



# Far North District Council



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



**Friday, 22 November 2024**

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

**Membership:**

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

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

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

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

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

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

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

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

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

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

## Terms of Reference

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

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

## Protocols

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

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



**Far North District Council**  
**Kaikohe-Hokianga Community Board Meeting**  
**will be held in the Council Chamber, Memorial Avenue, Kaikohe on:**  
**Friday 22 November 2024 at 10:00 am**

---

**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Tīmatanga / 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>14</b>
7.1	Setting of 2025 Meeting Schedule .....	14
7.2	New Road Name: Lot 1, Waiare Road, Ōkaihau .....	21
7.3	Alfresco Dining renewals.....	25
7.4	Funding Applications.....	36
7.5	Project Funding Reports .....	80
7.6	Chairperson and Members Reports .....	86
<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports .....</b>	<b>90</b>
8.1	Kaikohe-Hokianga Community Board November Open Resolution Report .....	90
<b>9</b>	<b>Karakia Whakamutunga / Closing Prayer .....</b>	<b>93</b>
<b>10</b>	<b>Te Kapinga Hui / Meeting Close .....</b>	<b>93</b>



## 1 KARAKIA TĪMATANGA / OPENING PRAYER

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

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

Haumi e. Hui e. Tāiki e!

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

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

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

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

[Elected Member - Register of Interests](#)

## 3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be determined on the day.

## 4 NGĀ TONO KŌRERO / DEPUTATION

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

## 5 NGĀ KAIKŌRERO / SPEAKERS

- Jenny McDougal representing Manaki Tinana Trust in regard to agenda item 7.4 page 41 refers
- Carlie Reynolds representing Momentum Charitable Trust in regard to agenda item 7.4 page 51 refers
- Denise Turner representing Opononi Area School in regard to agenda item 7.4 page 61 refers
- Willie Maihi representing Maihi Memorial Park Charitable Trust in regard to agenda item 7.4 page 74 refers

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4536120

**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 25 October 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. 2024-10-25 Kaikohe-Hokianga Community Board Minutes - A4944701 [↓](#) 

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

25 October 2024

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON FRIDAY, 25 OCTOBER 2024 AT 10:00 AM**

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

**IN ATTENDANCE:** Cr Babe Kapa.

**STAFF PRESENT:** Kim Hammond (Community Board Coordinator), Michelle Rockelle (Team Leader – Property Management) (online), Imrie Dunn (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:00 am, Chair Chicky Rudkin opened the meeting with a karakia

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

Nil

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Linda Bracken provided the board an update on the Kaikohe Business Association.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Nil

**5 NGĀ KAIKŌRERO / SPEAKERS**

Therese Wickbom representing Bald Angels Charitable trust regarding agenda item 7.3 page 70 refers.

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

**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4536114, pages 8 - 16 refers.

**RESOLUTION 2024/108**

Moved: Chairperson Chicky Rudkin

Seconded: Member Mike Edmonds

**That the Kaikohe-Hokianga Community Board confirms the minutes of the meeting 20 September 2024 as a true and correct record.**

**CARRIED**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

25 October 2024

**7 NGĀ PŪRONGO / REPORTS****7.1 INITIATION OF PUBLIC CONSULTATION ON THE GRANTING OF A GROUND LEASE OVER 1 RECREATION ROAD, KAIKOHE - SPORTSVILLE**

Agenda item 7.1 document number A4909284, pages 17 - 64 refers.

**RESOLUTION 2024/109**

Moved: Member Jessie McVeagh  
 Seconded: Deputy Chairperson Tanya Filia

**That the Kaikohe – Hokianga Community Board recommend to Council:**

- a) **that the public consultation process is commenced on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m2 of land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.**

**The terms of the proposed lease shall be:**

**Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977**

**Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**

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

**CARRIED****7.2 MEMORIAL PLAQUE AT KAIKOHE MEMORIAL PARK - LAURIE BYERS**

Agenda item 7.2 document number A4907977, pages 65 - 69 refers.

**RESOLUTION 2024/110**

Moved: Member Mike Edmonds  
 Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the installation of the plaque to be placed at the Memorial Park learn to ride track, subject to completion of the Public Art and Memorial application form.**

**CARRIED****7.3a FUNDING APPLICATIONS**

Agenda item 7.3 document number A4922624, pages 70 - 95 refers.

**RESOLUTION 2024/111**

Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh

- a) **That the Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Bald Angels Charitable Trust for the costs towards hosting the Angel Christmas Project.**

Page 2

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

25 October 2024

**CARRIED****7.3b FUNDING APPLICATIONS**

Agenda item 7.3 document number A4922624, pages 70 - 95 refers.

**RESOLUTION 2024/112**

Moved: Cr John Vujcich

Seconded: Member Harmonie Gundry

- b) That the Kaikohe-Hokianga Community Board approve the sum of \$ 1,660.00 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Kaikohe Yun Jung Do Development Trust for the costs towards holding a youth camp.**

Abstained: Cr Mike Edmonds**CARRIED***Note: Member Mike Edmonds declared a conflict of interest for item 7.3b***7.3c FUNDING APPLICATIONS**

Agenda item 7.3 document number A4922624, pages 70 - 95 refers.

**RESOLUTION 2024/113**

Moved: Member Mike Edmonds

Seconded: Cr John Vujcich

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$1,360.00 (plus GST if applicable) be paid from the Boards Placemaking Grant Fund Account to Hokianga Bowling Club for the costs towards building a safety barrier.**

**CARRIED****7.4 SUMMER 2024 RURAL TRAVEL FUNDING APPLICATIONS**

Agenda item 7.4 document number A4922578, pages 96 - 99 refers.

**RESOLUTION 2024/114**

Moved: Deputy Chairperson Tanya Filia

Seconded: Member Jessie McVeagh

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

- |                                |                |
|--------------------------------|----------------|
| <b>a) Rawene School</b>        | <b>\$500</b>   |
| <b>b) Hokianga Sports Club</b> | <b>\$1,250</b> |
| <b>c) Taheke United JMB</b>    | <b>\$255</b>   |
| <b>d) Under 16 Mixed Tag</b>   | <b>\$465</b>   |

Page 3



**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

25 October 2024

**CARRIED****7.5 NEW ROAD NAME: LOT 1, WAIARE ROAD, ŌKAIHAU**

Supplementary Agenda item 7.6 document number A4917393, pages 5 - 8 refers.

**RESOLUTION 2024/115**

Moved: Chairperson Chicky Rudkin

Seconded: Member Mike Edmonds

**That the Kaikohe-Hokianga Community Board Leave to Lie the report new road name a new Public Road, "Flagstaff Way" that is currently addressed at Lot 1, Waiare Road, Ōkaihou.****CARRIED****7.6 NEW ROAD NAME: 60 - 106 WAIARE ROAD, ŌKAIHAU**

Supplementary Agenda item 7.7 document number A4917353, pages 9 - 11 refers.

**RESOLUTION 2024/116**

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

**That Kaikohe-Hokianga Community Board name a new Right of Way, "Boulder Way" that is currently addressed at 60 – 106 Waiare Road, Ōkaihou****.CARRIED****7.7 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.5 document number A4536064, pages 100 - 104 refers.

**RESOLUTION 2024/117**

Moved: Member Jessie McVeagh

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board note the October 2024 member report from Chair Chicky Rudkin.****CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 FUNDING APPLICATION INFORMATION FOR APPLICATIONS RECEIVED JULY 2020 - JUNE 2024**

Agenda item 8.1 document number A4921321, pages 105 - 119 refers.

**RESOLUTION 2024/118**

Moved: Member Jessie McVeagh

Seconded: Member Tanya Filia

**That Kaikohe-Hokianga Community Board receive the report Funding Applications received**

Page 4

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

25 October 2024

**between July 2020 and June 2024**

**CARRIED**

**8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD OCTOBER OPEN RESOLUTION REPORT**

Agenda item 8.2 document number A4536182, pages 120 - 120 refers.

**RESOLUTION 2024/119**

Moved: Member Mike Edmonds

Seconded: Cr John Vujcich

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

**CARRIED**

**9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 10:45 am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 22 November 2024.

.....  
**CHAIRPERSON**

## **7 NGĀ PŪRONGO / REPORTS**

### **7.1 SETTING OF 2025 MEETING SCHEDULE**

**File Number:** A4951337

**Author:** Imrie Dunn, Democracy Advisor

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

#### **PURPOSE OF THE REPORT**

To allow the Community Board to set their meeting dates for the 2025 calendar year.

#### **EXECUTIVE SUMMARY**

- Each Community Board is responsible for setting their own meeting dates.
- The report recommends that the Kaikohe-Hokianga Community Board meet 4-weekly.
- The Community Board meetings will now be held on Friday.

#### **RECOMMENDATION**

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

**a) adopt the following meeting dates for the 2025 calendar year:**

- **21 February 2025**
- **21 March 2025**
- **16 April 2025**
- **16 May 2025**
- **13 June 2025**
- **11 July 2025**
- **8 August 2025**
- **5 September 2025**

**b) and delegates to Chair Chicky Rudkin authority to change the meeting dates.**

#### **1) BACKGROUND**

The Local Government Act (LGA) requires a local authority to hold meetings that are necessary for the good governance of its region or district. The Local Government Official Information and Meetings Act (LGOIMA) promotes the open and public transaction of business at meetings. Neither the LGA or LGOIMA requires a local authority to schedule meetings a year in advance, however it is considered good practise throughout New Zealand.

Council reserve 28 October of each year, as a non-Council meeting day, in recognising the signing of He Whakaputanga o te Rangatiratanga o Nu Tireni – Declaration of Independence of the United Tribes of New Zealand.

Community Boards are required to set their own meeting dates.

#### **2) DISCUSSION AND OPTIONS**

This report recommends that Kaikohe-Hokianga Community Board meet on Fridays, 4 weekly when possible.

- 16 April – moved to Wednesday – due to good Friday

The 2025 formal meeting calendar proposed to Council is that Council and Committee meetings would be held on a 4 weekly rotation and that Te Miromiro – Assurance, Risk and Finance would be held 6 weekly. As part of the Formal Meeting Calendar adoption by Council reserve dates have been set aside for workshops.

The proposed Community Board meeting dates are considered in the Council 2025 formal meeting calendar. The proposed meeting dates ensures minimal meeting event conflicts and sufficient time for report escalation to the following Council meeting.

Please note, additional time may be required from time to time for unexpected or unanticipated matters. This should however be minimal. Staff are committed to providing as much notice as possible and making sure that business where possible, is restricted to the days adopted as part of this schedule.

Post meeting workshops and discussions are an important component of the Board's meeting day and should be given the same regard as the formal meetings. These sessions provide information and professional development to ensure Members are as effective as possible in the delivery of their roles and responsibilities. They also enable staff to gather input from Members as representatives of their communities to feed into Council processes and operational matters. There is an expectation that Community Board Members extend their participation to fully engage in post-meeting sessions and plan their calendar schedules accordingly.

Community Boards are also encouraged to meet informally outside of the formal meeting schedule to touch base or conduct workshops to discuss various matters.

#### **Reason for the recommendation**

To adopt a schedule of Kaikohe-Hokianga Community Board meetings for the 2025 calendar year.

### **3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There is a cost in supporting meetings, and these are covered within operational budgets.

#### **ATTACHMENTS**

1. **2025 Formal Meeting Calendar - A4973725** [↓](#) 



**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>Compliance requirement</b>	<b>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 matter is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The relevant legislation as referenced in the report is the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
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.	Community Boards are responsible for setting their own meeting schedule. Similar reports will be written suggesting alignment with Council and Committee meetings.
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 particular implications for Māori. Meetings are not scheduled on significant dates ie Waitangi Day, Matariki or He Whakaputanga.
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 does not have any implications on persons identified in legislation.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are covered within operational budgets.
Chief Financial Officer review.	The CFO has not reviewed this report.





2025 Formal Meeting Calendar																												
	January	February	March	April	May	June	July	August	September	October	November	December																
Sat			1		1																							Sat
Sun			2		2																							Sun
Mon			3		3																							Mon
Tue			4		4	RESERVE DAY	1	RESERVE DAY																				Tue
Wed	1	NEW YEARS	5		5	RESERVE DAY	2	RESERVE DAY																				Wed
Thu	2	NEW YEARS	6	WAITANGI DAY	6	THERC	3	THERC	1	THERC	5	COUNCIL	3	COUNCIL														Thu
Fri	3		7		7		4		2		6		4		1													Fri
Sat	4		8		8		5		3		7		5		2													Sat
Sun	5		9		9		6		4		8		6		3													Sun
Mon	6		10		10		7		5		9		7		4													Mon
Tue	7		11		11	RESERVE DAY	8	TMARFC	6	RESERVE DAY	10	THCB	8	THCB	5	THCB	9	TKTIC	7	TKTIC								Tue
Wed	8		12		12		9		7		11		9		6	TMARFC	10	RESERVE DAY	8	RESERVE DAY	5							Wed
Thu	9		13	COUNCIL	13	COUNCIL	10	COUNCIL	8	COUNCIL	12	BOIWCB	10	BOIWCB	7	BOIWCB	11	TKTAM (TBC)	9	TKTAM	6							Thu
Fri	10		14		14		11		9		13	KHCB	11	KHCB	8	KHCB	12											Fri
Sat	11		15		15		12		10		14		12		9													Sat
Sun	12		16		16		13		11		15		13		10													Sun
Mon	13		17		17		14		12		16		14		11													Mon
Tue	14		18	THCB	18	THCB	15	THCB	13	THCB	17	TKTIC	15		12	TKTIC	16	TMARFC	14									Tue
Wed	15		19	TMARFC	19		16	KHCB	14	TMARFC	18	RESERVE DAY	16		13	RESERVE DAY	17	RESERVE DAY	15									Wed
Thu	16		20	BOIWCB	20	BOIWCB	17	BOIWCB	15	BOIWCB	19	TKTAM	17		14	TKTAM	18	THERC	16									Thu
Fri	17		21	KHCB	21	KHCB	18	GOOD FRIDAY	16	KHCB	20	MATARIKI	18		15		19		17									Fri
Sat	18		22		22		19		17		21		19		16		20		18									Sat
Sun	19		23		23		20		18		22		20		17		21		19									Sun
Mon	20		24		24		21	EASTER MONDAY	19		23		21		18		22		20									Mon
Tue	21	THCB	25	TKTIC	25	TKTIC	22		20	TKTIC	24	TMARFC	22	TKTIC	19	RESERVE DAY	23	RESERVE DAY	21									Tue
Wed	22	RESERVE DAY	26	RESERVE DAY	26	RESERVE DAY	23		21	RESERVE DAY	25	RESERVE DAY	23	RESERVE DAY	20	RESERVE DAY	24		22									Wed
Thu	23	BOIWCB	27	TKTAM	27	TKTAM (TBC)	24		22	TKTAM (TBC)	26	THERC	24	TKTAM	21	THERC	25	COUNCIL	23									Thu
Fri	24		28		28		25	ANZAC DAY	23		27		25		22		26		24									Fri
Sat	25		29		29		26		24		28		26		23		27		25									Sat
Sun	26		30		30		27		25		29		27		24		28		26									Sun
Mon	27	NORTHLAND ANNIVERSARY			31		28		26		30		28		25		29		27									Mon
Tue	28				29	TKTIC	27	RESERVE DAY			29		27		24	THERC	26	RESERVE DAY	30	THCB	28	HE WHAKAPUTANGA	25					Tue
Wed	29				30	TKTAM	28	RESERVE DAY			30		28		25		27		29									Wed
Thu	30						29	THERC			31	COUNCIL	28		26		30		30									Thu
Fri	31						30						29		26		31		31									Fri
Sat							31						30		27				32									Sat
Sun													31		28													Sun
	January	February	March	April	May	June	July	August	September	October	November	December																

<b>COMMUNITY BOARDS</b>
THCB - Te Hiku Community Board
BOIWCB - Bay of Islands-Whangaroa Community Board
KHCB - Kaikohe-Hokianga Community Board
<b>COMMITTEES</b>
THERC - Te Huia-Executive Review Committee
TKTAM - Te Kuaka-Te Ao Māori Committee
TMARFC - Te Miromiro-Assurance, Risk and Finance Committee
TKTIC - Te Koukou-Transport and Infrastructure Committee
RESERVE DAYS (26)



**7.2 NEW ROAD NAME: LOT 1, WAIARE ROAD, ŌKAIHAU****File Number:** A4975721**Author:** Trinity Lane, Finance and Customer Services Administrator**Authoriser:** Tanya Proctor, Head of Infrastructure Strategy**TAKE PŪRONGO / PURPOSE OF THE REPORT**

That the Kaikohe-Hokianga Community Board name the new Public Road currently addressed at Lot 1, Waiare Road, Ōkaihou.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

A road naming application was received on the 17<sup>th</sup> of January 2024 to name a new public road addressed at Lot 1, Waiare Road, Ōkaihou.

Community Boards have the delegated authority to allocate names for previously unnamed private roads, reserves and other community facilities.

**TŪTOHUNGA / RECOMMENDATION**

**That the Kaikohe-Hokianga Community Board**

- a) uplift the New Road Name: Lot 1, Waiare Road, Ōkaihou report and,**
- b) name a new Public Road, “Te Waahi Toka Rahi” that is currently addressed at Lot 1, Waiare Road, Ōkaihou.**

**1) TĀHUHU KŌRERO / BACKGROUND**

An application was made by Toka Puia Heights Ltd on the 17<sup>th</sup> of January 2024 to name a new public road in which will give access to 13 new dwellings.

The applicant proposed “Flagstaff Way” as the name refers to the Flagstaff war that took place in the area between the 11<sup>th</sup> of March 1845 to the 11<sup>th</sup> of January 1846.

The proposed names were sent to Land Information New Zealand for approval. A response was received confirming two out of three proposed road names are acceptable for use in this area and can be approved as per the Addressing Standards 2011.

A representative of both Ngāti Hineira and Te Uri Taniwha hapū were consulted, ensuring Māori involvement in the process. The representative has declined the use of the initial chosen name and has recommended Te Waahi Toka Rahi.

The name has been sent to Land Information New Zealand and is awaiting approval for the use of the name in this area as per the Addressing Standards 2011. A verbal update will be provided on the day of the meeting.

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

The proposed names are as follows:

1. Heke Way
2. Te Waahi Toka Rahi
3. Flagstaff Way


**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

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

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

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

**ĀPITIHINGA / ATTACHMENTS**

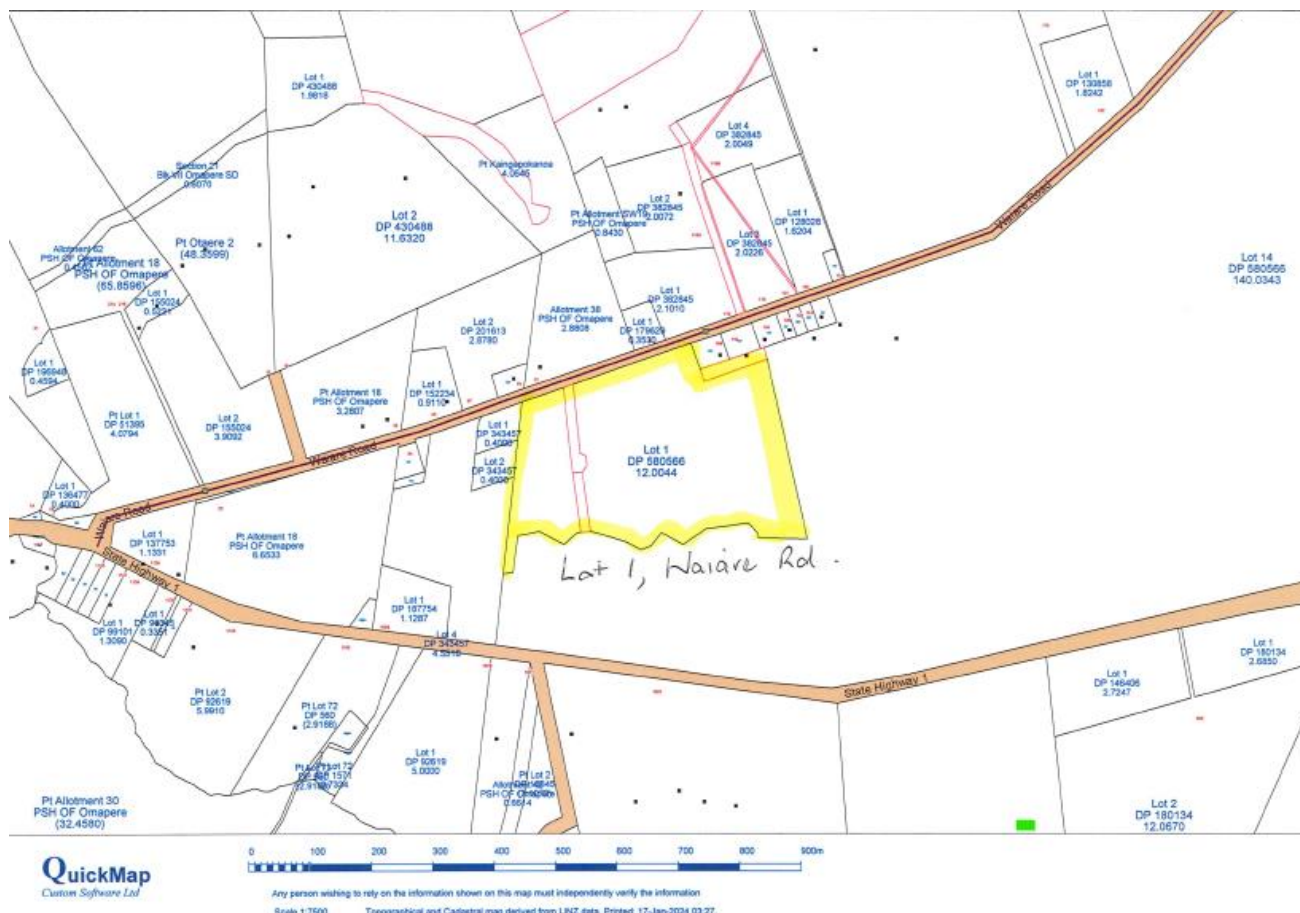
1. **Map - A4920875** [↓](#) 

**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 the naming of a Right of Way and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	A representative of both Ngāti Hineira and Te Uri Taniwha hapū was consulted, ensuring Māori involvement in the process. The representative has confirmed approval of the chosen name.
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 is a new subdivision. There are no current dwellings.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (white on blue background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer as not reviewed this report.



### 7.3 ALFRESCO DINING RENEWALS

**File Number:** A4932447

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

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The abovenamed businesses have applied for renewal of their existing Alfresco Dining licences.

All businesses have paid the necessary application fee.

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

#### TŪTOHUNGA / RECOMMENDATION

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

- a) Pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from:**

Kaikohe Bakehouse

A new era Cafe

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

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

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

At present there are 23 alfresco dining approval holders. Of these, 18 are held within the Bay of Islands-Whangaroa area.



Monitoring are following up with premises who have yet to process applications fully – notably Cinema café in Kerikeri.

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

	Approval Number	Description	Expiry	Ward
1	ALF-104	el Cafe	2025	Bay of Islands-Whangaroa
2	ALF-103	Rocksalt Restaurant & Bar	2025	Bay of Islands-Whangaroa
3	ALF-102	Spice Grill	2025	Bay of Islands-Whangaroa
4	ALF-100	Jesse's on the Waterfront Café & Bar	2025	Te Hiku
5	ALF-99	A New Era Cafe	2025	Kaikohe-Hokianga
6	ALF-98	Letz Café	2025	Bay of Islands-Whangaroa
7	ALF-93	29 THE STRAND LIMITED T/A SEASIDE	2025	Bay of Islands-Whangaroa
8	ALF-88	Kaikohe Bakehouse Cafe	2025	Kaikohe-Hokianga
9	ALF-85	Beach Box Coffee and Gelato	2025	Te Hiku
10	ALF-83	Konnie's Kafe Limited	2025	Bay of Islands-Whangaroa
11	ALF-65	KERIKERI LUNCHBOX	2025	Bay of Islands-Whangaroa
12	ALF-63	AVO SUSHI	2025	Bay of Islands-Whangaroa
13	ALF-50	SUSHI GALLERY	2025	Bay of Islands-Whangaroa
14	ALF-49	DUKE OF MARLBOROUGH BUSINESS LIMITED	2025	Bay of Islands-Whangaroa
15	ALF-39	THE GABLES RESTAURANT	2025	Bay of Islands-Whangaroa
16	ALF-37	JIMMY JACKS RIB SHACK	2025	Bay of Islands-Whangaroa
17	ALF-3	FISHBONE CAFE	2025	Bay of Islands-Whangaroa
18	ALFRES-4	Cellini's Gelateria Icecream Ltd	2025	Bay of Islands-Whangaroa
19	ALFRES-3	Mussel Rock Cafe and Bar	2025	Te Hiku
20	ALFRES-2	Paihia Bakery	2025	Bay of Islands-Whangaroa
21	ALFRES-1	Third Wheel Coffee Co	2025	Bay of Islands-Whangaroa
22	ALF-96	Burger Fiasko	2025	Bay of Islands-Whangaroa
23	ALFRES-5	Butterfish Restaurant	2025	Bay of Islands-Whangaroa

The 2 applications for renewal of Alfresco Dining Licences arise from end of year (30/6/24) expiry.

Both applicants have paid all necessary fees.

None of the premises have been subject to complaints.

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

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

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

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

The following options proposed for the Kaikohe - Hokianga Community Board to consider in regard to the alfresco dining approvals:

Option no.	Option Description	Advantages	Disadvantages
1	Provide comment on the alfresco dining renewal approval applications from	Applications comply with the "Road Use Bylaw 2022".	There are no disadvantages.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

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

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

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

**ĀPITIHINGA / ATTACHMENTS**

1. **Attachment A Kaikohe Bakehouse - A4969246**  
2. **Attachment B A New Era Cafe - A4969247**  

**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>	The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.  The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications or new alfresco dining application is considered low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The Bay of Islands-Whangaroa Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.  The Road Use Bylaw 2022 was adopted on 19 May 2022.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.

---

State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications to this decision
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



4 July 2024

NS168 Limited  
73 Broadway  
Kaikohe 0405

**HE ARA TĀMATA**  
**CREATING GREAT PLACES**  
*Supporting our people*

Email: [ask.us@fndc.govt.nz](mailto:ask.us@fndc.govt.nz)  
Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)

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

### ALFRESCO DINING LICENCE

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

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at [compliance.admin@fndc.govt.nz](mailto:compliance.admin@fndc.govt.nz).

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email [compliance.admin@fndc.govt.nz](mailto:compliance.admin@fndc.govt.nz) or on our free phone number 0800 920 029.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R Deane'.

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



HE ARA TĀMATA  
CREATING GREAT PLACES  
Supporting our people

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

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

## ALFRESCO DINING APPROVAL

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

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

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

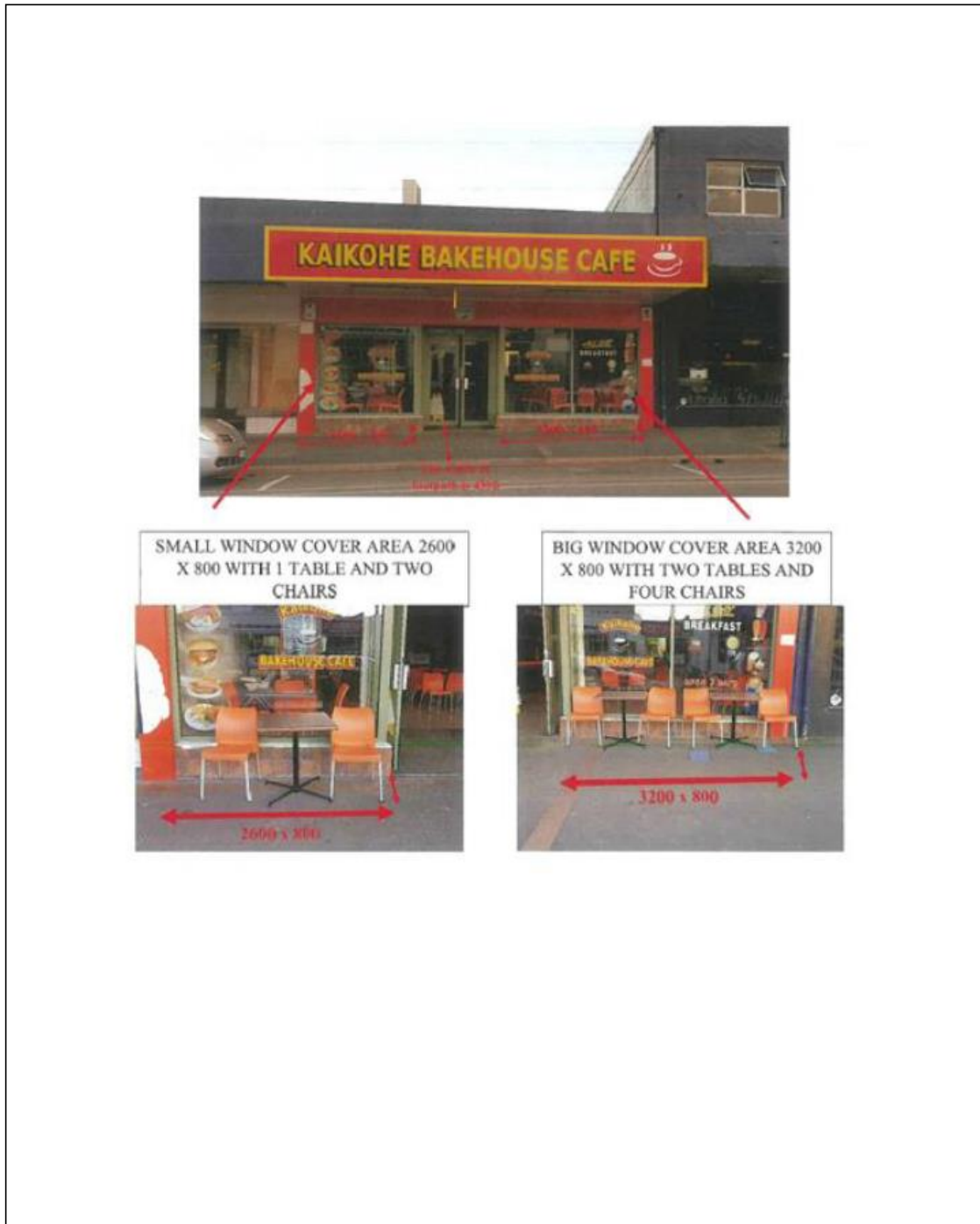
.....  
Signed on behalf of the Far North District Council

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

### CONDITIONS:

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

**ALFRESCO APPROVED PLAN**



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





3 July 2024

Edward Ivan Bishop  
PO Box 63  
Rawene 0443

**HE ARA TĀMATA**  
**CREATING GREAT PLACES**  
*Supporting our people*

Email: [ask.us@fndc.govt.nz](mailto:ask.us@fndc.govt.nz)  
Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)

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

### ALFRESCO DINING LICENCE

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

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at [compliance.admin@fndc.govt.nz](mailto:compliance.admin@fndc.govt.nz).

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email [compliance.admin@fndc.govt.nz](mailto:compliance.admin@fndc.govt.nz) or on our free phone number 0800 920 029.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R Deane'.

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



HE ARA TĀMATA  
CREATING GREAT PLACES  
Supporting our people

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

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

## ALFRESCO DINING APPROVAL

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

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

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

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

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

### CONDITIONS:

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

**ALFRESCO APPROVED PLAN**



## 7.4 FUNDING APPLICATIONS

**File Number:** A4966522

**Author:** Kim Hammond, Community Board Coordinator

**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 November 2024 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$51,579** to allocate for the Community Board Fund in the 2024/2025 financial year.
- The Board has **\$34,278** to allocate for the Placemaking Fund in the 2024/2025 financial year.
- Four applications have been received that require a decision before the November meeting, requesting a total of \$49,853.

#### TŪTOHUNGA / RECOMMENDATION

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 Manaki Tinana Trust Hokianga for the costs towards gravelling an extension of the carpark area at the Hokianga Community Gym.

#### TŪTOHUNGA / RECOMMENDATION

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 Momentum Charitable Trust for the costs towards running a Work Ready and Money and Me workshop in 2025.

#### TŪTOHUNGA / RECOMMENDATION

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 Opononi Area School for the costs towards the 50<sup>th</sup> Jubilee of Opononi Area School and hosting the Te Tai Tokerau Secondary Schools Kapahaka Festival 2025.

#### TŪTOHUNGA / RECOMMENDATION

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 Maihi Memorial Park Charitable Trust for the costs towards the xx.

### 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

Applicant and Project	Requested	Recommend	Comments	Type
Manaki Tinana Trust Hokianga Community Gym	\$10,563	\$8,912	<p>The applicant is seeking funding to purchase gravel and then for the contractor to prepare the area and spread the gravel. As this area is leased from Far North District Council, they have sought and have confirmed approval from Far North District Council to undertake this work.</p> <p>The amount recommended is for the site preparation and the metal cartage. The Community Grants Policy states that an applicant can apply for 50% of the total project costs. 50% of the total project cost is \$7,781.50. The Community Board could choose to allocate this amount.</p> <p>The total project This meets community outcome 2.</p>	Infrastructure
Momentum Charitable Trust	\$4,290	\$2,145	<p>The applicant is seeking funding for facilitators to come and run two, one day workshops on Work Ready and Money and Me workshops for 20 for men who have recently been released from Corrections.</p> <p>The amount recommended by staff is based on the applicant requesting 100% of the total project cost. The Community Grants Policy states the applicants can only request up to 50% of the project costs.</p> <p>This meets community outcome 1.</p>	Community Development

Applicant and Project	Requested	Recommend	Comments	Type
Opononi Area School	\$10,000	\$10,000	<p>The applicant is seeking funding for costs associated with hosting the 50<sup>th</sup> Jubilee of Opononi Area School and hosting the Te Tai Tokerau Secondary Schools Kapahaka Festival for 2025.</p> <p>The Te Tai Tokerau Secondary Kapa Haka Festival is open to all to come and support and watch their tamariki perform. It will be one of the largest cultural performances of the year for Northland. While the 50<sup>th</sup> Jubilee is targeted for past students, it will still attract a significant number of participants.</p> <p>This meets community outcome 1 and 6.</p>	Events
Maihi Memorial Park Charitable Trust	\$25,000	Leave to lie on the table	<p>The applicant is seeking funding for the cost associated with the Heke Half Marathon as part of the Multi-Cultural C.H.I Festival April 2025.</p> <p>This event requires an event application to be submitted to Council for approval. To date, the applicant has only submitted the Health and Safety Plan. The applicant still needs to submit the Event Application Form, Waste Management and Food Stall plans. If the event requires a road closure, then this to will also need to be completed and approved by Council.</p> <p>Staff recommend that this item is left to lie on the table until the applicant has submitted the completed Event Application Form, and it has been approved.</p> <p>The Community Board may choose to approve the funding but put a clause in place that the funding cannot be uplifted until the applicant has submitted the Events Application Form and it is approved.</p> <p>This meets community outcome 1 and 6.</p>	Events

**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. **Funding Application - Manaki Tinana Trust (Hokianga Community Gym) - A4968656**  [↓](#)
2. **Funding Application - Momentum Charitable Trust - A4968672**  [↓](#) 
3. **Funding Application - Opononi Area School - A4968654**  [↓](#) 
4. **Funding Application - Maihi Memorial Park Charitable Trust - A4968697**  [↓](#) 

**HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
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 Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

### Applicant Details

\* indicates a required field

### Instructions

#### Please read carefully:

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

Manaki Tinana Trust Hokianga Community Gym

#### Postal Address \*

#### Physical Address \*

#### Applicant Primary Website

Must be a URL.

#### Facebook page

Hokianga Community Gym.

## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

### Contact details

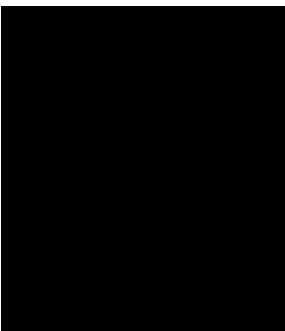
Contact Person One:

**Applicant Project Contact \***

Ms Jenny McDougall

**Position \***

Funding Co-ordinator



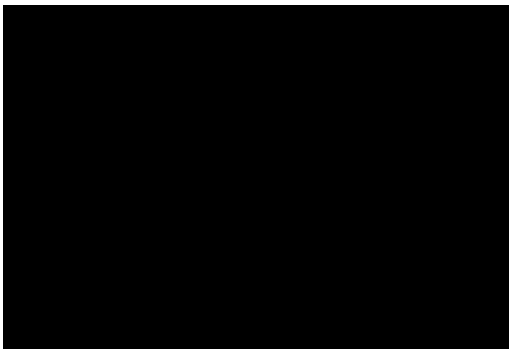
Contact Person Two:

**Applicant Admin Contact \***

Ms Elizabeth Moynahan

**Position \***

Treasurer



### Purpose of organisation

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

Manaki Tinana Trust is the administrative body of the Hokianga Community Gym, located in Rawene but serving the whole of South Hokianga. We promote fitness and well-being in the community with the provision of a fully-equipped gym, and age- and ability-appropriate fitness classes. Gym membership fees are kept as low as possible (less than \$3 per week), and gym members can work with a personal trainer at no extra cost. We also work with Sport Northland Green Prescription programme, Hokianga Health mental health clients, and others in the community experiencing addiction, illness and injury.

The gym is a grass-roots organisation run entirely by local volunteers and by one paid part-time manager/cleaner/personal trainer (all one role).

**Number of Members \***

185

### 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. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

**Name of Activity \***

Gravelling an extension to the carpark area at the Hokianga Community Gym on the Rawene Domain Recreational Reserve

**Location \***

20 Clendon Esplanade (Rawene Recreational Reserve)

**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 \***

03/01/2025

Must be a date.

**End Date \***

10/01/2025

Must be a date.

**Time**

several days

**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 Gym currently has 185 members, and most travel to the gym by car. The current car park is very small and inadequate, is often full, and has depressions which form puddles after rain.

Increasing the parking space would increase safety, allowing ease of parking and turning, and would provide off-street parking not only for gym members and Sailing Trust members (who share the same space) but also for any members of the public using the recreational area.

This funding application is for both the cost of the gravel (one quote only provided - from Wright Farms and Quarries - as this is the only quarry in the area), and also for the work of preparing the ground and spreading the gravel (two quotes from local contractors - one quote more competitive than the other).

Manaki Tinana Trust is able to contribute \$5000 towards the cost of this project. In addition, we are offering a further contribution of \$3000 worth of volunteer hours, comprised of work by our 13 unpaid trustees working in fundraising, financial administration, secretarial duties, managing the electronic door tag system, tutoring fitness classes, and membership data entry.

We have obtained FNDC consent to do this work on the Rawene Domain area (letter and map attached).

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym**

Form Submitted 16 Oct 2024, 4:32PM NZDT

We have attached the Gym's Health and Safety Policy, and also the job description of the Health and Safety Co-ordinator. However, because, as required by FNDC, the gravelling of the carpark would be undertaken by an independent contractor, this contractor will be operating in accordance with their own Health and Safety guidelines for the project.

\*With regard to our previous funding from the Community Board - please note that we have provided an interim report for our last funding received in November 2023, but have not yet expended the full amount, so cannot provide a full report yet. This funding was for hall hire (Rawene Town Hall, where we run fitness classes), and is expended monthly.\*

**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**

<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.	
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

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

### Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

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
			No files have been uploaded
Health and Safety Policy and JD	\$0.00	\$0.00	Filename: Health and Safety Policy and JD.pdf File size: 3.7 MB
FNDC consent to gravel carpark	\$0.00	\$0.00	Filename: FNDC consent to gravel carpark.pdf File size: 6.6 MB
Metal	\$6,650.00	\$1,650.00	Filename: Carpark quote for metal.pdf File size: 714.1 kB
Site preparation and metal cartage	\$8,912.50	\$8,912.50	Filename: Carpark site prep and metal cartage preferred & alternative quotes.pdf File size: 1.6 MB

### Funding Request Amount

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

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

\$15,563

Must be a dollar amount.

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

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

### Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

\$10,563

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? \***

\$27,655.42

Must be a dollar amount.

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

\$21,635.00

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.
Cleaning & laundry	\$250.00
Manager/cleaner/personal trainer	\$18,720.00
Power	\$1,500.00
Membership access tags	\$325.00
Rent	\$490.00
Xero	\$350.00

## Total Tagged Funds

**Total Expenditure Amount**

\$8,000.00

This number/amount is calculated.

## Other Funding

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

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

### Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

Funding Source	Amount	Decision
	Must be a dollar amount.	
Own funds contribution	\$5,000.00	Approved
Volunteer hours 150 hours @ \$20 per hour	\$3,000.00	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.	
Equipment	\$4,000.00	01/05/2019	Yes
Hall rent	\$1,560.00	01/02/2021	Yes
Admin (laptop)	\$758.00	01/01/2022	Yes
Equipment (TV and trolley)	\$1,658.00	01/05/2022	Yes
Consultancy	\$5,000.00	15/09/2022	Yes
Hall rent	\$1,000.00	16/11/2022	Yes
Hall rent	\$1,040.00	28/11/2023	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*

## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

*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)**  
Manaki Tinana Trust - Hokianga Community Gym

### 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.



## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community Gym

Form Submitted 16 Oct 2024, 4:32PM NZDT

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

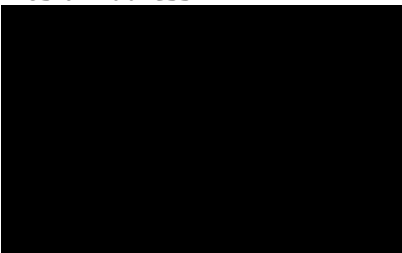
### Signatory One

**Name**

Jenny McDougall

**Position**

Funding Secretary

**Postal Address****Date**

16/10/2024

Must be a date.

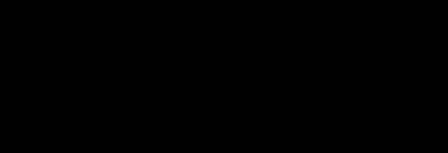
### Signatory Two

**Name**

Liz Moynahan

**Position**

Treasurer

**Postal Address**

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00015 From Manaki Tinana Trust Hokianga Community  
Gym**

Form Submitted 16 Oct 2024, 4:32PM NZDT



**New Question**

16/10/2024

Must be a date.

## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00021 From Momentum Charitable Trust Form Submitted 14 Oct 2024, 1:52PM NZDT

### Applicant Details

\* indicates a required field

### Instructions

#### Please read carefully:

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

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

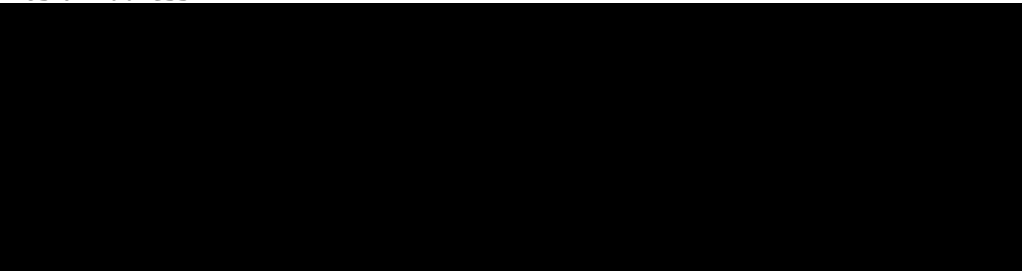
- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

### Applicant details

#### Applicant \*

Momentum Charitable Trust

#### Postal Address \*

A large black rectangular box redacting the postal address information.

#### Applicant Primary Website

<http://www.momentum.org.nz>

Must be a URL.

#### Facebook page

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

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

**Application No. KHCB00021 From Momentum Charitable Trust**

Form Submitted 14 Oct 2024, 1:52PM NZDT

### Contact details

Contact Person One:

**Applicant Project Contact \***

Ms Carlie Reynolds

**Position \***

Secretary

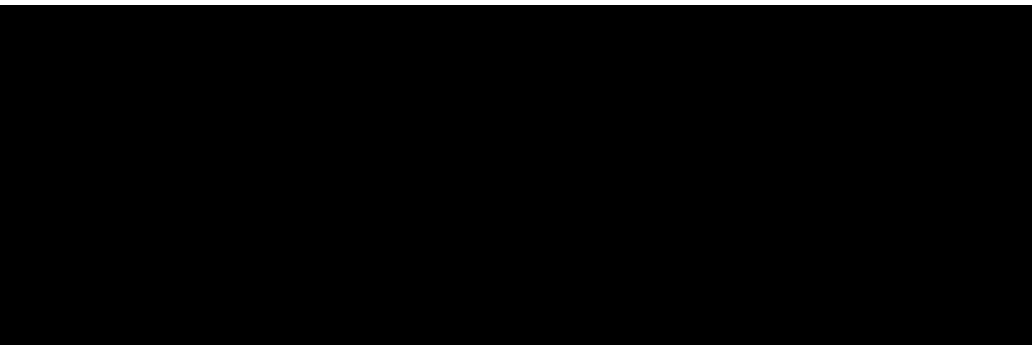
Contact Person Two:

**Applicant Admin Contact \***

Mr Andrew Reeder

**Position \***

Trustee



### Purpose of organisation

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

Momentum was established to provide support, education and social integration initiatives for people in prison, on probation, or serving a community-based sentence. Our philosophy is that everyone deserves a fair shot at life. People in the criminal justice system have often not had a fair shot due to systemic issues like poverty, racism, violence or abuse, and they are stigmatised by wider society after they leave prison. We work to address this by empowering people in prison or people serving a community-based sentence with essential life skills to live a fulfilling and law-abiding life. In the programmes, participants learn tools and strategies to face real-world challenges effectively. Momentum has also developed a mentor programme that connects people leaving prison with a volunteer from their community to walk alongside them in their journey out of prison. This programme is being piloted across three prison sites this year. By equipping people with a life skills education, as well as emotional and practical support through the time of release and beyond, Momentum aims to create a clear pathway for people out of prison. In time, we hope to ease the pressure on the probation system and eventually reduce reoffending rates in Aotearoa.

**Number of Members \***

5

## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00021 From Momentum Charitable Trust Form Submitted 14 Oct 2024, 1:52PM NZDT

### Project Details

\* indicates a required field

#### Project Details

Clearly describe the project or event:

**Name of Activity \***

Life and financial skills programmes at Kaikohe Probation Centre.

**Location \***

19/17 Station Road East, Kaikohe

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

Yes

No

**If so, how much?**

These programmes are free of charge to attend.

**Start Date \***

02/12/2024

Must be a date.

**End Date \***

28/02/2025

Must be a date.

**Time**

The one-day programmes are 6 hours in length (12 hours total).

**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:**

Momentum is seeking funding of \$4,290.00 for two one-day life and financial skills programmes, facilitated by Life101, to be run at the Kaikohe Probation Centre in December 2024 - February 2025. These programmes address many of the barriers that people recently released from prison and serving community sentences face, including underemployment, financial uncertainty or mismanagement, negative self-talk, and lack of trust or engagement with institutions (like banks, IRD etc), by building participants' confidence, competence, and ability to make their own choices through a life skills education. Up to 40 people will benefit from this initiative.

Since 2018, Momentum has partnered with Life101 – a notable and leading provider in the Northern Region's prisons and probation centres – to deliver these life and financial skills

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

### **Application No. KHCB00021 From Momentum Charitable Trust**

Form Submitted 14 Oct 2024, 1:52PM NZDT

programmes. Life101 employ specialised facilitators who have experience working in the criminal justice system and have high levels of engagement and respect among people in prison and on probation.

Further, Momentum has developed a mentor programme that connects people leaving prison with a volunteer from their community to walk alongside them in their journey out of prison. This programme is being piloted across three prison sites this year and will then be ready to roll out nationwide. By equipping people with a life skills education, as well as on e-sized-fits-one emotional and practical support through the time of release and beyond, Momentum aims to create a clear pathway for people out of prison. In time, we hope to ease the pressure on the current probation system and eventually reduce reoffending rates in Aotearoa.

The Department of Corrections has confirmed with us that most - if not all - people on probation at the Kaikohe Probation Centre (19/17 Station Road East, Kaikohe) come from their local area, meaning participants of our programmes will take their improved skills and motivation directly back into their local community.

These programmes meet three key areas of need for people serving community-based sentences and those recently released from prison:

1. Employment and work-readiness skills, like C.V. writing, role-play job interviews, how to apply for a job, how to cope with nerves and what to wear to an interview.
2. Money skills, like creating budgets, saving techniques, how to set up a KiwiSaver, teaching your children good savings habits, and how to get started in investing.
3. Self-value and interpersonal skills, like identifying personal strengths and values, building emotional intelligence and conscious communication, strategies for dealing with difficult emotions and difficult people, and goal-setting.

One of the unique points of these programmes is that participants are able to share stories and have normal conversations with both the facilitator and with each other. The programmes don't dwell on participants' deficits or past mistakes but instead encourage them to see the potential they have to make positive changes in their lives. Life101 also supply participants with workbooks that include helpful information that they can refer back to at any time following the programmes' end.

On an outcomes level, after completing the programmes, participants will be confident to engage with potential employers and be better equipped to navigate the job market - a task made more difficult for those facing the stigma of having been in prison or on probation. Participants will be able and motivated to manage and save their money. They will also have increased self-esteem and deeper empathy for others. In the longer term, we have noticed that participants are more motivated to consider further education. Many will be actively working towards financial goals like saving for a car, a rental bond, or an emergency fund. A life skills education also helps people on probation to participate in society in an active and constructive way, bringing benefits to the wider community. By being able to effectively deal with the demands and challenges of everyday life, people who have experienced prison and/or probation will be able to make positive choices and avoid risky behaviours, alleviating stress from their whānau, support people and community.

**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00021 From Momentum Charitable Trust**  
 Form Submitted 14 Oct 2024, 1:52PM NZDT

Knowing our impact and evaluating these programmes is core to Momentum’s approach. Taking into account the unique needs of the people we work with, the facilitators undertake informal, conversational evaluation with participants as a group throughout the programmes. They also ask participants to complete pre and post-programme evaluation surveys to anonymously collect feedback on how they learned, what worked well and what didn’t. With this information, Life101 creates debrief reports showing both quantitative and qualitative data for higher management and corrections staff to show the unique points of insight that participants have gained. This data is also key to informing Momentum’s development of the mentor programme.

Being released from prison or serving a community sentence can be a challenging time. We want to see people in prison and on probation get a fair shot at life, we hope to make the transition into the community a more positive one. We would be incredibly grateful to once again receive support from the Kaikohe-Hokianga Community Board for this initiative.

**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**

<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.	
Travel/Mileage	\$0.00	\$0.00	<i>No files have been uploaded</i>
Volunteer Expenses Reimbursements	\$0.00	\$0.00	<i>No files have been uploaded</i>

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00021 From Momentum Charitable Trust**  
Form Submitted 14 Oct 2024, 1:52PM NZDT

1 x 1-day 'Work-Ready, World-Ready' programme at the Kaikohe Probation Centre for up to 20 individuals.	\$2,145.00	\$2,145.00	Filename: Letter of Explanation.pdf File size: 259.7 kB Filename: Quote.pdf File size: 74.4 kB
1 x 1-day 'Money&Me' programme at the Kaikohe Probation Centre for up to 20 individuals.	\$2,145.00	\$2,145.00	Filename: Letter of Explanation.pdf File size: 259.7 kB Filename: Quote.pdf File size: 74.4 kB
Other (describe)	\$0.00	\$0.00	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? \***

\$4,290

Must be a dollar amount.

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

\$4,290

Must be a dollar amount.

**Financial Information**

\* indicates a required field

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

Yes  No

**GST Number**

**GST Number \***

126095929

**Current Funding**

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

\$6,384.00

Must be a dollar amount.



**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00021 From Momentum Charitable Trust**  
Form Submitted 14 Oct 2024, 1:52PM NZDT

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

\$6,384.00

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.
1-day life and financial skills programmes at Auckland Probation Centres.	\$6,384.00
	\$
	\$
	\$
	\$

**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.	
Not applicable.	\$0.00	
	\$	

**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.	

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

**Application No. KHCB00021 From Momentum Charitable Trust**

Form Submitted 14 Oct 2024, 1:52PM NZDT

1 x 1-day 'Money&Me' programme at the Kaikohe Probation Centre for up to 20 individuals.	\$2,145.00	07/05/2024	Yes
1 x 1-day 'Work-Ready, World-Ready' programme at the Kaitaia Probation Centre for up to 20 individuals.	\$2,270.00	07/05/2024	Yes

### 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)

Momentum Charitable Trust

#### 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.

## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00021 From Momentum Charitable Trust

Form Submitted 14 Oct 2024, 1:52PM NZDT

5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
- Two signatories to all bank accounts (if applicable)
  - a regularly maintained and current cashbook or electronic equivalent
  - A person responsible for keeping the financial records of the organisation
  - A regularly maintained tax record (if applicable)
  - A regularly maintained PAYE record (if applicable)
  - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
  - Tracking of different funding, e.g through a spreadsheet or journey entry
  - regular financial reporting to every full meeting of the governing body

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

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

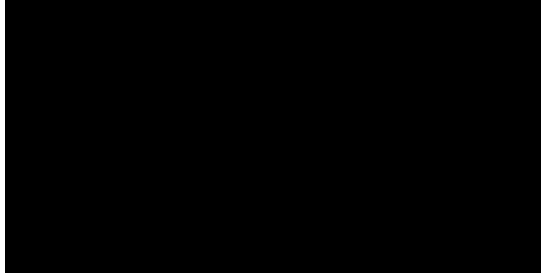
### **Signatory One**

**Name**  
Carlie Reynolds

**Position**  
Secretary

**Postal Address**

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00021 From Momentum Charitable Trust**  
Form Submitted 14 Oct 2024, 1:52PM NZDT

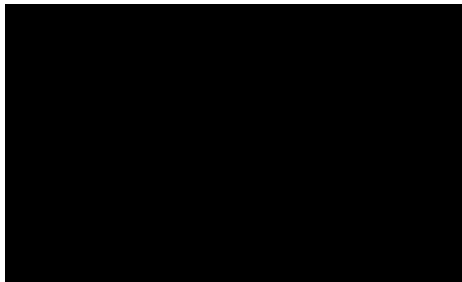


**Date**  
14/10/2024  
Must be a date.

**Signatory Two**

**Name**  
Andrew Reeder

**Position**  
Trustee



**New Question**  
14/10/2024  
Must be a date.

## Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00023 From Opononi Area School

Form Submitted 18 Oct 2024, 3:00PM NZDT

### Applicant Details

\* indicates a required field

### Instructions

#### Please read carefully:

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

Opononi Area School

#### Postal Address \*

[Redacted]

New Zealand

Postcode, and Country are required. Country must be

#### Physical Address \*

[Redacted]

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

#### Applicant Primary Website

<http://www.opononi.school.nz>

Must be a URL.

#### Facebook page

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

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00023 From Opononi Area School**  
Form Submitted 18 Oct 2024, 3:00PM NZDT

**Contact details**

Contact Person One:

**Applicant Project Contact \***

Ms Denise Turner

**Position \***

School Board of Trustees Representative

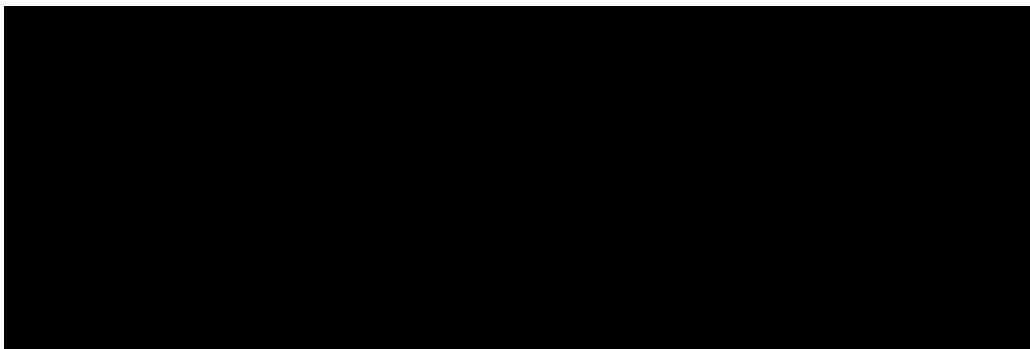
Contact Person Two:

**Applicant Admin Contact \***

Mrs Anita Williams

**Position \***

School Administrator



**Applicant Project Contact**

**Applicant Admin Contact**

Ms Stephanie Craike

**Position**

**Position**

School Executive Officer

**Phone Number**

**Phone Number**



**Mobile Number**

**Mobile Number**

**Email**

**Applicant Admin Contact Primary Email**

Must be an email address.



**Purpose of organisation**

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

Opononi Area School is an english teaching School that offers education for learners in Years 1 to 13. It is an area school located in the Hokianga region of Northland. The majority of learners are Māori with local Ngāpuhi iwi affiliations.

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

Application No. KHCB00023 From Opononi Area School

Form Submitted 18 Oct 2024, 3:00PM NZDT

Vision Statement: Learning is on, Curiosity is strong, where we belong! - Valuing what our learners and their whanau bring to our Kura is an essential part of realising our school's vision. Many of our whanau connect strongly with local marae and have an enduring connection to the whenua. We value and protect all cultures that add to the diverse nature of our school whanau.

Values: Manaakitanga (Care) Whakaute (Respect) Pono (Honesty)

Mission: Our WHANAU-Our KAINGA-Our HAPORI

### Number of Members \*

30

## Project Details

\* indicates a required field

### Project Details

Clearly describe the project or event:

#### Name of Activity \*

50th Jubilee of Opononi Area School and Te Tai Tokerau Secondary Schools Kapahaka Festival 2025

#### Location \*

Opononi Area School, 263 State Highway 12, Omapere, Northland, 0473

#### 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 \*

09/04/2025

Must be a date.

#### End Date \*

11/04/2025

Must be a date.

#### Time

0900

#### 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.

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

### **Application No. KHCB00023 From Opononi Area School**

Form Submitted 18 Oct 2024, 3:00PM NZDT

#### **Project Outline:**

2025 is set to be a historically significant year for Opononi Area School, not only are we commemorating five decades of service to the education of our people in South Hokianga (1974-2025) but we are also celebrating the 50th year of the Te Tai Tokerau Secondary Schools Kapahaka Festival (1976 - 2025).

#### **BACKGROUND**

Opononi Area School is imbued with rich local heritage having been created from the nine primary schools of South-West Hokianga that had existed since the early 1940's. In 1973, these primary schools amalgamated to become a three teacher Primary School and by February 1974 Opononi Area School officially opened as a Primary and Secondary school with a roll of 220 students and 13 teachers. Since then the school has been open for instruction for fifty years and this is a monumental achievement for the school, and highlights the resilience; commitment and unity among our community to keep the doors open. Amongst our community, we have many who have attended the school as staff or students, and currently many of their descendants now attend the school as staff or students.

Continuing the legacy of education provision at Opononi Area School is very important to all who connect with the school and we are very honoured to have the opportunity to acknowledge and celebrate this with a 50th Jubilee. It can be argued that there is no other school in New Zealand so magnificently sited - on the foreshore of the Hokianga Harbour overlooking the golden Sandhill's.

I personally am very privileged and proud to say that I am part of this amazing 50 year legacy having attended the school as a young 11 year old in 1996 and finishing my secondary schooling there until I was 18, where I received a scholarship to attend University. After completing my Diploma in Business and Bachelor of Maori Development Majoring in Business, I eventually returned to the school where I worked as the School Secretary for 7 years before leaving due to having children. My three children now attend Opononi Area School and I have since been on the Board of Trustees for the past five years. To say I have gone the full circle in all facets of the school is an understatement.

I cannot express the pride I feel to be at the forefront of such a significant historical event and I am super excited to share this with everyone who is interested. This will be a great opportunity for the school to build on community connections, to reminisce on what was and build on what will be for our future generations.

The Te Tai Tokerau Secondary Schools Kapahaka Festival was initiated in 1976 by Opononi Area School and was driven by David Hill - the Deputy Principal / Maori Language Teacher, the school board and local community members to be a friendly, non-competitive cultural festival. It was created as a platform where secondary schools of Northland could come together to share a common purpose to show case and highlight the importance of cultural traditions through Kapahaka performance. It was also a way to help revive, foster, grow and strengthen connections and friendships with other schools, their whanau and wider community. The Festival was to return to Opononi Area School every ten years and this tradition has been upheld since 1976.

There was no other festival like this at the time and it quickly became a focal point for all Northland schools / students, teachers and wider family to promote and enhance their knowledge of Te Ao Maori (all things Maori) and cultural tradition in Aotearoa. The festival become an event to build an enduring foundation of cultural excellence amongst our Northland youth.

The Te Tai Tokerau Festival has surpassed and outgrown its initial conception by tenfold starting out with only 11 schools participating in 1976 to now over 30+ schools participating with a different hosting school each year.

This is a community event that benefits many people everywhere, past and present and



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

### **Application No. KHCB00023 From Opononi Area School**

Form Submitted 18 Oct 2024, 3:00PM NZDT

one, which also holds cultural significance to thousands as it is a major part of our heritage and cultural identity as Rural Northland Secondary Schools.

Another significant personal achievement of mine is having stood strong and proud for Opononi Area School on the Tai Tokerau Festival stage and having been Kaitātaki Wahine (female leader) for 3 of the 5 years I performed. The “Tai Took” is an event that is still very special to me, I anticipate and look forward to it every year, and I know it will still be around when my children are old enough to perform.

In the past month, we have rallied together an Events Committee to organise both events, with representatives from the current Staff, Board of Trustees, and a mixture of past students and community members. We are currently in the process of planning committee meetings, securing funding and sponsors, facilitating and coordinating with the schools, booking and hiring external infrastructure / services / businesses and people, locking in vendors and getting our marketing and logistics sorted.

We acknowledge that this is going to be an enormous undertaking for such a small rural school and community and we will be relying heavily on the support of our local community boards, organisations, businesses (local and afar), staff, students, school whanau and wider community members. Without access to funding, it will be difficult to provide a high quality experience for our participants and audience. Successful funding will enable us to preserve our history and legacy while fostering community and wider northland engagement to inspire our future growth.

#### **EVENT DETAILS**

We are planning to host both events over 3 days in April 2025. The funding that we are requesting is for both events.

**50th Te Tai Tokerau Secondary Schools Kapahaka Festival 2025**

Wednesday 9th and Thursday 10th April 2025 (2 Days)

We are expecting twenty five to thirty Northland Secondary Schools to perform (roughly 1500 people involved) and up to 10,000 whanau and supporters to come and watch over the two days.

The aim of the 50th Te Tai Tokerau Kapahaka Festival is to provide schools with an opportunity to enhance the mana of their school by displaying their connection to and knowledge of Te Reo Maori (Maori Language), Whakapapa (Lineage), Whenua (Land/Territory), Whanau (Family), Tupuna Maori (Ancestors), Toi Maori (Maori Arts), and Hitori Maori (Maori History) through Kapahaka (Performing Arts). This also gives their whanau and wider community a chance to come together and share too. This will ensure that this important cultural event is accessible to all members of Northland and that it continues to thrive for generations to come.

**Opononi Area School 50th Jubilee - Gala Day**

Friday 11th April 2025 (1 Day)

We are expecting upwards of 2000 past and present students and their whanau to attend the Jubilee Gala over the day with a special Dinner in the evening of no more than 150 guests.

The Schools Jubilee Gala Day aims to acknowledge:

Matauranga (knowledge and understanding):

Honour the schools Legacy and Achievements over the past 50 years.

Kaitiakitanga (Guardianship):

Recognise contributions of past and present school members.

Whakawhanaungatanga (making and maintaining relationships):

Create connection / reconnection, Kinship, Sense of Belonging.

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

### **Application No. KHCB00023 From Opononi Area School**

Form Submitted 18 Oct 2024, 3:00PM NZDT

Whakamanawa (Encourage/Confidence): Inspire past and future generations.

Whakahuia (Treasure): Enhance the Mana of the school through positive impacts as well as providing a fun and enjoyable experience for all involved.

Maumahara (Reminisce): Remember and honour the past and present and those who have passed away – Te Taha Hinengaro (Mind), Te Taha Tinana (body), Te Taha Wairua (Soul).

#### **BENEFITS OF BOTH EVENTS TO COMMUNITY & WIDER**

##### **Educational Value**

- Teaches and improves language, history and customary values and processes.
- Develops confidence and self-expression in performing arts skills and public performances using music and dance.
- Encourages cultural appreciation, understanding, awareness and through cultural exchange.
- Enhances creativity and critical thinking and education through cultural innovation and diversity.
- Integrates with NCEA accredited subjects such as history, geography, social studies and Maori performing arts.
- Develop communication, presentation and performance skills.

##### **Cultural Significance**

- Preserves cultural heritage of traditional stories and legends of Northland through songs, chants, haka and actions by sharing the Maori culture, Te Reo Maori (Maori language) and performing arts, promoting unity amongst the Maori people.
- Honour's our ancestors and heritage from those passed on to those in the present. Fifty years is an amazing achievement and this only enhances the pride that everyone feels.
- Passes down cultural values and knowledge creating a historical narrative that will be talked about for years to come.
- Continuation - creating a long lasting legacy of Maori cultural performances that future performers can strive for.

##### **Community Building**

- Foster community cohesion, unity and pride among performers, shared with the school, staff, students, whanau and wider community of Hokianga and other Northland Schools.
- Strengthens community bonds through re-connecting / connecting, friendship and a common purpose shared by all.
- Promotes cultural exchange and understanding between the school and other schools and wider.
- The positive economic benefits will attract visitors to the Hokianga, which will give our local businesses a boost and support economic development.
- Build Team Work and Collaboration.

##### **Emotional and Spiritual Connection**

- Connects performers to their ancestral roots by learning and speaking / singing their ancestral language.
- Expresses emotions through song and dance by participating in traditional performance.
- Provides spiritual connection to ancestors while engaging in traditional ceremonies to give one cultural identity and belonging.
- Empathy and understanding of diverse perspectives.
- Social Activities that allow Inclusivity and Diversity.

#### **FUNDING / SPONSORSHIP ACKNOWLEDGEMENTS**

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

**Application No. KHCB00023 From Opononi Area School**

Form Submitted 18 Oct 2024, 3:00PM NZDT

We will acknowledge all community boards / organisations / businesses / people who have funded or sponsored these events across all platforms to demonstrate our appreciation and transparency. This will be carried out via the following methods:

Schools Social Media Page  
Website Acknowledgements  
Commemorative Program Advertising  
Printed in the Memorabilia booklets  
Event MC Announcements  
Logo Display around Venue  
Radio / TV Interviews  
Formal Written Letters  
School Newsletters  
Press Releases  
Nga Mihi Maioha  
Denise Turner  
Board of Trustees Representative

### 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.	
The Sound Cave (3 Days)	\$45,000.00	\$	<i>No files have been uploaded</i>

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

**Application No. KHCB00023 From Opononi Area School**

Form Submitted 18 Oct 2024, 3:00PM NZDT

Marquee Hireage (3 Days)	\$20,000.00	\$	<i>No files have been uploaded</i>
Kia Tupato - Security / Traffic Management	\$13,000.00	\$	<i>No files have been uploaded</i>
Catering Expenses (both events)	\$10,000.00	\$	<i>No files have been uploaded</i>
Printing of Memorabilia Booklets (both event)	\$5,000.00	\$	<i>No files have been uploaded</i>
Printing for Kai Mahi Tshirts	\$5,000.00	\$5,000.00	<i>No files have been uploaded</i>
Kerikeri Hire - Portaloos	\$3,000.00	\$	<i>No files have been uploaded</i>
Koha - MC's over 3 days	\$3,000.00	\$3,000.00	<i>No files have been uploaded</i>
Photo Booth Hire / Photographer	\$3,000.00		<i>No files have been uploaded</i>
Hato Hone - St Johns Ambulance (3 Days)	\$3,000.00		<i>No files have been uploaded</i>
Advertising / Printing of programmes	\$2,800.00		<i>No files have been uploaded</i>
Cowley Hire Centre - Chairs & Tables	\$2,000.00	\$	<i>No files have been uploaded</i>
Far North Hardware - MDF for stages	\$2,000.00	\$	<i>No files have been uploaded</i>
Koha - Petrol Vouchers Kaumatua and Kuia	\$2,000.00		<i>No files have been uploaded</i>
Cart Hireage - transport to and from carpark	\$1,500.00	\$	<i>No files have been uploaded</i>
Northland Waste	\$1,000.00	\$	<i>No files have been uploaded</i>
Koha - Stage Manager	\$1,000.00	\$1,000.00	<i>No files have been uploaded</i>
Koha - Logo Creation	\$1,000.00	\$1,000.00	<i>No files have been uploaded</i>
The Warehouse	\$1,000.00		<i>No files have been uploaded</i>
Office Max	\$1,000.00		<i>No files have been uploaded</i>

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

### Application No. KHCB00023 From Opononi Area School

Form Submitted 18 Oct 2024, 3:00PM NZDT

Taonga for Performing Schools	\$1,000.00		<i>No files have been uploaded</i>
Taonga for OAS Jubilee	\$1,000.00		<i>No files have been uploaded</i>
Wireless Rentals - Walkie Talkies	\$600.00		<i>No files have been uploaded</i>
Lanyards	\$600.00		<i>No files have been uploaded</i>
USB Memory Sticks	\$500.00		<i>No files have been uploaded</i>
Cleaning Products	\$500.00		<i>No files have been uploaded</i>
Opononi Refuse Station	\$500.00		<i>No files have been uploaded</i>

### 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? \***

\$130,000

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 \***

27-059-945

### Current Funding

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

\$749,433.00

**Kaikohe-Hokianga Community Grants Fund 2024-2025  
Local Grant Application Form  
Application No. KHCB00023 From Opononi Area School**  
Form Submitted 18 Oct 2024, 3:00PM NZDT

Must be a dollar amount.

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

\$749,433.00

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.
	\$
	\$

**Total Tagged Funds**

**Total Expenditure Amount**

\$120,000.00

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.	
Participating Schools Registration	\$7,500.00	Pending
Te Hiku Community Board	\$10,000.00	Pending
Bay of Islands-Whangaroa Community Board	\$10,000.00	Pending
Creative Community	\$30,000.00	Pending
Foundation North	\$20,000.00	Pending
Te Reo O Te Tai Tokerau (TROTT)	\$40,000.00	Pending
Ngapuhi Iwi Social Services	\$2,500.00	Pending

**Previous Funding from FNDC**

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

Yes  No

## **Kaikohe-Hokianga Community Grants Fund 2024-2025 Local Grant Application Form Application No. KHCB00023 From Opononi Area School**

Form Submitted 18 Oct 2024, 3:00PM NZDT

### **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)**

Opononi Area School

#### **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

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

### Application No. KHCB00023 From Opononi Area School

Form Submitted 18 Oct 2024, 3:00PM NZDT

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

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

#### Signatory One

**Name**

Stephanie Craike

**Position**

School Executive Officer

**Postal Address****Mobile Number**

Must be a Ne

**Date**

18/10/2024

Must be a date.



**Kaikohe-Hokianga Community Grants Fund 2024-2025**  
**Local Grant Application Form**  
**Application No. KHCB00023 From Opononi Area School**  
Form Submitted 18 Oct 2024, 3:00PM NZDT

**Signatory Two**

**Name**  
Denise Turner

**Position**  
School Board of Trustees Representative

**Postal Address**



**New Question**  
18/10/2024  
Must be a date.

# Local Grant Application Form

Kaikohe Service Centre

18 OCT 2024



## 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.

C.H.I. i.e. - Culture, History & Identity inclusive organisations that celebrates & emphasis people of all cultures

[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

# 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 Multi-Cultural C.H.I. Festival 2025 Date 19<sup>th</sup> 20<sup>th</sup> April 2025

Location Kaikohe Aerodrome Time 9am - 10am

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

If so, how much? Heke half marathon (Students free) - Music first \$50-100 (Adults \$150) TBC.

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.

2025 - Heke half marathon opens to college students & adults to undertake physical activity in jog & walks to explore the diversity, historic names places, iaonga significant to Kaikohe etc. Rangihimana - Kahiriwhata etc.

(3) Korowai - Maori Cloaks will be presented to the first (3) college students crossing the finish line. Adults prices will depend on entries. All will be received in the Arena that they may celebrate their achievements together.

The purpose of our events is to expose, explore & celebrate the manifold cultures of our place to promote whaka - the heart of te ika Kaitiaki Kaikohe.

(Sun: 20<sup>th</sup> - 25)

C.H.I Music Festival, music enhances the C.H.I. kaupapa bringing people together embracing their culture, heritage & identity.

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		
Advertising/Promotion	400.00	
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)	150.00	
Equipment Hire	40,185.10	
Equipment Purchase (describe) Traffic Management, TB + security	16,180.00	
Utilities Waste Transfer	1,041.38	
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr) 880hrs	17,600.00	not applicable
Other (describe) Bonds - T.B.C.		
<b>TOTALS</b>	<b>57,956.40</b>	<b>25,000.00</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
Deposit Van Hire - (P.100's)	\$500.00
<b>TOTAL</b>	

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

Funding Source	Amount	Approved
NONE		Yes / Pending
FNDC: letter supporting		Yes / Pending
Most funding - NGA		Yes / Pending
received yet.?		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
Community Services			Y / N
\$5,000		12/8/22	Y / N
			Y / N
Te Kapapa Kia Ora fund.			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)

Maihi Memorial Park Charitable Trust

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

L. P. MAHI

*[Signature]*



## 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  Position

Postal Address

Phone Number

Signature

### Signatory Two

Name  Position

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



## 7.5 PROJECT FUNDING REPORTS

**File Number:** A4968546

**Author:** Kim Hammond, Community Board Coordinator

**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) Kaikohe Rugby Football and Sports Club
- b) Taheke Community Centre

### 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. Project Report - Kaikohe Rugby Football and Sports Club - A4968553 [↓](#) 
2. Project Report - Taheke Community Centre - A4968580 [↓](#) 



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

Funding Advisor  
Far North District Council Private  
Bag 752  
KAIKOHE 0440

Name of organisation: Kaikohe Rugby Football + Sports Club.  
 Name & location of project: 15 Penney Cres - Kaikohe Rugby Reunion  
 Date of project/activity: 18<sup>th</sup> - 19<sup>th</sup> Oct 2024

Which Community Board did you receive funding from?

Te Hiku       Kaikohe-Hokianga       Bay of Islands-Whangaroa

Amount received from the Community Fund: \$5000

Board meeting date the grant was approved: Sept 2024

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
DD Gold Registration Poles	\$ 5827.63	
Embassy Entertainment	\$ 1800	
Harris/Stokers finger food.	\$ 1000	
Julie Harris deserts.	\$ 1000	
Gilmours - hangi	\$ 782.85	
Gilmours - hangi etc.	\$ 539.61	
Portabros	\$ 1002.80	
Kaikohe Hire Mergel + Legals.	\$ 5239.98	
Total:	\$ 17192.27	

*There are several more but have attached bank statement.*

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

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

We had 270 registrations and fed 370 people - there were a lot of elderly locals and our helpers we did not charge. Auction for sick police detective, past + present games presentation of life memberships.

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

Lots of people returned to Kaikohe after many years away and went on the bus trip. They were very impressed with what they saw at Ngawha, Innovation Park etc plus the golf club and Papa Hāwāiki both had events on as well so Kaikohe was buzzing - looked great. We were complimented on the presentation of the grounds.

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

attached

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

Kaikohe Rugby Club Reunion 2024

This report was completed by:

Name: Deb Wilson





**Far North  
District Council**

**Project Report  
COMMUNITY GRANT FUND - LOCAL**

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

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

Please return the completed form to: [funding@fndc.govt.nz](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: TAHEKE Community Centre  
 Name & location of project: Fencing for Taheke Hall grounds, 3272 State Highway 12, Taheke, Hokianga.  
 Date of project/activity: July 2024

Which Community Board did you receive funding from?

- Te Hiku       Kaikohe-Hokianga       Bay of Islands-Whangaroa

Amount received from the Community Fund: \$5,000.00

Board meeting date the grant was approved: September 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)
MT Pokaka Timber Products Ltd	\$ 3833.53	
INTA Timba Ltd	\$ 1,166.47	
	\$	
	\$	
Total:	\$ 5,000.00	

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:

New fencing in front of the Taheke United Community Centre, beautifies the entrance way and compliments the upgrade of the "Hall".

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

The project benefits the community by showing that the Community cares very much for the "Community Centre" and will continue to manaaki our facility for future generations.

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

Taheke United Community Centre post 3rd May 2024. Attached is a photo of the new fence and Kaikohe-Hokianga Community Board Logo.

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

[Empty text box for Facebook details]

This report was completed by:

Name: Ellenice Reihana Ruka



## 7.6 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4536070

**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 November 2024 member report from Chair Chicky Rudkin.**

### TE TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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

### REASON FOR THE RECOMMENDATION

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

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

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

### NGĀ ĀPITIHINGA / ATTACHMENTS

1. KHCB Chair Rudkin Report Oct-Nov 24 - A4963434 [↓](#) 



# Kaikohe-Hokianga Community Board Member's Report

Name: Chair - Chicky Rudkin  
 Subdivision: Kaikohe subdivision  
 Date: October/November 2024

## Meetings Attended

Date	Meeting	Comments
24 September	Extra Ordinary Council Meeting	
3 October	Business Call meeting	Hearing from various groups across The North – poor roading and lack of economic growth a focus for many
3 October	Kaikohe Placemaking project steering group meeting	Discussion around community consultation. Design and layout of space
4 October	Paul Linton – Northland Inc	Discussion re unrealised potential in Northland, Northland Inc working with Councils, connection to Central Government importance
8 October	Annual Plan 2025/26	Sharing of reviews/budgets by staff with Elected members to confirm Year 2 of the LTP so that preparation of rates for 2025/26 can occur
12 October	North Hokianga Working Group meeting in Panguru	Discussion mainly in regard to the Motuti slip and Runaruna Road fixing commencement.
14 October	KHCB Preview meeting	
15 October	Developing a Local Alcohol Policy Workshop	Presentation around what is a LAP to inform elected members re the impact of alcohol consumption in the Far North, to discuss whether LAP should be developed for the district leading up the council making a decision whether to approve a LAP or not.
17 October	Formal FNDC Council Hui	
22 October	Attended blessings at Motuti and Panguru	Sites blessed prior to road works commencing 23 October
25 October	Community Boards Catch up	With Manager Stakeholder Relationships - Scott May
25 October	KHCB Meeting	Followed by workshops – Rawene Glyphosate and City care presentation
1 November	Hokianga Ferry Liaison Group FNDC	Attended meeting due to issue being raised about KHCB being present at meetings.

**Community Issues**

Issue name	Comment
Clarity about what FNDC are responsible for and what the process is when there is an issue	Recommend some communication being shared across our ward to allow community members clarity around what FNDC is responsible for in particular around roading and general maintenance in our ward. In addition, once the community member has established FNDC responsibility what do they do next, what should they expect and so on.
Christmas Parades	Another matter to be shared across our Ward via the FNDC website perhaps – when are where are there Christmas parades/events occurring. This might include road closures also.
Possible closure / opening of roads	Thinking particularly about the Brynderwyns and Mangamuka Gorge (NZTA roads) possible closures/openings and the need to give everyone plenty of notice so that they can plan travel appropriately.
Hall Policy	KHCB members are keen to hear more about FNDC and in particular board member responsibilities in terms of hall delegations across the KHCB ward.

**Requests for Service (RFS)**

RFS	Issue
NZTA RFS 4198265	Signage from Rawene Ferry to the State Highway intersection. Request has been escalated. This comes under NZTA responsibility. With NZTA to action. Update: no noticeable change to signage in stated area
RFS 416034 related to 4178153	Rawiri Taiwhanga Park Plaque – alterations will be progressed following consultation with Hapu. Old plaque possibly housed at the Pioneer Village. New plaque underway. A small ceremony for both to be organised by Paul Wihongi (Hapu representative). Update: Preparation of new plaque is underway.
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. Request to be put through to City Care to build a new box around the tree. Update September: Citycare have investigated and pricing for the job to be received and approved by FNDC. Will need to follow this up again. Update November: Next steps will be dependent on outcome of arborist report (refer note below).
RFS 4203249	Tree planted outside Mint Café on Broadway Kaikohe causing a hazard across footpath with roots of tree lifting tarmac path. Update 16/10 - Arborist has been advised to provide an arborist report for this tree, once this has been received will be actioned as per his recommendation.



RFS 4202662	Bus shelters project – NTA Road Safety Engineer 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. November update – LTO has been lodged and licence is being prepared for decision / approval.
RFS 4221438	Weeds starting to appear along gutters and in concrete cracks along Broadway Kaikohe. Referred to District Facilities. Update November – Scheduled pavement clean was carried out end October. The existing build up will be removed and is due to delay in maintenance whilst transitioning to the new contract. Moving forward this will be brought into line with the contract schedule.
RFS 4215818	Harold Avenue – Kaikohe - curb side and channel, response from Staff regarding this to community member however community member totally dissatisfied with response.
RFS 4156590	Reed Park, Kaikohe - initial request for tree to be trimmed. FNDC staff replied advising this was part of the Tree assessment project review. Further update 3/10 customer advised staff have arranged to have the trees reviewed by an arborist to understand the best options for the future health and life of the tree.
RFS 4215690	Intersection of Orrs/Taheke Road, Kaikohe. Community member told that the suction sweeper would be clearing however community member has responded saying that it is “baked on” and will require more attention than this.
	State of rubbish bins along Broadway and in public spaces such as parks and reserves. Update September: I have been advised that the District Facilities team are seeking a bulk quote for rubbish bins and there will be replacements made across the district. November update: bins have been ordered and installs are anticipated to take place this month.
	Kohu Ra Tuarua Ferry (Hokianga) - \$2 Car passenger ticket fare, request to have it abolished at next review. Update November: response provided by staff however no clarity yet about when a review of ferry fares is to occur.

### Other matters

Kaikohe has recently help some very significant well organised events that should be publicly commended

- The Anniversary celebration for The Piri Wiri Tua Brass band
- The Kaikohe Rugby and Sports Club reunion celebration
- The Regional Primary School Kapahaka event held at Papa Hawaiiiki

Special thanks and congratulations to all event organisers.

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 KAIKOHE-HOKIANGA COMMUNITY BOARD NOVEMBER OPEN RESOLUTION REPORT

**File Number:** A4536185

**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 November 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. **Open Resolution Report - A4975770**  

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 13 November 2024</b> <b>2:25:03 pm</b>
<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	Kaikohe-Hokianga Community Board	<b>Date From:</b> 1/01/2021 <b>Date To:</b> 13/11/2024

Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 25/10/2024	Memorial Plaque at Kaikohe Memorial Park - Laurie Byers	<p><b>RESOLUTION 2024/110</b></p> <p>Moved: Member Mike Edmonds Seconded: Chairperson Chicky Rudkin</p> <p><b>That the Kaikohe-Hokianga Community Board approve the installation of the plaque to be placed at the Memorial Park learn to ride track, subject to completion of the Public Art and Memorial application form.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>13 Nov 2024 2:04pm</b> Staff are following up with the Kaikohe Lions Club for the Art in Public Places Application form to be filled out for this to go ahead.</p>
Kaikohe-Hokianga Community Board 25/10/2024	New Road Name: Lot 1, Waiare Road, Ōkaihau	<p><b>RESOLUTION 2024/111</b></p> <p>Moved: Chairperson Chicky Rudkin Seconded: Member Mike Edmonds</p> <p><b>That the Kaikohe-Hokianga Community Board Leave to Lie the report new road name a new Public Road, "Flagstaff Way" that is currently addressed at Lot 1, Waiare Road, Ōkaihau.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>13 Nov 2024 2:16pm</b> Awaiting LINZ confirmation. Report will be coming back to the Nov meeting. This action can be closed</p>
Kaikohe-Hokianga Community Board 19/07/2024	Reserve Management Plan Programme	<p><b>RESOLUTION 2024/73</b></p> <p>Moved: Chairperson Chicky Rudkin Seconded: Cr John Vujcich</p> <p><b>That the Kaikohe-Hokianga Community Board recommends that an individual Reserve Management Plan is prepared for Memorial Park Kaikohe Reserve in the Kaikohe-Hokianga ward.</b></p> <p style="text-align: right;"><b>ARRIED</b></p>	<p><b>27 Aug 2024 9:01am</b> Project has been discussed with Te Uri o Hua and project planning has started.</p> <p><b>11 Nov 2024 10:49am</b> This is now BAU underway. Parks &amp; Reserves Planner will provide updates as the work progresses.</p>

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 13 November 2024 2:25:03 pm</b>
<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	Kaikohe-Hokianga Community Board	<b>Date From:</b> 1/01/2021 <b>Date To:</b> 13/11/2024

Meeting	Title	Resolution	Notes
		<i>Note: That members be included in Rāwene Domain discussions to support them in their roles.</i>	
Kaikohe-Hokianga Community Board 25/10/2024	Initiation of public consultation on the granting of a ground lease over 1 Recreation Road, Kaikohe - Sportsville	<p><b>RESOLUTION 2024/109</b></p> <p>Moved: Member Jessie McVeagh Seconded: Deputy Chairperson Tanya Filia</p> <p><b>That the Kaikohe – Hokianga Community Board recommend to Council:</b></p> <p>a) that the public consultation process is commenced on the granting of a new ground lease to Kaikohe &amp; Districts Sportsville Incorporated, over approximately 485.7m2 of land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.</p> <p><b>The terms of the proposed lease shall be:</b></p> <p><b>Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977</b></p> <p><b>Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</b></p> <p>b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>13 Nov 2024 2:23pm Report will be escalated to the Dec 2024 Council meeting</p>

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**