kaikohe Bakehouse Cafe - A4272398 [↓](#)
2. Attachment B - Draft Approval ALF99 - A New Era Cafe - A4281632 [↓](#)

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	The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022. The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications from Kaikohe Bakehouse Cafe and A New Era Cafe is considered low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The Kaikohe-Hokianga Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
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.	Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022. The Road Use Bylaw 2022 was adopted on 19 May 2022.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications to this decision.

Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.
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Email: ask.us@fnhc.govt.nz
Website: www.fnhc.govt.nz

Private Bag 752, Memorial Avenue
Kaikohe 0440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

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

Licensee: NS168 Limited
Registration of : Kaikohe Bakehouse Cafe
Site Address: 77 Broadway, Kaikohe 0405
Approval Number: ALF-88

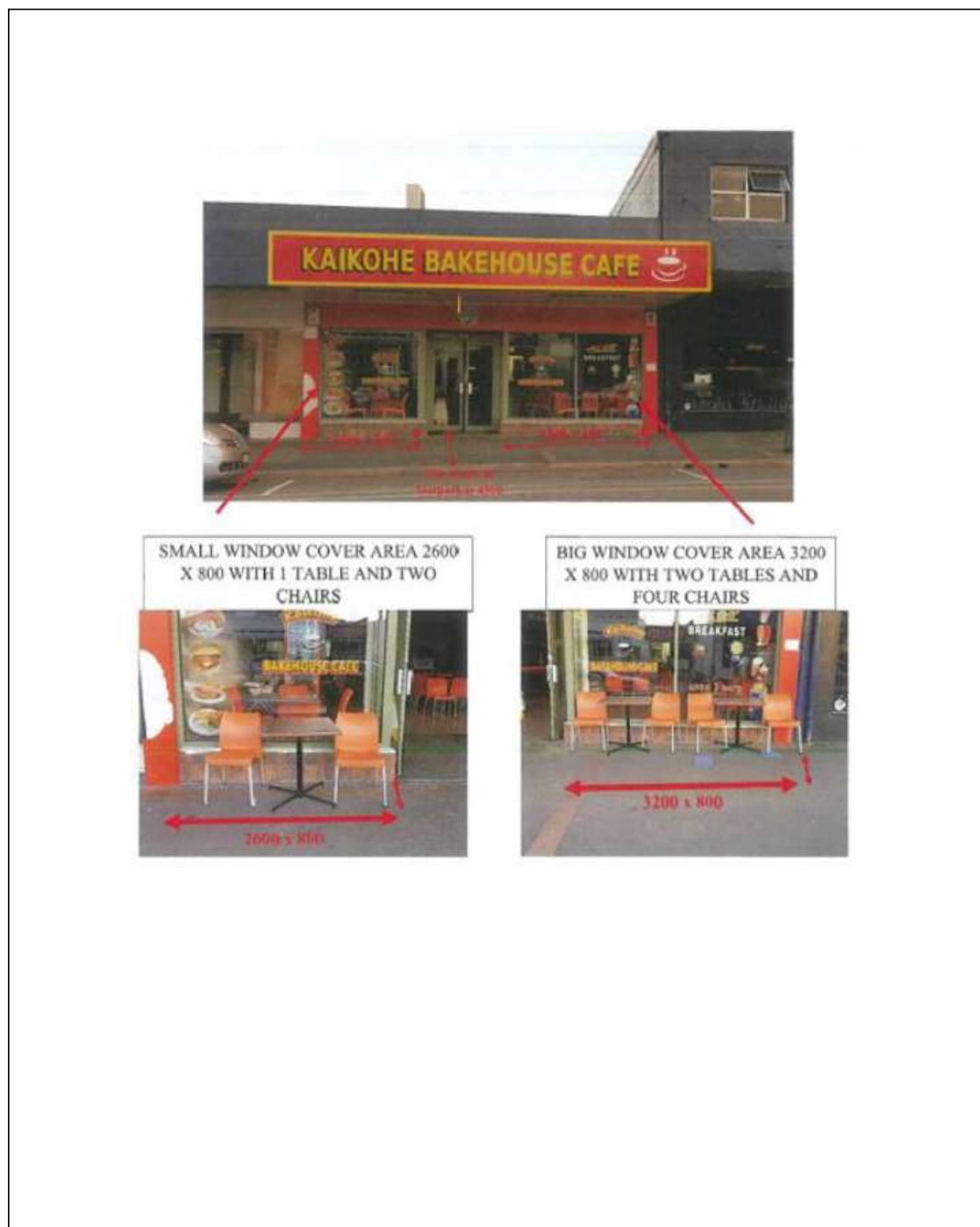
Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2024**.

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

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN



Email: ask.us@fnhc.govt.nz
Website: www.fnhc.govt.nz

Private Bag 752, Memorial Avenue
Kaikohe 0440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

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

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

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2024**.

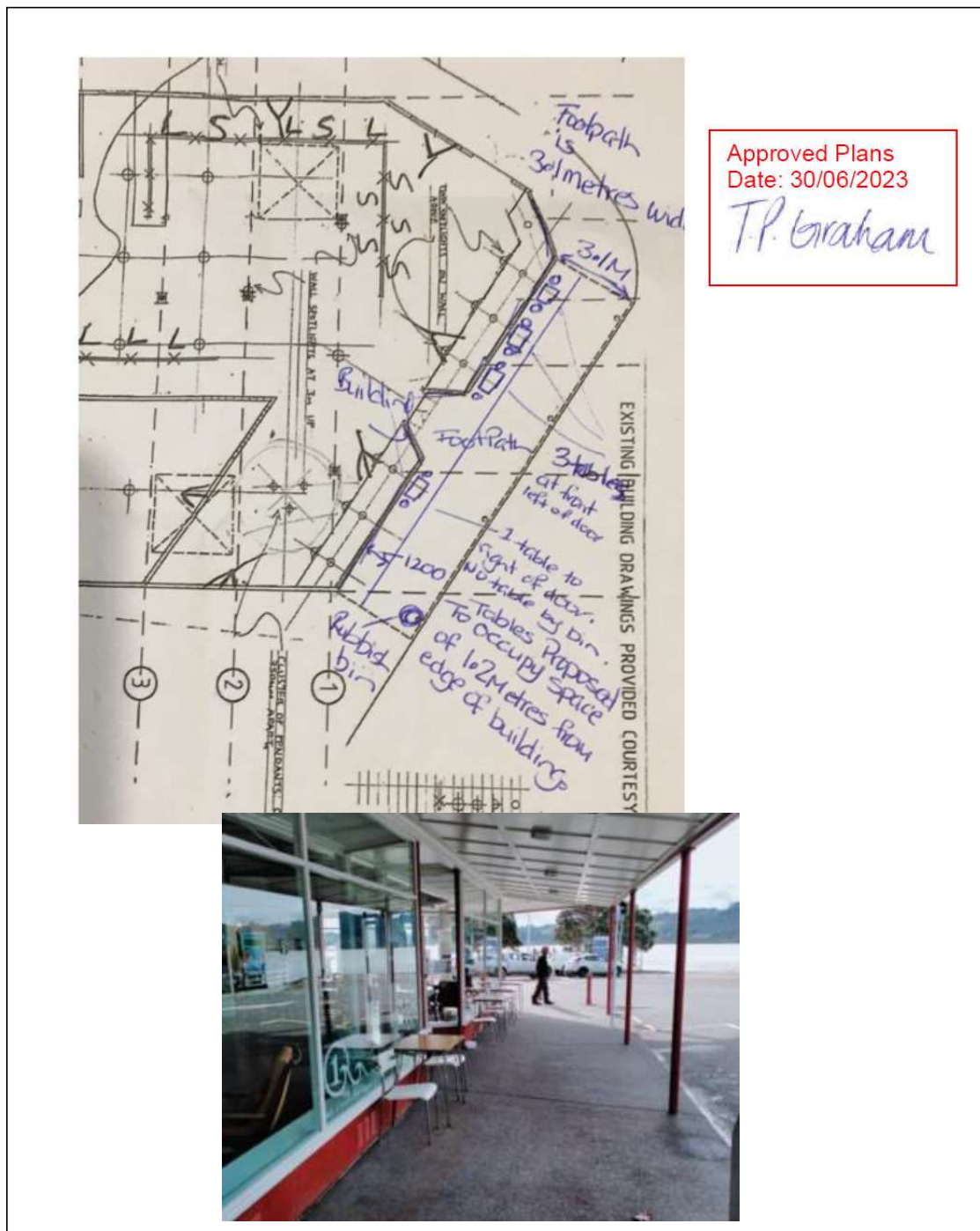
.....
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN



7.5 INITIATION OF PUBLIC CONSULTATION FOR GROUND LEASE TO HOKIANGA BOWLING CLUB OVER 61 CLENDON ESPLANADE, RAWENE

File Number: A4261098

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Kevin Johnson, Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the Kaikohe – Hokianga Community Boards recommendation to initiate public consultation on the granting of a new ground lease over recreation reserve, under Sections 54 of the Reserves Act 1977 for 61 Clendon Esplanade, Rawene, to Hokianga Bowling Club Incorporated (HBC).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Hokianga Bowling Club Incorporated (HBC) have been operating a bowling club from the reserve since 1998.
- Their lease dated 1st April 1998 held a term of 10 years, with a renewal term of a further 9 years. The final expiry date was 1st April 2017.
- HBC are currently occupying and operating from the site and continue to pay an ongoing rental fee.
- HBC have approached Council staff and requested a new ground lease.
- There is no existing Reserve Management Plan for this site.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve when no Reserve management plan is in place.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe – Hokianga Community Board recommends to Council:

- a) that the public consultation process is commenced on the granting of a new ground lease to Hokianga Bowling Club Incorporated, over approximately 2700.9m² of land being Sections 153, 157 and 158 TN OF Rawene, located at 61 Clendon Esplanade, Rawene and vested in Far North District Council as recreation reserve.**

The terms of the proposed lease shall be:

Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977

Rental: As per FNDC Fees and Charges Schedule for a Community lease.

\$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.

- b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.**

1) TĀHUHU KŌRERO / BACKGROUND

Hokianga Bowling Club Incorporated (HBC) have occupied Allotments 153, 157 and 158 of Clendon Esplanade since the granting of their initial lease in 1998.

HBC approached Council in July 2022 to seek funding to build a shed. At that time, staff became aware that their lease expired in 2017 and was on holding over terms. HBC wish to apply for a new lease to continue to provide the community with a community bowling club.

HBC is a well-established community club that serves over 40 Hokianga community members. They hold twilight bowls games every week for 5 months of the year and 6-7 tournaments that are open to different bowls clubs from all of Northland.

The club room has also been used to hold team building events for Hokianga Treks 4 Kids, the Rawene Primary School and Rawene ambulance.

The building was built 115 years ago when the site was vested as Recreation Reserve for soldiers returning from the war. In 1925, the site became a bowling club that has continued to provide entertainment to Rawene and the wider Hokianga community.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

As per the Reserves Act 1977 section 54, public consultation is required on the granting of a lease over recreation reserve.

Public Notification

Sections 119 and 120 of the Act require that before granting a lease the proposal must be publicly notified and all submissions/objections to the proposal are to be in writing and where requested, a submitter must be given the opportunity to appear before Council or a committee of Council, to speak to their objection/submission. Every submission/objection in relation to the proposal must be considered before proceeding with the proposal.

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

Council's delegations to Community Boards authorise the Boards 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.

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

The options available for this site are:

Option 1: Recommended

- a) recommends to Council that the public consultation process is commenced on the granting of a new ground lease to Hokianga Bowling Club Incorporated, over approximately 2700.9m² of land being Sections 153, 157 and 158 TN OF Rawene, located at 61 Clendon Esplanade, Rawene and vested in Far North District Council as recreation reserve.

The terms of the proposed lease shall be:

- Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977
- Rental: As per FNDC Fees and Charges Schedule for a Community lease.
 - \$118 plus GST for 2023/24 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.

Option 1 will allow HBC to continue to provide their service to the community.

Option 2:

- a. Decline HBC request for a new lease
- b. ask HBC to remove the existing building and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

As per the FNDC Parks and Reserves Policy 2022, Council will grant exclusive leases to part or all of a reserve for a maximum term of 15 years with a further right of renewal for 15 years if it deems such terms to be appropriate. Proposing a term of 15 years (5+5+5) provides security of tenure for the HBC, ensures more regular check in's and flexibility for both parties.

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

Public consultation will enable Council to assess the community's engagement with the HBC proposal. They believe that the space will continue to provide value to the Rawene community.

Public consultation gives the community the opportunity to put forward alternative options for the occupation of the building and/or the use of the site.

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

There will be no financial implications to Council if a lease to HBC is granted. If the request is revoked, Council will become responsible for the ongoing maintenance of the reserve. Adding another reserve to the maintenance plan would add extra pressure on staff and contractors.

ĀPITI HANGA / ATTACHMENTS

- 1. Hokianga Bowling Club - Consultation on a request for lease - A4267108** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Medium – involvement from the Community Board is required to make a decision on the initiation of public consultation
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Reserves Policy 2022: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Delegation to the relevant Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify iwi/hapū in the Rawene locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance. A letter (attachment A) was sent via email to Ngati Hau & Ngati Kaharau to inform them of the requested lease. At the time of writing this report a response has not been received. When this lease goes for public consultation, the information will be redistributed to Ngati Hau & Ngati Kaharau to inform them that if they have feedback they can provide through the public consultation process
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Public consultation and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow us to identify any people or groups who may be affected or have interest in the matter.

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



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Private Bag 752, Memorial Avenue
Kaikohe 0405, New Zealand
ask.us@fndc.govt.nz
0800 920 029
www.fndc.govt.nz

23rd June 2023

Tēnā koe

We are contacting you to notify you of the requested lease and invite iwi and hapū feedback on the proposed lease.

Hokianga Bowling Club has been operating from 61 Clendon Esplanade, Rawene, since 1998. Hokianga Bowling Club is a well-established community bowling club that serves over 40 Hokianga community members.

The club was established in 1925 to provide entertainment and a place to gather for soldiers returning from war. It continues to service not only the community of Rawene, but the wider Far North by providing many bowling tournaments throughout the year. To They have approached Council and requested a new ground lease over the Recreation Reserve.

The proposed lease term is 15 years with a right of renewal for a further 15 years, for a total of 30 years.

The process for entering a lease on a Recreation Reserve requires public consultation – this will occur pending Council approval via the FNDC website and newspaper articles. However, we feel it is important to notify Iwi/hapū in the Rawene locality of the lease proposal prior to the consultation.

If you would like further information, have any questions or want to share feedback, please do not hesitate to get in contact. If you would like to discuss this proposal further, we would be happy to meet with you.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "R Deane", is positioned above the printed name.

Rochelle Deane
(Acting) Group Manager – Delivery & Operations

7.6 FUNDING APPLICATIONS

File Number: A4298043

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the 2 August 2023 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has Community Grant funding of **\$72,920** available to be granted.
- The Board also has **\$97,500** of Placemaking Funding to allocate during the 2023/24 financial year
- It is recommended that five resolutions passed by the Board in previous financial years be rescinded as the funds allocated are either not required or the projects were unable to take place.
- One applicant granted funding has requested an extension of time for their project due to poor weather delaying the event
- 2 applications for funding have been received, requesting a total of \$133,230

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- a) leaves the application from Otaua Sports Club for basketball and sporting facility upgrades to **lie on the table** while staff work through the project logistics with the applicant.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- b) approves the sum of **\$1,650** (plus GST if applicable) be paid from the Board's the Board's Community Fund to Jinu Jose for Onam 2023 community celebration to support the following Community Outcomes:
- i) Proud, vibrant communities
 - ii) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- c) approves the request from the Rawene Golf Club for an extension of time for their Family Fun Day Event to take place no later than 31 March 2024, due to adverse weather events preventing the event from taking place on the original date.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- d) directs that the unused balance of **\$60** granted to the Hokianga Sailing Trust on 1 June 2022 (resolution 2022/42) be rescinded and the funds returned to the Boards Community Fund for reallocation.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- e) rescinds resolution 2022/47 (j) allocating **\$1,650** to Rob Pink for the purchase and installation of sand for the Clendon Esplanade at Rawene and directs that the funding be returned to the Boards Placemaking Fund for reallocation, as the applicant has made a subsequent application that has superseded this application.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- f) rescinds resolution 2022/52 allocating **\$3,000** towards visual communications and public relations for the work at Memorial Park and directs the funding be returned to the Boards Placemaking Fund for reallocation, as the work was undertaken by the Far North District Council Communications team as part of their workstream.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- g) rescinds resolution 2022/59 allocating **\$1,800** to the Ngapuhi Hokianga Ki Te Raki Society Incorporated as the event applied for did not take place and directs the funding be returned to the Boards Community Fund for reallocation.

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.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Otaua Sports Club, resurfacing and upgrading of sports facilities	\$125,000	Leave to lie	The organisation is seeking funding for resealing of courts, fencing, shelter and equipment. They have provided letters of support from various organisations, but do not yet have funding secured for any part of their project, and it is not clear what funding is to be allocated to what part of the project. It would appear from this application that they are seeking half the costs for installing professional grade basketball courts. It is recommended that this be left to lie on the table while staff work with the applicant to ensure their project plan is achievable.	Placemaking

Applicant and Project	Requested	Recommend	Comments	Type
Jinu Jose – Onam 2023	\$1,650	\$1,650	The applicant is seeking funding for a community Onam celebration in Kaikohe, the celebration of food and harvest which marks the beginning of Malayalam New Year, celebrated in Kerala, India.	Event
Rawene Golf Club – Family Fun Day	-	-	The Club was granted \$880 for their annual family fun day in May 2023. The weather has been so wet since that date that the club has actually closed down early for their winter season, as the greens are unplayable. They are asking for an extension of time to use the funds and intend rescheduling the event to January or February 2023 (dependent on weather) and ask the Board's permission for this extension of time.	Event

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. Jinu Jose - Onam 2023 - A4302488 [↓](#) 
2. Otua Sports Club - A4302489 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00001 From Mr Jinu Jose
Form Submitted 12 Jul 2023, 1:23PM NZST

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

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

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

Applicant details

Applicant *

Postal Address *

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

Physical Address *

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

Applicant Primary Website

Must be a URL.

Facebook page

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00001 From Mr Jinu Jose
Form Submitted 12 Jul 2023, 1:23PM NZST

Contact details

Purpose of organisation

Please briefly describe the purpose of the organisation *

Myself Jinu Jose live in Kaikohe since 2012, and we are a small south Indian (Kerala state) community consist of around 15 families with nearly 50 members includes children. In Kerala we celebrate a festival every year called Onam. Onam is a harvesting festival (festival of food/Kai) and it also marks the beginning of the Malayalam New year (like our Matariki) which is celebrated in the southernmost state of India. Onam, which symbolises homecoming of demon king Mahabali, is one of the most famous and biggest festival of Kerala and is celebrated across the state. Onam is an important part of our culture which has lot of cultural activities for both kids and adults which we play and act only during Onam. Onam is one of the occasions we consider as chance to share our traditional and cultural values to our children. This year we celebrate Onam on August 29th. During my life in Kaikohe over 11 years I have seen nearly at least 75 families moved out from our small town to bigger towns where they can celebrate Onam and access other cultural and traditional activities. I would like to take this opportunity to give a start and give members of my community to have a feeling of satisfaction by observing activities important to them without moving out of our small town.

Number of Members *

50

Project Details

*** indicates a required field**

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00001 From Mr Jinu Jose
Form Submitted 12 Jul 2023, 1:23PM NZST

Project Details

Clearly describe the project or event:

Name of Activity *

Kaikohe Onam Celebration 2023

Location *

Kaikohe

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

☐ Yes

☒ No

If so, how much?

Start Date *

29/08/2023

Must be a date.

End Date *

29/08/2023

Must be a date.

Time

Midday till 11pm

Project Outline:

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

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

Project Outline:

Kaikohe Onam celebration 2023, the celebration of food and harvest which marks the beginning of Malayalam New Year (like our Matariki). Ther Onam celebration is a 10-day long celebration in Kerala. The festival spread the message of sharing, peace and solidarity. One of the very symbolic of Onam festival is "Pookkalam" - the typical design and patterns made with flowers on the ground by all the members of the community. The group involved is Kerala Indian community which consist of 50 members includes children in Kaikohe - Kerikeri area. The celebration includes traditional food which consist of nearly 18 dishes, traditional costumes, traditional games which includes tug of war. Onam is one of the occasions we consider as chance to share our tradition and cultural values to our Tamariki.

Project Cost

*** indicates a required field**

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

Application No. KHCB00001 From Mr Jinu Jose

Form Submitted 12 Jul 2023, 1:23PM NZST

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

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

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

Please Note:

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

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$400.00	\$400.00	No files have been uploaded
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitation/Professional Fees	\$	\$	No files have been uploaded
Administration	\$	\$	No files have been uploaded
Equipment Hire	\$60.00	\$60.00	No files have been uploaded
Equipment Purchase	\$	\$	No files have been uploaded
Utilities	\$40.00	\$40.00	No files have been uploaded
Hardware (e.g cement, timber)	\$	\$	No files have been uploaded
Consumable materials	\$650.00	\$600.00	No files have been uploaded
Refreshments	\$250.00	\$200.00	No files have been uploaded
Travel/Mileage	\$100.00	\$100.00	No files have been uploaded
Volunteer Expenses Reimbursements	\$250.00	\$	No files have been uploaded

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHC00001 From Mr Jinu Jose**

Form Submitted 12 Jul 2023, 1:23PM NZST

Other (describe)	\$300.00	\$250.00	No files have been uploaded
Other (describe)	\$750.00	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

Funding Request Amount

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

What is the total cost of your project? *

\$2,750

Must be a dollar amount.

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

\$1,650

Must be a dollar amount.

Financial Information*** indicates a required field****Is your organisation registered for GST? ***☐ Yes ☒ No**Current Funding****How much money does your organisation currently have? ***

\$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
	Must be a dollar amount.
	\$

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHC00001 From Mr Jinu Jose**

Form Submitted 12 Jul 2023, 1:23PM NZST

	\$
	\$
	\$
	\$

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.	
	\$0.00	
	\$	

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

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

Applicant Declaration

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

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00001 From Mr Jinu Jose**

Form Submitted 12 Jul 2023, 1:23PM NZST

On behalf of: (full name of organisation)

Kaikohe Malayali Community

New Section**We, the undersigned, declare the following:**

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **in advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00001 From Mr Jinu Jose**

Form Submitted 12 Jul 2023, 1:23PM NZST

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

Signatory One**Signatory Two****Name****Position****Postal Address****Phone Number****Mobile Number****New Question**

Kaikohe-Hokianga Community Board Fund 2022-2023
Local Grant Application Form
Application No. KHCB1422/23 From Otua Sports Club
Form Submitted 30 Jun 2023, 5:08PM NZST

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

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

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

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

Applicant details

Applicant *

Otua Sports Club

Applicant Primary Website

Must be a URL.

Kaikohe-Hokianga Community Board Fund 2022-2023
Local Grant Application Form
Application No. KHCB1422/23 From Otua Sports Club
Form Submitted 30 Jun 2023, 5:08PM NZST

Contact details

Purpose of organisation

Please briefly describe the purpose of the organisation *

We are a Club that use to hold a lot of Sport throughout the Hokianga.

Because of our facilities are run down we need help to have this large project rejuvenated.

We would like to facilitate Netball, Basketball, tennis, Rugby and Softball again for the whole of Hokianga.

We would like to hold holiday Workshops for Tamariki for the valley and whoever else would like to come. Also Health checks and programmes. And also whanau fun days. Our Club has a lot of potential if our facilities were upgraded.

Number of Members *

26 so far

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Kaikohe-Hokianga Community Board Fund 2022-2023
Local Grant Application Form
Application No. KHCB1422/23 From Otua Sports Club
Form Submitted 30 Jun 2023, 5:08PM NZST

Otua Sports Club Activities Double Court to be resurfaced, Fence, Shelter and equipment

Location *

Otua Sports Club 32 Renwick Rd, Otua, 0473

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

☒ Yes

☐ No

If so, how much?

\$50 per Sports team

Start Date *

20/07/2023

Must be a date.

End Date *

20/07/2024

Must be a date.

Time

1year Project

Project Outline:

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

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

Project Outline:

This will benefit the ongoing run of Otua Sports Club and hapu and also benefit Hokianga which will provide sports comps.

- * By Providing an upgraded sports facility will bring revenue into our little community.
- * Hold Whanau days and events with food stores.
- * Breaks the boredom for our whanau and children.
- * Ensures our youth and younger kids have a strong foundation in place to play sports.
- * Sports facilities ensure our community are engaging in pro-social activities instead of anti-social activities.
- * This will help bring other teams to Otua instead of our whanau having to travel to every sports events.
- * With revenue made we can budget and take our kids away to bigger sports events in Auckland EG Silver ferns Warriors games.
- * Safe place.
- * Whanau having to travel to Kaikohe all the time for sports can become very expensive due to fuel costs.
- * To get Otua to shine.
- * Whanau connection.
- * Positive mindsets for our kids.
- * Netball courts can be used to facilitate multiple different sports and activities.

Kaikohe-Hokianga Community Board Fund 2022-2023**Local Grant Application Form****Application No. KHCB1422/23 From Otua Sports Club**

Form Submitted 30 Jun 2023, 5:08PM NZST

* Help Kaumatua and kuia with travel to the doctors

With the quote given it has outlined that it will need to uplift the whole court. If we just got asphalt it will be a bandaid job and won't last very long. Their mahi last for 15years and then when it needs replacing the grass just gets ripped off and replaced.

Project Cost

* indicates a required field

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

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

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

Please Note:

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

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$	\$	No files have been uploaded
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitation/Professional Fees		\$	No files have been uploaded
Administration	\$	\$	No files have been uploaded
Equipment Hire	\$	\$	No files have been uploaded
Equipment Purchase	\$12,500.00	\$	No files have been uploaded
Utilities	\$	\$	No files have been uploaded

Kaikohe-Hokianga Community Board Fund 2022-2023**Local Grant Application Form****Application No. KHCB1422/23 From Otua Sports Club**

Form Submitted 30 Jun 2023, 5:08PM NZST

Hardware (e.g cement, timber)	\$91,544.00	\$	No files have been uploaded
Consumable materials	\$	\$	No files have been uploaded
Refreshments	\$	\$	No files have been uploaded
Travel/Mileage	\$	\$	No files have been uploaded
Volunteer Expenses Reimbursements	\$	\$	No files have been uploaded
GST	\$32,944.00	\$	No files have been uploaded
Base Preparation	\$115,579.00	\$	Filename: Quote_No_2206 - Anita Graham_compressed.pdf File size: 5.8 MB
Other (describe)	\$	\$	No files have been uploaded

Funding Request Amount

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

What is the total cost of your project? *

\$252,566

Must be a dollar amount.

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

\$125,000

Must be a dollar amount.

Financial Information*** indicates a required field****Is your organisation registered for GST? ***☒ Yes ☐ No**GST Number****GST Number ***

52235731

Kaikohe-Hokianga Community Board Fund 2022-2023
Local Grant Application Form
Application No. KHCB1422/23 From Otua Sports Club
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Current Funding

How much money does your organisation currently have? *

\$14,132.00

Must be a dollar amount.

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

\$8,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
Netball Courts	\$8,000.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Expenditure Amount

\$125,000.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Foundation North	\$25,000.00	Pending
DIA Lottery Community 28th of June	\$50,000.00	Pending
DIA Lottery Communities Facilities 19th of July	\$50,000.00	Pending
	\$	

Previous Funding from FNDC

Kaikohe-Hokianga Community Board Fund 2022-2023
Local Grant Application Form
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Have you previously received funding from FNDC? *

☐ Yes ☒ No

Declaration

Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Otua Sports Club

New Section

We, the undersigned, declare the following:

In submitting this application:

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

Kaikohe-Hokianga Community Board Fund 2022-2023 Local Grant Application Form

Application No. KHCB1422/23 From Otua Sports Club

Form Submitted 30 Jun 2023, 5:08PM NZST

- The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
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7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
10. To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 HOKIANGA FERRY LIAISON GROUP

File Number: A4263404

Author: Aaron Reilly, Lighting & Transport Operations Specialist

Authoriser: Andy Finch, District Engineer

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 12th June 2023 and provide a copy of the minutes to the Board.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group (HFLG) met on 12th June 2023 in Chambers. A copy of the minutes is attached.
- The next HFLG meeting is scheduled for the 14th September 2023 in Chambers.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the Hokianga Ferry Liaison Group Information report.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

A copy of the draft meeting minutes held on 12th June 2023 is attached (refer attachment 1).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The next ferry HFLG meeting is scheduled for the 14th September 2023.

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

3) 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 - Minutes 12th June 2023 - A4295626 [↓](#)



HOKIANGA HARBOUR FERRY LIAISON GROUP MEETING (COMMUNITY STAKEHOLDERS AND NTA STAFF) COUNCIL CHAMBER, MEMORIAL DRIVE, KAIKOHE

12 JUNE 2023 COMMENCING AT 1 PM

A G E N D A

PRESENT

John Wigglesworth - Chair and Kohukohu Representative

Angela Lush - Hokianga Tourism Association

Louis Toorenborg - Formerly Kaikohe-Hokianga Community Board (South)

Aaron Reilly - Lighting & Transport Operations Specialist (NTA)

Jessie McVeagh - Kaikohe-Hokianga Community Board South Hokianga Subdivision

WELCOME & INTRODUCTIONS

- Jessie was welcomed to the Group as a Community Board member appointed to the Group.

APOLOGIES

- Keith Kent - Transport Planner (FNDC)
- Emma Davis - Formerly Kaikohe-Hokianga Community Board (North)
- Margareth Broodkoom – Hokianga Health (via Teams link)
- Musheer Khan - Regional Operations Lead (NTA)
- Harmonie Gundry - Kaikohe-Hokianga Community Board North Hokianga Subdivision
- Craig Joiner - Rawene Representative
-

PREVIOUS MEETING MINUTES & GENERAL MEETING ADMIN

- Confirmed.
- It was noted that Steve Morunga hadn't attended the last few meetings – Craig was going to talk to Steve.
- It was raised by Jessie that there was some confusion regarding the start time of the meeting. This was noted and will be clearer in the next invite.
- Aaron clarified that the 1st meeting commenced at 1pm and was for all invitees apart from the Operator.
- The background for holding 2 separate meetings/agendas was clarified as follows: Operator is not involved in matters around concept long term planning and not privy to financial information. 2 separate meetings also gives the Group the opportunity to discuss any performance matters directly with Staff if they arise.
- It was noted that not all invitees were responding (accepting or declining) to the meeting invites. It was agreed to respond to the invites to assist meeting planning.

LONG TERM PLANNING

-
- The Draft outline Hokianga Harbour Link Long Term Plan (LTP) was discussed.
 - Action: The Group: Discussed and agreed that the Group would give a consolidated response on the scope from the outline Plan (Keith's document) via the Chair.
 - Action: Keith – Please provide full descriptions of acronyms.
 - Action: Keith – Please remove historical references to estimated bridge costs (16 million). Concern was raised that could misunderstood and assumed that is the present estimated cost.
-

FINANCIAL SUMMARY

- The Financial Summary for Quarter 3 (ending 31 March) was tabled and discussed.
 - John raised that the expenditure to date was still approximately half of the full year forecast despite being approximately 9 months through the financial year:
 - Expenditure: Aaron explained that the reason for actual expenditure vs forecast is a timing issue. The significant expenditure for the Out of Water project is not in this summary as it occurred in May (will appear in 4th quarter summary).
 - Revenue: Aaron commented that the ferry revenue was significantly lower than forecast due to the particularly poor weather which had impacted the peak season this financial year (FY). The previous FY was impacted by Covid-19.
-

ANY OTHER BUSINESS

- Aaron provided an update on the recent contract renewal. Council at its April meeting approved the 3-year Contract extension with Northland Ferries until 30 April 2026 in April. The total term of the contract is 10 years (until 30 April 2030).
-

CLOSE OF MEETING

- Approx. 2pm
-

HOKIANGA HARBOUR FERRY LIAISON GROUP FULL MEETING

COUNCIL CHAMBER, MEMORIAL DRIVE, KAIKOHE

12 JUNE 2023 COMMENCING AT 2 PM

A G E N D A

PRESENT

John Wigglesworth - Chair and Kohukohu Representative
Angela Lush - Hokianga Tourism Association
Louis Toorenburg - Formerly Kaikohe-Hokianga Community Board (South)
Aaron Reilly – Lighting & Transport Operations Specialist (NTA)
Sam Peate – General Manager NZ Operations Entrada Group/Northland Ferries
Jessie McVeagh - Kaikohe-Hokianga Community Board South Hokianga Subdivision

WELCOME & INTRODUCTIONS

- Sam Peate from Northland Ferries joined the meeting and introductions took place.

PREVIOUS MEETING MINUTES

- Confirmed.

APOLOGIES

- Margareth Broodkoorn – Hokianga Health
- Keith Kent - Transport Planner (NTA)
- Musheer Khan - Regional Operations Lead (NTA)
- Harmonie Gundry - Kaikohe-Hokianga Community Board North Hokianga Subdivision
- Craig Joiner - Rawene Representative
- Rachel Kennedy - Operations Manager Northland Ferries
- Emma Davis - Formerly Kaikohe-Hokianga Community Board (North)

OPERATIONAL MATTERS AND SERVICE UPDATE

- NTA provided update on KPI as relates to the Ferry service running in accordance to advertised timetable: 95.4% to end of May 2023.
 - John noted that the Rawene pontoon safety concerns. Movement can make it difficult to board the pax vessel. This feedback was noted by NTA/NF for further discussion.
 - Angela raised that Craig Pinkney not able to use Narrows for his fishing business and this impacted on his business operation. This issue was raised 1st directly with NF and then with Aaron via John (Chair) – The responses were around the site could not be opened to any public due to the significant safety hazards and lack of available space within the site. Sam noted that this feedback provided a learning
-

opportunity that although significant forward notification was provided, we may need to engage earlier with stakeholders who may be directly impacted such as Craig.

- Sam outlined that were 3 events that impacted passenger only vessel operations (Tsunami, weather and refuelling event).
- Discussion around the passenger only vessel and queried whether it was a suitable replacement as it was out of service a couple of times. Noted a separate vessel operator had collected passengers from Rawene. Sam commented that each skipper makes an individual decision to sail or not. This is in line with relevant Maritime law/regulations.
- Jessie raised that it would have been good to see local business providers (Craig/Peter). These concerns were noted
- Action – Aaron to include quarterly summary of sailings impacted by weather/mechanical.
- Sam gave an update on some conflict resolution/de-escalation training the crew are going through and
- Narrows Speed Reduction project - John reported that there are signs that have been installed (not yet unveiled) but is great to see that this is progressing/nearing completion.
- Display board on Vessel – HTA (Dee) and Rachel to continue liaising about this.

COMMUNITY INITIATIVES AND EVENTS

- N/A

PLANNED AND COMPLETED WORKS UPDATE

- Update on the Out of Water Survey (OoW) project was provided with agenda and Sam spoke to this – Certificate of Survey (CoS) has been issued for the next 3 years. In 3-years' time there will be an in-water survey, followed by the next OoW.

ANY OTHER BUSINESS

- N/A.

CLOSE OF MEETING

- 2.42pm.
-

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE JULY 2023**File Number:** A4143883**Author:** Marlema Baker, Meetings Administrator**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note there are no action items for July 2023.

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITIHINGA / ATTACHMENTS

Nil

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE