



# Far North District Council



## Te Kaunihera o Te Hku o te Ika

# AGENDA



## Friday, 19 July 2024

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

### Membership:

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



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

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

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

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

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

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

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

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

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

## Terms of Reference

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

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

## Protocols

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

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

**Far North District Council**  
**Kaikohe-Hokianga Community Board Meeting**  
**will be held in the Council Chamber, Memorial Avenue, Kaikohe on:**  
**Friday 19 July 2024 at 10:00am**

**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer .....</b>	<b>7</b>
<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest .....</b>	<b>7</b>
<b>3</b>	<b>Te Wāhanga Tūmatanui / Public Forum.....</b>	<b>7</b>
<b>4</b>	<b>Ngā Tono Kōrero / Deputation.....</b>	<b>7</b>
<b>5</b>	<b>Ngā Kaikōrero / Speakers .....</b>	<b>7</b>
<b>6</b>	<b>Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes .....</b>	<b>8</b>
6.1	Confirmation of Previous Minutes .....	8
<b>7</b>	<b>Ngā Pūrongo / Reports.....</b>	<b>18</b>
7.1	Reserve Management Plan Programme .....	18
7.2	Placemaking Work Programme for the Kaikohe-Hokianga Ward, Financial year 2024/25.....	21
7.3	Funding Applications.....	27
7.4	Project Funding Reports .....	86
7.5	Chairperson and Members Reports .....	92
<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports .....</b>	<b>100</b>
8.1	Hokianga Ferry Liaison Group Meeting 27th March 2024 .....	100
8.2	Kaikohe-Hokianga Community Board July Open Resolution Report .....	105
<b>9</b>	<b>Karakia Whakamutunga / Closing Prayer .....</b>	<b>108</b>
<b>10</b>	<b>Te Kapinga Hui / Meeting Close .....</b>	<b>108</b>

## 1 KARAKIA TIMATANGA / OPENING PRAYER

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

Te pou e here nei i ā tatou

Mauri ora ki ā tātou

Haumi e. Hui e. Tāiki e!

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

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

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

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

## 3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Public forum to be determined on the day.

## 4 NGĀ TONO KŌRERO / DEPUTATION

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

## 5 NGĀ KAIKŌRERO / SPEAKERS

- Sam Stewart representing Coast to Coast Cat Rescue item 7.3a page 32 refers
- Medina Davis representing Hokianga Country Music Festival item 7.3b page 40 refers
- Duane Allen representing Northland College item 7.3d page 55 refers
- Arohanui Allen representing Okaihau Bowling Club item 7.3e page 63 refers
- Christina Morunga representing St Mary's Church Committee item 7.3f page 71 refers
- Representative from Kaikohe Pioneer Village item 7.3g and page 80 refers

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4536102

**Author:** Imrie Dunn, Democracy Advisor

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

#### PURPOSE OF THE REPORT

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

#### RECOMMENDATION

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting 21 June 2024 as a true and correct record.**

#### 1) BACKGROUND

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

#### 2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

#### Reason for the recommendation

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

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

#### ATTACHMENTS

1. **2024-06-21 Kaikohe-Hokianga Community Board Minutes - A4757914**  



Kaikohe-Hokianga Community Board Meeting Minutes

21 June 2024

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON FRIDAY, 21 JUNE 2024 AT 10:03AM**

**PRESENT:** Chairperson Chicky Rudkin, Deputy Chairperson Tanya Folia , Member Trinity Edwards, Member Harmonie Gundry, Member Jessie McVeagh, Councillor John Vujcich

**IN ATTENDANCE:** Councillor Babe Kapa

**STAFF PRESENT:** Melissa Wood (Community Board Coordinator – Strategic Relationships), Peggy Van Veen (Principal Advisor – Strategic Relationships), Kathryn Trewin (Funding Advisor – Strategic Relationships), Imrie Dunn (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:03am Chair Rudkin opened the meeting with a karakia.

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

Apologies were noted from Member Mike Edmonds and lateness from Member Trinity Edwards.

Member Jessie McVeagh declared a conflict of interest with agenda item 7.1f Funding Applications

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Shaun Reilly addressed concerns regarding maintenance issues in Kaikohe township
- Linda Bracken gave a brief update from the Kaikohe Business Association.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Scarlet Mokaraka representing He Korowai o Kaikohekohe to present to the Board an approach to Community Led Development.

**Attachments tabled at meeting**

- 1 He Korowai o Kaikohekohe Presentation

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Mandy Lynn representing Everybody is a Treasure item 7.1d page 33 refers
- George Fa'alogo representing Graeme Dingle Foundation Far North item 7.1e refers
- Maria Barnes representing Hokianga Community Educational Trust item 7.1f refers
- Debbie Raphael representing Kaikohe and Districts Sportsville item 7.1h refers
- Graeme Kettle representing Northland Edible Garden Trail item 7.1j refers
- Selena Bercic representing Te Kupenga Rauora Trust item 7.1l refers

At 11:05am Chair Rudkin declared a conflict of interest with agenda item 7.1l Funding Applications.

At 10:55am Member Trinity Edwards joined the meeting

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21 June 2024

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

Agenda item 6.1 document number A4536094, pages 8 - 13 refers.

**RESOLUTION 2024/50**

Moved: Member Jessie McVeagh

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 17 May 2024 as a true and correct record.****CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 a FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/51**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

**That Kaikohe-Hokianga Community Board rescind resolution 2022/64 of 14 December 2022 to the Waimamaku Community Garden Group for irrigation set-up and consumables and direct the funds in the amount of \$2,586 be returned to the Boards Community Grant Fund account for reallocation.****CARRIED****7.1 b FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/52**

Moved: Deputy Chair Tanya Filia

Seconded: Member Jessie McVeagh

**That Kaikohe-Hokianga Community Board part-rescind resolution 2023/85 of 22 November 2023 to Ngāpuhi Hokianga ki te Raki Inc for their 2023 Christmas event and direct the remaining funds that were not uplifted in the amount of \$1,450 be returned to the Boards Community Grant Fund account for reallocation.****CARRIED****7.1 c FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/53**

Moved: Chairperson Chicky Rudkin

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Seconded: Member Harmonie Gundry

**That Kaikohe-Hokianga Community Board leave the application from Akau Foundation for the costs towards community placemaking consultation to lie on the table until the FNDC Placemaking team has spoken with the Board.**

**CARRIED**

## 7.1 FUNDING APPLICATIONS

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

### RESOLUTION 2024/54

Moved: Deputy Chair Tanya Filia

Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board move the following recommendations:**

- d) **That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Everybody is a Treasure for the costs towards youth art wananga and their body positive programme.**

#### MOTION

- e) **That Kaikohe-Hokianga Community Board approve the sum of \$xxxx (plus GST if applicable) be paid from the Boards Placemaking Fund account to Graeme Dingle Foundation Far North for the costs of towards the Ngā Ara Whetu mentoring programme at Northland College.**

#### MOTION

- f) **That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Community Educational Trust for the costs towards He Kete Kai, addressing food insecurity in the Hokianga.**

#### MOTION

- g) **That Kaikohe-Hokianga Community Board approve the sum of \$xxx(plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Community Educational Trust for the costs towards Puanga Matariki programme in Rawene.**

#### MOTION

- h) **That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund account to Kaikohe and Districts Sportsville for the costs towards replacing the Mangakahia Road fence at Lindvart Park.**

#### MOTION

- i) **That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Yun Jung Do Development Trust for the costs towards venue hire for training classes.**

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**MOTION**

- j) That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Northland Edible Garden Trail for the costs towards signage and promotion for the 2024 trail event.

**MOTION**

- k) That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Pioneer Village for the costs towards provision of an outdoor showers, power and camping outlets and an outdoor movie venue.

**MOTION**

- l) That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Te Kupenga Rauora Trust for the costs towards Puanga Matariki Panguru.

**MOTION**

- m) That Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account and \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Rāwene Community Library Trust for the costs towards a whanau film evening in Rawene.

**CARRIED****7.1 d FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/55**

Moved: Chairperson Chicky Rudkin

Seconded: Deputy Chair Tanya Filia

That Kaikohe-Hokianga Community Board approve the sum of \$0 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Everybody is a Treasure for the costs towards youth art wananga and their body positive programme.

**CARRIED****7.1 e FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/56**

Moved: Cr John Vujcich

Seconded: Member Jessie McVeagh

That Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Graeme Dingle Foundation Far North for the costs of towards the Ngā Ara Whetu mentoring programme at

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**Northland College.** **CARRIED**

At 11:24 am, we went into the Public Excluded part of the meeting.

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2024/57**

Moved: Chairperson Chicky Rudkin  
 Seconded: Cr John Vujcich

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.1 – Funding Applications	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**RESOLUTION TO READMIT THE PUBLIC**

**RESOLUTION 2024/58**

Moved: Cr John Vujcich  
 Seconded: Member Harmonie Gundry

**That Councillor Babe Kapa is permitted to join the Public Excluded part of the meeting.**

**CARRIED**

At 11:35 am, we resumed in the public part of the meeting.

**7.1 f FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/59**

Moved: Chairperson Chicky Rudkin  
 Seconded: Deputy Chair Tanya Filia

**That Kaikohe-Hokianga Community Board approve the sum of \$26,566 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Community Educational Trust for the costs towards He Kete Kai, addressing food insecurity in the Hokianga.**

Abstained: Cr Jessie McVeagh

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**CARRIED**

*Note: Member Jessie McVeagh declared a conflict of interest and did not participate in the debate or vote.*

**7.1 g FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/60**

Moved: Cr John Vujcich  
Seconded: Member Trinity Edwards

**That Kaikohe-Hokianga Community Board approve the sum of \$2,450 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Community Educational Trust for the costs towards Puanga Matariki programme in Rawene.**

**CARRIED****7.1 h FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/61**

Moved: Member Jessie McVeagh  
Seconded: Member Harmonie Gundry

That Kaikohe-Hokianga Community Board approve the sum of \$20,000.00 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Kaikohe and Districts Sportsville for the costs towards replacing the Mangakahia Road fence at Lindvart Park.

**CARRIED**

*Note: in accordance with Standing Order 3.9.17 Revocation or alteration by resolution at same meeting, The Kaikohe-Hokianga Community Board received new information concerning the resolution and 75 per cent of the members present and voting agreed to the alter resolution 2024/62.*

**7.1 i FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/62**

Moved: Cr John Vujcich  
Seconded: Chairperson Chicky Rudkin

**That Kaikohe-Hokianga Community Board approve the sum of \$2,775 (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Yun Jung Do Development Trust for the costs towards venue hire for training classes.**

**CARRIED**

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**7.1 j FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/63**

Moved: Member Jessie McVeagh  
 Seconded: Chairperson Chicky Rudkin

**That Kaikohe-Hokianga Community Board approve the sum of \$3,703 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Northland Edible Garden Trail for the costs towards signage and promotion for the 2024 trail event.**

**CARRIED****7.1 k FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/64**

Moved: Chairperson Chicky Rudkin  
 Seconded: Deputy Chair Tanya Filia

**That Kaikohe-Hokianga Community Board LEAVE TO LIE funding application to approve the sum of \$8,113 (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Pioneer Village for the costs towards provision of an outdoor showers, power and camping outlets and an outdoor movie venue.**

Abstained: Cr John Vujcich

**CARRIED****7.1 l FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/65**

Moved: Deputy Chair Tanya Filia  
 Seconded: Member Harmonie Gundry

**That Kaikohe-Hokianga Community Board approve the sum of \$6,500 (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Te Kupenga Rauora Trust for the costs towards Puanga Matariki Panguru.**

Abstained: Cr Chicky Rudkin

**CARRIED**

*Note: Chairperson Chicky Rudkin declared a Conflict of Interest and did not participate in the Debate or the vote.*

**7.1 m FUNDING APPLICATIONS**

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

**RESOLUTION 2024/66**

Moved: Chairperson Chicky Rudkin

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Seconded: Member Jessie McVeagh

That Kaikohe-Hokianga Community Board approve the sum of \$1,181 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Rāwene Community Library Trust for the costs towards a whanau film evening in Rawene.

CARRIED

At 11:50 am meeting was adjourned.

At 11:51 am meeting was resumed.

### 7.1 FUNDING APPLICATIONS

Agenda item 7.1 document number A4737698, pages 14 - 99 refers.

#### RESOLUTION 2024/67

Moved: Cr John Vujcich

Seconded: Member Jessie McVeagh

That Kaikohe-Hokianga Community Board approve the sum of \$20,214.00 (plus GST if applicable) be paid from the Boards Placemaking Fund account and \$2,422.87 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kaikohe and Districts Sportville for the costs towards replacing the Mangakahia Road fence at Lindvart Park.

CARRIED

*Note: in accordance with Standing Order 3.9.17 Revocation or alteration by resolution at same meeting, The Kaikohe-Hokianga Community Board received fresh facts or information concerning the resolution and 75 per cent of the members present and voting agreed to alter resolution 2024/62.*

### 7.2 PROJECT FUNDING REPORTS

Agenda item 7.2 document number A4737329, pages 101 - 108 refers

#### RESOLUTION 2024/68

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

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

- a) Manaki Tinana Trust (interim report)
- b) Toi Tangata - Ngā Kai a te Māori
- c) Okaihau College - Tai Tokerau Festival

CARRIED

### 7.3 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.3 document number A4536035, pages 109 - 116 refers

#### RESOLUTION 2024/69

Moved: Cr John Vujcich

Seconded: Member Harmonie Gundry

That the Kaikohe-Hokianga Community Board note the June 2024 member reports from



Kaikohe-Hokianga Community Board Meeting Minutes

21 June 2024

**Chair Chicky Rudkin and Deputy Chair Tanya Fila.****CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2024**

Agenda item 8.1 document number A4732356, pages 117 - 123 refers

**RESOLUTION 2024/70**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 30 April 2024****CARRIED****8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD JUNE OPEN RESOLUTION REPORT**

Agenda item 8.2 document number A4536148, pages 124 - 124 refers

**RESOLUTION 2024/71**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board June Open Resolution Report.****CARRIED****9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 11:58am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 19 July 2024.

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 RESERVE MANAGEMENT PLAN PROGRAMME

**File Number:** A4759772

**Author:** Robin Rawson, Parks & Reserves Planner

**Authoriser:** Roger Ackers, Group Manager - Planning & Policy

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an update on the programme for reserve management plans for Council reserves and to seek direction from the Community Board on the priority of individual plans in the Kaikohe-Hokianga ward for the coming year.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- In 2023, the Kaikohe-Hokianga Community board recommended that a reserve management plan was progressed for Rawene Domain, however this plan has been slowed by wider community discussions;
- It is proposed that another individual reserve management plan within the Kaikohe-Hokianga ward is progressed in the coming year, and direction is sought from the Community Board on the priority for this.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board recommends that an individual Reserve Management Plan is prepared for \_\_\_\_\_ Reserve in the Kaikohe-Hokianga ward.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

Council is required to prepare reserve management plans for many reserves under its control, management or administration to ensure appropriate management, and to regularly review these plans (Section 41 of the Reserves Act 1977). Reserve management plans are not required for almost all Local Purpose reserves including esplanade reserves and utility reserves.

Council has eleven approved Reserve Management Plans on the public website for Council administered reserves including one for Lindvart Park in the Kaikohe-Hokianga ward area.

The Far North District Council Parks and Reserves Policy was adopted in 2022 and includes the following direction relevant to reserve management planning:

*The Council will systematically prepare and adopt reserve management plans for all the reserves it owns and those reserves where administration, control or management is vested in the Council as follows:*

- individual reserve management plans to be prepared for all large multi-user recreation reserves such as premier reserves that are subject to competing uses or development needs*
- individual reserve management plans to be prepared for historic reserves because of the need to record the historic reason and relevance for the creation of that reserve*
- individual reserve management plans to be prepared for local purpose reserves where the notice of vesting or notice to control and manage directs that a management plan is required (Section 41 (16) Reserves Act 1977)*
- single district wide reserve management plans to be prepared for all scenic reserves.*
- single ward wide reserve management to be prepared for smaller scale recreation reserves that currently do not have an individual reserve management plan and are not subject to significant demand and local purpose reserves (excludes esplanade reserves).*

In September 2023 the Kaikohe-Hokianga Community Board directed that an individual plan was prepared for Rawene Domain, however this plan has been slowed by wider community conversations.

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

The reserves listed in the following table are within the Kaikohe-Hokianga ward and meet requirements for individual reserve management plans outlined in the Parks and Reserves Policy.

Reserve	Existing RMP	Comment
Rāwene Domain	No	Current community interest in this reserve with changing recreational needs
Lindvart Park / Sportsville Kaikohe	2018 plan	Recent plan, and site is currently being redeveloped. The community may have more focus for a reserve management plan review when construction is complete
Memorial Park, Kaikohe	No	This park has been recently redeveloped
Ōhaeawai Rugby Field	No	The need for a reserve management plan has not been discussed with Taiamai Ōhaeawai Rugby Football & Sports Club at this time
Hone Heke Memorial Park	No	This park is classified as a historic reserve.

The preparation of a reserve management plan for Rawene Domain requires foundation work particularly with Hapu so that it can progress smoothly. Staff intend to continue work on more urgent recreational planning needs by focusing on the area of Rawene Domain fronting Clendon Esplanade. Specific Hapu and community consultation will be required before changes are made to leases and development in this area is agreed.

It is proposed that while planning work at Rawene Domain is continuing that work could start on another reserve management plan, and this report seeks the views of the Kaikohe-Hokianga Community Board on the best reserve for this.

It is expected that the Rawene Domain reserve management plan can be continued after the completion of a reserve management plan for another reserve.

## TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The proposed programme will provide for progress on a reserve management plan in the Kaikohe-Hokianga area and for foundation work on the reserve management plan for Rawene Domain to continue.

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

Budget has been allocated to undertake one reserve management plan for each ward, in addition to work on the consolidated reserve management programme. The cost estimate to produce a reserve management plan at Memorial Park, Kaikohe is approximately \$15,000.

## ĀPITIHINGA / ATTACHMENTS

Nil

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Reserve Management Plans for many reserves are a requirement of the Reserves Act 1977 and this act includes a specific consultative procedures. Parks are a matter of community interest. Reserve Management Plans are assessed as having medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act 1977 and FNDC Parks and Reserves Policy 2022 as noted above.
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 primarily references reserves in the Kaikohe-Hokianga ward area.
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.	Engagement will include tangata whenua, and consultation processes will follow the recommendations of Te Hono.
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 is required for the preparation of reserve management plans, and engagement will target those associated with a site including sports groups.
State the financial implications and where budgetary provisions have been made to support this decision.	The preparation of reserve management plans is a legislative requirement. Funding may be allocated to reduce the time to catch up on this work.
Chief Financial Officer review.	The CFO has reviewed this report.

## 7.2 PLACEMAKING WORK PROGRAMME FOR THE KAIKOHE-HOKIANGA WARD, FINANCIAL YEAR 2024/25

**File Number:** A4764940

**Author:** Jaye Michalick, Team Leader – Growth Planning & Placemaking

**Authoriser:** Roger Ackers, Group Manager - Planning & Policy

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek direction from the Kaikohe-Hokianga Community Board on the community within the Kaikohe-Hokianga ward that the Growth Planning & Placemaking Team can commence a placemaking project.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Growth Planning & Placemaking Team (GPP Team) supports approximately 2 to 3 Far North communities with placemaking projects per annum.
- A placemaking process guide is followed by the GPP Team to ensure that appropriate council officer, mana whenua and community engagement is undertaken during the project to arrive at endorsed placemaking outcomes.
- The GPP Team takes direction in turn from each community board to identify a community in each ward that the team will support to develop a Placemaking Plan.

### TŪTOHUNGA / RECOMMENDATION

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

- a) recommend the Growth Planning & Placemaking Team commence a placemaking project, resulting in a Placemaking Plan, for the community of Kaikohe in the general area of Broadway (State Highway 12) and its immediate environs, up to and including the eastern and western urban entrances; and,**
- b) approve a sum of \$xx,xxx is awarded from the Pride of Place Fund to implement priority outcomes identified in the Kaikohe-Broadway Placemaking Plan.**

### 1) TĀHUHU KŌRERO / BACKGROUND

Staff from the GPP team recently discussed with members of the Kaikohe-Hokianga Community Board potential placemaking location options within the ward. A key outcome sought by members was commencement of a project that could result in tangible results across the 2024/25 financial year.

The community of Kaikohe was considered by the Community Board members as potentially suitable for a placemaking project as there are local technical experts, community and mana whenua representatives likely to participate in the project.

The GPP Team will follow the Placemaking Process Guide (see flow diagram Attachment 1) to ensure that a sound process is followed, ensuring sufficient engagement during the project and resulting in a Kaikohe-Broadway Placemaking Plan that sets out community agreed outcomes to be implemented via funding awarded by the Kaikohe-Hokianga Community Board (where available) and to be used to seek additional funding as necessary to complete implementation.

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

There are a number of historical Community Development Plans for the Kaikohe-Hokianga Ward, see Table 1, any of which could be a starting point for identifying a community for the GPP Team to focus placemaking resources on. However, it is recommended that an activated community in the

ward is selected as the placemaking process requires significant community engagement and participation.

Table 1 – Existing Community Development Plans in Kaikohe-Hokianga Ward

Location	Document Date
Broadwood	2019
Hōreke	2023
Kaikohe	2017
Kohukohu	2019
Mangamuka	2023
Ōhaeawai	2007
Ōkaihau	2008
Ōpononi-Ōmāpere	2010
Rāwene	2017

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Given the varying processes undertaken to produce the historical community development plans for the Kaikohe-Hokianga Ward, it is recommended that the GPP team focus on completing a robust placemaking process prior to spending the Community Board Pride of Place funds in the area of Kaikohe-Broadway. Kaikohe is known to have active community, mana whenua and technical agents and therefore staff support the selection of Kaikohe-Broadway as the location to focus GPP resources on. Historical community development plans, masterplans and township plans prepared for Kaikohe will be reviewed as part of this project.

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

Budget has been allocated for the GPP Team to undertake placemaking in approximately 2 to 3 communities per annum. The costs associated with developing the Kaikohe-Broadway Placemaking plan (i.e. engagement, technical expertise and design/plan writing) will be met by the GPP team and is estimated to cost approximately \$35,000 across financial year 2024/25.

### ĀPITIHINGA / ATTACHMENTS

1. Placemaking Process Guide Flow Diagram - A4765890 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Placemaking Plans are considered to have a medium significance. They are not a statutory requirement, but they can generate a high level of public interest. Public engagement will form part of the process to develop the Kaikohe-Broadway Placemaking Plan recommended in this report.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Accessibility Policy (2022) Art and Memorials in Public Places Policy (2017) Community Gardens Policy (2013) Community Grant Policy (2018, currently under review) Parks and Reserves Policy (2022) Footpath Policy (2016) Iwi/Hapu Environmental Management Plans Policy (2016) Public Toilets Policy (2011) Street Lighting Policy (2014) Long Term Plan (2024-2027)
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 relates only to the Kaikohe-Hokianga Ward and the Kaikohe-Hokianga Community Board is being asked to recommend which community the GPP Team can undertaking placemaking with in this ward.
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.	Engagement will include mana whenua and consultation processes will follow the recommendations of Te Hono and mana whenua.

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 with the community of Kaikohe will form part of the process to develop the recommended placemaking plan.
State the financial implications and where budgetary provisions have been made to support this decision.	Budget is provided for the GPP Team to undertake the placemaking project the recommendation of this report.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



This chart outlines all the steps in the Placemaking Process that GPP supports. Certain steps in the process will direct you to your deck of cards or workbook to help you complete the step.

**FLOWCHART KEY**

Community placemaking process

Community placemaker action

Council action

Entry point

[approx. timeframe]

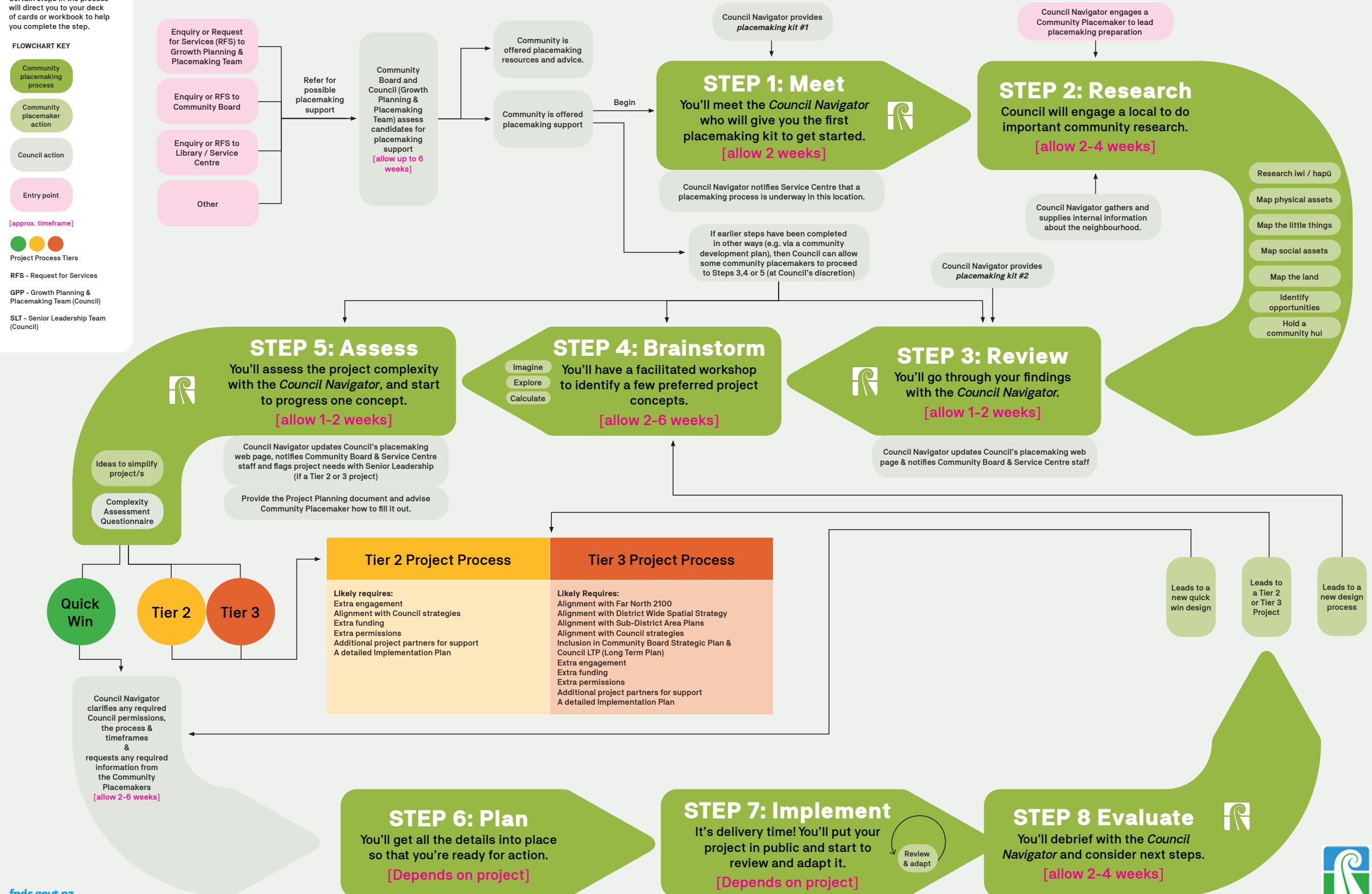
Project Process Tiers

RFS - Request for Services

GPP - Growth Planning & Placemaking Team (Council)

SLT - Senior Leadership Team (Council)

# PROCESS GUIDE





### 7.3 FUNDING APPLICATIONS

**File Number:** A4774482

**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 June 2024 meeting.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has three multi-year grants that will be paid from the 2024/25 funding allocation – Kaikohe Community Patrol (\$2000), Opononi Residents and Ratepayers (\$545) and Rob Pink for Rawene Esplanade Sand (\$1850)
- Taking the grants noted above into account, the Board has **\$102,532** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$100,000** to allocate for the Placemaking Fund in the 2024/2025 financial year.
- Six new applications have been received, as well as the Pioneer Village Kaikohe being returned to the Board, requesting \$69,219.

#### TŪTOHUNGA / RECOMMENDATION

- a) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to Coast to Coast Cat Rescue for the costs of a portable cabin for sheltering rescue cats prior to re-homing.

#### TŪTOHUNGA / RECOMMENDATION

- b) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Country Music Festival for the costs towards the 2024 Hokianga Country Music Festival.

#### TŪTOHUNGA / RECOMMENDATION

- c) That the at Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Womens Group for the costs towards running the 2024 Kohukohu Spring Show.

#### TŪTOHUNGA / RECOMMENDATION

- d) That the Kaikohe-Hokianga Community Board approve the sum of **\$xxx** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Northland College for the costs towards running the 2024 Ngā Manu Korero competition.

#### TŪTOHUNGA / RECOMMENDATION

**e) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to Ōkaihau Bowling Club for the installation of astroturf on the greens.**

#### **TŪTOHUNGA / RECOMMENDATION**

**f) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to St Mary's Church Committee for the restoration of the pipe organ at St Mary's Church, Kohukohu.**

#### **TŪTOHUNGA / RECOMMENDATION**

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

- g) uplift the report Funding Application from Kaikohe Pioneer Village and,**
- h) approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Pioneer Village for the costs towards provision of an outdoor showers, power and camping outlets and an outdoor movie venue.**

### **1) TĀHUHU KŌRERO / BACKGROUND**

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

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

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

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

<b>Applicant and Project</b>	<b>Requested</b>	<b>Recommend</b>	<b>Comments</b>	<b>Type</b>
Coast to Coast Cat rescue – portable cabin	\$10,000	\$5,000	The applicant is seeking funding to secure a portacabin to shelter cats that have been brought into the rescue before they secure permanent homes. They are also seeking funds from the other Boards.  This meets community outcomes 1, 3	Infrastructure
Hokianga Country Music Festival – 2024 Festival	\$4,230	\$3,000	This is an annual event that this Board has funded previously. It is run by volunteers and has been quite successful in the past.  This meets community outcomes 1, 3	Art, Culture and Heritage/Event
Hokianga Womens Group – Kohukohu Spring Show 2024	\$889	\$889	The applicant is seeking to re-establish the Kohukohu Spring Show to encourage community unity.  This meets community outcomes 1, 3, 6	Art, Culture and Heritage/Event
Northland College – 2024 Ngā Manu Korero 2024	\$14,625	\$5,000	The 59 <sup>th</sup> annual Ngā Manu Korero competition will be hosted by Northland College. It is an annual competition for te reo speakers and they are seeking funding for the sound and stage system.  This meets community outcomes 1, 3, 6	Art, Culture and Heritage/Event
Ōkaihau Bowling Club – Astrourfing greens	\$20,000	\$10,000	The applicant is seeking to astroturf their greens so that they will be all-weather and be more resilient and long-lasting.  This meets community outcomes 1, 3	Infrastructure
St Mary's Church Committee Kohukohu – restoration of pipe organ	\$4,362	\$4,362	The applicant is seeking funding to assist with the restoration of the pipe organ in their church.  This meets community outcomes 1, 3, 6	Infrastructure

Applicant and Project	Requested	Recommend	Comments	Type
Pioneer Village Kaikohe outdoor shower, power and camping outlets	\$8,113	\$8,113	The Pioneer Village in Kaikohe is working on becoming more welcoming for visitors that use campervans to travel. They are seeking funding to install an outdoor shower and power outlets for campers. They are also wanting to provide for outdoor movie screenings.  This meets community outcomes 1, 2, 3	Infrastructure

### 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. **Coast to Coast Cat Rescue - A4774238** [↓](#) 
2. **Hokianga Country Music Festival - A4774235** [↓](#) 
3. **Hokianga Womens Group - A4774241** [↓](#) 
4. **Northland College - A4774239** [↓](#) 
5. **Okaihau Bowling Club - A4774240** [↓](#) 
6. **St Mary's Church Committee Kohukohu - A4774236** [↓](#) 
7. **Pioneer Village Kaikohe - A4737308** [↓](#) 

**HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
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. KHCB00049 From Coast to Coast Cat Rescue

Form Submitted 16 Jun 2024, 6:16PM 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](mailto: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 \*

Coast to Coast Cat Rescue



**Kaikohe-Hokianga Community Board July 2023 - June 2024**  
**Local Grant Application Form**  
**Application No. KHCB00049 From Coast to Coast Cat Rescue**  
Form Submitted 16 Jun 2024, 6:16PM NZST

## Contact details

## Purpose of organisation

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

To minimise the impact an uncontrolled cat population has on the environment; both urban and rural by encouraging and educating on the need for responsible companion animal guardianship including de-sexing, vaccination and microchipping and;  
To provide shelter, care and rehoming for unwanted or stray cats and kittens.

**Number of Members \***

4

## Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:

**Name of Activity \***

Cabin Purchase to House Stray Cats Looking for Homes

**Location \***

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00049 From Coast to Coast Cat Rescue**

Form Submitted 16 Jun 2024, 6:16PM NZST

303 Pakaru Road, Kawakawa

**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 \***

15/07/0024

Must be a date.

**End Date \***

15/07/0024

Must be a date.

**Time**

**Project Outline:**

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

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

**Project Outline:**

Coast to Coast Cat Rescue provides shelter, care and rehoming for unwanted or stray cats and kittens.

Since we began as CCCR in December 2022 we have brought into care 894 cats and kittens. We have adopted 707 and transferred many to other rescues when we are at capacity.

Currently our adult cats are housed in aviaries which are not fit for purpose. Although the cats are housed out of the elements the current set up can be cold in the winter and is hard to keep hygienically clean.

We have been awarded \$10,000 from Pub Charities towards the purchase of a cabin and enclosed deck area. The total required including transport is \$20885.

## 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

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

### Application No. KHCB00049 From Coast to Coast Cat Rescue

Form Submitted 16 Jun 2024, 6:16PM NZST

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	\$	\$0.00	No files have been uploaded
Advertising/Promotion	\$	\$0.00	No files have been uploaded
Facilitation/Professional Fees	\$	\$0.00	No files have been uploaded
Administration	\$	\$0.00	No files have been uploaded
Equipment Hire	\$	\$0.00	No files have been uploaded
Equipment Purchase	\$19,850.00	\$9,000.00	Filename: Cabin Invoice.pdf File size: 161.9 kB
Utilities	\$	\$0.00	No files have been uploaded
Hardware (e.g cement, timber)	\$	\$0.00	No files have been uploaded
Consumable materials	\$	\$0.00	No files have been uploaded
Refreshments	\$	\$0.00	No files have been uploaded
Travel/Mileage	\$	\$0.00	No files have been uploaded
Volunteer Expenses Reimbursements	\$	\$0.00	No files have been uploaded
Hiab Transport	\$1,035.00	\$1,035.00	Filename: Quote QU0072.pdf File size: 73.8 kB

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form  
Application No. KHCB00049 From Coast to Coast Cat Rescue**  
Form Submitted 16 Jun 2024, 6:16PM NZST

Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

**Funding Request Amount**

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

**What is the total cost of your project? \***

\$20,885

Must be a dollar amount.

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

\$10,000

Must be a dollar amount.

**Financial Information**

**\* indicates a required field**

**Is your organisation registered for GST? \***

Yes  No

**GST Number**

**GST Number \***

137-582-139

**Current Funding**

**How much money does your organisation currently have? \***

\$8,000.00

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
---------	--------

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form  
Application No. KHCB00049 From Coast to Coast Cat Rescue**  
Form Submitted 16 Jun 2024, 6:16PM NZST

	Must be a dollar amount.
	\$
	\$
	\$
	\$
	\$

**Total Tagged Funds**

**Total Expenditure Amount**

\$10,000.00

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.	
Pub Charities	\$10,000.00	Approved
	\$	

**Previous Funding from FNDC**

**Have you previously received funding from FNDC? \***

Yes  No

**Previous Funding from FNDC**

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Van Purchase	\$10,000.00	02/07/2023	Yes
Euthanasia and Traps	\$5,000.00	02/07/2023	Yes
Desexing	\$10,000.00	02/07/2023	Yes

**Declaration**

**Privacy Information**

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

### Application No. KHCB00049 From Coast to Coast Cat Rescue

Form Submitted 16 Jun 2024, 6:16PM NZST

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)

Coast to Coast Cat Rescue

### 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.

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

### Application No. KHCB00049 From Coast to Coast Cat Rescue

Form Submitted 16 Jun 2024, 6:16PM NZST

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

### Signatory One

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

Application No. KHCB00050 From Hokianga Country Music Club Inc

Form Submitted 21 Jun 2024, 10:54AM 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](mailto: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 \*

Hokianga Country Music Club Inc



**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form  
Application No. KHCB00050 From Hokianga Country Music Club Inc**  
Form Submitted 21 Jun 2024, 10:54AM NZST

## Contact details

## Purpose of organisation

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

We host a country music festival every year to bring visitors to Hokianga not just for the music but also to enjoy the Hokianga Hospitality and what Hokianga has to offer, also gives Hokianga to experience and enjoy the talent we bring to Hokianga. To promote Hokianga as an ideal holiday (tourism) destination (festival)To foster and encourage participation in Country Music entertainment at all levels, to develop and encourage the musical talents of all members of the club.To promote good fellowship and loyalty to the club and its members. To entertain and bring enjoyment and fellowship to those confined to hospitals and old age homes, to foster and encourage the participation of disabled persons to enjoy and develop their talents in country music

The purpose of our organisation is to share country music with young and old in the Hokianga Area, to give those who enjoy singing to join us at the venues we perform.

**Number of Members \***

128

## Project Details

**\* indicates a required field**

## Project Details

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00050 From Hokianga Country Music Club Inc**

Form Submitted 21 Jun 2024, 10:54AM NZST

Clearly describe the project or event:

**Name of Activity \***

Hokianga Country Music Festival

**Location \***

Kohukohu, Rawene, Opononi, Omapere, Waimamaku

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

Yes

No

**If so, how much?**

\$40 Weekend/\$25 Friday/\$30 Saturday/ \$20 Sunday

**Start Date \***

27/09/2024

Must be a date.

**End Date \***

29/09/2024

Must be a date.

**Time**

5PM-12 Friday, 11am- Midnight Saturday, 11am-8pm Sunday

**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:**

- Our festival venues are located in Waimamaku, Opononi, Rawene and Kohukohu. Continuous music is played at all venues throughout the weekend, with the opportunity for everyone to also enjoy the Hokianga at their leisure, our spectacular seaviews, and green countryside and our Hokianga hospitality. These are special memories for our visitors and often is what they look forward to coming back to every year at festival time. Our communities also look forward to this weekend as they also come along to the festival, its a special occasion for everyone.

Our bands and festival fans will be crossing on the ferry during the weekend to the Kohukohu Hotel venue. Kohukohu is an 'off the radar' township that so many of our festival patrons take the opportunity to go see.

With the increase in people in Hokianga here for the festival, our local businesses, Holiday homes, garages, takeaways, cafes, shops, Ferry all look forward to our annual event. We estimate 1000 visitors over the weekend.

We acknowledge all the volunteers who give their time, the ladies from our local Lions group who man the doors, all our door people, Courtesy Van drivers, Advertising board painters, and our Committee who organise bands, programs, accommodation, venues, funding, flyers, badges, venue decorations. When the festival weekend begins on Friday night, that is when everyone who helped make this special event feel it was all so worth the time and effort.

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form**  
Application No. KHCB00050 From Hokianga Country Music Club Inc  
Form Submitted 21 Jun 2024, 10:54AM NZST

**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.	
Band Accommodation	\$47,494.00	\$	Filename: 2024Band Accommodation .pdf File size: 79.1 kB

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00050 From Hokianga Country Music Club Inc**

Form Submitted 21 Jun 2024, 10:54AM NZST

Sound Techniciansn	\$12,800.00	\$	Filename: 2024 Soun dtech Mike Hoeta.doc x (1).pdf File size: 87.8 kB <hr/> Filename: 2024EruW ano (2).pdf File size: 62.3 kB <hr/> Filename: 2024Tana Te Whata Bar n Grill ( 2).pdf File size: 31.4 kB <hr/> Filename: 2024Tana Te Whata Sands.pdf File size: 30.8 kB <hr/> Filename: 2024Ted V Sounds.docx (4).pdf File size: 2.5 MB <hr/> Filename: 2024Tupu Campbell (3).pdf File size: 38.9 kB <hr/> Filename: 2024Viv All en.docx (2).pdf File size: 60.3 kB
Band Meal Vouchers	\$5,550.00	\$	Filename: 2024 Petrol & Breakfast.pdf File size: 41.0 kB
Band Petrol Vouch- ers	\$2,770.00	\$	Filename: 2024 Petrol & Breakfast.pdf File size: 41.0 kB
Venue Hire	\$1,200.00	\$	Filename: VOpononi Hall.pdf File size: 33.3 kB
Festival Badgess	\$1,570.00	\$1,570.00	Filename: Badge King .pdf File size: 20.3 kB
Advertising/Promotio n	\$500.00	\$	<i>No files have been uploaded</i>
APRA Fees	\$300.00	\$	<i>No files have been uploaded</i>
Stationery/Photocopy ing	\$800.00	\$	<i>No files have been uploaded</i>

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form**  
Application No. KHCB00050 From Hokianga Country Music Club Inc  
Form Submitted 21 Jun 2024, 10:54AM NZST

Travel	\$500.00	\$	No files have been uploaded
Band Ferry Travel	\$2,660.00	\$2,660.00	Filename: Ferry Quote.png File size: 107.8 kB
Required Documentation	\$	\$	Filename: 2024 Ferry Travel Times .pdf File size: 99.5 kB Filename: 2024 Festival Budget .pdf File size: 56.0 kB Filename: 2024 Health & Safety plan.pdf File size: 25.3 kB Filename: 2024 PROGRAMME.pdf File size: 443.0 kB Filename: Cover letter FNDC Funding 2024 .pdf File size: 65.4 kB Filename: Ferry Quote.png File size: 107.8 kB Filename: Festival Poster.jpg File size: 577.4 kB

**Funding Request Amount**

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

**What is the total cost of your project? \***

\$76,144

Must be a dollar amount.

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

\$4,230

Must be a dollar amount.

**Financial Information**

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form**  
Application No. KHCB00050 From Hokianga Country Music Club Inc  
Form Submitted 21 Jun 2024, 10:54AM NZST

\* indicates a required field

**Is your organisation registered for GST? \***

Yes  No

**Current Funding**

**How much money does your organisation currently have? \***

\$21,216.27

Must be a dollar amount.

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

\$11,206.75

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.
Cover the Budget Shortfall	\$11,206.75
	\$
	\$
	\$
	\$

**Total Tagged Funds**

**Total Expenditure Amount**

\$36,018.00

This number/amount is calculated.

**Other Funding**

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Pub Charity	\$36,018.00	Pending
	\$	

**Previous Funding from FNDC**

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00050 From Hokianga Country Music Club Inc**

Form Submitted 21 Jun 2024, 10:54AM NZST

**Have you previously received funding from FNDC? \***

Yes  No

### Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Ferry Costs	\$2,865.00	01/09/2023	Yes
Ferry Costs	\$2,625.00	01/09/2022	Yes
Ferry Costs	\$2,785.00	01/09/2019	Yes

## Declaration

### Privacy Information

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### Applicant Declaration

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

#### On behalf of: (full name of organisation)

Hokianga Country Music 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.

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

Application No. KHCB00050 From Hokianga Country Music Club Inc

Form Submitted 21 Jun 2024, 10:54AM NZST

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

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

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

### Signatory One

Name





# Local Grant Application Form

## Instructions

Please read carefully:

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

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

- Quotes (or evidence of costs) for all items listed as total costs on pg 3
- Most recent bank statements and (signed) annual financial statements
- Programme/event/project outline
- A health and safety plan
- Your organisation's business plan (if applicable)
- If your event is taking place on Council land or road/s, evidence of permission to do so
- Signed declarations on pgs 5-6 of this form

## Applicant details

Organisation  Number of Members

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe the purpose of the organisation.



# Local Grant Application Form

## Project Details

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

- Te Hiku
  Kaikohe-Hokianga
  Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity  Date

Location  Time

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

If so, how much?

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

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

The whole Nth Hokianga community will benefit from the Kohukohu Spring Show. Our goal is revive the old school activities of gardening, cooking, and making. Unite the community in fierce yet harmless competition using the skills necessary for survival in Nth Hokianga. Last year's show, the 1st in 20 years, was successful with over 50 entrants in 91 categories from Broadwood, Kohukohu, Pahurangi, Motukaraka and Mitimita. Our intention is to broaden the entrant scope for the tamariki ~~show~~ categories by holding workshops in the schools so the tamariki can learn how to enter the various categories.

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



# Local Grant Application Form

## Project Cost

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

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

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

**Please Note:**

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	\$150	\$75
Advertising/Promotion	\$537	\$268.50
Facilitator/Professional Fees <sup>2</sup>	\$100	\$50
Administration (incl. stationery/copying)	\$400	\$200
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)	\$150	\$75
Consumable materials (craft supplies, books)	\$150	\$75
Refreshments	\$40	\$20
Travel/Mileage	\$100	\$50
Volunteer Expenses Reimbursement	\$150	\$75
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
<b>TOTALS</b>	<b>\$1777.00</b>	<b>\$888.50</b>

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



# Local Grant Application Form

## Financial Information

Is your organisation registered for GST?  Yes  No GST Number

How much money does your organisation currently have?

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

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

Purpose	Amount
TOTAL	

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

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N

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



## Local Grant Application Form

### Privacy Information

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

### Applicant Declaration

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

On behalf of: (full name of organisation)

HOKIANGA WOMEN'S GROUP.

We, the undersigned, declare the following:

In submitting this application:

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



## Local Grant Application Form

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

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

**Signatory One**

Name

Postal Address

Phone Number

Signature

**Signatory Two**

Name

Postal Address

Phone Number

Signature

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

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

Application No. KHCB00048 From Northland College

Form Submitted 20 Jun 2024, 5:21PM 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](mailto: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 \***

Northland College

**Kaikohe-Hokianga Community Board July 2023 - June 2024  
Local Grant Application Form  
Application No. KHCB00048 From Northland College**  
Form Submitted 20 Jun 2024, 5:21PM NZST

## Contact details

## Purpose of organisation

**Please briefly describe the purpose of the organisation \***  
Secondary School in Kaikohe

**Number of Members \***  
360

## Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:

**Name of Activity \***  
Ngā Manu Kōrero 2024

**Location \***  
Papa Hawaiki Kaikohe

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



## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00048 From Northland College**

Form Submitted 20 Jun 2024, 5:21PM NZST

Yes

No

### If so, how much?

\$250 per school entry. Free for public attendance.

### Start Date \*

30/07/2024

Must be a date.

### End Date \*

01/08/2024

Must be a date.

### Time

### Project Outline:

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

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

### Project Outline:

This is the 59th year of the Ngā Manu Kōrero national secondary school speech competition, which is regarded as a significant event in Māori education for nurturing oratory skills and providing the stage for rangatahi to express their views.

This event will benefit both students and the community in Northland for the reasons explained above. It encourages fluency in both Te Reo Maori and English and is open to the all of the community.

## 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

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00048 From Northland College**

Form Submitted 20 Jun 2024, 5:21PM NZST

### 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	\$	\$	<i>No files have been uploaded</i>
Advertising/Promotion	\$300.00	\$0.00	<i>No files have been uploaded</i>
Food	\$1,500.00		<i>No files have been uploaded</i>
Koha Judges and Mcs	\$1,800.00	\$0.00	<i>No files have been uploaded</i>
Floor and Sound Hire	\$16,385.00	\$14,625.00	Filename: Flooring quote.pdf File size: 174.9 kB Filename: Kamira.docx File size: 14.3 kB
			<i>No files have been uploaded</i>
Wireless RT's	\$240.00	\$0.00	<i>No files have been uploaded</i>
Hardware (e.g cement, timber)	\$	\$	<i>No files have been uploaded</i>
Consumable materials	\$	\$	<i>No files have been uploaded</i>
Refreshments	\$	\$	<i>No files have been uploaded</i>
Travel/Mileage	\$1,000.00	\$	<i>No files have been uploaded</i>
Moari Warden	\$400.00	\$0.00	<i>No files have been uploaded</i>
Miscellaneous	\$3,000.00	\$0.00	<i>No files have been uploaded</i>
Other (describe)	\$	\$	<i>No files have been uploaded</i>
Other (describe)	\$	\$	<i>No files have been uploaded</i>

### Funding Request Amount

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

### Application No. KHCB00048 From Northland College

Form Submitted 20 Jun 2024, 5:21PM NZST

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? \***

\$24,625

Must be a dollar amount.

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

\$14,625

Must be a dollar amount.

### Financial Information

**\* indicates a required field**

**Is your organisation registered for GST? \***

Yes  No

### GST Number

**GST Number \***

10-204-798

### Current Funding

**How much money does your organisation currently have? \***

\$9,999.00

Must be a dollar amount.

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

\$9,999.00

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.
Balance of costs less flooring	\$9,999.00
	\$
	\$
	\$
	\$

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

Application No. KHCB00048 From Northland College

Form Submitted 20 Jun 2024, 5:21PM 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.	
	\$	
	\$	

### Previous Funding from FNDC

Have you previously received funding from FNDC? \*

Yes  No

### Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Nga Manukorero 2019	\$1,500.00	23/05/2019	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

## Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

**Application No. KHCB00048 From Northland College**

Form Submitted 20 Jun 2024, 5:21PM NZST

*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)**

Duane Allen

### 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 **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.

## **Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form**

### **Application No. KHCB00048 From Northland College**

Form Submitted 20 Jun 2024, 5:21PM NZST

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

### **Signatory One**

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

Application No. KHCB00003 From Ōkaihau Bowling Club

Form Submitted 2 Jul 2024, 9:20AM 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](mailto: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 \*

Ōkaihau Bowling Club

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00003 From Ōkaihau Bowling Club**  
Form Submitted 2 Jul 2024, 9:20AM NZST

## Contact details

## Purpose of organisation

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

Okaihau Bowling Club serves as a crucial community hub, providing a recreational outlet for individuals of all ages, promoting physical activity and a healthy lifestyle. Beyond exercise, Okaihau Bowling Club is a place for our community to gather, fostering a sense of belonging and camaraderie and is regularly used for various social events, tournaments, and leagues, catering to the entertainment needs of residents. Additionally, bowling clubs contribute to skill development and friendly competition, encouraging personal growth and a sense of achievement. Okaihau Bowling Club plays a multifaceted role in enhancing the quality of life for individuals and contributing significantly to the overall well-being and cohesion of the community we serve.

**Number of Members \***

105

## Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:



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

Application No. KHCB00003 From Ōkaihau Bowling Club

Form Submitted 2 Jul 2024, 9:20AM NZST

**Name of Activity \***

Bowling Club

**Location \***

Ōkaihau

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

Yes

No

**If so, how much?****Start Date \***

01/10/2024

Must be a date.

**End Date \***

31/07/2024

Must be a date.

**Time****Project Outline:**

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

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

**Project Outline:**

The installation of an all weather astroturf surface to enable members of the Ōkaihau and surrounding communities a space to come together and connect all year round as well as a provide all year round access to a sport that they are able to engage and participate in no matter their age or physical capabilities.

## Project Cost

**\* indicates a required field**

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

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

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

**Please Note:**

- You need to provide quotes (evidence of costs) for everything listed in the total costs

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

Application No. KHCB00003 From Ōkaihou Bowling Club

Form Submitted 2 Jul 2024, 9:20AM NZST

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	\$	\$	No files have been uploaded
Utilities	\$	\$	No files have been uploaded
Hardware (e.g cement, timber)	\$	\$	No files have been uploaded
Consumable materials	\$	\$	No files have been uploaded
Refreshments	\$	\$	No files have been uploaded
Travel/Mileage	\$	\$	No files have been uploaded
Volunteer Expenses Reimbursements	\$	\$	No files have been uploaded
Astroturf supply and installation	\$275,790.00	\$20,000.00	Filename: Okaihou Bowling club Revised Jan 2024 (1) (1).pdf File size: 501.5 kB
Other (describe)	\$	\$	No files have been uploaded

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00003 From Ōkaihau Bowling Club**  
Form Submitted 2 Jul 2024, 9:20AM NZST

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? \***

\$275,790

Must be a dollar amount.

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

\$20,000

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? \***

\$110,000.00

Must be a dollar amount.

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

\$20,000.00

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.
Operations and management	\$20,000.00
	\$
	\$
	\$

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

**Application No. KHCB00003 From Ōkaihau Bowling Club**  
Form Submitted 2 Jul 2024, 9:20AM NZST

### Total Tagged Funds

**Total Expenditure Amount**

\$165,000.00

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.	
Pub Charity	\$35,000.00	Approved
Lottery Community Facilities	\$55,000.00	Pending
Foundation North	\$75,000.00	Pending

### Previous Funding from FNDC

**Have you previously received funding from FNDC? \***

Yes  No

## Declaration

### Privacy Information

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

### Applicant Declaration

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

**On behalf of: (full name of organisation)**

Ōkaihau Bowling Club

### New Section

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

**Application No. KHCB00003 From Ōkaihou Bowling Club**

Form Submitted 2 Jul 2024, 9:20AM NZST

### **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 **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00003 From Ōkaihau Bowling Club**  
Form Submitted 2 Jul 2024, 9:20AM NZST

accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).  
10To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

**Signatory One**

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

**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
Form Submitted 28 Jun 2024, 12:47PM 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](mailto: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 \*

St Mary's Church Committee, Kohukohu

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
Form Submitted 28 Jun 2024, 12:47PM NZST

## Contact details

## Purpose of organisation

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

To maintain regular services of worship and communion in a way that is openly welcoming to all who would join us.

To offer spiritual and material support to people in their times of need and celebration.

To reach out to help meet needs around the world by supporting Missions.

To be good stewards of the resources and finances of the church historic building, hall annexe and Second Hand Rose Op-Shop

**Number of Members \***

15

## Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:

**Name of Activity \***

Restoration of St Mary's Church Kohukohu Pipe Organ



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

**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
Form Submitted 28 Jun 2024, 12:47PM NZST

**Location \***

St Mary's Church 3 Church Street Kohukohu

**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 \***

27/06/2024

Must be a date.

**End Date \***

30/11/2024

Must be a date.

**Time****Project Outline:****Outline your activity and the services it will provide. Tell us**

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

**Project Outline:**

St Mary's has a pipe organ which, during the last 30 years, has provided music for services and public concerts and attracts locals to listen to the organ being played. In 2023 a musician planning to live in the Far North became the new organist - much to the delight of the congregation and locals alike. Unfortunately, it was found that the organ was in need of some attention. We were able to contact Mike Young, who is employed by the South Island Organ Company and travels to the Far North once a year to assess and repair organs. We are not aware of any other recommended professional organ repair specialists in New Zealand. Mike came last November to repair the organ (at a cost of \$1,842 including GST) and advised that a second visit would be required to complete the work (his estimate for the second visit is attached to this application).

The dream and vision for St Mary's congregation is to restore the organ to its original state - so that the community of Kohukohu and North Hokianga will continue to enjoy organ music for monthly church services, Christmas and Easter, funerals and weddings and hold concerts and musical events in the church. Kohukohu is a vibrant community which embraces music and arts from all cultures and ages. A music club meets once a month to showcase local artists and the church can provide another venue for music experience. A restored pipe organ will add another level to local music appreciation as well as serving the spiritual needs of North Hokianga parishioners.

**Project Cost****\* indicates a required field**

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
 Form Submitted 28 Jun 2024, 12:47PM 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**

<b>Expenditure</b>	<b>Total Cost</b>	<b>Amount Requested</b>	<b>Quotes</b>
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Venue Hire	\$	\$	<i>No files have been uploaded</i>
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>
Facilitation/Professional Fees	\$	\$	<i>No files have been uploaded</i>
Administration	\$	\$	<i>No files have been uploaded</i>
Equipment Hire	\$	\$	<i>No files have been uploaded</i>
Equipment Purchase	\$	\$	<i>No files have been uploaded</i>
Utilities	\$	\$	<i>No files have been uploaded</i>
Hardware (e.g cement, timber)	\$	\$	<i>No files have been uploaded</i>
Consumable materials	\$	\$	<i>No files have been uploaded</i>
Refreshments	\$	\$	<i>No files have been uploaded</i>
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
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Volunteer Expenses Reimbursements	\$600.00		Filename: 2024 St Mary's Church Pipe Organ Repair - volunteer hours.pdf File size: 28.3 kB
Repairs of Pipe Organ	\$8,723.00	\$4,362.00	Filename: 2024 05 19 St Mary's Church Financial Report at NHC C AGM IMG_20240628_0004.pdf File size: 168.7 kB  Filename: 2024 06 16 - 2 St Mary's Church Kohukohu Pipe Organ Estimate - St Marys Kohukohu onsite overhaul - April 2024.pdf File size: 161.8 kB  Filename: 2024 06 27 NHCC Health and Safety Statement IMG_20240627_0001 (1).pdf File size: 165.0 kB  Filename: 2024 06 27 St Mary's Church Pipe Organ Progress Report (1).docx File size: 7.6 kB  Filename: 2024 06 28 St Mary's Church Transaction History Report.pdf File size: 219.2 kB  Filename: 2024 NHCC Health and Safety Plan (1).pdf File size: 37.0 kB
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

**Funding Request Amount**

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
 Form Submitted 28 Jun 2024, 12:47PM NZST

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

**What is the total cost of your project? \***

\$9,323

Must be a dollar amount.

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

\$4,362

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? \***

\$25,585.00

Must be a dollar amount.

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

\$25,585.00

Must be a dollar amount.

**Tagged Funds**

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

<b>Purpose</b>	<b>Amount</b>
	Must be a dollar amount.
To pay regular overheads mainly cleaning, electricity and maintenance	\$1,435.00
Reserve fund for paying overheads, unbudgeted maintenance and purchases. Pay first round of organ repairs ( \$1, 842)	\$10,871.00
Second Hand Rose Church Op Shop yearly overheads - commercial rates, insurance , safety inspections and upgrades, electricity, maintenance and reserve fund for loss years. The shop is self-funding.	\$13,279.00
	\$

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
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 Form Submitted 28 Jun 2024, 12:47PM NZST

	\$
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**Total Tagged Funds**

**Total Expenditure Amount**  
 \$7,000.00  
 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.	
Methodist Church of New Zealand PAC fund	\$7,000.00	Pending
	\$	

**Previous Funding from FNDC**

**Have you previously received funding from FNDC? \***  
 Yes  No

**Declaration**

**Privacy Information**

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

**Applicant Declaration**

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

**On behalf of: (full name of organisation)**  
 St Mary's Church Committee

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
Form Submitted 28 Jun 2024, 12:47PM NZST

## 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 **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00001 From St Mary's Church Committee, Kohukohu**  
Form Submitted 28 Jun 2024, 12:47PM NZST

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.

# Local Grant Application Form



## Instructions

**Please read carefully:**

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

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

- Quotes (or evidence of costs) for all items listed as total costs on pg 3
- Most recent bank statements and (signed) annual financial statements
- Programme/event/project outline
- A health and safety plan
- Your organisation's business plan (if applicable)
- If your event is taking place on Council land or road/s, evidence of permission to do so
- Signed declarations on pgs 5-6 of this form

**Kaikohe Service Centre**

**21 MAY 2024**

## Applicant details

<b>Organisation</b>	Pioneer Village Kaikohe	Number of Members	<input type="text"/>
<b>Postal Address</b>	[Redacted Address and Contact Information]		
<b>Physical Address</b>			
<b>Contact Person</b>			
<b>Phone Number</b>			
<b>Email Address</b>			

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

*"preserving our part for the future"*  
 To provide space and opportunity for learning, social interaction and reflection that fuel creativity and provides inspiration.



# Local Grant Application Form



## Project Details

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

- Te Hiku
  Kaikohe-Hokianga
  Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity  Date

Location  Time

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

If so, how much?

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

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

as attached. and "noted stage 2 + 3."

→ 6.2 is an extract from The PVR Stakearc plan.

\* pioneer village continner to find unique and diverse ways to bring the area to life, and branches out to bring a larger target market and visitors to share in our heritage, history and culture.

- ① outdoor rustic shower facilities
- ② outdoor movies. (community events = drive in movie)
- ③ outdoor power /camping outlets and lighting.

\* Kaikohe is a yearcker motorhome friendly town this would be in support.

# Local Grant Application Form



## Project Cost

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

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

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


**Please Note:**

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire <i>* Electrician</i>	5343.00.	5343.00.
Equipment Purchase (describe)	1670.00.	1670.00.
Utilities		
Hardware (e.g. cement, timber, nails, paint)	1100.00.	1100.00.
Consumable materials (craft supplies, books)		
Refreshments <i>volunteer drinks</i>	150.00	—
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$15/hr) <i>200 hours.</i>	5000.00.	not applicable
Other (describe) <i>recycled materials gas bottles, water pipes-hoses, pavers, metal (concrete)</i>	3000.00.	—
<b>TOTALS</b>	<b>\$ 16,263.00.</b>	<b>\$ 8113.00.</b>

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

# Local Grant Application Form



## Financial Information

Is your organisation registered for GST?  Yes  No GST Number

How much money does your organisation currently have?

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

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

Purpose	Amount
Operational, wages - minor RM.	39,300.64.
Maicha Cottage - Restoration	83,676.64.
<b>TOTAL</b>	<b>122,977.28</b>

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

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
strategy and survival.	\$20,000 - 00.	2022	(Y) / N
* (Please note we are still waiting for a referral and meeting with council in regards to the outcome of this report).			Y / N
			Y / N
			Y / N

## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

**On behalf of: (full name of organisation)**

Kaikohe + District Historical + Mechanical Trust T/A Pioneer Village KCo.

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

In submitting this application:

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

**Signatory One**

**Signatory Two**

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

# Local Grant Application Form



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

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

**Signatory One**

Name

Postal Address

Phone Number

**Signature**

**Signatory Two**

Name

Postal Address

Phone Number

**Signature**

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029

## 7.4 PROJECT FUNDING REPORTS

**File Number:** A4774247

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

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

- a) Coast to Coast Cat Rescue
- b) Life Education Trust

### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

### TAKE TŪHOTUNGA / REASON FOR THE RECCOMENDATION

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

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

There are no financial implications or budgetary requirements.

### ĀPITIHINGA / ATTACHMENTS

1. Coast to Coast Cat Rescue - A4774237 [↓](#) 
2. Life Education Trust - A4774242 [↓](#) 

**HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:**

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

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

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



**Project Report  
COMMUNITY GRANT FUND - LOCAL**

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

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

Please return the completed form to: [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) PDF attachment via email is preferred) OR:  
Funding Advisor  
Far North District Council Private  
Bag 752  
KAIKOHE 0440

Name of organisation: **Coast to Coast Cat Rescue** \_\_\_\_\_

Name & location of project: **Purchase of Cat Traps and Euthanasia Costs** \_\_\_\_\_

Date of project/activity: **July 2023- January 2024** \_\_\_\_\_

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: **\$5750 inc GST** \_\_\_\_\_

Board meeting date the grant was approved: **AUGUST** \_\_\_\_\_

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Cat Trap Purchase	\$1797.48	Y
82 Cat Euthanizes	\$ 3952.52	Y
	\$	
	\$	
Total:	\$ 5750	

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



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

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

With the funding we were able to purchase 7 Cat Traps.  
We also euthanized 82 feral and semi feral/unsociable cats between July 2023 and January 2024.

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

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

<https://www.facebook.com/profile.php?id=100088046198045>



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

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

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

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

Funding Advisor  
Far North District Council Private  
Bag 752  
KAIKOHE 0440

**Name of Organisation:** Life Education Trust Far North

**Name & location of project:** Kaikohe, Far North,

**Date of project/activity:** 2023/2024

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

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

**Amount received from the Community Fund:** \$1500

**Board meeting date the grant was approved:** November 2023

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

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
NZTA - RUC charges	\$1347.88	Yes
Kiwi Fuelcards	\$882.52	Yes
	\$	
Total:	\$1941.69	

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



**Project Report  
COMMUNITY GRANT FUND - LOCAL**

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

This funding has enabled us to pay some of the necessary Fuel and compliance costs of running the Life Education truck and mobile classroom.. The Road User charges will continue to be used throughout the year.

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

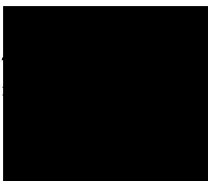
We were able to travel to out of the way places, owing to our maneuverability and flexibility of the educator.

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

N/A

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

**This report was completed by:**



mob: 0212046967

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

## 7.5 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4536044

**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 2024 member reports from Chair Chicky Rudkin and Deputy Chair Tanya Filia.**

### TE TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

### REASON FOR THE RECOMMENDATION

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

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

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

### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Chicky Rudkin Report July 2024 - A4766782  
2. KHCB Deputy Chair Tanya Filia Report July 2024 - A4764414  



**Kaikohe-Hokianga  
Community Board** **Member's Report**

Name: Chairperson Chicky Rudkin  
 Subdivision: Kaikohe  
 Date: 25<sup>th</sup> June, 2024

**Meetings Attended**

Date	Meeting	Comments
28 May	He Korowai o Kaikohekohe Presentation	Scarlet Mokaraka also attended our most recent KHCB Meeting to share slideshow: 
30 May	Business Call Meeting	Roading a feature of meeting along with Northland Businesses seeking solutions to develop and progress
31 May	Community Board Chairs meeting with Kahika	
4 June	Findings of the District Housing and Business Development  Capacity Assessment Workshop	Data shared to assist with planning for business/housing. Will infrastructure handle the anticipated growth and development
6 June	Business Call Meeting	State of roads featured again, engineer to work alongside contractors, SH10 concerns, Mangamuka and Brynderwyns on track. Civil Defence training. Current CD venue Kaikohe Memorial Hall, road safety raised following several fatal accidents in Tai Tokerau involving young drivers
6 June	Extraordinary Council LTP Deliberations Meeting	Further considerations following additional information provided by staff. Community Boards to develop Year 4-10 plan
10 June	KHCB Agenda Preview Meeting	Review draft agenda
21 June	KHCB Meeting	Considerable number of funding applications, all funding was allocated. Two significant funding approvals were to HCET to

		continue the sustainable garden work in areas around the Hokianga and the replacement of the fence around Lindvart Park.
21 June	Place Making Workshop	Staff shared pertinent information to support a decision on placemaking project location at the upcoming July KHCB meeting. Once a decision is made, there will be community consultation to gauge community ideas about the project.
21 June	Reserve Management Plan Workshop	Discussions re: Reserve Management Plan processes – including Rawene, Kaikohe Memorial Park and Skate Parks. Agenda items to be tabled at July meeting.

### Community Issues

Issue name	Comment
NZTA RFS 4198265	Signage from Rawene Ferry to the State Highway intersection. Request has been escalated. This comes under NZTA responsibility.
RFS 4157436	Lindvart Park Trees - falling debris, branches, leaves coupled with the sludge along kerbsides 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. Partially completed prior to Papa Hawaiiki opening, awaiting last two Elm trees that cause the most issue to be severely pruned to avoid so much leaf and debris falling next autumn / winter. Contractor has been working through traffic management plans with NTA and Waka Kotahi. These have just been finalised and contractor has scheduled the remaining works for second week of June, weather permitting. This RFS was initially made prior to May 2023.
RFS Rahiri Settlement Road	RFS raised 4 <sup>th</sup> June in regard to the large potholes, deep ridges along the Rahiri Settlement Road from the bridge through to the end of the road at the creek. This I was advised was scheduled for grading this same week, update from Ventia sent to FNDC.
RFS Kohukohu Rugby grounds mowing	Follow up has been shared with Community Member regarding the Kohukohu Rugby Grounds being included in the new mowing contract, Facilities Operations Team has confirmed that under the new contract mowing and lines marking of Kohukohu Domain will begin financial year 2 – July 2025 along with a number of others.
RFS 416034 related to 4178153	Rawiri Taiwhanga Park Plaque – alterations will be progressed following consultation with Hapu.
RFS 4199780	Fir trees up against fence on Recreation Road, including a large lump of soil/stone mix on pathway. Ventia have advised this has been completed.

RFS 4203575	Renwick Road Otatau Bridge – NTA have inspected the bridge and are satisfied it is fit for purpose and safe.
RFS 4203249	Broken garden frame outside The Left Bank Broadway, Kaikohe. Update sent to Community member explaining a delay in investigating due to prioritisation of work involved with transitioning the new community facilities contract. Given the time this RFS was initially lodged (January 2024) this explanation is frustrating.
RFS 4202662	Bus shelters project – Elizabeth Stacey met with Community Member to do site inspections, proposed 4 shelters due to road safety, 2 locations require a License to Occupy and Community Member will complete necessary applications and liaise with FNDC Property Legalisation staff. Once the shelters are in place appropriate signage will be added. Funding yet to be sourced for shelters.
NZTA RFS 4203262	Culvert Blockage Cnr Taheke and Orrs Road, Kaikohe Update – FNW RFS Update site inspected during rainfall, 22/5 water pooled and slow to disperse. Reattended 23/5 after rain ceased and water dispersed. Cleared debris and found small log at culvert entrance/grate causing blockage. Dug out and cleared open drain before NZTA culvert entrance. Line channel clear, no further problems on open drain, RFS 4205386 raised for NZTA to clear NZTA culvert with grate and under road culvert.
NZTA RFS 4203436	Mangamutu stream bridge coming into Kaikohe from Guy Road – NZTA inspected bridge, safe and sound despite damage from cyclone. Shrubbery/area around bridge to be carried out by District Facilities team. Large Tobacco tree growing in and around bridge. Update – Road Bridge SH12 maintained by FH – reallocated to NZTA, shrubbery tidy up around bridge still to be carried out.
RFS 4203443	Large blue Kaikohe Sign on Guy Road very dirty and hard to read, not at all welcoming as you enter our town. Update – Facilities advised delay on when this can be investigated due to new contractor transition period.
NZTA	Small blue car on side of the road following a car accident in January, car still there, children seen playing in and around the car. Update This is NZTA responsibility FNDC monitoring team have contacted NZTA requesting removal asap. Car has now been removed.
RFS 4202899	Pothole in Manning Street Rawene, Ventia advised temporary patch was scheduled to be redone first week of June.

### Other Issues

- In order to gain a better understanding of where, what and how funding has been distributed I have requested an information report from our funding team for the past 5 years to include detail regarding the name of funding applicants, the amounts requested and received, their ward/area and if they received funding from any other Community Boards.
- The RFS system process is included here for everyone's attention. While Community members may contact CB members - in the first instance we need to ask them
  - to make the initial RFS
  - following that if they do not have any satisfaction then they should contact CB Members who will escalate the RFS (including number) to the appropriate FNDC Staff member.

- An invitation has been kindly received by the KHCB members to attend the Te Reo o Piriwiritua 90<sup>th</sup> Anniversary celebrations on 12<sup>th</sup> October.
- The Kaikohe Ride for Life group appears to have come to a halt following the last meeting whereby funding was being finalised prior to an initial event to promote motorbike safety and licensing. In my opinion the group has not achieved what it was initially set up to do. While all involved were passionate and keen the group in my opinion has taken too long to achieve any substantial outcomes. A review of the working group is needed. I will be attending regular meetings with other local community group leaders and representatives of the local Police to try to achieve some support around the motorbike issues that have lessened but still need monitoring along with any other apparent local issues.
- Following a recent Deputation I have followed up informally with Fiona Bannister who has had communication from Tanya Proctor re her concern about sewerage problems in Ngawha Springs.
- Mr Sean Reilly has raised a few matters again that have been reiterated – blacked out parts of funding application paperwork at Community Board meetings is necessary to retain privacy details of applicants, the mowing contract is being completed as per agreement, the mowing does not go as far as the apple tree, the Honours Board is being looked into and is likely to recommence in 2025.
- Looking forward to progressing the demolition of the Old Petersen’s site and getting the new Kaikohe Civic Hub building underway very soon.

Report prepared by Chicky Rudkin





## Member's Report

**Name:** Deputy Chair Tanya Filia

**Subdivision:** South Hokianga


**Date:** 24 June 2024

### Meetings Attended

21 June 2024	KHCB meeting		
Community issues			
Dates/ RFS	Issue	Comments /Update	
19/04/24	Serious Dog attack - Omapere	Further updates required on council policy decisions with regard to menacing dogs further contact from concerned community members latest as at 27 May 2024.	This matter is currently with Legal Services and is therefore held in confidence. Accordingly, an update cannot be provided at this time.
<b>Kokohuia Road Historical and ongoing concerns about the poor condition of this unsealed road.</b>	Kokohuia Road is now a track not a road.  Needs sealing	Historical RFS put through by many Kokohuia Road residents. Videos and photos received. Site visit with NTA on Friday 10 May – hui held at the Omapere fire station followed by a walk of the road. Another discussion held minutes & notes taken by NTA representative following the walk of the road. Matrix dust and footpath to be sent through.	As part of the NTA funding application to Waka Kotahi under the low-cost low risk programme NTA identified traction seals for 2024-27 including Kokohuia Road (noted as a high priority site by NTA). Confirmation is yet to be received from Waka Kotahi on the funding under this programme. If NTA do not get funding it will be a council decision if this traction seal is able to be completed from the unsubsidised budget.
<b>Otaua Footpath</b>	<b>Being worked through</b>	Footpath needed outside Marae and through to Kohanga Reo. Where tamariki ride their bikes, to catch the bus.	KHCB footpath programme prioritisation has been set for 2024-2027. Once funding levels are finalised later in 2024 there will be the opportunity for the board to consider adding locations depending on funding received.
<b>Otaua roading/dust matrix</b>			Kahika Moko has suggested encouraging the Otaua community to consider giving a deputation to Te



## Member's Report

			Koukou Transport and Infrastructure Committee so they can speak to Councillors direct their experience. Roothing is a Councillor delegation. Arrangements made to make contact with Otaua spokesperson.
<p><b>Housing for our taonga - ngā kaumatua/kuia</b></p> <p>Several emails received from a number of community members and members supporting Kaumatua/Kuia</p>	<p><b>Priority concern!!!</b></p>	<p>26/2. CB members met with the Deputy Mayor and relevant Councillors for an update on housing strategy, Housing for the Elderly and to discuss specific concerns.</p>	<p>This is with the Deputy Mayor Kowhai Kelly and councillors of which is still being worked on.</p>
<p><b>Rawene - footpaths and Berms Mowing and maintenance</b></p>	<p>RFS 4189554 - Berms and drains around Rawene Primary School - Marmon road and Rawene Road Photos received</p>	<p>Some have been mown and the footpath now cleared. However this area remains the same, it should be part of a regular maintenance programme. Top of school berm area not done (Rawene Road) see photo</p> 	<p>Information about maintenance schedules and contract specifications have been received. Berms outside private property are not maintained by NTA. Queries on specific locations need to be lodged by RFS. NTA team member is attending this RFS site to provide a response to the customer.</p>
<p><b>South Hokianga Community Resource Centre</b></p>	<p>Leaking roof, wet and mouldy, which is affecting the lighting.</p>	<p>FNDC Property and Facilities teams will be working together to determine next steps for this building.</p>	<p>FNDC staff met with Resource Centre Personnel on site and investigations are underway.</p>



Kaikohe-Hokianga  
Community Board

## Member's Report

<p><b>Freese Park Road</b></p>	<p>Concern has been raised by a local business owner re the speed of vehicles through Freese Park Road to the public toilets and playground this space is used by a number of residents, locals and visits</p>	<p>Site visit held with complainant and NTA council staff.  Speed slowing needs to be addressed appropriately.</p>	<p>NTA Road Safety Engineer met with Ventia on site 20/6 to select location for temporary traffic calming and discuss the installation, which is scheduled for early July (weather dependant). Once installed signage will go up the following week.</p>
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## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 HOKIANGA FERRY LIAISON GROUP MEETING 27TH MARCH 2024

**File Number:** A4742447

**Author:** Aaron Reilly, Lighting & Transport Operations Specialist

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

#### 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 27th March 2024 and provide a copy of the minutes to the Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group (HFLG) met on 27th March 2024 in the Rāwene and Districts Community Development (RAD) Centre in Rāwene. A copy of the minutes is attached.
- The next HFLG meeting is scheduled for the 18th of July 2024 in Rāwene.

#### TŪTOHUNGA / RECOMMENDATION

**That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group Meeting 27th March 2024.**

#### 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)/FNDC 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 27th March 2024 is attached (refer attachment 1).

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

The HFLG meeting is scheduled for the 18th of July 2024 and will be held in Rāwene and Districts Community Development Centre.

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

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

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

#### ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1: Hokianga Ferry Liaison Group - Meeting Minutes 27th March 2024 - A4762075**  

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

27<sup>TH</sup> MARCH 2024 COMMENCING AT 1.30 PM

### MINUTES

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#### PRESENT

- Musheer Khan - Regional Operations Lead (NTA)
  - Keith Kent – Senior Transport Planner (NTA)
  - Aaron Reilly – Operations Specialist Lighting & Transport NTA (NTA)
  - Steve Morunga - Iwi Representative
  - Craig Joiner –Rawene Representative – Chair for March meeting.
  - Louis Toorenburg – Rawene Representative
  - John Wharerau – Director of Support Services - Hokianga Health.
- 

#### WELCOME & INTRODUCTIONS

- John Wharerau introduced himself and described his role with key infrastructure at Hokianga Health and how this related to the Hokianga Ferry. John will now represent Hokianga Health on the Group. The Group welcomed John to the Group.
  - Craig ably stepped in as Chair for the meeting in the absence of John Wigglesworth which was appreciated by the Group.
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#### APOLOGIES

- John Wigglesworth - Chair and Kohukohu Representative
  - Jessie McVeigh - Southern Hokianga Representative appointed by KHO/Hokianga Community Board.
  - Sean Morrissey-Butler – Hokianga Tourism Association
- 

#### PREVIOUS MEETING MINUTES

- Confirmed.
- 

#### LONG TERM PLANNING

- As reported in December, Council approved the CB recommendation for 175k to be included in the Long-Term Plan (LTP) for the cost of the Hokianga Harbour Crossing Long Term Plan. Keith did note that this would be out for consultation as part of FNDC's draft LTP so this outcome is not yet finalised.
  - The project won't be able to proceed until the consultation has concluded and the funds are confirmed in the LTP.
  - The Hokianga Harbour 'At a Glance' plan was tabled and discussed. Keith noted that once the funds confirmed, the project will involve defining the stakeholders and how stakeholders will be involved in developing the project. Jonathan noted this with interest in light of his ongoing stakeholder engagement process through the Hokianga Health Board
  - Craig raised that previously it did polarise the community and Craig wanted staff to be aware of this. This was noted by staff.
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- Writing of Strategic Business Case, reviewing feasibility studies (evidence). The business case will ultimately be used to request funding from WK/NZTA.

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#### **GROUP MEMBERSHIP**

- No matters discussed.

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#### **FINANCIAL SUMMARY**

- Refer to agenda.
- Aaron noted that the revenue for December was not accrued and therefore the revenue position did not reflect the December revenue. Aaron also noted the ongoing low revenue and commented on some of the suspected contributing factors (i.e. SH1 Mangamuka closure, wet first week in around xmas).

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#### **ANY OTHER BUSINESS**

- Narrows shelter – Maintenance. This item was added to Agenda at request of Sean but unfortunately Sean was not able to attend this meeting. Aaron noted graffiti problems and this issue has been discussed with the Group over the years with suggestions of potential community initiatives to try to mitigate the issue.(i.e. mural). An inspection will be undertaken of the shelter to check for maintenance issues and the item can be included on the next agenda to be discussed further at the next meeting with Sean present.
- Update on Government Community Connect – Aaron advised that the Government is removing age-based passenger fare discounts from Community Connect scheme effective 1 May 2024. Community Services Card 50% discount is to remain.  
The below link to Waka Kotahi/NZTA's website highlights the Government announcement regarding this change:  
<https://www.nzta.govt.nz/walking-cycling-and-public-transport/public-transport/travelling-by-public-transport/>
- The community stakeholder members of the Group expressed their disappointment that Elected Members were not attending the meetings with regularity.

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#### **CLOSE OF MEETING**

2.37pm.

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

**27<sup>TH</sup> MARCH 2024 COMMENCING AT 2.30 PM**

**MINUTES**

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**PRESENT**

- Musheer Khan - Regional Operations Lead (NTA)
- Keith Kent – Senior Transport Planner (NTA)
- Aaron Reilly – Operations Specialist Lighting & Transport NTA (NTA)
- Steve Morunga - Iwi Representative
- Craig Joiner –Rawene Representative
- Louis Toorenburg – Rawene Representative
- John Wharerau – Director of Support Services - Hokianga Health.
- Sam Peate - Chief Operating Officer of Entrada Travel Group/Northland Ferries

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**WELCOME & INTRODUCTIONS**

- Sam Peate of Northland Ferries joined the meeting at 2.38pm and was introduced to John from Hokianga Health.

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**PREVIOUS MEETING MINUTES**

- Confirmed.

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**APOLOGIES**

- John Wigglesworth - Chair and Kohukohu Representative
- Jessie McVeigh - Southern Hokianga Representative appointed by KHO/Hokianga Community Board.
- Sean Morrissey-Butler – Hokianga Tourism Association
- Rachel Kennedy - Operations Manager Northland Ferries

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**OPERATIONAL MATTERS AND SERVICE UPDATE**

- Aaron spoke to the NTA KPI Service Update that was provided with the Agenda. There were no mechanical/weather related interruptions in the quarter ending 31<sup>st</sup> December 2023.
  - Sam gave an update on the noise issue that was discussed in the December meeting when the vessel ramps contact the concrete ramps on arrival. NF believe that the new sacrificial plates on underside of vessel ramps had sharp edges and while these were new it was noisier than the replaced worn plates. It is something that will be considered next time the out of water work is done. The plates are starting to round off now and noise should reduce as they continue to wear in operation.  
Craig mentioned that it is noisy as the tail swings while in contact with ramp.
  - Morning/Afternoon Crew change over and queuing at the Rawene ramp per the December meeting. Sam updated that there were potential risks with loading vehicles prior to crew changeover as it would potentially compromise collection of
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passenger ticket sales as well as impacting ability of NF to audit individual employee ticket sales. Sam also highlighted that sailing data did not show any significant trend of delays at crew changeover time. NF will continue to review options around crew changeover but at present has not identified a viable change.

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#### **COMMUNITY INITIATIVES AND EVENTS**

- Noted destination planning discussions with WK. Initial contact was encouraging but did not get too much from this.
  - Louis noted breakfast show had been in Hokianga and noted that HTA had done some good work in this space.
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#### **PLANNED AND COMPLETED WORKS UPDATE**

- Refer to the update on planned works appended to this Agenda.
  - Sam provided a progress update on the planned works and that all projects are planned to be completed before 30 June 2024.
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#### **ANY OTHER BUSINESS**

- Nothing was raised.
- 

#### **CLOSE OF MEETING**

- Meeting closed 3:13pm.
- 

DRAFT



## 8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD JULY OPEN RESOLUTION REPORT

**File Number:** A4536153

**Author:** Imrie Dunn, Democracy Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

### TŪTOHUNGA / RECOMMENDATION

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

### TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

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

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

### ĀPITIHINGA / ATTACHMENTS

1. KHCB Open Resolution Report - July 2024 - A4776255 [↓](#) 

<b>OPEN RESOLUTION REPORT</b>	<b>Printed: Thursday, 4 July 2024 9:15:15 AM</b>
<b>Committee:</b> Kaikohe-Hokianga Community Board	<b>Date To:</b> 4 July 2024

Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 13/12/2023	New Ground Lease to Hokianga Bowling Club over 61 Clendon Esplanade, Rawene	<p><b>RESOLUTION 2023/96</b></p> <p>Moved: Deputy Chairperson Tanya Filia Seconded: Cr John Vujcich</p> <p><b>That Kaikohe-Hokianga Community Board recommend that Council:</b></p> <p><b>a) approve a new ground lease to be issued 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.</b></p> <p><b>The terms of the proposed lease shall be:</b></p> <p><b>Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977</b></p> <p><b>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</b></p> <p><b>\$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.</b></p> <p><b>b) approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><i>Note: All changes made to this Lease will go through the Kaikohe- Hokianga Community Board</i></p>	<p><b>12 Jan 2024 – Team Leader Property Management</b> Report being presented to Council on 8th Feb for resolution</p> <p><b>23 Feb 2024 Team Leader Property Management</b> Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p> <p><b>29 Apr 2024 Team Leader Property Management</b> Lease has been sent to the tenant for review</p> <p><b>24 Jun 2024 Manager Property and Facilities</b> Lease has been finalised and now in place - Complete</p>
Kaikohe-Hokianga Community Board 17/05/2024	Kaikohe-Hokianga Community Hall Annual Information 2022-2023	<p><b>RESOLUTION 2024/47</b></p> <p>Moved: Chairperson Chicky Rudkin Seconded: Cr John Vujcich</p> <p><b>That the Kaikohe-Hokianga Community Board;</b></p> <p><b>a) receive the report Kaikohe-Hokianga Community Hall Annual Information 2022-2023; and</b></p>	

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Thursday, 4 July 2024 9:15:15 AM</b>
<b>Committee:</b>	Kaikohe-Hokianga Community Board	<b>Date To:</b> 4 July 2024

Meeting	Title	Resolution	Notes
		<p>b) that the report that was promised to the Board by the end of 2023 be given to the Board.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>13 Jun 2024 - Community Board Coordinator</b>                      KHCB Member Edmonds was provided information via response to LGOIMA request 4121980 in August 2022. This included a copy of the draft report staff at the time were working on, highlighting several areas that still required research and consideration by staff. This was unable to be completed prior to the end of the 2022 triennium. The subsequent elections activities, organisational restructure, and staff change over meant it was not picked up and progressed in the new triennium. The Policy Team have been made aware of the issue for any relevant considerations during the Halls Strategy / Policy review. The request will need to be reviewed and considered further by Manager Democracy Services on her return from leave in the new financial year.</p>

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**