



KAIKOHE-HOKIANGA COMMUNITY BOARD



Lake Kereru, Tautoro by Shaun Reilly

AGENDA

Kaikohe-Hokianga Community Board Meeting Wednesday, 2 September 2020

Time: 10.30 am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

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



**Far North
District Council**



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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Maori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:

- a) Holding a Community forum prior to Board meetings
 - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
 9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

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

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

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

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

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest
	Member	Kaikohe Business Association	Possible funding provider	Declare a Conflict of Interest
Moko Tepania	Teacher	Te Kura Kaupapa Māori o Kaikohe.	Potential Council funding that will benefit my place of employment.	Declare a perceived conflict
	Chairperson	Te Reo o Te Tai Tokerau Trust.	Potential Council funding for events that this trust runs.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Te Rarawa	As a descendent of Te Rarawa I could have a perceived conflict of interest in Te Rarawa Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Whaingaroa	As a descendent of Te Rūnanga o Whaingaroa I could have a perceived conflict of interest in Te Rūnanga o Whaingaroa Council relations.	Declare a perceived conflict
	Tribal Member	Kahukuraariki Trust Board	As a descendent of Kahukuraariki Trust Board I could have a perceived conflict of interest in Kahukuraariki Trust Board Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga ā-Iwi o Ngāpuhi	As a descendent of Te Rūnanga ā-Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā-Iwi o Ngāpuhi Council relations.	Declare a perceived conflict

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Wednesday 2 September 2020 at 10.30 am

Order Of Business

1	Karakia Timatanga – Opening Prayer.....	11
2	Apologies and Conflicts of Interest.....	11
3	Public Forum.....	11
4	Deputations.....	11
5	Speakers.....	11
6	Confirmation of Previous Minutes.....	12
6.1	Confirmation of Previous Minutes.....	12
7	Reports.....	45
7.1	Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 July 2020.....	45
7.2	Funding Applications.....	47
7.3	Funding Application - Te Wakamanamai Whanau Trust.....	72
8	Karakia Whakamutunga – Closing Prayer.....	82
9	Meeting Close	82

1 KARAKIA TIMATANGA – OPENING PRAYER**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**4 DEPUTATIONS**

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

5 SPEAKERS**Funding Applicants:**

Dave Adams	- South Hokianga Hall
Janine McVeagh	- Hokianga Community Education Trust
Tracey Harris	- Te Rau o Te Huia
Rhonda Zielinski	- Te Whakamanamai Trust

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2937798

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 5 August 2020 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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









Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. 2020-08-05 KHCB Meeting Minutes - A2928898  
2. Deputation Information - Brendon Johnson - Maihi Park Photos - A2936054  
3. Deputation Information - Geraldine Pinao - Reed Park handout - A2936058  
4. Deputation Information - Rhonda Zielinski PowerPoint - Transitional Housing - A2936135  

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 5 AUGUST 2020 AT 10.30 AM**

PRESENT: Chairperson Mike Edmonds, Member Emma Davis, Member Louis Toorenborg (until 12:30 pm), Member Kelly van Gaalen, Member Alan Hessel, Member Laurie Byers, Member John Vujcich, Member Moko Tepania

STAFF PRESENT: Shaun Clark (Chief Executive Officer) until 11:35 am, Aisha Huriwai (Team Leader - Democracy Services), Kathryn Trewin (Funding Advisor), Marlema Baker (Meetings Administrator)

1 APOLOGIES AND CONFLICTS OF INTEREST

Member Toorenborg apologised that he would need to depart the meeting if still in session by 12:30 pm.

Chair Mike Edmonds declared a conflict of interest in relation to item 7.3 Kaikohe Sewing Club Funding Application.

2 PUBLIC FORUM

Shaun Reilly – Cleaning up the Mill site in Kaikohe and suggested that the Far North District Council acquire 2 separate parcels of land in Kaikohe for future public use.

3 DEPUTATIONS

10:35 am Geraldine Pinao - Reed Park Project.
10:40 am Rhonda Zielinki - Transitional Housing.
10:45 am Brendan Johnson - Bike Traffic on Maihi Park.

4 SPEAKERS

10:50 am Jackie Sanders – Jacman Entertainment.
10:55 am Joe Carr - Far North Life Education Trust.
11:00 am Theresia Van Wingerden – Kaikohe Sewing Group.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A2918723, pages 10 - 14 refers.

RESOLUTION 2020/42

Moved: Chairperson Mike Edmonds
Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 1 July 2020 as a true and correct record.

CARRIED

6 REPORTS

6.1 OPONONI BOWLING CLUB - CONTRIBUTION TO RATES

Agenda item 7.1 document number A2920916, pages 15 - 17 refers.

MOTION

Moved: Member Moko Tepania

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board approve that:

- a) the Opononi Bowling Club lease requires a contribution of \$1,500 plus GST towards the rating costs associated with their occupation of part of the rating unit; and
- b) this sum increase annually by the CPI rate at the end of the quarter immediately preceding the anniversary of the commencement of the lease.

LOST

RESOLUTION 2020/43

Moved: Member Moko Tepania

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board approve that the Opononi Bowling Club annual lease payment be \$1,500 including GST. The reason for this amount is that it is a recognition that payment of rates by the tenant is otherwise not included.

CARRIED

Meeting adjourned for lunch 12:00 pm and reconvened at 12:40 pm.
Member Toorenburg left the meeting 12:00 pm.

6.2 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 JUNE 2020

Agenda item 7.2 document number A2919070, pages 18 - 21 refers.

RESOLUTION 2020/431

Moved: Member Kelly van Gaalen

Seconded: Member Laurie Byers

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 30 June 2020.

CARRIED

6.3 FUNDING APPLICATIONS

Agenda item 7.3 document number A2861920, pages 22 - 27 refers.

RESOLUTION 2020/45

Moved: Member Moko Tepania

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$5,000 (plus GST if applicable) to be paid

from the Board's Community Fund account to Jacman Entertainment for costs towards Hullabaloo Children's Arts Festival 2020 to support the following Community Outcomes:

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

CARRIED

Chairperson Edmonds declared a conflict of interest in relation to the application from Kaikohe Sewing Club Funding Application and abstained from any discussion and vacated the chair.

Deputy Chairperson Davis assumed the Chair for this application.

RESOLUTION 2020/46

Moved: Member John Vujcich

Seconded: Member Alan Hessel

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$5,300 (plus GST if applicable) to be paid from the Board's Community Fund account to Kaikohe Sewing Club for costs towards Community Sewing Skills Course to support the following Community Outcomes:

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

CARRIED

Chairperson Edmonds resumed the Chair.

RESOLUTION 2020/47

Moved: Member Laurie Byers

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$1,304 (plus GST if applicable) to be paid from the Board's Community Fund account to Okaihau Bowling Club costs towards new mats and jacks to support the following Community Outcomes:

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

CARRIED

RESOLUTION 2020/48

Moved: Member John Vujcich

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$1,095 (plus GST if applicable) to be paid from the Board's Community Fund account to Kaikohe Community Arts Council for costs towards Te Wairua o Kaikohe art exhibition to support the following Community Outcomes:

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

CARRIED

RESOLUTION 2020/49

Moved: Member Kelly van Gaalen

Seconded: Member Moko Tepania

That the application from Te Tai Tokerau Timebank be left to lie on the table.

CARRIED**RESOLUTION 2020/49**

Moved: Member Kelly van Gaalen

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$625 (plus GST if applicable) to be paid from the Board's Community Fund account to Kaikohe & Districts Sportsville for costs towards Lindvart Park Promotional Video to support the following Community Outcomes:

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

CARRIED**RESOLUTION 2020/50**

Moved: Member Moko Tepania

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$5,001 (plus GST if applicable) to be paid from the Board's Community Fund account to Life Education Trust for costs towards mobile classroom refurbishment to support the following Community Outcomes:

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

CARRIED**7 INFORMATION REPORTS****7.1 COMMUNITY AND CUSTOMER SERVICE ACTIVITIES 1 JANUARY - 30 JUNE 2020**

Agenda item 8.1 document number A2917985, pages 78 - 87 refers.

RESOLUTION 2020/51

Moved: Member Moko Tepania

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board receive the report Community and Customer Service Activities 1 January - 30 June 2020.

CARRIED**8 MEETING CLOSE****The Meeting closed at 1:54 pm.**

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 2 September 2020.

.....
CHAIRPERSON















Title: Nature playground at Reed Park, Kaikohe

Author: Geraldine Pinao email: geraldinepinao@gmail.com

Proposal: Establish a new nature playground in Reed Park to service families in a deprived area.

Reed Park is a beautiful reserve in central Kaikohe, filled with mature trees – including large Puriri and Oak trees. It is under-utilised, often used as a thoroughfare. It has a perception of not being safe, and as a result is often empty. With investment from Council it could be a space for families to reclaim, and for children to interact and engage with nature. A nature playground would be an ideal project to achieve this.

Kaikohe has a very young population, with 1/3 of residents 14 years and under (Statistics New Zealand). The playground, skatepark and Basketball court at Memorial Park are well used in Kaikohe – although only the playground is designed for younger children. These facilities are located on the south side of the main highway, in a commercial and light industrial area. For children to access this park from the North side, multiple roads need to be crossed. Further, with McDonalds and the Warehouse directly across the road and in sight of the playground there are implications for health and wellbeing. Research shows ease of access to fast food, increases uptake and in poor communities often fast food outlets face little to no competition from healthier options. This is true in Kaikohe. (See for example, <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC2661452/>)

There is a need for further investment in children in Kaikohe. This is especially true, given the high level of deprivation and the more limited resources many children in Kaikohe have compared to children from more affluent areas in the Far North.

Further, some visionary design and planning could have good outcomes for local community wellbeing, as well as encouraging visitors to the areas. These playgrounds are known as “destination playgrounds”. There are opportunities to link up a destination playground with the cycleway, stimulating our local economy.

A nature playground would be in keeping with the natural beauty of Reed Park, and enhance the features (trees for climbing, autumn leaves etc) that are already present.

Nature playgrounds can include elements such as mounds of earth, boulders, trees and plants, logs and log structures, tree stumps, dirt/mud/sand, natural water features, tree houses, large musical instruments, ropes and bridges.

Dr David Suzuki has stated that “Natural playgrounds should be the standard for all our playgrounds” They truly connect children with nature through play and are a sort of classroom for the next generation of environmental stewards” Research has found that children who play on playgrounds that incorporate natural elements are more active than those who play on traditional playgrounds. See for example <https://www.sciencedaily.com/releases/2012/10/121011135036.htm>

Nature playgrounds offer many different ways for children to engage with them, whereas traditional playgrounds are designed to be used in specific ways. Research shows that children participate in more creative and imaginative play when playing on nature

playgrounds. The international move towards natural elements in playgrounds recognises both the importance of interaction with nature for children and adults alike, as well as the move towards heuristic materials in childcare and school settings.

Below are some examples of nature playgrounds around the world.



<https://www.natureplaywa.org.au/programs/nature-playgrounds/getting-started>



Kingsway College Playground





Morialta Playground, Australia



Tumbling Bay Playground, London



Waldhochseilgarten in Volkspark Jungfernheide, Germany

TE WHAKAMANAMAI WHANAU CHARITABLE TRUST

Kaikohe and Hokianga Community Board Presentation – 05 August 2020

Rhonda Zielinski

Doug Healey

Who are we ?



- Rhonda Zielinski
- Owner Influence Gym Kaikohe



- Doug Healey
- Owner Influence Crew Auckland



- Te Miringa Mihaka
- Contractor Instant Batches

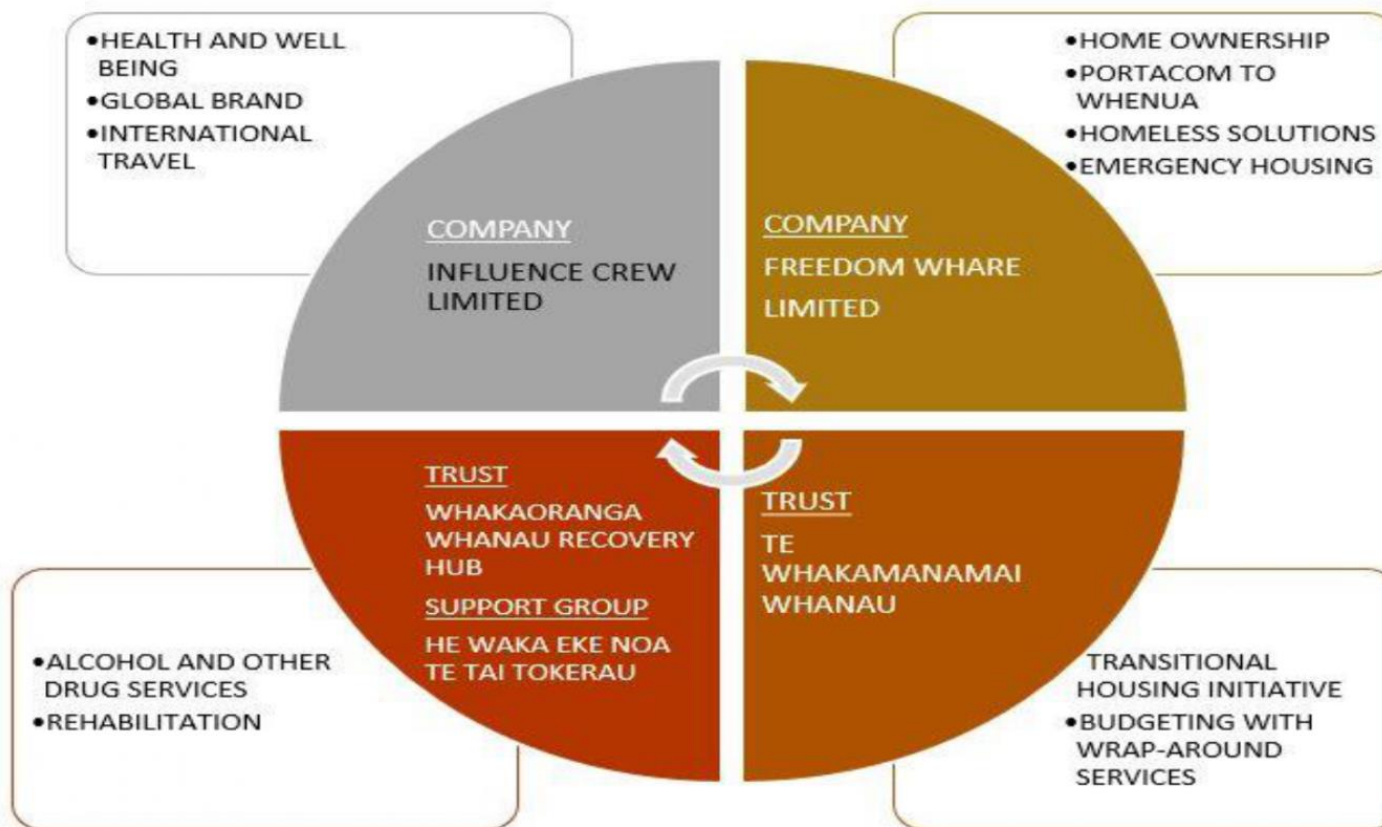


- Craig Zielinski
- Owner Silviculture Contractors Kaikohe

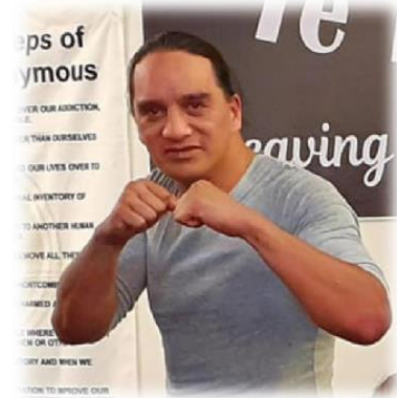


- Jane Beamsley
- Founder Whakaoranga Whanau Recovery Hub Kaikohe

What we do ?



What does homeless look like ?



Why we do it ?

Name : David Noa

Age : 58

Situation : Homeless

Status : Single Father

10-year-old daughter



Transitional Pathways



Why we do it ?

Name : Camelia Cochrane-Poinga

Age : 33

Situation : Homeless

Status : Married Mother of four



Advocacy / Navigation



KiwiSaver[™]
Poua he Oranga

Why we do it ?

Name : Ruby Dalton

Age : 52

Situation : Homeless

Status : Single Mother of
two



Responding to a need



Why we do it ?

Name : Gina Edmonds

Age : 54

Situation : Homeless

Status : Single Mother of
Six Adult children
and 13 Mokopuna



Home Ownership



The Real Picture



Making a Difference





Long Term Sustainable Solutions



TE WHAKAMANAMAI
WHANAU CHARITABLE TRUST

THANK YOU FOR YOUR TIME

“ MAURI ORA “



7 REPORTS

7.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2020

File Number: A2936661

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 Kaikohe-Hokianga Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 July 2020.

BACKGROUND

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

Community Fund Account balance as at 1 July 2020	\$115,902.00
• Less funds granted and uplifted to 31 July 2020	\$5,500.00
Community Fund Account balance as at 31 July 2020	\$110,402.00

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 31 July 2020 is \$110,402.00.

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- Statement of Kaikohe-Hokianga Community Board Fund Account as at 31 July 2020 - A2936657**  

**Far North District Council
Kaikohe - Hokianga Community Board
Statement of the Community Fund Account as at 31 July 2020**

Allocation Grants & Donations Annual Budget 2019/20	82,569.00	
Community Board Placemaking Fund	<u>33,333.00</u>	115,902.00

Less Expenditure 2020/21 (Funds Uplifted)

July 20

Kaikohe Business Association for costs towards Community Patrol vehicle	1,000.00	
Kaikohe Pioneer Village for the annual Halloween community event	1,500.00	
Wekaweka Valley Community Trust for costs towards updating the Waimamaku Community Centre	3,000.00	
		<u>5,500.00</u>

Balance as at 31 July 2020	<u>\$110,402.00</u>	
-----------------------------------	----------------------------	--

Less Commitments 2020/21 (Funds not yet up lifted)

Balance 31 July 2020 Uncommitted/(Overcommitted)	<u>\$110,402.00</u>	
---	----------------------------	--

Prior Year Commitments (Funds not yet Uplifted)

Meeting 03.06.20

Bay of Islands Waldorf Education Trust for costs towards parent workshops	500.00	
---	--------	--

Meeting 05.02.20

Kaikohe Intermediate School for installing swimming pool covers	3,000.00	
---	----------	--

7.2 FUNDING APPLICATIONS

File Number: A2861925

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which application/s will receive funding at the 2 September 2020 meeting.

EXECUTIVE SUMMARY

- Kaikohe-Hokianga Community Board has \$59,736 unallocated funding available for the 2020/21 financial year. This does not include funding carried over from the 2019/20 funding year.
- Kaikohe-Hokianga Community Board has an additional \$33,333 place making funding available for the 2020/21 financial year.
- Three applications for funding have been received, requesting a total of \$9,988.45

RECOMMENDATION

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$2619 (plus GST if applicable) to be paid from the Board's Community Fund account to Hokianga Community Educational Trust for costs towards clearing/cleaning of the Rawene Campus to support the following Community Outcomes:

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$3070 (plus GST if applicable) to be paid from the Board's Community Fund account to South Hokianga Memorial Hall for costs towards erecting a hall sign to support the following Community Outcomes:

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$2500 (plus GST if applicable) to be paid from the Board's Community Fund account to Te Rau o Te Huia for costs towards running a four day community weaving workshop to support the following Community Outcomes:

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

1) BACKGROUND

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the LTP, and all provisions listed on the application form.

2) DISCUSSION AND OPTIONS

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Hokianga Community Educational Trust	Cleaning Rawene Campus and Grounds	\$2,619 (36%)	\$2,619 (36%)	The Board has already indicated their support for this community-led project. This could come out of placemaking funding if the Board would prefer.	(i) Proud vibrant communities. (ii) Communities that are healthy, safe, connected and sustainable.	Community Development
South Hokianga War Memorial Hall	Erection of a sign for the hall	\$3,070 (43%)	\$3,070 (43%)	This application is for a sign outside the hall advertising who is present and upcoming events and the like.	(i) Proud vibrant communities. (ii) Communities that are healthy, safe, connected and sustainable.	Infrastructure
Te Rau o te Huia	Four-day weaving workshop	\$4,300 (86%)	\$2,500 (50%)	This applicant has applied to multiple funding sources and is continuing to look for further funding to allow as many participants to attend as possible.	(i) Proud vibrant communities. (ii) Communities that are healthy, safe, connected and sustainable.	Community Development

Assessment of Applications

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested.

Option 2 Authorise partial funding.

Option 3 Decline funding.

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Board allocates funding in accordance with the Community Grant Policy and considers applications received against available funds as reported in each meeting's agenda.

ATTACHMENTS

1. KHCB - Application - Hokianga Community Educational Trust - A2938182 [↓](#) 
2. KHCB - Application - South Hokianga War Memorial Hall - A2938182 [↓](#) 
3. KHCB - Application - Te Rau o te Huia - A2938183 [↓](#) 

Compliance schedule:

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

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

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

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

Organisation	<u>SOUTH HOKIANGA WAR MEMORIAL HALL</u>	Number of Members	<u> </u>
Postal Address	<u>PO BOX 33, OPONONI, KAIKOHE</u>	Post Code	<u>0473</u>
Physical Address	<u>15 HOKIANGA HARBOUR DRIVE, OPONONI</u>	Post Code	<u>0473</u>
Contact Person	<u>DAVID ADAMS</u>	Position	<u>CHAIR</u>
Phone Number	<u>021 377 720</u>	Mobile Number	<u>021 377 720</u>
Email Address	<u>daveadams555@gmail.com</u>		

Please briefly describe the purpose of the organisation.

<u>COMMUNITY HALL</u>

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

A2886814 (version Sept 2018)

Page 1

Local Grant Application Form



Project Details

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

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity ERECTION OF A HALL SIGN Date

Location 15 HOKIANGA HARBOUR DRIVE Time

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

If so, how much?

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

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

Supply + erection of a sign for Opononi Hall.
This design is based on the Papamoa Community Hall sign. It will be located outside the hall on NZTA land in place of the existing RSA street sign.

The hall is currently underutilised. In order to try & increase the patronage several initiatives are underway, the supply & erection of a sign being just one.

This application for funding is for the purchase of the sign materials, its manufacture, the signwriting and the installation together with lights on the sign.

This is a resubmission of the original application submitted in March 2019.

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

A2686814

(version Sept 2018)

Page 2

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	N/A	
Advertising/Promotion	N/A	
Facilitator/Professional Fees ²	N/A	
Administration (incl. stationery/copying)	100	
Equipment Hire	N/A	
Equipment Purchase (describe)	INCLUDED BELOW	
Utilities	N/A	
Hardware (e.g. cement, timber, nails, paint)	INCLUDED BELOW	
Consumable materials (craft supplies, books)	N/A	
Refreshments	N/A	
Travel/Mileage $104 \text{ km} \times 6 = 416 \text{ km}$ @ 76c/km	316	
Volunteer Expenses Reimbursement	N/A	
Wages/Salary	N/A	not applicable
Volunteer Value (\$20/hr) 100 hrs @ \$20	2000	not applicable
Other (describe) BUILDERS SIGNWRITING LIGHTING CONTINGENCY	2114 970 1506 500	4685 less 1615.26 = 3069.74
TOTALS	7101	3069.74

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have? 5,072.23

How much of this money is already committed to specific purposes? 4,500

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

Purpose	Amount
INTERNAL HALL MAINTENANCE	
MONTHLY EXPENSES, POWER / WATER / CARPETING	
BOND HELD ON BEHALF OF FUTURE	
HALL HIRES	
PRE PAYMENT OF HALL HIRE	
TOTAL	4,500

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

Funding Source	Amount	Approved
HOKIANGA MEMORIAL RSA	1215.26	<input checked="" type="checkbox"/> Yes / Pending
OPONONI MARKET	400.00	<input checked="" type="checkbox"/> 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
PURCHASE OF REPLACEMENT	\$5000	5/12/2019	<input checked="" type="checkbox"/> Y / N
CHAIRS - NEW VALUE \$30K			Y / N
			Y / N
			Y / N

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

Local Grant Application Form



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)

SOUTH HOKIANGA WAR MEMORIAL HALL COMMITTEE

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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

A2686814

(version Sept 2018)

Page 5

Local Grant Application Form



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

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

Signatory One

Name	<u>DAVID ADAMS</u>	Position	<u>CHAIR</u>
Postal Address	<u>PO Box 207, OPOKONI, KAIKOE</u>	Post Code	<u>0473</u>
Phone Number	<u>021 377 720</u>	Mobile Number	<u>021 377 720</u>
Signature	<u>[Signature]</u>	Date	<u>26/7/2020</u>

Signatory Two

Name	<u>JENNIFER A READ</u>	Position	<u>TREASURER</u>
Postal Address	<u>118. STATE HWY 12. RD3 KAIKOE</u>	Post Code	<u>0473</u>
Phone Number	<u>09 405 8202</u>	Mobile Number	<u>0211 211 203</u>
Signature	<u>[Signature]</u>	Date	<u>26/7/20</u>

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

A2686814

(version Sept 2018)

Page 6

Schedule of Supporting Documentation**South Hokianga War Memorial Hall**

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

1	Email correspondence – Governance Support Team FNDC
2	ASB Bank Statement as at 30 April 2020
3	Quote – Richard Waldegrave Builders
4	Quote – Northern Signs
5	Quote – Good Power Electrical Ltd
6	ASB – Bank Account Deposit Slip
7	Copy of Resource Consent Application 14 th July 2020
8	Marketing Plan
9	Health & Safety Policy

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

Organisation	<u>SOUTH HOKIANGA WAR MEMORIAL HALL</u>	Number of Members	<u> </u>
Postal Address	<u>PO BOX 33, OPONONI, KAIKOHE</u>	Post Code	<u>0473</u>
Physical Address	<u>15 HOKIANGA HARBOUR DRIVE, OPONONI</u>	Post Code	<u>0473</u>
Contact Person	<u>DAVID ADAMS</u>	Position	<u>CHAIR</u>
Phone Number	<u>021 377 720</u>	Mobile Number	<u>021 377 720</u>
Email Address	<u>daveadams555@gmail.com</u>		

Please briefly describe the purpose of the organisation.

COMMUNITY HALL

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

A2686814 (version Sept 2018)

Page 1

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity ERECTION OF A HALL SIGN Date

Location 15 HOKIANGA HARBOUR DRIVE Time

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

If so, how much?

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

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

Supply + erection of a sign for Opononi Hall.
This design is based on the Papamoa Community Hall sign. It will be located outside the hall on NZTA land in place of the existing RSA street sign.

The hall is currently underutilised. In order to try & increase the patronage several initiatives are underway, the supply & erection of a sign being just one.

This application for funding is for the purchase of the sign materials, its manufacture, the signwriting and the installation together with lights on the top.

This is a resubmission of the original application submitted in March 2019.

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

A2686814

(version Sept 2018)

Page 2

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	N/A	
Advertising/Promotion	N/A	
Facilitator/Professional Fees ²	N/A	
Administration (incl. stationery/copying)	100	
Equipment Hire	N/A	
Equipment Purchase (describe)	INCLUDED BELOW	
Utilities	N/A	
Hardware (e.g. cement, timber, nails, paint)	INCLUDED BELOW	
Consumable materials (craft supplies, books)	N/A	
Refreshments	N/A	
Travel/Mileage 104 km x 6 = 416 km @ 76c/km	316	
Volunteer Expenses Reimbursement	N/A	
Wages/Salary	N/A	not applicable
Volunteer Value (\$20/hr) 100 hrs @ \$20	2000	not applicable
Other (describe) BUILDERS SIGNWRITING LIGHTING CONTINGENCY	2114 970 1506	4685 less 1615.26 = 3069.74
TOTALS	7101	3069.74

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have? 5,072.23

How much of this money is already committed to specific purposes? 4,500

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

Purpose	Amount
INTERNAL HALL MAINTENANCE	
MONTHLY EXPENSES, POWER / WATER / CARPETING	
BOND HELD ON BEHALF OF FUTURE	
HALL HIRES	
PRE PAYMENT OF HALL HIRE	
TOTAL	4,500

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

Funding Source	Amount	Approved
HOKIANGA MEMORIAL RSA	1215.26	<input checked="" type="checkbox"/> Yes / Pending
OPONONI MARKET	400.00	<input checked="" type="checkbox"/> 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
PURCHASE OF REPLACEMENT	\$5000	5/12/2019	<input checked="" type="checkbox"/> Y / N
CHAIRS - NEW VALUE \$30K			Y / N
			Y / N
			Y / N

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

Local Grant Application Form



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)

SOUTH HOKIANGA WAR MEMORIAL HALL COMMITTEE

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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

A2686814

(version Sept 2018)

Page 5

Local Grant Application Form



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

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

Signatory One

Name	<u>DAVID ADAMS</u>	Position	<u>CHAIR</u>
Postal Address	<u>PO Box 207, OPOKONI, KAIKOE</u>	Post Code	<u>0473</u>
Phone Number	<u>021 377 720</u>	Mobile Number	<u>021 377 720</u>
Signature	<u>[Signature]</u>	Date	<u>26/7/2020</u>

Signatory Two

Name	<u>JENNIFER A REED</u>	Position	<u>TREASURER</u>
Postal Address	<u>118. STATE HWY 12. RD3 KAIKOE</u>	Post Code	<u>0473</u>
Phone Number	<u>09 405 8202</u>	Mobile Number	<u>0211 211 203</u>
Signature	<u>[Signature]</u>	Date	<u>26/7/20</u>

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

A2686814

(version Sept 2018)

Page 6

Schedule of Supporting Documentation**South Hokianga War Memorial Hall**

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

1	Email correspondence – Governance Support Team FNDC
2	ASB Bank Statement as at 30 April 2020
3	Quote – Richard Waldegrave Builders
4	Quote – Northern Signs
5	Quote – Good Power Electrical Ltd
6	ASB – Bank Account Deposit Slip
7	Copy of Resource Consent Application 14 th July 2020
8	Marketing Plan
9	Health & Safety Policy

Local Grant Application Form



Instructions

Please read carefully:

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

The following must be submitted along with this application form:

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

Applicant details

Organisation	<u>Te Rau o te Huia (weaving group)</u>	Number of Members	<u>5</u>
Postal Address	<u>P O Box 529 Kaikohe</u>	Post Code	<u>0405</u>
Physical Address	<u>3184 SH12 RD3 Taheke</u>	Post Code	<u>0405</u>
Contact Person	<u>Tracey Harris</u>	Position	<u>Organiser</u>
Phone Number		Mobile Number	<u>0210670126</u>
Email Address			

Please briefly describe the purpose of the organisation.

A We are a group of local weavers who teach the art and skills of weaving piupiu.

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

Local Grant Application Form



Project 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 Te Wananga Raranga Piupiu Date 28/09/2020 to
 Location Te Kura Kaupapa Maori O Kaikohe Time 01/10/2020
 Will there be a charge for the public to attend or participate in the project or event? ☐ Yes ☒ No 3pm start
 If so, how much?

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

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

The Community of Hokianga, and the participants of this workshop, will benefit from this 4 day workshop. It will be held locally in Kaikohe and it is open to all ages of people, and it encourages whanau participation. The workshop will cater for beginner weavers as well as the experienced weavers. The itinerary consists of activity such as the harvest, preparation, and weaving process of mahi piupiu. These weaving activities promote Health and Wellbeing, creating natural products from a natural resource promoting environmental wellbeing. This workshop will also promote cultural identity and connection to "Te Ao Maori," creating understanding and appreciation for the knowledge and skills passed down from our tupuna. All the participants will engage in a traditional Maori Art that will have lasting benefits for each individual as well as the extended community.

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

A2686814

(version Sept 2018)

Page 2

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	400 -	
Advertising/Promotion		
Facilitator/Professional Fees ²	2400 -	2400 -
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) resources: tool kits	400 -	400 -
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments Food	1200 -	1200 -
Travel/Mileage	300 -	300 -
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr) Catering	300 -	not applicable
Other (describe)		
TOTALS	5,000 -	4,300 -

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
TOTAL	

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

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

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

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

Local Grant Application Form



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)

Te Rau O te Huia weaving group

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two

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

A2685514

(version Sept 2018)

Page 5

Local Grant Application Form



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

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

Signatory One

Name	<input type="text" value="Tracey Harris"/>	Position	<input type="text" value="Organiser"/>
Postal Address	<input type="text" value="P O Box 529 Kaikohe"/>		Post Code <input type="text" value="0405"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text" value="0210670126"/>
Signature	<input type="text" value="J Harris"/>	Date	<input type="text" value="07/08/2020"/>

Signatory Two

Name	<input type="text"/>	Position	<input type="text"/>
Postal Address	<input type="text"/>		Post Code <input type="text"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

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

A2686514

(version Sept 2018)

Page 6

Schedule of Supporting Documentation**Te Rau o te Huia**

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

1	Email correspondence – Workshop costing
2	Westpac Bank Statement as at 10 th July 2020
3	Te Kura Kaupapa o Kaikohe – Venue booking confirmation

7.3 FUNDING APPLICATION - TE WAKAMANAMAI WHANAU TRUST

File Number: A2942716

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which application/s will receive funding at the 2 September 2020 meeting.

EXECUTIVE SUMMARY

- Kaikohe-Hokianga Community Board has \$59,736 unallocated funding available for the 2020/21 financial year. This does not include funding carried over from the 2019/20 funding year.
- Kaikohe-Hokianga Community Board has an additional \$33,333 place making funding available for the 2020/21 financial year.
- The Board requested the applicant lodge an application for funding following their presentation at the August 2020 Board meeting and is presented as received.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board, in considering the provisions of the Community Grant Policy authorise the sum of \$20,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Ngawha Springs Forward Charitable Trust on behalf of Te Wakamanamai Whanau Trust for costs towards whare to whenua to support the following Community Outcomes:

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

1) BACKGROUND

The applicant presented at the Kaikohe-Hokianga Community Board in August 2020 regarding the work being done to help those who are homeless in the Kaikohe area into more appropriate accommodation. While some may not be technically homeless, the properties where they are residing are not weather-proofed and lack basic essential services such as water, heating, cooking and toilet facilities. The trust is currently working with approximately 50 families and individuals to provide them with more appropriate facilities.

Due to the Covid-19 lockdown, the trust has been unable to open a bank account of their own, but they have worked with the Ngawha Springs Forward Trust, who have agreed to umbrella Te Wakamanamai Whanau Trust for funding until such time as they are able to open an appropriate bank account of their own.

The applicant has applied for a blanket amount of \$20,000 and has supplied a partial quote for califonts required to provide hot water. They note that the quote provided is for 8 gas califonts, instead of the 10 requested.

2) DISCUSSION AND OPTIONS

Assessment of Application

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

The Board allocates funding in accordance with the Community Grant Policy and considers applications received against available funds as reported in each meeting's agenda.

ATTACHMENTS

1. KHCB - Funding Application - Wakamanamai Trust - A2942653 [↓](#) 

Compliance schedule:

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

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

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

Local Grant Application Form

Instructions

Please read carefully:

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

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

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

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

Applicant details

Organisation	Whakamanamai Whānau Trust		Number of Members	
Postal Address	4723 Takeke Rd RD 3 KLE		Post Code	0407
Physical Address	as above		Post Code	
Contact Person	Rhonda Zielinski	Position	Director	
Phone Number	094052241	Mobile Number	0277466329	
Email Address	rhonda2toki@gmail.com			

Please briefly describe the purpose of the organisation.

To help improve the standard of living & access to basic necessities such as hot, water, cooking facilities

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

Local Grant Application Form

Project 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 Where to Whenua

Date 18/8/20

Location Kaikohe

Time

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

☐ Yes

☒ No

If so, how much?

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

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

Families which include Kuaia, Kaumatua living alone, parents with young tamariki will benefit immensely at the provision of the califants, gas ovens & toilet & shower units that we plan to distribute we will also be undertaking 2-3 service projects to get the homes of 2-3 Kaumatua up + running with water, both hot + cold, get water catchment set up & help with water storage. We will also assist Whenua with longer term solutions to some of the priority housing needs we see.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
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)	10 x Califonts 10 x Gas stoves 10 x Hotpack Ablution	20K
TOTALS		20K

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

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 132295581

How much money does your organisation currently have? 100K

How much of this money is already committed to specific purposes? 100K

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

Purpose	Amount
Deposit for the purchase of a commercial property	80K
Portacom purchase	20K
TOTAL	

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

Funding Source	Amount	Approved
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

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

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

Local Grant Application Form

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)


Te Wakamanamai Wharou Trust

We, the undersigned, declare the following:

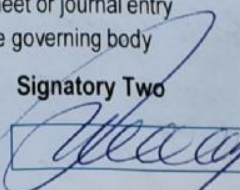
In submitting this application:

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

Signatory One



Signatory Two



Local Grant Application Form

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

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

Signatory One

Name RHONDA ZIELINSKI Position DIRECTOR
 Postal Address 4723 Takeke Road Post Code 0473
 Phone Number 0277466329 Mobile Number
 Signature RZM Date 10/8/2020

Signatory Two

Name DOUG HEALEY Position DIRECTOR
 Postal Address 13 WOOLASTON PLACE, AUCKLAND Post Code 2016
 Phone Number → Mobile Number 02745 78 311
 Signature Healey Date 10.8.2020

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

Schedule of Supporting Documentation**Te Wakamanamai Whanau Trust**

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

1	Quote from Bunnings for Califonts
2	Bank Details – Ngawha Springs Forward Charitable Trust

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

9 MEETING CLOSE