

## Te Kaunihera o Tai Tokerau ki te Raki

## **AGENDA**

## Bay of Islands-Whangaroa Community Board Meeting

## Thursday, 2 July 2020

Time: 10.00 am

**Location:** Baysport Pavillion, Harmony Lane,

Waipapa

#### Membership:

Chairperson Belinda Ward
Deputy Chairperson Manuwai Wells
Member Lane Ayr
Member Manuela Gmuer-Hornell
Member Dave Hookway
Member Bruce Mills
Member Frank Owen
Member Rachel Smith
Member Kelly Stratford

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

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

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

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

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

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

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

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

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

#### **Terms of Reference**

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

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

#### BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Belinda Ward	Ward Jarvis Family Trust	Trustee		
	Kenneth Jarvis Family Trust	Trustee		
	Residence in Watea			
Belinda Ward (Partner)	Ward Jarvis Family Trust	Trustee and beneficiary		
	Kenneth Jarvis Family Trust	Trustee and beneficiary		
	Residence in Watea	Trustee		
Lane Ayr	Retired			
	Home			
	Residence in Kerikeri			
Lane Ayr	Riverview School			
(Partner)	Home			
	Residence in Kerikeri			
Bruce Mills	Galloquine Trust / Galloquine Limited	Director		
	Whangaroa Community Trust	Trustee		
Manuwai Wells	No form received			
Frank Owen	No form received			
Manuela Gmuer Hornell	Bay of Islands Sailing week Incorporated	Chair	Funding for events	Step aside from decisions that arise, that may have conflicts
	Te Au Mārie 1769 Sestercennial Trust	Trustee		Step aside from decisions that arise, that may have conflicts
	Chris Hornell and Manuela Gmuer-Hornell Partnership	Partner		Step aside from decisions that arise, that may have conflicts
	Hornell-Gmuer Trust	Trustee and Beneficiary		Step aside from decisions that arise, that may have conflicts
	Russell Contracting Limited	Family Business		Step aside from decisions that arise, that may have conflicts
Dave Hookway	Manu Hapori Hauora – Community Wellbeing Advisor Northland DHB	Employee	Possibility of joint working groups with FNDC	Consider each situation on merit and declare any potential conflict
	Property on Waipapa West Road	Property owner	Issues to do with the street	Declare as appropriate
Cr Kelly Stratford	KS Bookkeeping and Administration	Business Owner, provides book keeping, administration	None perceived	Step aside from decisions that arise, that may have conflicts

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
		and development of environmental management plans		
	Waikare Marae Trustees	Trustee	Maybe perceived conflicts	Case by case basis
	Bay of Islands College	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Maori title land – Moerewa and Waikare	Beneficiary and husband is a shareholder	None perceived	If there was a conflict, I will step aside from decision making
	Sister is employed by Far North District Council			Wil not discuss work/governance mattes that are confidential
	Gifts - food and beverages	Residents and ratepayers may 'shout' food and beverage	Perceived bias or predetermination	Case by case basis
Kelly	Chef and Barista	Opua Store	None perceived	
Stratford (Partner)	Maori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest I would step aside from decision making
Rachel Smith	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Bay of Islands Amateur Swimming Club	Committee Member		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
Rachel Smith	Property Owner	Kerikeri		
(Partner)	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		

#### **Far North District Council**

# Bay of Islands-Whangaroa Community Board Meeting will be held in the Baysport Pavillion, Harmony Lane, Waipapa on: Thursday 2 July 2020 at 10.00 am

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#### 1 KARAKIA TIMATANGA – OPENING PRAYER

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

#### 2 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.

#### 3 PUBLIC FORUM

Rangitane Recreation Association Inc. (10 minutes).

#### 4 DEPUTATIONS

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

#### 5 SPEAKERS

National Street Rod Association - Roz Dennis

Tukau Community Trust - Representative TBD

#### 6 CONFIRMATION OF PREVIOUS MINUTES

#### 6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2891262

Author: Casey Gannon, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

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

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

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 4 June 2020 are a true and correct record.

#### 1) BACKGROUND

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

#### 2) DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

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

#### 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. 2020-06-04 Bay of Islands-Whangaroa Community Board Minutes - A2893199 J

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

## MINUTES OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING HELD ELECTRONICALLY VIA TEAMS ON THURSDAY, 4 JUNE 2020 AT 10.00 AM

PRESENT: Chairperson Belinda Ward, Member Lane Ayr, Member Manuela Gmuer-

Hornell, Member Bruce Mills, Member Frank Owen, Member Manuwai Wells,

Member Kelly Stratford, Member Dave Hookway, Member Rachel Smith

**IN ATTENDANCE:** Cheryl Smith (Sport Northland)

#### 1 KARAKIA TIMATANGA – OPENING PRAYER

Councillor Smith opened the meeting with the Council prayer.

#### 2 APOLOGY

#### **RESOLUTION 2020/17**

Moved: Chairperson Belinda Ward Seconded: Member Rachel Smith

That the apology for lateness received from Manuwai Wells be accepted.

**CARRIED** 

#### 3 PUBLIC FORUM

There was no public forum.

#### 4 DEPUTATIONS

There were no deputations.

#### 5 SPEAKERS

Bart van der Meer, representing Volunteering Northland, spoke in regards to item 7.6 – Funding Applications.

Life Education Trust was unavailable to speak in regards to item 7.6 – Funding Applications.

#### 6 CONFIRMATION OF PREVIOUS MINUTES

#### 6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A2881653, pages 10 - 17 refers.

#### **RESOLUTION 2020/18**

Moved: Chairperson Belinda Ward Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board confirms the minutes of their meeting held 5 March 2020 as a true and correct record.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

#### 7 REPORTS

#### 7.1 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A2863406, pages 18 - 26 refers.

#### **RESOLUTION 2020/19**

Moved: Member Lane Ayr

Seconded: Chairperson Belinda Ward

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Ward and Member Ayr and Member Gmuer-Hornell.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

## 7.2 ITEM LEFT TO LIE ON THE TABLE - RIGHT OF WAY EASEMENT OVER RESERVE, LOT 3 DP 70169 NA26D/425, 69 LANDING ROAD, KERIKERI

Agenda item 7.2 document number A2863461, pages 27 - 32 refers.

#### RECOMMENDATION

Moved: Member Rachel Smith

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board recommends to Council:

- a) Uplifts the report "Right of Way Easement over Reserve, Lot 3 DP 70169 NA26D/425, 69 Landing Road, Kerikeri" for consideration.
- b) In its role as administering body of the reserve and pursuant to its powers under Section 48 of the Reserves Act 1977, grants a vehicular right of way easement over the reserve held in NA26D/425 being Lot 3 DP 70169; and
- c) In its role as the Minister of Conservation's delegate, consents to the granting of the aforementioned easement.

In Favour: Belinda Ward and Rachel Smith

Against: Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen, Manuwai Wells and

Dave Hookway

Abstained: Kelly Stratford

**LOST** 

The Board requested the minutes note: the Bay of Islands-Whangaroa Community Board would prefer in the future not to receive comments in reports like "however there appears to be no good reason for declining the request".

The Board requested the report be considered by Council without a recommendation from the Board. They didn't believe the report provided enough explanation to be comfortable recommending to change the resource consent conditions.

#### 7.3 NAME CHANGE FOR LAST SECTION OF OKURA BAY ROAD TO GATES WAY

Agenda item 7.3 document number A2844726, pages 33 - 46 refers.

#### **MOTION**

Moved: Member Bruce Mills Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name the private right-of-way, Gates Way that is currently addressed after 147 Okura Bay Road, Totara North as per map A2844382.

#### **AMENDMENT**

Moved: Member Dave Hookway Seconded: Member Kelly Stratford

That this item was left to lie on the table.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

The amendment became the substantive motion.

#### **RESOLUTION 2020/20**

Moved: Member Dave Hookway Seconded: Member Kelly Stratford

That this item was left to lie on the table.

**CARRIED** 

#### 7.4 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2020

Agenda item 7.4 document number A2875195, pages 47 - 50 refers.

#### **RESOLUTION 2020/21**

Moved: Member Lane Ayr Seconded: Member Rachel Smith

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 30 April 2020".

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

## 7.5 BAY OF ISLANDS-WHANGAROA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 MARCH 2020

Agenda item 7.5 document number A2876785, pages 51 - 52 refers.

#### **RESOLUTION 2020/22**

Moved: Chairperson Belinda Ward Seconded: Member Dave Hookway

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Statement of Financial Performance Activities by Ward for the period ending 31 March 2020.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

#### 7.6 RURAL TRAVEL FUNDING - APPLICATIONS WINTER ROUND 2019/20

Agenda item 7.8 document number A2862166, pages 90 - 111 refers.

#### **RESOLUTION 2020/23**

Moved: Member Bruce Mills Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

a)	Bay of Islands Amateur Swimming Club Inc	\$4,420.00
b)	Paihia Football Club	\$2,096.85
c)	Russell School	\$884
d)	Northland Inline Skating Club	\$2,382.38
e)	Kaikohe Rugby Football and Sports Club	\$530.40
f)	Kerikeri High School	\$1,728.22
Tota	al	<b>\$12,041.85</b>

That this funding is allocated subject to:

- If the season does not take place, or is shortened, the Funding Advisor, on the advice of Sport Northland, is authorised to reduce or decline the funding granted, with any monies not paid out to be carried over to the next financial year.
- The Funding Advisor will report back to the Community Board on any funding that is declined or reduced on the advice of the Sport Northland Community Connector.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

The meeting was adjourned from 1:57 pm to 2:32 pm.

#### 7.7 RURAL TRAVEL FUNDING PROJECT REPORTS

Agenda item 7.9 document number A2862149, pages 112 - 135 refers.

#### **RESOLUTION 2020/24**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board note the Rural Travel Project Reports from:

- a) Bay of Islands Swimming Club Inc
- b) Bream Bay Swimming Club
- c) Kerikeri Gymnastics (1/2)

- d) Kerikeri Gymnastics (2/2)
- e) Northwave Swim Club
- f) Russell Soccer and Netball
- g) Northland Inline Skating (Stingrays)

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

#### 7.8 FUNDING APPLICATIONS

Agenda item 7.6 document number A2861881, pages 53 - 82 refers.

#### **MOTION 2020/25**

Moved: Member Lane Ayr Seconded: Member Kelly Stratford

- a) approves the sum of \$1,882 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Canine Association for costs towards community dog training classes to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### **AMENDMENT**

Moved: Member Dave Hookway Seconded: Member Manuwai Wells

That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of \$1,732 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Canine Association for costs towards community dog training classes to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

In Favour: Belinda Ward, Bruce Mills, Manuwai Wells, Kelly Stratford, Dave Hookway and

Rachel Smith

Against: Lane Ayr, Manuela Gmuer-Hornell and Frank Owen

**CARRIED** 

The amendment became the substantive motion.

#### 2020/25A

Moved: Member Dave Hookway Seconded: Member Manuwai Wells

#### That the Bay of Islands-Whangaroa Community Board:

- a) approves the sum of \$1,732 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Canine Association for costs towards community dog training classes to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable

ii) Proud, vibrant communities

In Favour: Belinda Ward, Bruce Mills, Manuwai Wells, Kelly Stratford, Dave Hookway and

Rachel Smith

Against: Lane Ayr, Manuela Gmuer-Hornell and Frank Owen

**CARRIED** 

#### **RESOLUTION 2020/25B**

Moved: Member Lane Ayr Seconded: Member Kelly Stratford

#### That the Bay of Islands-Whangaroa Community Board:

- b) approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Life Education Trust for costs towards refurbishment of the mobile classroom to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford and Rachel Smith

Against: Dave Hookway

**CARRIED** 

Member Hookway requested the minutes note he was not against the work of the organisation but did not support the grant to refurbish the mobile classroom.

#### **MOTION**

Moved: Member Lane Ayr Seconded: Member Rachel Smith

That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of \$2,496 (plus GST if applicable) be paid from the Board's Community Fund account to Tai Huri Films for costs towards short film screening to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

#### **AMENDMENT**

Moved: Member Lane Ayr Seconded: Member Rachel Smith

That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of \$1,000 (plus GST if applicable) be paid from the Board's Community Fund account to Tai Huri Films for costs towards short film screening to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells, Kelly Stratford

and Rachel Smith

Against: Manuela Gmuer-Hornell

Abstained: Dave Hookway

CARRIED

The amendment became the substantive motion.

#### 2020/25C

Moved: Member Lane Ayr Seconded: Member Rachel Smith

#### That the Bay of Islands-Whangaroa Community Board:

- c) approves the sum of \$1,000 (plus GST if applicable) be paid from the Board's Community Fund account to Tai Huri Films for costs towards short film screening to support the following Community Outcomes:
  - i) Communities that are healthy, safe, connected and sustainable
  - ii) Proud, vibrant communities

In Favour: Belinda Ward, Lane Ayr, Bruce Mills, Frank Owen, Manuwai Wells, Kelly Stratford

and Rachel Smith

Against: Manuela Gmuer-Hornell

Abstained: Dave Hookway

**CARRIED** 

#### **MOTION**

Moved: Member Rachel Smith Seconded: Member Kelly Stratford

That the Bay of Islands-Whangaroa Community Board:

- d) approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Volunteering Northland for costs towards their volunteer centre, recruitment and promotion to support the following Community Outcomes:
  - i) Proud Vibrant Communities
  - ii) Communities that are healthy, safe, connected and sustainable

#### **AMENDMENT**

Moved: Member Manuwai Wells Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board:

- d) approves the sum of \$2,900 (plus GST if applicable) be paid from the Board's Community Fund account to Volunteering Northland for costs towards their volunteer centre, recruitment and promotion, not including telephone/internet depreciation, to support the following Community Outcomes:
  - i) Proud Vibrant Communities
  - ii) Communities that are healthy, safe, connected and sustainable

In Favour: Belinda Ward, Bruce Mills, Manuwai Wells, Kelly Stratford and Rachel Smith

Against: Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Dave Hookway

**CARRIED** 

The amendment became the substantive motion.

#### 2020/25D

Moved: Member Manuwai Wells Seconded: Member Bruce Mills

#### That the Bay of Islands-Whangaroa Community Board:

- d) approves the sum of \$2,900 (plus GST if applicable) be paid from the Board's Community Fund account to Volunteering Northland for costs towards their volunteer centre, recruitment and promotion, not including telephone/internet depreciation, to support the following Community Outcomes:
  - i) Proud Vibrant Communities
  - ii) Communities that are healthy, safe, connected and sustainable

<u>In Favour:</u> Belinda Ward, Bruce Mills, Manuwai Wells, Kelly Stratford and Rachel Smith

Against: Lane Ayr, Manuela Gmuer-Hornell, Frank Owen and Dave Hookway

**CARRIED** 

#### 7.9 PROJECT FUNDING REPORTS

Agenda item 7.7 document number A2861750, pages 83 - 89 refers.

#### **RESOLUTION 2020/26**

Moved: Chairperson Belinda Ward Seconded: Member Manuwai Wells

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

- a) Bay of Islands Vintage Railway
- b) Whangaroa Health Services Trust

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

#### 8 INFORMATION REPORTS

### 8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY HALL ANNUAL INFORMATION UPDATE

Agenda item 8.1 document number A2850800, pages 136 - 202 refers.

#### **MOTION**

Moved: Member Bruce Mills Seconded: Member Dave Hookway

That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands-Whangaroa Community Hall Annual Information Update.

#### **AMENDMENT**

Moved: Member Rachel Smith Seconded: Member Dave Hookway

That the Board request a report updating the progress achieved on the Implementation Plan,

Monitoring and Evaluation actions identified in the Halls and Facilities Strategy.

In Favour: Belinda Ward, Lane Ayr, Manuela Gmuer-Hornell, Bruce Mills, Frank Owen,

Manuwai Wells, Kelly Stratford, Dave Hookway and Rachel Smith

Against: Nil

**CARRIED** 

The amendment became the substantive motion.

#### **REOLUTION 2020/27**

Moved: Member Rachel Smith Seconded: Member Dave Hookway

That the Board request a report updating the progress achieved on the Implementation Plan, Monitoring and Evaluation actions identified in the Halls and Facilities Strategy.

**CARRIED** 

#### 9 MEETING CLOSE

The meeting closed at 2:55 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa C	Community
Board meeting to be held on 2 July 2020.	

CHAIRPERSON

#### 7 REPORTS

#### 7.1 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MAY 2020

File Number: A2896072

Author: Sam Chapman, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

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

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

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receives the report entitled "Statement of the Bay of Islands-Whangaroa Community Board Community Fund account as at 31 May 2020".

#### 1) 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 01 July 2019	\$194,572.00
Plus Community grant refund from Be Free Incorporated	\$386.09
Less funds granted and uplifted to 31 May 2020	\$169,701.57
Less funds not uplifted from 12 August 2019 for Kerikeri Open Art Studios Trail	\$2,000.00
Less funds not uplifted from 04 November 2019 for Tukau Community Fund	\$2,500.00
Less funds not uplifted from 09 December 2019 for Resilient Russell Charitable Trust	\$130.43
<ul> <li>Less funds not uplifted from 03 February 2020 for Te Tai Tokerau Access Arts Trust</li> </ul>	\$4,256.00
<ul> <li>Less funds not uplifted from 05 March 2020 for Te Ohanga Reo O Matangirau</li> </ul>	\$2,000.00
Community Fund Account balance as at 31 May 2020	\$14,370.09

#### 2) DISCUSSION AND OPTIONS

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 May 2020 is \$14,370.09.

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.

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Bay of Islands-Whangaroa Community Board. The statement of the Community Fund account as at 31 May 2020 is attached.

#### **ATTACHMENTS**

1. Statement of Bay of Islands-Whangaroa Community Board Fund Account as at 31 May 2020 - A2896060 ♣

Far North District Council Bay of Islands - Whangaroa Community Board Statement of the Community Fund Account as at 31 May 2020

Allocation Grants & Donations Annual Budget 2019-20	161,239.00	
Community Board Placemaking Fund	33,333.00	
Refund of Community Grant from Be Free Incorporated	386.09	194,958.09
Less Expenditure 2019/20 (Funds Uplitted)	_	154,930.03
July 19		
Carbon Neutral New Zealand Trust for development of the Great Kiwi Carbon Challenge	7.694.00	
Bay of Islands Blues and Jazz Festival hireage of shuttle bus	2,489.00	
Youthline Auckland operational costs	1,939.00	
Pungaere Cemetery Trust purchase and replacement of gates	1,550.00	
Russell Bowling club re-roofing the clubhouse and equipment shed	20,000.00	
August 19		
Te Pokapů Tiaki Taiao o Te Tai Tokerau Trust on behalf of Ecocentre Kaitaia/Far North Environment		
Centre for the contractor fess for the Timebank Coordinator for 6 month period	2,880.00	
Bays of Islands Charitable Trust for venue hire of Russell Bowling Club	1,725.00	
October 19		
Mai Lyfe Incorporated for purchase of equipment for 3 on 3 basketball events	2,145.00	
Kerikeri Baptist Church on behalf of Busy Bee Knitting Group for purchase of wool and other materials	2,000.00	
Te Ronanga o Ngáti Réhia on behalf of Túhono Kerikeri Partnership Project for entertainment, equipment		
hire, traffic management and security, St Johns, Waste Management and hireage of	781721700	
photographer/videographer	16,000.00	
Eddie Trust for Venue hire of Cherry Park House, advertising costs, facilitator fees, administration cost	12.020020	
and mileage	3,366.00	
Matauri Marae Trustees for equipment hire for the Piri Wiremu Mokena Sports Tournament 2020	2,700.00	
Dynamo Cycling and Sports Club Incorporated for first aid and medical support for the Tour of Northland	12201001	
Cycle Challenge 2020	500.00	
November 19		
Russell Centennial Trust Board for contractor fees to ensure Russell Museum meets New Zealand's		
Museums Standards	5,000.00	
Bay of Islands Animal Rescue Trust for costs towards Bark in the Park	1,990.00	
Be Free Incorporated for equipment hire for Far North Summer Sounds 2020	5,000.00	
Living Waters Bay of Islands for pest/predator control at Pipiroa and Te Wahapu catchments	5,000.00	
Te Rûnanga o Ngăti Rêhia on behalf of Tühono Kerikeri Partnership Project for entertainment, equipment		
hire, traffic management and security, St Johns, Waste Management and hireage of		
photographer/videographer	600.00	
Bay of Islands Festival Trust for contract costs of the Festival Director	2,500.00	
Business Paihia - Paihia Christmas Parade	4,466.00	
Kaeo Christmas Parade	2,500.00	
Ngati Rahiri - Christmas Carols at Te Tii	2,500.00	
Walkare Marae Trustees - Tula 250	5,000.00	
He Iwi Kotahi Tatou Trust - Meri Kirimete Moerewa	2,500.00	
Motatau School - Resurfacing of the school swimming pool	5,000.00	
December 19		
Bay of Islands Community Centre Association \$600 purchase of equipment and \$400 refreshments for		
workshops	1,000.00	
January 20		
Te Rununga o Ngati Rehia on behalf of Tuhono Kerikeri Partnership Project for hireage of buses for the		
Dawn Blessing, Opening Ceremony and Kororiop Heritage Park Festival Day	1,000.00	
Resilient Russell Charitable Trust	869.57	
Kerikeri Lions Club - Kerikeri Christmas Parade	3,120.00	
Exhauses 20		
February 20 Kawakawa Business Association - Kawakawa Christmas Parade	5,000.00	
4 1 1 2 1 2 1 4 1 5 1 1 1 2 1 1 2 1 1 2 1 1 2 1 2 1 2 1	5.073th,	
Bay of Islands Festival Trust for contract costs of the Festival Director Bay of Islands Animal Rescue for Bark in the Park 2020	5,000.00 1,990.00	
March 20		
Nga Purapura Festival 2020	3,100.00	
Kerikeri District Business Association for purchase of flags and costs of facilitator/professional fees (road	6 000 00	
closure) to support Tühono Kerikeri	6,000.00	
Stage Door Theatre Group for the Wizard of Oz stage show	2,500.00	
Whangaroa Health Services Trust costs towards two portable water tanks for the local p a	799.00	
Be Free Inc for the Be Free Youth Stage at the Mangonul Festival	2,279.00	

Far North District Council		
Bay of Islands - Whangaroa Community Board		
Statement of the Community Fund Account as at 31 May 2020		
April 20		
Kawakawa Hundertwasser Park Charitable Trust for purchase of materials for the entrance at Te		
Hononga	20,000.00	
Kerikeri Sports Complex Incorporated for facilitator/professional fees for stage one of the new playground at Kerikeri Sports Complex	10.000.00	
at Nemen aports Comprex	10,000.00	169,701.57
Balance as at 31 May 2020		\$25,256.52
Less Commitments 2019/20 (Funds not yet uplifted)		
Meeting 05.03.20		
Te Ohanga Reo O Matangirau for Whangaroa Purapura	2,000.00	
Meeting 03.02.20		
Te Tai Tokerau Access Arts Trust for the Kings Theatre Creative Seasonal Programme	4,256.00	
Meeting 09.12.19		
Resilient Russell Charitable Trust	130.43	
Meeting 04.11.19		
Tukau Community Fund - Christmas Lunch	2,500.00	
Meeting 12.08.19		
Kerikeri Open Art Studios Trail for venue hire and signage	2,000.00	
	-	10,886.43
Balance 31 May 2020 Uncommitted/(Overcommitted)	0=	14,370.09
Prior Year Commitments (Funds not yet uplifted)		
Meeting 20.05.19		
Russell Baptist Church - Development of carport outside church	8,000.00	
Mai Lyfe - Resurfacing of the basketball court at Kerikeri Domain	25,333.00	
Meeting 15.04.19		
Volunteering Northland - Assist with annual operation costs	5,000.00	
	38,333.00	

#### 7.2 PROJECT FUNDING REPORTS

File Number: A2861823

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

Kaitaia Eco-Centre (Bay of Islands Timebank)

**Kawakawa Business Association** 

Whangaroa Museum

#### 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. BOIWCB Project Report EcoCentre Kaitaia A2898515 &
- 2. BOIWCB Project Report Kawakawa Business Association A2898514 J
- 3. BOIWCB Project Report Whangaroa Museum A2898516 U

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



## Project Report COMMUNITY GRANT FUND - LOCAL

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

Please return the completed fo Sovernance Support Far North District Council Private Bag 752 KAIKOHE 0440	oject report within the required time will not rm to:  govt.nz (PDF attachment via email is pro		e funding.
Name of organisation:	Ecocentre Kaitaia	Th	err. al
Name & location of project:	Te Pokapu Traki Taiao C Timebank CoOrdinatr		
Date of project/activity:			
	September 2019 -	rebluary 2	020
Which Community Board die	d you receive funding from?	_	201
- 1111	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		hangaran:
Te Hiku  Amount received from the C		Bay of Islands-W	nangaroa
Amount received from the Copiese give details of how the Your contribution to the project Attach supplier receipts or be Supplier/Description	ne money was spent: sect and the funding you received from the Cank statements to show proof of expenditure	ommunity Board must be of Community Board for \$\\$amount	e accounted for
Amount received from the Copiese give details of how the Your contribution to the project Attach supplier receipts or be Supplier/Description	ne money was spent:	\$ 2880 - 00	Receipt/s
Amount received from the Copiese give details of how the Your contribution to the project Attach supplier receipts or be Supplier/Description	ne money was spent: sect and the funding you received from the Cank statements to show proof of expenditure	Samount  \$ 2880 - 00	Receipt/s
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Amount received from the Copiese give details of how the Your contribution to the project Attach supplier receipts or be Supplier/Description	ne money was spent: sect and the funding you received from the Cank statements to show proof of expenditure	Samount  \$ 2880 - 00	Receipt/s

Regional Coordinator based in Kaitaia, the presence of a local Membership Support Coordinator has dramatically increased the membership base of the BOI-Whangaroa Ward. From a single figure membership, the membership in this Ward has increased to 42, with an additional 8 waiting for their orientations to occur, all in a period of just six months. To put this in context, Kaitaia took 5 years to reach a membership in the 40's.

Private Bog 752, Mamarioli Ave, Kaikohe 0400, New Jeoland, Freephone: 0800 970 079.

Phone: (09) 405 2750, Fax: (09) 401 2137, Email: esk.uv@fincc.covt.nz, Website: www.fndc.covt.nz

1

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

In this six-month period the Tai Tokerau Timebank (TTTB) Membership Support Coordinator (BOI-Whangaroa Ward) has managed to facilitate: two workshops; several working bees; public presentations; neighbourhood 'socials'; and, multiple individual orientations. Through their involvement with TTTB, members have become more involved with the community, less socially isolated, and more independent, as well as developing a sense of self-worth by having their contributions recognised as valuable to others.

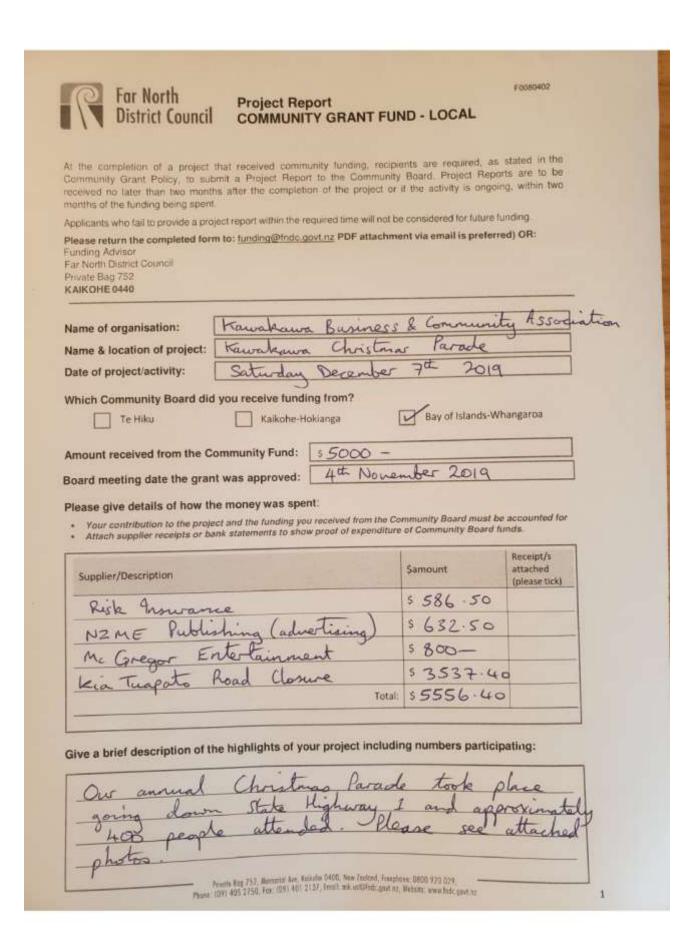
Members have been able to access services through TTTB exchanges that they could not have afforded if they had to pay the current market costs to access these services.

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

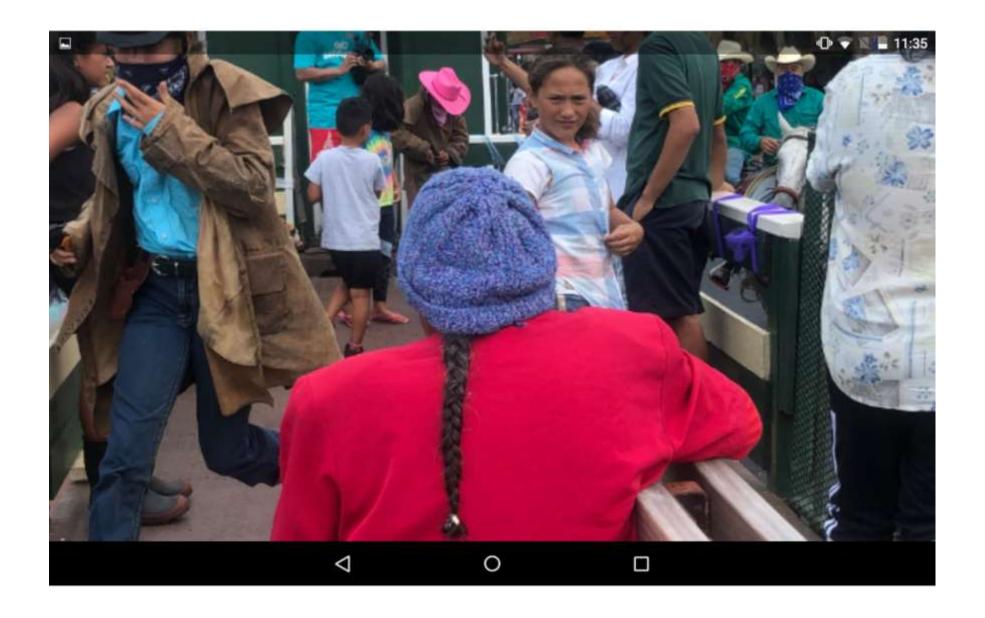
Signal	ares during the period of time that and was being whited.
The C	ant was being unitsea.
lf you have a Fa	acebook page that we can link to please give details:
Tai Toke	erau Timebank
This report was	s completed by:
Name:	Donna King
Address:	Shop 5, 42 Commerce Street, Kaitaia
Phone	09 408 1086 mob: 022 458 2313
Email:	mebanjo @ outlook . com

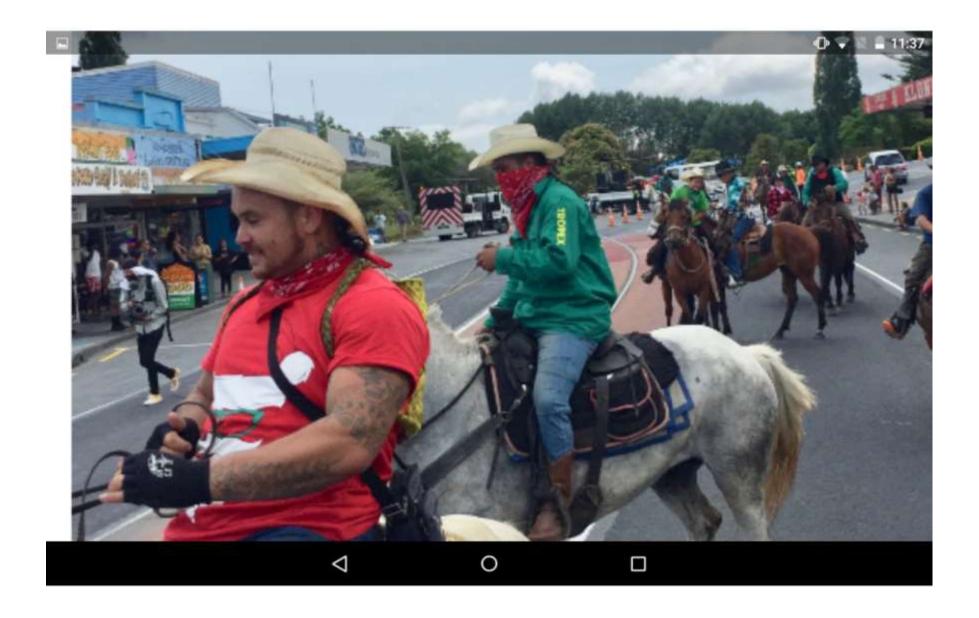
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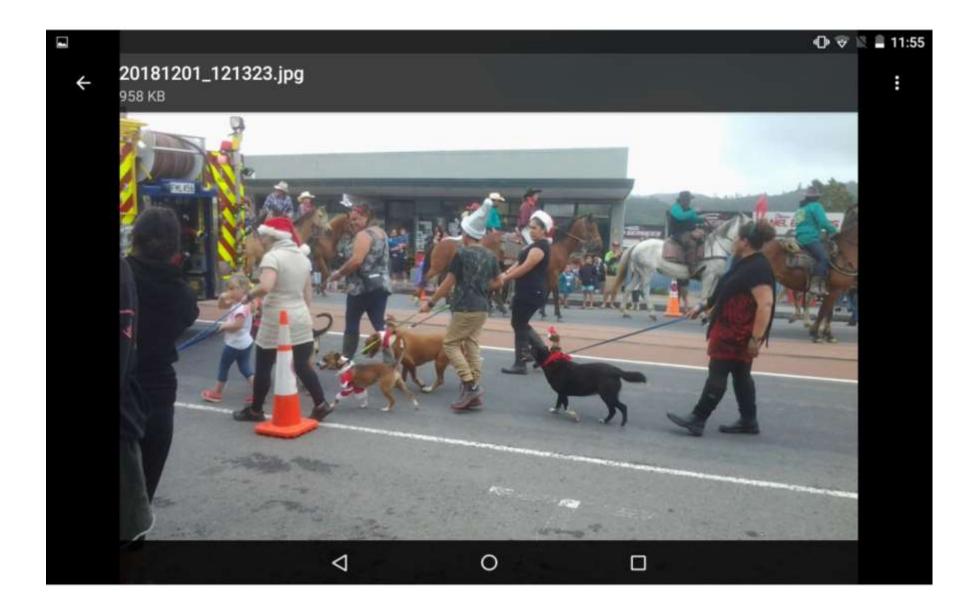
Date:



come to the parade they often spende in town shopping, eating at cafes	I the whole day
	and even nothing
Please provide details and attach or email photos and/or any marketor your event/project acknowledging the Community Board:	eting collateral that was produced
The community board was recognised	ed as having generous
Dec. se at 1	empled to all our
members throughout the lown	
If you have a Facebook page that we can link to please give detail.	S:
NIA	
This report was completed by:	
Name: Lucie Green	rakawa, 0210
Address: 10 State Fughters	021 02295598
Cheese 094076767	
Email: info@green web. co. N=	
12 2 2020	







C(	oject Report DMMUNITY GR	ANT FUND - 1	F0080402
At the completion of a project that rece Community Grant Policy, to submit a Privace no later than two months after the months of the funding being spent.  Applicants who fail to provide a project report Please return the completed form to: Governance Support Far North District Council Private Bag 752  KAIKOHE 9440 or email to: governance@Indc.govt.nz (PDI)	ived community fundi oject Report to the C re completion of the p within the required time	ng, recipients are community Board, project or if the act e will not be conside	required, as stated in the Project Reports are to be
Name of organisation:	ray County M.	dreum + De	thises See. Inc.
James James	. 10 5	Leagueur 7	Leigh St Kaeo
Which Community Board did you receive	funding from 2	ecember 1	19 .
mount received from the Community Fu		00.	ands-Whangaroa
lease give details of how the money was  Your contribution to the project and the funding Attach supplier receipts or bank statements to  Supplier/Description	Spent:	Community Board : ture of Community E	nust be accounted for loard funds.
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	se the main findings in your evaluation of the project/event; describe how your project/
_ A-	tached.
-	
-	
-	
-	
Please pro for your ev	vide details and attach or email photos and/or any marketing collateral that was produced ent/project acknowledging the Community Board:
	employeet acknowledging the Community Board;
you have a	Facebook name it
	Facebook page that we can link to please give details:
	Time (* 1998)
is report	
" PEDON WE	P Commit 4
	s completed by:
Name:	Miriam Nelson
Name: Address:	Miriam Nelson
Name:	Miriam Nelson 23 Leigh St. PO Box 197 V
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Name: Address: Phone Email:	Miriam Nelson  23 Leigh St. PO Box 197 Kaeo  og 4050050 mob:
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#### 7.3 FUNDING APPLICATIONS

File Number: A2900244

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 Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 2 July 2020 meeting.

#### **EXECUTIVE SUMMARY**

- Subject to adoption of the 2020/21 Annual Plan, it is anticipated the Bay of Islands-Whangaroa Community Board will have \$161,239 funding available for the 2020/21 financial year. This does not include any funds carried over from the 2019/20 financial year, which have not been finalised at time of this report being prepared. Any funds carried over will be shown in the next report to the Board.
- The Bay of Islands-Whangaroa also has \$33,333 available as placemaking funds.
- Four applications for funding have been received, requesting a total of \$10,885.

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to National Street Rod Association for costs towards hosting the 2020 Nationals over Labour Weekend 2020 to support the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable
- ii) Proud, vibrant communities

#### **RECOMMENDATION**

That the Bay of Islands-Whangaroa Community Board approves the sum of \$1,410 (plus GST if applicable) be paid from the Board's Community Fund account to Rangatahi Ora Roa Association for costs towards a traditional Māori practices retreat for teenagers to support the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable
- ii) Proud, vibrant communities
- iii) A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Fund account to Tukau Community Trust for costs towards period underwear to low income women to support the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable
- ii) Proud, vibrant communities

#### **RECOMMENDATION**

That the Bay of Islands-Whangaroa Community Board approves the sum of \$1,475 (plus GST if applicable) be paid from the Board's Community Fund account to Be Free Inc for costs towards the Battle of the Bands to support the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable
- ii) Proud, vibrant communities

## 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)	Туре
National Street Rod Association	National Labour Weekend Meet	\$5,000 (12.5%)	\$5,000	This is an annual event that brings a large number of visitors from outside of the Far North District.	i) Communities that are healthy, safe, connected and sustainable	Event
					ii) Proud, vibrant communities	
Rangatahi Ora Roa	Traditional Māori practices youth	\$1,410 (36%)	\$1,410	This is a training camp that will allow local Rangatahi to reconnect with their heritage and learn traditional	i) Communities that are healthy, safe, connected and sustainable	Community Development
	workshop			Māori practices such as food gathering.	ii) Proud, vibrant communities	
					iii) A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki	
Tukau Community Trust	Period underwear	\$3,000 (50%)	\$3,000	This project is to enable the trust to provide local women with period underwear, reducing the need for disposable menstrual items and	i) Communities that are healthy, safe, connected and sustainable  ii) Proud, vibrant	Community Development
				removing some of the barriers faced by women around period poverty.	communities	
Be Free Inc	Battle of the Bands	\$1,475 (37%)	\$1,475	This is an annual event that is well supported within the community.	i) Communities that are healthy, safe, connected and sustainable	
					ii) Proud, vibrant communities	

Item 7.3 - Funding Applications Page 38

#### Reason for the recommendation

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

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

#### **ATTACHMENTS**

- 1. BOIWCB Application National Street Rods A2898518 &
- 2. BOIWCB Application Rangitahi Ora Roa A2898519 😃
- 3. BOIWCB Application Tukau Community Trust A2898520 😃
- 4. BOIWCB Application Be Free Battle of the Bands A2905665 U

### **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,
  - 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 <u>Council's Significance and Engagement Policy</u>	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.

A 2712631

Kerlkeri Service Centre

**Local Grant** Application Form 3 0 SEP 2019



## 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 <u>Community Grant Policy</u> 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
- 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 P 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

Organisation	Autional Street Roal (Association) Number of Members 30
Postal Address	CLAA Shop 5 Fairway Drive Kem Ra Post Code 0230
Physical Address	Post Code
Contact Person	202 Dennis Position Delegate.
Phone Number	Mobile Number 02/027 39 205
mail Address	peterandroz 22@ gmail.com
	cribe the purpose of the organisation.
	- Cars, HotRods



# 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

# 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

On behalf of: (full name of organisation)

We, the undersigned, declare the following: In submitting this application:

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

Signatory One

Signatory Two

www.fndc.govt.nz | Memorial Ave. Kalkohe 0440 | Private Bag 752 | Kalkohe 0440 | ask us difindc.govt.nz | Prione 0800 920 029



# 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	\$1800-00	\$ 10.00 - 00
Advertising/Promotion	*	10.00
Facilitator/Professional Fees?	1	
Administration (incl. stationery/copying)		
Equipment Hire	\$ 6000 .00	\$ 9000 -00
Equipment Purchase (describe)	10000 00	72000-00
Utilities		
Hardware (e.g. cement, timber, nails, paint)	-	
Consumable materials (craft supplies, books)		
Refreshments	\$16,000-00	A 1 0 00
Travel/Mileage	MI10,000 - OCI	4 1000 -00
Volunteer Expenses Reimbursement	100 1600	
Wages/Salary	West / USESC	
/olunteer Value (\$20/hr)	6 People 82000	not applicable
Other (describe) Plagues Shirats	\$ 3000 -00	## 1000-05
OTALS .	40	5000.00

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

www.fnoc.govt.nz.j Memorial Ave. Kaikone 0440 I Private Bay 752. Kaikone 0440 j ask us-@fndc.govt.nz i Phone 0800 920 029

Will there be a charge for the public to attend or participate in the project or event? Yes PNo  so, how much?  butline 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.  Classic, Horod Cars National event fine  ince up North  De plan to park up in lengtheri longing  hen anise Mahauri Bay loop to Wangarag  with parkey there. On the Saturblay Plen		tails		0.5/4.5	Mar Andrew
butline 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.  Classic, Horod corrs Dational event fire interest of portional event fire conservations.  De plan to park up in lengther Domain bein conservation there can be saturated from the saturated from the saturated from the saturated from the park up there. On the Saturated from the saturated from the portional event of the conservation of the portional event of the portional event of the saturations.  The provided activities are conservations to continue and the conservations of the conservations of the conservations.	Clearly describ	Te Hiku the project or even	□ Kaikohe-Hokianga t: □ Kaikohe-Hokianga	Bay of Islan	04.10-202
willine 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.  Classic, Horod corrs Dational event fire time up North  De plan to park up in Venilleri Domain ben anise Matauri Bay loop to Wangarag  with parkey there on the Saturblay Flen  and any parkey in Paints encourage rodde  to a this to other Bay  ourism people attending will make a  rollday our of the activity and how, and		arge for the public to	attend or participate in the p	roject or event?	☐ Yes ☐ No
with parkey there on the Salumba Plens and an terky in Pailing encourage rodde to a trip to Otelei Bay to Northland ourism people afterding will make a rolloday out of it bring owneress to locals the american salledion	vime Je pla	of to p	cut up i-	Veniller	
rolloday out of it bring quareness	11	1.1	ne. on the	Saturble encoun	
	ourisa	y out	2 afterdis	July Dill	make a quareness

www.fndc.govt.nz | Memorial Ave. Kaikohe 0440 | Private Bar; 752 | Kaikohe 0440 | ask.us); fndc.govt.nz | Phone 0800 920 029

Application Form	
Financial Information	
your organisation registered for GST?   Yes   No GS	T Number
ow much money does your organisation currently have?	7000
ow much of this money is already committed to specific purposes?	7 000
st the purpose and the amounts of money already tagged or committed (	(if any):
Purpose	Amount
quipment hire Marquee Hairs Tables. Intertainment Come him	6,0000
Entertainment	. 800
	18 000

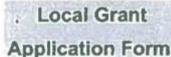
Please list details of all other funding secured or pending approval for this project (minimum 50%):

Funding Source	Amount	Approved
		Yes / Pending

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

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

www.fndc.govt.nz | Memoriał Ave. Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | ask.us@fndc.govt.nz | Phone 0800 920 029





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

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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).
- 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	^		0-A -	1
Name Roz	Dennis.	Position	Jelegal	le
Postal Address 94 Mc	lead Vogo	Carile	Post Code	0295
Phone Number	2	Mobile Number	10299	9205.
Signature /	ennes	Date	e 19/9	2019
Signatory Two				M
Name Jaidle	Lepper	Position	Secreta	irej.
Postal Address 38 Rid	dell Road K	erikeri	Post Code	0230
Phone Number 09 407	5566,1	Mobile Number 02	74205	082_
Signature Jack	è hether	Dali	19/9/	2019
ww fodc apyt nz i Memoriai Ave	Calkeba 0440   Private Fau 7	57 Karkebo 0440 Lask v	s@lede next or 19	hone 0500 926 029

## **Schedule of Supporting Documentation**

## Bay of Islands Street Rods Association

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

1	ASB Bank Statement	
2	Programme Outline	
3	Quote – Bay of Islands Holiday Park	
4	Confirmation of booking of Kerikeri Domain	
5	Domain Traffic Management Plan Confirmation	
6	Quote – Plaque Engraving	
7	Quote – Marquee Hire	
8	Quote – Korowha Catering	
9	Quote – Explore Bay of Islands	
10	Quote – Neat Eats Catering	
11	Quote – Austin Powers Show	

Kaeo Service Centre 1 0 MAR 2020



#### Instructions

#### Please read carefully:

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  application if you have the information you need at your fingertips.
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- 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 <a href="www.fndc.govt.nz">www.fndc.govt.nz</a>
- 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 <u>funding@fndc.govt.nz</u> — 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:

follow	ng <u>must</u> be submitted along with this application form:
d	Quotes (or evidence of costs) for all items listed as total costs on pg 3
V	Most recent bank statements and (signed) annual financial statements
IZ	Programme/event/project outline
V	A health and safety plan
W	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
10	Signed declarations on one 5.8 of this form

Organisation	Rangatahi Ora Roa Number of Members 6
Postal Address	142 Omaunu Road Kato Post Code 0479
Physical Address	142 amaune Road Kares Post Code 0479
	Ruth Heta Position Funding Liason
Phone Number	02/18 755 0 8 Mobile Number 5/4
Email Address	Rangatationo roa@ gmail.com
	scribe the purpose of the organisation.
	Pro+

Page 1

Item 7.3 - Attachment 2 - BOIWCB - Application - Rangitahi Ora Roa

A2685814

(version Sept 2018)



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 Rangatahi Wananga Dale 3rd - 5th April 20
Location Kaeo - Whangaroa Time 5pm - 2pm
Will there be a charge for the public to attend or participate in the project or event?   ☐ Yes ☐ No
if so, how much? \$20 Per Person, @ 20 people.
Outline your activity and the services it will provide. Tell us:
<ul> <li>Who will benefit from the activity and how; and</li> </ul>
<ul> <li>How it will broaden the range of activities and experiences available to the community.</li> </ul>
Rangatahi of the Whangaroa and wider wrol
Rangatahi of the Whangaroa and wider nurol Communities of Te Tai Tokerau.
The wananga looks to engage with Rangatahi
The wananga looks to engage with Rangatahi across a range of Traditional gathering methods benificial for growth, knowledge and better
benificial for growth, knowledge and better
understanding of how we I they can reconnect
to the Land, sea and stors on a daily
basis. Knowledge sourced by and through
Generations of Maori practices will be encorpo
rated, through this event bringing a new
experience to Rangatati or youth who
may have never experienced this type of
education before Based on the Marge and
on both the Land and sea, this event will
be piritel for our community of Whangaroa
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A2680014 (version Sept 2018) Page 2



## **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	# 400 -	\$ 200 -
Advertising/Promotion	3310000	
Facilitator/Professional Fees <sup>2</sup>	\$ 800 -	\$ 400 -
Administration (incl. stationery/copying)	\$ 248 -	\$ 60 -
Equipment Hire	9 500 -	\$250-
Equipment Purchase (describe)	\$ 837 . 44	_
Utilities	31,081.52	\$500 -
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments / Fzcc	\$500.00	_
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary	6@ \$20 Ph @/	not applicable
Volunteer Value (\$20/hr)	3 days.	not applicable
Other (describe)	6@ \$20 Ph @/ 3 days./	
TOTALS	3,866.94	1'410.00

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

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A2686814

(version Sept 2018)

	STEEL STEEL STEEL
nancial Information	
our organisation registered for GST?   Yes  No	GST Number
w much money does your organisation currently have?	NIL
44 CART MATERIAL CONTRACTOR OF THE STATE OF	
w much of this money is already committed to specific purpose	
w much of this money is already committed to specific purpose	es?
w much of this money is already committed to specific purpose t the purpose and the amounts of money already tagged or cor	es? N/A
	es?
w much of this money is already committed to specific purpose t the purpose and the amounts of money already tagged or cor	es? N/A
w much of this money is already committed to specific purpose t the purpose and the amounts of money already tagged or cor	es? N/A

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

Funding Source	Amount	Approved
Event Charges	300-00	Yes / Rending
J		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
NIA	NIL		Y / N
	1		Y / N
			Y / N

www.fndc.g	ovt.nz	Memorial Ave	Kaikohe 0440	Private Bag	g 752, Kalkohe 0440	funding@fndc.	govt.nz   Phone 0800 920 029
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A2686814

(version Sept 2018)



### **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)



We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
- 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.
- 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.
- 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.
- 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.
- 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
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  - 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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A2686814

(version Sept 2018)



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

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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).
- 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 EVENTS Name THOMBON Postal Address ROAD RDO KAEO Phone Number Mobile Number 0020494352 08/04/2000 Signature Signatory Two Name Post Code Postal Address RD2 KAEO Phone Number Mobile Number 08.04.2020 Signature Date www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029 A268E814 (version Sept 2018) Page 6

## **Schedule of Supporting Documentation**

## RANGITAHI ORA ROA

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

1	Poster advertising Whangaroa Rangatahi Wananga
2	Rangatahi Ora Roa – Development Plan
3	ANZ Bank Details
4	Quote from Warehouse Stationery
5	Quotes from the Warehouse (lifejackets and fishing equipment)
6	Quote from DD Gold
7	Quote from ATB for Professional Fees
8	Quote form Te Patunga Marae
9	Schedule of Activities
10	Risk Analysis and Management
11	Health and Safety Checklist

# 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 <a href="mailto:funding@fndc.govt.nz">fndc.govt.nz</a> – we're happy to help.
- Send your completed form to funding@fndc.govt.nz or to any Council service centre

The fo	ollowi	ng <u>must</u> 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 Number of Members Organisation Tukau Community Fund 91 Hupara Rd, RD2, Kalkohe Post Code 0472 Postal Address Post Code | 0472 Physical Address As above Contact Person Season-Mary Downs Position Kaiwhakahaere Phone Number 021-885-211 Mobile Number 021-885-211 seasonmarydowns@tukaulaw.co.nz Email Address Please briefly describe the purpose of the organisation. Rangatiratanga - To empower our local communities by supporting their needs and aspirations

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A2686814 (version Sept 2018)

	I Grant			•
Applica	tion Form			
Project Det	ails			
Vhich Communi	ty Board is your organisation applying to (see map Schedule	A)?		
	Te Hiku ☐ Kaikohe-Hokianga ☒ Bay o	f Islan	ds-Whanga	aroa
learly describe	the project or event:			
		D-4-	March 2020	
lame of Activity	Menstrual Underwear	Date	March 202	0
	Menstrual Underwear  Kawakawa/Moerewa and outer rural areas	Time	March 202	D
ocation			□ Yes	o ⊠ No
Name of Activity  Location  Will there be a ch  f so, how much?	Kawakawa/Moerewa and outer rural areas		•	

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

To protect and prevent whanau from the spread of COVID19, urgent community support is needed in the Southern Bay of Islands, in particular
Moerewa, Kawakawa and surrounding areas. Support will necessarily be prioritised for vunerable whanau suffering low income and poverty.
The specific area which Tukau can immediately assist, and where we have identified a gap, is the provision of reusable sanitary products.
local response to COVID19 is to provide the popular and effective reusable period underwear to women and girls. Period underwear is particularly good for wo
and girls who are not yet confident to use other reusable products like menstrual cups. The provision of reusable underwear prevents the ne
for women and girls to leave home during the Level 4 Lockdown to buy sanitarty products, reduces waste, and also reduces the need for scarce financial resou
to be spent on sanitary products; thereby leaving more money in families for food and other essential tems.
Each women requires four pairs of reusable underwear to manage her period. Through an on-going partnership with MYCUP NZ LTD, period underwear is pro
at the cost of production. Please see attached quote.
To ensure the safety of all involved, all community activities will be carried out in accordance with Level 4 Government restrictions. Essenti
services including St John have offered to assist in delivering the support into homes. Where possible we will ensure this support is channelled through coordinates.
local responses to avoid duplication and double handling.
He aka eke noa - We are in this together.

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A2686814 (version Sept 2018)

# **Local Grant**



# **Application Form**

## **Project Cost**

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

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

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

#### Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
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)	\$3000 (raised in donations/koha)	\$3000 to contribute to the purchase of half the cost of period underweer for BOUWhangaroo area.
TOTALS	\$3000	\$3000

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

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Local Grant				
Application Form				
Financial Information				
s your organisation registered for GST?	Yes	□ No	GST Number	123-134-508
How much money does your organisation cu	rrently hav	re?	\$58,00	00 main account
How much of this money is already committe	d to specif	fic purpose:	s? All is	committed for specific purposes
List the purpose and the amounts of money a	ilready tag	ged or com	mitted (if any):	
Purpose				Amount
Main account - Funds tagged for staff wages, administration and clo	thing costs			
Ferm Deposit accounts - 2 x accounts with \$15,000 in each				
Term Deposit accounts - 4 x accounts with \$10,000 in each				
TOTAL \$138,000				

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

Funding Source	Amount	Approved
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted		
Menstrual cups BOI/Whangaroa	\$6250	Feb 2018	Y / N		
Menstrual cups Kaikohe/Hokianga	\$6250	Feb 2018	Y / N		
Kawakawa/Moerewa Community Dinner	\$5000	Dec 2018	Y / N		
Kawakawa/Moerewa Community Dinner	\$2500	Dec 2019	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)

Tukau Community Fund

#### We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our goveming body
- 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.
- 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.
- 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.
- 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.
- 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
Season-Mary Downs	Chelsea Teref

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## **Local Grant**



# **Application Form**

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

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- 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).
- 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

A2686814

Destal Address	Ot Human Dd DDG Keiteba			0.40.4	0.470
Postal Address	91 Hupara Rd, RD2, Kaikohe		7.	Post Code	0472
Phone Number	021-885-211	Mobile Number	021-885-211		
Signature	Samo		Date		
Signatory Tv	Chelsea Terei	Posit	ion Kaiwhaka	shaere	
		Posit	ion Kaiwhaka		0472
Name	Chelsea Terei	Posit  Mobile Number	Notice to a supplemental state of the supple	Post Code	0472

Page 6

Item 7.3 - Attachment 3 - BOIWCB - Application - Tukau Community Trust

(version Sept 2018)



do so

#### 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.
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- . 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
П	Signed declarations on pgs 5-6 of this form

Organisation	Be Free Inc. Youth Mentoring programme Be Free Inc. Youth Mentoring programme Number			er of Membe	rs	
Postal Address	188a Waipapa West Road, RD2	, Kerikeri			Post Code	0295
Physical Address	as above				Post Code	
Contact Person	Claire Gordon		Position	Chair Pe	rson	
Phone Number	09 407 1508	Mobile Nur	nber	021 883 6	316	
Email Address	musicplacekerikeri@gmail.com,					
Please briefly d	escribe the purpose of the organ	nisation.				

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# Local Grant **Application Form Project Details** Which Community Board is your organisation applying to (see map Schedule A)? ☐ Te Hiku Bay of Islands-Whangaroa Kaikohe-Hokianga Clearly describe the project or event: Name of Activity Be Free Youth - Battle of the Teen Bands Date September 2020 Time Location The Turner Centre, Kerikeri Will there be a charge for the public to attend or participate in the project or event? ☑ Yes ☐ No If so, how much? \$10 per adult. Youth and participants, no charge 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. This event (Buttle of the Tean Sands) is alreed bringing together the youth from our sider region and show-casing that falents. For our tile Free Youth, the Event is their ignus goal - this is one of the were in which the Youth are able to see the outcome of their work, both montoling A musicianship. The personal growth that they have exade during the programme will have enabled their stillity to work as a group, supporting each other and succeeding in meeting their goals. It is also part of their sent to "give back to and participate in', their Community. The exect was heavily subsidized just year by The Turner Centre, who also denoted the use of the Auditoture. This enabled us to pay on a neetly successful evening which saw a good number of youngelers from the wider region, from Kaitala to Karrakawa perficipaling and equilied us to begin to build manningful relationships with other Youth organizations. Without events such as this, if is difficult for us to promote the great work that our Youngsters are doing, to showcase their achievements and growth which is the Inspirative for other youngsters to join. This age range of the Youth on the programme is from 11 years to 19 years, and we find it couldn't that we can work to meet the varying needs of the youngstees, dependant on their age and circumstances. For our senior youts, this event offers them the apportunity to work allogates the experience of the Free & staff of the Turner Centre is the organization and production and moving of the Event, giving some valuable work rate and enjoy the hard work, dedication and talent of the youth within our community. The Event provides the opportunity to cuttationate with other youth com-For this year's event, we want the Youth to film and practice a video of the Event, as this can bring in one of the local theure companies, and we will invite local dense comduring band change-overs. The Turner Centre are kneed to combine to work with us to promote this Event, and would like this year to put on a bigger production (in examt 5 lighting), which con Funding from the FNDC.

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## **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	1840	1000
Advertising/Promotion	350	175
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)	400	200
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	100	50
Travel/Mileage		
Volunteer Expenses Reimbursement	100 (Koha)	50
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	\$1200	not applicable
Other (describe)		
TOTALS	3990	1475

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

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Local Grant Application Form	
Financial Information	
Is your organisation registered for GST?   Yes  No GST Nur	mber
How much money does your organisation currently have?	\$21,609
How much of this money is already committed to specific purposes?	\$18.944
List the purpose and the amounts of money already tagged or committed (if a	ny):

Purpose	Amount
Foundation North Funds are for the running and provision of	418,944
the Youth Programme.	
	Workland
TOTAL	\$18,944

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

Funding Source	Amount	Approved
PRIVATESPONSORSHIP	500-00	Yes / Pending
BE FREE INC.	815.00	(Yes / Pending
DONATION: TURNER CENTRE	1250.00	Yes // Pending
(USE OF AUDITORIUM)		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
FND CONCERT FUNDING	10,000	26.02.15	(Y) / N
FNDE CONCERT FUNDING	10,000	23.03.16	(Y) / N
CREATIVENZ CONCERT FUNDING	1,848	22-12-16	(Y) / N
BOI WHANGAROA	1,323	MARCH 2018	(Y) IN

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A2989814

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# PREVIOUS FUNDING CONTINUED:

TE HIKU	1,945	MAR 2018	Y
BOI WHANGAEDA	4,353	MAR 2019	Y
TE HIKU	1,000	MAR 2019	Y
BOI WHANGAROA	2,279	WHE 2020	Y
TE HIKU	1,500	MAR 2020	Y
CREATIVE COMMUNITIES CD	700	NOV 2019	¥

PAGE \$4B

## **Local Grant**



# **Application Form**

#### **Privacy Information**

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#### **Applicant Declaration**

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

On behalf of: (full name of organisation)

# BEFREE INC.

We, the undersigned, declare the following:

In submitting this application:

- We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
- 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.
- 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.
- 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.
- 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.
- 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

Danla

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# **Local Grant**



# **Application Form**

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- 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.
- 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.
- 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).
- 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 Or	10				
Name	CLAIRE GORDON Position CHAIRPERSON				
Postal Address	188A WAIPAPA WEST ROP	AD, KERIKE	RI	Post Code [	0295
Phone Number	021 883 616	Mobile Number			
Signature	ayest.		Date 4	MA'	2020
Signatory Tw	70				
Name	JO DANILO Position SECRETARY			24	
Postal Address	18 MACADAMIA LANE	KERIKERI		Post Code [	0295
Phone Number	021 0286 2708	Mobile Number			
Signature	trames-		Date 6	A MAY	(2020

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## **Schedule of Supporting Documentation**

## BE FREE - BATTLE OF THE BANDS

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

1	Quote from Bread and Butter – Design and Social Media	
2	Quote from Turner Centre	
3	Treasurer's Report	

# 7.4 ITEM TO LIE ON THE TABLE - REQUEST FOR FOCUS PAIHIA TO INSTALL A FITNESS STATION ON LUCY ELIZABETH WILLIAMS RESERVE, PAIHIA

File Number: A2827638

Author: Nina Gobie, Team Leader - Facilities Operations

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

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

To approve Focus Paihia installing a fitness station, consisting of ten exercise pieces in Lucy Elizabeth Williams Scenic Reserve, Paihia. Once built, the fitness station will be gifted to Council after an agreed timeframe that ensures Council is satisfied the construction has been carried out in a manner that does not cause unreasonable liability to the ratepayer and can be removed / and / or replaced once it does start to become a liability.

#### **EXECUTIVE SUMMARY**

- Focus Paihia have requested Council to approve the installation of fitness equipment in Lucy Williams Reserve, Paihia.
- The fitness equipment will be supplied and funded by Focus Paihia using part of the 2019/20 Paihia targeted rate.
- The installation will need approval by Council as the landowner.
- Once built, the exercise station will be gifted to Council after a time that Council is satisfied the construction has been carried out in a manner that does not cause unreasonable liability to the ratepayer.
- An agreement to be established that captures roles and responsibilities and what should happen when the equipment becomes a liability to the ratepayer, needing to be removed and / or replaced.
- This report was presented to the Bay of Islands-Whangaroa Community Board for consideration at the meeting on 9 December 2019, as a supplementary agenda. The Community Board resolved to leave the report to lie on the table until further information could be brought back to the Community Board and so that the public and Community Board members have time to look at the request.

#### RECOMMENDATION

That the Bay of Islands–Whangaroa Community Board:

- a) Uplifts the report "Request for Focus Paihia to Install a Fitness Station on Lucy Elizabeth Williams Reserve, Paihia.
- b) Approve the installation of the fitness station consisting of 10 exercise pieces in Lucy Elizabeth Williams Scenic Reserve, Paihia subject to the following:
  - i) Construction / installation be carried out by Focus Paihia at its own cost
  - ii) That all engineering costs are met by Focus Paihia
  - iii) That an archaeological assessment is carried out by Focus Paihia at its own expense, if required
  - iv) That an agreement is signed by Far North District Council and Focus Paihia prior to the stations installation concerning future roles and responsibilities including repairs, upgrades, replacements and / or removal requirements
- c) Receives the completed fitness station as a gift only when Council is satisfied that construction has been carried out in a manner that does not cause unreasonable liability to the Ratepayer.

#### 1) BACKGROUND

Far North District Council recognises the role that Focus Paihia has in contributing to the development of its local community stretching from Watea and Haruru Falls through to Waitangi and Paihia. Far North District Council has agreed to work with Focus Paihia to establish and implement Community Improvement programmes as per an Agreement signed in April 2019 (as attached).

It is noted in this Agreement that "any assets created using funding provided by Council through the targeted rate will not automatically transfer to Council unless approval is sought and approval given.

The fitness station was submitted as part of the 2018/19 programme of works / initiatives as an attachment to the 2018/19 agreement with a formal request to approval this project submitted in September 2019.

At the Bay of Islands-Whangaroa Community Board, it was resolved to leave this report to lie on the table as the report was included as a Supplementary Agenda and both the members of the public and Community Board members have time to read the report. The Community Board also requested that Focus Paihia undertake consultation and provide written confirmation with the motel owner behind the reserve, as well as have Mr. John Williams approve and provide written confirmation on the proposed design.

Staff notified Focus Paihia of the above, Chris Williams from Focus Paihia will provide the written confirmation at the meeting.

### 2) DISCUSSION AND OPTIONS

Council has received an offer from Focus Paihia to install ten pieces of exercise equipment on the Lucy Elizabeth Williams Scenic Reserve, 152 - 154 Marsden Road, Paihia.

The site was gifted to Council by Mr. John Williams as a place to relax and enjoy the view.

In 2013, the reserve was gazetted as a Scenic Reserve and in 2014, the Lucy Elizabeth Reserve Management Plan (as attached) was prepared as per the Reserves Act 1977. Both plans reflect the intention that Lucy Elizabeth Williams Scenic Reserve be a place to relax and enjoy the view out towards the Bay of Islands.

The Reserves Act s19(3)(c) states: to the extent compatible with the principle or primary purposes of the retention and preservation of the natural or scenic values, open portions of the reserve may be developed for amenities and facilities where these are necessary to enable the public to obtain benefit and enjoyment of the reserve.

The Reserve Planner has reviewed the proposal and noted that "The activity does not fit perfectly within the purpose of the reserve or the plan for it. However, both of these guiding documents also do not fit the reserve. The reserve is gazetted a scenic reserve meaning that it should have qualities of scenic interest, beauty or natural features that it should be preserved in perpetuity for the public interest. Its scenic value lies in the land and view of the Bay of Islands on the other side of the road and the view is not limited to this property but is the (beautiful) general view available from many places in Paihia (including the beach itself across the road).

The location of the exercise equipment will be at the back of the reserve and will not impact those who wish to use the site to view the Bay of Islands.



Aerial of Lucy Williams Reserve, Paihia

The plan for the reserve, which provides for activities not usually allowed in scenic reserves, outlines the intention for the reserve to be a family destination and a place to relax. It intends this through a pathway for bike riding and pedestrians as well as a structured play area and green space.

The proposed exercise equipment is consistent with the plan as the equipment and path are in the general area/children's play space. This is the appropriate location for any structures as it preserves the view of the Bay of Islands and is the furthest away from traffic.



Photographic image of the exercise equipment proposed

The play area is unlikely to be developed with a playground structure as originally suggested by the concept plan and policy 3 (page 7) as there is a suitable children's playground developed by Rotary 190 metres away via a footpath and zebra crossing and visible from the reserve. The existing playground is not popular enough to warrant a second one in the immediate vicinity.

By establishing exercise equipment, Council is providing different playground structures which provides for a diversity of recreation spaces and users in Paihia. This will mean that the play space in the reserve will have higher usage as it will not be competing with the reserve along the beach but complimenting it by providing a new activity along the reserve network.

The equipment does not meet policy 1 of the Management Plan and will not be made of natural materials. However, this compromise allows for more durable products that should result in a

lesser financial burden on the ratepayer for maintenance. There is also the ability to colour match parts of the equipment to the natural palate of the policy."

This activity will not prevent the other features of the plan being developed while the green open space at the front of the reserve will be retained.

Notwithstanding the above comments, consultation must also occur as per the 'Cultural Values' section of the Management Plan and that Focus Paihia provide evidence that they support this proposal before any works commence.

An email dated 21 October 2019 from Ngati Kawa Taituha (Maori representative on Focus Paihia, member of the local hapu Ngati Rahiri Ngati Kawa and Chairman Waitangi Marae) confirmed the proposal has been in the pipeline for some time and that Focus Paihia has held a number of public meetings including hapu where everyone was encouraged to take the opportunity to comment on the project. Consultation included notices in community newsletters, posts in Facebook and information in the Focus Paihia website resulting in very little, if any objections which reflects the support this proposal is receiving from the local community.

Ngati Kawa Taituha also noted the site was previously a motel complex and that any archaeological remains would have been damaged, if not destroyed during its construction and demolition. Ngati Kawa Taituha also believes the exercise station will have minimal impact and effect on the land and surrounding environment and that the proposal will not degrade cultural values and that it may have the opposite effect, giving the green space more use and recognition, creating more mauri (life force) in this space.

The proposed fitness equipment will require some on-going maintenance which the costs and levels of service will need to be agreed upon however, at this stage will be minimal and Council will benefit from the warranty periods as noted below.

Consideration will need to be on the fact that the reserve is situated within a Coastal Marine Environment and over time may impact the exercise pieces structural integrity. This is partly driving the requirement for an agreement that covers any significant repairs and Council's right to replace and / or remove any items as deemed necessary.

## Reason for the recommendation

The fitness station can be broadly considered as meeting the vision of the previous owner Mr. Williams, the objectives of the Management Plan and Focus Paihia's planned initiatives as per their 2018/19 Community Improvement Programme.

The proposal has already been seen by several the Bay of Islands – Whangaroa Community Board members who have indicated their support of the proposed fitness station.

That the proposal can proceed with the following conditions: (i) Council agrees as landowner; (ii) tangata whenua are consulted with and support the proposal; and (iii) that as part of the approval process that before any works commence an agreement is established that identifies the roles and responsibilities and expectations as noted in this report.

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Focus Paihia will partially fund the fitness station from the 2018/19 and 2019/20 targeted rate funds as received and must be able to meet any remaining costs as needed that will cover any engineering and archaeological costs as well as the construction, installation and maintenance costs until such time as the assets are vested and Council agrees to receive this gift.

The manufacturer's warranty is two years on all moving parts and ten years on the frames.

It is noted that the provider of the equipment states "the equipment is extremely high quality and has very few issues even over time, they would be very surprised if there were any costs to Council within five years."

It is estimated ongoing maintenance costs will be \$1000 approximately per annum after five years and that Council budgets for this as part of the 2023/24 operational budget.

### **ATTACHMENTS**

- 1. Lucy-Elizabeth-Reserve-Managment-Plan A2209520 U
- 2. Community Initiative Programme CIP Agreement Focus Paihia 2019 signed A2724451 1

#### 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,
  - 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 <u>Council's Significance and Engagement Policy</u>	Low as per Management Plan
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act 1977  Lucy Elizabeth Reserve Management Plan  Focus Paihia Community Improvement Programme Agreement with Far North District Council  Heritage NZ
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 matter has been referred to the Community Board as 'Reserves' are one of the "civic amenities" referred to in the delegations of the Community Board and is noted as being one of Council's listed activities.
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.	Focus Paihia to raise the proposal with Heritage NZ given its location.  An email of support has been received confirming their support of the proposed fitness station as noted in the body of the 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.	Management Plan in place – required considerable consultation at the time to have this approved.
State the financial implications and where budgetary provisions have been made to support this decision.	On-going OPEX after an agreed period that enables warranties to be met and any issues resolved.  District Facilities to apply for additional OPEX of \$1000 annually to maintain the fitness station equipment after 5 years until such time as the equipment needs replacing or removal.

	An agreement between Council and Focus Paihia to be signed outlining roles and responsibilities esp. concerning repairs, upgrades, replacements and / or removal.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

# Lucy Elizabeth Williams Scenic Reserve 152-154 Marsden Road, Paihia



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#### Introduction

This is the final adopted reserve management plan, setting out objectives and policies for the use, maintenance and protection of the Lucy Elizabeth Williams Scenic Reserve.

The final version of the plan should be viewed as a community document that provides certainty about the future function, development and management of this reserve.

This plan was prepared in accordance with the requirements of the Reserves Act 1977 (Section 41). Public notice of the draft management plan was published in Northern News dated 11 June 2014.

# Background Information

#### Legal description

The Lucy Elizabeth Williams Scenic Reserve is a scenic reserve vested in Far North District Council located 152-154 Marsden Road, Paihia.

It is described as Lots 6-7 Deposited Plan 15984 and contained in CFR NA9D/445 and is 2021m<sup>2</sup>. The land was classified as a scenic reserve and named in September 2013.

#### Land Acquisition history

The land was the former site of the Top of the Tide Motel. It was gifted to the Far North District Council by the motel owner Mr. John Williams for use as a scenic reserve in June 2013. The property was transferred to Council for a nominal fee and is named after Mr Williams' late mother Lucy Elizabeth Williams.

Mr Williams gifted the land as a place for people to relax and enjoy the view of the Bay of Islands. He believed the land would be more valuable to the community of Paihia as a reserve as time goes on.



Old motel buildings - demolished October 2013

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Aerial of the site at the corner of Davis Crescent and 152-154 Marsden Road, Paihia

The land transfer agreement between Mr Williams and the Council contained the following covenants in resects of the reserve.

#### Other covenants in respect of the Reserve

- 6.4 Council agrees that it shall take all reasonable steps to ensure the following in respect of the Land:
  - 6.4.1 the preservation of the existing Pohutakawa trees on the Land, and
  - 6.4.2 The prohibition of skateboards and other vehicles from the Land.
  - 6.4.3 The prohibition of any buildings on the Land other than a public tollet.
  - 6.4.4 Consultation with Mr Williams regarding the Landscaping Plan and Management Plan for the Scenic Reserve
  - 6.4.5 The prohibition of any commercial activity whatsoever on the Land

#### Reserves Act 1977

Section 41 of the Reserves Act requires an administering body to prepare management plans for all reserves (except local purpose reserves) under its control, management or administration. The purpose of management plans is to create policies or guidelines so that decisions regarding the use and development of reserves can be made in a manner that does not compromise the long-term use of the reserve and does not conflict unduly with other uses. Management plans are required to be under constant review.

A scenic reserve management plan must "provide for and ensure":

- The use, enjoyment, maintenance, protection, and preservation as the case may require of the reserve for the purpose for which it is classified;
- The reserve's development (as appropriate) to the extent that the administering body's resources permit, for the purpose for which it is classified;

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 That the principles set out in section s19 of the Act applicable to the reserve are incorporated in the plan;

In terms of scenic reserves s19 (1) Reserves Act 1977 states:

- It is hereby declared that the appropriate provisions of this Act shall have effect, in relation to reserves classified as scenic reserves—
- (a) for the purpose of protecting and preserving in perpetuity for their intrinsic worth and for the benefit, enjoyment, and use of the public, suitable areas possessing such qualities of scenic interest, beauty, or natural features or landscape that their protection and preservation are desirable in the public interest:
- (2) It is hereby further declared that every scenic reserve classified for the purposes specified in subsection (1)(a) shall be so administered and maintained under the appropriate provisions of this Act that—
- (a) except where the Minister otherwise determines, the indigenous flora and fauna, ecological associations, and natural environment and beauty shall as far as possible be preserved, and for this purpose, except where the Minister otherwise determines, exotic flora and fauna shall as far as possible be exterminated:
- (b) the public shall have freedom of entry and access to the reserve, subject to the specific powers conferred on administering bodies by sections 55 and 56, to any bylaws under this Act applying to the reserve, and to such conditions and restrictions as the administering body considers to be necessary for the protection and well-being of the reserve and for the protection and control of the public using it:
- (c) to the extent compatible with the principal or primary purposes of the retention and preservation of the natural or scenic values, open portions of the reserve may be developed for amenities and facilities where these are necessary to enable the public to obtain benefit and enjoyment from the reserve:

The land transfer agreement between Mr Williams and the Council contained the following condition in respect of a management plan:

#### Management plan

6.3 Council will, following the vesting of the Reserve in accordance with clause 6.1 above, take all reasonable steps to have a management plan in place for the Reserve (which plan for clarity will include a landscaping plan) pursuant to clause 41 of the Act, within one (1) year or the transfer of the Land to Council.

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#### Consultation

The Reserves Act 1977 requires the Council to undertake a public consultation process whenever a reserve management plan is prepared.

Prior to developing the management plan consultation was undertaken with parents from the Paihia-Waitangi Kindergarten. A meeting was held and the kindergarten community were very positive about the provision of a park designed to cater for young children and their parents. A number of comments from parents have been considered when developing the management plan. These comments included:

- Use of natural materials to develop a play area that encouraged creative and imaginative play rather than installation of "off the shelf" play equipment.
- · Using footpaths to create design elements
- . The location of the play area at the rear of the site
- · Providing footpaths that support children's informal play
- · Providing seating for parents
- Incorporating a Maori element into the park and playground design to reflect the area in which the park is located e.g. carvings

As required by the Act public notice was given stating that the draft plan was available for inspection and calling for submissions by 5.00pm on 25 July 2014

#### Vision

A vision is a broad statement of the future that the community wants to create for itself.

Mr William's vision is based on a park he often visited when he was a younger. He would like to provide something similar for Paihia that is a local park for young children and their parents to enjoy.

His vision includes:

- hedging and/or fencing around the park
- formal entrances off Marsden Road
- a play area at the rear that encourages parents and other adults to relax while using the balance of the park

The management plan vision is::

The Lucy Elizabeth Williams Reserve is a gift for community and is a local park that is well used by local and visiting families and is safeguarded for all those who come after us.

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### Objectives and policies

The objectives and policies of the management plan have been developed to achieve the community's vision and to comply with the conditions of the transfer of the land to the Council.

They must also ensure the reserve is managed and developed as a scenic reserve being the purpose for which it is classified requiring;

"Protecting and preserving in perpetuity for its intrinsic worth and for the benefit, enjoyment, and use of the public the qualities of scenic interest and beauty."

#### Landscape

#### Objective

To maintain and enhance the landscape character of the park where it will not compromise the scenic interest and beauty of the site.

#### Policies

- The view shaft to the Bay of Islands shall be retained as part of any planting plan or future development
- There should be a balance between planted areas, specimen trees and areas of open space taking into account the various functions of the park.
- 3. The landscape design of the park should develop and enhance the general locality.
- An improved landscape plan should form the basis of any future development in the park.

#### Vegetation

#### Objective

To develop and maintain planting on the park which enhances the general environment, defines the boundaries of the park and meets the functional requirements.

#### **Policies**

- Consideration should be given to the provision of shelter from wind shade from the sun and food shelter for birds.
- 2. Species planted in the park should be predominantly native.
- 3. Planting adjacent to public use areas should take into account the safety of park users.
- Any planting programme shall be designed so as not to detrimentally affect adjoining residents.
- An approved planting programme shall be adopted that provides screening of fences and retains the view shaft to the Bay.
- Trees shall be maintained in accordance with the standards and techniques of approved arboriculture practice.

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Any trees to be removed should be subject to Council's Tree and Vegetation Policy and the approval of the Community Services Manager.

#### **Cultural Values**

#### Objective

To consult with Tangata Whenua with regard to the development of the park.

#### **Policies**

 It is recognized that there is a Maori view of the land and the relationship of people to the land. To the Tangata Whenua the spiritual and physical qualities of the land are inseparable and it is not appropriate to attempt to define these values in this document except to say that they are recognized and respected.

#### Public & Recreation & Use

#### Objective

To provide recreational opportunities that are appropriate to the vision of the park and to encourage the public to make appropriate use of the park and available facilities.

#### **Policies**

- 1. The park will be open from dawn to dusk except in extraordinary circumstances.
- The design of the park will encourage children to play at the rear of the park and adults to be able to sit on appropriately located furniture between the play area and the Marsden Road pedestrian entrances.
- Recreational activities which are casual, non-commercial and which do not compromise the enjoyment of other park visitors are permitted as of right on the park.
- 4. Activities that do not meet the above criteria require the permission of Council.
- 5. Use of the park will be governed by Far North District Council by-laws.

#### Children's Play

#### Objective

To provide for creative and diverse play opportunities for small children.

#### Policies

- Play areas will maximise the use of natural materials and provide for opportunities creative play. Guidance will be provided by the Paihia-Waitangi Kindergarten and Paihia Early Childhood Centre.
- Where play equipment is provided it shall be in compliance with NZS 5828.
- A designated children's play area will be provided at the rear of the site and will have regard to orientation to the sun, shelter from the wind and be clearly visible to the public.
- Informal play opportunities will be encouraged through the design and layout of the balance of the park and may include water features.

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#### Dogs

#### Objective

To manage and control dogs to ensure they do not create a danger or nuisance to visitors.

#### **Policies**

Dogs are not permitted in the park.

- Removal of faeces is the responsibility to the dog owner.
- 2. Dogs and their owners shall comply with the relevant Council by-laws.
- Dogs shall be excluded from areas of plantings, the children's play area and other special features in the park.

#### Commercial Activity

#### Objective

To comply with the conditions of land transfer no commercial activity shall be undertaken on the park

#### **Policies**

No commercial activity shall be permitted on the park

#### **Building & Other Structures**

#### Objectives

To ensure the provision and maintenance of buildings necessary for the proper use of the park and to ensure that these structures are of a design and scale appropriate to the park environment.

#### **Policies**

- In general the only building permitted shall be a public toilet facility where it is deemed necessary for the full and proper use of the park.
- Any proposed toilet must be ancillary to other nearby facilities and not the main toilet facilities for the area
- 3. Any proposals for a public toilet shall take account of the following:
  - The possible increased demand for car parking in or adjacent to the park and the effects of this on the environment.
  - b. The effect on the convenience to and the safety of park users.
  - c. The effect on the adjoining land owners
  - The position and design for good natural light, ventilation and ease of cleaning and minimizing damage from vandalism
  - e. The external material, colour scheme, and associated landscape
- The location and design must be approved by the Council to ensure the facility is appropriate design and scale for the park.
- Any building approved shall be suitably maintained so that it serves its function and exhibits an appropriate aesthetic appearance.

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#### Vehicle Access

#### Objective

To provide for authorised vehicle access to the park for maintenance purposes...

#### **Policies**

- Council vehicles and other vehicles authorised by Council shall have access to the parts
  of the park where their use is necessary.
- Physical controls on vehicle movements such as barriers, fences, hedges and bollards shall be constructed where appropriate.

#### Pedestrian & Cycle Access

#### Objective

To provide for and to maintain suitable pedestrian and cycle access to and in the park

#### **Policies**

- Pedestrian access shall be provided for through two gates at the Marsden Road frontage.
- 2. Paths may be developed with a design element as provided for in the landscaping plan.
- Cycle stands shall be provided outside of the Marsden Road entry where there is a proven need for stand facilities.
- Paths will be developed to encourage and support young children to learn and to enjoy riding their bikes.

#### Signs

#### Objective

To provide suitable information for park users so they are able to enjoy the park safely and to limit inappropriate activities.

#### **Policies**

- 1. Signs shall be of a robust design sensitive to the nature of the surrounding area.
- The number of signs shall be kept to a minimum necessary to provide information about the facilities on the park and to help promote appropriate use as well as safety and enjoyment.
- Signs shall be located so as not to become dominant features and not to detract from the parks scenic qualities.

#### Park Furniture (excluding signs)

#### Objective

To provide sufficient seats, tables and litter bins of a design appropriate to the park.

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#### **Policies**

- 1. All park furniture shall be of a design appropriate to their surroundings.
- Seating facilities should be placed in key locations and have regard to orientation to the sun, shelter from the wind and be clearly visible to the public.
- Litter bins of an appropriate design should be located where litter could become a problem.

#### **Utility Services**

#### Objective

To provide services to the facilities in the park, while minimizing the impact of utility services.

#### **Policies**

- 1. Where possible utility services for park facilities should be placed underground.
- The placement of such services underground should be carefully sited with regard to existing features such as trees.
- 3. Where possible sites other than parks should be sought for utility services.

#### Vandalism

#### Objective

To minimize the opportunities for vandalism by positive control wherever possible.

#### **Policies**

- Low impact controls such as vehicle barriers, low walls and other aspects of design and layout shall be used to reduce opportunities for vandalism.
- Regulatory signage shall be kept to a minimum.
- 3. Suitable lighting will be installed should anti-social behaviour become an issue.
- Crime Prevention through Environmental Design [CEPTED] principles will be used to minimise vandalism opportunities.

#### **Boundaries and Fences**

#### Objective

To define the boundaries of the park to control entry and to provide a safe place for children to play.

#### **Policies**

- The boundaries of the park will be defined by hedges and/or fences as shown in the landscape plan.
- To strive for low hedging which provides an opportunity for passive surveillance from adjoining neighbours as well as park users.

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- The transition between roads and parks will be such that the park makes a positive visual contribution to the urban environment.
- Where boundaries are not clear, the survey pegs shall be located and the legal boundaries of the park clearly defined.

#### Adjacent land use

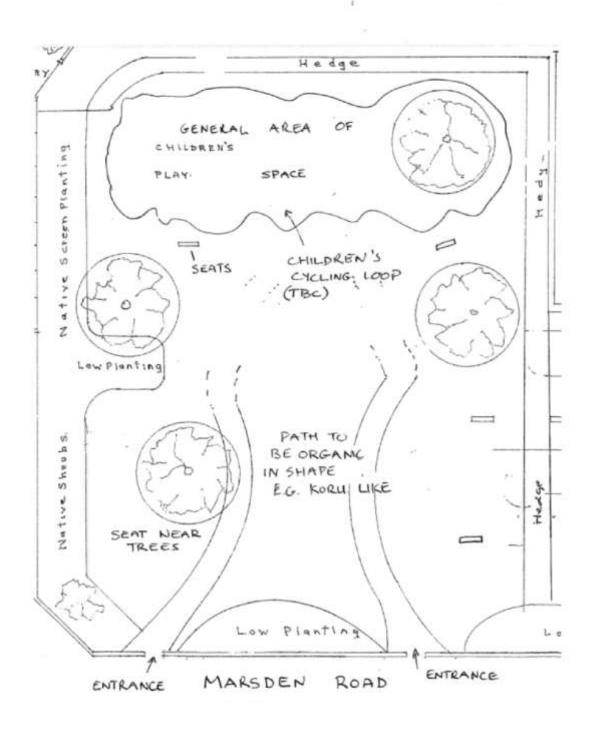
#### Objective

To develop and maintain the park in a manner which respects the adjacent land use.

#### **Policies**

 Where considered necessary, Council will liaise with adjacent landowners with regard to proposed or existing activities on parks.

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#### Agreement between

# Far North District Council

#### Focus Paihia Community Charitable Trust (known as Focus Paihia)

#### Community Improvement (CIP) Programme Agreement

Focus Paihia Community Charitable Trust (Focus Paihia) is registered under the Incorporated Societies Act 1908 and undertakes community-led programmes initiated by the local community, which promote and develop its local community.

Far North District Council recognises the role that Focus Paihia has in contributing to the development of its local community stretching from Watea and Haruru Falls through to Waitangi and Paihia. Far North District Council wishes to work with Focus Paihia to establish and implement the CIP programme.

In signing this agreement the parties agree to the following in order to achieve the aims of the CIP programme:

- The parties agree to work together in good faith
- 2. Focus Paihia agrees to manage the strategic and operational business of the charitable trust to a professional standard.
- 3. The responsibility, accountability and reporting for the targeted rate funding and service delivery should sit at the appropriate level. For this programme that means Focus Paihia.
  - a. Focus Paihia is accountable to ensure that CIP programme contributors through this targeted rate receive services outlined in their strategic and business plans, and for the usage of targeted rate funds received.
  - b. Focus Paihia is required to set and report annually on key performance indicators that are meaningful, measurable and aligned to achieving the outcomes in their strategic and business plans, including the programme of works identified for delivery utilising the targeted rate.
- 4. Vesting of Assets: Any assets created using the funding provided by Council through the targeted rate will not automatically transfer to the Far North District Council as vested assets. If Focus Paihia wishes assets to be vested in Council, approval to the vesting is required prior to any work being undertaken. Any asset that is to be owned by Focus Paihia but be placed on Council land will require prior approval of Council.

- 5. Regardless of ownership of the assets created, Focus Paihia will provide a full list of asset information to enable Council to track the assets within Council systems as public or private (where the ownership resides with Focus Paihia). Council will specify the asset information format to Focus Paihia and this may change as requirements within Council systems change or are updated.
- 6. Far North District Council, as funding agent, reserves the right to review the use of targeted rate funds; the needs for audit; financial viability of the CIP programme and any other CIP programme related information at Far North District Council's sole discretion (to be exercised reasonably). In this regard, Focus Paihia must submit the following year's programme of works to the Far North District Council by 31th March of each year.
- 7. Far North District Council, as funding agent, reserves the right to undertake (at Far North District Council's expense) random audits on any aspect of the CIP programme (to be exercised reasonably).
- 8. Far North District Council will make the final decisions on what CIP programme targeted rates, if any, to set in any particular year or property (in terms of the amount and the geographic area to be

Subject to the above and Council's approval of the CIP Programme, Council will make payments from the targeted rate to Focus Paihia as follows:

- Payment will be made on a valid tax invoice and be subject to normal payment terms of 20th of the month following invoice date.
- 2. A schedule of payment dates will be agreed with Council, based on the CIP, prior to 1 July each year and these dates may vary dependent upon the projects and respective values.

Far North District Council's obligations under this agreement are subject to Far North District Council's processes, policies and legislative obligations.

Nothing in this agreement creates any partnership obligations between the parties.

Subject to any variation, this agreement will take effect with respect to the 2018/19 rating year and will continue until 30 June 2021. A party may terminate this agreement by 3 months' written notice to the other party.

This is executed as an agreement and is signed by the following on behalf of their respective organisations.

Signed on behalf of Focus Paihia

Signed on behalf of Far North District Council

Name: CHELS WILLIAMS

Name: Janice Smith

Position: General Manager, Corporate Services (acting)

Date: 24 APRIZO19.

Date: 23 April 2019

#### 18/19 Programme of Works/Initiatives

nfirmed at the Annual General Meeting of Focus Paihia Community Charitable Trust in December 2018, community confirmed the following projects:

- 1. An exercise Station on the Lucy Williams park
- 2. Touch Stones in central Paihia
- 3. 4 x Drinking fountains on the beachfront in addition to the one already installed next to the i-Site
- 4. Another BBQ as the one already installed is so successful
- 5. Install shade cloths over the Children's Playground on Ti Beach

e cost of these projects is estimated to be in excess of \$150,000. Focus Paihia will undertake them using ir funds including the Targeted Rate.

rthermore, Focus Paihia undertakes to advise Far North District Council each quarter what progress is ng made on each project. It is anticipated that some progress will be slower than one would hope cause resource consents will be required

#### 7.5 BAY OF ISLANDS-WHANGAROA FOOTPATHS PROGRAMME 2020/21

File Number: A2896402

Author: Jaco Cronje, Capital Works Project Manager

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

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

To seek approval for the 2020/21-year footpath programme for the Bay of Islands-Whangaroa Ward.

#### **EXECUTIVE SUMMARY**

- There is \$156,826 allocated for the 2020/21 financial year, in the Long-Term Plan for new footpaths in the Bay of Islands-Whangaroa Ward.
- New Zealand Transport Agency (NZTA) will fund new footpath projects from the 2020/21 financial year at the current Funding Assistance Rate of 66% (i.e. FNDC must contribute a 34% local share).
- NZTA will fund the highest ranked footpaths in order of priority, though other footpaths may be put forward on a business case basis.
- FNDC have therefore prepared a 2020/21 footpath programme that maximise NZTA funding subsidy. This programme aligns with the discussions and workshop outcome of the Community Board.

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board:

- a) agree to the 2020/21 footpath programme as follows:
  - i. Length of Pa Road Kerikeri
  - ii. Te Tapui Road to Matauri Bay School link Matauri Bay
  - iii. Kaeo Pedestrian bridge next to Main Street bridge Kaeo
- b) agree to allocate the remaining funds towards:
  - SH11 Kaipatiki Rise towards Yorke Road (Unfinished Section in Haruru Falls) completion of Shared Use Path dependent on Slip remediation work by NZTA.

#### 1) BACKGROUND

#### **NZTA** Footpath Funding

Prior to 2018/19 financial year, new footpath construction did not attract funding subsidy from NZTA. However, this has changed and NZTA have advised that they will now fund the construction of new footpaths under the Low Cost – Low Risk programme. This allows for a streamlined funding approval for projects valued at less than \$1M, which would include the footpaths routinely constructed by FNDC. It also means that new footpaths funding through this mechanism would attract NZTA funding subsidy at 66% of total project cost.

NZTA's requirement is that the application for subsidy for new footpaths is not excessive compared to the remainder of the roading programme, and that prioritisation is aligned to the Government Policy Statement on Land Transport. This has four strategic priorities:

- Safety a safe system, free of death and serious injury;
- Access a system that provides increased access to economic and social opportunities, enables transport choice and access, and is resilient;
- Environment a system that reduces greenhouse gas emissions, as well as adverse effects on the local environment and public health;

 Value for money – a system that delivers the right infrastructure and services to the right level at the best cost.

Potential new footpaths in the Bay of Islands-Whangaroa Ward have been identified through a blend of resident, FNDC Staff and community board requests. The schedule of new footpaths produced has been prioritised against the above criteria.

This methodology has been accepted by NZTA who have also agreed that they will provide funding subsidy for the highest-ranking projects on a Ward rather than a District basis.

The highest-ranking projects in each Ward will therefore attract subsidy from NZTA.

#### **Community Board Project List**

The Community Board have previously notified staff of their highest priority new footpath projects over a 3-year period:

- Landing Road bridge to Scudders Beach Road Constructed 2018/19
- Matauri: Te Tapui Road to Matauri Bay School link Construction 2019/20
- Opua: Kellet Street at Opua school Construction 2019/20
- Russell: Long Beach corner to car park Construction 2019/20
- Moerewa: Snowdon Ave (Arterial route to SH1, high traffic, supplementary)
- Kerikeri: Landing Road near Stone Store carpark Constructed 2018/19
- Haruru: Watea to Haruru Falls Road (SH11 Nautical Drive to Haruru Falls Rd)
- Totara: School Road
- Kaeo: Omaunu Road
- Kawakawa: Bowen Street Construction 2020/21

Three of these projects were included, and constructed, within the 2018/19 and 2019/20 footpaths programme assessed using the NZTA prioritisation methodology described above. One of these projects are included in the recommended 2020/21 footpath programme.

#### Relationship to the Walking and Cycling Strategy

The Walking and Cycling Strategy is currently under development and is not available to inform this paper. However, the approach detailed in this report may be superseded by the outcomes of the Walking and Cycling Strategy.

#### 2) DISCUSSION AND OPTIONS

The proposed 2020/21 footpath programme aligns with the discussions and workshop outcome of the Community Board.

The Community Board has two options:

#### **Option One:**

To complete the currently programmed works for 2020/21 and receive limited subsidy;

- Matauri: Te Tapui Road to Matauri Bay School link
- Opua: Kellet Street at Opua school
- Moerewa: Snowdon Ave (Arterial route to SH1, high traffic, supplementary)
- Haruru: Watea to Haruru Falls Road (SH11 Nautical Drive to Haruru Falls Road)

#### **Option Two:**

To complete the recommended 2020/21 footpath programme as noted in the Recommendation and receive maximum subsidy.

#### Recommendations

That the Bay of Islands-Whangaroa Community Board:

- a) agree to the 2020/21 footpath programme as follows:
  - i. Length of Pa Road Kerikeri
  - ii. Te Tapui Road to Matauri Bay School link Matauri Bay
  - iii. Kaeo Pedestrian bridge next to Main Street bridge Kaeo
- b) agree to allocate the remaining funds towards:
  - SH11 Kaipatiki Rise towards Yorke Road (Unfinished Section in Haruru Falls) completion of Shared Use Path dependent on Slip remediation work by NZTA.Reason for the recommendation

The adoption of this recommendation will maximise the size of the 2020/21 new footpath programme as each individual footpath project will attract 66% funding subsidy from NZTA.

#### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There is \$156,826 allocated for the 2020/21 financial year in the Long-Term Plan for new footpaths in the Bay of Islands-Whangaroa Ward.

NZTA have provisionally approved a \$339,939.39 funded new footpath programme, allocated to Bay of Islands-Whangaroa Community Board.

#### **ATTACHMENTS**

- 1. Bay of Islands-Whangaroa Community Board- New Footpaths Programme 2020-21 A2901334  $\P$
- 2. Bay of Islands-Whangaroa Community Board Footpaths Matrix 2020 A2901333 🗓

#### **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,
  - 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 report has a low degree of significance as the outcome will comply with current policy regardless of whether or not subsidy is obtained.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The following Policy is relevant: - Footpaths Policy #5004 The recommendations align with this 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.	The footpaths are of local relevance and each Community Board sets their own Footpaths Programme for the upcoming year.
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 is no impact on Māori aside from the benefits of adopting the recommendation to maximise benefits.
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.	Customers: Interest in how money is spent, and how much subsidy is gained. Interest in local work to them;  FNDC Staff: Direction on what to build this year.
State the financial implications and where budgetary provisions have been made to support this decision.	This has been covered under 3) Financial implications and budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

#### Bay of Islands - Whangaroa Community Board - New Footpaths Programme

Footpaths Programme 2020/21 - Recommended from Community Board

Footpath Rank	Туре	Details	E	stimated Cost		VZTA tribution	Local Share		
Picked Footpath		Matauri: Matauri Bay Road (Te Tapul Road to Matauri Bay School link)	s	24,500	s	(*)	s	24,500	
Picked 2019/20	Footpath	Opua: Kellet Street at Opua school (Extend existing to car parking on Kellet Street)	s	3,000	s	(2)	s	3,000	
Picked 2019/20	Footpath	Moerewa: Snowdon Ave (Arterial route to SH1, high traffic, supplementary)	s	75,000	s		5	75,000	
Picked 2020/21	Shared Use	Haruru: Watea to Haruru Falls Road (SH11 Nautical Drive to Haruru Falls Rd)	s	146,640	s		s	146,640	
Picked 2020/21	Footpath	Totara: School Road	\$	76,500	5		s	76,500	
Picked 2021/22	Footpath	Kaeo: Omaunu Road	5	186,250	S		s	186,250	
Picked 2021/22	Footpath	Kawakawa: Bowen Street	s	14,800	\$	190	5	14,800	
		Total	5	526,690	\$		s	526,690	

Notes:

- The amount of work completed will depend on actual works pricing - a maximum of \$156,826 would be completed. Some projects might only be part completed to provide a total of
- 2 \$156,826, with the remainder completed in the following financial year.

#### Footpath Program 2020/21 - Recommended through prioritization Works Completed in this order are eligible for NZTA Subsidy

Footpath Rank	Туре	Details	Estimated Cost			Co	NZTA entribution	Lo	cal Share
1	Footpath	Opua : Kellet Street at Opua school		s	3,000	FNHL to construct the footpath			
2	Footpath	Length of Blacks Road		s	110,000		100% Fund	ing i	received
3	Footpath	Length of Pa Road		s	227,750	s	150,315	s	77,435
4	Footpath	Te Tapui Road to Matauri Bay School link		\$	24,500	5	16,170	5	8,330
5	Footpath	Pedestrian bridge next to Main Street bridge		5	50,004	S	33,003	s	17,001
6	Footpath	SH11 Kalpatiki Roadway to Yorke Rd (Unfinished section)		s	78,932	s	24,872	5	54,060
			Total	s	494,186	s	224,360	s	156,826

The amount of work completed will depend on actual works

1 pricing - a maximum of \$339,939.39 (subject to NZTA approval)
would be fundable.

Rank	Туре	Proposer	Details	Town	Ward	Units (m)	Rate	Cost	Updated	College /	Tourists	Pedestrian	Functional Street	Speed Limit	Berm	Already footpath on	Links	School Roll	Index	ILCR	Constructed	Year
	.,,,,	,	50.05			· · · · · · · · · · · · · · · · · · ·		555.	Cost	School			Classification		available	otherside of road	existing				0011011 00100	100.
1 F	ootpath	Opua School Board	Opua : Kellet Street at Opua school	Opua	BOI	20	150	3100	3000	35	0	2	2	5	3	0	5	20	72	0.48	DEVELOPER	
	ootpath	CB	Length of Blacks Road	Kerikeri	BOI	473	230	42300	108790	15	0	3	1	5	5	0	5	35	69	0.30	No	
		CB	Length of Pa Road	Kerikeri	BOI	911	250	273300	227750	15	0	3	1	5	5	00	5	35	69	0.28	No	
		FNDC KK	Te Tapui Rd to Matauri Bay School link	Matauri	BOI	98	250	15800	24500	5	15	3	4	20	0	0	10	5	62	0.25	No	
		CB	Pedestrian bridge next to Main Street bridge	Kaeo	BOI	12	4167	50004	50004	20	15	3	5	5	0	0	10	10	68	0.02	No	
	nared Use		SH11 Kaipatiki Roadway to Yorke Rd (Unfinished section)	Haruru	BOI	172	450	341600	77400	0	15	3	5	20	5	0	10	0	58	0.13	No	
		CB	Omaunu Rd - Cemetery Rd to bridge	Kaeo	BOI	745	250	200380	186250	20	0	3	2	8	5	0	10	10	58	0.23	No	
	nared Use		SH11 Nautical Drive to Haruru Falls Rd	Haruru	BOI	564	260	112800	146640	0	15	3	5	20	5		10		58	0.22	NZTA	
		CB	Florence Ave to Matauwhi Road	Russell	BOI	62	250	6200	15500	5	15	3	5	5	3	0	10	5	52	0.21	No No	
		CB	Whangaroa Rd, Lewer Rd to Existing	Whangaroa	BOI	635	280		177800	0	15		5	20	5		10	0	58	0.21	No	
		FNDC KK	Waipapa Loop Rd to Pungaere Rd	Waipapa	BOI	509	250	0	127250	0	15	3	5	20	3	0	0	5	51	0.20	No	
		FNDC KK	Airfield to Nautical Drive	Haruru T- Tii	BOI	1242	250	248400	310500	0	15	2	5	20	3		5	<u> </u>	50	0.20	No	
		CB	Purerua Road BOI Academy to Taronui Road	Te Tii	BOI	714	250	142800	178500	20	0	1	3	20	0	0	0	5	49	0.20	No	
		CB	Robertson Street, Matauwhi to Gould	Russell	BOI	207	250	51750	51750	5	15	3	2	5	3	0	10	5	48	0.19	No	
		CB	Wellington to Little Queen Street	Russell	BOI	70	250	10010	17500	5	15	3	4	5	0	0	10	5	47	0.19	No	
		TNRRA	School Road	Totara	BOI	306	250	61200	76500	5	15	3	5	8	5	0	0	5	46	0.18	No	
		CB	Haruru Falls Car Park to Bledisloe Domain	Haruru	BOI	381	250	57150	95250	0	15	3	3	20	5	0	0	0	46	0.18	No	
	nared Use		Wiroa Road SH10 to Hideaway Lodge Backpackers	Kerikeri	BOI	1104	250	220800	276000	0	15	3	4	15	3	0	5	0	45	0.18	No	
		TNRRA	Totara Nth Rd School Rd to Okura Bay Rd	Totara	BOI	560	250	84000	140000	5	15	3	3	8	5	0	0	5	44	0.18	No	
		TNRRA	Okura Bay Rd Totara North Rd to boardwalk	Totara	BOI	571	250	85650	142750	5	15	3	3	8	5	0	0	5	44	0.18	No	
		TNRRA	Okura Bay Rd boardwalk to wharf	Totara	BOI	357	250	53550	89250	5	15	3	3	8	5	0	0	5	44	0.18	No	
	nared Use		SH11 Yorke Rd to Wilson Rd link	Haruru	BOI	325	250	65000	81250	0	15	3	5	8	3	0	10	0	44	0.18	No	
		CB	Church Street	Russell	BOI	189	250	47250	47250	5	15	1	3	5	0	0	10	5	44	0.18	No	
		CB	Matauwhi Road to beach	Russell	BOI	63	250	6300	15750	5	15	5	3	5	0	0	5	5	43	0.17	No	
		FNDC MG	Oneroa Rd to Ashby zig zag	Russell	BOI	422	250	84400	105500	5	15	3	3	5	0	0	5	5	41	0.16	No	
		CB	SH11 to Haruru Falls carpark	Haruru	BOI	401	250	60150	100250	0	15	3	3	5	5	0	10	0	41	0.16	NZTA	
		Mark Evans	Joyces Road Paihia	Paihia	BOI	280	250	56000	70000	5	15	2	1	5	0	00	5	5	38	0.15	No	
		CB	Pomare Road	Russell	BOI	410	250	61500	102500	5	15	1	3	5	0	0	0	5	34	0.14	No	
		Focus Paihia	CBD to Waitangi Bridge	Paihia	BOI	1545	250	309000	386250	5	15	4	5	5	0	-20	10	10	34	0.14	No	
	nared Use		Waipapa Rd extension of shared use path	Waipapa	BOI	657	250	0	164250	0	15	4	5	15	5	-20	10	0	34	0.14	No	
		Vincent Watts	Tapeka Road	Russell	BOI	986	300	295800	295800	5	15	3	1	5	5	00	0	5	39	0.13	No	
		CB	Moerewa: Snowdon Ave - Arterial route to SH1, high traffic	Moerewa	BOI	300	250	30000	75000	15	0	6	3	5	3	-20	10	10	32	0.13	No	
		CB	CBD footpath improvements	Moerewa	BOI	165	290	47850	47850	15	0	6	5	5	3	-20	10	10	34	0.12	No	
		TNRRA TNRRA	Totara Nth Rd SH10 to Gangway Rd	Totara	BOI	1797 634	250 250	269550 95100	449250 158500	5	0	3	3	8 8	5	0	0	5	29 29	0.12 0.12	No No	
	Footpath Footpath	CB	Totara Nth Rd Gangway Rd to School Rd Te Wahapu Road	Totara Okiato	BOI	2747	250	412050	686750	0	0	0	3	20	5	0	0	0	28	0.12	No No	
		CB	Ashby Street	Russell	BOI	196	250	29400	49000	- 5	0	1	<u> </u>	- 20	0	0	0		18	0.11	No No	
	_	CB	Skudders Beach Road. Te Toki to Paretu	Kerikeri	BOI	301	250	30100	75250	0	0	3	1	5	- 5	0	0	0	14	0.07	No	
		RFS	Deeming Road narrow section	Okiato	BOI	94	250	18800	23500	0	0	1	1	- 5	- 5	0	0	0	12	0.05	No	
		RFS	Deeming Road	Okiato	BOI	319	250	63800	79750	0	0	1	<u> </u>	5	3	0	0	0	10	0.03	No	
		FNDC JC - RFS	Kerikeri Road-Greenway Dr. The Ridge, Aranga Rd to shops	Kerikeri	BOI	570	150	0	85500	20	15	3	5	15	3	-20	10	35	0	0.00	Yes	2019
		CB	Mission Rd	Kerikeri	BOI	679	150	74400	101910	15	0	4	3	5	3	0	5	35	0	0.00	Yes	2019
		FNDC 2007 Strategy	Bowen St	Kawakawa	BOI	74	200	23400	14800	20	0	2	1	5	0	0	10	15	0	0.00	Yes	2019
ı	ootpath	CB	Long Beach Rd footpath corner to car park	Russell	BOI	62	791	37200	49073	5	15	4	3	5	5	0	10	5	0	0.00	Yes	2019
		CB	Hall Road	Kerikeri	BOI	531	200	79650	106200	15	0	3	1	5	3	0	0	35	0	0.00	DEVELOPER	
		Focus Paihia	School Rd	Paihia	BOI	402	200	80400	80400	5	15	3	4	5	0	-20	10	10	0	0.00	Yes	2019
F	ootpath	CB	Riddell Rd	Kerikeri	BOI	703	150	70300	105450	15	0	4	3	6	3	0	10	35	0	0.00	Yes	2019
F	ootpath	CB	Cobham Rd Hone Heke to Mill Lane	Kerikeri	BOI	105	153	10500	16024	35	0	5	4	5	0	-20	10	35	0	0.00	Yes	2019
F	ootpath	FNDC KK	Landing Rd unfinished	Kerikeri	BOI	71	200	14200	14200	35	15	3	4	5	0	-20	10	35	0	0.00	Yes	2019
F	ootpath	Various	Landing Road bridge to Scudders Beach Rd	Kerikeri	BOI	700	210	93300	147307	35	0	5	4	20	5	0	10	10	0	0.00	Yes	2019
F	ootpath	CB	Rainbow Falls Road	Kerikeri	BOI	844	220	126600	185680	15	15	3	1	5	0	0	0	35	0	0.00	DEVELOPER	2019
		CB	Station Rd	Kawakawa	BOI	97	309	29973	29973	20	15	6	1	5	0	0	0	15	0	0.00	Yes	2017
SI	nared Use	FNDC AY	Kerikeri Inlet Rd, widen Reinga Rd to Shepherd Rd	Kerikeri	BOI	2843	250	568600	710750	35	15	3	5	15	0	-20	0	35	0	0.00	No	

2. Footpath Priority Matrix 2020-2021 FY Planning

#### 8 INFORMATION REPORTS

#### 8.1 OUR KERIKERI: VISION AND GOALS

File Number: A2889095

Author: Ken Ross, Community Development Advisor

Authoriser: Darrell Sargent, General Manager - Strategic Planning and Policy

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

Information: To inform the Board of the work and findings of Our Kerikeri conducted on behalf of the Kerikeri community.

#### **EXECUTIVE SUMMARY**

Through 2019 a community group in Kerikeri (now) called 'Our Kerikeri' completed a body of work (Kerikeri Vision and Goals) on behalf of the wider community of Kerikeri. The Vision and Goals were compiled by Our Kerikeri after they carried out widespread consultation and discussion with many individuals and community groups. Our Kerikeri confirm that these are an accurate record and collation of the thinking and aspirations of the Kerikeri Community. The 'Our Kerikeri' group now wish to inform Council of their findings and seek to find ways to mutually build a pathway to collectively achieve the 'Vision and Goals'.

#### RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Our Kerikeri: Vision and Goals.

#### **BACKGROUND**

Early in 2019 a group of people came together to discuss the desirability of creating a Vision and set of Goals for Kerikeri, like the process that had been conducted by Focus Paihia some years earlier. This group obtained some assistance and advice from Tania McInnes who was the Deputy Mayor at that time, and who had been one of the main drivers of the process in Paihia.

Starting in May 2019, a series of well-attended public meetings were held that then led to several smaller focus group meetings that began to consider the material from the wider consultation from a more focussed and issues-based standpoint. Initially these foci were reasonably broad, but they soon refined themselves to reflect the Central Government's four 'well beings'. At the same time this refinement was occurring a 'targeted consultation' process took place across a wide number of community and interest groups within Kerikeri that enabled the working party to enrich the original material that had been gathered plus ensure that a wide range of age, sector and interest groups had been given an opportunity to participate in the consultation process and the subsequent creation of the Community Vision and Shared Goals.

The working party completed formulating the Vision and Goals at the end of July 2019, and around the same time, the leadership team on the working party became Trustees of the 'Our Kerikeri' Charitable Trust.

#### **DISCUSSION AND NEXT STEPS**

Since 2006 Council has encouraged communities to engage in a community planning process to identify, highlight and prioritise their values, aspirations and goals. The plans that result from such processes give direction to communities to develop sustainably and to frame up projects that can be supported on a wider scale. In this instance, Council didn't initiate the process, but through the then

Deputy Mayor, and one of Council's Community Development Advisors, did provide a measure of support and advice for some of the processes undertaken in creating this document.

Since Council started receiving Community Plan documents from its communities it has invited and assisted to participate in this process, it has always maintained the stance that the Community Plan is a useful expression of community aspirations and it holds a place in 'informing' Council's own planning activities. Also, when communities undertake Community Plan processes, it is explained to them that Council is not in a position to receive their document as a 'binding contract', but inherent in the arrangement, it is viewed more as a pathway that Council will assist them to travel.

'Our Kerikeri' therefore comes to the Bay of Islands/Whangaroa Community Board with the desire of a similar outcome. Firstly, that Council will accept the document as an accurate expression of the Vision and Goals of the current Kerikeri Community, and secondly that Council will forge a meaningful relationship with Our Kerikeri, its working parties and the people of Kerikeri it represents.

#### FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no direct or immediate financial implications. Any future budgetary provision for projects would be through Community Board Grants, Annual Plan or Long-Term Plan provisioning, or external funding

#### **ATTACHMENTS**

- 1. Our Kerikeri ProjectIdeas A2889112 &
- 2. Our Kerikeri Vision&Goals FINAL A2889111 J

Our Kerikeri

# REVITALISE AND PRESERVE OUR VIBRANT VILLAGE FEEL

as a people-first place for living, business, connections and enjoyment

- Competition for best visual CBD masterplan
- · Community initiative in executing the Domain upgrade
- Create linger nodes around CBD
- Innovative arts trails
- Entertainment in social spaces & evening beautification project
- Create an entrance to Kerikeri
- Develop a platform for community communications



# PROMOTE EFFECTIVE PLANNING, INFRASTRUCTURE AND GROWTH

for a beautiful, functional Kerikeri

- Car free CBD trial days with alternative mobility options to try out
- Trial a pedestrianized street
- Work with Council & Businesses to create smart car parking & traffic plan
- Establish a committee to promote and advocate for the NZ Urban Design Protocol
- Advocate for multimodal transport planning & design



### CREATE OPPORTUNITIES FOR ALL TO THRIVE AND PROSPER

in a sustainable, resilient and productive economy

- Form a working group to promote the knowledge economy
- Free Wi-Fi through the CBD & down to the basin
- Research and test the feasibility of an Innovation Hub, to facilitate:
  - Creation of Social Enterprises to test, learn & flourish
  - Pioneering next generation technology & innovation
- Create an event for community/volunteer groups to get to know one another to share resources & skills



### CELEBRATE OUR UNIQUE MULTI-CULTURAL ENVIRONMENT

embracing diversity and holding an overlying sense of belonging as a society while respecting Tikanga Maori values

- Bilingual (Te Reo) Signage throughout Kerikeri
- Multicultural Festival
- Audible story telling
- Creative Arts showcasing and celebrating our multi-cultural community
- Build an open stage for cultural performances & teachings

Our Kerikeri - CDIMERITY STANI CHARCE

### CARE FOR THE WELLBEING OF OUR PEOPLE

supporting healthy, resilient and meaningful lives

- Advocate for comprehensive health services and facilities to care for our growing population
- Encourage increased physical activity by improving our towns walkability and access to safe easy to use cycle-ways.
- Assist 'Mai Life' to seek and create a youth centre space
- Design spaces and places where people cross paths, to grow community connection
- Design and build a world class skate park capable of hosting national and international events



### RESTORE AND CONSERVE OUR SURROUNDINGS

where each generation strives to leave a better Kerikeri to the ones that follow

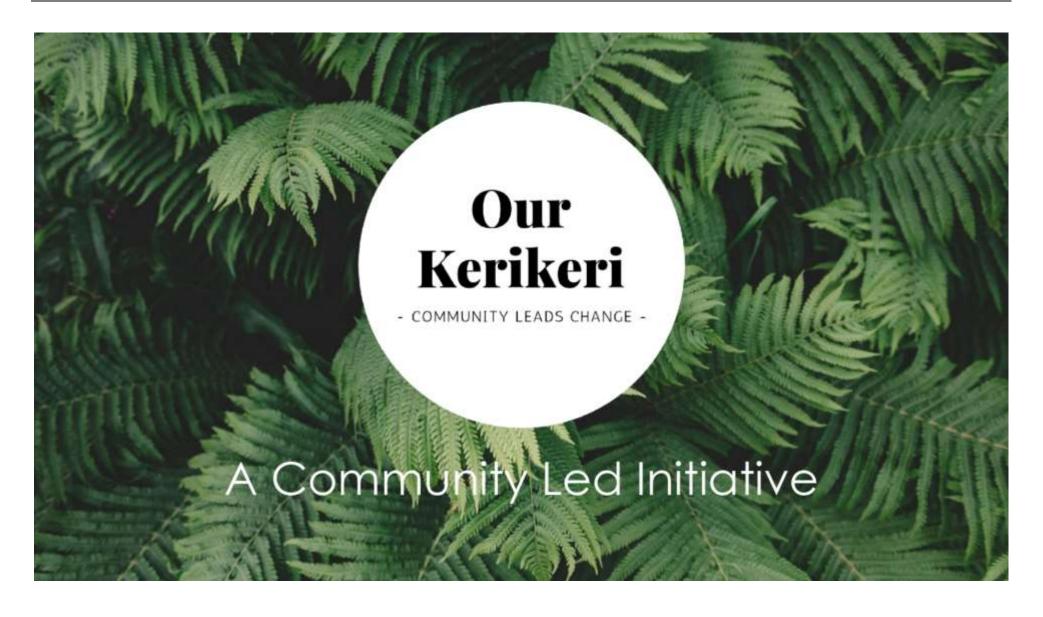
- Expand the "weed buster" network of volunteers
- Work with 'BOI Living Waters' to Identify and restore our vital waterways
- Support public access to beaches with careful consideration to environmental impact.
- Community planting days
- Establish a "plastic buster" network of volunteers to reduce marine litter

Our Kerikeri

# BUILD A CULTURE OF INNOVATIVE, SUSTAINABLE LIVING

living lightly and learning from nature

- Endorse sustainable living education by hosting and promoting events e.g. Learn how to live waste free
- Support 'Carbon Neutral Kerikeri' in efforts to reduce our carbon footprint
- Support collaborative consumption enterprises to create accessible sharing of assets and resources
- Cultivate cooperative community gardens







# **Steering Group**

Vince Buxton
Kirsty Grant
Donald Chandler
Annika Dickey
Jaime Pavlicevic
Lasse Dannesoen
Jo Lumkong

# Support

Tegan Weber Ken Ross Guy Simm David Clendon Lindis Capper-Starr

#### Cultural

Daniela Cook
Kipa Munro
Melanie Chandler-Winters
Sheree George

#### Environmental

Jo Lumkong

Kate Stirling

Lasse Dannesoen

#### **Economic**

Briar Corbett
Sabrina Glauser
Annika Dickey
Vince Buxton

#### Social

Jan-Marie Thomas

Jaime Pavlicevic

Nici Curtis















### **GOAL ONE**

Our Kerikeri

#### REVITALISE AND PRESERVE OUR VIBRANT VILLAGE FEEL

as a people-first place for living, business, connections and enjoyment



#### TIAKITANGA:

- We enjoy spaces that encourage socialising and community-wide interactions
- Our identity, points of interest and history are creatively and clearly promoted
- We have mixed use areas and multiuse facilities
- Visitors feel welcome and stay longer
- We feel safe, included and part of our vibrant community
- We have a masterplan for Kerikeri CBD that enhances our village feel

Our Kerikeri

### **GOAL TWO**

PROMOTE EFFECTIVE PLANNING, INFRASTRUCTURE AND GROWTH

for a beautiful, functional Kerikeri



WHAKATUPURANGA:

- Urban planning is based on accurate statistics
- Our community is actively involved and contributes to urban design
- We have multiple accessways and efficient transport systems
- Relationships between the community and Council are positive and respectful
- Thoughtful zoning ensures protection and optimization of land use

# **GOAL THREE**

Our Kerikeri

# CREATE OPPORTUNITIES FOR ALL TO THRIVE AND PROSPER

in a sustainable, resilient and productive economy



#### TAURIKURA:

- We have access to opportunities and education to pursue our highest aspirations
- Business and enterprise is promoted and well supported
- An innovation hub incubates leading edge ideas
- We focus on growing a "knowledge" economy
- Workforce development & training opportunities serve our local industries

### GOAL FOUR

Our Kerikeri

#### CELEBRATE OUR UNIQUE BI-CULTURAL & MULTI-CULTURAL ENVIRONMENT

embracing diversity and holding an overlying sense of belonging as a society while respecting
Tikanga Maori values



#### AHUREA:

- Our cultural heritage is widely taught and respected
- We are a proudly bilingual community
- We celebrate and share stories of our past
- We have a strong ethos of neighbourliness, tolerance and inclusiveness
- We respect our diversity and each other

# **GOAL FIVE**



#### CARE FOR THE WELLBEING OF OUR PEOPLE

supporting healthy, resilient and meaningful lives



#### HAUORA:

- Our young people have access to facilities, events and opportunities, helping them realise their potential
- We have comprehensive health services that are responsive, efficient and available to all
- We utilize smart solutions to create affordable healthy housing
- Our streets and facilities are accessible for the elderly and disabled
- We have a strong workforce of volunteers and mentors

### **GOAL SIX**

Our Kerikeri

#### **RESTORE AND CONSERVE OUR SURROUNDINGS**

where each generation strives to leave a better Kerikeri to the ones that follow



#### TAIAO ATAWHAI:

- We strive to restore the Mauri of our lakes, rivers, streams and oceans.
- Our native species, habitats, fertile soils and areas of exceptional beauty are protected and preserved
- Our community educates for environmental awareness and is supportive of regenerative projects
- We minimise impact and create access to our natural habitats with care and appreciation
- We embrace the concept of Kaitiakitanga

# GOAL SEVEN





#### TOITŪ:

- We educate sustainable and regenerative ways to live & work
- Our economy creates, distributes and uses resources sustainably
- We aim to achieve zero waste and carbon neutrality
- We apply permaculture principles that encourage responsible land use
- We innovate and adapt enabling a shift toward full cycle systems
- We live consciously as part of an ecosystem

- 9 KARAKIA WHAKAMUTUNGA CLOSING PRAYER
- 10 MEETING CLOSE