



**Far North
District Council**



AGENDA

Kaikohe-Hokianga Community Board Meeting

Wednesday, 5 February 2020

Time: 10.30 am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

Chairperson Mike Edmonds
Member Laurie Byers
Member Emma Davis
Member Kelly van Gaalen
Member Alan Hessel
Member Louis Toorenborg
Cr John Vujcich

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

- (a) Represent, and act as an advocate for, the interests of its community;
- (b) Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board;
- (c) Maintain an overview of services provided by the territorial authority within the community;
- (d) Prepare an annual submission to the territorial authority for expenditure within the community;
- (e) Communicate with community organisations and special interest groups within the community;
- (f) Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.

4. Have special regard for the views of Maori.
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.

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Mike Edmonds	Chair	Kaikohe Mechanical and Historic Trust	Council Funding	Decide at the time
	Committee member	Kaikohe Rugby Football and Sports Club	Council Funding	Withdraw and abstain
Kelly van Gaalen	No form received			
Louis Toorenburg	No form received			
Alan Hessel	Nil	Nil	Nil	Nil
Laurie Byers	Kaikohe Golf Club			
	Kaikohukohu Trust			
	North Point Trust			
	Patron Bay of Islands Hockey			
Emma Davis	Secretary	Pompallier Hokianga Trust	Council Funding	Decide at the time to withdraw and/or abstain
	Trustee	Raiatea Resource Centre	Council Funding	Decide at the time to withdraw and/or abstain
	Committee Member	Rawene Hall	Council Funding	Decide at the time to withdraw and/or abstain
	Committee Member	Kohukohu Hall	Council Funding	Decide at the time to withdraw and/or abstain
	Member of teaching staff	Broadwood Area School	Council Funding	Decide at the time to withdraw and/or abstain
John Vujcich	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
	Member	Kaikohe Business Association	Possible funding provider	Declare a Conflict of Interest

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 5 February 2020 at 10.30 am

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1 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 Team Leader Democracy Support (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.

2 PUBLIC FORUM

3 DEPUTATIONS

1. JANINE MCVEAGH: TE PUNA O KUPENUKU – RAWENE CAMPUS PROPOSAL.

4 SPEAKERS

1. Freda Mocaraka: Funding Application – Kaikohe Intermediate School.
2. Dylan Robinson: Funding Application – Crossfit Kaikohe.
3. Willi Maihi: Funding Application – CHI Festival Day.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2825670

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 4 December 2019 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. 2019-12-04 Kaikohe-Hokianga Community Board Unconfirmed Meeting Minutes - A2825553  

**MINUTES OF KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 4 DECEMBER 2019 AT 9:30 AM**

PRESENT: Chairperson Mike Edmonds, Member Emma Davis, Member Louis Toorenburg, Member Kelly van Gaalen, Member Alan Hessel, Member Laurie Byers,

IN ATTENDANCE: Cr Rachel Smith, Cr Kelly Stratford

1 APOLOGIES AND CONFLICTS OF INTEREST

That an apology for lateness received from Cr Vujcich be accepted and leave of absence granted.
Cr John Vujcich (arrived 10:45am)

2 PUBLIC FORUM

- Tom and Korina Donovan on behalf of Hokianga Environmental Protection Group: Funding Application 8.2(b) refers.
- Lynne Stewart on behalf of Kohukohu Library: Funding Application 8.2(d) refers.
- Dave Adams on behalf of South Hokianga (Opononi) Memorial Hall: Funding Application 8.2(2) refers.
- Lorene Royal and Delvene Morrissey on behalf of Rawene & Districts Community Development Inc: Funding Application 8.2(f).
- Shaun Reilly regarding RFS3984085 – Mowing and clean-up of berm area on Thorpe Road Kaikohe.

3 DEPUTATIONS

Lorene Royal and Gwen Freese on behalf of Rawene Community Hall Management Committee

Attachments tabled at meeting

1. Tabled Document - Letter from Rawene Community Hall Management Committee *and*
2. Tabled Document - Requisition Report to KHCB 4th Dec 2019

The meeting was adjourned from 10:20 am to 10:31 am.

4 SPEAKERS

None

5 MAKING AND ATTESTING OF DECLARATION

5.1 MAKING AND ATTESTING OF DECLARATIONS

AGENDA ITEM 6.4 DOCUMENT NUMBER A2768594, PAGES 27 - 27 REFERS.

**BOARD CHAIR MIKE EDMONDS WITNESSED THE ATTESTATION AND DECLARATION OF
COMMUNITY BOARD MEMBER ALAN HESSELL.**

6 CONFIRMATION OF PREVIOUS MINUTES**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 5.1 document number A2779005, pages 8 - 14 refers.

RESOLUTION 2019/110

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 6 November 2019 as a true and correct record.

CARRIED

7 CORPORATE SERVICES GROUP**7.1 KAIKOHE-HOKIANGA COMMUNITY BOARD CALENDAR OF MEETINGS 2020**

Agenda item 6.1 document number A2767143, pages 15 - 17 refers.

RECOMMENDATION

Moved: Member Laurie Byers

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board:

- a) adopts the following 6 weekly meeting dates for the 2020 calendar year:
- March 11, 2020
 - April 22, 2020
 - June 03, 2020
 - July 15, 2020
 - August 26, 2020
 - October 07, 2020
 - November 18, 2020
- a) delegate the authority to amend the schedule of Community Board meetings, to the Chief Executive Officer.

AMENDMENT

Moved: Member Emma Davis

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board:

- a) adopt the following monthly meeting dates for the 2020 calendar year:
- February 05, 2020
 - March 04, 2020
 - April 01, 2020
 - May 06, 2020
 - June 03, 2020
 - July 01, 2020
 - August 05, 2020
 - September 07, 2020
 - October 07, 2020
 - November 04, 2020
 - December 02, 2020
- b) delegate authority to amend the dates to the Board Chair.

and:

- c) that the default location for Kaikohe-Hokianga Community Board meetings be Kaikohe Chambers with the option to travel to external locations if requested.

The amendment became the substantive motion:

RESOLUTION 2019/111

Moved: Member Laurie Byers

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board:

- a) adopt the following monthly meeting dates for the 2020 calendar year:

- February 05, 2020
- March 04, 2020
- April 01, 2020
- May 06, 2020
- June 03, 2020
- July 01, 2020
- August 05, 2020
- September 07, 2020
- October 07, 2020
- November 04, 2020
- December 02, 2020

- b) delegate authority to amend the dates to the Board Chair.

and:

- c) that the default location for Kaikohe-Hokianga Community Board meetings be Kaikohe Chambers with the option to travel to external locations if requested.

CARRIED

7.2 APPOINTMENTS TO MANAGEMENT COMMITTEES

Agenda item 6.2 document number A2767124, pages 21 - 23 refers

RESOLUTION 2019/112

Moved: Chairperson Mike Edmonds

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board make appointments to Management Committees as detailed below:

- a) Rawene Community Hall – Emma Davis
- b) Okaihau Community Hall – Mike Edmonds
- c) South Hokianga War Memorial Hall (Opononi) – Alan Hessel
- d) Kohukohu Community Hall – Emma Davis
- e) Kaikohe Senior Citizens Hall – Laurie Byers

CARRIED

NOTE:

Members of the Kaikohe-Hokianga Community Board will informally attend the following Hall Committee meetings until a Board Member is appointed:

- f) Taheke Community Centre

- g) Horeke Community Hall
- h) Broadwood Cemetery
- i) Orira (Umawera) Cemetery
- j) Waiotemarama Cemetery

7.3 NOMINATION OF FAR NORTH COMMUNITY BOARD EXECUTIVE COMMITTEE REPRESENTATIVE

Agenda item 6.3 document number A2767050, pages 24 - 26 refers

This item was withdrawn from the agenda at the request of the Chief Executive.

7.4 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY FUND ACCOUNT AS AT 31 OCTOBER 2019

Agenda item 6.5 document number A2761272, pages 28 - 29 refers

RESOLUTION 2019/113

Moved: Member Kelly van Gaalen

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Fund Account as at 31 October 2019.

CARRIED

8 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

8.1 ROAD NAMING - LOT 1, STATE HIGHWAY 1, OKAIHAU

Agenda item 7.1 document number A2765061, pages 31 - 34 refers

RECOMMENDATION

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name an extension McKenzie Way that is currently addressed at Lot 1, SH 1, Okaihau as per map (A2764787).

AMENDMENT

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the word "Extension" be inserted after "McKenzie Way" in the recommendation as follows:

"That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name an extension, McKenzie Way Extension that is currently addressed at Lot 1, SH 1, Okaihau as per map. (A2764787)".

The amendment became the substantive motion:

RESOLUTION 2019/114

Moved: Chairperson Mike Edmonds
Seconded: Member Emma Davis

"That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name an extension, McKenzie Way Extension that is currently addressed at Lot 1, SH 1, Okaihau as per map. (A2764787)".

CARRIED

8.2 MEMORIAL PARK PUBLIC TOILET

Agenda item 7.2 document number A2777879, pages 42 - 45 refers

RECOMMENDATION

Moved: Member Kelly van Gaalen

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board

- a) approve the location of the toilet *and*
- b) approve the increased operational expenditure for the servicing of the new toilets

LOST

MOTION

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board:

- a) leave this Item to lie on the table until the February 2020 meeting, *and*
- b) be provided with an opportunity to view and approve the Akau plans and designs for this project.
- c) requests that the Buildings and Facilities staff arrange a workshop for Community Board members

RESOLUTION 2019/115

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board:

- a) leave this Item to lie on the table until the February 2020 meeting, *and*
- b) be provided with an opportunity to view and approve the Akau plans and designs for this project,
- c) requests that the Buildings and Facilities staff arrange a workshop for Community Board members

CARRIED

9 STRATEGIC PLANNING AND POLICY GROUP

9.1 PROJECT FUNDING REPORT

Agenda item 8.1 document number A2762539, pages 46 - 47 refers

RESOLUTION 2019/116

Moved: Member Kelly van Gaalen

Seconded: Cr John Vujcich

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

- a) Kalkohe Business Association
- b) Ohaeawai Taiaimai Residents Association
- c) Rawene Holiday Park

CARRIED

9.2 FUNDING APPLICATIONS

Agenda item 8.2 document number A2765407, pages 54 - 56 refers

RESOLUTION 2019/117

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

A motion was moved that the Community Board suspend Standing Orders 20 – General Rules of Debate: 20.3 Questions to Staff.

RESUMPTION OF STANDING ORDERS

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

A motion was moved that the Community Board resume Standing Orders.

CARRIED

RECOMMENDATION

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, authorise (plus GST if applicable) be paid from the Board's Community Grant Fund as follows:

a) Datz Us Netball Club – for uniforms	\$1449.00
b) Hokianga Environmental Protection Group – for Rent a Plate programme	\$5,000.00
c) Hush Dance Trust – for term four student production	\$2217.00
d) Kohukohu Community Library – for purchase of books	\$540.00
e) South Hokianga (Opononi) Memorial Hall – for purchase of chairs for hall	\$5003.00
f) Rawene & Districts Community Development Inc – for operating expenses	\$5000.00

AMENDMENT

Moved: Member Kelly van Gaalen

Seconded: Member Laurie Byers

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, authorise the sum of \$0.00 (plus GST if applicable) to be paid from the Board's Community Fund account to Datz Us Netball Club.

CARRIED

AMENDMENT

Moved: Member Kelly van Gaalen

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board approves the sum of \$1,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Hokianga Environmental Protection Group for costs towards the Rent-A-Plate project to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe connected and sustainable

CARRIED**AMENDMENT**

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board approves the sum of \$1,200 (plus GST if applicable) to be paid from the Board's Community Fund account to Hush Dance Trust for costs towards the term four student production to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe connected and sustainable

CARRIED**AMENDMENT**

Moved: Member Kelly van Gaalen

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board approves the sum of \$540 (plus GST if applicable) to be paid from the Board's Community Fund account to Kohukohu Community Library for costs towards the purchase of books for the library to support the following Community Outcomes:

- I. Proud Vibrant Communities

CARRIED**AMENDMENT**

Moved: Member Alan Hessel

Seconded: Cr John Vujcich

That the Kaikohe-Hokianga Community Board approves the sum of \$5,000 (plus GST if applicable) to be paid from the Board's Community Fund account to South Hokianga (Opononi) Memorial Hall for costs towards the acquisition of chairs to support the following Community Outcomes:

- I. Proud Vibrant Communities

CARRIED**AMENDMENT**

Moved: Member Emma Davis

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board approves the sum of \$3,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Rawene and Districts Community Development Inc towards non-operational expenses to support the following Community Outcomes:

- II. Proud Vibrant Communities
- III. Communities that are healthy, safe connected and sustainable

CARRIED

The amendments became the substantive motion.

RESOLUTION 2019/118**Moved: Chairperson Mike Edmonds****Seconded: Member Emma Davis**

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, authorise (plus GST if applicable) be paid from the Board's Community Grant Fund as follows:

g) Datz Us Netball Club – for uniforms	\$0.00
h) Hokianga Environmental Protection Group – for Rent a Plate programme	\$1,000.00
i) Hush Dance Trust – for term four student production	\$1,200.00
j) Kohukohu Community Library – for purchase of books	\$540.00
k) South Hokianga (Opononi) Memorial Hall – for purchase of chairs for hall	\$5,000.00
l) Rawene & Districts Community Development Inc – non-operating expenses	\$3,000.00

CARRIED**6 MEETING CLOSE**

The meeting closed at 11:56 am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 5 February 2020.

.....
CHAIRPERSON

6 CORPORATE SERVICES GROUP

6.1 KAIKOHE-HOKIANGA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 DECEMBER 2019

File Number: A2823555

Author: Sam Chapman, Accounting Support Officer

Authoriser: Angie Thomas, Manager - Accounting Services

PURPOSE OF THE REPORT

The purpose of the report is to provide the Kaikohe-Hokianga Community Board with financial statements for the period ended 31 December 2019.

EXECUTIVE SUMMARY

The financial report is ward-specific, covering the activities in the Kaikohe-Hokianga ward only.

Understanding the report:

- Variances in excess of \$100k and significant “%” variances will be commented on.
- The financial year runs from 01 July 2019 to 30 June 2020.
- The “Year to date” columns reflects income and expenses for the period 01 July 2019 to 31 December 2019.
- The variances column highlights the difference between the budget set in the 2019/20 Annual Plan and actual income and expenses as at 31 December 2019.
- The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2019 to 30 June 2020.
- The full year forecast column shows the best estimate for the actual year end position as advised by Managers.
- Unfavourable variances will represent expenses higher than budget or income less than budget.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Financial Performance Activities by Ward for the period ending 31 December 2019.

BACKGROUND

This is the second quarterly financial report for 2019-2020 detailing the financial performance of community activities to be provided to the Kaikohe-Hokianga Community Board.

DISCUSSION AND NEXT STEPS

Refer to commentary in the attached statement.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

1. **2020-02-05 KHCB Statement of Financial Performance Activities by Ward for the period ending 31 December 19 - A2823541** [↓](#) 

**Statement of Financial Performance
Community Activities by Ward
for the period ending
31-December-2019
Kaikohe - Hokianga**

	Year to date		Year to date		Full year			Full year
	Actual	Annual Plan Budget	Variance		Annual Plan Budget	Carry Forward Budgets	Total Annual Budget	Forecast
Operations								
Operational income								
Rates - general (excl water supply rates)	1,148	1,175	(27)	-2%	2,350	0	2,350	2,350
Rates - penalties	0	27	(27)	-100%	55	0	55	55
Fees & charges (inc water supply rates)	33	27	6	21%	55	0	55	55
Central govt subsidies - operational	1	10	(9)	-93%	20	0	20	20
Other income	2	1	1	134%	1	0	1	1
Capital income								
Central govt subsidies - new works	284	0	284	100%	0	0	0	123
Central govt subsidies - renewals	40	0	40	100%	0	0	0	97
Total operating income	1,507	1,240	267	22%	2,480	0	2,480	2,701
Expenditure								
Amenity Lighting	17	17	1	5%	35	0	35	35
Carparks	38	39	2	4%	79	0	79	79
Cemeteries	34	33	(1)	-3%	66	0	66	66
Community Centres	64	43	(21)	-48%	109	0	109	109
Footpaths	64	96	33	34%	193	0	193	193
Halls	231	224	(7)	-3%	432	0	432	432
Museums	44	43	(1)	-3%	46	0	46	46
Parks & Reserves	514	335	(180)	-54%	662	0	662	662
Public Toilets	151	187	36	19%	370	0	370	370
Swimming Pools	43	51	8	16%	133	0	133	133
Town Maintenance	147	129	(18)	-14%	258	0	258	258
Total operating expenditure	1,346	1,199	(147)	-12%	2,382	0	2,382	2,382
Net operating surplus/(deficit)	160	41	119		99	0	99	319

Commentary - Kaikohe - Hokianga

Operational Income
There is no significant variance.

Capital Income
Central Government Subsidies New Works
- TIFF grant for public toilets at Opononi and Mitimiti are unbudgeted.
- NZTA subsidy received for construction of new Footpaths at Thorpe Rd-Recreation Rd, Mangakahia Rd, Rangihamama Rd-Taheke Rd

Expenditure
Parks and Reserves - Tree Management is over budget with works include removing and clearing, weight reduction of trees.

6.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 DECEMBER 2019

File Number: A2823567

Author: Sam Chapman, Accounting Support Officer

Authoriser: Angie Thomas, Manager - Accounting Services

PURPOSE OF THE REPORT

The Community Fund account provides information on financial matters relating to the Kaikohe-Hokianga Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 December 2019.

BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available. In accordance with the Community Grant Policy, section 10, *"applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Chairperson's discretion"*.

Community Fund Account balance as at 1 July 2019	\$115,902.00
• Less funds granted and uplifted to 31 December 2019	\$39,059.00
• Less funds not uplifted from 4 December 2019 for Hokianga Environmental Protection Group, Kohukohu Community Library and Rawene & Districts Community Development Inc	\$4,540.00
• Less funds not uplifted from 2 October 2019 for Wekaweka Valley Community Trust	\$1,000.00
Community Fund Account balance as at 31 October 2019	\$71,303.00

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and make a decision on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 December 2019 is \$71,303.00.

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of funds from the Kaikohe-Hokianga Community Fund account to the Kaikohe-Hokianga Community Board. The statement of the Community Fund account as at 31 December 2019 is attached.

ATTACHMENTS

1. **2020-02-05 KHCB Statement of Kaikohe-Hokianga Community Board Fund Account as at 31 December 19 - A2823544**  

Far North District Council
Kaikohe - Hokianga Community Board
Statement of the Community Fund Account as at 31 December 2019

Allocation Grants & Donations Annual Budget 2018/19	82,569.00	
Community Board Placemaking Fund	<u>33,333.00</u>	115,902.00

Less Expenditure 2019/20 (Funds Uplifted)

July 19

Youthline Auckland for telecommunications costs	1,800.00	
Carbon Neutral New Zealand work with FNDC Youth Council	2,500.00	

August 19

Francher Ltd for the Rawene Good Vibes Event for advertising, administration, equipment hire, travel and accommodation	1,400.00	
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September 19

Hokianga Country Music club Inc costs towards ferries for bands and performers for the 2019 Hokianga Country Music Festival	2,785.00	
Learn New Zealand Sign Language with Eddie Trust for costs towards venue hire, advertising and promotion, facilitator fees, administration, consumable materials and travel	2,000.00	
Kaikohe Business Association for the Te Wairua o Kaikohe Dinner Event	2,000.00	

October 19

Dynamo Cycling and Sports Club Inc costs towards purchasing finishers medals and trophies	500.00	
Opononi Area School (OAS) costs for replacement of shade-sail at Opononi Area School	5,727.00	

November 19

Waimamaku Community Garden Group costs for purchasing Broad fork, First Aid Kit, Greenhouse, Compost bins and safety gear and Water tank	3,129.00	
Kohukohu Community Trust to assist the Herald Building Group with costs towards equipment and printing newsletter	1,823.00	

December 19

Kaikohe Business Association Inc for Christmas in the Village	2,500.00	
Hush Dance Trust for student production	1,200.00	
South Hokianga (Opononi) Memorial Hall costs towards acquisition of chairs	5,000.00	
Kaikohe Basketball Court Project on Memorial Park Reserve to assist with beautification of basketball court area	<u>6,695.00</u>	39,059.00

Balance as at 31 December 2019

\$76,843.00

Less Commitments 2019/20 (Funds not yet up lifted)

Meeting 04.12.19

Hokianga Environmental Protection Group for the Rent-A-Plate project	1,000.00	
Kohukohu Community Library for costs towards the purchase of books	540.00	
Rawene and Districts Community Development Inc costs towards non-operational expenses	3,000.00	

Meeting 02.10.19

Wekaweka Valley Community Trust for 2020 operational costs for the Waimamaku Resource Centre; Telephone and internet, Repairs and maintenance, Rent, Printing, postage and stationery and Power and gas	<u>1,000.00</u>	5,540.00
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Balance 31 December 2019 Uncommitted/(Overcommitted)

\$71,303.00

Prior Year Commitments (Funds not yet Uplifted)

Meeting 05.06.19

Kaikohe Basketball Court Project on Memorial Park Reserve to assist with beautification of basketball court area	1,019.01	
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Matihetihe School support children participating in regular sporting activity during 2019 winter season	85.00	
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Meeting 13.02.19

Rawene Golf Club Inc. to assist with the cost of The Hokianga Golf Fun Day 2019	<u>115.79</u>	
	1,219.80	

6.3 CHAIRPERSON AND MEMBERS REPORT

File Number: A2827708

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The purpose of this report is to provide feedback to the community on matters of interest or concern to the Community Board and how the Community Board has communicated with community organisations and special interest groups within the community.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board;

- a) **note the reports from the Chairperson and Member Toorenburg,**
- b) **delegate authority to make complaints to the Office of the Ombudsman on behalf of the Board, to the Chair.**
- c) **discuss the Te Puna o Kūpenuku Rawene Campus proposal at this meeting and formulate steps to make it happen, and to make recommendations to Council to expedite the matter.**
- d) **request a report back to our board for our next meeting on the progress being made in getting footpaths in our Ward.**
- e) **receive an update on work to the Waitemarama Weir, to comply with consent conditions to increase water flow in stream and ask for an update on the status of the Smoothy Road Bore.**

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

The reports from the Chairperson and Members are attached.

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) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Chairs Report - M Edmonds Feb 2020 - A2827690**  
2. **Members Report - L Toorenburg - Feb 2020 - A2827692**  

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Not applicable
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable
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 is a Community Board report.
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.	Not applicable
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.	Yes
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

Chairman's Report

Date: 17 January 2020

For meeting: 5 February 2020

Recommendations contained in report

That the board delegates the authority to make complaints to the Office of the Ombudsman on behalf of the board to the chair.

Requests for information

Apart from delegated matters, the ability of the board (and board members) to task the council is limited.

Requests for information is one way that the board can task the council. The role of the board under the Local Government Act requires that the board receive information in a timely manner.

The previous board made a number of requests for information that were not satisfied. This board has reiterated a request for information about a Kaikohe water strategy. This has also not been satisfied.

Under the Local Government Official Information the council must respond to certain types of requests for information. The legislation uses the word 'person' to describe who may make such a request, and defines a person to **[include] a corporation sole, and also a body of persons, whether corporate or unincorporate.** Which includes the community board.

If a request is not satisfied, a complaint may be made to the Office of the Ombudsman.

In this case, a complaint from the board would require a resolution. Given the meeting calendar, and cutoff dates for reports, this could take some time.

I propose that the board delegates the authority to make complaints to the chair.

I consider that a complaint is a last resort and I would expect to discuss this action with the members outside of board meetings before taking this step.

My recommendation, therefore, is

That the board delegates the authority to make complaints to the Office of the Ombudsman on behalf of the board to the chair.

Louis Toorenburg members report to Kaikohe Hokianga Community Board – February 2020

A new year and a new term, hoping to achieve much this year, would like to finally see a number projects completed.

Ward Tour

It was great to get most Councillors and many senior staff come to our patch of the Far North and had an opportunity to express our concerns, answer our questions and get to see the bigger picture. It was a pity that the bus got a flat tyre early on the trip and we lost an hour visiting places we had hoped to see.

Broadspectrum Depot – I found this worthwhile although I would have liked to visit the wastewater plant nearby, but apparently the bus would not be able to get down the track. Maybe something we can do on our Board tour of our ward.

I was able to get some answer to some of my questions with regard to the operation of the plant mainly to the treated wastewater that ends up in the Hokianga Harbour, not only from the Kaikohe community but also the dewatered waste from Kerikeri and Russell and the septic tank waste collected from a large part of the Far North. My concerns, what ends up in the Hokianga.

What happens, 3 or 4 truckloads from Kerikeri and a couple more from Russell of partially dewatered sludge a week get transported to Kaikohe, where it is deposited in their sewerage ponds, for further treatment before the treated wastewater is released into the nearby stream before ending up in Hokianga. The solid waste eventually being removed by desludging of the ponds and stored.

It was also interesting to see as we were driving past the different colours of the Taheke River (treated waste water goes through here to Hokianga) and the nearby Waima River.

Omanaia Water Treatment Plant – now operational and finally providing a clean, safe, treated water to the residents of Omanaia, instead being of previously supplied untreated water. A really big step forward for this community, this plant also supplies the Rawene Community. The increased storage capacity also a big bonus for these communities all made possible by a large subsidy from Ministry of Health.

Opononi and Omapere Seawalls – paid for by the National Land Transport Fund, parts off State Highway 12 were in danger of falling into the sea, areas of the highway had been undermined and footpaths were falling into the sea. Closure of this tourist Twin Coast Discovery Highway would have had a severe impact on the social and economic wellbeing of the area.

However NZTA are only protecting the parts of the foreshore that if eroded away would impact on their highway. Meanwhile it is up to local residents and FNDC to protect their own properties, some residents have done so and concerns have been raised on the legality of these works.

Meanwhile FNDC have done no protections on the land they own, like the many Council reserves, under threat is the Freese Park Playground area, an area that is now less than half the size it used to be. Concerns are being expressed that protection work needs to be undertaken, to protect the public toilets and playground area. See attached photos.



Freese Park Omapere, white line boundary, red line I have drawn is roughly where foreshore is now, house in between the two parts of Freese park is now gone, the concrete slab over the bank, below before erosion already a problem and after photos



The talk from Council on site was about retreat and relocation. Council has also cut down most of the pine trees along the foreshore, probably more than the 22 originally planned, that were of safety concerns and in danger of falling onto the beach. I have had people complaining about not enough shade.

One of the problems created by this is that access is now much easier to the beach by vehicles; Council may need to look at placing bollards or large rocks to stop this happening. It has also created security issues at the Council Pensioner Housing at Omapere, one of easier access to the beach and one of the residents has put in a complaint about security and theft issues at the pensioner housing.



Pensioner housing Omapere trees cut down and people parking on dunes.

I have put in an RFS about the number of trees cut down and access created for vehicle on the beach.

The new seawall has improved the car parking in Opononi as well improvements to the footpaths along the foreshore, I understand there is going to be considerably more work done by NZTA on improving the footpaths along the foreshore.

Rawene Campus - Sadly this stop was skipped on our Ward Tour, because of the flat tyre. This is a very important issue for the people of the Hokianga as well as further afield. There is significant interest and need for this facility being returned to the community to be run as wananga/educational/learning centre.

Te Puna a Kupenuku, a strong wide based community group is interested in leasing or taking over the Rawene Campus and wants an opportunity to speak to our Board at this meeting. They have already had a meeting with Mayor, Cr John Vujcich, and our chair Mike Edmonds and myself, including senior FNDC staff including the CEO Shaun Clarke, as well as a number of public meetings with the community. I would like to recommend the following:-

- **That the Kaikohe – Hokianga Board discuss the Rawene Campus proposal at this meeting, after listening to the deputation from Te Puna a Kupenuku and formulate steps to make it happen, and to make recommendations to Council to expedite the matter.**

Footpaths

I am wondering where the footpath work in our Ward is at, expecting a lot of the footpaths in the Hokianga to be done this coming year. Can we get a report of what is happening.

- **Recommend that the Board request a report back to our board for our next meeting on the progress being made in getting footpaths in our Ward.**

WATER

A number of issues need resolving

Waiotemarama Intake - Since August 2019, council has been required by its resource consent to leave 14 litres per second (up from 10lps) in the stream for stream health and downstream users. This is normally not a problem unless we get to drought conditions, something that is happening earlier this year because of the lack of recent rainfall. To achieve the increase in flow Council was required to modify the weir, work that was going to be done months ago when river levels dropped. I would like the Board to request info at what stage this work is at.

Smoothy Road Bore - Council recognised the need for more water from other sources and have applied for resource consent to NRC to take water, from a bore at Smoothy Road, concerns have been expressed by users 6, who take water from springs in the same area on the effect that the bore may have of their domestic and farm supplies.

- **Recommend that the Board ask for an update on work to the Waiotemarama Weir to comply with consent conditions to increase water flow in stream and ask for an update on the status of the Smoothy Road Bore.**

Wastewater – Opononi and Omapere

Council has applied for Resource Consent and has been working with a local liaison group on concerns from the community. There have been some legal issues raised and Council has temporarily stopped working with the group. There are now concerns that Council will be able to expedite issues without the community watch group, which includes board members Allan Hessel and myself.

New Public Toilet – Opononi

Far North Holdings has applied for resource consent for the new public toilet in Opononi in August 2019, wondering where this is at, and also wondering why as local Community Board member why I wasn't notified about this.

I have an RFS in about notifications to board members about RC in our areas, something that has been happening since I have been on the board and why ones that maybe controversial seems to be omitted. Expecting a reply by the end of January.

Council Website

Another enquire about Council website, it is not very user friendly, I have troubles locating things, and somebody from the Rawene Hall committee has just come in concerned that people are no longer able to find details about booking the Rawene Hall, most enquires now come in by phone instead previously by email, and he is concerned they are losing potential bookings for hall.

Louis Toorenburg – 17 January 2020

7 INFRASTRUCTURE AND ASSET MANAGEMENT GROUP

7.1 115 RANGIHAMAMA RD TO BE NAMED ROAD 1 - TE PAPA STREET, ROAD 2 - ENOKA STREET, ROAD 3 - KAWA STREET

File Number: A2817835

Author: Elbie Serfontein, Customer Service Administrator

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

PURPOSE OF THE REPORT

To seek approval from the Kaikohe-Hokianga Community Board to officially name:

- Road 1 – Te Papa Street
- Road 2 – Enoka Street
- Road 3 – Kawa Street.

EXECUTIVE SUMMARY

- Council has received a road naming application to name three roads addressed at 115 Rangihamama Rd, Kaikohe. Community Boards have delegated authority to name main roads and right-of-way's (ROW).

RECOMMENDATION

That the Kaikohe - Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a main road and a right-of-way, that is currently addressed at 115 Rangihamama Rd, Kaikohe, as per map (A2817788).

- a) **Road 1 - to be named Te Papa Street.**
- b) **Road 2 – to be named Enoka Street.**
- c) **Road 3 – to be named Kawa Street.**

1) BACKGROUND

Dr Te Tuhi Robust is applying on behalf of Omapere Rangihamama X3A Ahu Whenua Trust for the three roads to be named as outlined by the applicant.

Community Boards have delegated authority to name roads and right-of-way's (ROW). The reason for the name choice is outlined by the applicant below:

- Road 1 - Te Papa Street – origin is Te Papa O Rangihamama – originally where locals developed their gardens for Kai.
- Road 2 - Enoka Street – is the name of the Kaitiaki responsible for the successful operations of the gardens.
- Road 3 - Kawa Street – this name is the Tikanga protocol which set aside that particular parcel of land for gardens.

2) DISCUSSION AND OPTIONS

Omapere Rangihamama X3A Ahu Whenua Trust is suggesting that the three roads be named:

- Road 1 - Te Papa Street – origin is Te Papa O Rangihamama – originally where locals developed their gardens for Kai.
- Road 2 - Enoka Street – is the name of the Kaitiaki responsible for the successful operations of the gardens.

- Road 3 - Kawa Street – this name is the Tikanga protocol which set aside that particular parcel of land for gardens.

The infrastructure and Asset Management team has no objections to the names suggested above with LINZ also advising they have no issues with the use of these road names.



Reason for the recommendation

The road names recommended in this report are not duplicates of any other road names in the district. It therefore meets the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standards (AS/NZS – 4819.2011).

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. 115 Rangihamama Rd, Kaikohe - Application Form - A2817779 [↓](#) 
2. 115 Rangihamama Rd Map - A2817788 [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The naming of these three roads are of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standards (AS/NZS – 4819.2011).
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board has the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Ted Wihongi, Hone Taimona and the trustee komiti were contacted.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This is a new subdivision.
State the financial implications and where budgetary provisions have been made to support this decision.	Costs associated with the erection of road names signs will be met by the developer.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



Application for road naming or renaming

GENERAL INFORMATION

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

APPLICANT DETAILS

Applicant/Developer Name: Dr Te Tuhi Robust

Organisation: Omapere Rangihamama X3A Ahu Whenua Trust

Postal Address: PO Box 604, Kaikohe 0440

Phone: PO Box 604, Kaikohe 0440 Mobile: 021 953 356

Email: tetuhirobust@gmail.com

ROAD LOCATION	
Address: <u>~115 Rangihamama Road (RAPID No To be confirmed)</u>	
Legal Description: <u>Rangihamama X3A Block</u>	
Resource Consent Application Number: <u>2160340</u>	
<i>Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.</i>	
TYPE OF ROAD (Please tick) - <input type="checkbox"/> Public Road <input checked="" type="checkbox"/> Private Road <input type="checkbox"/> Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>Te Papa Street</u>
	Second Choice:
	Third Choice:
Road 2	First Choice: <u>Enoka Street</u>
	Second Choice:
	Third Choice:
Road 3	First Choice: <u>Kawa Street</u>
	Second Choice:
	Third Choice:
BACKGROUND	
<i>A background to the names, their origins and their link with the area is to be supplied</i>	
<u>Road 1 (Te Papa Street) - origin is "Te Papa O Rangihamama" is originally where locals developed their gardens for Kai.</u>	
<u>Road 2 (Enoka Street) - is the name of the Kaitiaki responsible for the successful operation of the gardens.</u>	
<u>Road 3 (Kawa Street) - this name is the Tikanga protocol which set aside that particular parcel of land for gardens.</u>	
<p>The names listed are those originally proposed and listed on the Resource Consent and Building Consent documentation since 2016.</p>	

ROAD RENAMING

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

GENERAL INFORMATION AND GUIDELINES

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

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

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

The following are suitable suffixes for particular road types:

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

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

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

Applicants Signature: _____



Date: _____

18/12/2019

Return Application to Postal: Far North District Council or Email: roadingalliance@fndc.govt.nz
Private Bag 752
KAIKOHE 0440

Appendix - Guidelines for Choosing a Road Name

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

7.1 History – Weighting 3

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

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

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

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

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

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

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

7.3 Geography – Weighting 2

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

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

7.3.3 Views must be readily identifiable.

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

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

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

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

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

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

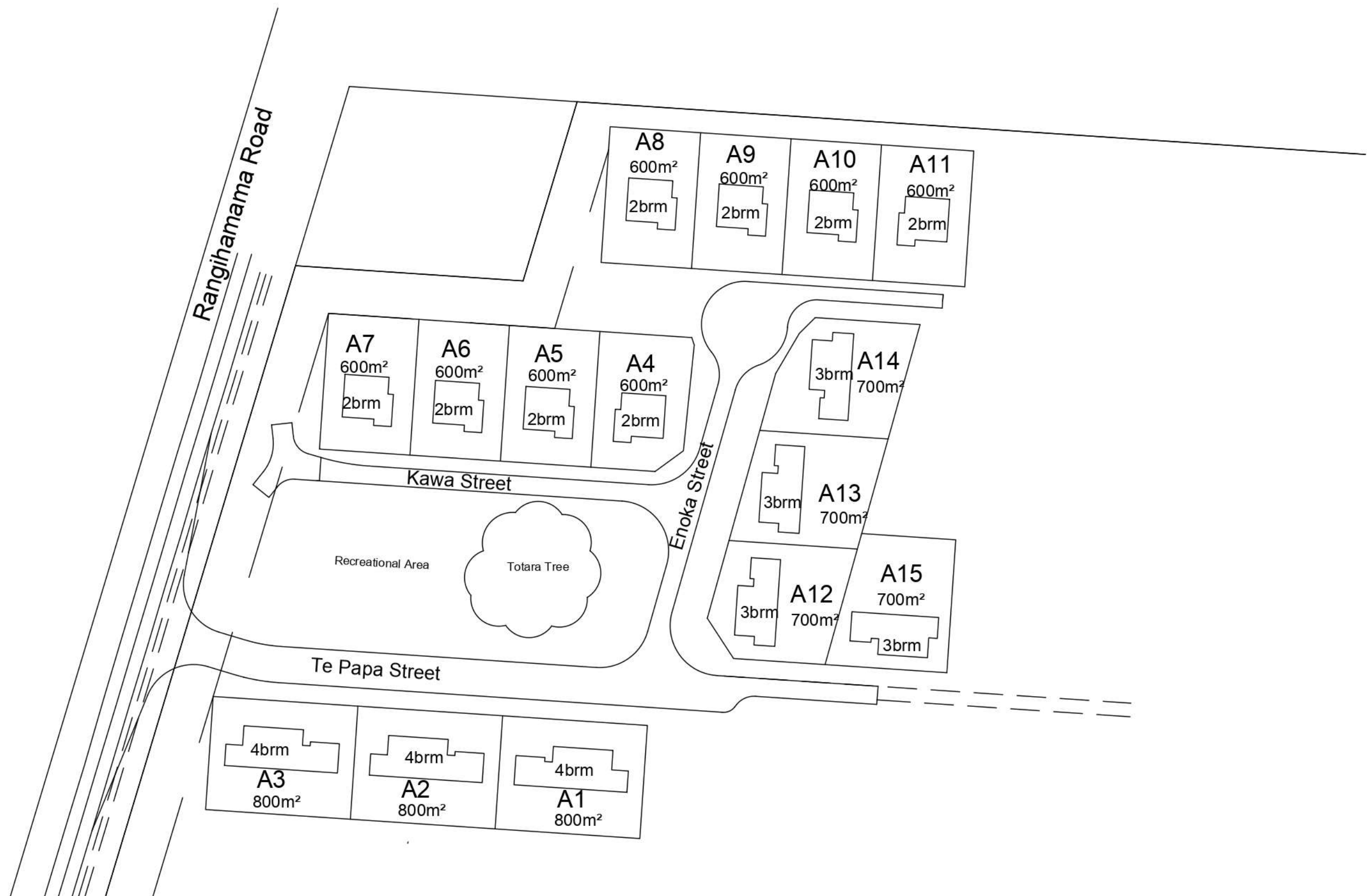
7.5 Noteworthy Person – weighting 1 (*Personal name for special service to the District or community*)

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


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

7.6 Weighting the Names

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



site plan 1:750
Proposed Units A11, Rangihamama Rd, Kaikohe

 NOTES: ALL CONSTRUCTION SHALL BE TO NZS 1490:2011 AND AMENDMENTS AND OTHER RELATED DOCUMENTS THAT APPLY TO THE WORK SHOWN. ALL DIMENSIONS AND DETAIL IN THIS DRAWING SHALL BE CHECKED BY THE CONTRACTOR AND ANY DISCREPANCIES OR AMBIGUITIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF CADPLANZ. TEL: 09-407 9116 FAX: 09-407 9117 MOB: 0274 905 471. DO NOT SCALE DIMENSIONS! DO NOT GUESS!...ASK!
11/07/2019
SHEET 1

7.2 ROAD NAMING - 255 WHAKATAHA ROAD, WAIMATE NORTH

File Number: A2801491

Author: Elbie Serfontein, Customer Service Administrator

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

PURPOSE OF THE REPORT

To seek approval from the Kaikohe-Hokianga Community Board to officially name a right-of-way.

EXECUTIVE SUMMARY

- Council has received a Road Naming application to name a right-of-way addressed at 255 Whakataha Road, Waimate North. Community Boards have delegated authority to name rights-of-way's (ROW).

RECOMMENDATION

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a right-of-way, Te Rore Lane that is currently addressed at 255 Whakataha Road, Waimate North as per map A2764625.

1) BACKGROUND

Hamish Strachan from Strachan Family Trust has advised that his right-of-way is addressed at 255 Whakataha Road, Waimate North.

Community Boards have delegated authority to name right-of-way's (ROW). The reason for the name choice is outlined by the Strachan Family Trust below:

"Te Rore Road - the name of our ancestor who came to New Zealand with Samuel Marsden in 1820 and was welcomed to New Zealand by Hongi Hika at Marsden Cross – his name was Walter Lawry but was renamed Te Rore by the Maori people."

2) DISCUSSION AND OPTIONS

- Te Rore Road – The Maori name for Walter Lawry was Te Rore.
- Matewai Road – Māori word for thirsty, chosen as the water is very good on this block.
- Taepu Road – Māori word for rich soil.

The Infrastructure and Asset Management team has no objection to the three names suggested above.







Reason for the recommendation

There is a duplication in Te Rore Road as there is a similar road located in Kaitia. There is approximately a 46km separation. LINZ suggested that Te Rore Lane is acceptable.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications to Council relating to the installation of the road name sign for this private ROW. The cost of road signage and installation (blue-on-white) will be met by the developer.

ATTACHMENTS

- 255 Whakataha Rd, Waimate North (Te Rore Rd) - Road Naming Application - A2764616  
- 255 Whakataha Road, Waimate North - Map - A2764625  
- 255 Whakataha Rd, Waimate North - RC2180624-RMASUB with map - A2764621  

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a right-of-way and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	An email was sent to various Iwi representatives and Lake Omapere Trust, John Tiatoa came back with a suggestion.
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).	There are currently no property owners as this is a new subdivision.
State the financial implications and where budgetary provisions have been made to support this decision.	Costs associated with the erection of road name signs will be met by the developer.
Chief Financial Officer review.	The Chief Financial Officer does not need to review this report.



Application for Road Naming/Renaming

GENERAL INFORMATION
<ul style="list-style-type: none"> Proposed names are to be submitted for new roads in subdivisions to Infrastructure & Asset Management Department with the application for resource consent. Proposed names are to be submitted (in writing) for existing legal but unnamed roads, to the Administration Officer, Infrastructure & Asset Management Department. Proposed road renamings are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained. The proposed names will be checked against Council's Roading database to avoid duplication. Liaise with the iwi when using Maori names and provide supporting document of their approval. Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection. A background to the names, their origins and their link with the area is to be supplied. Personal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander. It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable. Where more than one road is being created in a subdivision, a common theme is recommended for road names. Private road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering). Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form. If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.
APPLICANT DETAILS
Applicant/Developer Name: <u>Stradhan Family Trust</u> Organisation: _____ Postal Address: <u>389 Waiyapa Rd. Kerikeri</u> Phone: <u>09 407 3575</u> Mobile: <u>021 280 1478</u> Email: <u>hamish@promaxplastics-co.nz</u>

ROAD LOCATION	
Address: <u>255 Whakataha Road Waimate North.</u>	
Legal Description: <u>Tapapanui A4D</u>	
Resource Consent Application Number: <u>2180624-RMASUB</u>	
<i>Please supply a scheme plan map that clearly indicates the location of the Road, Private Road or Right-Of-Way when submitting your application.</i>	
TYPE OF ROAD (Please tick) -	
<input checked="" type="checkbox"/> Public Road <input type="checkbox"/> Private Road <input type="checkbox"/> Right-of-Way	
PROPOSED ROAD NAMES	
Road 1	First Choice: <u>TE Rore Lane</u>
	Second Choice: <u>Matewai Rd.</u>
	Third Choice: <u>Taeapu Rd</u>
Road 2	First Choice:
	Second Choice:
	Third Choice:
Road 3	First Choice:
	Second Choice:
	Third Choice:
BACKGROUND	
<i>A background to the names, their origins and their link with the area is to be supplied</i>	
<u>TE Rore Road. - The name of</u> <u>our ancestor who came to NZ with</u> <u>Samuel Marsden in 1820 and was</u> <u>welcomed to NZ by Hare Hika at</u> <u>Marsden Cross - His name was</u> <u>Water Hawry by was renamed</u>	

TE Rore By the Maori people.

ROAD RENAMING

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

GENERAL INFORMATION AND GUIDELINES

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

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

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

The following are suitable suffixes for particular road types:

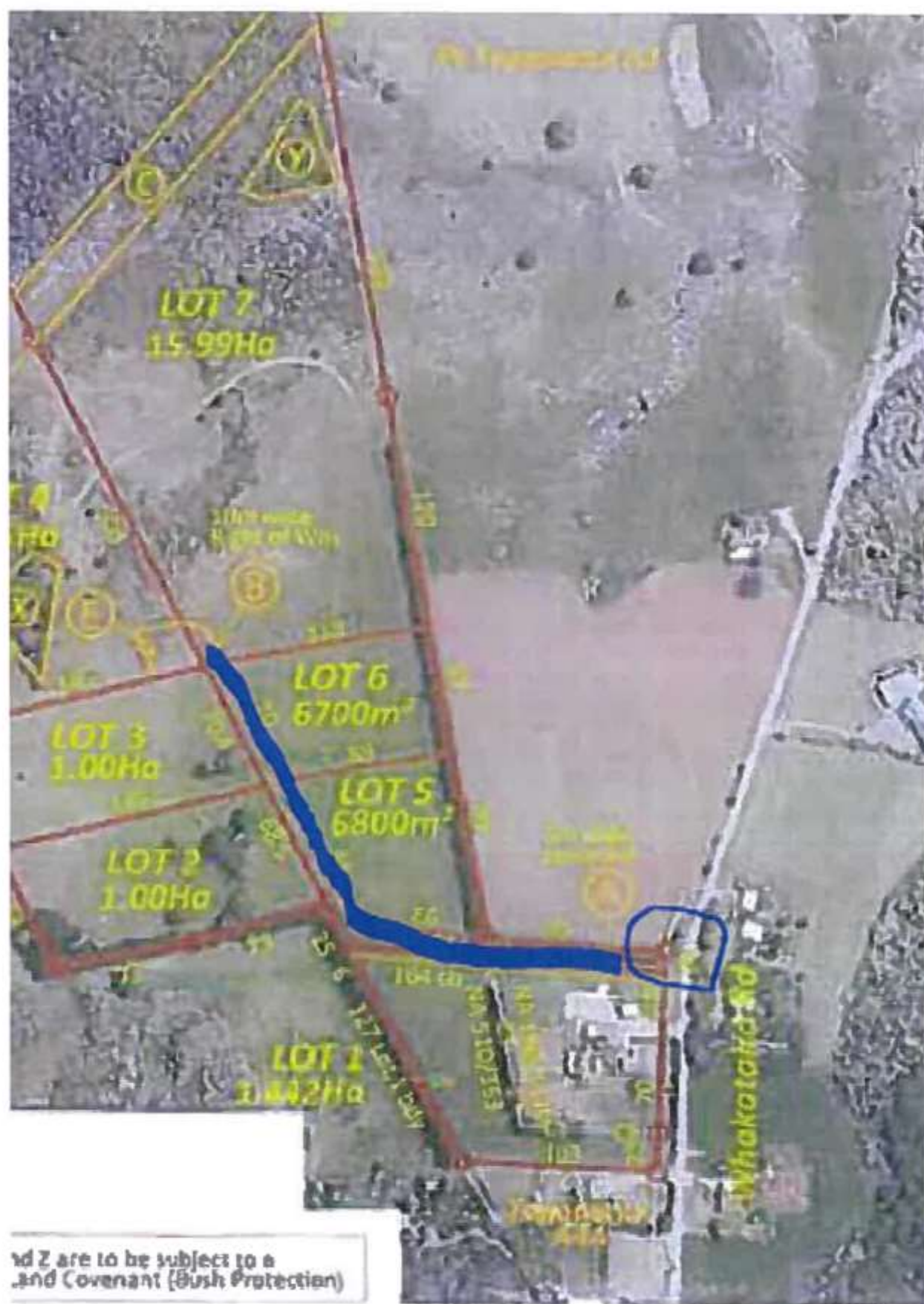
Road Type	Suffix
Cul-de-sac (short dead-end street with turnaround at the end)	Close, Court, Place
Wide spacious street	Avenue, Boulevard, Parade

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

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

Applicants Signature:  Date: 7/10/2019

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





Fronts Bay 732, Hokianga
Kaikohe 0422, New Zealand
Telephone: 0800 976 027
Fax: 0800 401 5700
Email: info@fncc.govt.nz
Website: fncc.govt.nz

Application No: 2180624-RMASUB

Te Kaitiaki o Tei Tokereu Ki Te Raki

9 October 2018

Strachan Family Trust
C/- Thomson Survey Ltd
Att: Warwick Pascoe
PO Box 372
Kerikeri 0245

Dear Sir / Madam,

Re: RESOURCE CONSENT APPLICATION BY Strachan Family Trust

I am pleased to inform you that your application for resource consent has been approved. The decision is enclosed for your information. The application was considered and determined under authority delegated to the Team Leader Resource Consents of the Far North District Council, pursuant to Section 34A of the Resource Management Act 1991.

It is very important that you understand and comply with any conditions of consent. If you have any questions or concerns about any aspect of your consent or its conditions, please contact the planner who prepared the decision.

Please note, that you will be sent either an invoice or credit note depending on the actual cost of processing your application. Any additional costs shown on an invoice need to be paid by the 20th of the month following the date of the invoice. If you receive a credit note, you have the option of requesting a refund by bank transfer, or transferring the amount to any other Council account. Please advise and supply a printed bank deposit slip and allow 10 working days for the refund to be processed.

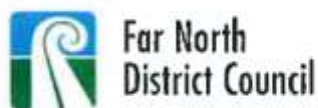
If you have any further queries regarding this matter, please contact the reporting Planner.

Yours faithfully

A handwritten signature in blue ink, appearing to read "Chris Rowse".

Chris Rowse
Planning Support
Resource Consents Department



**FAR NORTH DISTRICT COUNCIL****FAR NORTH OPERATIVE DISTRICT PLAN
DECISION ON RESOURCE CONSENT APPLICATION (SUBDIVISION)**

Resource Consent Number: 2180624-RMASUB

Pursuant to section 104, 104B and 104D of the Resource Management Act 1991 (the Act), the Far North District Council hereby grants resource consent to:

Strachan Family Trust

The activity to which this decision relates:

Subdivision in the Rural Production Zone to create 7 lots from three titles (4 additional).

Subject Site Details

Address: Tapapanui A4D, Whakataha Road, Waimate North 0472
Legal Description: Tapapanui A4D
Certificate of Title reference: NA-51D/363, NA-19C/426, NA-15D/1110

Pursuant to Section 108 of the Act, this consent is issued subject to the following conditions:

- 1 The subdivision shall be carried out in accordance with the approved plan of subdivision prepared by Thomson Survey Ltd referenced 'Proposed Subdivision of Tapapanui A4D, Tapapanui B4D1 and Lot 1 DP 59183', referenced as No. 9285, dated 27/04/18 and attached to this consent with the Council's 'Approved Stamp' affixed to it.
2. The survey plan submitted for approval pursuant to Section 223 of the Act shall show:
 - (a) All easements in the memorandum to be duly granted or reserved.
 - (b) Bush covenant areas X, Y, and Z.
 - (c) Land covenant area A being a restrictive private covenant.
3. Prior to the approval of the survey plan pursuant to Section 223 of the Act, the consent holder shall:
 - (a) The consent holder shall submit to Council an Onsite Wastewater Report for Lots 2-7. The Report shall be prepared by a Chartered Professional Engineer or Council approved Report Writer. The Report shall identify the type of wastewater treatment required for each lot, a suitable area necessary for disposal plus a 100% reserve disposal area, all contained within their respective lot boundaries.

- (b) The consent holder shall submit to Council's Resource Consents Engineer or designate for approval, plans, specifications and details of all works to form the ROW access road, stormwater drainage, and stormwater mitigation works prior to commencing construction. Such works will be designed by a Chartered Professional Engineer in general accordance with the Far North District Plan Section 15.1, Appendix 3B-1, Engineering Standards and NZS4404:2004.

In particular the plans and details shall show:

- (i) Road formation drawings including site layout, contour plans, the extent and volume of earthworks, and typical cross and long sections.
 - (ii) An access turning head at the end of ROW B.
 - (iii) Access road construction on ROW B to a minimum of 5m finished carriageway width. The formation is to consist of a minimum of 200mm of compacted hardfill, plus a GAP 30 or GAP 40 running course, and is to include water table drains and culverts as required to direct and control stormwater runoff.
 - (iv) Stormwater drainage and construction for access road and disposal to permanent control structures.
 - (v) Stormwater management system, pre and post overland flows, mitigation measures to a pre-development level up to a 10% AEP + climate change event for the proposed access road stormwater control.
 - (vi) The proposed stormwater control works to be in place prior to and during construction.
 - (vii) Earthworks including proposed erosion and sediment control measures required to undertake the development on the site.
- (c) Provide for Council's approval a preferred road name and two alternatives for the private way, ROW B. The applicant is advised that in accordance with Community Board policy, road names should reflect the history of the area.
4. Prior to the issuing of a certificate pursuant to Section 224(c) of the Act, the consent holder shall:
- (a) Provide to Council written confirmation from a Licensed Cadastral Surveyor that the access carriageway is fully contained within the easements provided for access.
 - (b) Provide confirmation that \$6,000.00 has been paid to Council for upgrade works on Whakataha Road.
 - (c) Upgrade the existing entrance to Lot 1 to provide an entrance which complies with the Council's Engineering Standard FNDC/S/6 and 6B, Section 3.3.17 and NZS4404:2004.
 - (d) Provide a Construction Review Certificate (PS4 / Schedule 1C) from a Chartered Professional Engineer confirming that the subdivision stormwater management system and access road have been constructed in general accordance with the approved plans and details submitted to meet Condition 3(b).
 - (e) Provide for Council's approval a legal document which apportions future maintenance of the stormwater system as approved by Council to meet Condition

3(b), including the detention and silt control pond on Lot 4 (shown as E on the scheme plan) amongst the owners of Lots 2-7 and provide a solicitors undertaking to register the document against the titles of the allotments.

- (f) Provide for Council's approval a legal document that details the proposed shelter-belt to be planted within land covenant area A to mitigate the effects of dust and noise from traffic and provide a solicitor's undertaking to register the legal document against the titles for the proposed allotments.
- (g) Provide documentation that the service providers of electric power to the sites are satisfied with the arrangement made for the provision of these services.
- (h) Install road signage as approved in Condition 3(c) and in accordance with Council's Engineering Standards and Guidelines.
- (i) Secure the conditions below by way of a Consent Notice issued under Section 221 of the Act, to be registered against the titles of the affected allotment. The costs of preparing, checking and executing the Notice shall be met by the Applicant.

Lots 2 - 7

- (i) In conjunction with the construction of any dwelling, and in addition to a potable water supply, a water collection system with sufficient supply for fire fighting purposes is to be provided by way of tank or other approved means and to be positioned so that it is safely accessible for this purpose. These provisions will be in accordance with the New Zealand Fire Fighting Supply Code of Practice SNZ PAS 4509.
- (ii) No carnivorous animals (such as cats, dogs, or mustelids) which have the potential to be kiwi predators shall be introduced or kept on Lots 2-7. Working stock dogs shall be permitted on Lot 7.
- (iii) In conjunction with the construction of any building which includes a wastewater treatment & effluent disposal system, the applicant shall submit for Council approval an Onsite Wastewater Report prepared by a Chartered Professional Engineer or a Council approved Report Writer. The Report shall reference the Report supplied to satisfy condition 3(a) of RC 2180624, identify a suitable method of wastewater treatment for the proposed development along with an identified effluent disposal area plus a reserve disposal area.
- (iv) The lot owners shall maintain, on an ongoing basis, the stormwater control and mitigation system which includes the detention and silt control pond and outfall on Lot 4 (shown as E on the scheme plan), to a reasonable and operational standard as is required through the legal document prepared and approved under Condition 4(e) of RC 2180624.
- (v) Reticulated telecommunication services are not a requirement of this subdivision consent. The responsibility for providing telecommunication services will remain the responsibility of the property owner.

Lots 2-3 and 5-6

- (i) In conjunction with the construction of any building greater than 100m², or where the combined impermeable surfaces on site exceed 600m², the owner shall submit, in conjunction with obtaining a building consent, for the approval of Council, a report prepared by a suitably qualified practitioner, detailing appropriate mitigation measures that will limit the stormwater flows from the site to pre-development levels for rainfall events up to those with a 10% AEP including an allowance for climate change.

Lot 4 and 7

- (i) The owner shall preserve the indigenous vegetation and bush within areas X, Y, and Z on Lot 4 and 7 as shown on survey plan DP (XXXXX) and shall not, without the prior written consent of the Council and then only in strict compliance with any conditions imposed by the Council, cut down, damage or destroy any of such trees or bush. The owner shall be deemed to be not in breach of this prohibition if any such trees or bush shall die from natural causes not attributable to any act or default by or on behalf of the owner or for which the owner is responsible.

Advice Notes

1. Archaeological sites are protected pursuant to the Heritage New Zealand Pouhere Taonga Act 2014. It is an offence, pursuant to the Act, to modify, damage or destroy an archaeological site without an archaeological authority issued pursuant to that Act. Should any site be inadvertently uncovered, the procedure is that work should cease, with the Trust and local iwi consulted immediately. The New Zealand Police should also be consulted if the discovery includes kōiwi (human remains). A copy of Heritage New Zealand's Archaeological Discovery Protocol (ADP) is attached for your information. This should be made available to all person(s) working on site.
2. The consent holder shall, when conducting the upgrade or construction of vehicle crossings in or close to Whakataha Road reserve, submit a Corridor Access Request (CAR) and subsequently obtain a Work Access Permit (WAP) from Council prior to any excavation or works commencing. This is particularly relevant for the proposed heavy metalling of Whakataha Road to be undertaken by the applicant.
3. The road names submitted to Council for the purposes of Condition 3(c) shall be submitted via an 'Application for Road Naming/Renaming'. Consideration of the Naming and Property Addressing Policy #2125 and Section 3.2.3.1 of the Far North District Council Engineering Standards should also be undertaken before submitting the road names for Community Board approval.
4. The road upgrade works along Whakataha Road as required under condition 4(b) are to be discussed and agreed with the Far North District Council's Roads Department before commencing.

Reasons for the Decision

1. **Description of the Activity**
The proposal seeks to undertake a subdivision in the Rural Production Zone to create seven lots from 3 existing titles (4 additional). Lot 1 (existing) is proposed to be 1.442ha;

Lot 2 and 3 are 1.0ha; Lot 4 is 4.05ha; Lot 5 is 6,800m²; Lot 6 is 6,700m² and Lot 7 is 15.99ha.

2. **District Plan Rules Affected**

The proposed land use activity is a Non-Complying Activity in accordance with Rule 13.11 of the Operative Far North District Plan 2009.

3. **Principal Issue(s) in Contention and Main Findings on Those Issues:**

The main issues in contention related to potential and actual effects on versatile soils, indigenous flora and fauna, archaeology, natural and other hazards, infrastructure and servicing, visual, character, amenity values and open space, reverse sensitivity and land use incompatibility, sites of significance to Maori, Maori land and cultural heritage and cumulative and precedent effects. These matters were carefully assessed in Section 10 of the s 95A-95G Assessment Report where it was determined that, subject to the recommended conditions of consent being imposed, the adverse environmental effects associated with the proposed activity are no more than minor and that there are no affected persons or affected customary rights group or customary marine title group.

4. **Relevant Statutory Provisions**

Policy Statements & Plan Provisions

The Northland Regional Policy Statement 2016 (RPS)

The application references and contains an appraisal of the relevant objectives and policies of the RPS. These matters have been considered when assessing the effects of the proposal. Policy 5.1.1 – Planned and coordinated development is of particular relevance to this consent, particularly elements associated with versatile soils. While the proposal is found to affect versatile soils, the proposal is not considered to materially reduce the potential for soil-based primary production. In conclusion, the proposed activity is consistent with the objectives and policies of the RPS.

The Proposed Regional Plan (PRP) and Regional Water and Soil Plan

There are no relevant matters within the Proposed Regional Plan or Regional Water and Soil Plan that are of concern to this application. Earthworks associated with carrying out the subdivision are not at a level covered by these Plans. In terms of wastewater disposal, conditions of consent require site specific suitability reports to be commissioned for each lot. Through this process, compliance with the above Plans will be undertaken and confirmed.

The Operative Far North District Plan 2009

The application references and contains an appraisal of the relevant objectives and policies for the Rural Production Zone, Parts of Chapter 12 District Wide and Subdivision sections. These matters have been considered when assessing the effects of the proposal. In summary, the overall appraisal contained within the application is agreed with leading to the conclusion that the proposed activity is consistent with the objectives and policies of the Operative Far North District Plan 2009.

5. **Part 2 Matters**

The Council has taken into account the purpose & principles outlined in sections 5, 6, 7 & 8 of the Act. In summary it is considered that the activity is consistent with the sustainable management purpose of the RMA.

6. **Section 104D Consideration**

Pursuant to s104D of the Resource Management Act 1991, if a proposal is a non-complying activity, it must pass at least one of the gateway tests of either s104D(1)(a) or s104(1)(b) before an application can be assessed to make a decision under s 104B of the Act. If the application does not pass either test of s104D then the application must be declined.

Assessment of Effects

As already described above, the potential and actual effects resulting from the proposed subdivision have been carefully considered. It is considered that the resulting effects will not be more than minor.

District Plan Objectives and Policies

As already described above the proposal is deemed to be consistent with and not contrary to the objectives and policies in the district plan. As such, the gateway tests of s104D are passed.

Precedent Effects

As a Non-Complying Activity, precedent effects are a matter that should be considered under s104(1)(c) Other Matters. There is a risk that, unless the subdivision can be set apart from other similar future applications, it may be used as justification for future similar applications.

The application addresses precedent effects. Given the Non-Complying nature of the application and the relevant physical characteristics associated with the site, any precedent issues must be carefully considered. There are a range of distinguishing features of this application that are considered to be sufficient to avoid any significant precedent effect being set. They are:

- The immediate area and surrounding area exhibits a development pattern that is distinguished from the typical lot sizes foreseen by the Plan;
- Protection measures are provided for indigenous flora and fauna (vegetation and Kiwi);
- The subdivision design acknowledges on site characteristics such as potential flooding, vegetation protection and the Top Energy transmission lines by promoting smaller lots away from these features and retaining larger balance areas where these features are present.
- The subdivision is situated in the vicinity of Maori Land with the subdivision seeming to promote access, via the boundary adjustment, to users of the Maori Land in and around the subject site.
- The subdivision could have been progressed via two separate Restricted Discretionary applications with a likely similar result.

7. **Notification and Affected Parties**

The Council has determined (by way of an earlier report and resolution) that the adverse environmental effects associated with the proposed activity are no more than minor and that there are no affected persons or affected order holders.

8. **Overall Evaluation**

The application for a Non-Complying Activity has been considered against the relevant provisions of the Act and the District Plan. It is considered that as the proposed satisfies

Section 104 of the Act, the application can be considered for granting under section 104B.

Approval

This resource consent has been prepared by Steven Sanson, Consultant Planner and is granted under delegated authority (pursuant to section 34A of the Resource Management Act 1991) from the Far North District Council by:



Pat Killalea, Principal Planner

Date: 8th October 2018

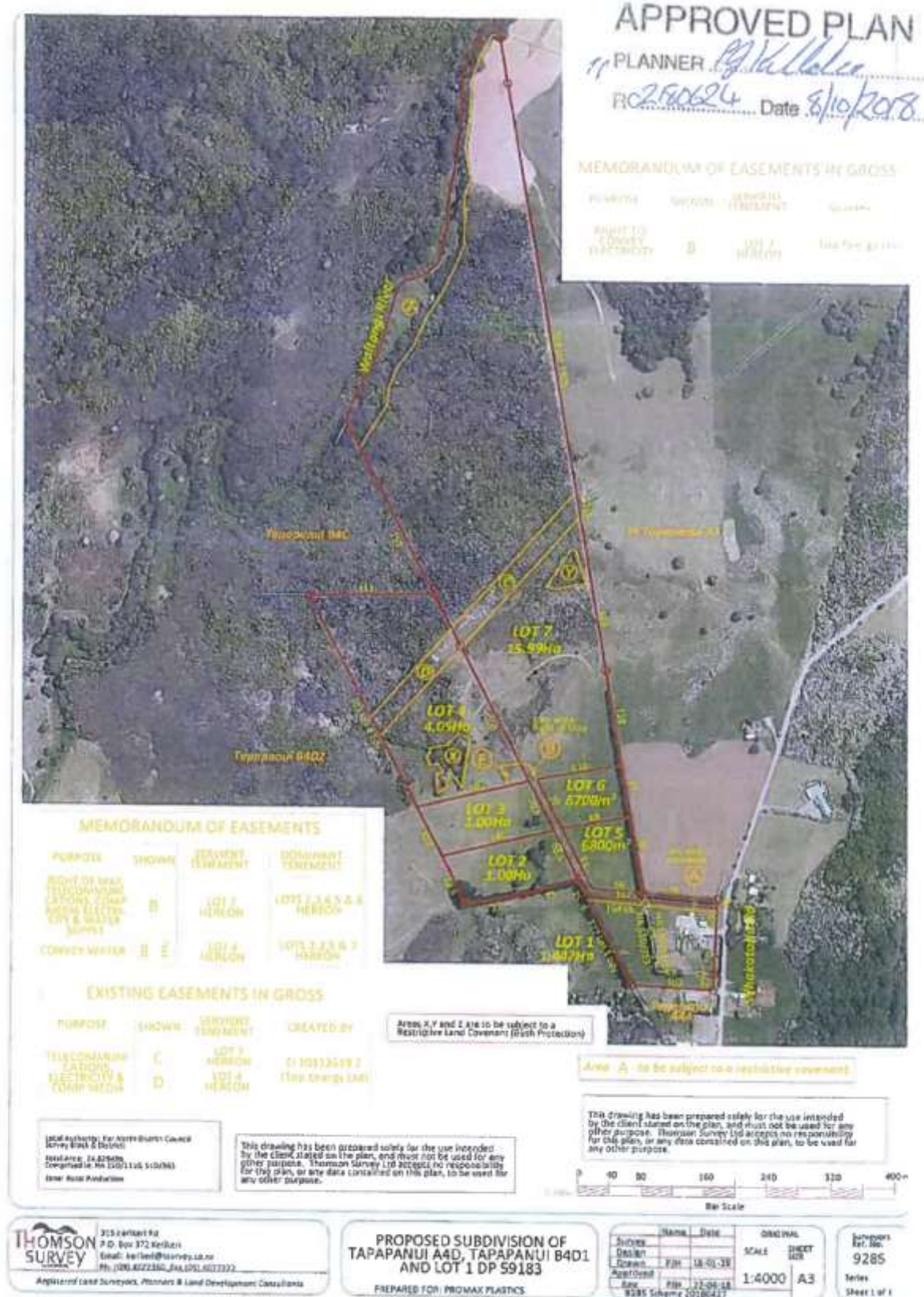
Right of Objection

If you are dissatisfied with the decision or any part of it, you have the right (pursuant to section 357A of the Resource Management Act 1991) to object to the decision. The objection must be in writing, stating reasons for the objection and must be received by Council within 15 working days of the receipt of this decision.

Lapsing Of Consent

Pursuant to section 125 of the Resource Management Act 1991, this resource consent will lapse 5 years after the date of commencement of consent unless, before the consent lapses;

- The consent is given effect to; or
- An application is made to the Council to extend the period of consent, and the council decides to grant an extension after taking into account the statutory considerations, set out in section 125(1)(b) of



8 DISTRICT SERVICES GROUP

8.1 COMMUNITY AND CUSTOMER SERVICES ACTIVITY REPORT

File Number: A2822994

Author: Jacine Warmington, Manager - Community and Customer Services

Authoriser: Dean Myburgh, General Manager - District Services

PURPOSE OF THE REPORT

The purpose of the report is to provide information to the Kaikohe-Hokianga Community Board for the community and customer service activities.

EXECUTIVE SUMMARY

This information-only report is provided by way of an update to Community Boards.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Community and Customer Services Activity Report.

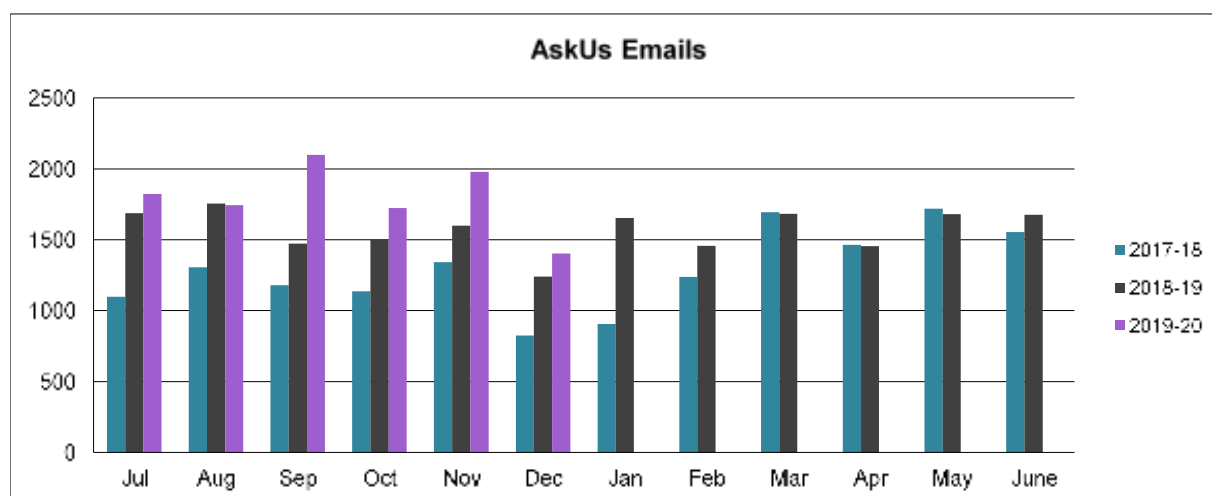
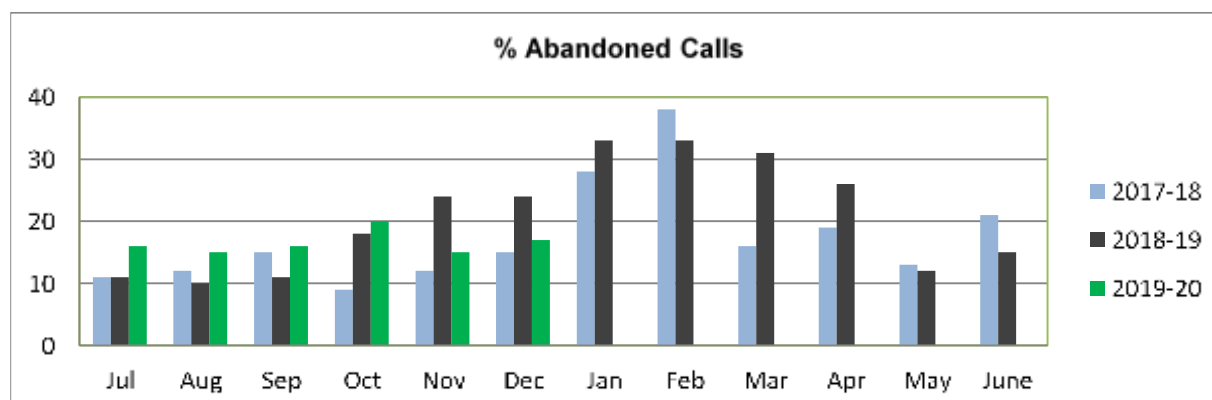
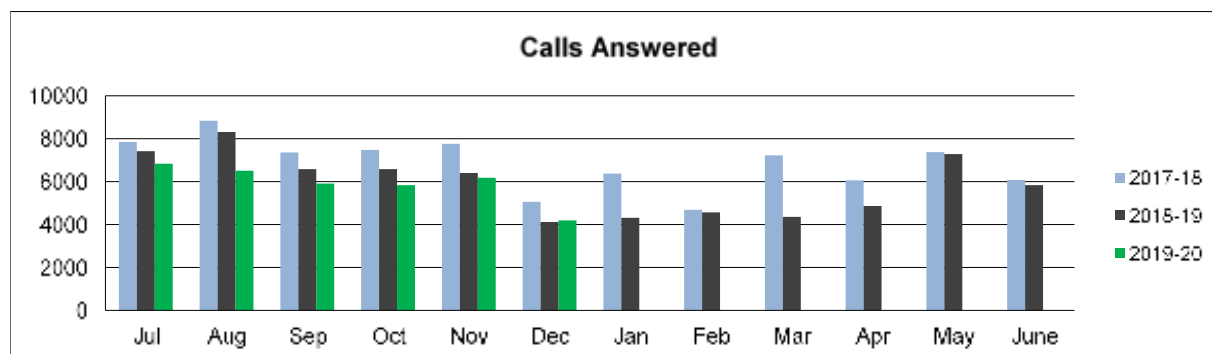
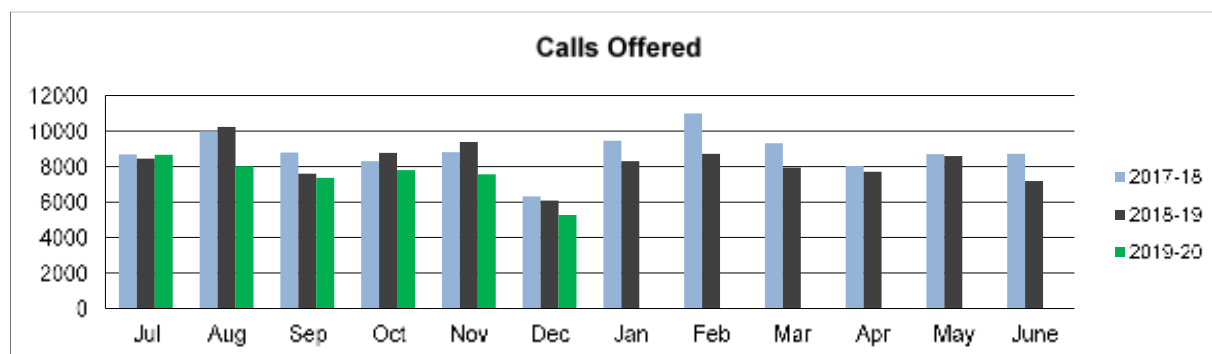
BACKGROUND

Statistical information in relation to the Community and Customer Services Department of the District Services Group is provided to the Kaikohe-Hokianga Community Board to provide an overview of activity and performance for the months of July to end of December 2019 for the Kaikohe-Hokianga area.

DISCUSSION AND NEXT STEPS

Contact Centre

- Customer interactions district-wide for the 6 months ending December 2019 totalled 87,742 (which was less than the same 6 months ending December 2018 at 93,301.)
These interactions included Phone calls: 44,682, Ask Us emails: 10,770, Requests for Service: 14,304. Walk-ins to service centres totalled 12,970.
- The average rate of abandoned calls (17%) has increased slightly since the last report (15%) – but still well above the 8% target. However, November and December were much improved from the previous year's comparison. Staff training, winter illnesses and other leave has made reaching the target challenging. Some technical issues also contributed.
- District-wide the top two issues that customers contacted Council about were Building: 8,865 (including booking Building inspections), and Rates: 6,445 (including payments, account balances and direct debits).
- There has been a noticeable increase in emails received through the website. This could be an indication that customers are moving towards more on-line communication.
- To create flexibility in resourcing the different areas, emphasis has been given to on-going training of staff to be able to assist in other areas of the Contact Centre, Service Centres and Libraries.

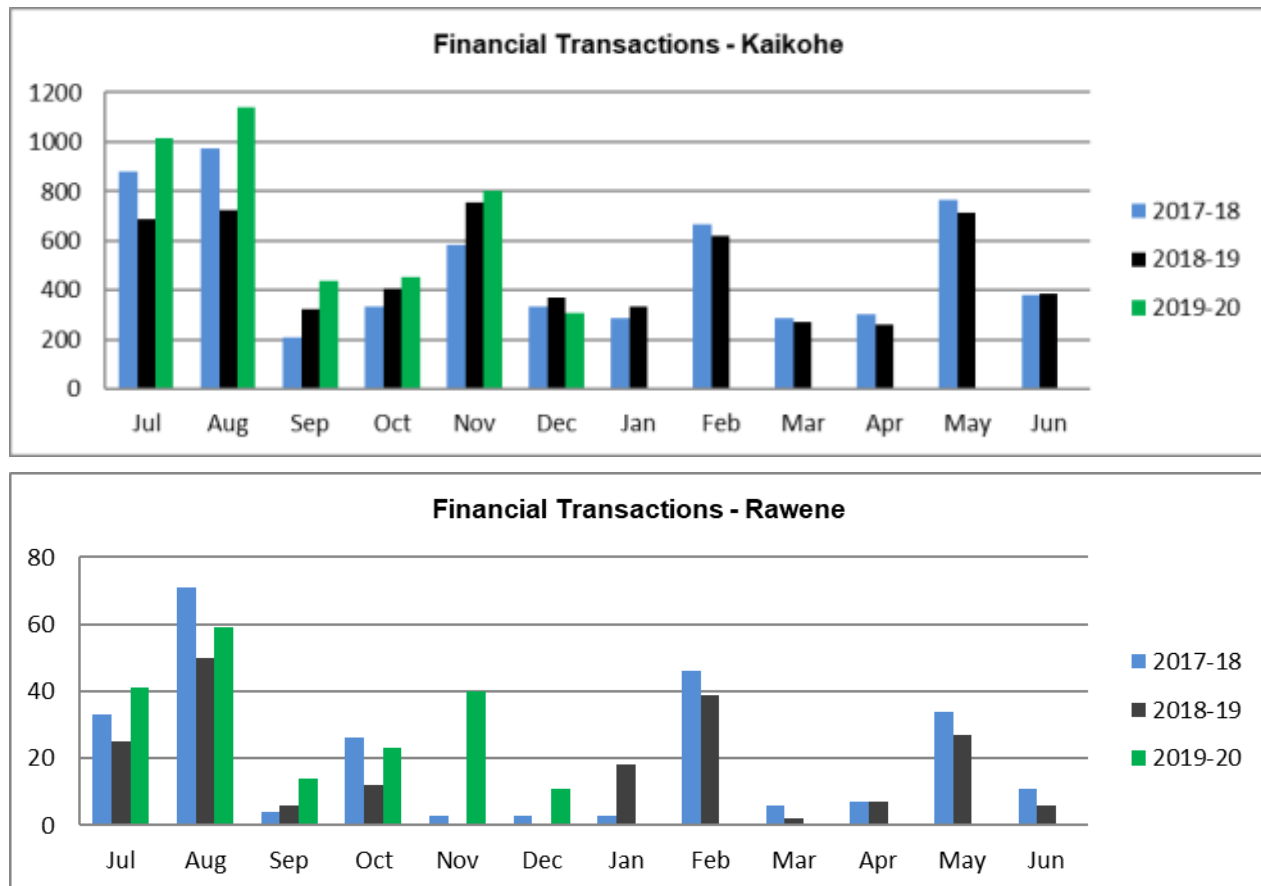


Service Centres

The results from the Customer Experience Programme indicates that the service centres district-wide are consistently high in functioning and meeting the needs of customers. The staff are engaged with customers and strive to deliver the best service possible.

Across all service centres the decline in the number of financial transactions continues as customers are entering into Rates Easy Pay arrangements and direct debit payments.

Processing building inspection bookings and responding to AskUs emails remain a core focus of Rawene and Kaikohe service centres.



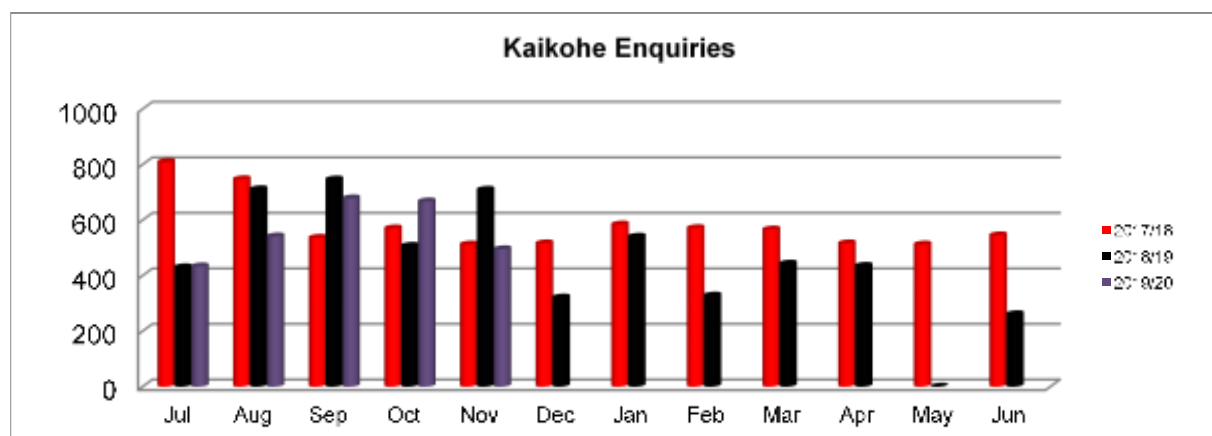
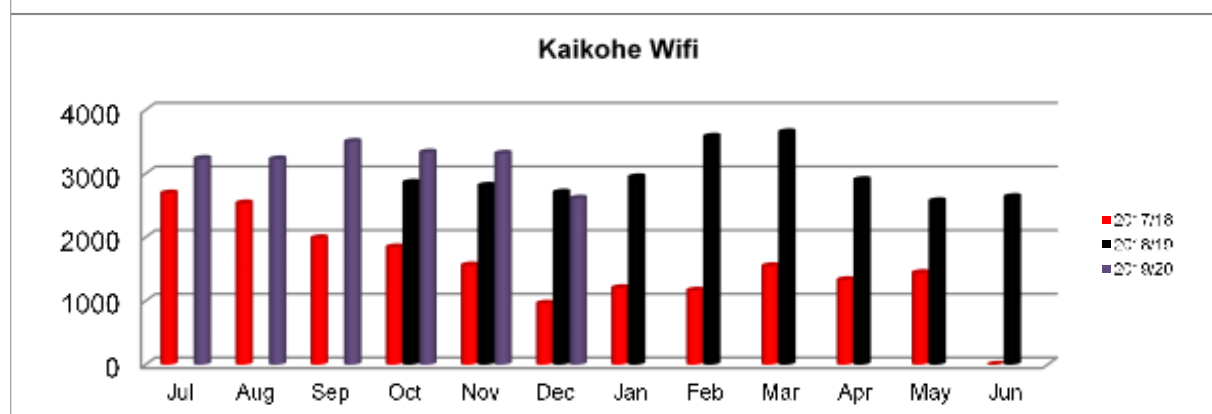
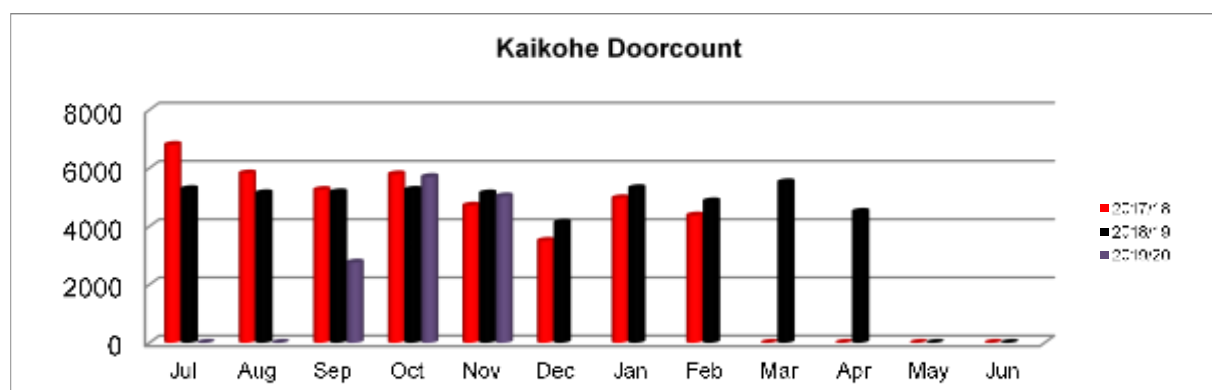
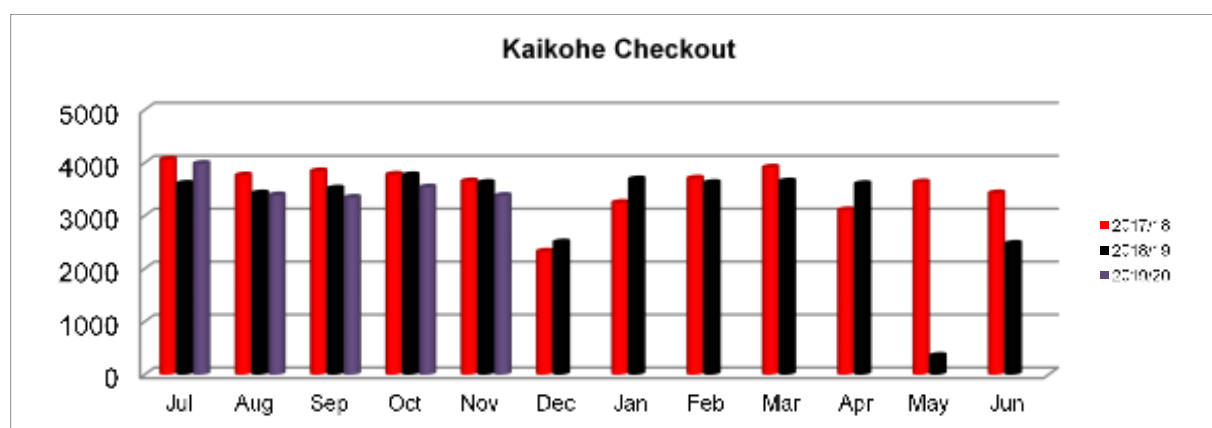
Kaikohe Library

Kaikohe library re-opened mid-year after a short closure to refresh the building interior. Customer feedback has been positive to the refresh, which included new shelving, an interior repaint, new furniture and a new layout.

Programmes and events that have taken place include:

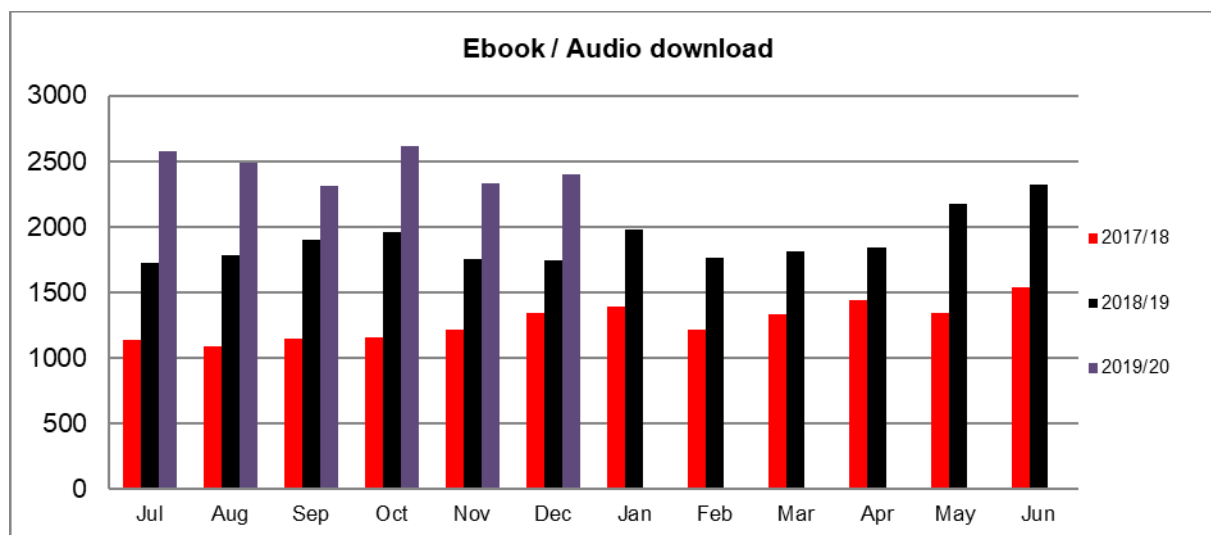
- Well attended Te wiki o te reo maori sessions
- Regular storytimes
- A robotics holiday programme
- An afternoon of Virtual Reality
- Outreach to Northland College for a technology and sewing activity

Senior Librarian Jess Tuckerman has returned to Australia. Her role has been filled by Joanna Boyd, who has leadership experience in the Upper Hutt library system.



eResources

The increase in eResources shows continued growth due to recent additions to collections and the success of the Te Tai Tokerau consortium with Whangarei and Kaipara Libraries which has resulted in an increased pool to borrow from. BorrowBox has been added as a new eBook resource.



Museum@TeAhu

The Museum@TeAhu had a busy six months, with a number of special events:

- 50th Anniversary Jubilee of the Museum at Te Ahu – morning tea
- Signing ceremony of the DeSurville anchor from Te Papa to Museum at Te Ahu
- Baby Baroque – Music event
- Opening of the Taipa Bridge supporting Auckland Museum

Exhibitions included:

- Te Mana I te whenua, Te Mana o te whenua art display (Far North Artists) September 2019
- Nga tohu o IO, art exhibition (Far North Artists) started in December 2019 – and runs through to February 2020

Key projects that were completed or are underway include:

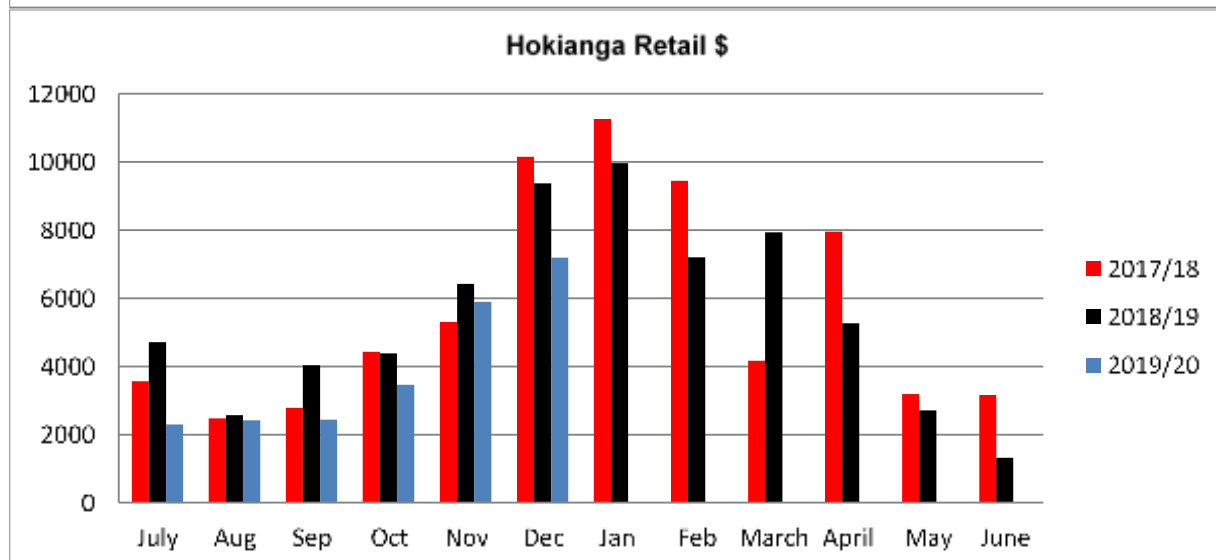
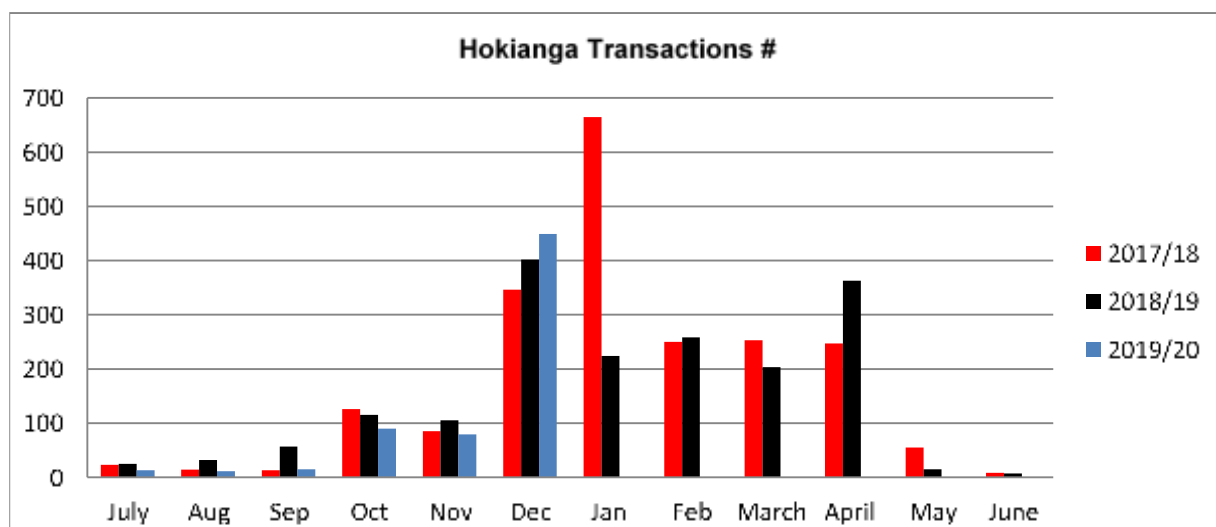
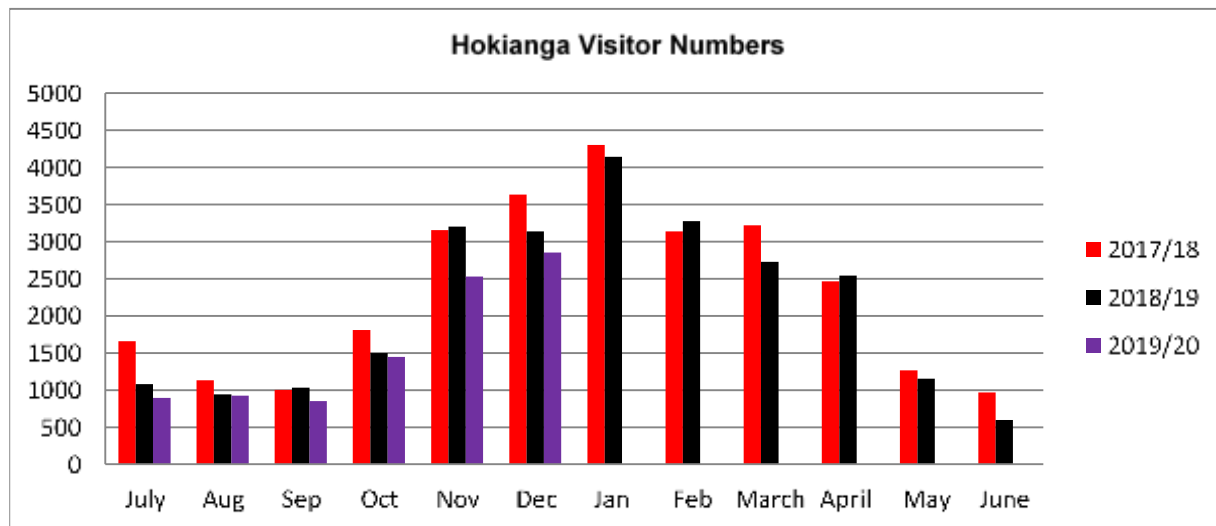
- Pioneer House Renovation Project – 95% complete
- Digital Access Project – prelim work complete, ready to start in 2020

227 researchers accessed the museum's collections and research facilities during 2019. Subjects covered researching family, local human history (society/community) and natural history. This is a 25% increase from 2018 (156 researchers) and 2017 where 81 research inquiries were recorded.

Hokianga i-SITE

Visitor numbers and retail sales have been down for the 6 months July – December 2019, compared to previous year. It has been noted that a lot more families were travelling through during this period.

i-SITES continue to rate highly in the Customer Experience survey, consistently scoring in the high 90s. Qualmark accreditation achieved once again for Hokianga i-SITE and currently rating 4.5 stars on Trip Advisor.



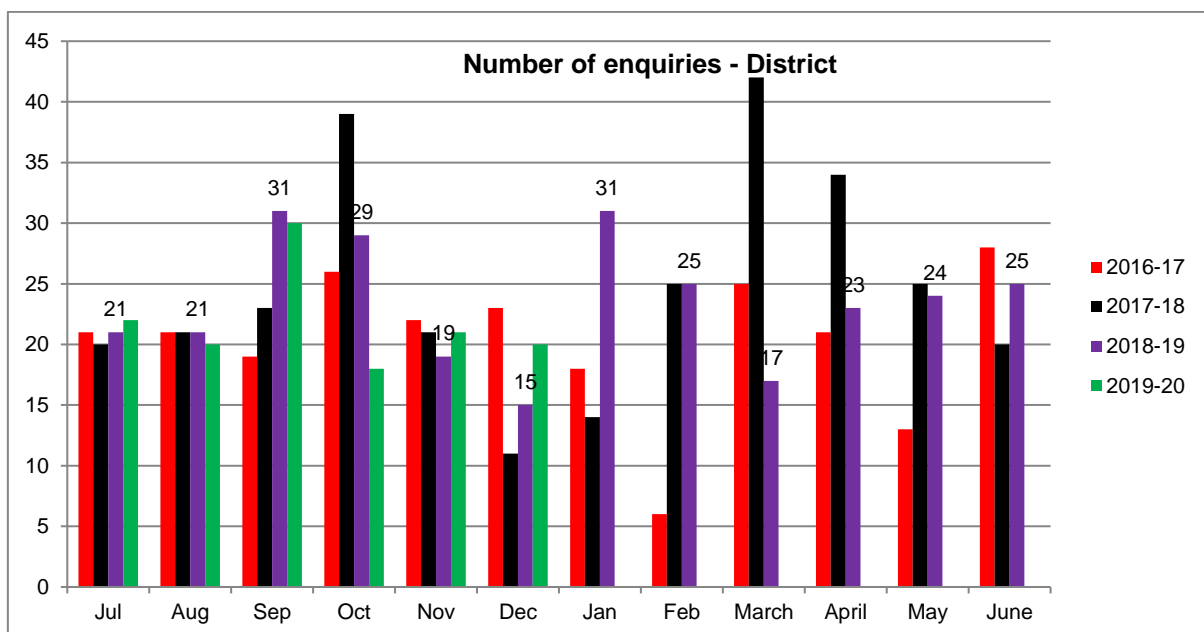
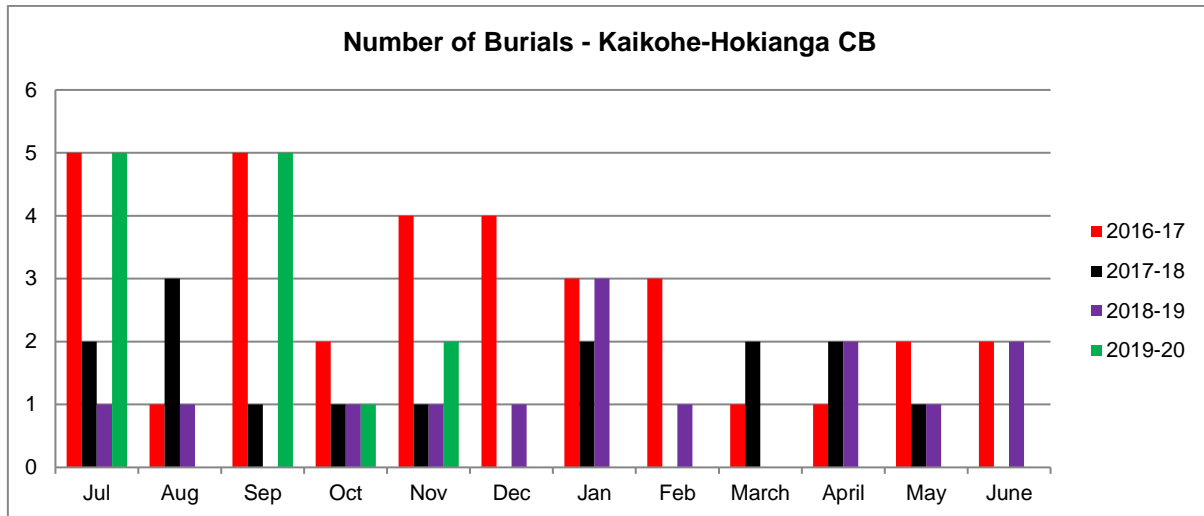
Cemeteries - Sexton Services

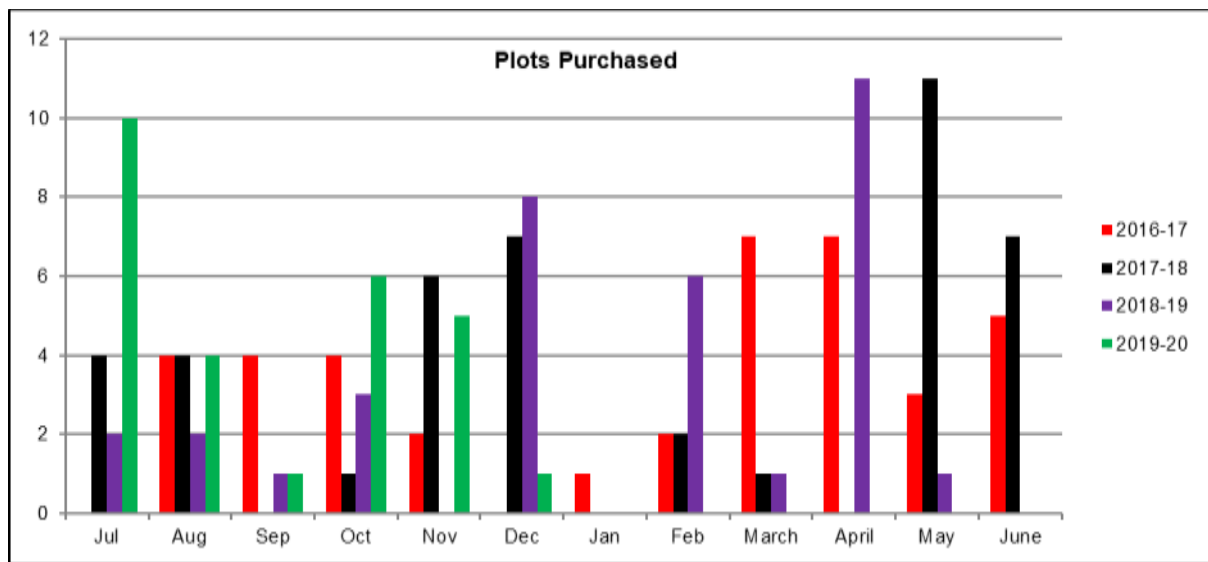
Council manages the Kaikohe, Kohukohu, Okaihau and Rawene public cemeteries under the legislation of the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

There were 10 burials and 3 ash interment in the Western Ward during the last 6 months. This is similar to previous years.

The number of enquiries are similar to previous years with an average of 21 per month and there have been 27 plots pre-purchased and certificates of title issued over this 6 month time period.

Funeral Directors and members of the public often comment on how well kept Council's Cemeteries are. This reflects back on Council's Town Maintenance contractors.





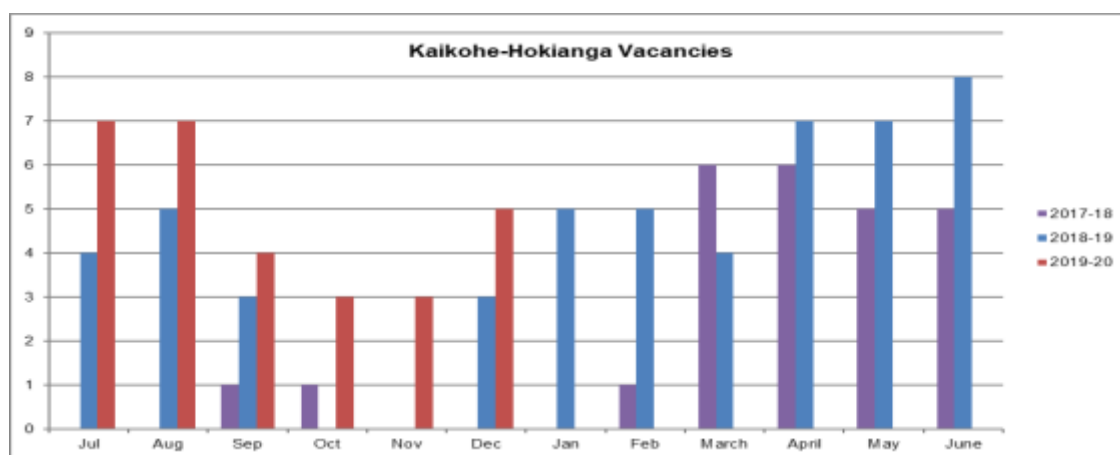
Housing for the Elderly

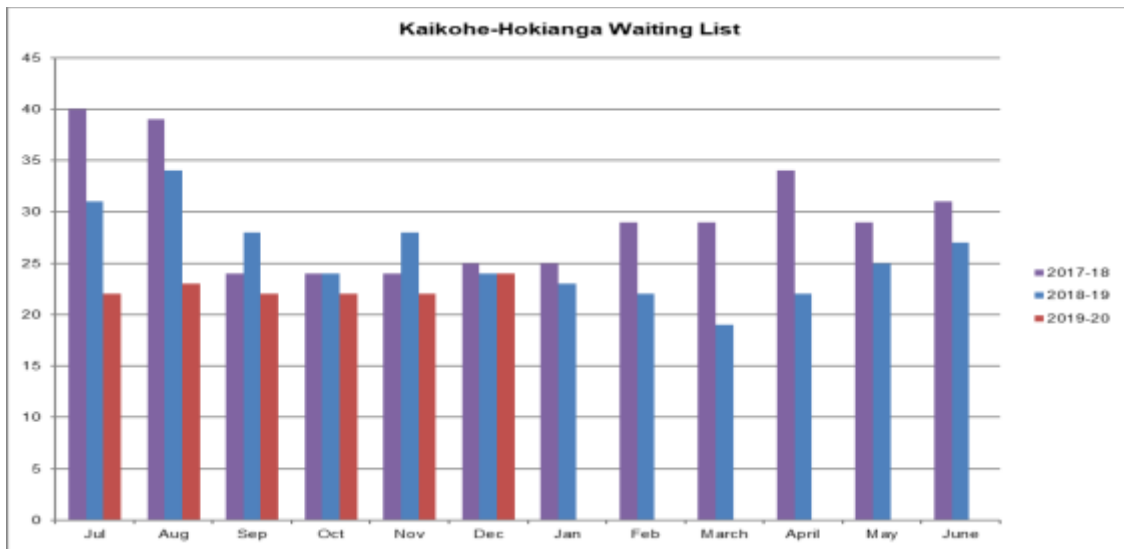
Council owns and rents out 147 Housing for the Elderly units and bedsits overall.

In the Kaikohe-Hokianga area there are Villages at:

Location	Two/Three bedroom	One bedroom	Bed-sit	Vacancies
Horeke	-	2	-	0
Kaikohe	-	2	36	3
Kohukohu	-	6	-	0
Omapere	7	2	-	0
Rawene	-	4	6	1
Waima	-	3	-	1

During the period from 1 July – 31 December 2019, four tenancies ended (three in Kaikohe and one in Rawene); and seven tenancies began (four at Kaikohe and three at Kohukohu). There are currently three units undergoing refurbishment in Kaikohe and one in Waima.





FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

No financial implications.

ATTACHMENTS

Nil

9 STRATEGIC PLANNING AND POLICY GROUP

9.1 FUNDING APPLICATIONS REPORT

File Number: A2824011

Author: Kathryn Trewin, Funding Advisor

Authoriser: Ana Mules, Team Leader - Community Development and Investment

PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which application/s will receive funding at the 5 February 2020 meeting.

EXECUTIVE SUMMARY

- Kaikohe-Hokianga Community Board has \$62,939 unallocated funding available for the 2019/20 financial year.
- Five applications for funding have been received, requesting a total of \$56,543

RECOMMENDATION

That Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, approves the sum of **\$5410** (plus GST if applicable) be paid from the Board's Community Fund to Kaikohe Intermediate School for costs towards installing swimming pool covers to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, approves the sum of **\$2000** (plus GST if applicable) be paid from the Board's Community Fund to Matihetihe Marae for costs towards indexing of a local history book to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, approves the sum of **\$1603** (plus GST if applicable) be paid from the Board's Community Fund to North Hokianga A&P Society for costs towards the local community entertainment stage at the 2020 show to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, approves the sum of **\$20,000** (plus GST if applicable) be paid from the Board's Community Fund to Maihi Memorial Park Trust for costs towards CHI Festival 2020 to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy, approves the sum of \$2961 (plus GST if applicable) be paid from the Board's Community Fund to Crossfit Kaikohe for costs towards the purchasing exercise equipment to support the following Community Outcomes:

- I. Proud Vibrant Communities
- II. Communities that are healthy, safe, connected and sustainable

1) 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 LTP and all provisions listed on the application form

2) DISCUSSION AND OPTIONS

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Kaikohe Intermediate School	Installation of pool covers	\$7833 (68%)	\$5410 (50%)	The school is looking for help to fund covers that will minimise evaporation and debris. In past years, evaporation has meant the pool has not been able to be used when town supply is restricted	<ul style="list-style-type: none"> Proud Vibrant Communities Communities that are healthy, safe, connected and sustainable 	Infrastructure
Matihetihe Marae	Indexing of local history book	\$2000 (1%)	\$2000 (1%)	This is a long-term project that the Matihetihe Marae have largely funded through applications to other organisations. The indexing project is the final step before publication.	<ul style="list-style-type: none"> Proud Vibrant Communities Communities that are healthy, safe, connected and sustainable 	Social
North Hokianga A&P Association	Local entertainment during the A&P Show 2020	\$2187 (68%)	\$1603 (50%)	The Association is expanding the show to encourage increased attendance. This application is to support a stage showcasing local talent.	<ul style="list-style-type: none"> Proud Vibrant Communities Communities that are healthy, safe, connected and sustainable 	Event
Maihi Memorial Park Trust	CHI Festival 2020	\$41,562 (71%)	\$20,000 (34%)	Mr Maihi advises he has been unable to apply for alternative funding sources as his application for a resource consent is still being processed. The Resource Consent team advise a decision is due in early February.	<ul style="list-style-type: none"> Proud Vibrant Communities Communities that are healthy, safe, connected and sustainable 	Event

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Crossfit Kaikohe	Purchase of exercise equipment	\$2961 (38%)	\$2961 (38%)	<p>The group would like to expand and run classes for children/young people and requires more equipment to do so.</p> <p>This is a commercial activity, but this application may qualify as being of direct benefit to the community.</p>	<ul style="list-style-type: none">• Proud Vibrant Communities• Communities that are healthy, safe, connected and sustainable	Community Development

Assessment of Applications

The applicant was required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

Reason for the recommendation

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

ATTACHMENTS

1. KHCB Funding Application - Kaikohe Intermediate School - A2824215 [↓](#) 
2. KHCB - Supporting Information - Kaikohe Intermediate School - A2824212 [↓](#) 
3. KHCB Funding Application - Matihetihe Marae - A2824211 [↓](#) 
4. KHCB - Supporting Information - Matihetihe Marae - A2824213 [↓](#) 
5. KHCB Funding Application - North Hokianga AP - A2824210 [↓](#) 
6. KHCB - Supporting Information - North Hokianga AP - A2824214 [↓](#) 
7. KHCB Funding Application - CHI Festival - A2826309 [↓](#) 
8. KHCB - Supporting Information - CHI Festival - A2826310 [↓](#) 
9. KHCB Funding Application - Crossfit Kaikohe - A2826307 [↓](#) 
10. KHCB - Supporting Information - Crossfit Kaikohe - A2826308 [↓](#) 

Compliance schedule:

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

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

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

Local Grant Application Form



Instructions

Please read carefully:

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

- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	<input type="text" value="Kaikohe Intermediate School"/>	Number of Members	<input type="text" value="143"/>
Postal Address	<input type="text" value="PO Box 252, Kaikohe"/>	Post Code	<input type="text" value="0440"/>
Physical Address	<input type="text" value="11 Park Road, Kaikohe"/>	Post Code	<input type="text" value="0405"/>
Contact Person	<input type="text" value="Freda Mokalaka"/>	Position	<input type="text" value="Principal"/>
Phone Number	<input type="text" value="09 4011 667"/>	Mobile Number	<input type="text" value="021 884 342"/>
Email Address	<input type="text" value="office@kaikoheint.school.nz"/>		

Please briefly describe the purpose of the organisation.

Intermediate School- Providing education for students aged from 11yrs to 13yrs (Year 7 + 8).
--

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

A2688814 (version Sept 2018)

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Local Grant Application Form



Project Details

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

☐ Te Hiku ☒ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Swimming Pool Cover Date

Location Kaikohe Intermediate School Time

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

If so, how much?

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

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

Who will benefit from the activity and how:

Kaikohe Intermediate School currently has a total roll of 128 students with 17 staff members.

Kaikohe Intermediate School are wanting to purchase a swimming pool cover and roller to stop the water in our pool from evaporating; and to prevent debris (such as leaves) from falling into the pool.

If we are successful in receiving the funding from the Kaikohe/Hokianga Community Board, we will be able to purchase the swimming pool cover, which in turn will ensure that our pool can be used by our students in Term 1 and Term 4 of the school year; regardless of if there is water restrictions or not.

As it means we will not have to empty (and re-fill) our pool every year to remove debris, as the cover will stop the debris from getting into the pool. It will also stop the evaporation of water over the summer months, which will reduce the number of top ups required to keep the pool at a safe water level so that it does not affect our pool pumps.

In the past, we have not been able to use the town supply to fill our pool so over the 2018/2019 summer season, our pool was not used.

This year, we have also been advised that we cannot use the town supply to top up the pool, but instead will have to truck in water (up to a cost of \$402.50 per top up).

How will it broaden the range of activities and experiences available to the community?

The community will benefit from the success of this funding application as we will be able to ensure that the pool stays open. This will mean that we will be able to teach 128 (current roll) students how to swim with confidence.

www.

Our kaiako will also teach them water safety practices, to ensure that when they are visiting beaches/rivers/waterways with whanau over the summer season, they know how to keep themselves and their whanau safe.

920 029

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Swimming Pool Cover & Roller(s) x 2	\$10,821.22	\$7,383.36
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	\$10,821.22	\$7,383.36

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 52-638-089

How much money does your organisation currently have? \$216,823.73

How much of this money is already committed to specific purposes? \$216,823.73

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

Purpose	Amount
Administration	\$27,436.00
Property Maintenance	\$36,851.00
Learning Resources	\$37,983.00
Other Cash Outgoings (Lease & Loans)	\$5,982.00
Upgrade of Classrooms / Buildings	\$108,571.73
TOTAL	\$216,823.73

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

Funding Source	Amount	Approved
n/a		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

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

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A2606814

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Kaikohe Intermediate School

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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A2682814

(version Sept 2018)

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Local Grant Application Form



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

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

Signatory One

Name FREDA MOKARAKA Position PRINCIPAL
 Postal Address 11 PARK RD, KAIKOHE Post Code 0405
 Phone Number 09 4011667 Mobile Number 021884342
 Signature [Signature] Date 06/12/2019

Signatory Two

Name NICHOLE LEE ROBINSON Position Administrator
 Postal Address PO Box 42, Omapere Post Code 0444
 Phone Number 021 088 49757 Mobile Number
 Signature [Signature] Date 4/12/2019

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Schedule of Supporting Documentation**KAIKOHE INTERMEDIATE SCHOOL**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Quote from Leisuretime Spa & Pool Covers Ltd
2	Quote from Spa & Pool Bay of Islands
3	Bank Statements
4	Annual Report

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

Organisation	Matihetihe Marae Trust	Number of Members	2000 +
Postal Address	C/- Anne Te Wake, RD2 Kohukohu	Post Code	0492
Physical Address	28 Hohaia Road, Mitimiti, Hokianga	Post Code	0492
Contact Person	Anne Te Wake	Position	Marae Trustee
Phone Number	09 4095 575	Mobile Number	021 100 6708
Email Address	swaany@xtra.co.nz		

Please briefly describe the purpose of the organisation.

To administer and maintain Matihetihe Marae for our future generations. Responsibilities include: preserving/developing the marae facilities, ensuring legal compliance, hosting hui including tangihanga, hura kohau, waranga and others and upholding traditional tikanga and kawa practices of our marae.

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Local Grant Application Form



Project Details

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

☐ Te Hiku ☒ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

Penning 'Te Mana O Matihetihe' (and Mitimiti) has involved recording the life stories of 51 kuia, kaumatua and young people for whom Matihetihe Marae is their home Marae.

In recording these stories, a significant slice of the Far North's woefully unpublished history from a Maori perspective - is collated and preserved for posterity.

The book is seen as a valuable resource for current and future generations because it conveys:

1. The significance of one marae in North Hokianga as the mainstay of community life
2. Oral History and personal stories which are both educational and extremely moving.

In summary, the illustrated work of 500 plus pages plus represents one of the more detailed insights, yet produced, into the crucial role of a marae in maintaining and providing whanau connections, aroha and refuge. The work will enjoy a wide readership - locally and nationally - because it is simply told, well illustrated and gives a rare insight into the history and current challenges of one of North Hokianga's most isolated marae and some of the thousands of people it serves.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		N/A
Advertising/Promotion		N/A
Facilitator/Professional Fees ² Please see attached Spreadsheet for full details.	171,742	2,000
Administration (incl. stationery/copying)		N/A
Equipment Hire		N/A
Equipment Purchase (describe)		N/A
Utilities		N/A
Hardware (e.g. cement, timber, nails, paint)		N/A
Consumable materials (craft supplies, books)		N/A
Refreshments		N/A
Travel/Mileage		N/A
Volunteer Expenses Reimbursement	9,500	0
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	181,242	2000

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

Matihetihe Marae Funding Application 13 01 19

Project Cost from Page 3 of the Local Grant Application

Expenditure	Total Cost	Amount Requested
Facilitator/Professional Fees	171,742	
<i>Indexing of Book</i>	2,000	2,000
<i>Recording, transcribing and editing interviews</i>	84,752	
<i>Photographing interviewees</i>	3,990	
<i>Layout and design work</i>	11,500	
<i>Printing of book (yet to do)</i>	60,000	
Volunteer Value (number of hours x \$20/hour) Estimated 475 hours since November 2015 incl: # Arranging interviews for the authour, phone calls, visits, emails, travel, date chages for meetings # Authors vetting/editorial advice/Aberhart Photo/research and travel # 2 x Volunteers to: * research and scan local archive records of the Marae, Church & School Records for the author to include in the book * Proof Read and Edit Draft Manuscripts for spelling of Te Reo names and Place names correctness * travel to/from Kaitaia x 5 @ 170km return	9,500	

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number

How much money does your organisation currently have?

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

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

Purpose	Amount
Please see attached sheet	Total \$105,400
TOTAL	

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

Funding Source	Amount	Approved
Foundation North	\$60,000	Yes / <input type="text" value="Pending"/>
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
Not too sure whether in the last 5 years but previously for Fencing of our Cemetery	\$5000		<input type="text" value="Y"/> / N
			Y / N
			Y / N
			Y / N

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A2686814

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

Matihetihe Marae Trust

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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Local Grant Application Form



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

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

Signatory One

Name Noel John MARTIN Position Vice Chairperson
 Postal Address 3835 West Coast Road, Mihimihi ~~0492~~ Post Code 0492
 Phone Number 0212675011 Mobile Number 0212675011
 Signature [Signature] Date 10-01-2020

Signatory Two

Name Anne Te Wake Position Marae Trustee
Assistant Treasurer
 Postal Address 3414 West Coast Rd, Mihimihi Post Code 0492
 Phone Number 09 4095-575 Mobile Number 021 100 6708
 Signature [Signature] Date 10-01-2020

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A2686614

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Page 6

Schedule of Supporting Documentation**MĀTIHETIHE MARAE**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Cover Letter
2	Quote and description of work from Glenys Daley
3	Bank Statements
4	Breakdown of Bank Balances and Tagged Funds
5	Mātihetihe Marae Charter
6	Performance Report

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- **If there's anything on this form you're not sure of**, please contact the Governance team at DDI (09) 401 5231, freephone 0800 920 029, or governance@fndc.govt.nz – we're happy to help.
- **Send your completed form** to governance@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	<u>NORTH HOKIANGA A&P ASSOC.</u>	Number of Members	<u>120</u>
Postal Address	<u>23 CARMAN RD R.D.1 KOKUKOHU</u>	Post Code	<u>0491</u>
Physical Address	<u>AS ABOVE</u>	Post Code	
Contact Person	<u>ANGUS MCCRAITH</u>	Position	<u>GROUND MARSHAL</u>
Phone Number	<u>09 409 5594</u>	Mobile Number	<u>021 110 7009</u>
Email Address	<u>angusmccraith1@gmail.com</u>		

Please briefly describe the purpose of the organisation.

THE NTH HOKIANGA A&P ASSOC PUTS ON AN ANNUAL A&P SHOW TO SHOWCASE THE WAB + VARIED TALENTS OF THE LOCAL COMMUNITY

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A1555967

Page 1

Local Grant Application Form



Project Details

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

☐ Te Hiku ☒ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity NORTH HOKIANGA A & P SHOW Date 15.2.20

Location BROADWOOD Time 0700 - 2230

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

If so, how much? ADULTS \$5 CHILDREN 5-16YRS \$1 UNDER 5 free

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

- Who will benefit from the activity and how; and *The gate charge ~~is~~ is access to the whole showgrounds. The event will be free*
- How it will broaden the range of activities and experiences available to the community.

THE A & P SHOW AS AN ANNUAL EVENT BRINGS ALL THE OUTLYING COMMUNITIES TOGETHER TO CELEBRATE ~~AS~~ THE AGRICULTURAL & PASTORAL ACHIEVEMENTS OF THE DISTRICT. THE KAUPAPA OF THIS PROJECT IS TO CELEBRATE THE CULTURAL AND TALENTED INDIVIDUALS ACHIEVEMENTS AS WELL. WITHIN THE A & P SHOW, I WILL PROVIDE A PLATFORM TO SHOWCASE THE AWESOME LOCAL TALENT OF ALL CULTURES, AGE GROUPS & ETHNICITIES PRESENT IN THE HOKIANGA. THESE TALENTS WILL BE PRESENTED IN A MYRIAD OF FORMS, FROM KAPA HAKA THROUGH TO WAIATA, WHAI KOREO AND MUSIC IN ALL ITS GENRES, TO DANCE & OTHER CREATIVE FORMS. ALL THE NORTH HOKIANGA SCHOOLS WILL BE ATTENDING & PERFORMING.

THE SHOWGROUNDS ARE NESTLED AMIDST MATURE NATIVE TREES AND A LOVELY CLEAN RIVER. IT IS A PERFECT VENUE FOR PEOPLE ~~FROM~~ ~~WHANGA~~ TO RELAX AND BE ENTERTAINED WITH A SHOWCASE OF LOCAL TALENT.

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A189/9957

Page 2

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	DONATED	
Advertising/Promotion	357 (DISTRIBUTION)	357
Facilitator/Professional Fees ² BANDS x 2	1400	1000
Administration (incl. stationery/copying)	20	
Equipment Hire GENERATOR	130	130
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)	DONATED	
Consumable materials (craft supplies, books)	500 (PAPER)	500
Refreshments		
Travel/Mileage	200	200
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	600	not applicable
Other (describe)		
TOTALS	3207	2187

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 13 139 520

How much money does your organisation currently have? \$ 190 000

How much of this money is already committed to specific purposes? \$ 170 000

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

Purpose	Amount
UPGRADE & MAINTENANCE OF SALEYARDS	70 000
UPGRADE & MAINTENANCE OF BROADWOOD HALL	100 000
TOTAL	170 000

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

Funding Source	Amount	Approved
CREATIVE COMMUNITIES	1500.00	<input checked="" type="radio"/> Yes / Pending
* I APPLIED FOR \$5187.44		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

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

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A1850967

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

NORTH HOKIANGA A & P ASSOCIATION (INC)

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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(version Sept 2018)
A1656967

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Local Grant Application Form



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

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

Signatory One

Name ANGUS MCCRAITH Position GRAND MARSHAL / COMMITTEE MEMBER
 Postal Address 706 PAWABENGA RD BROADWOOD Post Code 0496
 Phone Number 09 409 5594 Mobile Number 021 110 7009
 Signature [Signature] Date 13.1.20

Signatory Two

Name LL Copman Position THATRUER
 Postal Address 201 KAITIAH Post Code 0481
 Phone Number 09 409 5547 Mobile Number
 Signature [Signature] Date 13/1/20

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(version Sept 2018)
A1558957

Schedule of Supporting Documentation**NORTH HOKIANGA A&P SOCIETY**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Health and Safety Manual
2	Breakdown of Volunteer Hours
3	Quote from Printing.Com, Kaitia
4	Quote from Kaitia Hire
5	Quote from Cowley's Hire
6	Quote from Hokianga Country Music Club
7	Quote from Chemamari (band)
8	Outline of Event, including programme
9	Performance Report

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

Organisation	MAIHI MEMORIAL PARKS CHARITABLE TRUST.		Number of Members	7
Postal Address	PO BOX 195 KAIKOHE		Post Code	
Physical Address	85 PCCADJILLY ROAD		Post Code	
Contact Person	WILLIE MAIHI	Position	CHAIRMAN	
Phone Number	09-4052428	Mobile Number		
Email Address	debbie.willie@slingshot.co.nz			

Please briefly describe the purpose of the organisation.

TO PROMOTE AND ENHANCE THE CULTURAL HERITAGE AND IDENTITY AT KAIKOHE-TE KAIHUA WHAKA, ARE POST COLONIAL AND ITS ROLL

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A2686814

(version Sept 2018)

AS THE CAPITAL OF THE MID NORTH
CAPITOL

Local Grant Application Form



Project Details

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

☐ Te Hiku ☐ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity C.H.I FESTIVAL Date 14th & 15th MARCH 2020
Location KAIKOHE AIRPORT Time 8am - 10pm

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

If so, how much? SOLD COIN - PRIMARY - TEN DOLLARS PER CHILD - FORTY DOLLARS CONCERT

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

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

PONHURI OPENING - OUTLINES CULTURE AND HISTORY.
INFORMS AND EDUCATES THE PEOPLE ITS COMMUNITIES
OF THE SIGNIFICANCE OF THE KAIKOHE AIRPORT.

HOT AIR BALLOONS - DISPLAY FIRST TIME EXPERIENCE THE
BEGINNINGS OF AVIATION FLIGHT.

TRAIL BLAZERS - KIDS ENTERTAINMENT PROGRAM.

STALLS - FOOD SELLING AND ARTS AND CRAFTS

HEKE MARATHON - ZIKS, FITNESS, HEALTH, ENJOYMENT AND
BRING HISTORY AND CULTURE INTO THE MIX INCLUDING
FORESTRY, DAIRY FARMS, SHEEP AND BEEF.

STAGE ENTERTAINMENT SUNDAY 15th MARCH 2020

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion	1,000	1,000
Facilitator/Professional Fees ² <i>Ins.</i>	788	788
Administration (incl. stationery/copying)	4,300	4,300
Equipment Hire		
Equipment Purchase (describe) <i>Balloons</i>	2,850	2,850
<i>Disco Bang Cakes</i>	1,300	1,300
Utilities <i>Heating & Salt</i>	6,317	6,317
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments <i>Security 1</i>	3,440	3,440
Travel/Mileage <i>11 2</i>	4,687	4,687
Volunteer Expenses Reimbursement		
Wages/Salary <i>Nil</i>	<i>Nil</i>	not applicable
Volunteer Value (\$20/hr)	16,880	not applicable
Other (describe)		
TOTALS	58,442	41,562.

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have?

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

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

Purpose	Amount
Hangi sales - Sat, 25000	1,500
" " - Sun, 5000	3,000
Ground Work	2,000
TOTAL	

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

Funding Source	Amount	Approved
Due to rescue information asked for - 14th January - re Mr M. Gale,		Yes / Pending
leaves our first out of time		Yes / Pending
to apply for further funding to		Yes / Pending
other funding agencies.		Yes / Pending

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

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

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

MAHI MEMORIAL PARKS CHARITABLE TRUST

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

W.P. MAM

Signatory Two

CH. A. LEE

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Local Grant Application Form



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

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

Signatory One

Name Willie P. Maahi Position Chairman
 Postal Address P.O. Box 195 Kng. Post Code 0405
 Phone Number 09. 405. 2428 Mobile Number —
 Signature W. P. MAHI Date 9. 1. 2020

Signatory Two

Name Michelle Angha Tito Position Signatory
 Postal Address 12 Kowhai Ave Kaikohe Post Code 0405
 Phone Number 02108275271 Mobile Number —
 Signature MAHI Date 12. 01. 20.

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Schedule of Supporting Documentation**CHI Festival**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Breakdown of Volunteer Hours with programme by day
2	Draft flyer (text)
3	Quote for Hot Air Balloons
4	Quote from Kia Tupato for Security
5	Quote from Kia Tupato for Traffic Management
6	Bank Statement
7	Quote from ABC Hire Ltd for Bouncy Castles
8	Copy of Resource Consent Application
9	Quote from Kohewhata Marae

Local Grant Application Form

3rd Service Centre
15 JAN 2020

Kaikohe Service Centre
13 JAN 2020



Instructions

Please read carefully:

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

- **Send your completed form to funding@fndc.govt.nz or to any Council service centre**

The following must be submitted along with this application form:

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

Applicant details

Organisation	CROSSFIT KAIKOHE	Number of Members	
Postal Address	1 ROUTLEY AVENUE, KAIKOHE	Post Code	0405
Physical Address	1 ROUTLEY AVENUE, KAIKOHE	Post Code	
Contact Person	Dylan Robinson	Position	Co OWNER
Phone Number	0272604100	Mobile Number	0211916 223
Email Address	CROSSFITKAIKOHE@GMAIL.COM		

Please briefly describe the purpose of the organisation.

A CENTRE FOR HEALTH AND WELLBEING
THROUGH GROUP FITNESS

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Local Grant Application Form



Project Details

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

☐ Te Hiku ☒ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity CHILD + YOUTH CROSSFIT Date 10/02/19 onwards
Location CROSSFIT KAIKOHE Time 3:30pm - 4:15pm

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

If so, how much? \$5 PER CLASS

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

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

WE ARE LOOKING TO INTRODUCE 2 CHILD (5-12 YEARS) AND 2 YOUTH (13-17 YEARS) GROUP CROSSFIT CLASSES TO BE DELIVERED AT CROSSFIT KAIKOHE. THIS IS FOR REQUIRED EQUIPMENT. THESE WILL BE HELD ON MONDAY AND WEDNESDAY FOR CHILD AND TUESDAY AND THURSDAY FOR YOUTH BETWEEN 3:30pm + 4:15pm. THE AIM IS TO PROMOTE HEALTH AND WELLBEING THROUGH GROUP FITNESS, WHILST PROMOTING COMMUNITY AND A SENSE OF PRIDE. THE LONG TERM GOAL IS TO HELP DEVELOP HEALTHY, POSITIVE INDIVIDUALS WHO WILL GO ON TO BE GOOD LEADERS IN OUR COMMUNITY.

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	/	/
Advertising/Promotion	/	/
Facilitator/Professional Fees ²	/	/
Administration (incl. stationery/copying)	\$200.00	/
Equipment Hire	/	/
Equipment Purchase (describe)	\$6361.00	\$2961.00
Utilities	\$80.00	/
Hardware (e.g. cement, timber, nails, paint)	/	/
Consumable materials (craft supplies, books)	/	/
Refreshments	\$320.00	/
Travel/Mileage	/	/
Volunteer Expenses Reimbursement	/	/
Wages/Salary	/	not applicable
Volunteer Value (\$20/hr)	\$800.00	not applicable
Other (describe)		
TOTALS	\$7761.00	\$2961

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have?

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

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

Purpose	Amount
ANNUAL INSURANCE	\$780.00
TOTAL	\$780.00

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

Funding Source	Amount	Approved
CROSSFIT KAIKOHE	\$4800	<input checked="" type="radio"/> Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

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

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Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

CROSSFIT KAIKOHE

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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Local Grant Application Form



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

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

Signatory One

Name Dylan Robinson Position Co Owner
 Postal Address 1 ROUTLEY AVE, KAIKOHE Post Code 0405
 Phone Number 0272604100 Mobile Number 0211915223
 Signature [Signature] Date 13/01/19

Signatory Two

Name JADE MAKIRI Position Co Owner
 Postal Address 1 ROUTLEY AVE, KAIKOHE Post Code 0405
 Phone Number 02102850247 Mobile Number
 Signature [Signature] Date 13/01/19

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Schedule of Supporting Documentation**CROSSFIT KAIKOHE**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Quote – Solid Strength Equipment
2	Bank Statements

9.2 PROJECT FUNDING REPORTS

File Number: A2824257

Author: Kathryn Trewin, Funding Advisor

Authoriser: Ana Mules, Team Leader - Community Development and Investment

PURPOSE OF THE REPORT

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

RECOMMENDATION

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

- a) **Hokianga Environmental Protection Group**
- b) **Ohaeawai Residents and Ratepayers Association**
- c) **The Parenting Place**

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

ATTACHMENTS

1. KHCB Project Report - HEPG - A2824289 [!\[\]\(0d11e49c561fa84a6677bf9d4d629be0_img.jpg\)](#) 
2. KHCB Project Report - Ohaeawai TaiaMai Residents Association - A2824290 [!\[\]\(6a2e00d457a4a9d0194df568dc2b3699_img.jpg\)](#) 
3. KHCB Project Report - Ohaeawai TaiaMai Residents Association - Supporting Information - A2824293 [!\[\]\(68462ea1c2a48128b0d6e539ae2dee56_img.jpg\)](#) 
4. KHCB Project Report - The Parenting Place - A2824292 [!\[\]\(66b40f3e5080072c0aef6be21c3b2fda_img.jpg\)](#) 
5. KHCB Project Report - Parenting Place - Supporting Information - A2824291 [!\[\]\(c92511b112c519de12799d85398410b0_img.jpg\)](#) 

Compliance schedule:

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

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

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



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:	Hokianga Environmental Protection Group
Name & location of project:	Real Food Hokianga, Rawene Hall
Date of project/activity:	Saturday 11th May, 2019

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2000

Board meeting date the grant was approved: April 2019

Please give details of how the money was spent:

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

Supplier/Description	Samount	Receipt/s attached (please tick)
Rawene Hall and RAD hire	\$ 300	✓
Printing costs - booklets, posters etc RAD and paper	\$ 737.77	✓
Volunteer expenses	\$ 258.67	✓
	\$	
Total:	\$ 1296.44	

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

The event was very successful and well received. We estimate that around 200 people attended and feedback was very positive. The demonstrations were very popular with people keen to learn and to take away starter cultures. There was lots of interest in displays, stalls and the booklets with people appreciative of this years new booklet. There were lots of people who had been before but also many new people.

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

Brought people together around the topic of real food
 Shared skills, experience and knowledge about lots of different aspects of real food
 Shared skills, experience and knowledge about growing real food
 Increased awareness of the negative impacts of industrial food production and it's contribution to the climate crisis and eco-system collapse
 Showcased healthy local food and inspired people to make changes to improve their health

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

The Community Board was acknowledged in our 2019 Hokianga Real Food Booklet. By the time funding was approved the posters were already printed and displayed around the area so it was not possible to acknowledge the board there.
 A film made by Tautoko FM at the event is on our facebook page.
 Please see accompanying letter for request to use underspend.

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

Hokianga Environmental Group <https://www.facebook.com/groups/2149721068624978/>

This report was completed by:

Name: Gail Aiken
 Address: c/o 279 Classen Road, Omanaia
 Phone: 09 405 7787 mob:
 Email: hokiangaenvironmentprotection@gmail.com
 Date: 11th July 2019



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

Kaikohe Service Centre

22 OCT 2019

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

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

Please return the completed form to:

Governance Support

Far North District Council

Private Bag 752

KAIKOHE 0440

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation:

Ohaeawai Taiamai Residents Association

Name & location of project:

"Taiamai Day" Ohaeawai

Date of project/activity:

30 March 2019

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$ 1500.00

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
Trailblazers - bouncy castle	\$ 100	} bank statements.
Lions Club Kaikohe - Thomas the Tank Engine	\$ 220	
Supervising - 2 x 175	\$ 350	
Advertising, rubbish organisation	\$ 580	
Entertainment - koha x 4	\$ 250	
Total:	\$ 1500	

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

More than 250 people came to Taiamai Day through the day.
This is a Community event which is important for bringing together friends and whanau.

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

Taiamai Day 2019 confirmed to us it is important for a small community to maintain a sense of identity. Bringing people together helps to do just that.

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

Photos attached.
The support of the Community Board was acknowledged over the P.A. system throughout the day.

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

This report was completed by:

Name: MICHAEL DRAYTON
Address: 203 REMUERA SETTLEMENT RD, R.D. 2, KAIKOHE 0472
Phone: 09 405 9382 mob: 027 421 0116
Email: michaeld243@gmail.com
Date: 21 Oct 2019

Schedule of Supporting Documentation**OHAEAWAI TAIAMAI RESIDENTS AND RATEPAYERS ASSOCIATION –
TAIAMAI DAY**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Bank Statement
2	Photographs



**Far North
District Council**

Project Report

FD060402

FNDC ADMIN
09 SEP 2019

COMMUNITY GRANT FUND - LOCAL

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

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

Please return the completed form to:

Governance Support

Far North District Council

Private Bag 752

KAIKOHE 0440

or email to: governance@fndc.govt.nz (PDF attachment via email is preferred)

Name of organisation:

Parenting Place

Name & location of project:

Schools in Kaikohe-Hokianga

Date of project/activity:

May 21st – 25th 2018

Which Community Board did you receive funding from?

Kaikohe-Hokianga

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$ 1000 ex GST

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Travel costs – food	\$ 461.15	✓
Travel costs – petrol	\$ 170.90	✓
Attitude presentations (contribution)	\$ 367.95	✓
	\$	
Total:	\$ 1000.00	

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

- Between 21st – 25th June 2018, Attitude delivered 63 life-skills presentations to 7389 students at 15 Northland schools. Specifically, Far North District Kaikohe - Hokianga Board funding helped Attitude deliver six presentations to 286 students attending Kaikohe Christian School, Okaihau College and Broadwood Area School and contributed towards our accommodation costs.

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

1

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

286 young people in the Kaikohe-Hokianga Community Board area received messages teaching them how to cultivate healthy self-esteem and good mental health, engage with and solve problems, how to recover from setbacks and how to understand and improve relationships. With good emotional and resilience skills, they are far less likely to fall into substance abuse, self-harm and dangerous relationships. The wider community has benefited from this project as positive changes in young people affect their families, friends, peers and ultimately the whole community.

Key outcomes:

- Students were equipped with the life skills necessary for building a safe and meaningful life and to become positive contributors to their community.
- Students were provided with effective strategies to deal with life's pressures, empowering them to make informed choices and negotiate their tween years in a safe and positive way.
- Relationships between a young person and the significant adults they interact with, i.e. their parents and teachers, were strengthened and improved.

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

Teachers provided positive formal and informal feedback after Attitude delivered programmes in their schools and have indicated they would like us to return in the future. The presenters also received affirmative student feedback in person.

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

facebook.com/attitudeforschools/

This report was completed by:

Name: Keryn Grogan
Address: PO Box 37708, Parnell, Auckland
Phone: 09 531 4078 mob: 0275388441
Email: keryn.grogan@parentingplace.nz
Date: 3/9/19

Schedule of Supporting Documentation

THE PARENTING PLACE

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Cover Letter
2	Receipt – Kerikeri Bakehouse
3	Receipt – Towai Taver
4	Receipt – Ngunguru Foodmarket
5	Receipt – Pak n Save
6	Receipt – Schnappa Rock
7	Receipt – McDonald's Kaikohe
8	Receipt – McDonald's Warkworth
9	Receipt – Jolt Café
10	Receipt – New World Kaikohe
11	Receipt – Tutukaka General Store
12	Receipt – Countdown Tikipunga
13	Receipt – Schnappa Rock
14	Receipt – Z Porowini Ave
15	Receipt – Mobil Kaikohe
16	Invoice – Attitude
17	ASB Bank Statement

10 MEETING CLOSE