



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Bay of Islands-Whangaroa Community Board Meeting

Thursday, 4 March 2021

Time: 10.00 am
Location: Baysport Complex
Harmony Lane
Waipapa

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

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

Protocols

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

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

BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Belinda Ward	Ward Jarvis Family Trust	Trustee		
	Kenneth Jarvis Family Trust	Trustee		
	Residence in Watea			
Belinda Ward (Partner)	Ward Jarvis Family Trust	Trustee and beneficiary		
	Kenneth Jarvis Family Trust	Trustee and beneficiary		
	Residence in Watea	Trustee		
Lane Ayr	Retired			
	Home			
	Residence in Kerikeri			
Lane Ayr (Partner)	Riverview School			
	Home			
	Residence in Kerikeri			
Bruce Mills	Galloquine Trust / Galloquine Limited	Director		
	Whangaroa Community Trust	Trustee		
Manuwai Wells	No form received			
Frank Owen	Retired			Step aside from decisions that arise, that may have conflicts
	House Property in Kerikeri			Step aside from decisions that arise, that may have conflicts
Frank Owen (Partner)	House Property in Kerikeri			
Manuela Gmuier Hornell	Bay of Islands Sailing week Incorporated	Chair	Funding for events	Step aside from decisions that arise, that may have conflicts
	Te Au Mārie 1769 Sestercentennial Trust	Trustee		Step aside from decisions that arise, that may have conflicts
	Chris Hornell and Manuela Gmuier-Hornell Partnership	Partner		Step aside from decisions that arise, that may have conflicts
	Hornell-Gmuier Trust	Trustee and Beneficiary		Step aside from decisions that arise, that may have conflicts
	Russell Contracting Limited	Family Business		Step aside from decisions that arise, that may have conflicts
	Russell Volunteer Fire Brigade	Secretary		Step aside from decisions that arise, that may have conflicts

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Dave Hookway-Kopa	Manu Hapori Hauora – Community Wellbeing Advisor Northland DHB	Employee	Possibility of joint working groups with FNDC	Consider each situation on merit and declare any potential conflict
	Property on Waipapa West Road	Property owner	Issues to do with the street	Declare as appropriate
Rachel Smith	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
Rachel Smith (Partner)	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member and Treasurer		

Far North District Council
Bay of Islands-Whangaroa Community Board Meeting
will be held in the Baysport Complex, Harmony Lane, Waipapa on:
Thursday 4 March 2021 at 10.00 am

Order Of Business / Te Paeroa Mahi

1	Karakia Timatanga – Opening Prayer.....	9
2	Apologies and Conflicts of Interest.....	9
3	Public Forum.....	9
4	Deputations.....	9
5	Speakers.....	9
6	Confirmation of Previous Minutes.....	10
	6.1 Confirmation of Previous Minutes.....	10
7	Reports.....	16
	7.1 Chairperson and Members Report	16
	7.2 Funding Applications.....	24
	7.3 Project Funding Reports.....	34
8	Information Reports.....	64
	8.1 Community Funding and Reporting Review	64
	8.2 Community and Customer Service Report 1 July 2020 - 31 December 2020	66
9	Karakia Whakamutunga – Closing Prayer.....	81
10	Meeting Close	81

1 KARAKIA TIMATANGA – OPENING PRAYER

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

2 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

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

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3051626

Author: Casey Gannon, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 4 February 2021 are a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- 1. 2021-02-04 Bay of Islands-Whangaroa Community Board Minutes - A3075543**  

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

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE BAYSPORT COMPLEX, HARMONY LANE, WAIPAPA
ON THURSDAY, 4 FEBRUARY 2021 AT 10.00 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Frank Owen, Member Lane Ayr, Member Manuela Gmuer-Hornell, Member Manuwai Wells, Member Dave Hookway-Kopa, Member Rachel Smith

1 KARAKIA TIMATANGA – OPENING PRAYER

All members opened with a karakia.

2 APOLOGIES AND CONFLICT OF INTEREST

RESOLUTION 2021/1

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the apology from Member Bruce Mills, and apology for lateness from Rachel Smith be accepted.

CARRIED

MOTION – SPEAKING RIGHTS FOR COUNCILLOR DAVID CLENDON

RESOLUTION 2021/2

Moved: Chairperson Belinda Ward

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board welcome Councillor Clendon and that he be permitted to speak during member debate.

CARRIED

3 PUBLIC FORUM

Ray Hatch spoke on behalf of Rangitane Recreation Committee.

Attachments tabled at meeting

- 1 Rangitane Recreation Association - Tabled Document Feb 2021

4 DEPUTATIONS

Alastair Wells spoke on behalf of Far North Holdings in regard to proposed Rangitane Boat Ramp Development.

Nora Rameka from Ngati Rehia spoke in response to iwi/hapu consultation related to proposed Rangitane Boat Ramp Development.

NOTE: Member Manuela Gmuer-Hornell requested an electronic copy of an email, related to the proposed Rangitane Ramp Development, sent to community board members be tabled. As the email was not available in hard copy for all members to review at the time of the meeting it was not tabled.

5 SPEAKERS

Laura Rumsey and Richard Robbins spoke on behalf of Guardians of the Bay of Islands Inc. in regard to Funding Applications Item 7.3.

Rachel Smith joined the meeting at 11:06 am.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3051581, pages 10 - 17 refers.

COMMITTEE RESOLUTION 2021/3

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board confirm the minutes of the Bay of Islands-Whangaroa Community Board meeting held 3 December 2020 are a true and correct record with the following amendments:

- a) **Item 6.1 – Resignation of Deputy Chairperson, separated into two resolutions**
- b) **Item 7.4 – Funding Applications, Mohinui Marae, add a note that includes Dave Hookway-Kopa and Manuwai Wells are against amendment but not against the substantive motion.**

Abstained: Cr Rachel Smith

CARRIED

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.1 document number A3052225, pages 18 - 33 refers.

RESOLUTION 2021/4

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Member Lane Ayr, Member Manuela Gmuer-Hornell, Member Bruce Mills.

Abstained: Cr Rachel Smith

CARRIED

At 12:05 pm, Rachel Smith left the meeting. At 12:06 pm, Rachel Smith returned to the meeting.

RESOLUTION 2021/5

Moved: Member Manuela Gmuer-Hornell

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board request a report of existing contracts, that give effect to levels of service in the Bay of Islands-Whangaroa community, and contract renewal expiry dates.

Abstained: Cr Rachel Smith

CARRIED

Meeting adjourned from 12:18 pm to 1:34 pm for lunch.

7.2 STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 DECEMBER 2020

Agenda item 7.2 document number A3063532, pages 34 - 37 refers.

RESOLUTION 2021/6

Moved: Member Dave Hookway-Kopa

Seconded: Member Frank Owens

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

Abstained: Cr Rachel Smith

CARRIED

7.3A FUNDING APPLICATIONS

Agenda item 7.3 document number A3056658, pages 38 - 56 refers.

RESOLUTION 2021/7

Moved: Member Lane Ayr

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board approves the sum of \$2,425 (plus GST if applicable) be paid from the Board’s Community Fund account to Guardians of the Bay of Islands Inc for costs towards Te Rā nga Tamariki Day to support Community Outcomes and that:

- a) Free drinking water is provided for the tamariki, and;**
- b) Vendors participating in the event are requested not to provide sugar drinks;**
- c) that future applications may not be approved for the purpose of facilitation/professional fees.**

Abstained: Cr Rachel Smith

CARRIED

7.3B FUNDING APPLICATIONS**RESOLUTION 2021/8**

Moved: Member Lane Ayr

Seconded: Member Frank Owen

That the Bay of Islands-Whangaroa Community Board approves the sum of \$12,800 (plus GST if applicable) be paid from the Board’s Community Fund account to BaySports Inc for costs towards stadium refurbishment to support Community Outcomes.

Abstained: Cr Rachel Smith

CARRIED

RESOLUTION 2021/9

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board recommend to the Strategy and Policy Committee that a framework be developed for the funding of community facilities across the Far North as a matter of urgency.

Abstained: Cr Rachel Smith

CARRIED

At 2:27 pm Member Manuwai Wells left the meeting.

7.4 TRANSFER OF LOCAL PURPOSE (ESPLANADE) RESERVE TO LANDOWNERS OF KOPUAKAWAU BLOCK

Agenda item 7.4 document number A3060098, pages 57 - 138 refers.

RESOLUTION 2021/10

Moved: Chairperson Belinda Ward

Seconded: Member Manuela Gmuer-Hornell

That the Bay of Islands-Whangaroa Community Board recommend that Council make the following resolution:

- a. that subject to the directions of the Maori Land Court, Far North District Council approve the transfer of Lot 9 DP 102838 being Local Purpose (Esplanade) Reserve to the landowners of Kopukawau or to such body or trust as the Maori Land Court directs; and
- b. the transfer of land to occur at no cost to Council.

Abstained: Cr Rachel Smith

CARRIED

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

Rachel Smith closed with a karakia.

9 MEETING CLOSE

The meeting closed at 2:45 pm.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 4 March 2021.

.....
CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORT

File Number: A3052231

Author: Casey Gannon, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward, Member Manuela Gmuer-Hornell.

1) BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

2) DISCUSSION AND OPTIONS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

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

The report from the Chairperson and members are attached.

Reason for the recommendation

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Belinda Ward - Chairperson Report March 2021 - A3087571** [↓](#) 
2. **Manuela Gmuer-Hornell - Members Report March 2021 - A3087113** [↓](#) 

Compliance schedule:

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

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

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

COMMUNITY BOARD MEMBER'S REPORT

Report to Community Board:	Bay of Islands-Whangaroa Community Board
Member Name:	Belinda Ward
Subdivision:	Paihia
Date:	19th January 2021 - 15th February 2021

REPORT

1) Meetings

Date:

- 26/01/21 BOIW-CB agenda preview - Virtual
- 28/01/21 Presentation of Transport Programme - Kaikohe
- 28/01/21 Representation Arrangement Workshop - Kaikohe
- 02/02/21 Extraordinary Council Meeting - Virtual
- 03/02/21 Meeting re Te Tii Point container & deck - JBC Kerikeri
- 04/02/21 BOI-W CB Meeting - Baysport Waipapa
- 09/02/21 Strategy & Policy Committee Meeting - Kaikohe
- 09/02/21 Regulatory Compliance Committee Meeting - Kaikohe
- 11/02/21 Chairperson Training - Kaikohe
- 11/02/21 CB Working party Group - Kaikohe

2) Issues

- 02/02/21 Ngati Hine Health Trust - COVID testing station - Williams Road Carpark, followed by Northland DHB COVID testing station.
- 09/02/21 Concerns regarding the "Redwoods Report" conducted 01/09/20 was not forwarded to the CB members as an information report??
- 11/02/21 Lengthy discussion re the Pipi Patch Renewal of ON License & community impact & concerns.
- 12/02/21 re: PGF Paihia Waterfront - FNHL Marine Archeological Survey & marking of sites on Motumarie postponed until 22 Feb 2021. FNHL, DOC & Hapu to discuss.
- 14/02/21 Numerous phone calls re flooding of Russell Town Hall.

3) Resources Consents

NIL

4) Requests for Service

RFS: 2.45am Woken by heavy smoke smell.

No response to date

18/12/19 3975787 Bledisloe Domain Lighting - Renewel works programmed for this financial year end June 2020. **In Progress? Maybe stalled due to Waitangi Estate Future Plan underway.**

All residents advised how to lodge themselves.

RFS's are either work in progress or outstanding.

RFS: 3795613 18/04/18 Follow up on flooding issues in front apron of Paihia War Memorial Hall. **No progress**

01/10/15 3717930 Pedestrian safety issues & parking in front of Heritage Boutique Hotel (The Waterfront) Marsden Road Paihia - Pending NZTA response.

COMMUNITY BOARD MEMBER'S REPORT

Report to: Bay of Islands-Whangaroa Community Board
Member Name: Manuela Gmuer-Hornell
Subdivision: Opuia – Russell
Date: 15 February 2021

Meetings

Date	Meeting
22/01/2021	Meeting with Residents of Brind St with Cr Stratford
04/02/2021	Community Board Meeting – Kerikeri/W
10/02/2021	Resilient Russell Meeting

Issues/Feedback

Projects being put on hold even after they had funding allocated – most recently a concise piece of the footpath by Opuia School. A staff member left, and this project got passed over to FNHL; irresponsible and not transparent.

Jobs getting started (from RFS) and then not finished for weeks or months, been almost a year for some blocked culverts to be cleared!

This is what the FNDC customers – the ratepayers – are after, prompt replies and action to everyday needs. FNDC's average customers – the ratepayers – is not overly interested in how quick the turnaround is for building and resource consents. The average customer – the ratepayers – want their basic needs looked after, rubbish, water, sewage and roads. Time to look at the customers' – the ratepayers – view (not the property developers from out of our region)!

The contract for the Russell Transfer Station has been extended instead of being advertised and renewed. It is disappointing as the community shows strong interest to implement a different model for the Russell transfer station.

The RFS process seems to have stalled since the first lockdown and then again after/during the floods. Hence no RFS lodged! Please sort this process out and if needed, involve more contractors as soon as possible.

It intrigues me that Community Board Members can't contact FNDC staff. Still, community groups are welcome to meet with staff at Council Meetings.

Roading Issues seem to get the cone treatment and justified as a "fix" – this is totally unacceptable and dangerous as well as very unsightly – we have several of these around my subdivision, and we get zero replies on followups

The too-frequent sewage spills in Russell get the silent treatment from FNDC, more spills happened in Matauwhi Bay in November and in December a spill occurred at the Tapeka pump.

Issues with our small-town water supply in Russell, and yet again, staff need time to go through the historic agreements. This is a working system, and FNDC has no idea how and who is drawing water from a council-owned bore?

Time to pull your socks up, FNDC, and face the hard facts! You are letting communities down with their very basic needs of a sound sewage system and freshwater. FNDC needs to stop being risk-averse and start fixing aging assets, AND maybe it would help

to allocate funds to EVERY town in your district, to keep up with the maintenance. An 80-year plan won't fix our needs today.

The Board needs to make sure that management doesn't forward difficult decisions to the community boards without consulting or informing us in an appropriate timeframe. The no-surprises policy has to be both ways!

I am curious if anyone at FNDC management reads the Community Board Members' Reports.

Resource Consents

NIL received

Requests for Service/Information

22/04/2019	RFS-3975374	Oasis Car Park
30/10/2019		Robertson Street Strom Water
30/11/2019	24 Chapel St	Breach of building code
01/12/2019	RFS-3988901	Russell's Rubbish Woes
09/12/2019	RFS-3996575	Petition Okiato Boundray for paper road
03/02/2020	CB	Petition Opuia SOS Kellet St
03/02/2020	CB	To include re-doing the FNHL terms of reference/objective in their comments about what the next annual plan and long term plan should cover.
11/02/2020	RFS-3995322	Extra street light Pomare/Florance
	RFS-3997961	Car parking in Russell
11/02/2020	RFS-3878599	York Street and long term park next to Bowler
		Footpath Opuia School Kellet St
21/02/2020	RFS-3997123	Footpath Damage York St
21/02/2020		Drains Russell Township
11/02/2020	RFS 4001004	Mark Car Parks outside of Tennis Club
17/06/2020	RFS-4010977	Sign and barrier smashed by car
17/06/2020	RFS-4011092	Drain blocked
17/06/2020	RFS-4011525	Collapsed drains etc
01/07/2020	RFS-3986005	Florance Ave Speed reduction
10/07/2020	RFS-4014411	Peter Sharpe Te Wahapu Slips
01/08/2020	RFS-4016222	Terry Greening flooding of drive
24/08/2020	RFS-4021868	Errorsion by Matauwhi Bay (tree)
04/09/2020	RFS-4023639	Tree Fallen on ZigZag
08/09/2020	RFS-4024491	Beach access track Jack Bay, Kempthornes

10/09/2020	RFS-4025200	Arcadia Lodge Lemon Track eroding
21/09/2020	RFS-4026086	Russell Sewage Plant Issues
23/09/2020	RFS-4026450	Rubbish bins at wharf overflowing again
05/10/2020	RFS-4028183	Russell Museum Sister City
06/10/2020	RFS-4028271	Russell township maintenance
19/10/2020	RFS-4029293	Tree to be removed Wellington St
27/10/2020	RFS-4031104	Water Mains Breach Russell
28/04/2017	RFS-4025987	Old sewage pipes to be removed, they are exposed over a walking track
20/05/2020	RFS-4005808	Please mark the diesel tank intake at Russell Wharf
19/11/2020	RFS-4034886	Fire Hydrant Marking RSA Russell
27/11/2020	RFS-4033165	Sewage Spill left debris on private carpark - from 4/11
30/11/2020	RFS-4035403	Excessive roadside spraying
01/12/2020	RFS-4030727	Level of service for longterm carpark by Bowling Club
15/12/2020	RFS-4038783	Fire danger from dead bushes after roadside spray
18/12/2020	RFS-4038166	Flame Tree Fallen across long beach track
06/01/2021	RFS TBA	Eroded track to Opua Beach
07/01/2021	RFS-4040743	Okiato footpath overgrown
15/01/2021	RFS TBA	Drain and footpath maintenance Wellington/Prospect St
20/01/2021	CE Office	Seat in memory – zero communication from FNDC
21/01/2021	CE Office	Picnic Table Long Beach - zero communication from FNDC
21/01/2021	CE Office	Advert for roadside spray starting 22/1

In progress

- Robertson Street Stormwater Project to be completed – now a big slip has developed and the retaining wall to stop more private land slipping. A retaining wall has been built, with an ugly, unnecessary fence on top. Residents are not impressed (maybe the wrong word)
- Opua Resource Consent non-notified for development Franklin St/Kellett St – petition tabled at CB Meeting 3/2/2020 – this has now gone to a full (over 100 attendees) community meeting 8/3/2020 – and we have just been told FNHL has sold the land to a private developer. The land is now occupied by hapu and locals. This is a community being pushed out of their town.
- Carpark for Oasis Community Centre – this has been ongoing since 2018
- Lack of rubbish collection point and recycling collection during peak season around Russell Wharf (owned by FNHL) and this is still NOT solved

- House build planning breach – Chapel St Russell – property has sold – July 2020 – work has restarted
- Footpath Kellet Street – Opuia School – been approved but not carried out – after been promised to be finished by September it is now "scheduled" for January 2021 and as per this report, this is now FNHL project – I am opposing this decision.
- Petition Okiato Boundary for paper road RFS-3996575 – tabled at CB meeting 9/12.19 – the cost to be carried by petitioners. Motion passed in November CB meeting
- Include re-doing the FNHL terms of reference/objective in their comments about what the next annual plan and long term plan should cover. – tabled at CB Meeting 3/2/2020
- Walls Bay, Opuia – to be occupied by local hapu
- Speed Limit Review
- The contract for Russell Transfer Station to be officially tendered
- Maintenance in Russell Township to be outsourced to a local community group
- Mark boundaries at the "Walls Bay" Opuia reserve clearly with bollards
- Lack of vision after excessive roadside spraying and cleaning up the aftermath
- A newspaper advert for roadside spraying is starting 22/1- the job will go ahead as this is an existing contract! The previous round of spraying was paid for by Central Government as part of the COVID-19 recovery. Not sure why we need to carry on with the existing contract if FNDC wants to save money (gain from the covid recovery program)
- Flooding of the upstairs level at Russell Town Hall on Sunday 14/2/2021

7.2 FUNDING APPLICATIONS

File Number: A3086198

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Bay of Islands-Whangaroa Community Board to determine which application/s will receive funding at the 4 February 2021 meeting.

EXECUTIVE SUMMARY

- The Bay of Islands-Whangaroa Community Board has \$80,237 unallocated funding available for the 2020/21 financial year.
- Bay of Islands-Whangaroa Community Board has an additional \$33,333 place making funding available for the 2020/21 financial year.
- One new application for funding has been received, requesting \$1,974.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board approves the sum of \$1,974 (plus GST if applicable) be paid from the Board's Community Fund account to Bay of Islands Rotary Club for costs towards 2021 Duck Race to support the following Community Outcomes:

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

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The Bay of Islands Rotary Club is planning to run a series of three "duck races" at the Te Haumi bridge, using plastic ducks to "race" along a designated course and raise funds for local groups and schools. To minimise the environmental impact, the ducks are being hired from another club and will be returned to them after the race day.

The club is requesting \$1,974 in assistance to run the event, which is 46% of the total cost. This event would meet the community outcomes of:

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

It is recommended the Board fund this application.

REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **BOIWCB - Application - Rotary Club Bay of Islands - A3086464** [↓](#) 

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	Rotary Club Bay of Islands	Number of Members	26
Postal Address	20 HALLYARD LOOP, WATEA, HARBUR	Post Code	0204
Physical Address	as above	Post Code	
Contact Person	CHRIS WILLIAMS	Position	Treasurer
Phone Number	0 —	Mobile Number	021 427 002
Email Address	chrisjandare@gmail.com		

Please briefly describe the purpose of the organisation.

To encourage & foster service as a worthy enterprise, directed to words our local community, youth and international cooperation.

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 Duck Race Date 3 APRIL 2021 *

Location TENAVMI FLATS, SHH Time from 2:00 PM

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

If so, how much? NIL

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

* Alternative 17 April 2021

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

750 plastic ducks (see photos attached) will be released from the footpath on Tenavmi Bridge. The current will take them over a 250m marked course to a finish line, and the 1st, 2nd and 3rd duck to arrive will be captured.

There will be 3 such "Races", one for Project Island Song, one for up to 5 local schools and one for Rotary.

The sponsors will sell "ducks" (numbered) for their race with prizes related to price = if Duck sold for \$10.00 prizes will be \$1,000; \$500 & \$250, leaving profits of up to \$5,250 for each sponsor.

3 Sponsors stand to gain for their Charitable Purposes and an enjoyable afternoon will be had by locals and visitors alike.

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	500	—
Facilitator/Professional Fees ²	1,974	1,974
Administration (incl. stationery/copying)	—	—
Equipment Hire	500 (Kohata Orewa Rotary)	—
Equipment Purchase (describe)	—	—
Utilities	—	—
Hardware (e.g. cement, timber, nails, paint)	400 (noodles for course)	—
Consumable materials (craft supplies, books)	—	—
Refreshments	—	—
Travel/Mileage	500 (shuttle bus)	—
Volunteer Expenses Reimbursement	—	—
Wages/Salary	—	not applicable
Volunteer Value (\$20/hr)	—	not applicable
Other (describe) Public liability insurance	409	—
TOTALS	4,283	1,974

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

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

A2586814

(version Sept 2018)

Page 3

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
Install 2nd BBQ on P. Beach near 1st. In conjunction with Food Bank	8000
Various Programmes with schools, eg Rotary Youth Driving (RYPD)	8,000
TOTAL	16000

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

Funding Source	Amount	Approved
Organization + administrative	2,000	Yes / Pending
Marshalling on Day	500	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
	0		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

A2696814

(version Sept 2018)

Page 4

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)

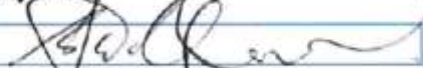
Rotary Club of The Bay of Islands

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 0600 920 029

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 CHRIS WILLIAMS Position TREASURER
 Postal Address 20 KAITIARA LOOP, WATER, HARVEY Post Code 0204
 Phone Number Mobile Number 021 427 002
 Signature [Signature] Date 20/1/21

Signatory Two

Name Jack Peter Louisa Position MEMBER
 Postal Address P.O. Box 16, PAHIA Post Code 0247
 Phone Number 09-4027926 Mobile Number 021 5225751
 Signature [Signature] Date 26/1/21

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

A286814

(version Sept 2018)

Page 6

Schedule of Supporting Documentation**Rotary Club Bay of Islands – Duck Race**

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

1	ASB Balances
2	Expenditure for the year ended 30 June 2020
3	Income / Expenditure for the year ended 30 June 2021
4	Balance Sheet as at 30 June 2020
5	Quote – Kia Tupato Limited
6	Event Cover Liability Insurance x2 pages
7	Health & Safety Rules
8	Photo of ducks

7.3 PROJECT FUNDING REPORTS

File Number: A3086619

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

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

RECOMMENDATION

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

- a) Kawakawa Business Association – Christmas 2020 Event
- b) Kerikeri Lions Club – Kerikeri Christmas Parade 2020
- c) Whangaroa Health Services Trust – Community Gym Fitness Equipment

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

ATTACHMENTS

1. BOIWCB - Project Report - Kawakawa Business & Community Assoc - Xmas in the park - A3076403 [↓](#) 
2. BOIWCB - Project Report - Lions Club of Kerikeri - A3075378 [↓](#) 
3. BOIWCB - Project Report - Whangaroa Health Services Trust - A3077534 [↓](#) 

Compliance schedule:

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

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

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



Far North
District Council

Project Report
COMMUNITY GRANT FUND - LOCAL

F0080402

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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:

KAWAKAWA BUSINESS & COMMUNITY ASSOCIATION

Name & location of project:

CHRISTMAS IN THE PARK, HUNDERTWASSER MEMORIAL PARK

Date of project/activity:

11/12/20

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikōhe-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$2500.00

Board meeting date the grant was approved:

DECEMBER

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
BRIGHT DISTRIBUTORS	\$ 664.24	✓
MR WHIPPY	\$ 899.50	✓
HUNDERTWASSER PARK CHARITABLE TRUST	\$ 820.00	✓
FOUR SQUARE	\$ 242.25	✓
Total:	\$ 2625.99	

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

500+ of our community enjoyed some kai, face painting, ice cream, entertainment from some very talented locals and of course - SANTA + A LOLLY SCRAMBLE.

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

THE COMMUNITY WERE ABLE TO COME TOGETHER IN A SAFE ENVIRONMENT, KIDS ABLE TO PLAY SAFELY IN THE PARK AND ENJOY ENTERTAINMENT, A RANGE OF FOOD OPTIONS AND MEET SANTA. A COMPLETELY FREE EVENT FOR THE COMMUNITY. VERY SUCCESSFUL WITH GREAT FEEDBACK.

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

POSTER ATTACHED.

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

N/A.

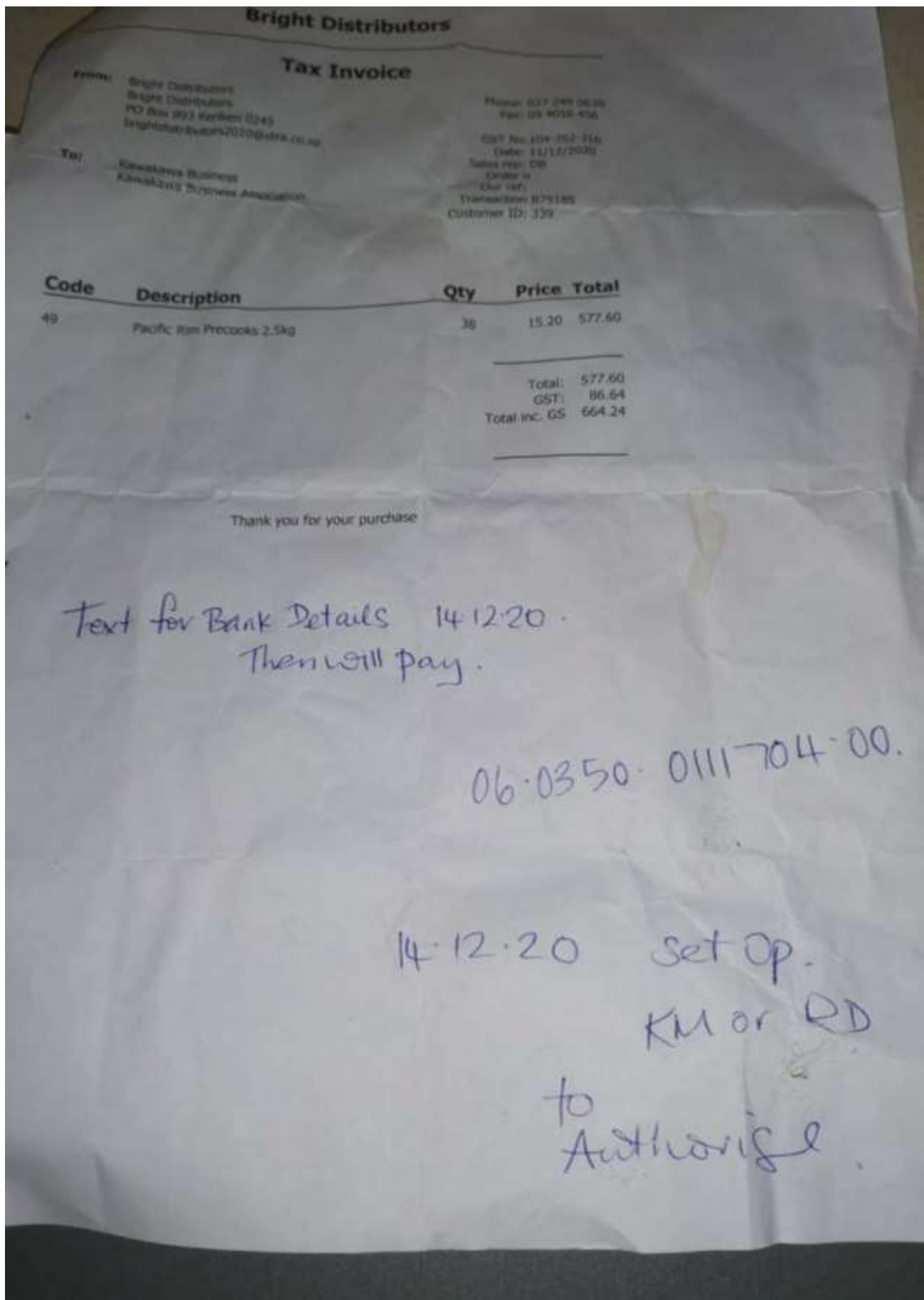
This report was completed by:

Name: TRISH LITTLE
Address:
Phone: mob: 02102503169
Email: bca@karakawa.org.nz
Date: 25/01/21

Schedule of Supporting Documentation**Kawakawa Business & Community Association – Christmas in the park,
Hundertwasser Memorial Park**

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

1	Tax Invoice – Bright Distributors
2	Tax Invoice – Kawakawa Hundertwasser Park Charitable Trust
3	Tax Invoice – Kawakawa Four Square
4	Tax Invoice – Mr Whippy
5	Advertisement





TAX INVOICE

KAWAKAWA BUSINESS & COMMUNITY ASSOCIATION
Attention: Heather Gray

Invoice Date
5 Jan 2021

Invoice Number
INV-0008

GST Number
104-124-879

Kawakawa Hundertwasser
Park Charitable Trust
Te Hononga
56 Gillies Street
Kawakawa, 0210 0210
ac/ # 38-9008-0355165-01

Description	Quantity	Unit Price	Amount NZD
Being Xmas in the Park entertainment (your share)	1.00	713.04	713.04
		Subtotal	713.04
		TOTAL GST 15%	106.96
		TOTAL NZD	820.00
		Less Amount Paid	820.00
		AMOUNT DUE NZD	0.00

Due Date: 20 Jan 2021

PAYMENT ADVICE

To: Kawakawa Hundertwasser Park Charitable Trust
Te Hononga
56 Gillies Street
Kawakawa, 0210 0210
ac/ # 38-9008-0355165-01

Customer KAWAKAWA BUSINESS & COMMUNITY ASSOCIATION

Invoice Number INV-0008

Amount Due 0.00

Due Date 20 Jan 2021

Amount Enclosed

Enter the amount you are paying above



GST # 73-110-955

03-0334-0005901-00

Fax:

Item 7.3 - Attachment 1 - BOIWCB - Project Report - Kawakawa Business & Community Assoc - Xmas in the park

Item 7.3 - Attachment 1 - BOIWCB - Project Report - Kawakawa Business & Community Assoc - Xmas in the park





*Santa, lollies, music & more at
Hundertwasser Memorial Park from 5pm*

Kawakawa Christmas in the Park

FRIDAY 11TH DECEMBER 2020



Bay of Islands-Whangaroa
Community Board



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

Please return the completed form to:

Governance Support
Far North District Council
Private Bag 752
KAIKOHE 0440

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

Name of organisation: LIONS CLUB OF KERIKERI
Name & location of project: LIONS McDONALDS XMAS PARADE
Date of project/activity: NOVEMBER 24 2018 12/12/20

Which Community Board did you receive funding from?

☐ Te Hiku

☐ Kaikohe-Hokianga

☒ Bay of Islands-Whangaroa

Amount received from the Community Fund:

5

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
<u>Road Closure T8 Traffic Control</u>	<u>\$ 1636.45</u>	
<u>INVOICE 15280</u>	<u>\$</u>	
<u>FNDC charge for Public Notices</u>	<u>?</u>	
	<u>\$</u>	
Total:	\$	

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

EVENT Costs Sound System + stage \$ 750.72
Whangarei Pipe Band \$1000.00
1750.72
The Lions Club of Kerikeri organised the annual
Xmas Parade, Santa lolly scramble, and, FREE bouncy
castle activities in the Domain

Private Bag 752, Memorial Ave, Kaikohe 0440, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

The Parade had well planned safety practices. The community appreciated the cost free childrens activities in the Domain and the crowd was still enjoying the rides till 3 PM. The weather co operated.

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

The signage in the community on the roadside had the FNDC logo. The ZM More radio acknowledged the generous support of the Community Board.

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

This report was completed by:

Name: Bruce Henderson
 Address: 41 Fairway Drive Kerikeri
 Phone: mob: 027 407 3201
 Email: jenbru@xtra.co.nz
 Date: 1 February.

The costing for the FNDC cost of Public Notice - informing the public of the Parade is not available at this time

Schedule of Supporting Documentation**Lions Club of Kerikeri**

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

1	Letter of Agreement
2	Tax Invoice – T8 Traffic Control Limited
3	Tax Invoice – Whangarei Pipe Band Society
4	Quote – Music Workshop



Private Bag 752, Memorial Ave
 Kaitake 0440, New Zealand
 Freephone: 0800 920 029
 Phone: (09) 401 5200
 Fax: (09) 401 2137
 Email: csk.es@fndk.govt.nz
 Website: www.fndk.govt.nz

Te Kaitiaki o Te Tokerau Ki Te Raki
The top place where haka
wants to live, work and surge

09/11/2018

01 02 21

Lions Club of Kerikeri

c/- Bruce Henderson
 PO Box 22
 Kerikeri 0245

Dear Bruce,

Letter of Agreement for Funding Application Lions Club of Kerikeri

Thank you for attending the Santa Parade workshop held by the Bay of Islands-Whangaroa Community Board on 25 September 2018.

The Board are pleased to advise that they have approved the sum of \$2,500 (plus GST if applicable) for costs towards the Kerikeri Christmas Parade 2018.

Traffic Management costs

The Board has also approved that they will cover your traffic management costs of up to \$2,500 for the Kerikeri Christmas Parade 2018.

To uplift the grant:

1. Acknowledge receipt of this Letter of Agreement and agree to the purpose and conditions of the granting of the funds by signing in the space provided on page two.
2. Supply a copy of the quote/invoice for the traffic management costs.
3. Return this signed letter of agreement to us together with a GST tax invoice (please separate out the \$2,500 for the Santa Parade and the costs of the traffic management, addressed to the Far North District Council, quoting our reference **P062645**, details of the bank account to which the funds are to be deposited, and a bank deposit slip (if not already provided).

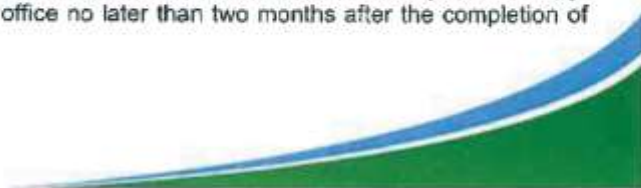
Please uplift the funds at your earliest convenience. Any allocation or portion thereof that is not uplifted within three months of the date of this letter will expire and be returned to the Community Grant Fund.

Conditions for use of the funds

The use of the grant must be consistent with the purposes outlined in the application and the Community Grant Policy.

Project Report Form

Attached is a project report form. This form is required, under the Community Grant Policy, to be completed and returned to this office no later than two months after the completion of the project and/or use of the funds.



Please note that section 1, clause 15 Of the Community Grant Policy states: "Recipients who do not complete this form are ineligible for Council funding for a period of five years".

If you have any queries please contact the Board Chairperson, Terry Greening, or me.

For and on behalf of Far North District
Council



Kim Hammond

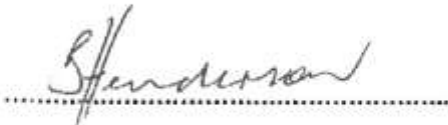
MEETINGS ADMINISTRATOR

Email kim.hammond@fndc.govt.nz

Direct Phone: (09) 401 5316

I acknowledge receipt of the above letter and this copy, and agree to the purpose and conditions of the granting of the funds:

For and on behalf of **Lions Club of Kerikeri**



encl: A copy of this agreement for your own records
A project report form



TAX INVOICE

Kerikeri Lions Club

Invoice Date
12 Dec 2020

Invoice Number
INV-15280

Reference
Attn: Accounts - Christmas
Parade

GST Number
108-927-453

T8 Traffic Control Limited
PO Box 62079
Sylvia Park
Auckland 1644
New Zealand
Email: accounts@t8.co.nz
Phone: 09 573 1150
Mobile: 027 225 3974

Description	Quantity	Unit Price	Amount NZD
12.12.2020			
KERIKERI CHRISTMAS PARADE LEVEL 1 FULL CLOSURE 0700 TO 1330 6 HRS			
1 X STMS 6 HRS	6.00	38.00	228.00
4 X TCS 6 HRS	6.00	124.00	744.00
1 X TRUCK 6 HRS	6.00	33.50	201.00
12.12.2020			
TMP DESIGN AND SUBMISSION			
T8-W1691 CAR E718386	1.00	250.00	250.00
		Subtotal	1,423.00
		TOTAL GST 15%	213.45
		TOTAL NZD	1,636.45

Due Date: 20 Jan 2021

Bank Account Details:
T8 Traffic Control Limited
06-0209-0216830-00

When paying by cheque, please complete this payment advice, detach and post to the address provided above.

Please ensure payment is made by the 20th of the following month.



PAYMENT ADVICE

To: TB Traffic Control Limited
PO Box 62079
Sylvia Park
Auckland 1644
New Zealand
Email: accounts@t8.co.nz
Phone: 09 573 1150
Mobile: 027 225 3974

Customer	Kerikeri Lions Club
Invoice Number	INV-15280
Amount Due	1,636.45
Due Date	20 Jan 2021
Amount Enclosed	

Enter the amount you are paying above

Whangarei Pipe Band Society

Postal address:
PO Box 1058
Whangarei 0140

Kerikeri Lions, c/- Bruce Henderson

Tax Invoice

Invoice Number INV00288
Invoice Date 14/12/2020
GST Number 11389805

Description	Quantity	Units	Unit Price	Price
Piping services - Kerikeri Christmas Parade 12 Dec 2020	1		1,000.00	1,000.00
Prices include GST of \$130.43				
	TOTAL			\$1,000.00

Terms 30 Days from Date of Invoice

Please pay into ASB account 12 3099 0721599 00

Reference: (invoice number at top of page)
Details: Your Name



QUOTE

Kerikeri Lions Att Bruce

Date	2 Dec 2020	AV Northland Limited
Expiry	27 Dec 2020	Trading As The Music Workshop
Quote Number	QU-0589	5 Waipapa Road
Reference	xmass parade	Kerikeri 0230
GST Number	109-422-103	NEW ZEALAND
		Phone Number:
		09-4077860
		Mobile Number:
		021-583986
		musicwks@outlook.co
		m

Description	Quantity	Unit Price	Discount	Amount NZD
Toa horn speakers set of 2 on each poll	2.00	75.00	20.00%	120.00
Toa 230 wtt power amp 4 channell	1.00	75.00	20.00%	60.00
2.4 X1.2m Stage	1.00	100.00		100.00
Radio mics	2.00	80.00	20.00%	128.00
All cabling battery's	2.00	6.00	10.00%	10.80
Cable covers 10	10.00	6.00	10.00%	54.00
Deliver set up run event packdown	4.00	45.00	0.00%	180.00
Subtotal (includes a discount of 84.20)				652.80
TOTAL GST 15%				97.92
TOTAL NZD				750.72

Terms

Terms and condition as stated on the

<https://www.avnorthland.co.nz/terms-and-conditions>

New Zealand Business Number (NZBN): 9429030608504. Registered Office: 5 Waipapa Road, Kerikeri 0230, Kerikeri, 0230, New Zealand.



Far North
District Council

Project Report
COMMUNITY GRANT FUND - LOCAL

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation: Whangaroa Health Services Trust
Name & location of project: Whangaroa
Date of project/activity: Dec - Feb 2020-21

Which Community Board did you receive funding from?

☐

Te Hiku

☐

Kaikohē-Hokianga

☒

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 1739

Board meeting date the grant was approved: November 2020

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
Kmart - Sports equipment	\$69	✓
Hart Sport - sports equipment	\$ 229.90	✓
Rebel Sport - sports equipment	\$ 679.72	✓
NZ Boxer - sports equipment	\$ 738.35	✓
elite fitness - sports equipment	Total: \$ 187.95	✓
Rebel Sport - sports equipment	\$14.44	✓
Hart Sport -	\$149.00	✓

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

= \$1810
gst exclusive

The highlight was to see the youth in our first holiday program unpack the new boxing gloves and learn for the first time new skills. The new equipment has enabled us to expand the services we provide to our community - Big Thankyou.

Private Bag 752, Memorial Ave, Kaitake 0440, New Zealand. Telephone: 0800 920 329.
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: volvol@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

With the grant we have purchased a range of new sports equipment. Received in dec/jan they have been used by our Youth sports focused Holiday Program. The boxing gloves especially were a hit and a new love for sport has been sparked in the youth. The boxing classes for general public have expanded and increase numbers participating.

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

attached photo's Holiday Program

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

whst.org.nz/the-pa1

This report was completed by:

Name: Rachel Palmer
 Address: 180 Omaunu Road
 Phone: 4050649 mob: 021 1364822
 Email: rachel@whst.org.nz
 Date: 26-1-2021

Schedule of Supporting Documentation**Whangaroa Health Services Trust**

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

1	Tax Invoice – Kmart Online Shop
2	Tax Invoice/Order Confirmation – HART Sport x 3 pages
3	Tax Invoice – REBEL Sport
4	Tax Invoice – NZ Boxer
5	Tax Invoice – Elite Fitness
6	Boxing Photos



Rachel Palmer <rachel@whst.org.nz>

Kmart order 68733177 - Order received / Tax invoice

DoNotReply.Onlineshop@kmart.co.nz <DoNotReply.Onlineshop@kmart.co.nz>

14 January 2021 at 09:47

Reply-To: DoNotReply.Onlineshop@kmart.co.nz

To: rachel@whst.org.nz

Order placed
14 January 2021**We are processing your order**Order number
68733177

Hi Rachel,

Our team will work behind the scenes to get this to you as soon as possible.

We'll send you tracking details within 48 hours to 72 hours.

The Kmart Team

Order summary

Item & Description	Quantity	Price	Total
Boxing Glove Liners Item: 42417514	15	\$4.00	\$ 60.00
Sub total (includes GST)			\$60.00
Delivery			\$9.00
Total			\$69.00
Total GST included:			\$9.00

Delivery address

Rachel Palmer
180 Omaunu Road
Whangaroa Health Services Trust
KAEO
KAEO, 0479

Delivery instructions

NA

Tell us about your experience

Ease of placing your order





Phone 0800 151 900
 Fax: 09 448 5070
 info@hartsport.co.nz
 PO Box 302440, North Harbour, Auckland 0751
 10A Piermark Dr, Albany, Auckland 0632
 GST: 83 082 690

**PROFORMA
 TAX INVOICE**
 Invoice No. 176573

Order Date: 14-JAN-21
 Customer No. 043017
 Reference: RACHEL PALMER

INVOICE TO:
 Whangaroa HealthServices Trust
 180 Omaunu Road
 RD 2
 Kaeo 0479

DELIVER TO:
 Whangaroa HealthServices Trust
 180 Omaunu Road
 RD 2
 Kaeo 0479

CODE	PRODUCT	ORDERED	DELAYED	SHIPPED	UNIT	ITEM PRICE	LINE TOTAL
12-242	HART Resista Loop Pack	1	1	0	EA	26.00	26.00
6-790	HART Power Wheel	1	1	0	EA	59.90	59.90
10-300-B	HART Vinyl Exercise Mat 90cm Black	2	0	2	EA	62.50	125.00
	Freight & Handling - North Is.						19.00

Thanks for your order!

Carrier: Castle Parcel
 Packages: 2

Bank details for direct deposit are:
 Westpac 03 0104 0424561 000

Reference your Customer No. 043017

Subtotal (ex tax)	\$199.92
GST	\$29.98
TOTAL (inc gst:)	\$229.90



Phone 0800 151 900
 Fax: 09 448 5070
 info@hartsport.co.nz
 PO Box 302440, North Harbour, Auckland 0751
 10A Piermark Dr, Albany, Auckland 0632
 GST: 83 082 690

TAX INVOICE

Invoice No. 176863

Date: 26-JAN-21
 Customer No. WEBSITE
 Reference:

INVOICE TO:
 Whangaroa Health Services Trust
 180 Omaunu Road
 Kaero
 Kaero

DELIVER TO:
 Rachel Palmer
 180 Omaunu Road
 Kaero 0479

Delivery Instructions:
 deliver to main office
 AUTHORITY TO LEAVE:
 Reception

CODE	PRODUCT	ORDERED	DELAYED	SHIPPED	UNIT	ITEM PRICE	LINE TOTAL
10-300-B	HART Vinyl Exercise Mat 90cm Black	2	0	2	EA	65.00	130.00
	Send to my Delivery Address by Courier						19.00
	Payment received in full by Credit Card (V)						

Thanks for your order!

Carrier: Castle Parcel
 Packages: 1

Subtotal (ex tax)	\$129.56
GST	\$19.44
TOTAL (inc gst:)	\$149.00

Page 1 of 1

12 MONTH WARRANTY ON ALL PRODUCTS

Confirmation

Step 3 of 3 - Confirmation

✓ Order Successful

Your order has been successful. You will receive an email with your order confirmation shortly.

The details of your order are displayed below.

CONTACT / BILLING ADDRESS

Name: Whangaroa Health Services Trust
 Address: 180 Omana Road
 Kaeo
 Kaeo., 0479
 Phone: 09 4050649
 Email: rachel@what.org.nz

DELIVERY ADDRESS

Name: Rachel Palmer
 Address: 180 Omana Road
 Kaeo., 0479
 Phone: 094050355
 Delivery Instructions: deliver to main office
 Authority To Leave: Authority To Leave Reception

ORDER SUMMARY

	HART Vinyl Exercise Mat - 60cm Code: 10-300-8		QTY: 2 \$130.00	
	\$ Per Item \$65.00	Unit: each	Discount 0.00%	
Subtotal (inc GST)				\$130.00
Freight				\$19.00
Total (inc GST)				\$149.00
including GST				\$19.44



Rebel Karikeri
0800 732 351
Tax Invoice
GST 66-203-883 Inc gst

January 13, 2021 09:25:57 80730200060020
Invoice: 807302059817 8073

Sale/Tax Invoice

*** COPY ONLY ***

	\$	
Power Band UFC Medium	159.96	
Discount: One Day	-24.00	
Net Price	135.96	
8139863 QTY 4 @ \$33.99 EA		
Power Band UFC Heavy	99.98	
Discount: One Day	-15.00	
Net Price	84.98	
8139864 QTY 2 @ \$42.49 EA		
Power Band UFC Light	39.98	
Discount: One Day	-6.00	
Net Price	33.98	
8139862 QTY 2 @ \$16.99 EA		
Shipping Rope ADI Ess 3m	199.90	
Discount: One Day	-30.00	
Net Price	169.90	
8096624 QTY 10 @ \$16.99 EA		
Bobbi USN Hustle 3x3 Replica	299.90	
Discount: One Day	-45.00	
ordered on sale day, org paperwork was re written but di count not put on it		
Net Price	254.90	
8152313 QTY 10 @ \$25.49 EA		
Total	679.72	
Items 28		
Eftpos	679.72	
456491*****6674		
STAN: 129076		
Type: VISA (Credit)		

Inclusive of \$88.56 GST

Invoice to:
 Korey Atama
 Whangaroa Health Services Trust
 Shed 3, School Gully Rd
 Kaeo
 Northland
 NZ
 0479
 09 4051743

Ship to:
 Korey Atama
 Korey Atama
 Shed 3, School Gully Rd
 Kaeo
 Northland
 thepa.whangaroa@gmail.com

NZ Boxer LTD
 48 AVALON DR
 HAMILTON

Tel: 07 846 1484
 Email: sales@nzboxer.com
GST No 109641774

TAX INVOICE

Page 1

Invoice No	78107
Invoice Date	24/11/2020
Order No	Web010808
Del/Col:	Select Shipping Option - Casual

Quantity	SKU	Description	LOCATION	Unit Price	Inc GST	Disc %
2	CORE-14-RED	NZB CORE FITNESS GLOVES RED	HO	60.00	138.00	0
2	CORE-14-BLU	NZB CORE FITNESS GLOVES BLUE	HO	60.00	138.00	0
2	CORE-14-PUR	NZB CORE FITNESS GLOVES	HO	60.00	138.00	0
2	CORE-16-PUR	NZB CORE FITNESS GLOVES	HO	60.00	138.00	0
2	CORE-16-PNK	CORE-16-PNK	HO	60.00	138.00	0
1	BLADDER-30CM	REPLACMENT BLADDER (SPEED BALL OR FLOOR TO	HO	29.00	33.35	0

All items remain in the ownership of NZ Boxer Ltd until paid in full. Any shortages must be informed by email within 48 hours or receipt.

Quotes: We will aim to beat any like for like quotes, please ask for details

Bank payments to ASB Bank 12-3171-0253890-00

Total Discount	\$	0.00
Total Net Amount	\$	629.00
Carriage Net	\$	13.04
GST Amount @15%	\$	96.31
Invoice Total	\$	738.35

**Tax Invoice 765580****GST # 064 421 891**

Date December 4, 2020
Account # 253695
Your Ref # 15381
Reference 110102428
Our Order # 110102428
Branch reference 7765580

Invoice To :

WHANGAROA HEALTH SERVICES - KOREY ATAMA
 Shed 3 School Gully Rd
 KAEO
 KAEO

Deliver To :

Shed 3, School Gully Rd
 KAEO
 KAEO
 0479

Stockcode	Description	Quantity	Price	Amount
DELFREIGHT	mainfreight_mainfreight	1	\$11.30	\$11.30
YG109	OLYMPIC SUPER CURL BAR	1	\$152.13	\$152.13
YG114-C1	RUBBER HANDLE OLYMPIC SPRING COLLAR	2		

Darryl Barrett
 P.O.Box 98803
 Manukau
 Auckland
 Phone: (09) 258-9065
 Fax: (09) 276-0537
 Mobile: (021) 501-104

Total before GST \$163.43
GST \$24.52
Total \$187.95

Please post cheque remittances to: -

Elite Fitness Equipment Ltd

Elite Fitness Equipment Ltd., P.O. Box 98803, Manukau City, Manukau 2241

If you wish to pay by direct credit please use your account number (as shown on this invoice) and the invoice number as the payment reference:

Account Name: Elite Fitness Equipment Ltd**Account Number: 06-0287-0432168-00**

CommInvoice.cdf

Page 1 of 1



8 INFORMATION REPORTS

8.1 COMMUNITY FUNDING AND REPORTING REVIEW

File Number: A3085966

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

This report is provided to give the Board a review of what funding has been provided this financial year and to update the Board on Project Funding reports for previously funded projects.

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Community Funding and Reporting Review.

BACKGROUND

A request was received from a Board Member asking how many funding applications had outstanding project reports. It is noted that Clause 15 of the Community Grant Policy 2018 states that recipients of funding must provide a project form within two months of completion of the project and that recipients who do not complete this form are ineligible for funding for a period of five years.

This report also provides the Board with a breakdown of the funding that they have granted in this financial year.

DISCUSSION AND NEXT STEPS

Between October of 2016 and June of 2020, Bay of Islands-Whangaroa Community Board received 165 funding applications and granted funding to 94 applicants. At the time of writing this report, 33 project reports appear to be outstanding (35%) for this five-year period.

In the current financial year (1 July 2020 – 30 June 2021), Bay of Islands-Whangaroa Community Board has made 24 community grants, with 19 project reports outstanding as at 30 January 2021. This number is anticipated to reduce as projects are completed by applicants.

Prior to 1 July 2020, this information was recorded on multiple spreadsheets and some information does not appear to be recorded. Staff are currently reviewing the records from 2016-June 2020 to ascertain whether reports have been received but not recorded. Where no report can be found, applicants will be contacted to request one be completed. Staff intend to provide an updated report at the end of this financial year.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

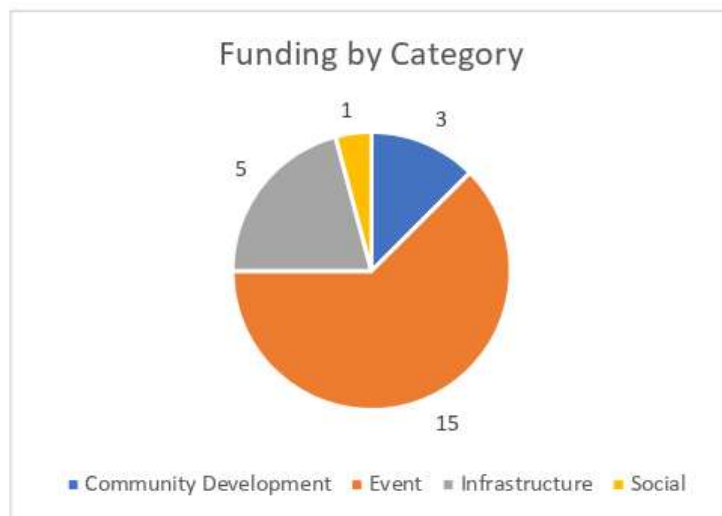
ATTACHMENTS

1. **BOIWCB Funding Report - A3086108**  

Bay of Islands-Whangaroa Community Board Funding Grants: July 2020 – January 2021

Funding Granted by Category Type:

Category	Total
Community Development	3
Event	15
Infrastructure	5
Social	1
Grand Total	24



Funding Granted by Category Amount:

Category	Sum Granted
Community Development	\$7,500
Event	\$53,941
Infrastructure	\$23,889
Social	\$1,410
Grand Total	\$86,740



Funding was granted for projects taking place in:

- Kerikeri
- Paihia
- Russell
- Ruapekpeka
- Kawakawa
- Kaeo
- Opua
- Totara North

8.2 COMMUNITY AND CUSTOMER SERVICE REPORT 1 JULY 2020 - 31 DECEMBER 2020**File Number: A3081335****Author: Chris Pigott, Manager - Libraries and Museums****Authoriser: Dean Myburgh, General Manager - District Services****PURPOSE OF THE REPORT**

The purpose of the report is to provide information to the Bay of Islands-Whangaroa Community Board for the community and customer service activities.

EXECUTIVE SUMMARY

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

RECOMMENDATION

That the Bay of Islands-Whangaroa Community Board receive the report Community and Customer Service Report 1 July 2020 - 31 December 2020.

BACKGROUND

Statistical information in relation to the Community and Customer Service Department (District Services Group) is provided to the Bay of Islands-Whangaroa Community Board to provide an overview of activity and performance for the months of July to the end of December 2020 for the Bay of Islands-Whangaroa area.

DISCUSSION AND NEXT STEPS**Contact Centre**

Customer interactions district wide for the 6 months ending December 2020 totalled 83,230 (which was less than the same 6 months in the previous year at 90,413.) These interactions included Phone calls: 42,930, Ask Us emails: 9,649, Requests for Service: 13,518, Booking Building Inspections: 2,915.

In comparison to the previous year, incoming calls are holding at a similar number.

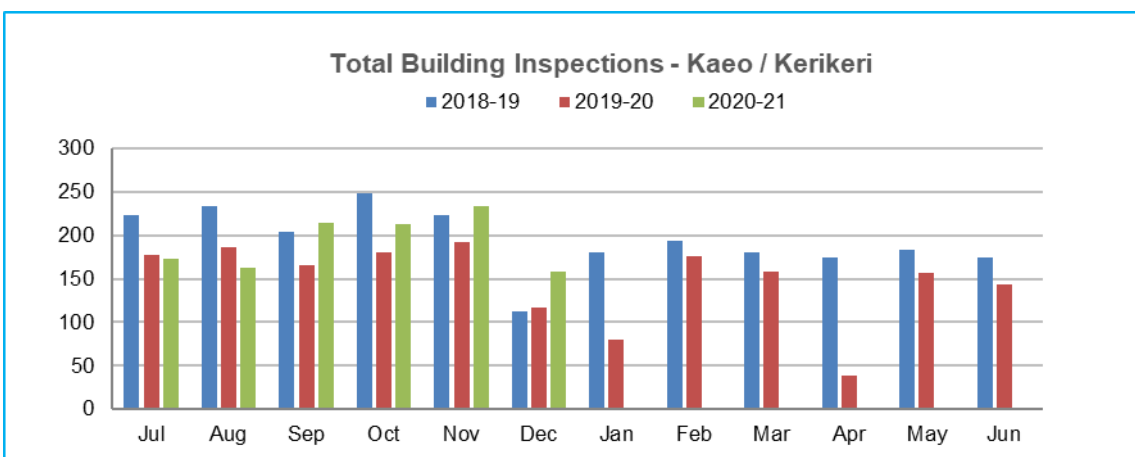
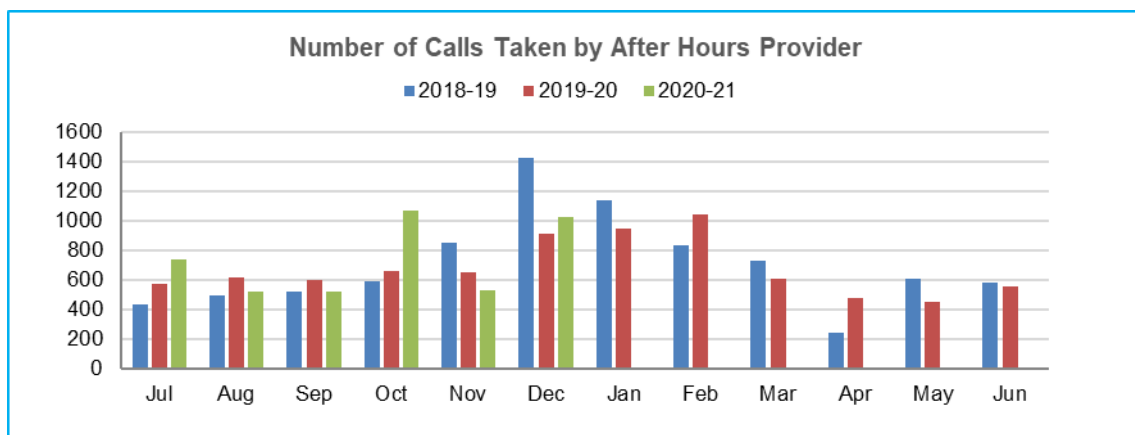
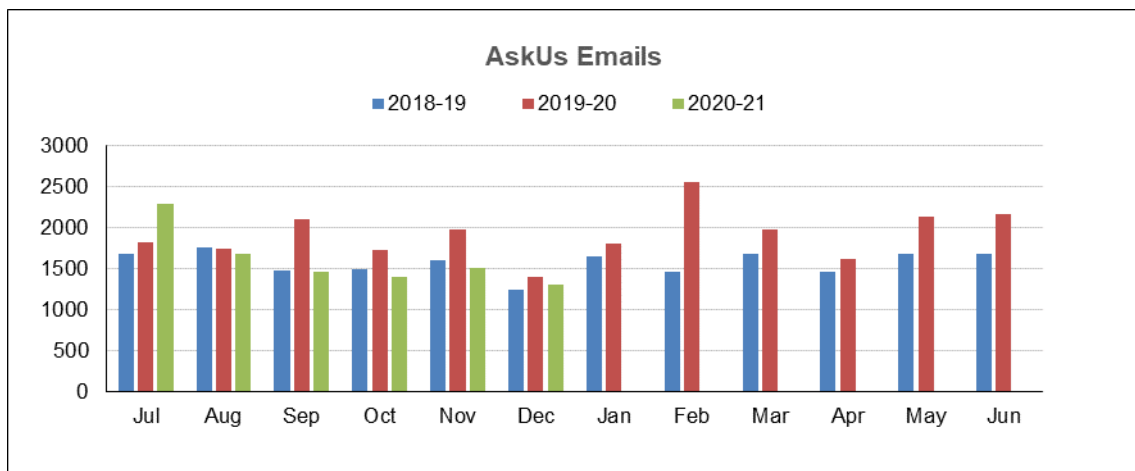
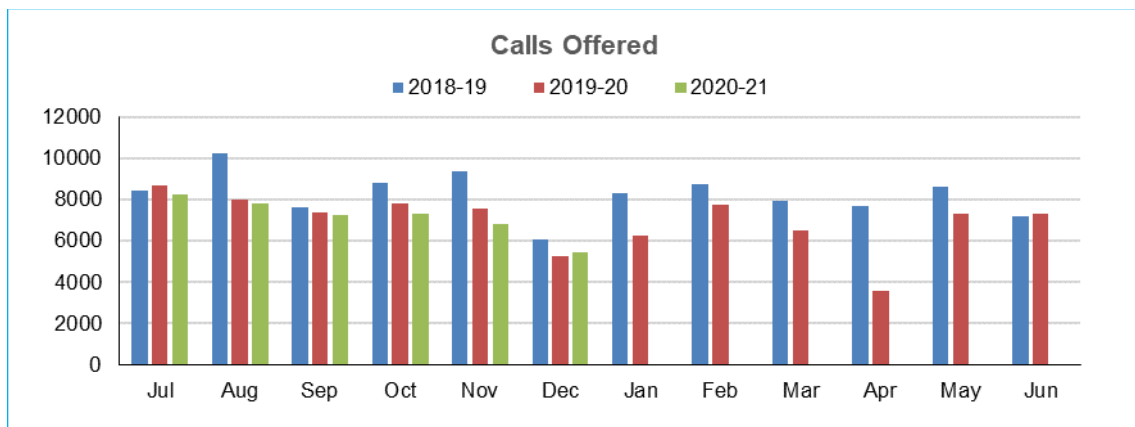
Incoming emails (AskUs Emails) overall are decreasing compared to the same period last year which may reflect a change in customers preferred channel in which to contact council.

Customers use of the Afterhours phone service has shown an overall increase

District wide the top two issues that customers contacted Council about were Rates: 17,899 (including payments, account balances and direct debits) and Building: 12,054 (including booking Building inspections).

District wide the top two issues that customers contacted Council about were Rates: 29,205 (including payments, account balances and direct debits) and Building: 19,743 (including booking Building inspections).

To create flexibility in resourcing the different areas, training of staff to be able to assist in other areas of the Contact Centre, Service Centres and Libraries continues.

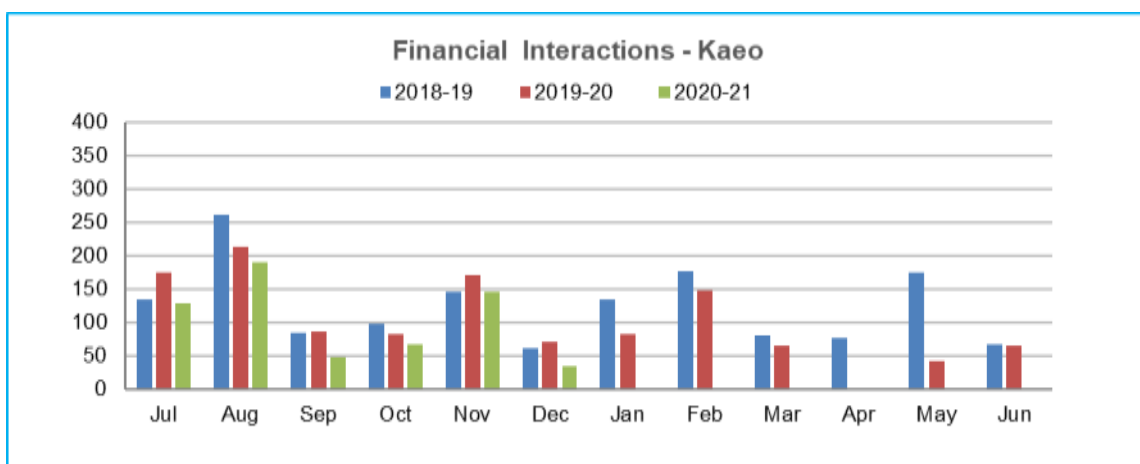
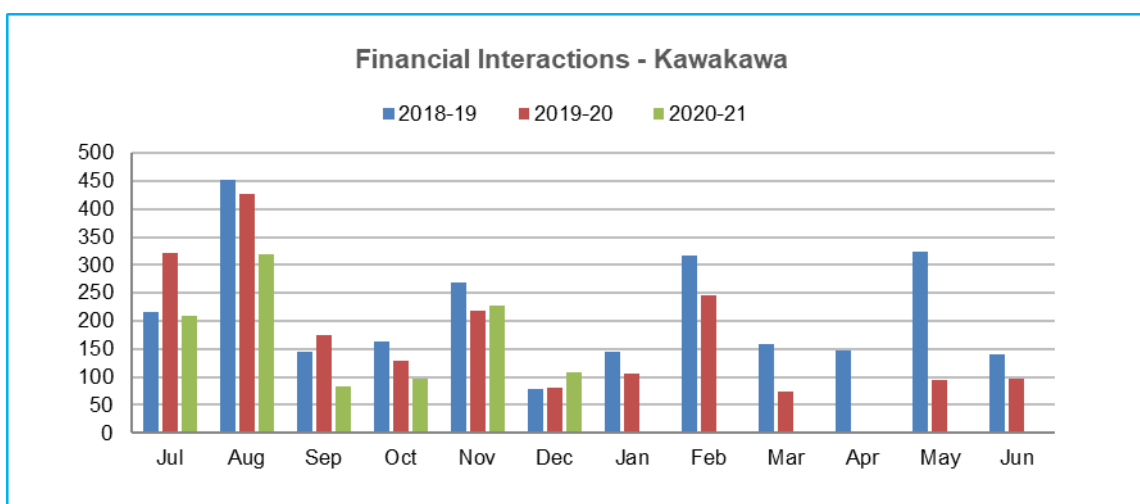
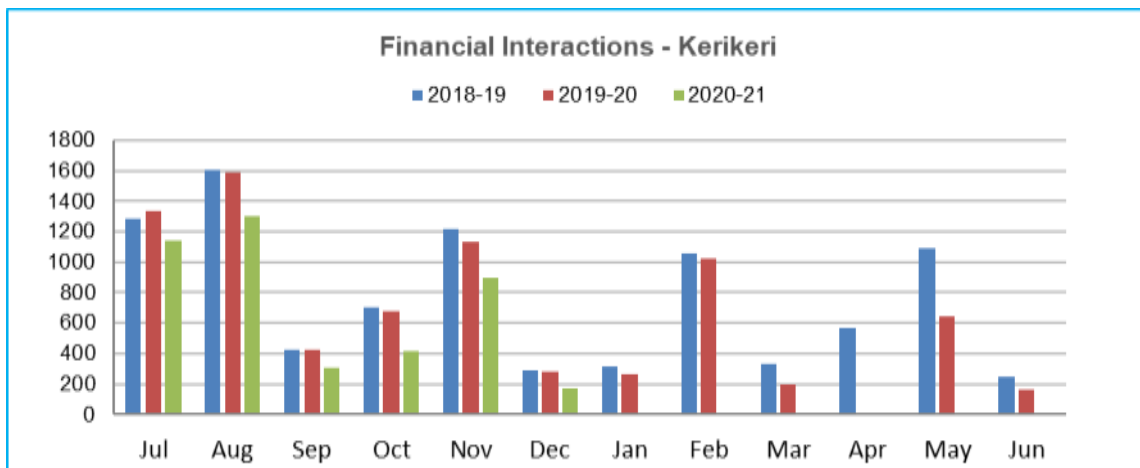


Service Centres

The Kaeo office continues to book a high number of building inspections.

For the last six months the financial interactions at all three centres have declined compared to the same time last year and this is also seen right across the district as more customers are entering into Rates Easy Pay arrangements and direct debit payments.

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



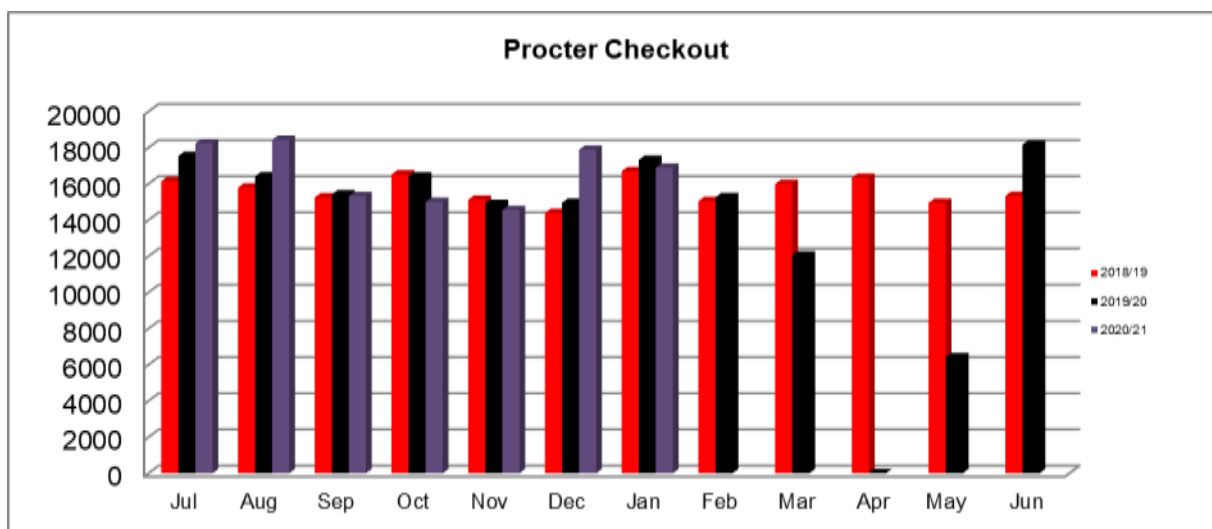
Libraries

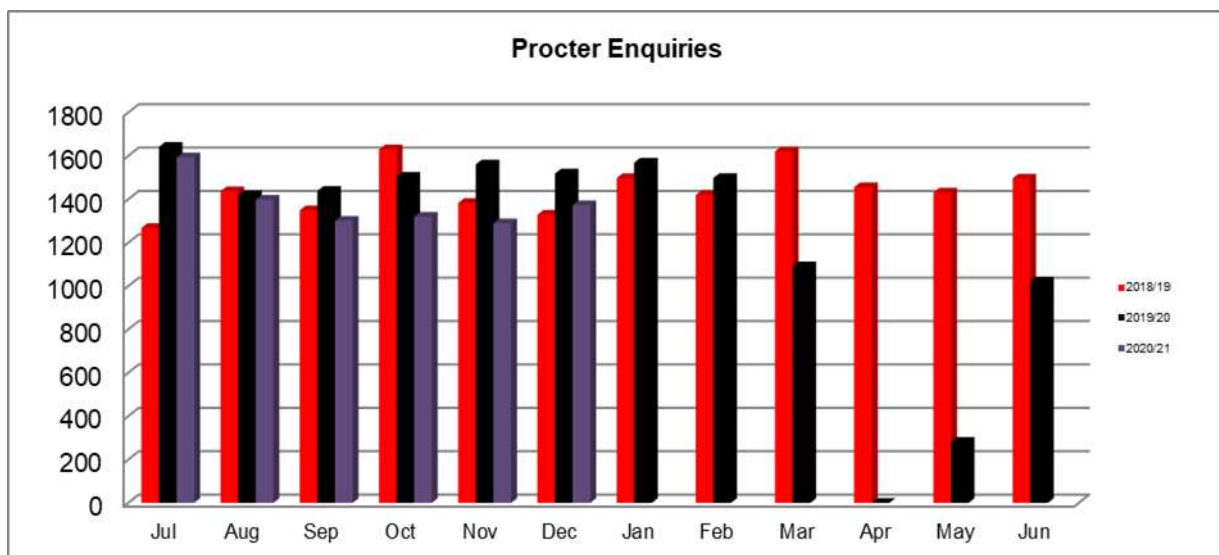
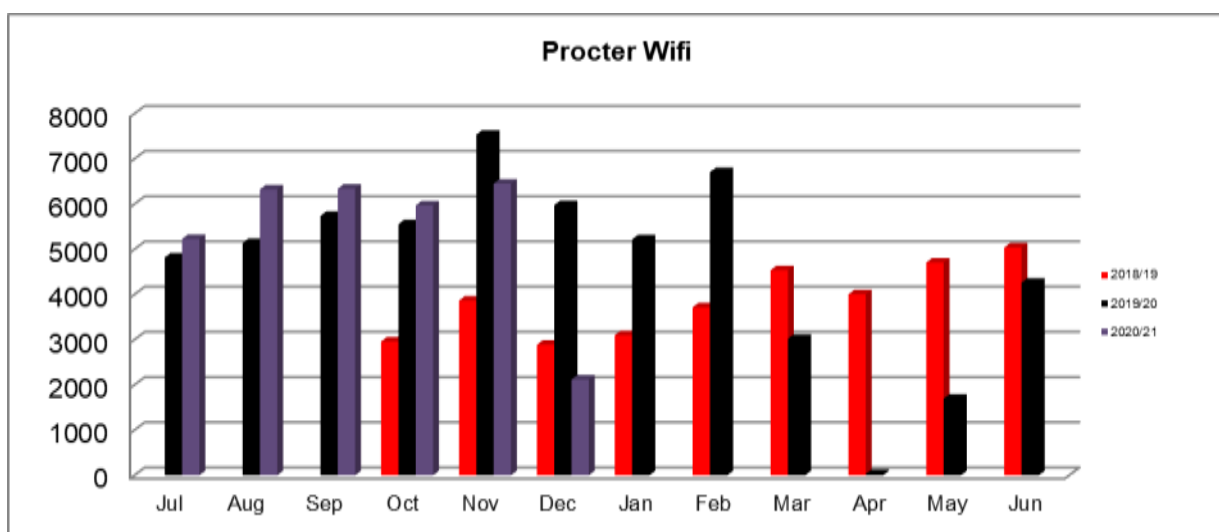
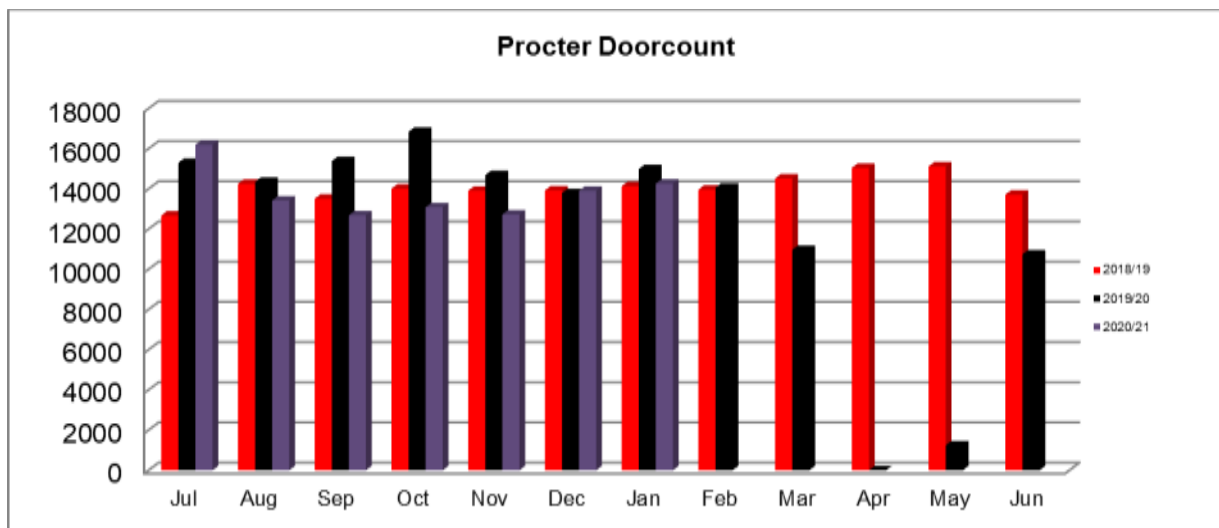
Kerikeri, Procter

The range of programmes available to the public grew in the second half of 2020. New and emerging programmes included Crafternoons, Lego Club, Robot Fridays, Armchair Travel, Tamariki Tune Time and Digital Help. Aimed at both children and adults, community attendance has been high, although it has proved difficult to attract an audience for Tamariki Tune Time, aimed at babies and their parents. Uptake was high for this year's Summer Reading Programme for primary-aged children.

A significant deselection project was undertaken towards the end of 2020. The purpose of this project was to remove older books from library shelves, and to clear space for new collection items. The effect on the collection has been notable, as it now appears in better condition and more approachable. Deselected items have either been sold, with funds returned to the library budget, or gifted to schools and community groups.

Funds have been made available to complete a refresh of the interior of the library this financial year. Planning is currently underway, with initial focus being on shifting and improving the teen area, and potentially developing a small makerspace area.



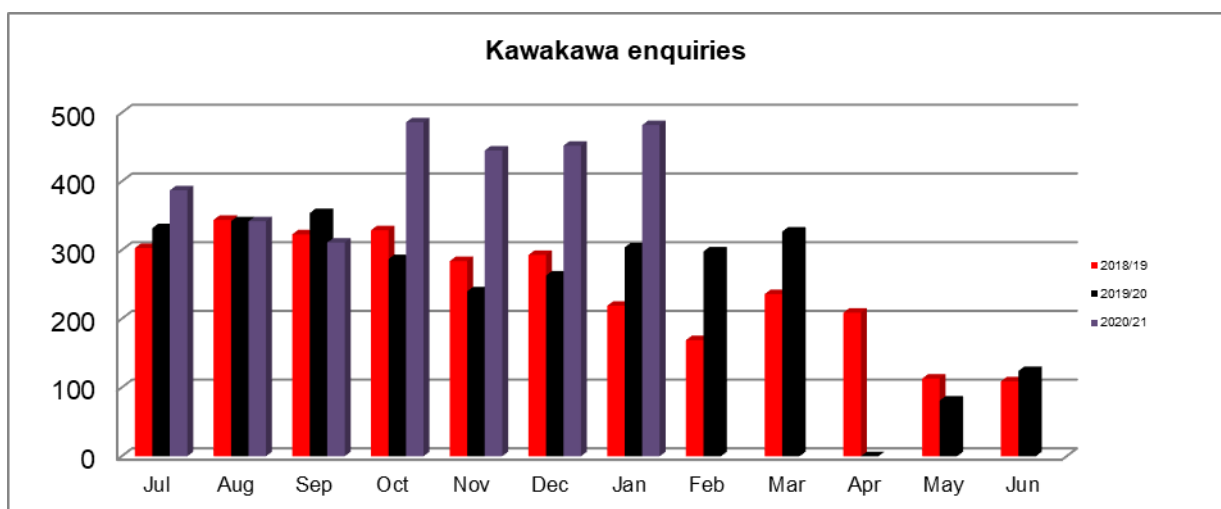
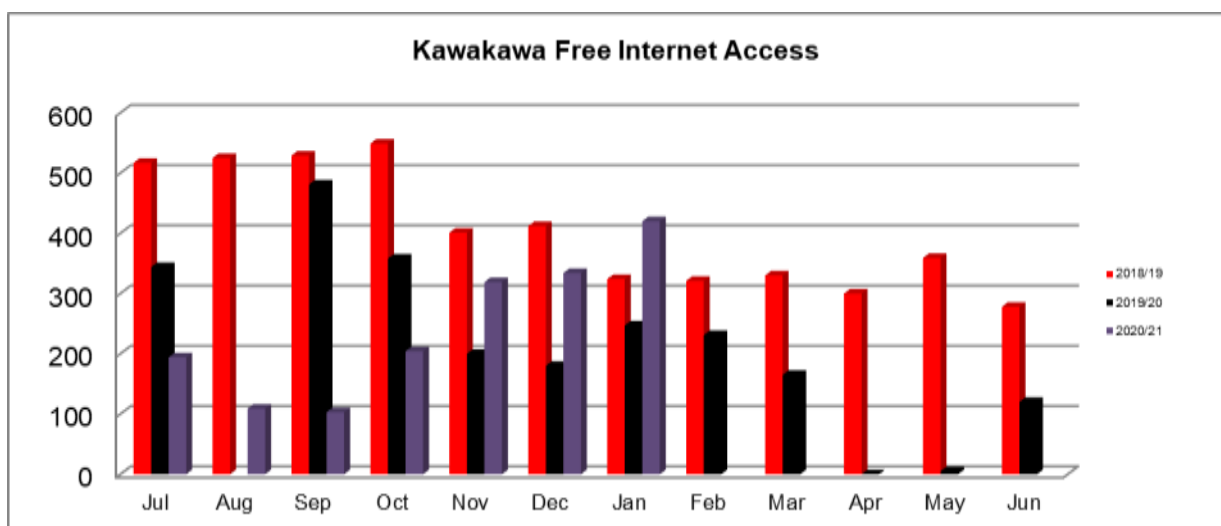
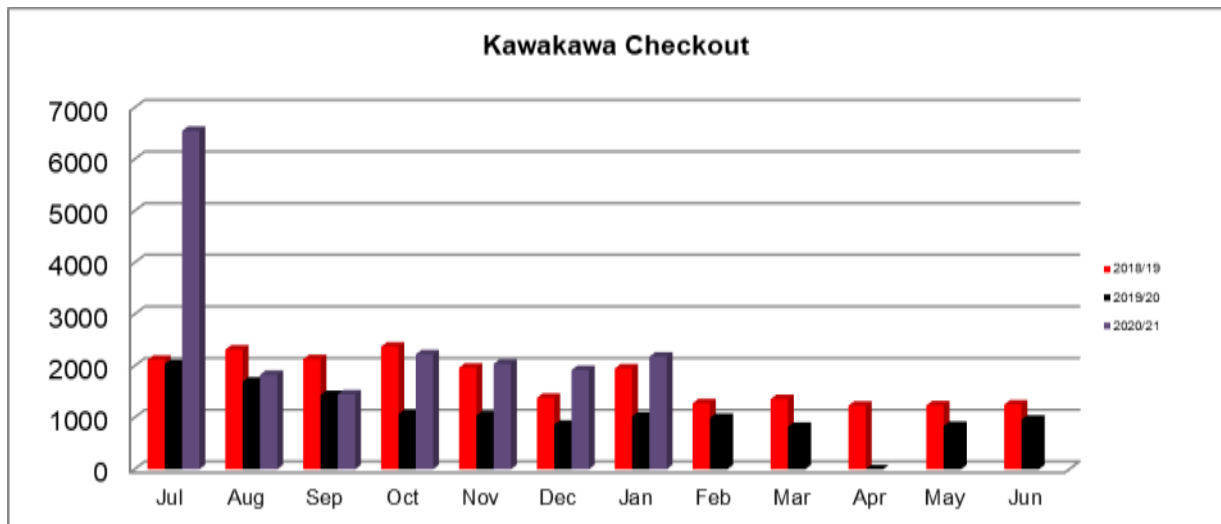


Kawakawa

The new library in the Hundertwasser Centre was successfully opened in November. After a well-attended opening, library use has been steady with a significant growth in tourist visitors from mid-December onwards. The new build has proved fit-for-purpose, and there have been very few post-project building or site issues in the library space.

The library has implemented a range of programming and events which have been supported by the community. Author talks and Robot Thursdays have been particularly successful.

Library staffing has temporary increased since the opening, with staffing hours from Procter Library redistributed here to help manage anticipated customer growth. This will be assessed at the end of this financial year.

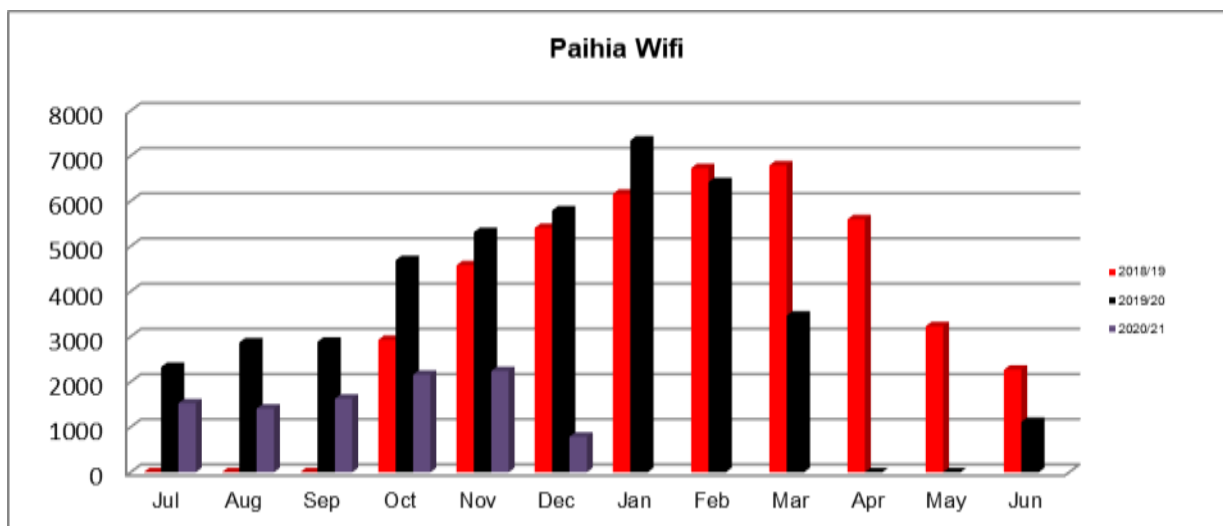
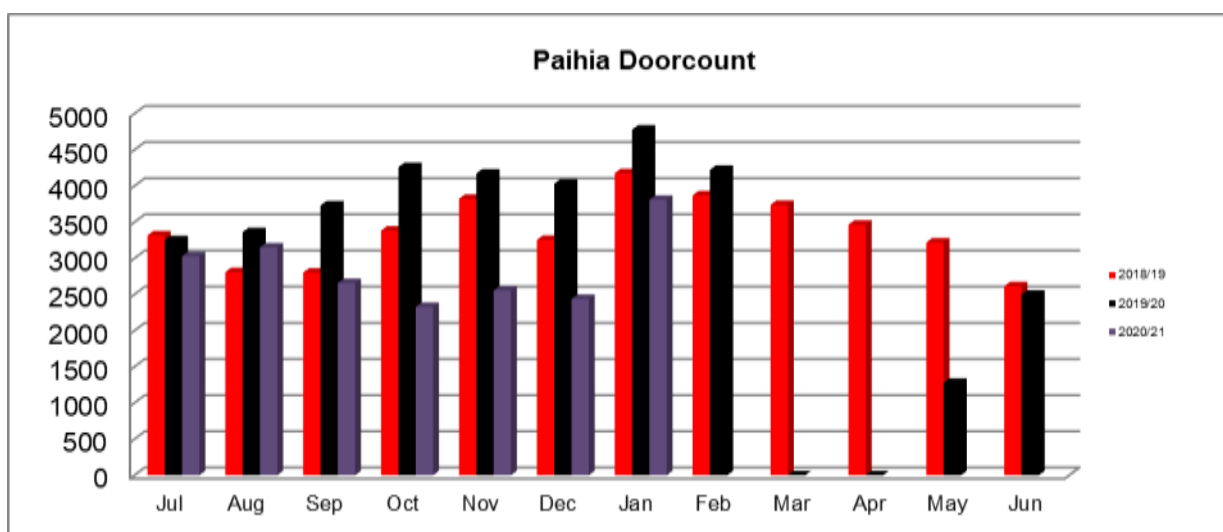
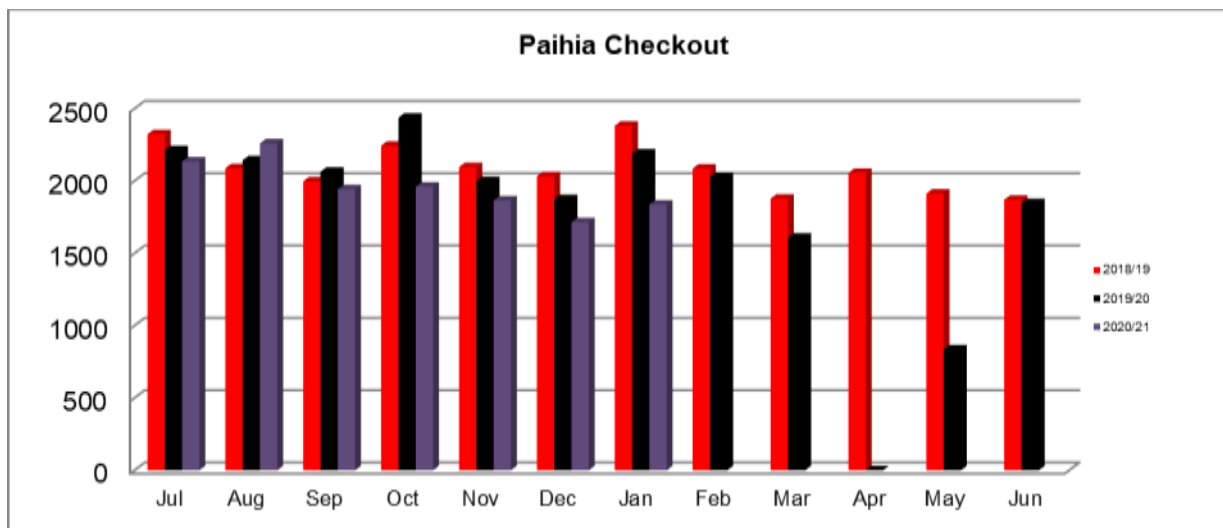


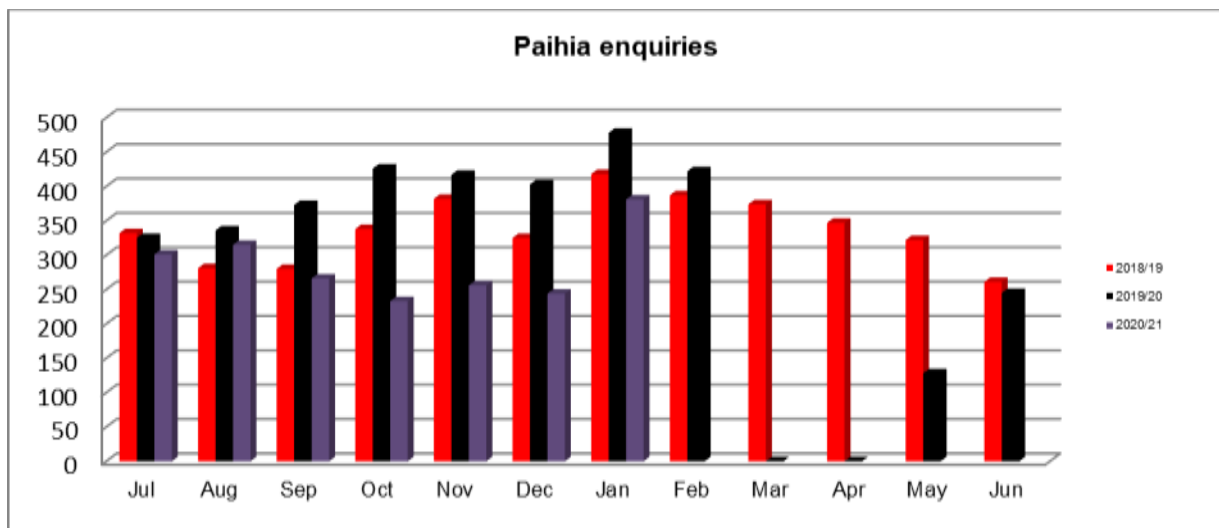
Paihia

Paihia Library has maintained solid book borrowing numbers post COVID-19 lockdowns. However, use of the public internet and wi-fi systems has dropped due to the absence of cruise ships. More New Zealanders have visited the library as part of a busy summer turnout.

The upstairs area of Williams House has been utilized more in the second half of the year, with a number of art exhibitions, including a display of Islamic art and culture.

The relationship with Paihia Primary School was strengthened with a digital literacy session the librarian conducted with help from the Outreach Librarian. This included basic coding, STEAM activities, and augmented reality.





Kaeo

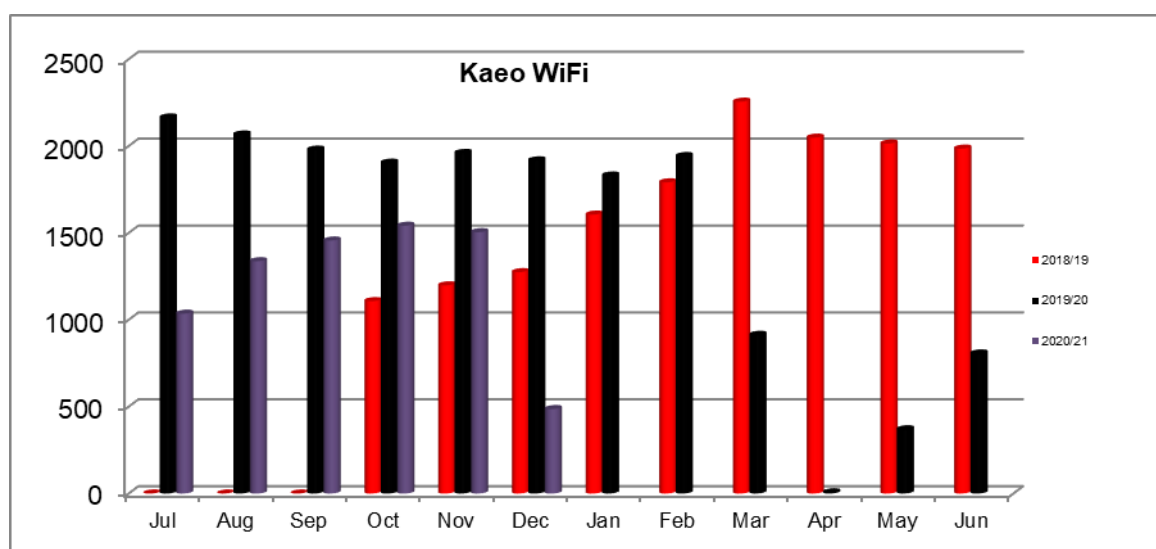
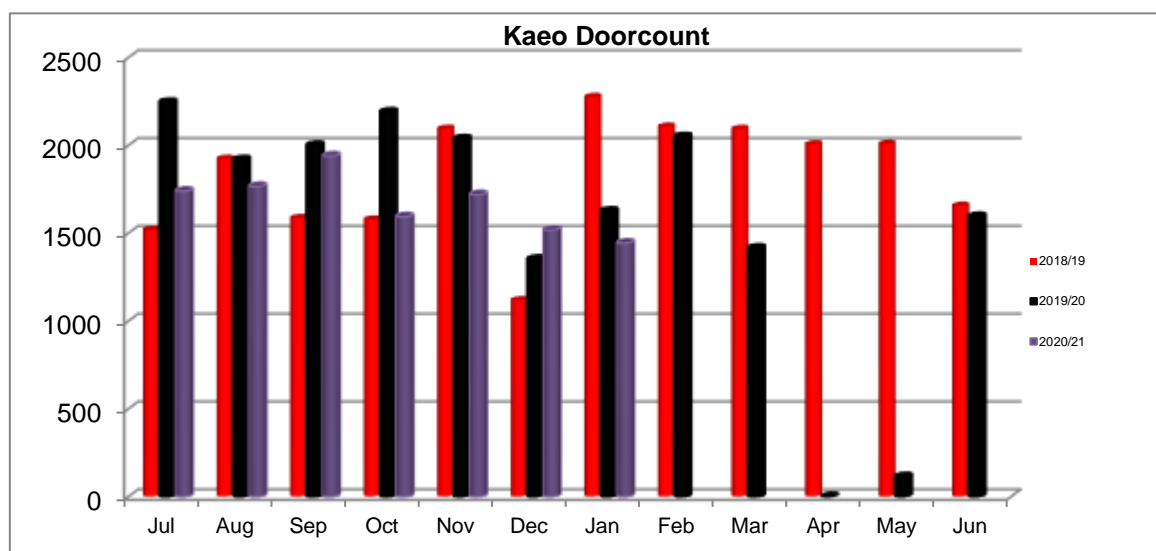
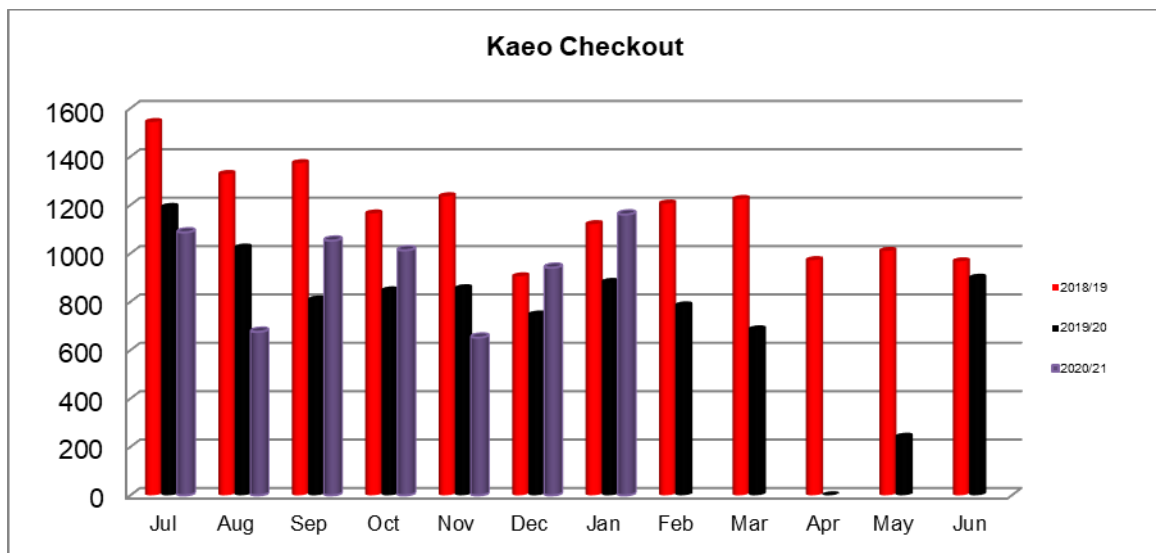
A significant deselection project has been undertaken at Kaeo Library. Old stock has been taken off the shelf, and the stack collection has been shifted to Procter Library as part of a broader district-wide stack project. Customer response has been positive, and there is more space in the library and it is easier to locate new books.

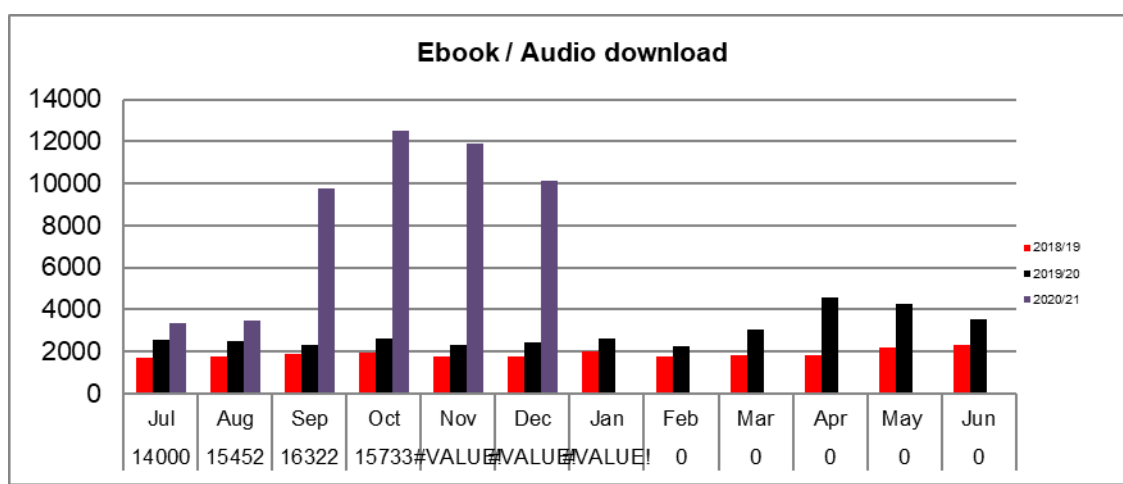
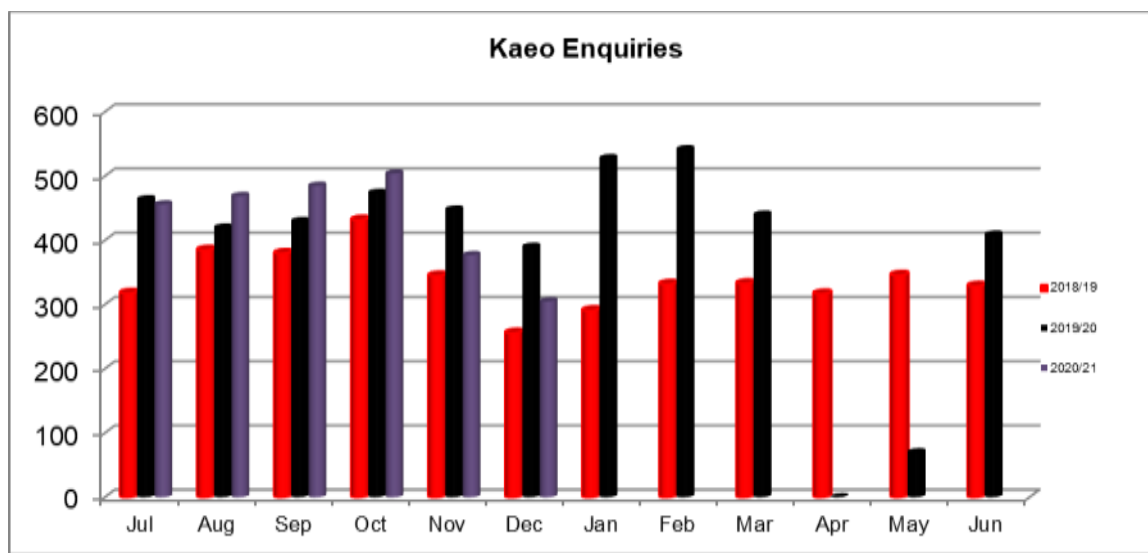
Tech-help one-on-one sessions have started in the library for customers who need support getting started. They have been well attended.

The library is continuing to have high demand for the Skinny Jump service, which provides free modems and low cost internet to families in need.

The Summer Reading Challenge uptake was reasonably high from local families and students.

The old post office building where the library is located was designated as a Category 2 Historic Place in mid-2020.





Outreach Service

The library outreach service has grown effectively during the second half of 2020. A monthly pop-up library has been established at Opononi Hall, a number of visits were made to kura, kohanga and schools across the district. Over the holiday period, three successful sessions in partnership with DOC were held for children staying on Urupukapuka Island. Attendees had the opportunity to engage with library books, crafts and virtual reality.

In the new year, the outreach librarian will be supporting provision of Skinny Jump internet modems into FNDC-managed Housing for Elderly facilities. These modems are free, and customers can then top up data under a low cost model provided by the Spark Foundation.

Other Library News

New online databases have been added to the library package of eResources. Made possible in part by National Library fee waivers post-Covid, new sites include Press Reader (Local and international magazines and Newspapers), Beamafilm (independent films and documentaries) and EBSCO (academic databases). Customer uptake has been high, especially with Press Reader. The library has also added Niche Academy, an online help dataset, that provides video on how to get started with digital tools and resources.

National Library funding also enabled the appointment of a Services for Maori Specialist to our library team. This role has been filled and will begin in late January. Another funded role, Digital Programmes Specialist, has yet to be filled and will be re-advertised.

A project to bring customer self-check units into our libraries is currently underway. There are some compatibility issues with FNDC IT systems to manage before this project moves forwards, but the hope is to begin work this financial year.

Another project to enable collections work to be outsourced to a book supplier has been completed. Work will get underway at the start of the next financial year. It will result in cataloguing being done off-site and books arriving in our libraries shelf-ready. This will enable staff currently engaged in collections work to focus on future projects and increased levels of programming and services.

Museum@Te Ahu

The museum ran a second successful IO festival at Te Ahu. The festival included speakers from around the world, local and national artists and musicians, and a market that ran in the stall. Held over two days, the festival attracted hundreds of attendees and was a platform for a range of discourse and cultural awareness.

In November, museum staff held a strategic workshop to gather input into future directions of the site. The workshop was attended by a range of community, cultural sector and council stakeholders. The draft strategy that is the outcome of this work and prior research will be made available for public consultation from late January 2021.



Bay of Islands i-SITE

Visitor numbers are down due to Covid-19. New Zealander's have been travelling and coming to the Bay of Islands, but the lack of cruise ships and international visitors are reflected in the numbers. Over this period of time, 17 cruise ships were expected into the Bay with over 50,000 passengers on board.

The second lockdown in Auckland also affected visitor numbers and sales.

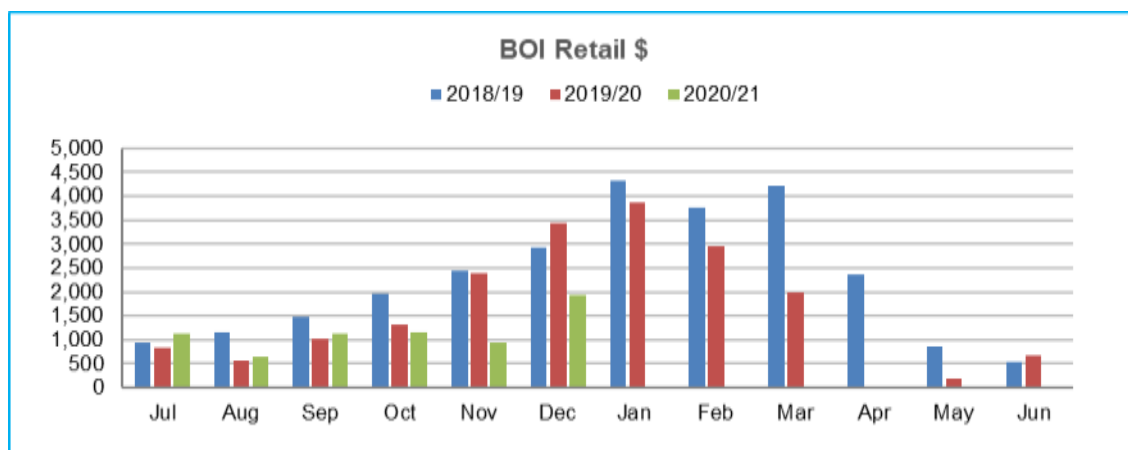
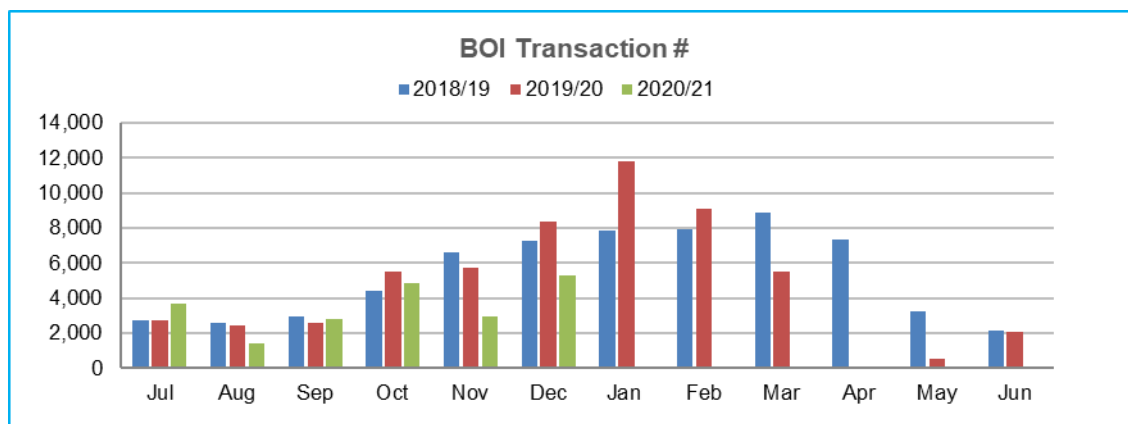
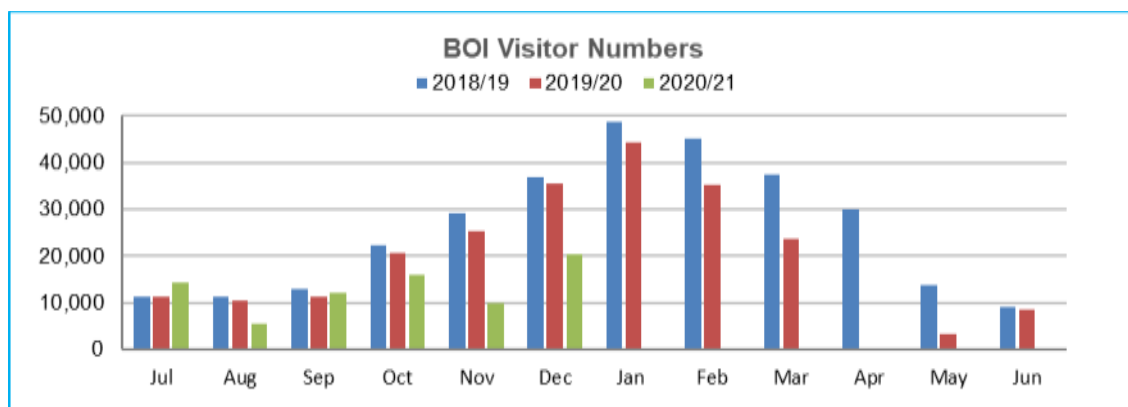
Retail is proving difficult to source. There is a need for more local product, but it is difficult to find. Different retail appeals to New Zealanders and tracking this down is not easy. Fridge magnets are popular.

Russell ferry tickets, Parasail and Sea Shuttle are strong sellers, along with sailing trips. Going out on the water has been popular with such fine weather but with low visitor numbers, companies are cancelling their trips and this results in many refunds.

People call into the i-SITE to find out local “gems” such as the best coffee in town or the best muffins. This is a good opportunity to upsell.

Bookings for Department of Conservation huts and walks are still strong but down due to visitor numbers.

The Bay of Islands i-SITE continues processing of Council payments and other Council work. The community finds the i-SITE very useful for ease of payments and for getting information.



Events on Council Reserves and other Council Managed Spaces

Permits are issued to applicants for the use of Councils open spaces for many kinds of activities such as weddings, family picnics, sporting events, circuses, fairs and large community events.

From July to the end of December, 29 events were successfully held across the district.

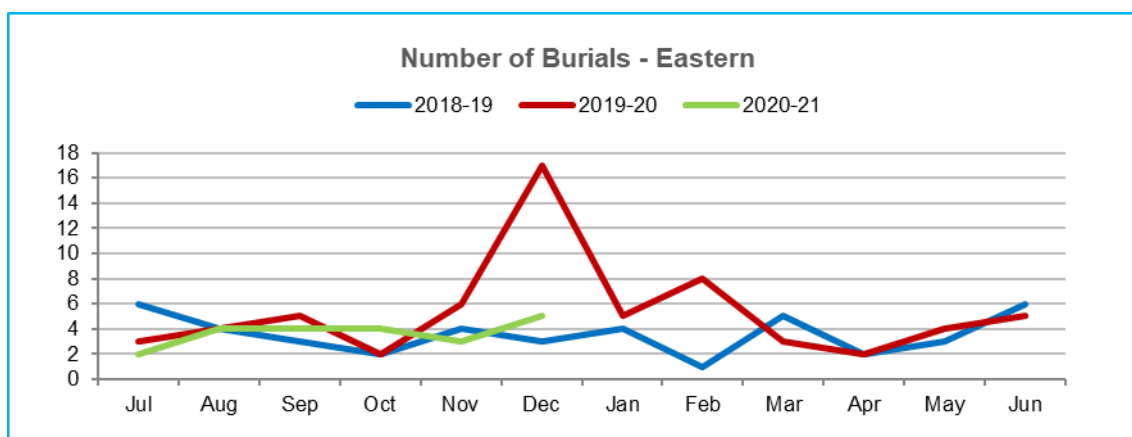
Unfortunately, 5 scheduled events were cancelled because of the COVID-19 pandemic moved to Level 2 in August. This included the much-anticipated tours by The Great Moscow Circus and the Royal New Zealand Navy Band.

Cemeteries - Sexton Services

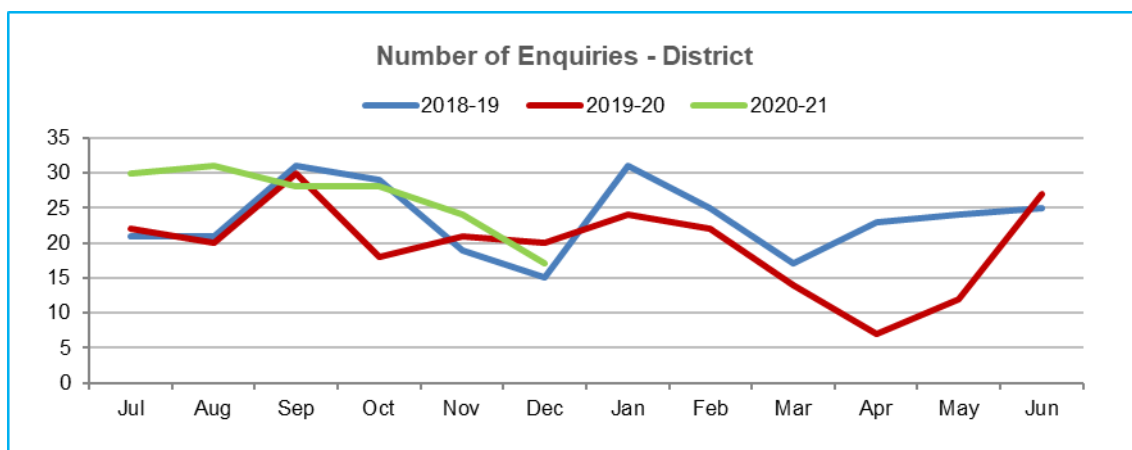
In the Bay of Islands-Whangaroa area Council manages the Kaeo, Kawakawa, Kerikeri, Russell and Paihia public cemeteries under the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

Plans are actively in place for the management the Council run cemeteries during the COVID 19 pandemic. The reservation of plots for use future use has not been allowed during the pandemic. All plots are available for immediate use only.

At the time of writing this report New Zealand is at COVID-19 Level 1, but this can change at any time. When the pandemic is declared over there will be a return to normal practices.



There were 15 full burials and 7 ash burials in the Eastern Ward from 1 July 2020 to the end of December 2020.



The number of cemetery enquiries have followed the normal trend of dropping in numbers in the second half the year.

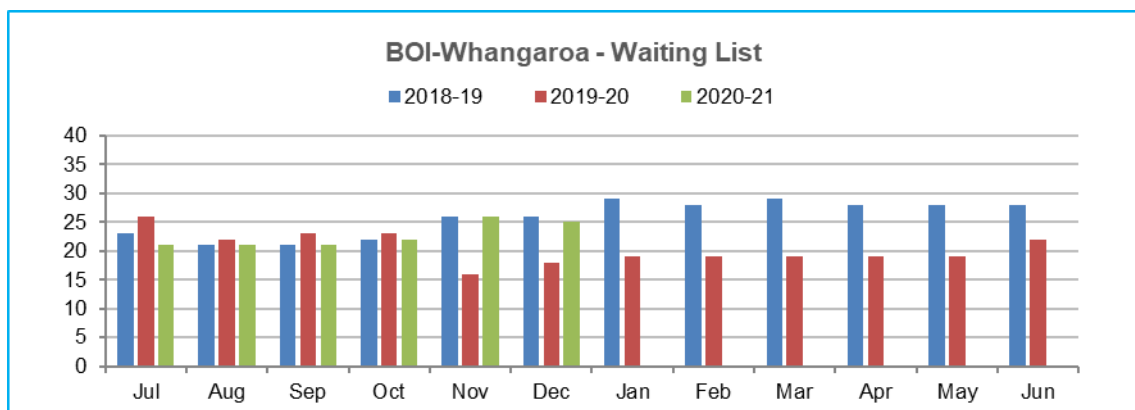
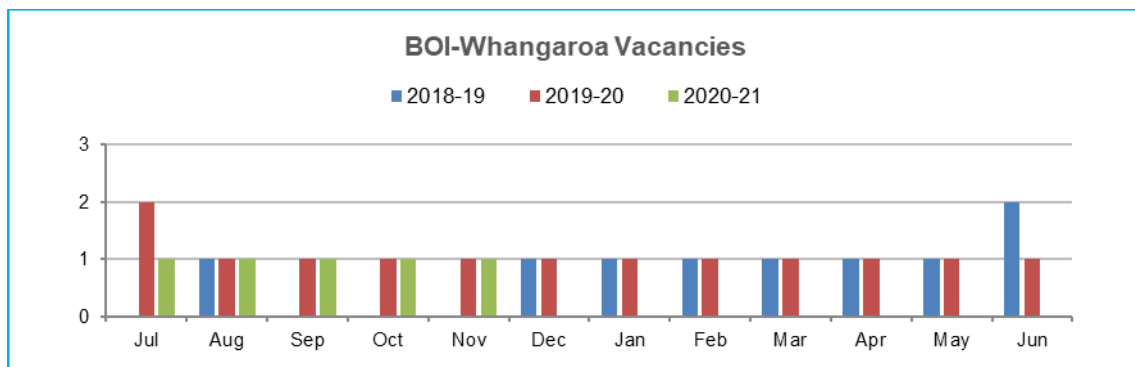
Housing for the Elderly

Council owns and rents out 147 Housing for the Elderly units and bedsits overall. In the Bay of Islands-Whangaroa area there are villages in:

Location	One- bedroom	Bed-sit	Vacancies
Kerikeri	4	3	0
Kawakawa	6	-	0

During the period from 1 July – 31 December 2020, 1 tenancy began in Kawakawa and there are currently no vacancies.

There is continued focus around the Healthy Homes regulations that are set to take effect on 1 July 2021. Units require heating, ventilation and extraction methods to be installed in the next 12 months to comply with the regulations. With insulation already completed, heating will be installed next.



FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications.

ATTACHMENTS

Nil

9 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

10 MEETING CLOSE