



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika
SUPPLEMENTARY AGENDA



Friday, 16 May 2025

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

Membership:

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

Te Paeroa Mahi / Order of Business

7 Ngā Pūrongo / Reports 6

 7.2 Broadway Kaikohe Placemaking Project 6

7 NGĀ PŪRONGO / REPORTS

7.2 BROADWAY KAIKOHE PLACEMAKING PROJECT

File Number: A5184557

Author: Emma Manning, Senior Strategic Planner

Authoriser: Angie Thomas, Acting Chief Financial Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval for funds to be paid to Far North Holdings Limited for the implementation of the priority outcomes of the Broadway Kaikohe Placemaking Plan.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The funding that is proposed to be paid to Far North Holdings Limited will be lost at the end of this if it is not spent.
- This report provides an update on the findings of the engagement phase of the Broadway Kaikohe Placemaking Project.
- This report also provides an explanation of the reasons for the Project Steering Group's consensus that the 'Painting the Main Street' concept should be progressed for priority implementation.
- In addition, an explanation is provided regarding why the available funds have increased since the original resolution in July 2024; and
- Includes explanation of the reasons for a direct award of funds to Far North Holdings Limited.
- Discusses the advantages and disadvantages of each option.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- allocate \$57,000 funding from the Kaikohe-Hokianga Town Beautification fund to be paid to Far North Holdings Limited towards implementation of upgrades to the general Broadway area;**
- confirm their resolution of 19 July 2024 (Resolution 2024/74) to allocate \$50,000 funding from their Pride of Place budget to be paid to Far North Holdings Limited towards implementation of upgrades to the general Broadway area; and**
- allocate an additional \$10,000 funding from their Pride of Place budget to be paid to Far North Holdings Limited towards professional services fees for project management of implementation of upgrades to the general Broadway area.**

1) TĀHUHU KŌRERO / BACKGROUND

At its meeting held 19 July 2024, the Kaikohe-Hokianga Community Board resolved (*Resolution 2024/74*) that a sum of \$50,000 be awarded from the Pride of Place Grant Fund to implement priority outcomes resulting from engagement with the Kaikohe community.

A Project Steering Group was formed in August 2024 which includes Kaikohe-Hokianga Community Board Chair Chicky Rudkin, Cr Babe Kapa, and Cr John Vujcich.

In November 2024, external consultants ĀKAU were engaged to:

*establish relationships with relevant Kaikohe town stakeholder groups;
undertake an engagement phase with stakeholders and hapū to explore relevant cultural and historical narratives and use those to inform concept ideas, and the engagement phase; and
develop a placemaking plan for Broadway, Kaikohe and its immediate environs.*

Since February 2025, ĀKAU have undertaken an extensive range of consultation events, including:

- A survey compiled by the Project Steering Group received approximately 80 submissions. The feedback indicated that people want more stories of place, cultural conversations, and community engagement,
- A Tamariki Engagement Session held at Far North District Council which was attended by over 40 Tamariki from six schools focused on developing the entrance to the cycle trail (a priority identified in the Kaikohe-Hokianga Community Board Strategic Plan 2023-2025),
- Kaikohe Business Association Engagement Session attended by over 45 people on 18 April focused on Broadway Streetscape upgrade, CCTV and safety and developing a market square concept,
- Engagement sessions at the surrounding Marae and with the Hapū Rōpū,
- Engagement session with officers from the Twin Coast Cycle Trail,
- Engagement sessions with local community leaders.

At the end of the engagement phase, ĀKAU presented six concepts which encapsulated the priorities of the community to the Project Steering Group on Monday 5 May 2025 as follows (See Attachment 1):

- Broadway Streetscape - seating, signage and planting
- **Painting the Main Street and developing design guidelines for restoration works**
- Hapū Markers
- Taheke Road Entrance to Twin Coast Cycleway
- Kaikohe Market Place
- Library Square connection to Broadway

All six of the concepts in Attachment 1 will be included in the Broadway Kaikohe Placemaking Plan and presented to the Kaikohe-Hokianga Community Board for approval. In considering which of the above concepts should be progressed for priority implementation using the available funding, the Project Steering Group debated the following:

- The Kaikohe-Hokianga Community Board Strategic Plan 2023-2025 Key Priorities
- The concept that will have the greatest impact on the wider Kaikohe-Hokianga Community
- The concept that will have the greatest impact on reducing crime and promoting safety
- The concept that will be supported by the surrounding rural community members
- The concept that will have the greatest impact on the wider District and Visitors
- The concept that had the greatest community support during the engagement
- The concept that reflects the values and aspirations of the surrounding hapū
- The concept most likely to be able to meet consenting requirements
- The concept that will have the biggest impact on the local economy
- The concept that will have the greatest impact on the streetscape
- The concept likely to be the best value for money
- The concept most likely to be delivered quickly
- The concept supported by mana whenua.

After considering the above, the Project Steering Group agreed by consensus that the 'Painting the Main Street and developing a design guideline for restoration works' concept should be progressed first for implementation using all available funding.

Progressing this concept includes:

- a) ĀKAU developing, in conjunction with the Hapū Rōpū, a design style guideline for restorative works to both public and private properties on Broadway, Kaikohe and its immediate environs. Funding would be spent on painting / upgrading the appearance of the shop fronts in Kaikohe. The project will include a produced design guideline and principals for the roll-out, including a colour palette that will represent and uplift Broadway.

- b) ĀKAU developing, in conjunction with Far North Holdings Limited, a plan for works, including costings and timeframes in line with the Community Board's decision on 17 July 2024 (Resolution 2024/74) to implement priority outcomes identified in the Kaikohe-Broadway Placemaking Plan for the value of \$107,000.

Once the design guidelines are complete, a four-week consultation will be required to enable the community to provide feedback on the proposal, before the final proposal is put to the Community Board for adoption.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Priority Concept for Implementation

The Project Steering Group agreed by consensus that the 'Painting the Main Street' concept should be progressed first for implementation using all available funding. The reason was:

- a) that this concept aligns strongly with both the purpose of the Community Board funding allocations proposed to be utilised for priority implementation, and
- b) the Community Board's Strategic Plan 2023-2025 identifies, "*Invest more money in townscaping, beautification, and levels of Service in Kaikohe....*" as a priority.

The Project Steering Group discussed that, to achieve the goals of the project to improve the Broadway streetscape, funding may need to be spent on upgrading private properties and the Project Steering Group are comfortable that this is both necessary and good value if the public realm is improved to the maximum benefit of all users and visitors to Kaikohe.

Increase in Funding

At its meeting on 19 July 2024, the Kaikohe-Hokianga Community Board resolved (*Resolution 2024/74*) to award a sum of \$50,000 from the Pride of Place Fund to implement priority outcomes resulting from the Broadway Kaikohe Placemaking Plan.

The Community Board Coordinator identified that the \$57,000 Town Beautification budget in the Long-Term Plan had not been utilised during the past financial year. This budget allocation will not be rolled over to the next financial year and must be spent by 30 June 2025. Therefore, redirecting the Town Beautification budget to implementing priority outcomes identified in the Kaikohe-Broadway Placemaking Plan will ensure these funds are able to be utilised.

With the endorsement of the Project Steering Group, officers presented the opportunity for additional funding to the Kaikohe-Hokianga Community Board Meeting in a workshop held on Wednesday 16 April 2025. The Community Board agreed that ĀKAU should provide a plan for works, including costings and timeframes in line with their decision on 17 July 2024 (*Resolution 2024/74*) to implement priority outcomes identified in the Kaikohe-Broadway Placemaking Plan for the value of \$107,000 instead of \$50,000.

Separately, Council's Funding Advisor, has advised that any remaining Pride of Place funding could also be utilised to implement priority outcomes. This amount could potentially be up to \$30,000 depending on how many grant applications are approved by the Community Board in May and June 2025. If the Board has any remaining unallocated grant funds in their budget at 30 June 2025, this balance could be paid to Far North Holdings Limited and earmarked for implementation of upgrades to Broadway.

Officers will put a recommendation to the Board's June meeting on how to allocate any surplus Kaikohe-Hokianga Community Board Grant funding, which could recommend further funds be allocated to this project.

Direct Award

The recommendation is to pay funds from the Town Beautification budget and Pride of Place fund directly to Far North Holdings Limited. No other project manager providers were considered for implementation of this project for the following reasons:

- ĀKAU will be working with the project managers to develop the plan of works and then hand over for the implementation stage. ĀKAU have specified it is their preference to work with

Far North Holdings Limited to deliver this project, because they have an existing strong working relationship with Far North Holdings Limited;

- Because ĀKAU need to start working with the project managers now in order to deliver the plan of works, the recommendation to begin paying Far North Holdings Limited professional services fees now enables Far North Holdings Limited to provide project support to ĀKAU immediately to develop an implementation plan that will be the best value for money;
- Due to the sensitive nature of developing a project that requires liaison between Council and private landowners, the Project Steering Group felt that Far North Holdings Limited was best placed to manage the risks associated with such a project where there is a strong emphasis on value for money and incentivising private investment as a priority;
- Far North Holdings Limited is able to utilise its existing networks and relationships in Kaikohe to ensure the best and most economical use of funds, and
- Council's procurement policy allows for a direct tender when the value of the procurement is less than \$100,000 which is only applicable to the Town Beautification portion of the funding.

Options

Option 1: Accept the Recommendation

Advantages: the recommendation allows for funds to be used to achieve one of the Kaikohe-Hokianga Community Board's priorities in their Strategic Plan 2023-2025. The recommendation allows for Broadway to be 'cleaned up' and become a place that people want to spend time in and visit and be a catalyst for rejuvenation and private investment. The recommendation benefits both the local Kaikohe community and visitors to Kaikohe. The recommendation was supported by hapū and was a direct recommendation from the community.

Disadvantages: the other five concepts identified during the engagement will need to wait to be funded and implemented.

Staff Recommendation: Staff recommend this option, because if the funding is not spent by 30 June 2025 the funding will be lost and there is not enough time between now and the end of the financial year for any other projects to be scoped. Also, the loss of funding would mean that the Kaikohe-Hokianga Community Board's priorities in their Strategic Plan 2023-2025 would not be achieved.

Option 2: Reject the Recommendation

Advantages: the Community Board would be able to provide savings by not spending their full budget allocation.

Disadvantages: no streetscape upgrades would be achieved during this financial year and the majority of the Kaikohe-Hokianga Community Board's annual funding allocation for placemaking would not have been used to achieve the Kaikohe-Hokianga Community Board's strategic priorities.

Staff Recommendation: Staff do not recommend this option. If the funding is not paid to Far North Holdings Limited before the end of the financial year, the Kaikohe-Hokianga Community Board will lose the opportunity to achieve its strategic priorities.

Next steps

The Kaikohe-Hokianga Community Board will be presented with the final recommendations for activities and projects to be undertaken in the plan of works (including costs and timeframes) for confirmation by the Board before implementation commences after a four-week consultation period.

At the completion of the implementation of upgrades to Broadway, Far North Holdings Limited provide a project report confirming expenditure and reporting on the activities and projects completed. Any unspent funds are to be returned to the Kaikohe-Hokianga Community Board.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The placemaking process enables stakeholders, community and hapū to provide Council with their ideas to improve the public realm. The placemaking process is a community led process, and Council

is involved only as a facilitator to ensure that the ideas of one person or group are generally supported by the wider community. Throughout the engagement, the state of Broadway was a major concern for participants and this opportunity to improve the public realm is in line with both the wishes of the community as communicated to Council via the engagement process, and the strategic goals of the Kaikohe-Hokianga Community Board to invest more money in town-scaping and beautification in Kaikohe.

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

This decision does not result in any addition costs, because the work required to be undertaken by ĀKAU to develop the design guidelines and the plan of works has already been budgeted for in their existing contract to help develop the Kaikohe placemaking plan. The project management fees associated with the implementation to be paid to Far North Holdings Limited will be met by the Pride of Place fund and any unspent allocation for fees will be returned to the Pride of Place fund.

ĀPITI HANGA / ATTACHMENTS

1. **Broadway Kaikohe Placemaking Plan - Six Concepts - A5188056** [↓](#) 

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:

- a) A Local authority must, in the course of the decision-making process,

Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and

Assess the options in terms of their advantages and disadvantages; and

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.

- b) This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Due to the importance of Broadway to the users of Kaikohe, the proposal will have high public interest. However, due to the strong alignment between the proposal and both the wishes of the community to improve the Broadway Streetscape and the strategic objectives of the Kaikohe-Hokianga Community Board, of Engagement Assessment identifies this project as Medium / Consult criteria and is unlikely to be controversial.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Accessibility Policy (2022) Art and Memorials in Public Places Policy (2017) Community Gardens Policy (2013) Community Grant Policy (2018, currently under review) Parks and Reserves Policy (2022) Footpath Policy (2016) Iwi/Hapu Environmental Management Plans Policy (2016) Procurement Policy Public Toilets Policy (2011) Street Lighting Policy (2014) Long Term Plan (2024-2027) Sustainable Procurement Policy (2020)
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.	Because the objective of the streetscape upgrade is to improve the aesthetic of Kaikohe, success of the project will be determined on whether users and visitors to Kaikohe have an improved experience of Kaikohe and therefore want to visit and spend time in Kaikohe more frequently in line with the strategic objectives of the Kaikohe-Hokianga Community Board.
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.	ĀKAU engaged widely throughout the engagement phase, this included: <ul style="list-style-type: none"> - Officers presenting the project to the Hapū Rōpū - Hapū representation on the Project Steering Group - Engagement sessions at the Marae - Hapū representation at the Tamariki and KBA Engagement Sessions

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).	ĀKAU engaged widely throughout the engagement phase. Once the detailed design guidelines and plan of works are developed together with the Hapū Rōpū for the restoration concept, a four-week consultation will be held to ensure that any interested people or groups have the opportunity to comment on the plans.
State the financial implications and where budgetary provisions have been made to support this decision.	As above, this decision does not result in any addition costs, because the work required to be undertaken has already been budgeted for in their existing contract to help develop the Kaikohe placemaking plan. Project management fees associated with the implementation will be met by the Pride of Place fund and any unspent allocation for fees will be returned to the Pride of Place fund
Chief Financial Officer review.	This report has been reviewed by the Acting CFO

GROUP	CONTACT	DETAILS	PROGRESS	RESPONSIBILITY
Streetscape - seating, signage and planting - Broadway		To identify and produce opportunities for permanent feature parklets (some parking will need to be removed), upgrading planting and trees along the whole street, hanging baskets. Recommendations for where FNDC and NZTA might consider changes or upgrades or pedestrian use of the street, and access for emergency services. This would include upgrades for ramp access onto footpaths and potential shifting of pedestrian crossing at St Johns Shop.	To develop for the final report (Identified in Street Scape Group / Kaikohe Business Association / 14.4.2025)	ĀKAU / FNDC
Painting the Main Street	Gwena Gilbert	Spend the project money on painting / upgrading the appearance of the shop fronts in Kaikohe (this would include the canopies / soffit + fascia board / street facing. The project will include a produced design guideline and principals for the roll-out. This could include a palette of 5 colours that will represent and uplift Broadway. An engagement process which will allow active landlords and building owners to gain benefit from this project. See Community Board recommendation below to be included. Colours may include Kohekohe Berries / Kauri Gum / Rakau Green / Volcanic Rock & Soil / Contemporary shades.	To develop for the final report (Identified in Street Scape Group / Kaikohe Business Association / 14.4.2025) /	AKAU
Hapu Markers	Jo Walsh / Erana Tahere	To identify the places and a map of potential installations which provide the opportunity for Hapu to tell stories by identifying places of importance & creating signposts / pou or structures for that place. The hapu would be Te Uri o Hua, Ngati Whakaeke, Matarahurahu and Ngati Tautahi. It would involve putting a marker in a place of importance, creating a series of comments connected to this place and then identifying the purpose and potential for an installation work. Also thinking about other important hapu assets such as maunga, awa, marae, Kaikohekohe etc. Looking at options to include Heritage New Zealand practices and recommendations into the process.	To develop for the final report (identified in Nga Hapu o Kaikohe Meeting / 5.03.2025)	ĀKAU / HAPU
Taheke Road Entrance / Pou Herenga Tai / Tamariki Project	Jo Walsh / Tracy Dalton	Concept to evolve, but consider the following: visitors, manuhiri, whanau, tamariki, hauora. Potential development of signage, hapu markers, playground, gym circuit, parking and picnic areas.	To develop for the final report (identied in Rangatahi Papamahi / 10.4.2025)	ĀKAU / TAMARIKI
Kaikohe Market Place	Jo Walsh / Mike Shaw / Edith Tahere	Concept to develop the central marketplace opportunity. To consider shelter, seating and relaxing, gardens, playground, vendor engagement and different focused markets: Food / Produce / Fashion / Arts / Antiques / Tourism	To develop for the final report (identified in Meetings with KBA & Ngapuhi Runanga / 26.03.2025)	ĀKAU / KBA / RUNANGA
Library Square connection to Broadway	Jo Walsh / Wot Matters	Concept to look at the way we use parks and rest areas. What would make the space better for our whanau and visitors. What is missing, what might make people spend more time in town, how are they used by whanau, how do we tell stories and see reflections of ourselves in spaces. Painting of walkway roof, living garden roof on toilet, potentially changing the carpark, with focus on the alley to be a key, design attention given to the alley way as a priority, and shared meeting / lunch spaces provided for work kaimahi and whanau using the playground	To develop for the final report	ĀKAU / HĀPORI