



**Te Kaunihera
o Te Hiku o te Ika**
Far North District Council



AGENDA



Thursday, 10 July 2025

Time: 10:00 AM
Location: Turner Centre
43 Cobham Road
Kerikeri

Membership:

Chairperson Belinda Ward
Deputy Chairperson Lane Ayr
Councillor Ann Court
Member Bruce Mills
Member Amy Slack
Member Roddy Hapati-Pihema
Member Jane Hindle
Member Tyler Bamber

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 stormwater systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

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

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

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

6. To hold hearings of submissions received as a result of Special Consultative Procedures carried out in respect of any matter other than an Annual or Long Term Plan and make recommendations to the Council.
7. Where recommended by staff to appoint management committees for local reserves, cemeteries, halls, and community centres.
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
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Turner Centre, 43 Cobham Road, Kerikeri on:
Thursday 10 July 2025 at 10:00 AM

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1 KARAKIA TIMATANGA / OPENING PRAYER

ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono.

We ask that through the boards discussions and decisions the representatives elected may advocate on behalf of the Bay of Islands-Whangaroa community with aroha, imagination, skill and wisdom to achieve a fairer and more united community that enhances the wellbeing of the community and solves the community's problems efficiently and effectively.

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

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5044381

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meetings held on 11 June 2025 are a true and correct record.

1) TE TĀHUHU KŌRERO / BACKGROUND

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

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

The Bay of Islands-Whangaroa Community Board Standing Orders Section 27.3 states that “no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness”.

TE TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

- 1. 2025-06-11 Bay of Islands-Whangaroa Community Board Minutes - A5229877**  

TE HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as a true and correct record, any interest that affect other people should be considered as art of the individuals report.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications requiring input from the Chief Financial Officer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

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Bay of Islands-Whangaroa Community Board Meeting Minutes

11 June 2025

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON WEDNESDAY, 11 JUNE 2025 AT 10:00 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Councillor Ann Court, Member Bruce Mills, Member Amy Slack, Member Roddy Hapati-Pihema, Member Jane Hindle, Member Tyler Bamber

STAFF PRESENT: Kim Hammond (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Roger Ackers (Group Manager – Planning and Policy), Emma Manning (Senior Strategic Planner), Trinity Lane (Finance and Customer Services Administrator)(online), Ryan Bath (Infrastructure Support Officer), Jonnina Jackson (Customer Service Administrator).

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Bamber commenced the meeting with a karakia at 10:09 AM.

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

RESOLUTION 2025/56

Moved: Chairperson Belinda Ward

Seconded: Deputy Chairperson Lane Ayr

That the Bay of Islands-Whangaroa Community Board notes:

- the apology from Cr Babe Kapa;
- the apology for lateness from Cr Ann Court;
- the declaration of interest from member Tyler Bamber in relation to item 7.7d; and
- the declaration of interest from member Jane Hindle in relation to the funding application for the R. Tucker Thompson.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATIONS

- John Tetley and Wade Rousell spoke to the board about the Kerikeri Men's Shed.

4 NGĀ KAIKŌRERO / SPEAKERS

- Vania Hamlin spoke regarding item 7.7c.
- Teresa Morrison spoke regarding item 7.7a.
- Margaret Wikaire spoke regarding item 7.7g.
- Catherine Langford spoke regarding the funding application for R Tucker Thompspon.

Chairperson Belinda Ward noted that all information for the funding application for R. Tucker Thompson was received and included in the agenda however there was no recommendation for the application in the agenda. The funding application will still be considered later in the meeting.

Cr Court joined the meeting at 11:12 AM.

- Anne Gates spoke regarding item 7.7h.

The meeting adjourned at 11:31 AM and resumed at 11:50 AM.

- Marcus Powell spoke regarding item 7.7e.

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5 NGĀ TONO KŌRERO / DEPUTATIONS

- Manuela Gmeur-Hornell spoke to supplementary agenda items The Strand Kororāreka Russell Traffic Trial and Kororāreka Russell Placemaking Plan.

Attachments tabled at meeting

- Deputation Presentation - Manuela Gmeur-Hornell - A5238656

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

Agenda item 6.1 document number A5044379, pages 8 - 11 refers

RESOLUTION 2025/57

Moved: Chairperson Belinda Ward

Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 15 May 2025 are a true and correct record.

CARRIED**7 NGĀ PŪRONGO TĀPIRI / SUPPLEMENTARY REPORTS****7.1 THE STRAND, KORORĀREKA RUSSELL TRAFFIC TRIAL**

Supplementary Agenda item 7.1 document number A5145928, pages 4 - 31 refers

RESOLUTION 2025/58

Moved: Member Jane Hindle

Seconded: Councillor Ann Court

That the Bay of Islands-Whangaroa Community Board:

- Recommend that Council, as the Road Controlling Authority under the Land Transport Rule: Streets Layout 2023 (Rule) change:**
 - from mid-block Cass Street to the boat ramp at the northern end of The Strand to a shared space,
 - the southern end of The Strand to pedestrian priority with access for essential vehicles,
 - the layout of Cass Street to make the trial permanent;
- Recommend that the features installed temporarily in Cass Street during the trial be retained in its current form until an updated design is created by Roading Working Group and Council's Transport group, consistent with the objectives of the Kororāreka Russell Historic Township Overlay and presented to the community for feedback;**
- The planters and barrel adjacent to Russell Fresh to be moved to improve access and egress from the disability park opposite, with clear signage delimiting the loading zone area; and**
- Incorporate the above recommendations into the Bay of Islands-Whangaroa Community Board Strategic Plan to be considered for inclusion in the Long-Term Plan.**

CARRIED

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7.2 KORORĀREKA RUSSELL PLACEMAKING PLAN

Supplementary Agenda item 7.2 document number A5145940, pages 32 - 38 refers

RESOLUTION 2025/59

Moved: Member Jane Hindle

Seconded: Member Bruce Mills

That the Community Board:

1. Endorse the Kororāreka Russell Placemaking Plan and incorporate its initiatives into the Community Board Strategic Plan,
2. Confirm that funding granted under Resolutions 2022/09 and 2022/56 can be used towards the implementation of the initiatives in the Kororāreka Russell Placemaking Plan, and
3. Approve the remaining funding be paid to Far North Holdings Limited for the implementation of the Kororāreka Russell Placemaking Plan at the direction of the Community Board or their nominated representative.

CARRIED**8 NGĀ PŪRONGO / REPORTS****8.1 NEW ROAD NAME: 243 RĀWHITI ROAD, RĀWHITI.**

Agenda item 7.1 document number A5155419, pages 12 - 31 refers

RESOLUTION 2025/60

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Jane Hindle

That Bay of Islands-Whangaroa Community Board name a private road “Kaingahoa Drive” that is located at 243 Rāwhiti Road, Rāwhiti.**CARRIED****8.2 NEW ROAD NAME: 4 KING STREET, KERIKERI**

Agenda item 7.2 document number A5191383, pages 32 - 35 refers

RESOLUTION 2025/61

Moved: Member Tyler Bamber

Seconded: Deputy Chairperson Lane Ayr

That the Bay of Islands-Whangaroa Community Board name a Right-of-Way “Te Oranga Lane” that is located at 4 King Street, Kerikeri.**CARRIED****8.3 ROAD RENAME: PATERETERE PLACE, KĀEO**

Agenda item 7.3 document number A5191754, pages 36 - 42 refers

RESOLUTION 2025/62

Moved: Member Jane Hindle

Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming Policy, recommend that Council approve to rename a private road “Roto Place” that is currently addressed at Pateretere Place, Kāeo.**CARRIED**

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8.4 NEW ROAD NAME: 4801 STATE HIGHWAY 1, WAIOMIO

Agenda item 7.4 document number A5195078, pages 43 - 46 refers

RESOLUTION 2025/63

Moved: Member Roddy Hapati-Pihema

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board name a Right-of-Way "Waiomio Downs Lane" that is located at 4801 State Highway 1, Waiomio.**CARRIED****8.5 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.5 document number A5198547, pages 47 - 54 refers

RESOLUTION 2025/64

Moved: Member Amy Slack

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Jane Hindle.**CARRIED***The meeting adjourned at 1:05 PM and resumed at 2:55 PM.***7.6 PROJECT FUNDING REPORTS**

Agenda item 7.6 document number A5208673, pages 55 - 56 refers

RESOLUTION 2025/65

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board note the project reports received from:

- a) ArtsXL – 100 x 100**
- b) Bald Angels – Christmas Kai Project**
- c) Kawakawa Bowling Club – Shelters**
- d) Kawakawa Christmas 2024**

CARRIED

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RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION 2025/66**

Moved: Member Belinda Ward

Seconded: Member Amy Slack

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

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

CARRIED

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CONFIRMATION OF DECISIONS TO BE RELEASED IN PUBLIC**RESOLUTION 2025/67**

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

At the conclusion of the public excluded portion of the meeting the Bay of Islands-Whangaroa Community Board confirmed the following decisions be restated for public:

- a) **\$4,000 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to R. Tucker Thompson Youth Sailing Trust for the costs towards 2 rangatahi to attend.**
Member Jane Hindle left the table and did not participate in the debate or voting of this item.
- b) **\$6,500 (plus GST if applicable) be paid from the Boards Community Fund account to Kerikeri Theatre Company for costs towards the production of The Little Mermaid.**
- c) **\$1,548 (plus GST if applicable) be paid from the Boards Community Fund account to Whangaroa Health Services Trust for costs towards a community garden and nutritionist.**
- d) **decline the funding application from Hospice Mid-North for costs towards venue hire for the Battle of the Ballroom 2025.**
- e) **\$7,000 (plus GST if applicable) be paid from the Boards Community Fund account to The Centre for costs towards running Brew of Islands 2025.**
Member Tyler Bamber left the table and did not participate in the debate or voting of this item.
- f) **\$10,000 (plus GST if applicable) be paid from the Boards Community Fund account to Within Nature Charitable Trust for costs towards mentoring environmental restoration and education.**
- g) **leave to lie the application from Our Kerikeri Charitable Trust for costs towards running Christmas 2025 festival to the new financial year when it can be considered with other Christmas applications.**
- h) **leave to lie the application from Kawakawa Hundertwasser Memorial Park Charitable Trust for costs towards purchasing and installing shadesails, until the details of ongoing maintenance and ownership/responsibility are confirmed by relevant parties; and**
- i) **leave to lie the application from Totara North Hall Committee for costs towards upgrading and installing a new hall kitchen, until the details of ongoing maintenance and ownership/responsibility are confirmed by relevant parties.**

CARRIED*Member Amy Slack left the meeting at 3:38 PM.*

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8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5044363, pages 185 - 185 refers

RESOLUTION 2025/68

Moved: Member Jane Hindle
Seconded: Member Bruce Mills

That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board June Open Resolution Report.

CARRIED**9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:47 PM with a karakia by Member Roddy Hapati-Pihema.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 10 July 2025.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A5044417

Author: Kim Hammond, Community Board Coordinator

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Jane Hindle.

1) 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.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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 report from the Chairperson and members are attached.

Resource Consents are available on the Council's website and when going through a public notification process will be 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 to provide transparency.

TAKE TŪTOHUNGA / 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.

3) 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.

ĀPITI HANGA / ATTACHMENTS

- 1. Members Report Belinda Ward - A5238816**  
- 2. Members Report Jane Hindle - A5237015**  



Member's Report

Name: Belinda Ward
Subdivision: Paihia Subdivision
Date: 19th May 2025 - 17th June 2025

Meetings Attended

Date	Meeting	Comments
20/05/25	Te Koukou Transport & Infrastructure Committee Meeting & Workshop	Virtual - Teams
21/05/25	Delivery & Operations monthly catch up with CB chairs	R Garcia Virtual - Teams
22/05/25	Te Patukurea - Kerikeri Waipapa Spatial Plan	Public Consultation & deliberations outcomes FNDC - Council
22/05/25	Workshop Masterplanning of Te Puawaitanga	In alignment with the Te Patukurea Spatial Plan Implementation Plan. FNDC - Kaikohe
23/05/25	Meeting re unconsented stormwater infrastructure & options of resolution	This relates to a council reserve & properties in Selwyn Rd Paihia - Scenic Circle Paihia
27/05/25	Attended Hearing for PDP Heritage Zone overlay	Waitangi National Trust
28/05/25	FNDC Workshop - AP wrap up	FNDC - Kaikohe
28/05/25	Direction on Draft "Community Adaptation Plan"	Climate Action & Resilience Department FNDC Kaikohe
30/05/25	BOI - W CB Agenda Preview	Virtual - Teams
05/06/25	FNDC Meeting	FNDC - Kaikohe
06/06/25	Met with member Hindle in Russell to walk through The Strand Placemaking trial	Site visit - Russell
11/06/25	BOI-W CB Meeting	Turner Centre - Kerikeri
16/06/25	CBEC Pre-election CB's National Hui	Guest speaker "lunch with Moko Tepania". Best Practice Guide due out soon! How to strengthen the relationship between Council & CB. Virtual - Zoom
17/06/25	Te Koukou - Transport & Infrastructure Committee Meeting	Virtual - Teams

Community Issues

Issue name	Comment
16/12/24	There is a need for more regular traffic control on the Waitangi Bridge when the cruise ships are tendering to the Waitangi Wharf. Update 13/02/25: I have raised this issue at the recent Council meeting & the CEO is to follow up with me. 19/05/25 No update.
14/01/25	Further to phone calls received, discussions need to be held (AP) around the need for 2 x toilets at Puketū Forest for 6 months to cover the peak visitor & cruise ship visitor needs.
31/01/25	Growing community concern around "self contained" vehicles on "limited services Camping Grounds". Emails sent to staff. Workshop requested at Operations & Delivery monthly meeting. Update: 20/05/25 discussions with another concerned ratepayer around this topic.
05/02/25	Lucy Elizabeth Williams Reserve (cnr Marsden Rd & Davis Cres. Paihia). There was a plan in place to manage this site over Waitangi Day & unfortunately it was rendered an impossible task. 24/03/25 Staff working with neighbours on a solution. Update 09/04/25: Wooden bollards are to be erected along the Marsden Rd Paihia frontage of the reserve to prevent vehicular access.
04/03/25	Email received from Paihia Village Green Craft Market manager requesting meeting for 2025-2026 season. Update: Craft Market information received for up coming meeting.
21/05/25	Community concerns around the use of the Waitangi reserve by bridge prior to the hearing for the lease. Skip bin, portaloos & scaffolding being put in place. Update 17/06/25 Site has been cleared

Requests for Service

Number	Date	Comment
Email via KH on behalf	16/02/24	Designation of land behind fence near Waitangi Pensioner Flats on Te Kemara Ave. No response as at 17/06/25
RFS via KH RFS as at 22/04/25 4241389	30/01/25 + 22/04/25 + 26/05/25	1. Removal of black bollards on Te Karuwha. H&S issue. Update 09/04/25 Site visit with KH. Update 18/05/25 Some broken wooden bollards have been removed. 2. Safety fencing required around foreshore erosion where large Pohutukawa is at risk. Update: Following a site visit from staff, I have had discussions re the beach erosion, H&S & urban drainage issues along Waitangi & Ti beaches. No action. Update 18/05/25 This site has further eroded since last weeks storm & the large pohutukawa tree is at risk along with the stormwater pipe, footpath &

		road. This RFS is now sitting with Roding. Update 17/05/25 Another RFS received via Mayor re the beach erosion on Te Karuwha Pde.
4245782 Emailed on behalf	02/04/25	Re Bing property - The tree felling stopped 2-3 weeks ago & how long will the Fairy Pools remain closed to the public for? Response: No construction Management Plan has been submitted as yet & no timeframe for schedule of works can be confirmed.
4251500 On behalf	13/05/25	The drain at the end of the Paihia Primary School on the Williams Roadside needs cleaning out. This drain runs under the FNHL carpark.
4253323 On behalf	26/05/25	Rocks on foreshore need reinstating around stormwater outlet Cnr Marsden & Bayview Roads Paihia. They were washed out in the big storm that took out the footpath & road.
4250892 On behalf	26/05/25 Original RFS lodged 08/05/25	Vegetation & blocked council drains on right hand side leading up to #30N Sullivans Rd Paihia. A number of neighbours have lodged RFS's historically with no satisfactory action taken to date.
4254265	03/06/25	Process for approval of Open-Air Stage on Kerikeri Domain - Sitting with TP

Resource Consents:

NIL

Other Issues:

1. Kerikeri Domain: Delegation of Management Committee to BOI-W CB. In progress.



Member's Report

Name: Jane Hindle

Subdivision: Russell Ōpua Subdivision

Date: 20 May– 16 June 2025

Far North District Council Community Outcomes are as follows:

Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Communities that are healthy, safe, connected and sustainable	Connected and engaged communities prepared for the unexpected	Proud, vibrant communities	Prosperous communities supported by a sustainable economy	A wisely-managed and treasured environment that recognises the special role of tangata whenua as kaitiaki

Meetings Attended

Date	Priority	Meeting	Comments
20 May 25	1,2,3,4,5	Catch up with Community Board co-ordinator	Via Teams
26 May 25	1,3,5	Opening event for e Whakaruruhau o Kaingahoa Papakainga at Rawhiti	Wonderful to see this moemoea be realised.
27 May 25	1,2,3	Placemaking Steering Committee meeting to provide a recommendation for the Strand Traffic consultation.	
2 June 25	1,2,5	Kahui Kaumatua Kui hui at Te Rawhiti to discuss Caulerpa issue and Waipiro Bay Marina issues	
3 June 25	1,2,3,4,5	Catch up with Community Board co-ordinator	
5 June 25	2,3	Onsite meeting with Brendon Gray and local residents to discuss re-location of tsunami siren.	He was surprised at the location they chose to install it! (They could have tried harder.)
6 June 25	1,2,3	Onsite meeting with Cr Ann Court and CB Chair Belinda Ward to show the Strand Traffic Management trial, what works and what doesn't. Also took the opportunity to raise community issues with Public toilets which are not fit for purpose.	They were surprised to see the state of the Public Toilets in Russell and undertook to raise my concerns at the Council table.
9 June 25	1,2,3	Met with individual members of the Traffic Management working group to get their feedback on the Council resolution on the Strand trial.	All were happy with an amendment to move the planters back and install signage.

11 June 25	#1,3,4,5	Bay of Islands Whangaroa Community Board meeting in Kerikeri. Workshop with Far North Holdings.	Turner Centre
12 Jun 25	3,4	Working through and communicating TMP for filming in Russell at the end of June.	Great opportunity for community during winter
16 June 25	#1,3,4,5	Community Board Executive Committee Zui. Briefing on new relationship framework being proposed.	Online
16 June 25	#1,2,3	Coastal Scientists in Russell to inspect erosion on the waterfront and make recommendations for remediation. Meeting with longstanding residents to hear their stories of the waterfront.	Lovely to hear the old stories from people growing up in the community in the 1940s an 50s and their memories.
19 May to 14 Jun 25	#1,2,3, 4,5	13 Facebook posts. Results Views 31,931 ↑ 1.7% Visits 681 ↑ 9.5% Page Followers 1,168 (1,153) New Likes 10 ↑	Cyclone Tam Mayoral fund (3.7K) Kerikeri Redwoods cutting (3.2K) Community Board funding (2K) Community Board meeting (1.8K) Whenua Māori hui (1.6K)

Other Community Issues

Issue name	Comment
Erosion on Russell Waterfront by Cannon and Butterfish #1, 2,5	Cycle Tam destroyed the Russell Waterfront in two locations, one near the Town Hall and the other outside Max Kiwi. Council sandbags have been installed although a couple washed out in the tide. Coastal erosion experts are in town this week to review the situation and provide expert guidance so that we might work on managing the situation. Doing nothing is not an option because the road will be washed out eventually. And yes, the town hall downpipes are part of the problem and need to be part of the solution. The RFS from September 2024 has not resulted in any action.
Russell Toilets still broken #1,3,4	I have now had Cr Court and CB Chair Belinda Ward visit Russell, and they were shocked at the state of the situation. Considering that Russell is one of the top tourist destinations, it is unacceptable that the toilets have been closed for so long. They are not pleasant and in urgent need of renewal, and funding for this needs to be included in the LTP as a priority.
Russell Urupā (Cemetery) #1, 3, 5	I have been asked by a member of the community about why they have been told they cannot inter their family members ashes. I have been provided with project plan from the external contractors – I was given to understand that this was being managed in house. It seems that this will be some time after August. The donor of the land is pretty unimpressed with Council's glacial progress given it was over 5 years ago. This was meant to be completed this financial year and yet, it we are now in the situation where we have run out of space. It should never have got to this.
Community petition re placement of Tsunami siren. #2	The Tsunami siren placement blocking the view at Long Beach has progressed with a meeting with residents and NRC. Their project manager was somewhat surprised at the location as it could have been installed in a slightly different

	part of the site, which would not have caused the issue. Moving it up to a new site has a few challenges, but none of them are unsurmountable. He will look at what needs to be done and get it costed up.
Fast Track approval for a marina at Waipiro Bay #1,3,5	There is huge community concern about a proposal to develop a Marina at Waipiro Bay using the Fast Track Act which cuts across the Proposed District Plan and effectively locks out public consultation. Of particular concern is the lack of Hapū involvement for development on public seabed and foreshore.
Memorial Street for Janet Planet #3	The family are still waiting to hear back from Council on this. Please advise if someone has spoken with them. Nothing back as yet. Quite appalling.
Ongoing delays in Duffus Trust Building Consent #3	There seems to be a blockage which cannot be resolved by Council or the Trust, holding up proceedings.
Parking in Russell over summer #3,4	This is progressing and we are now including Paihia as part of an overall Bay of Islands plan.
Coping with the influx of visitors. #1,3,4	There are a number of infrastructure issues which are inevitable when a community of 750 people increases to 5,000 for a 3-week period. These include parking, litter, water and toilets. Overlay cruise ship visitors on top of this things start to break. This is at a time that Council is shut down so there is limited capacity to deal with issues. I would like to see a more co-ordinated approach to planning so that we are better able to support our communities to provide a great visitor experience at an affordable level for ratepayers.
Rawhiti Road #1, 2	On 6 March, 2 vehicles collided on Rawhiti Rd. The road has just been recently graded and more metal added to build up the base. Within 2 weeks tyre grooving and judder bars are a hazard and scoria build up particularly on the bends cars can get into slides and this is what happened in this incident. The NTA revaluated this road in June 2022 and the ranking has increased due to the fact that the amenities, including two Marae are at the end of the unsealed section. Member Pihema has now experienced this road and is shocked at its condition.
Home Guard Global Occupation of Tapeka Reserve. #1,3,4,5	The new staff have reviewed the situation and are reaching out to establish what their plans are for this year. To date, it has not been possible to contact them. This needs to be monitored.
Sewage smells in Matauwhi Bay #1, 5	Hasn't been too bad this summer. Would be interested to understand what if anything has changed.
Sewage smells in Cass Street.	This have been occurring over the past 2 years and have not been dealt with. Multiple RFSs have been raised, and closed with claims that it is seawater in the pipes causing the issue. This has been relatively stable over summer.
Maromaku Toilet #1, 3	No update.

Other issues

We had an outbreak of flies in the Long Beach Toilets. Our thanks to the Citycare staff who continued to maintain the facility while we waited for fumigation.

The Placemaking Traffic Management consultation closed and the results were analysed by Council Staff. 65.2% of the community wanted to see pedestrianisation on either part of the entire Strand so on that basis they proposed that the Trial be made permanent. They recognised that the temporary nature of the items in Cass Street had created problems for some users, so the resolution to the community board was to redesign the space to make it more usable to the community.

This needs to be funded so that the project can proceed to its completion, that is to say, it cannot be left in a temporary situation. I have requested that the unspent Town Beautification budget be allocated for this purpose.

Requests for Service (RFS)

RFS number	Date	Comment
4244385	23/03/2025	Manufacturer doesn't stock the heritage lamps, quote is being obtained direct from the foundry for a replacement.
4243542	17/03/2025	Request for additional signage at entrance to boat ramp stating parking for boat ramp users only.
4232862	20/12/2024	Sewage odour in Cass Street drains. This complaint has been going on for 2 years, with staff closing the RFS but not dealing with the issue. It needs to be investigated as to cause and addressed.
4229391	26/11/2024	Tapeka Occupation by Home Guard Global for 4-days over Labour weekend. Escalated to Police but community needs to have a resolution from Police and Council.
4223314	24/09/2024	Stormwater run-off from Russell Town Hall. Plumber and drainlayer to attend. Problem is exacerbating erosion on the waterfront.
4229615 4217496	27/11/2024 26/08/2024	Installation of Odour logger at the Matauwhi Bay/Hope Avenue pumping station so that ongoing odour issues can be captured. To be done in November when town is busy. New RFS raised.
4179871 4179872 4195221 4195222	Various	Various potholes on Pitt Street which have not been repaired despite numerous RFSs. These remain in a terrible state.
4178870	16/10/2023	Drainage problems leading down to Walls Bay Reserve. Flume needs to be replaced, and kerbing and road drainage needs to be fixed. Awaiting site visit
4179412	20/10/2023	Subsidence and slip on Towai Road which also includes main fibre and phone connections to the communities. Have had no update on this and it doesn't appear on any reports to the Te Kou Kou Committee or the interactive map. Visited the location 27/3 and it is still dangerous.
4174834	11/04/2023	Encroachment officer has now done a site visit with the complainant and viewed the boat which is parked on Council reserve outside a private property. They will be following up with the Reserves team, to get clarity as to picnic tables and status of reserve.

4150811	17/03/2023	Causeway to Russell Boat Club on Matauwhi Road (paper road section) needs repairs for safety reason. Now sitting with legal.
(4125516) 4139501	(1/9/2022) 16/12/22	Matauwhi Bay Road drainage with stormwater drainage due to tree roots lifting pavement and drain resulting in blockages and damage to footpath. Tree now growing back. NEEDS TO GO IN LTP.
4127193, 4111164, 4118337	01/04/2022	Stormwater and drainage issues at Okiato. Ongoing for over a year now with Council stormwater from road flowing down over property. Now sitting with Legal.

7.2 FUNDING APPLICATIONS

File Number: A5251214

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to allow the Bay of Islands-Whangaroa Community Board (the Board) to consider the application/s received for the Community Grant Fund/Placemaking Fund.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Four new applications have been received requesting a total of **\$31,577**.
- The Board has **\$208,804** to allocate for the Community Board Fund in the 2025/2026 financial year.
- The Board has **\$100,000** to allocate for the Placemaking Fund in the 2025/2026 financial year.
- Due to the local body elections taking place in October 2025, community groups who want funding for Christmas events are being asked to submit their applications by 5 August 2025 so that they are considered at the September meeting and they have a decision in time for their event.

TŪTOHUNGA / RECOMMENDATION

- a) That Bay of Islands-Whangaroa Community Board approve the sum of **\$2,743** (plus GST if applicable) be paid from the Boards Community Grant Fund account to Bay of Islands Music Festivals Trust for costs towards the 2025 Bay of Islands Jazz and Blues Festival.

TŪTOHUNGA / RECOMMENDATION

- b) That Bay of Islands-Whangaroa Community Board approve the sum of **\$6,000** (plus GST if applicable) be paid from the Boards Community Grant Fund account to Hospice Mid-North for costs towards replacing mattresses for patients.

TŪTOHUNGA / RECOMMENDATION

- c) That Bay of Islands-Whangaroa Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Boards Community Grant Fund account to Bay of Islands Creative Charitable Trust for costs towards the 2025 Te Tai Tokerau – KOAST Arts Trail.

TŪTOHUNGA / RECOMMENDATION

- d) That Bay of Islands-Whangaroa Community Board approve the sum of **\$10,000** (plus GST if applicable) be paid from the Boards Community Grant Fund account to Jacman Entertainment on behalf of Savour Northland for costs towards promoting Savour Northland in the Bay of Islands-Whangaroa ward.

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 and all provisions listed on the application form.

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

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Requested	Recommend	Comments
Bay of Islands Music Festivals Trust – 2025 Bay of Islands Jazz and Blues Festival	\$2,743	\$2,743	The applicant has sought funding for this event each year, with the board agreeing to support safe transport between venues in 2021, 2022 and 2023 This application meets community outcomes 2, 3, 4 and 5
Mid-North Hospice – Mattress Replacement	\$12,354	\$6,000	The applicant is seeking funding towards replacing 15 mattresses for use by patients. The amount recommended is just under 50% of the total project cost. This meets community outcomes 2, 3 and 5
Bay of Islands Creative Charitable Trust – KOAST 2025	\$6,480	\$5,000	The applicant seeking funding for the 2025 KOAST Arts Trail. The Board previously granted them \$3,000 in 2023. This application meets community outcomes 2, 3, 4 and 5
Jacman Entertainment – Savour Northland	\$10,000	\$10,000	The applicant previously received funding from Northland Inc for this event, but was unsuccessful this year. The event has expanded to now cover from Whangarei to Kaitaia, with funding requests also being made to Te Hiku and Kaikohe-Hokianga Boards for the participants in their wards. This meets community outcomes 2, 3, 4 and 5

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The applicants were required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option One: Authorise funding for the full amount requested.

Option Two: Authorise partial funding.

Option Three: Decline funding the application.

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

Budgetary provision has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITI HANGA / ATTACHMENTS

1. **BOI Jazz and Blues Festival - A5251396** [↓](#) 
2. **Hospice Mid-Northland - A5251395** [↓](#) 
3. **KOAST 2025 - A5251394** [↓](#) 
4. **Savour Northland - A5251393** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB043 From Bay Of Islands Music Festivals Trust**
Form Submitted 1 Jun 2025, 10:16AM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Bay Of Islands Music Festivals Trust

NZ Charity Registration Number (CRN)

CC46267

New Zealand Charities Register Information	
Reg Number	CC46267
Legal Name	Bay of Islands Music Festivals Trust

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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Other Names

Reg Status	Registered
Charity's Street Address	6 Kelso Place Matamata 3400 Matamata 3400
Charity's Postal Address	6 Kelso Place Matamata 3400
Telephone	0279489449
Fax	09 404 1065
Email	info@boimusicfestivals.com
Website	https://boimusicfestivals.com
Reg Date	12:00am on 2 Mar 2011

Information retrieved at 3:42pm on 29 May

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Events

Website

<http://www.boimusicfestivals.com>

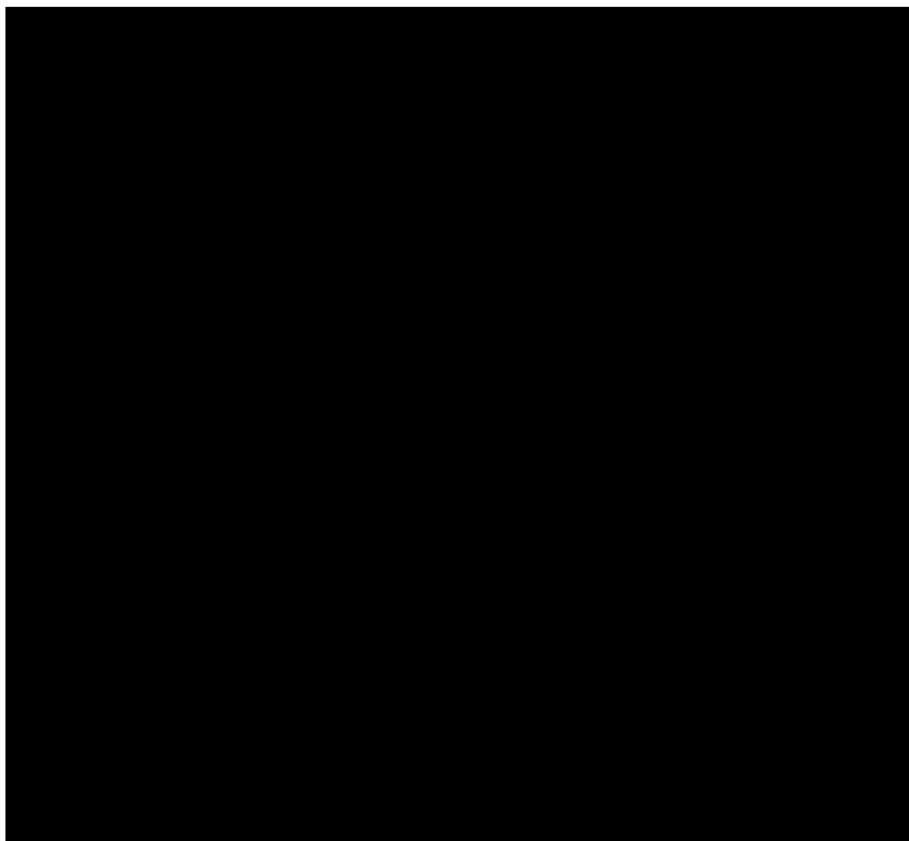
Must be a URL.

Facebook page**Contact details**

Contact Person One:

Contact Person Two:

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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Purpose of organisation

Please briefly describe the purpose of the organisation *

We're excited to bring the Bay of Islands Jazz and Blues Festival 2025 to life, celebrating a rich tradition of music. This cherished event welcomes audiences of all ages, featuring high school bands, hobbyists, and professionals, creating a unique, vibrant atmosphere within New Zealand's music calendar.

Must be no more than 50 words.

Number of Members *

10

Project Details

*** indicates a required field**

Community Board

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB043 From Bay Of Islands Music Festivals Trust**
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Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

2025 Bay of Islands Jazz & Blues Festival

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

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

Type of Activity *

☐ Art/Culture/Heritage
☒ Event
☐ Infrastructure
☐ Community
☐ Environmental
☐ Sport and Recreation

Project Dates

Start Date

Date

08/08/2025

Must be a date.

End Date:

Date:

10/08/2025

Must be a date.

Project Details

Location *

Paihia and Russell

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB043 From Bay Of Islands Music Festivals Trust**

Form Submitted 1 Jun 2025, 10:16AM NZST

Will there be a charge for the public to attend or participate in the project or event? *☒ Yes ☐ No**If yes, how much?**

\$95.00

Must be a whole dollar amount (no cents).

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

220

Must be a number.

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

1800

Must be a number.

Have you engaged with tangata whenua about your project? *☐ Yes☒ No

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

Have you engaged with the community about your project? *☒ Yes☐ No

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

Project Outline**Outline your activity and the services/experiences it will provide.****Who will benefit from your project and how? ***

The Bay of Islands Jazz and Blues Festival offers wonderful benefits for both our local community and visitors. Over three lively days, people of all ages can enjoy a wide range of live performances, from talented high school bands to professional musicians, creating a welcoming and inclusive atmosphere. The event provides an important platform for young and emerging artists to showcase their talents alongside experienced performers, helping to inspire the next generation of musicians. Local businesses also benefit, with increased visitors supporting accommodation providers, restaurants, and shops during what is traditionally a quieter time of year. Our festival shuttle buses ensure safe, easy travel between venues, encouraging people to explore nearby towns and attractions while reducing the risk of drink driving. Overall, the event brings people together through a shared love of music, while supporting the region's economy and creating lasting memories for both locals and visitors.

Must be no more than 150 words.

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

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

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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☐ Connected communities that are prepared for the unexpected
At least 1 choice must be selected.

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

The Bay of Islands Jazz and Blues Festival directly supports prosperous communities and a sustainable economy by attracting visitors during a quieter season, providing a valuable boost to local businesses, including accommodation providers, restaurants, and retailers. The event creates seasonal employment opportunities, supports local vendors, and encourages visitors to explore surrounding towns, promoting regional tourism and economic growth in a responsible, community-focused way.

At the same time, the festival embraces and celebrates the Bay of Islands' rich cultural heritage by showcasing a diverse mix of Jazz and Blues performances, from emerging high school bands to seasoned professionals. It honours New Zealand's musical traditions while connecting people through the universal language of music. The inclusion of local performers and community groups highlights the area's talent and creativity, offering a source of pride for residents and reinforcing the region's identity as a vibrant, culturally rich destination.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$80,000.00

Must be a dollar amount.

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

\$2,743.00

Must be a dollar amount.

Completing your budget

Provide a detailed cost estimate for the activity. Funding requested may not

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

Application No. BOIWCB043 From Bay Of Islands Music Festivals Trust

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exceed 50% of the total cost.

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Clarks Shuttle Bus	\$2,743.00	\$2,743.00	Filename: Clarks Quote.pdf File size: 407.5 k B	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
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			No files have been uploaded	

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025

Community Board Funding Application Form (Dec 2024)

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Form Submitted 1 Jun 2025, 10:16AM NZST

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

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *
☒ Yes ☐ No

GST Number

GST Number

Current Funding

How much money does your organisation currently have? *
\$6,598.23
Must be a dollar amount.

How much of this money is already committed to a specific purpose? *
\$6,598.23
Must be a dollar amount.

Tagged Funds

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

Purpose	Amount

Total Tagged Funds

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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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.	
Pub Charity Ltd	\$35,000.00	Pending

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.	
Clarks Shuttle Bus	\$2,743.00	09/08/2024	Yes
Clarks Shuttle Bus	\$2,743.00	11/08/2023	Yes
Clarks Shuttle Bus	\$2,743.00	12/08/2022	Yes

Supporting Financial Information

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

1 Name of supporting financial document *

J & B Financials 24

1 Supporting Financial document *

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)
Application No. BOIWCB043 From Bay Of Islands Music Festivals Trust**
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Filename: J & B Financials 24.pdf
File size: 1.2 MB

2 Name of supporting financial document

2 Supporting Financial Document
No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document
No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025 Community Board Funding Application Form (Dec 2024)

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Form Submitted 1 Jun 2025, 10:16AM NZST

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.

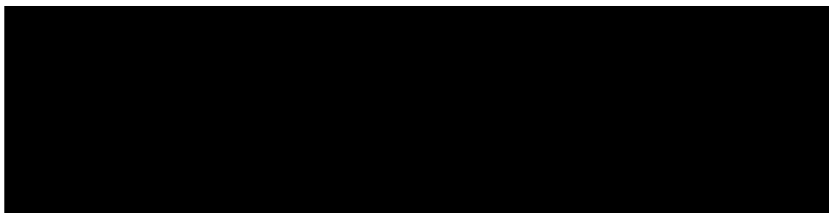
6. We have the following set of internal controls in place:

- 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 sperate entries in the cash book or as a note o 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

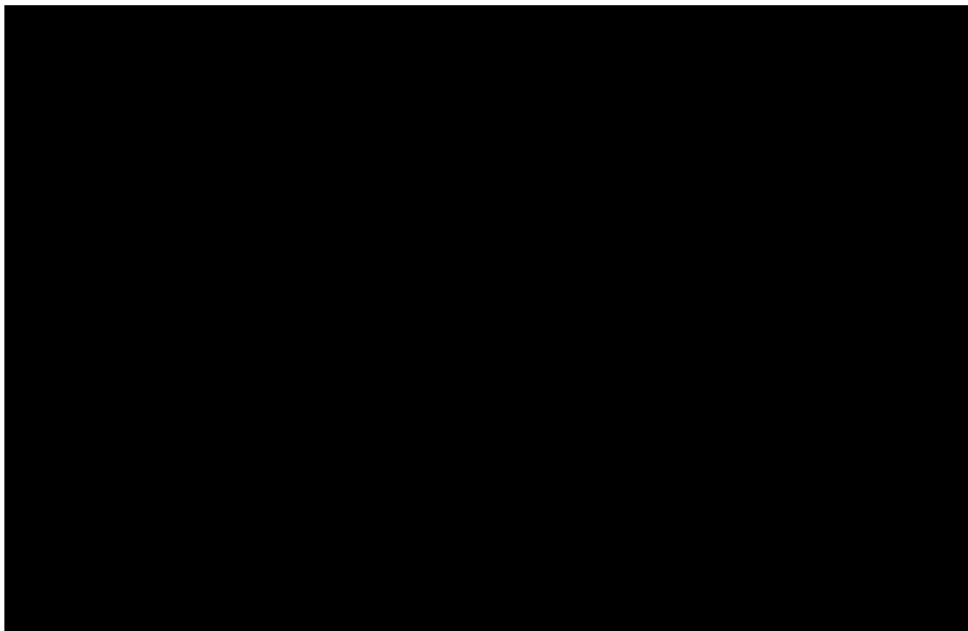
We agree to the following conditions if we are funded by Local Community Grant Funding:

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 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).
- 10To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures



**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
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Any other supporting documentation

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

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

1 Additional Supporting Document Name

Cover Letter

1 Additional Supporting Information

Filename: Cover Letter Far North J&B 2025.docx

File size: 17.2 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

**Bay of Islands-Whangaroa Community Grants Fund Jan-June 2025
Community Board Funding Application Form (Dec 2024)**

Application No. BOIWCB043 From Bay Of Islands Music Festivals Trust

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Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB03 From Hospice Mid-Northland

Form Submitted 16 Jun 2025, 11:22AM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Hospice Mid-Northland

NZ Charity Registration Number (CRN)

CC11024

New Zealand Charities Register Information

Reg Number	CC11024
Legal Name	Hospice Mid-Northland Society Incorporated

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB03 From Hospice Mid-Northland**

Form Submitted 16 Jun 2025, 11:22AM NZST

Other Names	
Reg Status	Registered
Charity's Street Address	464 Kerikeri Road RD 3 Kerikeri 0293
Charity's Postal Address	PO Box 141 Kerikeri 245
Telephone	(09)4077799
Fax	
Email	admin@hospicemn.org.nz
Website	http://www.hospicemn.org.nz/
Reg Date	12:00am on 4 Sep 2007

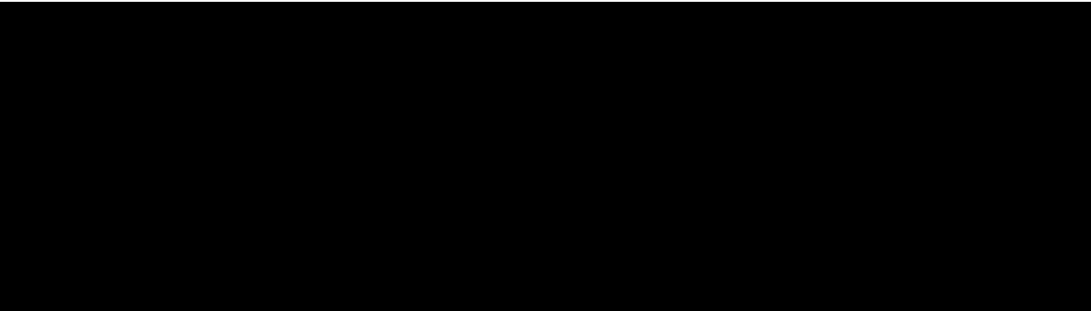
Information retrieved at 10:58am today

Must be formatted correctly.

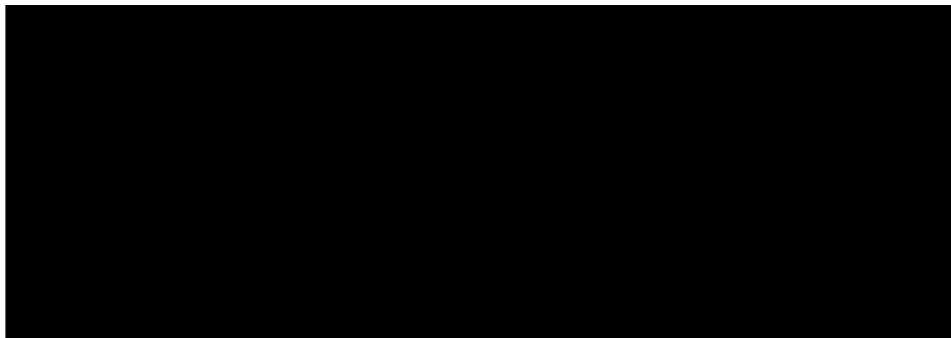
If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Community/Social Services

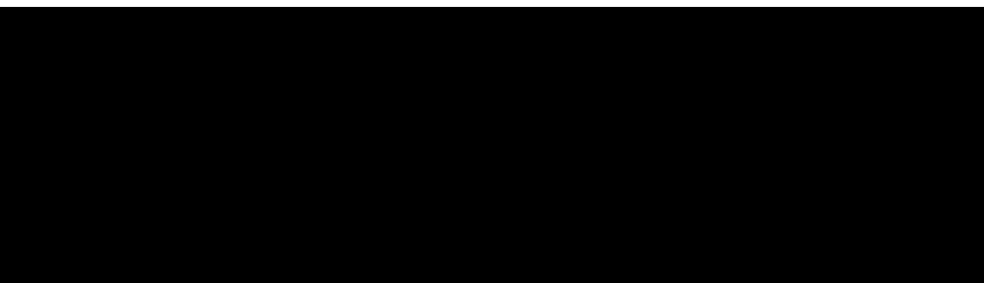
A large black rectangular box redacting the content of the form.**Website**<http://www.hospicemn.org.nz>

Must be a URL.

Facebook page<https://www.facebook.com/HospiceMidNorthland>**Contact details**A large black rectangular box redacting the contact details section of the form.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB03 From Hospice Mid-Northland**

Form Submitted 16 Jun 2025, 11:22AM NZST

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

Hospice Mid-Northland provides holistic specialist palliative care to patients with life limiting illness, bereavement support for families for 12 months following the death of their loved one, and lead awareness and education about Hospice in the community. At present we are supporting 103 patients, and 102 whanau in bereavement.

Must be no more than 50 words.

Number of Members *

400

Project Details

*** indicates a required field**

Community Board**Community Board Priorities**

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

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

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Mattresses Purchase

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB03 From Hospice Mid-Northland**

Form Submitted 16 Jun 2025, 11:22AM NZST

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

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

Type of Activity *

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

Project Dates**Start Date****Date**

02/06/2025

Must be a date.

End Date:**Date:**

31/07/2025

Must be a date.

Project Details**Location ***

464 Kerikeri Road, Kerikeri.

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

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

400

Must be a number.

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

50

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
☐ No

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB03 From Hospice Mid-Northland

Form Submitted 16 Jun 2025, 11:22AM NZST

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

Have you engaged with the community about your project? *

☐ Yes

☒ No

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

Project Outline

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

Who will benefit from your project and how? *

Hospice Mid-Northland are one of the only Hospices that do not receive funding to cover medical equipment supplies.

We have 15 mattresses that have perished and must be replaced. At present we are struggling to supply mattresses to our patients as patient numbers have increased.

All funds that come in from government funding, retail, investment portfolio, and events has been budgeted to meet our running costs for this year.

Discovering these mattresses have perished is a blow we were not expecting. We do not have funding to cover this cost from our annual budget, and we are hoping to source the funds via this grant.

Must be no more than 150 words.

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

☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☐ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☒ Proud, vibrant communities

☒ Prosperous communities supported by a sustainable economy

☒ Communities that are healthy, safe, connected and sustainable

☒ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

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

Hospice Mid-Northland supports people dying within the community, as well as their carers and whanau as they navigate this difficult time before, during, and after the death of their loved one.

Hospice Mid-Northland is also a family of likeminded volunteers and staff who come together daily to support these services ensuring the income from retail and events continues to meet the shortfall in funding.

Many work tirelessly and a community has formed giving people social connection, purpose, and value, at times when they are at their loneliest. This connection helps many in their latter years. Hospice is a place to come together and enjoy each other's company with shared purpose and experience

Hospice Mid-Northland cares for 300 patients per annum, has a volunteer group of 320 volunteers, and provides social need to 300 families, therefore contributing to a vibrant community, prospering in a healthy, safe, and connected way.

Must be no more than 250 words.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB03 From Hospice Mid-Northland**

Form Submitted 16 Jun 2025, 11:22AM NZST

Project Cost*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$12,354.00

Must be a dollar amount.

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

\$12,354.00

Must be a dollar amount.

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB03 From Hospice Mid-Northland

Form Submitted 16 Jun 2025, 11:22AM NZST

Mattresses x 15	\$12,353.59	\$12,353.59	Filename: Invacare Mattress Quote.pdf File size: 11.5 kB	
			No files have been uploaded	
			Filename: Icare Mattress Quote.pdf File size: 331.8 kB	
			No files have been uploaded	
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Financial Information

* indicates a required field

Financial Information

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB03 From Hospice Mid-Northland

Form Submitted 16 Jun 2025, 11:22AM NZST

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

052-239-605

Current Funding

How much money does your organisation currently have? *

\$36,934.75

Must be a dollar amount.

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

\$36,934.75

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Running Costs Palliative services	\$36,934.75

Total Tagged Funds

Total Expenditure Amount

\$36,934.75

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.	

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

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Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

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

1 Name of supporting financial document *

Bank Statement current funds

1 Supporting Financial document *

Filename: Current Bank Statement.pdf
File size: 56.1 kB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

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Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB03 From Hospice Mid-Northland

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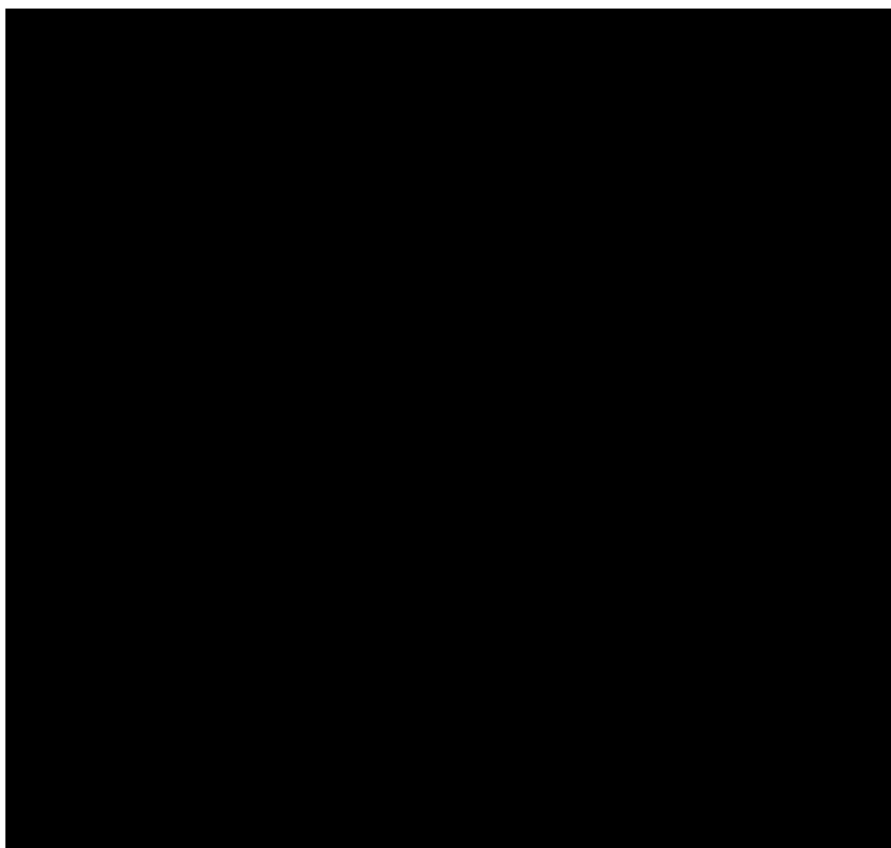
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4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate 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.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB03 From Hospice Mid-Northland**

Form Submitted 16 Jun 2025, 11:22AM NZST

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.
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Form Submitted 16 Jun 2025, 11:22AM NZST

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

1 Additional Supporting Document Name**1 Additional Supporting Information***No files have been uploaded***2 Additional Supporting Document Name****2 Additional Supporting Information***No files have been uploaded***3 Additional Supporting Document Name****3 Additional Supporting Information***No files have been uploaded*

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB04 From Bay of Islands Creative Charitable Trust

Form Submitted 25 Jun 2025, 11:29AM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Bay of Islands Creative Charitable Trust

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB04 From Bay of Islands Creative Charitable Trust**

Form Submitted 25 Jun 2025, 11:29AM NZST

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

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Arts/Culture/Heritage

Website<https://koast.org.nz/>

Must be a URL.

Facebook page<https://www.facebook.com/KOASTKerikeri>**Contact details**

Contact Person One:

Contact Person Two:

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. BWCB04 From Bay of Islands Creative Charitable Trust
Form Submitted 25 Jun 2025, 11:29AM NZST

Purpose of organisation

Please briefly describe the purpose of the organisation *

Our purpose is to strengthen and support the arts across BOI and Whangaroa by fostering community-led initiatives, connecting artists with audiences, and enhancing regional visibility through events like the KOAST Art Trail. We aim to empower creativity, grow participation, and ensure long-term sustainability for Northlands vibrant arts ecosystem.

Must be no more than 50 words.

Number of Members *

150

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

Te Tai Tokerau - Koast Arts Trail

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB04 From Bay of Islands Creative Charitable Trust**

Form Submitted 25 Jun 2025, 11:29AM NZST

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

Type of Activity *

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

Project Dates

Start Date

End Date:

Date**Date:**

23/10/2025

28/10/2025

Must be a date.

Must be a date.

Project Details**Location ***

Far North -

Must be no more than 10 words.
(Town or area)**Will there be a charge for the public to attend or participate in the project or event? ***

- ☐ Yes ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

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

100

Must be a number.

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

4500

Must be a number.

Have you engaged with tangata whenua about your project? *☐ Yes☒ No

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

Have you engaged with the community about your project? *

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Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

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☒ Yes

☐ No

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

Project Outline

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

Who will benefit from your project and how? *

The KOAST-Tai Tokerau Art Trail and wider initiatives of the Bay of Islands Creative Charitable Trust (BOICCT) will benefit a broad cross-section of the community. Local artists gain direct exposure, income opportunities, and connection with audiences and collectors, fostering career development and creative growth. Residents and whānau across Northland benefit from increased access to arts and culture in their own communities, helping to build pride, identity, and wellbeing. Schools and youth will have opportunities to engage with the arts, supporting education and creativity. Local businesses, including cafes, accommodation providers, and retailers, benefit economically from the increased foot traffic and tourism over Labour Weekend. The region as a whole gains from a stronger, more visible cultural identity, fostering regional cohesion and attracting visitors. Volunteers also gain valuable experience, connection, and purpose through event delivery. The project creates a thriving, inclusive arts ecosystem with lasting social, cultural, and economic impacts.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

The KOAST-Tai Tokerau Art Trail and the broader work of the Bay of Islands Creative Charitable Trust (BOICCT) align strongly with these key outcomes.

We embrace and celebrate our unique culture and heritage and value it as a source of pride:

KOAST provides a dynamic platform for artists from across Tai Tokerau to share their stories, values, and cultural identities. The event celebrates the unique character of our region—particularly its strong Māori heritage and the diverse backgrounds of local creatives. It supports artists in expressing and preserving their traditions while educating and inspiring locals and visitors alike. This promotes cultural understanding and builds pride in our regional identity.

Proud, vibrant communities:

By fostering access to art, creativity, and cultural expression at the grassroots level, KOAST strengthens community engagement and connectedness. The creation of shared studios and regional art hubs brings people together, giving both emerging and established artists the opportunity to contribute to their communities. The event is volunteer-driven and widely supported, reflecting strong local ownership and pride. It encourages participation, creativity, and unity, making communities more vibrant and resilient.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB04 From Bay of Islands Creative Charitable Trust
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Prosperous communities by a sustainable economy:

KOAST has demonstrated a measurable economic impact, with over 4,000 visitors engaging in the trail and boosting local businesses. Artists are supported to sell their work, while hospitality, tourism, and retail sectors benefit from increased activity. With strategic growth and sustainable funding, KOAST can further grow as a key cultural and economic driver for Northland, supporting prosperity through the creative sector.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$66,951.00

Must be a dollar amount.

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

\$6,480.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

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Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Rack Cards	\$4,289.50	\$4,289.50	Filename: DP Rack Cards Print Quote 9013.pdf File size: 68.6 kB	
Posters	\$465.75	\$465.75	Filename: DP Posters Quote 8987 A.pdf File size: 68.7 kB	
NZME	\$1,725.00	\$1,725.00	Filename: KOAST x NZME 2025 (1).pdf File size: 501.7 kB	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
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Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB04 From Bay of Islands Creative Charitable Trust**

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

\$36,322.00

Must be a dollar amount.

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

\$36,322.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Trail Guide Artwork, Design and Printing	\$12,000.00
Event Manager/Administrator	\$22,407.00
Social Media Promotion	\$1,915.00

Total Tagged Funds**Total Expenditure Amount**

\$36,322.00

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.	
Oxford Sports Trust	\$11,104.91	Pending

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB04 From Bay of Islands Creative Charitable Trust**

Form Submitted 25 Jun 2025, 11:29AM NZST

Dalton Trust	\$4,077.26	Pending
Northland Community Foundation	\$13,164.45	Pending

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

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

1 Name of supporting financial document *

Annual Report - BOI Creative Charitable Trust

1 Supporting Financial document *

Filename: 2024 Fin Stat -Bay of Islands Creative Charitable Trust-signed (4) (2).pdf
File size: 3.6 MB

2 Name of supporting financial document

Bank Statement and Account Number

2 Supporting Financial Document

Filename: BOICCT Statement (1).pdf
File size: 141.1 kB

3 Name of supporting financial document

Project Scope and Budget

3 Supporting Financial Document

Filename: Project Scope KOAST 2025 2025.doc
File size: 124.0 kB

Applicant Declaration*** indicates a required field****Privacy Information**

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB04 From Bay of Islands Creative Charitable Trust

Form Submitted 25 Jun 2025, 11:29AM NZST

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

Applicant Declaration

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

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 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.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB04 From Bay of Islands Creative Charitable Trust**

Form Submitted 25 Jun 2025, 11:29AM NZST

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

Signatures

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. BWCB04 From Bay of Islands Creative Charitable Trust
Form Submitted 25 Jun 2025, 11:29AM NZST

18/06/2025

Must be a date.

18/06/2025

Must be a date.

Any other supporting documentation

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

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

1 Additional Supporting Document Name

Covering Letter

1 Additional Supporting Information

Filename: Covering Letter for KOAST Arts Trail 2025 BOI-Whangaroa Communit Board.docx
File size: 74.2 kB

2 Additional Supporting Document Name

Support Letter

2 Additional Supporting Information

Filename: CN Support Letter- Bay of Island Creatives Charitable Trust 2025.docx
File size: 203.7 kB

3 Additional Supporting Document Name

Project Scope

3 Additional Supporting Information

Filename: Project Scope KOAST 2025 2025.doc
File size: 124.0 kB

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland**

Form Submitted 23 Jun 2025, 4:43PM NZST

Before you Begin**Instructions****Please read carefully:**

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

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

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

Applicant Details*** indicates a required field****Fund Type****Which fund are you applying for? ***☒ Community Grant Fund☐ Pride of Place Fund**Applicant details****Applicant ***

Jacman Entertainment Ltd on behalf of Savour Northland

NZ Charity Registration Number (CRN)**New Zealand Charities Register Information****Reg Number****Legal Name**

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025 4:43PM NZST

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Events

Website

<http://www.savournorthland.com>

Must be a URL.

Facebook page

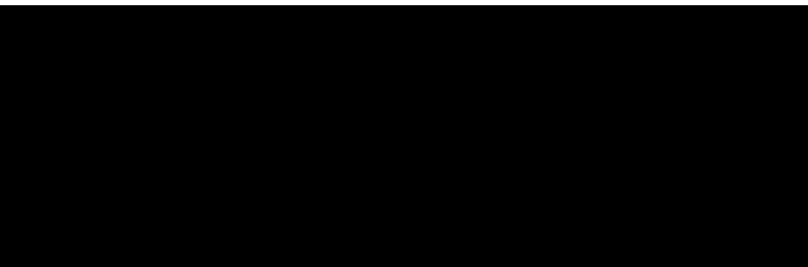
<https://www.facebook.com/SavourNorthlandNZ/>

Contact details

Contact Person One:

Contact Person Two:

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland



Purpose of organisation

Please briefly describe the purpose of the organisation *

1. Position Northland as a must-visit culinary destination.
2. Support local hospitality, producers and artisans.
3. Increase off-peak visitor traffic and spend.
4. Foster collaboration across food, beverage, producer and tourism sectors.
5. Develop an annual event framework with long-term regional ownership.

Must be no more than 50 words.

Number of Members *

8 inc Advisory Board

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

☐ Te Hiku (Northern)
Community Board

☒ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Savour Northland

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026**Community Board Funding Application Form (Dec 2024)****Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland**

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

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

Type of Activity *

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

Project Dates**Start Date****Date**

01/10/2025

Must be a date.

End Date:**Date:**

31/10/2025

Must be a date.

Project Details**Location ***

Northland wide. Application is for support in Bay of Islands

Must be no more than 10 words.

(Town or area)

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

- ☒ Yes ☐ No

If yes, how much?

\$25.00

Must be a whole dollar amount (no cents).

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

100

Must be a number.

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

4000

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
☐ No

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland

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

Have you engaged with the community about your project? *

☒ Yes

☐ No

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

Project Outline

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

Who will benefit from your project and how? *

Savour Northland 2025 is a month long region wide food and beverage festival running throughout October, celebrating the region's rich culinary identity. It shines a light on local producers, hospitality businesses, and artisans through curated experiences and the popular Savour Challenge, where venues create dishes inspired by regional flavours and paired with Northland beverages. Events span tastings, chef-led experiences, and cultural storytelling, highlighting Māori heritage, subtropical produce, and Northland's relaxed, coastal lifestyle.

The festival offers participating businesses marketing support, promotional tools, and collaborative opportunities. A coordinated media campaign will drive awareness, visitation, and off-peak tourism growth, with a strong focus on sustainability and long-term regional resilience.

The wider community benefits through increased exposure for local enterprises, seasonal income, job creation, and cultural celebration. Visitors are treated to unique, place-based food experiences that strengthen their connection to the region making Savour Northland a celebration of taste, identity, and shared stories.

Must be no more than 150 words.

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

☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☒ Proud, vibrant communities

☒ Prosperous communities supported by a sustainable economy

☐ Communities that are healthy, safe, connected and sustainable

☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

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

Savour Northland meets several key community outcomes by fostering connection, pride, and economic opportunity through the lens of food, culture, and regional storytelling.

Proud, vibrant communities:

The festival celebrates Northland's unique identity by showcasing local producers, chefs, and artisans. Events such as the Savour Challenge and chef-led experiences provide a platform for communities to share their stories, skills, and regional flavours. By highlighting Māori heritage, local ingredients, and the relaxed lifestyle of the region, the festival offers a sense of belonging and regional pride among residents, while also offering an authentic experience for visitors.

Prosperous communities supported by a sustainable economy:

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:43PM NZST.

Savour Northland drives off-peak visitation, bringing economic benefit to local hospitality and tourism operators. It encourages collaboration across sectors, from growers to restaurateurs to accommodation providers, strengthening the local food ecosystem. Participating businesses receive marketing support and tools to amplify their reach.

We embrace and celebrate our unique culture and heritage:

Food is a powerful medium for storytelling. Through curated events that integrate kai, culture, and kōrero, the festival honours the rich traditions of tangata whenua and promotes deeper understanding of Northland's cultural fabric.

In essence, Savour Northland is more than a food event, it's a community celebration that uplifts identity, supports business, and cultivates pride in the place we call home.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$98,163.00

Must be a dollar amount.

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

\$10,000.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025 4:43PM NZST

- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents - round the values up or down to the nearest dollar
- Do not use the dollar sign (\$), just enter the dollar value

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Printed Booklet	\$7,994.00	\$5,095.00	Filename: A5 Programme Booklet Quote - Q001979.pdf File size: 907.1 kB	
Flags For Info Hubs	\$5,385.00	\$2,155.00	Filename: Speedy Signs Tear Drops and Footpath Signs QT-005017.pdf File size: 100.4 kB Filename: Tear Drop Flags Quote - Q001980.pdf File size: 907.0 kB	
Posters	\$630.00	\$250.00	Filename: Fusion Graphics Poster Quote (Via Email).docx File size: 13.8 kB Filename: Posters Quote - Q001978.pdf File size: 907.1 kB	
Footpath Signs	\$3,585.00	\$2,500.00	Filename: Footpath Signs Quote - Q001981.pdf File size: 907.0 kB	
			No files have been uploaded	

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:43PM NZST

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Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

100-228-378

Current Funding

How much money does your organisation currently have? *

\$20,000.00

Must be a dollar amount.

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

\$20,000.00

Must be a dollar amount.

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Tagged Funds

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

Purpose	Amount
NZME Radio, print and digital media partnership	\$11,250.00
Website development	\$3,000.00
Digital tech - website hosting, fees, database mgnt etc	\$2,370.00
Design - creative elements, digital and print	\$3,000.00
Social Media - towards overall costs	\$380.00

Total Tagged Funds

Total Expenditure Amount

\$20,000.00

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.	
Whangarei District Council		Pending
Sponsorships	\$15,000.00	Yes
Impact Fund	\$20,000.00	Yes
Registration Fees	\$5,000.00	Pending

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 date.	

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	Must be a dollar amount.		
Matariki Pewhairangi Festival	\$10,000.00	01/07/2023	Yes
BOI Music Festival	\$9,950.00	01/07/2020	Yes
Kerikeri Street Party	\$7,475.00	01/08/2020	Yes
Hullabaloo Childrens Festival	\$1,700.00	25/08/2020	Yes
Hullabaloo Childrens Festival	\$1,955.00	18/08/2020	Yes

Supporting Financial Information

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

1 Name of supporting financial document *

Proof of accounts

1 Supporting Financial document *

Filename: Jacman Entertainment Account Details.docx
File size: 140.7 kB

2 Name of supporting financial document

Savour Northland Marketing Budget

2 Supporting Financial Document

Filename: SAVOUR NORTHLAND 2025 Marketing Budget.pdf
File size: 135.0 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

The information you have provided on this form is required so that your application for funding can be processed. Once this application is lodged with the Council it becomes public

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026

Community Board Funding Application Form (Dec 2024)

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Form Submitted 23 Jun 2025, 4:43PM NZST
Information and may be made available on the Council's website. **If there is sensitive information in the proposal of personal details you wish to be withheld, please advise.** These details are collected to inform the general public and community groups about all funding applications which have been submitted to the Far North District Council.

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
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5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

Bay of Islands-Whangaroa Community Grants Fund July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. BWCB05 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:43PM NZST

Any other supporting documentation

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

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

1 Additional Supporting Document Name

Savour Northland Business Plan 2025

1 Additional Supporting Information

Filename: SAVOUR NORTHLAND 2025 Business Plan FNDC.pdf

File size: 205.9 kB

2 Additional Supporting Document Name

Participants 2024 in BOI-Whangaroa Community

2 Additional Supporting Information

Filename: SN Event Listings 2024 BOI Whangaroa Community Board.pdf

File size: 122.3 kB

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT

File Number: A5044365

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Bay of Islands-Whangaroa Community Board with an overview of outstanding decisions from 1 January 2021.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced open resolution reports as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Open resolution reports are in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board July Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

Open resolution reports provide regular updates on progress against decisions made at meetings.

Open resolution reports have been designed as a way to close the loop and communicate with elected members on the decisions made by way of resolution at formal meetings.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The Democracy Services staff are working with staff to ensure that the project completion times are updated so that open resolution reports provided to members differentiate between work outstanding and work in progress.

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. BIWCB Open Resolution Report - A5256117**  

OPEN RESOLUTION REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Wednesday, 2 July 2025 11:07:12 am Date From: 1/01/2021 Date To: 2/07/2025	
Meeting	Title	Resolution	Notes
Bay of Islands-Whangaroa Community Board 11/06/2025	The Strand, Kororāreka Russell Traffic Trial	RESOLUTION 2025/58 That the Bay of Islands-Whangaroa Community Board: a) Recommend that Council, as the Road Controlling Authority under the Land Transport Rule: Streets Layout 2023 (Rule) change: I. from mid-block Cass Street to the boat ramp at the northern end of The Strand to a shared space, II. the southern end of The Strand to pedestrian priority with access for essential vehicles, III. the layout of Cass Street to make the trial permanent; b) Recommend that the features installed temporarily in Cass Street during the trial be retained in its current form until an updated design is created by Roading Working Group and Council's Transport group, consistent with the objectives of the Kororāreka Russell Historic Township Overlay and presented to the community for feedback; c) The planters and barrel adjacent to Russell Fresh to be moved to improve access and egress from the disability park opposite, with clear signage delimiting the loading zone area; and d) Incorporate the above recommendations into the Bay of Islands-Whangaroa Community Board Strategic Plan to be considered for inclusion in the Long-Term Plan. CARRIED	24 Jun 2025 11:07am A Council agenda item seeking approval of the Community Board resolution has been scheduled for the 31 July Council meeting.
Bay of Islands-Whangaroa Community Board 11/06/2025	Kororāreka Russell Placemaking Plan	RESOLUTION 2025/59 That the Community Board: 1. Endorse the Kororāreka Russell Placemaking Plan and incorporate its initiatives into the Community Board Strategic Plan, 2. Confirm that funding granted under Resolutions 2022/09 and 2022/56 can be used towards the implementation of the initiatives in the Kororāreka Russell Placemaking Plan, and 3. Approve the remaining funding be paid to Far North Holdings Limited for the implementation of the Kororāreka Russell	24 Jun 2025 11:06am Staff are arranging for outstanding funds to be paid to Far North Holdings before the end of the financial year.

OPEN RESOLUTION REPORT			
Division: Committee: Bay of Islands-Whangaroa Community Board Officer:		Printed: Wednesday, 2 July 2025 11:07:12 am Date From: 1/01/2021 Date To: 2/07/2025	
Meeting	Title	Resolution	Notes
		Placemaking Plan at the direction of the Community Board or their nominated representative. CARRIED	
Bay of Islands-Whangaroa Community Board 28/09/2023	Reserve Management Plan Programme	RESOLUTION 2023/114 That the Bay of Islands-Whangaroa Community Board recommend that an individual Reserve Management Plan is prepared for Simson Park and should this not proceed, then in order of priority the Kerikeri Sports Complex Reserve Management Plan commence. CARRIED	23 Jan 2025 8:26am Consultation in December was well-supported with 65 responses received. 25% of people supported the draft plan, 41% supported it in part and 25% did not support it, often aspects of the plan. Work has started on amending the concept plan in response to comments and writing a reserve management plan. 28 Feb 2025 11:07am Work is continuing with queries to internal and external stakeholders in relation to refining concept plan. Work drafting the reserve management plan has started 28 Mar 2025 12:41pm Work is continuing with drafting of reserve management plan. This is expected to come back to the community board in June for agreement of draft plan for consultation. 30 Apr 2025 10:31am Work is continuing on drafting of reserve management plan 19 May 2025 11:09am Work is continuing on drafting a reserve management plan for this reserve. 24 Jun 2025 1:43pm The draft Simson Park Reserve reserve management plan will be socialised with park stakeholders before being reported to Community Board for approval to publicly advertise the plan.
Bay of Islands-Whangaroa Community Board 19/09/2024	Notice of Motion - Delegation to Bay of Islands-Whangaroa Community Board for the Kerikeri Domain	RESOLUTION 2024/94 That the Bay of Islands-Whangaroa Community Board request a decision report be provided to the Community Board on the options for delegation of the Kerikeri Domain at the Bay of Islands-Whangaroa Community Board meeting in December 2024. CARRIED	24 Jan 2025 9:19am A briefing to Senior Leadership Team seeking direction on co-management of parks is proposed for February or March, and includes two requests for management changes at Kerikeri Domain. 12 Mar 2025 1:42pm The paper to SLT paper on co-management is still being written by Te Hono and Legal Service staff. 28 Mar 2025 12:42pm

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Printed: Wednesday, 2 July 2025 11:07:12 am Date From: 1/01/2021 Date To: 2/07/2025	
Bay of Islands-Whangaroa Community Board			
Meeting	Title	Resolution	Notes
			<p>The paper to the Senior Leadership Team on co-management is near completion and is expected to be presented within the next month.</p> <p>29 Apr 2025 10:56am A report to the Senior Leadership Team has been completed and is expected to be tabled in May.</p> <p>19 May 2025 11:09am A report to the Senior Leadership Team has been completed and is expected to be tabled soon.</p> <p>23 Jun 2025 8:44pm A briefing paper seeking direction on co-management of reserves and parks has been completed by staff across the relevant departments. This will be presented to Council's Senior Leadership Team at the next opportunity.</p>
Bay of Islands-Whangaroa Community Board 17/04/2025	Alfresco Dining Applications	<p>RESOLUTION 2025/45 That the Bay of islands-Whangaroa Community Board:</p> <p>a) Pursuant to the Council resolution passed on 30 June 2022, provide comment on the alfresco dining approval applications from:</p> <p>i) CC's Café Cinema, Kerikeri</p> <p>ii) Greens Thai Cuisine, Paihia</p> <p>iii) Kawakawa Bakehouse Café and Roast, Kawakawa</p> <p style="text-align: right;">CARRIED CARRIED LEFT TO LIE</p>	<p>07 May 2025 9:44am Staff are currently working on bringing further information back to the board for the Kawakawa Bakehouse Alfresco Dining Application.</p> <p>28 May 2025 8:38am A report is being worked on. Hoping to be ready for the July board meeting.</p>

8.2 DELIVERY & OPERATIONS QUARTERLY UPDATE

File Number: A5212283

Author: Tania George, Executive Assistant to Group Manager - Delivery and Operations

Authoriser: Ruben Garcia, Acting Group Manager – Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

This quarterly update has been introduced to give Bay of Islands - Whangaroa Community Board a clear, concise view of Delivery & Operations' activities and performance. By moving from monthly GM-level catch-ups to a structured quarterly report, we aim to provide data-rich insights, highlight emerging issues early, and focus discussion on matters squarely within the Delivery & Operations portfolio—building services, compliance, resource consents, property & facilities, solid waste, and quality systems. The intent is to improve transparency, make better use of the Board's meeting time, and ensure our managers can respond directly to operational questions that matter most to Te Hiku communities.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

Overall, the Delivery & Operations Group is tracking well against its key performance measures for the first half of 2025. Building Services is exceeding CE targets, aided by new BI dashboards that sharpen compliance visibility and cost-effective inspections. Compliance teams have lifted dog-registration rates to 87.5 %, reduced wandering-dog call-outs, and maintained strong food- and alcohol-licensing standards, while two successful prosecutions underscore a firmer stance on irresponsible ownership. Resource Consents has largely internalised processing, issuing 49 decisions and shepherding several sizeable papakāinga and subdivision developments despite a softer economy. Property & Facilities continues to improve cemetery data integrity, street-cleaning regimes, and tree-maintenance planning, although legacy track-safety issues will require targeted remediation. Waste-minimisation plans are now ready for public consultation, and quiet winter volumes are being used to accelerate site maintenance. Finally, both the BCA and FVA retain low-risk accreditation status after recent IANZ assessments, confirming our quality systems remain robust. Collectively, these results indicate steady service delivery, proactive risk management, and a renewed focus on data-driven improvement across all business units.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Delivery & Operations Quarterly Update.

TĀHUHU KŌRERO / BACKGROUND

Delivery & Operations (D&O) is Council's principal operational arm, responsible for translating policy into safe, reliable and customer-focused services across the district. The Group brings together five complementary business units—Building Services, Compliance, Resource Consents, Property & Facilities, and Quality—each with a distinct legislative mandate yet closely inter-linked day-to-day.

Building Services oversees the full building-control lifecycle. Its Territorial Authority (TA) function deals with public-facing duties such as issuing Project Information Memoranda, Certificates for

Public Use and Notices to Fix, as well as monitoring swimming-pool safety, dangerous-building risks, and annual Building Warrants of Fitness. Alongside, the Building Consent Authority (BCA) function assesses and approves building-consent applications, conducts onsite inspections, and issues Code Compliance Certificates and Compliance Schedules, ensuring every consented project meets the standards of the Building Act 2004.

Compliance safeguards community wellbeing through three specialist teams. Animal Management promotes responsible dog ownership and responds to roaming-dog and safety incidents; Environmental Health delivers food-safety verifications and administers liquor-licensing to reduce alcohol-related harm; and Monitoring investigates breaches of bylaws, the District Plan, and parking regulations, encouraging voluntary compliance before taking enforcement action.

Resource Consents carries Council's statutory duties under the Resource Management Act 1991 and Local Government Act 2002. Two planning teams, an engineering team and an RMA-support hub now process almost all consent applications internally, engaging external specialists only for conflicts or complex peer reviews. This model enables faster decision-making and stronger local oversight of subdivision, land-use and infrastructure-related proposals.

Property & Facilities manages the assets and public places that underpin liveability—from cemeteries and pensioner housing to parks, playgrounds, public toilets, town-centre streetscapes and leased community buildings. Its Property Management and Technical Operations teams focus on proactive maintenance, asset renewals and customer service so that residents and visitors have safe, inviting spaces to live, work and play.

Quality provides the assurance layer that keeps the Group's statutory functions accredited and continuously improving. It maintains the systems that support IANZ accreditation for the BCA and recognition for the Food Verification Agency, undertakes internal audits, and steers corrective-action programmes so that all operations remain compliant, efficient and transparent.

Together, these five units form an integrated delivery platform designed to protect public health and safety, enable sustainable development, and maintain the district's essential facilities—while remaining accountable to Te Hiku communities through regular performance reporting and open dialogue.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Territorial Authority (TA) Operations Update

The TA team is currently familiarizing itself with the new Business Intelligence (BI) dashboards. These tools are significantly enhancing the efficiency and cost-effectiveness of swimming pool inspections and Building Warrant of Fitness (BWOF) audits. While some data cleansing is still underway, the dashboards are already providing the best visibility to date into the condition and safety levels of buildings in our community. This improved insight will support long-term compliance with MBIE requirements during TA audits.

Application compliance from Jan 1st to May 31st, 2025:

- Certificate of Acceptance 4 at 100%
- Exemption 30 at 100%
- Certificate of public use 48 at 100%
- Change of use 1 at 100%

Audits/Inspections/Investigations:

- Pool inspections 109 at 64%

- Building warrant of fitness audits 127 at 70%, Backlog to clear 184.
- Notice to fix 166 issued.

Building Consent Authority (BCA) Performance

The BCA is performing well and is on track to exceed the CEO's KPIs for the year. Efforts are ongoing to enhance reporting capabilities to meet MBIE's data collection standards. This will also allow us to report to both leadership and the community on:

- The value of work consented by ward.
- The ratio of application fees to project value.

Application compliance from Jan 1st to May 31st, 2025:

- Building consents 387/1 at 99.74%
- Code Compliance Certificate 476 at 100%

Inspections total 2743 pass rate of 79%.

Economic Outlook and Market Trends

Although building consent applications have been down, the current environment of lower interest rates and inflation is expected to boost customer confidence. This should lead to an increase in consent applications, which will positively impact the financial health of our communities.

Workforce and Recruitment

Lower work volumes have made the job market more competitive, resulting in a recent uptick in high-quality applicants for open positions.

Compliance

The **Animal Management Team** work tirelessly to ensure dog owners in the Far North District are responsible and held accountable for their actions.

Over the 2024-2025 period the Animal Management Team have:

- Pushed registration compliance to 87.5% (at May 2025) with 1000 more known dogs than the previous year.
- Improved impounding processes to ensure dogs are reunited with responsible owners sooner.
- Pushed to achieve a <93% compliance rate to requests for service in June 2025.
- School education programmes are being implemented throughout June/July/August across the district.
- Held irresponsible dog owners to account through a variety of enforcement measures including 2 prosecutions, 645 infringements and other notices.
- Increase in proactive patrols resulting in a significant reduction in requests for wandering dogs in public. (68 stray requests in April 2025 and 39 in May 2025)

The **Environmental Health Team** cover Liquor Licensing, Food Verifications and other Health Act related queries. The team processes administrative related queries for licensing purposes as well as conducting physical checks for compliance. Non-compliance can have serious consequences for the licensee and impact public safety.

Some notable points of the Environmental Health Services team over 2024-2025 include:

- Consistent levels of service to the community with all LTP targets of $\geq 95\%$ of Food Control Plans being assessed.
- All licensed premises being visited every 4 years with the EHS team visiting 75% annually.
- Hosting of Northland TA meeting in Kaikohe in May with Councils, FENZ, Police, MoH resulting in Police using our model as the benchmark across the Country.
- Hairdressing regulations being revoked by Central Government.
- DLC hearing for Remarkables Wines Ltd resulting in refusal of a new on-licence after significant breach of the Sale and Supply of Alcohol Act 2012.
- ARLA hearing for Carrington Resort resulting in temporary suspension of their off-licence after irresponsible advertising of alcohol sales.

The **Monitoring team** have gone through a leadership change over the last 6 months after the departure of their long time Team Leader – we welcomed Harirewa into the role after a successful secondment.

The team conducts a variety of work across the district including:

- Bylaw and district plan breaches
- Encroachments onto Council land
- Monitoring of some resource consent conditions
- Parking enforcement

The team approaches each breach with the VADE model and seeks voluntary compliance before enforcement. Unfortunately, their work is almost completely in response to somebody breaching a rule or regulation in some way.

Their current focusses are:

- Clearing a backlog of resource consents and Encroachments across the District.
- Moving vehicle crossings in house to save costs and transfer the responsibility into the Resource Consents team.
- Ensuring all district plan or bylaw breaches are responded to and an investigation started within 3 days.

Resource Consents

The Resource Consents Team reports on the three wards. The commentary provided is specifically for the **Bay of Islands-Whangaroa Ward**.

RMA Applications Received

- Resource consent administration has received and lodged 112 applications since January 2025.

RMA Decisions Issued

- The Resource Consents team issued 57 decisions under the RMA and LGA and issued 20 decisions in relation to Certificates (13 of these were subdivision completions).

Location of Subdivisions Completed

- A total of 13 subdivision completion (s224) certificates were issued from January 2025 – May 2025 in the Bay of Island-Whangaroa Ward

Housing and Major Developments

Despite the slowed economy, the Far North District remains a hot pot of development activity. The Resource Consents Team has handled around 22 large-scale applications for the Bay of Islands ward. Most of these large, scaled development projects are still being actively managed.

Bay of Islands- Whangaroa Board Input

We continue to seek input from the community board on resource consents that have community interest. These have included larger scale and non-complying projects such flood protection works, commercial developments, papakainga applications, community projects like sports complexes, anything in and near community infrastructure and anything with affects outside of a property's boundary. Please let us know if we need to expand the types of consents that you would like to assess and provide comment on.

Overview – What's up in FNDC consenting space in 2025

Over the past six months, we continue to have a focus on reviewing and enhancing our internal processes. Many of these processes include updating our practice and guidance notes and updating internal software. From the customers point of view, we are focused on streamlining our processes to bring renewed effort into value for money. This means invoices that are more affordable for the customer.

Property & Facilities

Technical Operations

Burials

Burials have been steady, and collaboration between staff and the contractor City Care has seen our processes improve.

A large piece of work to review our burial processing and applications as well as how our data is stored is underway. Surveying of our cemeteries is underway to ensure the information we have on record is accurate.

Street Cleaning

Daily street cleaning of town centres is progressing as planned. Regular pavement cleaning is being conducted periodically. We are actively monitoring service delivery and expect further improvements through contractor audits, ensuring ongoing efficiency and quality of service.

Furniture Cleaning

A new cleaning regime for town and park furniture is under development. This approach aims to optimize cleaning efficiency by reducing travel time and improving resource allocation, ultimately enhancing overall service delivery.

Tree Maintenance on Reserves and in the community

Unresolved tree work across several reserves and council land. Improved communication with City Care and contacted arborists to resolve outstanding works and an effective proactive assessment program will improve the status over time. The "Redwoods" forest is subject to significant project management planning with pertinent details to be communicated with key stakeholders in a timely fashion over the next few weeks.

Track and Cycle Maintenance

There are known issues that require attention to maintain safe use. However, it is the unknown issues that are arguably of greater concern. Resolution will require dedicated resources including navigating a potential minefield with some contractors around accountability for defective works and making good. There is the prospect that some tracks may be temporarily closed to the community.

Playground Equipment

Playground maintenance and upgrades are proceeding smoothly, with minimal disruption to users.

Graffiti and Illegal Dumping

Total cost of graffiti and illegal dumping across all facilities this financial year to date is provided in the attachment.

Housing for the Elderly

We currently have 32 vacant pensioner units. Details are in the attachment.

Property Management

Leases and licences to Occupy are subject to a planned approach of review. Buildings and building sites similarly but with escalations currently in reactive mode. A systems review and reset is underway including cleaner more timely data, one source of truth, live updates all to contributing to quality information and supporting more efficient and effective ways of working and consequently better outcomes for the community.

Customer Requests (Requests for Service)

We have had many Requests for Service received for the year, with a total of 1,967 request being raised between Jan - May. Our team continue to focus on closing the gap on open requests - we currently have 360 open, and are actively working on, with works varying from illegal dumping, tree maintenance, building maintenance and general queries about the many parks & reserves we are responsible for maintaining.

Solid Waste Update - Minimisation and Sustainability

Six- and 25-year Waste minimisation and sustainability plans have been developed, submitted to Council and will now go out for public consultation.

There has been a significant change in weather coming into winter, with some sites noticing customer volumes have dropped, as well as highlighting areas of required maintenance.

Our contractor Northland Waste Limited are taking the opportunity during this quiet time to evaluate and prioritise the maintenance and upgrade requirements over all the sites. NWL will work with the Far North District Council to plan repairs, maintenance, and improvements.

The recent wet weather has also highlighted areas that are prone to water build up.

Local sponsored events from Northland Waste:

- Ngāti Kahu Whanau Day – Sponsored wheelie bins for refuse and recycling.

Quality**Building Consent Authority (BCA)**

In October 2024, the accreditation body (IANZ) conducted an assessment of the BCA. The assessment determined that the BCA is considered to pose a Low Risk (normal risk) meaning the BCA is likely to remain substantially compliant over the next two years. IANZ confirmed the BCA continues to comply with the regulations and accreditation would be continued. The next assessment is scheduled for October 2026.

Internal audits are regularly conducted to assess the BCA's compliance against the regulations. These internal audits include checking whether the BCA has the minimum policies, procedures and systems that a BCA must have, and that these are consistently and effectively implemented.

Food Verification Agency (FVA)

In June 2024, the accreditation body (IANZ) conducted a surveillance assessment of the FVA. IANZ confirmed that the FVA continues to meet the requirements to be a recognised agency to conduct food verification services. The next assessment is scheduled for December 2025.

Internal audits are regularly conducted to assess the FVA's compliance against the regulations. These internal audits include checking whether the FVA has the minimum policies, procedures and systems that an FVA must have, and that these are consistently and effectively implemented.

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

Nil

ĀPITI HANGA / ATTACHMENTS

Nil

8.3 ALFRESCO DINING APPLICATIONS

File Number: A5244129

Author: Harirewa Watene-Te Haara, Team Leader - Monitoring

Authoriser: Ruben Garcia, Acting Group Manager – Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Bay of Islands-Whangaroa Community Board the ability to provide comment on a resolution left to lie for more information, Kawakawa Bakehouse Café and Roast and on the renewal of alfresco dining applications from: Jimmy Jacks Rib Shack, The Gables Restaurant, Duke of Marlborough Business Limited, Avo Sushi, El Café and Third Wheel Coffee. Whakarāpopoto matua / Executive Summary

- The Kawakawa Bakehouse Café applied for a licence renewal in April 2025. It was requested that this application be left to lie and brought back with further information.
- Jimmy Jacks Rib Shack, The Gables Restaurant, Duke of Marlborough Business Limited, Avo Sushi and El Café have applied for renewal of their existing Alfresco Dining licences. Third Wheel Coffee have applied for renewal of their existing Alfresco Dining Licence with a change of ownership.
- All businesses have paid the necessary application fee.
- The Bay of Islands-Whangaroa Community Board has delegation over activities on reserves and can comment on alfresco dining applications.

TŪTOHUNGA / RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) **Uplift Resolution 2025/45 to provide comment on the alfresco dining approval applications from:**
 - i) **Kawakawa Bakehouse Café and Roast, Kawakawa**
- b) **Pursuant to the Council resolution passed on 30 June 2022, provide comment on the alfresco dining approval applications from:**
 - i) **Jimmy Jacks Rib Shack, Paihia**
 - ii) **The Gables Restaurant, Russell**
 - iii) **Duke of Marlborough Business Limited, Russell**
 - iv) **Avo Sushi, Paihia**
 - v) **El Café, Paihia**
 - vi) **Third Wheel Coffee, Paihia**

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.

Copies of the two draft approvals for the period 1/7/24 – 30/6/25 are found in attachment A and 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 Bay of Islands-Whangaroa 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 Bay of Islands-Whangaroa 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. ALF-8 Kawakawa Bakehouse Cafe & Roast - A5245317 [↓](#) 
2. ALF-37 Jimmy Jacks Rib Shack - A5245273 [↓](#) 
3. ALF-39 The Gables Restaurant - A5245279 [↓](#) 
4. ALF-49 Duke of Marlborough Business Limited - A5245286 [↓](#) 
5. ALF-63 Avo Sushi - A5245292 [↓](#) 
6. ALF-104 El Cafe - A5245296 [↓](#) 
7. ALF-1 Third Wheel Co - A5245309 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	<p>The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.</p> <p>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.</p>
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.
<p>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.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.</p> <p>The Road Use Bylaw 2022 was adopted on 19 May 2022.</p>
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.

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



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25 March 2025

Konnie Roeun
68 Gillies Street
Kawakawa 0210

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-8
Trading Name: Kawakawa Bakehouse Cafe & Roast
Trading Location: 68 Gillies Street, Kawakawa 0210

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.

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

Yours sincerely,

A handwritten signature in blue ink, appearing to read "M. McMurtrie".

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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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: Konnie Roeun
Registration of: Kawakawa Bakehouse Cafe & Roast
Site Address: 68 Gillies Street, Kawakawa 0210
Approval Number: ALFRES-8

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

M. M. M. M. M.

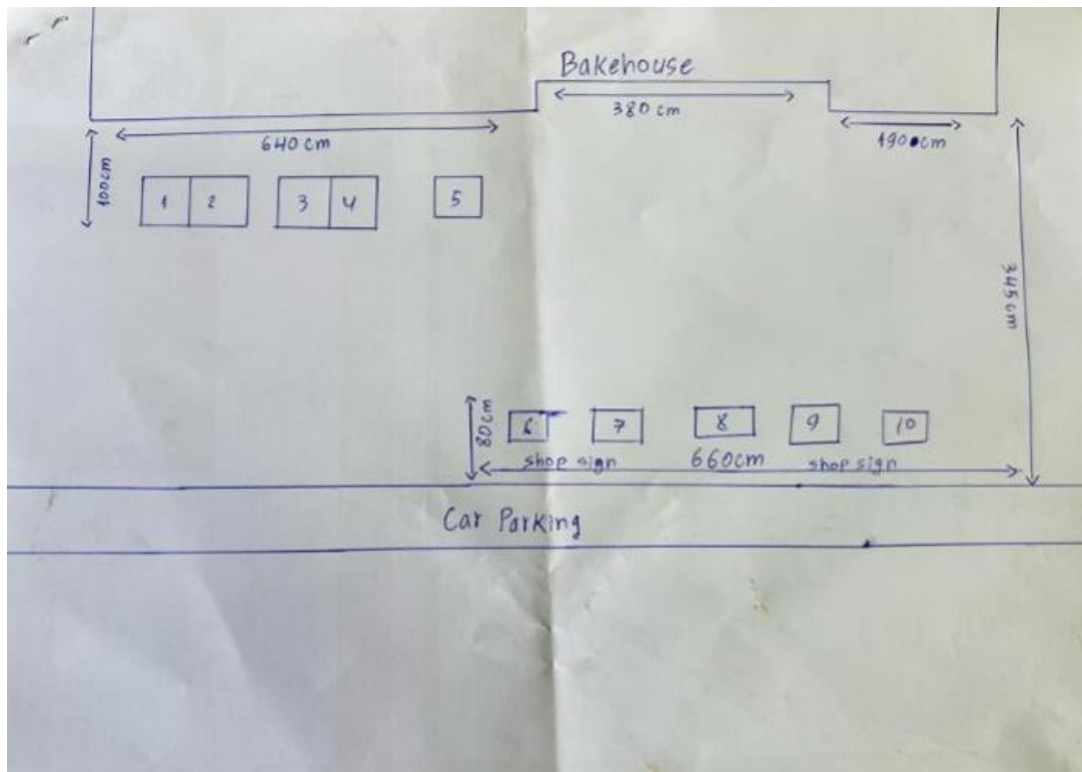
.....
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN





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20 June 2025

Jimmy Jacks Limited
PO Box 70
Paihia 0247

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-37
Trading Name: Jimmy Jacks Rib Shack
Trading Location: 9 Williams Road, Paihia 0200

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.

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

Yours sincerely,

A handwritten signature in blue ink, appearing to read "M. McMurtrie".

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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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: Jimmy Jacks Limited
Registration of: Jimmy Jacks Rib Shack
Site Address: 9 Williams Road, Paihia 0200
Approval Number: ALF-37

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2026**.

M. M. M. M. M.

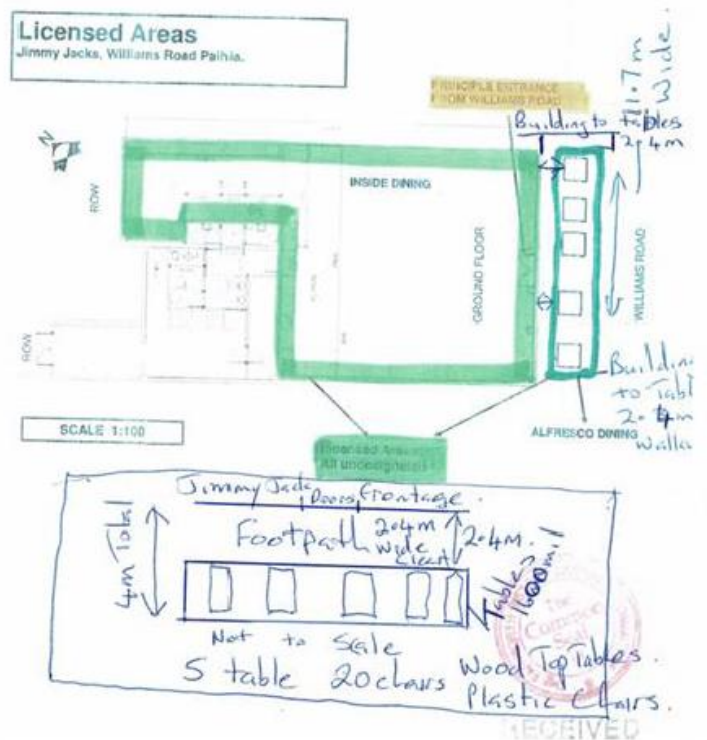
.....
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN





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20 June 2025

The Gables Restaurant
19 The Strand
Russell 0202

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-39
Trading Name: The Gables Restaurant
Trading Location: 19 The Strand, Russell 0202

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.

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

Yours sincerely,

A handwritten signature in blue ink, appearing to read "M. McMurtrie".

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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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: The Gables Restaurant
Registration of: The Gables Restaurant
Site Address: 19 The Strand, Russell 0202
Approval Number: ALF-39

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2026**.

M. M. M. M.

Signed on behalf of the Far North District Council

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

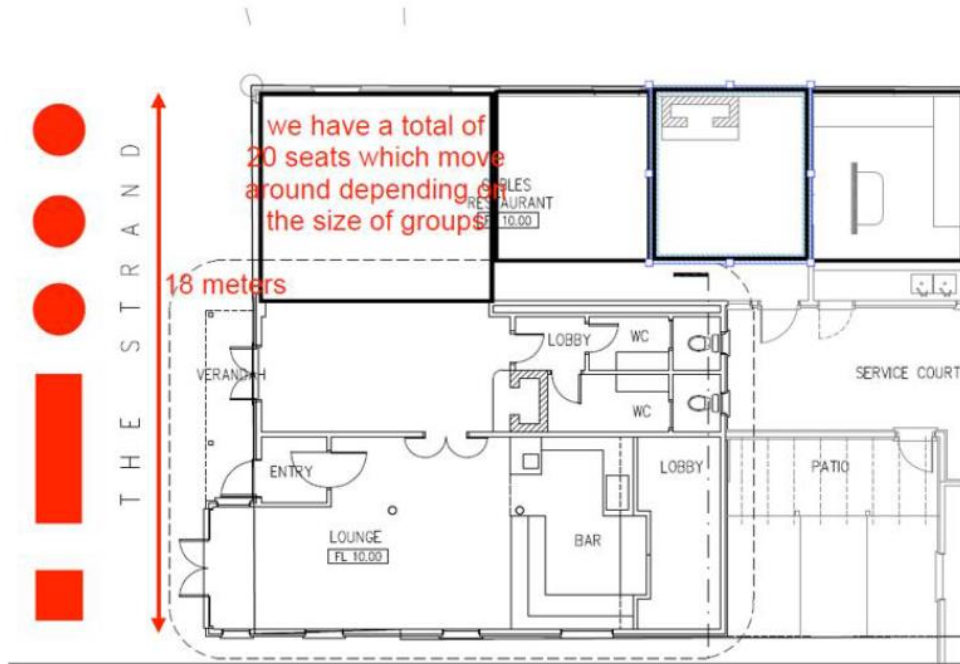
CONDITIONS:

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

ALFRESCO APPROVED PLAN

FNDC Approved Plan
Date: 16 July 2021

[Handwritten signature]





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20 June 2025

Duke Of Marlborough Business Limited
35 The Strand
Russell 0202

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-49
Trading Name: Duke Of Marlborough Business Limited
Trading Location: 35 The Strand, Russell 0202

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.

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

Yours sincerely,

A handwritten signature in blue ink, appearing to read "M. McMurtrie".

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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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: Duke Of Marlborough Business Limited

Registration of: Duke Of Marlborough Business Limited

Site Address: 35 The Strand, Russell 0202

Approval Number: ALF-49

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2026**.

M.M.M.

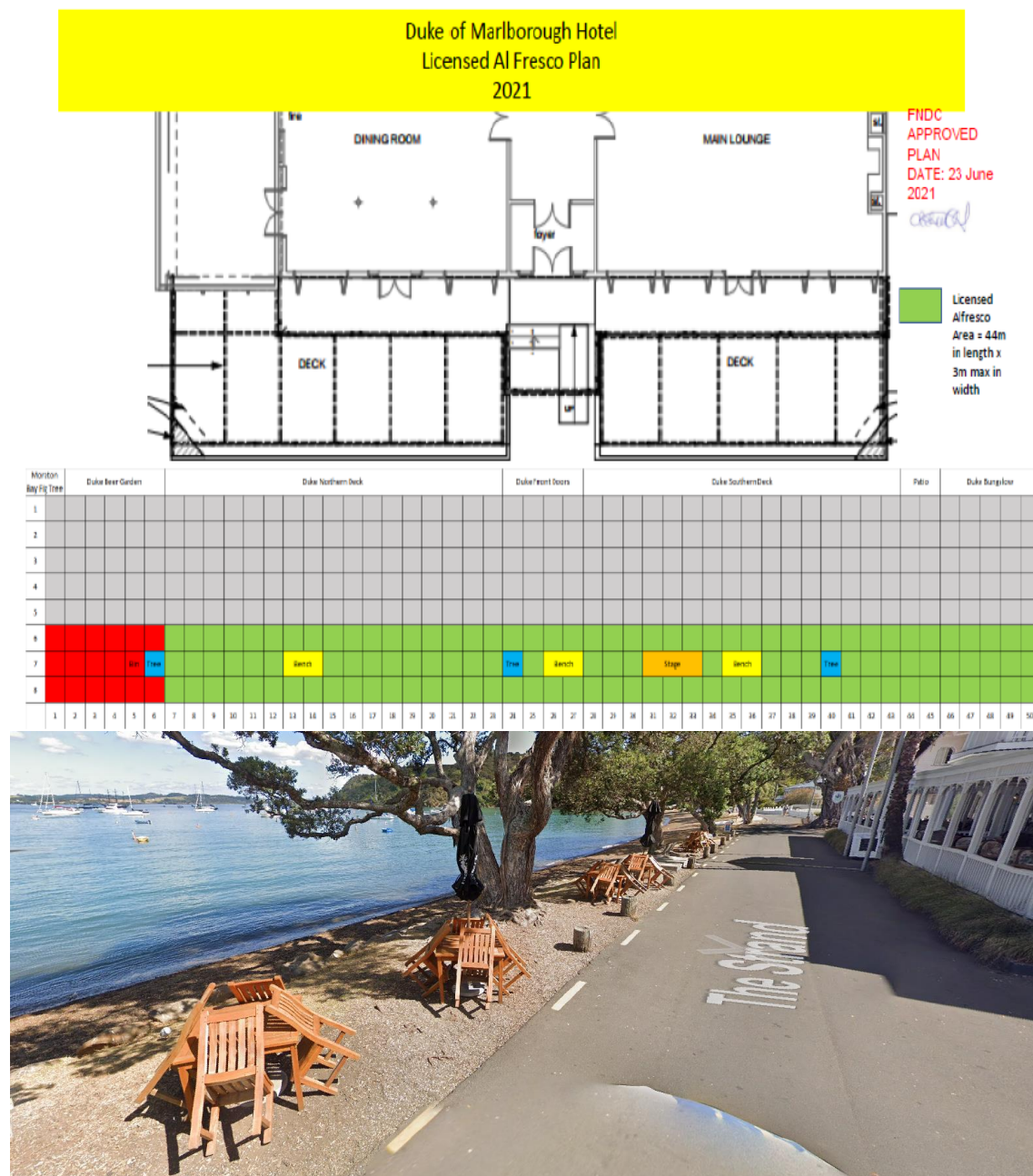
.....
Signed on behalf of the Far North District Council

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

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for 5 tables with chairs
2	Trading is limited to the area designated on the approved plan; the Licensee is required to remove all items used for alfresco dining by 10pm each day unless otherwise specified in writing
3	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres clear access for pedestrian traffic and must maintain both pedestrian and vehicular traffic flow in a sensible and safe manner. Patrons will not allow guide dogs, prams, or personal items to obstruct the walkway zone
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their "a Person Conducting a Business or Undertaking – PCBU" and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	The activity will not obstruct or interfere with the use of Council Street furniture or rubbish bins. No existing street element or asset may be moved, relocated, or modified without the written consent of Council
8	Where smoking is permitted, each table in an alfresco dining area must be supplied with a windproof ashtray at all times and the business be responsible for the litter generated by patrons. Council promotes the identification of smoking and non-smoking areas within alfresco dining where practical
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	The cover over the cord leading to the existing illegal stage on public land and across the public road should be removed unless in use. The future of the stage and cord will be addressed through the Kororareka Placemaking Consultation with the wider community
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





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16 June 2025

Gky Limited
Unit 2, 3 Williams Road
Paihia 0200

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-63
Trading Name: Avo Sushi
Trading Location: Lot 3, Williams Road, Paihia 0200

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.

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

Yours sincerely,

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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ask.us@fndc.govt.nz

0800 920 029

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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: Gky Limited
Registration of: Avo Sushi
Site Address: Lot 3, Williams Road, Paihia 0200
Approval Number: ALF-63

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2026**.

M.M.C. - L

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

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN**ALF – 63 / Avo Sushi**

- 2 Tables + 8 chairs
- Plastic materials
- 2 metres length x 1 metre width
- To be put outside of the shop during open hours (usually 8am – 4pm)



APPROVED PLAN
DATE: 04/07/2023



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20 June 2025

Jonathan Sefton and Carla Anne Farrell
2 Kings Road
Paihia 0200

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-104
Trading Name: EI Cafe
Trading Location: 2 Kings Road, Paihia 0200

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.

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

Yours sincerely,

A handwritten signature in blue ink, appearing to read "M. McMurtrie".

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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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: Jonathan Sefton and Carla Anne Farrell

Registration of: EI Cafe

Site Address: 2 Kings Road, Paihia 0200

Approval Number: ALF-104

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2026**.

M. M. M. M.

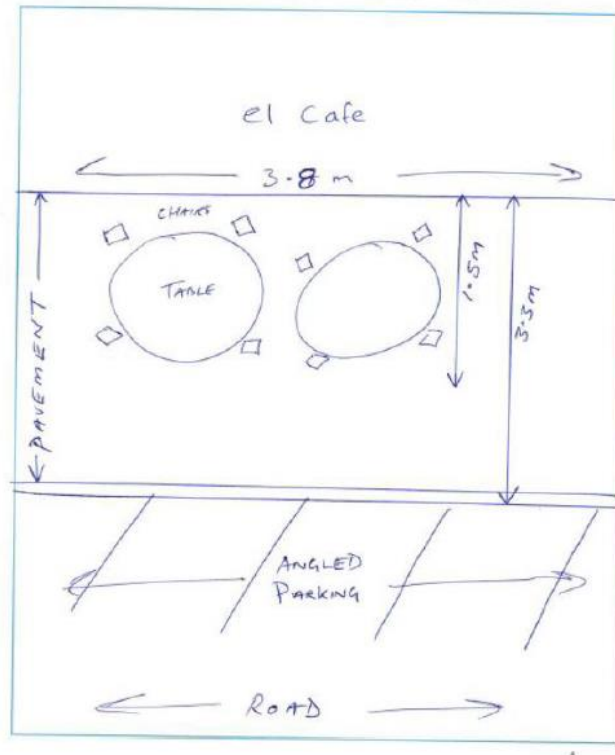
.....
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN



APPROVED PLAN:
MWOEdwards
DATE: 26 June 2023



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19 June 2025

Kevin Fabis
404A Kapiro Road
RD 1
Kerikeri 0294

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-1
Trading Name: Third Wheel Coffee Paihia Limited
Trading Location: 78-94 Marsden Road, Paihia 0200

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.

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

Yours sincerely,

Mike McMurtrie
Manager – Compliance, Delivery and Operations



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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: Kevin Fabis
Registration of: Third Wheel Coffee Paihia Limited
Site Address: 78-94 Marsden Road, Paihia 0200
Approval Number: ALFRES-1

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2026**.

M.M.M.

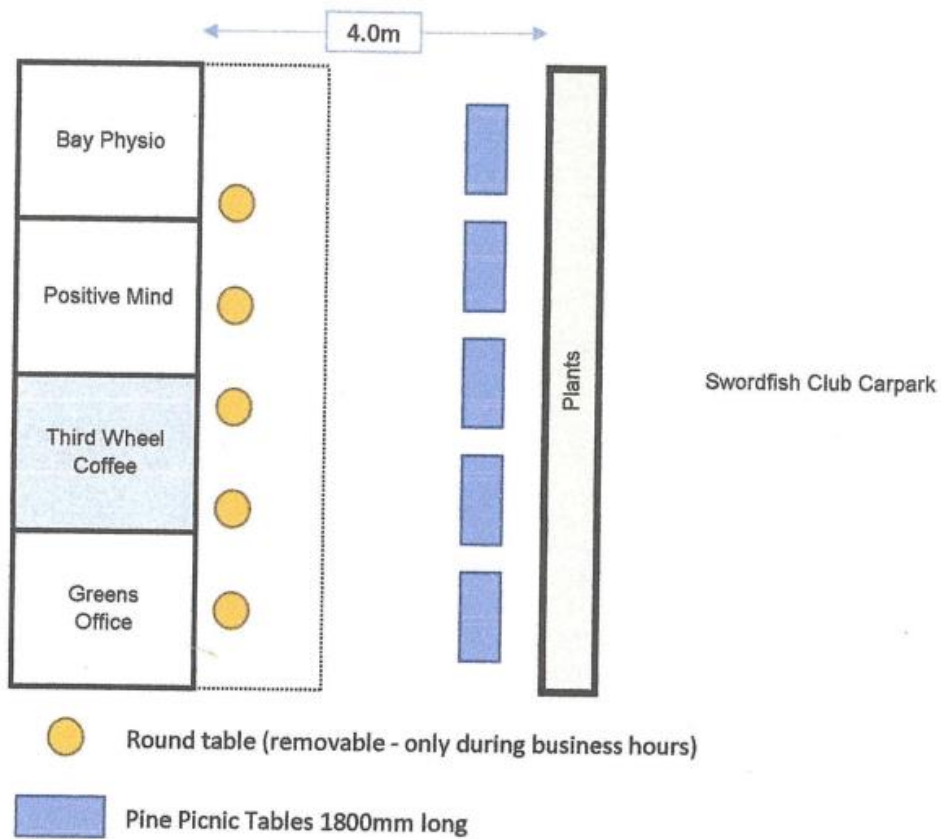
Signed on behalf of the Far North District Council

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

CONDITIONS:

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

ALFRESCO APPROVED PLAN



9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE