



KAIKOHE-HOKIANGA COMMUNITY BOARD



Ōmanaia Church

AGENDA

Kaikohe-Hokianga Community Board Meeting

Monday, 8 November 2021

Time: 10.30 am
Location: Rawene Community Hall
9 Parnell Street
Rawene

Membership:

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



Far North District Council



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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

1. Comment on adverse performance to the Chief Executive in respect of service delivery.

2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.
4. Have special regard for the views of Maori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a. Holding a Community forum prior to Board meetings
 - b. Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

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

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

KAIKOHE-HOKIANGA COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

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

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

Far North District Council

Kaikohe-Hokianga Community Board Meeting

**will be held in the Rawene Community Hall, 9 Parnell Street, Rawene on:
Monday 8 November 2021 at 10:30 am**

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1 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST

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

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

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

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

3 TE TONO KŌRERO / DEPUTATION

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

4 NGA KAIKORERO / SPEAKERS

Funding Applicants:

- Kaikohe Business Association
- Rawene Residents and Ratepayers

5 NOTICE OF MOTION

5.1 NOTICE OF MOTION - REVOCATION OF DECISION - ITEM 6.4 (D) UPGRADE MEMORIAL PARK, KAIKOHE

File Number: A3447438

I, Chairperson Mike Edmonds, give notice that at the next meeting of Kaikohe-Hokianga Community Board to be held on 8 November 2021, I intend to move the following motion:

MŌTINI / MOTION

That the Kaikohe-Hokianga Community Board revokes part (d) of the resolution passed as part of item 6.4 (6 October 2021) and replaces it with;

'Reserves the final approval of the playground portion of the design to the board, which must be given separately before any money is spent on purchase and civil works for the playground.'

TAKE / RATIONALE

This is a notice under 3.9.15 of the Kaikohe-Hokianga Community Board's Standing Orders: Standing orders 3.9.16 is also invoked. No action may be undertaken until this matter has been dealt with by the Board.

I commend this Notice of Motion to Council.

ĀPITI HANGA / ATTACHMENTS

1. Notice of Motion - Chair Mike Edmonds - A3447666 [↓](#) 
2. Notice of Motion - Member John Vujcich - In Support - A3447672 [↓](#) 
3. Notice of Motion - Member Kelly Van Gaalen - In Support - A3447674 [↓](#) 

Marlema Baker

From: Mike Edmonds
Sent: Thursday, 7 October 2021 12:28 pm
To: Marlema Baker
Subject: Notice of motion to revoke

This is a notice under 3.9.15 of the board's standing orders:

At the meeting of the board on the 6th October the following resolution was passed:

That Kaikohe-Hokianga Community Board:

- a) Approves the final concept for Memorial Park as developed by AKAU
- b) Approves the removal of the Casuarina Tree close to the final location of the Wharepaku
- c) Approves the use of Streetscapes budget for the landscaping, furniture, footpaths, tree works and learn to ride paths within Memorial Park (\$344,200)
- d) Approves the use of Town Beautification budget for the new civil works and surfacing for the new Playground within Memorial Park (\$100,000)
- e) Approves the use of the Amenity Lighting budget for new lights within Memorial Park (\$18,500)

It is intended to move the following at the board's 8th November meeting:

That the board revokes part d of the resolution passed as part of item 6.4 (6 October 2021) and replaces it with

'reserves the final approval of the playground portion of the design to the board, which must be given separately before any money is spent on purchase and civil works for the playground.'

Standing orders 3.9.16 is therefore also invoked. No action may be undertaken until this matter has been dealt with by the board.



Mike Edmonds
Chairperson
Kaikohe-Hokianga Community Board, Kaikohe Subdivision
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Marlema Baker

From: Kelly Van Gaalen <kellyandjaspervg@gmail.com>
Sent: Friday, 8 October 2021 10:18 am
To: Marlema Baker; Mike
Subject: Fwd: Notice of motion to revoke

CAUTION: This email originated from outside Far North District Council.
Do not click links or open attachments unless you recognise the sender and know the content is safe.

I also support this
Regards
Kelly van Gaalen

From: Mike Edmonds
Sent: 07 October 2021 12:28
To: Marlema Baker <Marlema.Baker@fndc.govt.nz>
Subject: Notice of motion to revoke

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Standing orders 3.9.16 is therefore also invoked. No action may be undertaken until this matter has been dealt with by the board.



Mike Edmonds

Chairperson

Kaikohe-Hokianga Community Board, Kaikohe Subdivision

or +64275329920 | Mike.Edmonds@fndc.govt.nz

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Far North District Council | Te Kaitiaki o Te Tai Tokerau Ki Te Rau
Ph: 09 401 5200 | Fax: 09 401 2137 | Email: ask-us@fndc.govt.nz
Address: Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

Please consider the environment before printing this email.

--

Regards

Kelly van Gaalen

Marlema Baker

From: John Vujcich
Sent: Thursday, 7 October 2021 1:28 pm
To: Marlema Baker
Subject: Fwd: Notice of motion to revoke

Marlema,

Please note Marlema my support for this notice of motion.

Regards

John Vujcich

From: Mike Edmonds <Mike.Edmonds@fndc.govt.nz>
Sent: Thursday, October 7, 2021 12:29 PM
To: John Vujcich; Moko Tepania; Kelly Van Gaalen
Subject: Fw: Notice of motion to revoke

Can you please send this to Marlema from your email address. Emails without signatures are okay under our standing orders



Mike Edmonds
Chairperson
Kaikohe-Hokianga Community Board, Kaikohe Subdivision
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Sent: 07 October 2021 12:28
To: Marlema Baker <Marlema.Baker@fndc.govt.nz>
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d) Approves the use of Town Beautification budget for the new civil works and surfacing for the new Playground within Memorial Park (\$100,000)

e) Approves the use of the Amenity Lighting budget for new lights within Memorial Park (\$18,500)

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'reserves the final approval of the playground portion of the design to the board, which must be given separately before any money is spent on purchase and civil works for the playground.'

Standing orders 3.9.16 is therefore also invoked. No action may be undertaken until this matter has been dealt with by the board.



Mike Edmonds
Chairperson

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6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3052598

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 6 October 2021 as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The unconfirmed minutes of the meeting are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- 1. KHCB Meeting Minutes 6 October 2021 - A3427729** [📄](#) 

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON WEDNESDAY, 6 OCTOBER 2021 AT 10.31 AM**

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

IN ATTENDANCE: Shaun Clarke (CEO)

STAFF PRESENT: Laurel Belworthy (Community Development Advisor), Kathryn Trewin (Funding Advisor), Vickie Begbie (Manager – Business Development), Janice Smith (Chief Financial Officer), Tania Steen (Property Officer) Carla Ditchfield-Hunia (Manager – Legal Services), Casey Gannon (Meetings Administrator), Darren James (Asset Manager – District Facilities), Jeanette England (Asset Manager – District Facilities), Nick Marshall (NTA), Rochelle Dean (Manager – Environmental Services).

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

Chair Mike Edmonds, Members John Vujcich and Kelly Van Gaalen declared conflicts related to Funding Applications Item: 6.9b and will not participate in discussions or decisionmaking.

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Shaun Reilly: Footpaths.
- Linda Bracken (Chair of Kaikohe Business Association) - crime prevention and making Kaikohe a safer place.
- Liz Owen (Okaihau Community Education Trust) - extending early childhood services in Okaihau.
- Chris Galbraith and Aimee (Far North Holdings Ltd) - Omapere Wharf

3 NGĀ TONO KŌRERO / DEPUTATIONS

Nil

4 NGĀ KAIKŌRERO / SPEAKERS

Funding Applicants:

- Geoff Lawson – Youthline Helpline
- Dave Adams – South Hokianga War Memorial Hall

Member Emma Davis left the meeting at 11:09 am,
Member Emma Davis returned to the meeting. At 11:14 am.

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2021/59

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessel

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds

under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Section 5 & 6 Kohukohu Road, Kohukohu - Property for Sale	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The meeting was adjourned from 12:05pm to 12:51pm.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3052594, pages 12 - 12 refers

RESOLUTION 2021/60

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board confirms the minutes of their meeting held 4 August 2021 as a true and correct record.

CARRIED

6 REPORTS

6.1 HOKIANGA SPRAYING COMMITTEE ADDITIONAL COMMUNITY REPRESENTATIVES REQUEST

Agenda item 7.1 document number A3280718, pages 18 - 20 refers

RESOLUTION 2021/61

Moved: Member Louis Toorenborg

Seconded: Member John Vujcich

That the Kaikohe- Hokianga Community Board:

- a) approves the appointment of Peter Reid and Lorene Royal to the Hokianga Spraying Committee as community representatives.**

CARRIED

At 1:16 pm, Member Laurie Byers left the meeting

6.2 KOUTU MONGERO PICNIC AREA ENCROACHMENT

Agenda item 7.2 document number A3346858, pages 23 - 29 refers

RESOLUTION 2021/62

Moved: Member Alan Hessell

Seconded: Member Louis Toorenborg

That the Kaikohe-Hokianga Community Board.

- a) engage with the kaitiaki of the Koutū Mongero Picnic Area to formalise a Kaitiaki Agreement for the lawful use of the area as a campground; and**
- b) engage with the kaitiaki to obtain the necessary consents under the Resource Management Act, Local Government Act and Health Act to facilitate the lawful use of the area as a campground.**

CARRIED

6.3 ROAD NAMING - 16 ROWSELL HEIGHTS, KAIKOHE

Agenda item 7.3 document number A3350976, pages 30 - 32 refers

RESOLUTION 2021/63

Moved: Chairperson Mike Edmonds

Seconded: Member Alan Hessell

That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way, Buena Vista Rise that is currently addressed at 16 Rowsell Heights, Kaikohe as per map (A2556386).

CARRIED

At 1:30 pm, Member Emma Davis left the meeting.

At 1:36 pm, Member Emma Davis returned to the meeting.

At 1:46 pm, Member Laurie Byers returned to the meeting.

6.4 UPGRADE MEMORIAL PARK, KAIKOHE

Agenda item 7.4 document number A3381320, pages 50 - 54 refers

RESOLUTION 2021/64

Moved: Member Moko Tepania

Seconded: Member Kelly van Gaalen

That Kaikohe-Hokianga Community Board:

- a) approves the final concept for Memorial Park as developed by AKAU.**
- b) approves the removal of the Casuarina Tree close to the final location of the Wharepaku.**
- c) approves the use of Streetscapes budget for the landscaping, furniture, footpaths, tree works and learn to ride paths within Memorial Park (\$344,200).**

- d) **approves the use of Town Beautification budget for the new civil works and surfacing for the new Playground within Memorial Park (\$100,000).**
- e) **approves the use of the Amenity Lighting budget for new lights within Memorial Park (\$18,500).**

CARRIED

ABSTAINED : Member Byers

At 1:56 pm, Member Moko Tepania left the meeting.

6.5 OMAPERE WHARF - RENEWAL OF END SECTION

Agenda item 7.5 document number A3325907, pages 74 - 76 refers

RESOLUTION 2021/65

Moved: Member Louis Toorenburg

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board:

- a) **Receive the report Omapere Wharf - Renewal of End section.**
- b) **Supports the new design concept for the replacement section of the Wharf; and**
- c) **that inter-tidal steps be strongly recommended and incorporated into the design.**

CARRIED

6.6 KAIKOHE-HOKIANGA FOOTPATH PROGRAMME

Agenda item 7.6 document number A3398048, pages 80 - 85 refers

RESOLUTION 2021/66

Moved: Chairperson Mike Edmonds

Seconded: Member Louis Toorenburg

That the Kaikohe-Hokianga Community Board identifies:

- a) **Manning Street Rawene - Existing to House #54 Manning Street (Est \$70,000) to be constructed 100 % from the footpath budget and a list of Kaikohe footpaths be brought back to Kaikohe-Hokianga Community Board for consideration; and**
- b) **request that the remaining footpath budget from 2020 (estimated 80k) be found and returned for allocation to Kaikohe-Hokianga Community footpaths**

CARRIED

6.7 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JULY 2021

Agenda item 7.7 document number A3345193, pages 86 - 88 refers.

RESOLUTION 2021/67

Moved: Member John Vujcich

Seconded: Member Kelly van Gaalen

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 July 2021.

CARRIED**6.8 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 AUGUST 2021**

Agenda item 7.8 document number A3398377, pages 89 - 90 refers.

RESOLUTION 2021/68

Moved: Member Emma Davis

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 31 August 2021.**CARRIED****6.9 FUNDING APPLICATIONS - AUGUST 2021**

Agenda item 7.9 document number A3314739, pages 93 - 97 refers

RESOLUTION 2021/69

Moved: Chairperson Mike Edmonds

Seconded: Member Louis Toorenburg

6.9a) That the Kaikohe-Hokianga Community Board approves the sum of \$1,785 (plus GST if applicable) be paid from the Board's Community Fund account to Ngā Mahi Toi o Horeke for costs towards installation of murals along Te Pou Herenga cycle trail to support the following Community Outcomes:

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

CARRIED

AGAINST: Deputy Chair Emma Davis

RESOLUTION 2021/70

Moved: Member Louis

Seconded: Member Alan

6.9b) That the Kaikohe-Hokianga Community Board approves the sum of \$1,500 (plus GST if applicable) be paid from the Board's Community Fund account to Pioneer Village Kaikohe for costs towards 2021 Halloween event to support the following Community Outcomes:

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

CARRIED**RESOLUTION 2021/71**

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

6.9c) That the Kaikohe-Hokianga Community Board approves the sum of \$4,098 (plus GST if applicable) be paid from the Board's Community Fund account to South Hokianga

War Memorial Hall for costs towards the purchase and installation of an AED defibrillator to support the following Community Outcomes:

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

CARRIED

RESOLUTION 2021/72

Moved: Chairperson Mike Edmonds

Seconded: Member Kelly van Gaalen

6.9d) That the Kaikohe-Hokianga Community Board approves the sum of **\$3,000 (plus GST if applicable) be paid from the Board's Community Fund account to Youthline Auckland Charitable Trust for costs towards Youthline services to support the following Community Outcomes:**

- iii) Communities that are healthy, safe, connected and sustainable**
- iv) Proud, vibrant communities**

CARRIED

6.10 PROJECT FUNDING REPORTS

Agenda item 7.10 document number A3399082, pages 119 - 120 refers

RESOLUTION 2021/73

Moved: Member Kelly van Gaalen

Seconded: Member John Vujcich

That the Kaikohe-Hokianga Community Board note the project report received from Hokianga Treks 4 Kids.

CARRIED

7 INFORMATION REPORTS

7.1 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE OCTOBER 2021

Agenda item 8.1 document number A3378962, pages 123 - 123 refers

RESOLUTION 2021/74

Moved: Member John Vujcich

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update October 2021.

CARRIED

7.2 MAJOR ITEM NOT ON THE AGENDA

RESOLUTION 2021/75

Moved: Member Louis Toorenburg

Seconded: Member Alan Hessell

That the Kaikohe-Hokianga Community Board:

- a) resolves to consider these items not on the agenda;
 - I. Pawarenga Road Sealing
 - II. Okaihau Playcentre Lease
- b) notes these items were not on the agenda because members of the Community Board did not know about the issues until today.
- c) the report cannot be delayed because these matters are urgent.

CARRIED

7.3 ITEMS NOT ON THE AGENDA: PAWARENGA ROAD SEALING & OKAIHAU PLAYCENTRE LEASE

RESOLUTION 2021/73

Moved: Chairperson Mike Edmonds

Seconded: Member Emma Davis

That the Kaikohe-Hokianga Community Board:

- a) be provided with answers as to why the non-residential part of Pawarenga Road was sealed but the residential part was not sealed.
- b) request that Council delegate the powers to negotiate the terms of the Okaihau Playcentre lease to Chair Mike Edmonds, Member John Vujcich and Member Moko Tepania.

CARRIED

9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3:02pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 3 November 2021.

.....
:CHAIRPERSON

7 REPORTS

7.1 KAIKOHE-HOKIANGA STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 SEPTEMBER 2021

File Number: A3442818

Author: Segun Rotimi, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Community Board Fund Account as at 30 September 2021.

BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available.

Community Fund Account balance as at 1 July 2021	\$203,211.00
• Plus, carry forward – Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	\$19,523.79
• Plus, carry forward – Junior Bike Park	\$14,376.54
• Plus, Unspent from 2020/21 – BOI Canine Association	\$2,580.00
• Plus, Unspent from 2020/21 – Nth Hokianga A&P Society 2021 Show	\$3,720.00
• Plus, Unspent from 2020/21 – Outward Bound Student Sponsorship	\$6,000.00
• Plus, Unspent from 2020/21 – Allocation to the Tamariki	\$10,751.00
• Less funds granted and uplifted to 30 September 2021	\$13,106.00
• Less funds not uplifted from 2016/2017 Commitment Carry Forward – Junior Bike Park	\$14,376.54
• Less funds not uplifted from 2019/2020 Commitment Carry Forward – Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at memorial park	\$19,523.79
• Less funds not uplifted from 03 February 2021 for North Harbour A&P Society	\$3,720.00

<ul style="list-style-type: none"> Less funds not uplifted from 02 June 2021 for Outward Bound Students that were selected for sponsorship through the Mayors Taskforce for jobs and Allocation to the Tamaraki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year 	\$16,751.00
<ul style="list-style-type: none"> Less funds not uplifted from 04 August 2021 for travel and attendance costs for students attending Outward Bound in association with the Mayors Taskforce for Jobs 	\$4,724.16
<ul style="list-style-type: none"> Community Fund Account balance as at 30 September 2021 	\$187,960.84

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The uncommitted balance in the Community Fund account as at 30 September 2021 is \$187,960.84.

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Kaikohe-Hokianga 30 September 2021 is attached.

ATTACHMENTS

1. Statement of Community Fund Account Kaikohe-Hokianga as at 30 September 2021 - A3442784 [↓](#) 

Far North District Council**Kaikohe - Hokianga Community Board****Statement of the Community Fund Account as at 30 September 2021**

Allocation Grants & Donations Annual Budget 2020-21	103,211.00	
Community Board Placemaking Fund	100,000.00	
Carry Forward - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	19,523.79	
Carry Forward - Junior Bike Park	14,376.54	
Unspent from 2020/21 - BOI Canine Association	2,580.00	
Unspent from 2020/21 - Nth Hokianga A&P Society 2021 Show	3,720.00	
Unspent from 2020/21 - Outward Bound Student Sponsorship	6,000.00	
Board Contribution to Rural Travel Funding	10,751.00	
		260,162.33

Less Expenditure 2021/22 (Funds Uplifted)**July 21**

Okaihau Community Association for costs towards town signage repair	425.00
Bay of Islands Canine Association for costs towards community dog education and training	2,580.00
Hush Dance Studio for costs towards Dance Showcase and Dinner	1,550.00

August 21

Kaikohe and Districts Sportville for costs towards Māori Warden monitoring of Penney Cres parking	1,000.00
Hokianga Community Education Trust for costs towards Walks of the Hokianga publication	4,316.00
Hokianga Country Music Festival for costs towards 2021 Hokianga Country Music Festival	3,235.00

13,106.00

Balance as at 30 September 2021**\$247,056.33****Less Commitments 2021/22 as at 30 September 2021 (Funds not yet up lifted)****2016/2017 Commitment**

Carry Forward - Junior Bike Park	14,376.54
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2019/2020 Commitment

Carry Forward - Kaikohe Community & Youth Centre Trust for installation of the basketball court and hoops at Memorial Park	19,523.79
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Meeting 03.02.21

North Hokianga A&P Society Inc for costs towards entertainment at the 2021 show	3,720.00
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Meeting 02.06.21

Outward Bound Student that were selected for sponsorship through the Mayors Taskforce for Jobs.	6,000.00
Allocation to the tamariki of the Kaikohe-Hokianga ward for the Rural Travel fund for the 2021/22 year	10,751.00

Meeting 04.08.21

Far North District Council**Kaikohe - Hokianga Community Board****Statement of the Community Fund Account as at 30 September 2021**

Far North District Council for travel costs and attendance costs
towards three students attending Outward Bound in association with
the Mayors Taskforce for Jobs

4,724.16

59,095.49

Balance 30 September 2021 Uncommitted/(Overcommitted)**\$187,960.84**

7.2 SUMMER 2021/22 RURAL TRAVEL FUNDING APPLICATIONS**File Number:** A3440064**Author:** Kim Hammond, Funding Advisor**Authoriser:** Ana Mules, Team Leader - Community Development and Investment**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2021/22 summer sporting season.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:

a) Mid North United Sports Incorporated	\$1,700.00
b) Rawene School	\$840.00
c) Special Olympics - Bay of Islands	\$500.00
d) Taitokerau Rugby League	\$2,100.00
e) Te Kura o Ōmanaia	\$1,000.00

1) TĀHUHU KŌRERO / BACKGROUND

The Rural Travel Fund was developed in response to concerns raised by Councils throughout the country about the lack of participation in sport by young people living in rural communities. The Fund was introduced as an interim measure until a rural participation strategy was fully developed and implemented. The strategy is yet to be developed.

Kiwisport was launched in 2009 by Prime Minister John Key and funding is given to Sport Northland to achieve three objectives. One of the barriers that has been identified in Northland is the cost of travel. Sport Northland agreed to give part of its funding to the Far North District Council to add to its Rural Travel Fund to overcome the travel barrier and help achieve their three objectives.

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until November 2019 when the next round of funding is allocated.

Council advertises that funding is available approximately one month before applications close in local newspapers and on Council's Facebook page. The Sport Northland representatives also forward information of the fund to clubs and schools that they work with as a more targeted approach to advertise the funding is available.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

It is each Community Board's role to determine which applications best meet the criteria and will have the most positive broad effect in their communities. The following table is a guide to the funding criteria.

Funding is available for activities taking place within the district. It is understood, that in some cases, competitions do not exist within the district and travel is required in which case the Community Boards may use their discretion.

Project reports for any previous grants have been received from all the current applicants. Further detailed information provided by Sport Northland regarding their recommendations has been distributed to Board Members separately.

	Sport Northland (Kiwisport)	Sport New Zealand (Rural Travel)
What are the Objectives?	<ol style="list-style-type: none"> 1. Increase the number of children participating in sport 2. Increase the availability and accessibility of sport for children 3. Support the development of skills to enable effective participation. 	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$25,000.00 across the Far North District.	\$25,080.30 across the Far North District.
Funding is not available for	Coaches, referees, children playing in Regional or District rep teams, club/school sport administration.	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools, clubs or individuals.	Schools, clubs or individuals.
What age group is funding for?	Funding is available for school aged children. This is understood to be ages 5 - 18 years of age.	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Team or individual organised sporting activities such as volleyball, netball, rugby; hockey, football, orienteering, waka ama, basketball, ki-o-rahi, shooting, athletics, swimming.	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

Applicants are advised, when granted funds, that the funds are to be uplifted within three months and that a project report form is required if they wish to be eligible to apply for future funding.

Take Tūtohunga / Reason for the recommendation

To fulfil the requirements of the Sport NZ Rural Travel Fund agreement with Sport New Zealand and the Kiwisport agreement with Sport Northland to increase participation in sport by young people living in rural communities.

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

Council receives two grants annually that make up this funding budget - \$25,080.30 from Sport New Zealand and \$25,000 (plus GST) from Sport Northland.

The total budget for rural travel funding for the 2020/21 financial year is \$50,080.30. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that only 40% of the total funding be allocated for summer activities and the remainder allocated for the busier winter sporting season.

The total available funds for the winter season is usually \$8,327.20. Additional funds (including funding returned or unused by applicants from previous funding rounds, and funds carried over from previous funding rounds) have been added to this amount to allow the grant recommendations in this report to be made.

%	Board	40% Summer	60% Winter	Total
40.5%	Bay of Islands-Whangaroa Community	\$8,029.80	\$12,044.70	\$20,074.50
31.5%	Te Hiku Community	\$6,245.40	\$9,368.10	\$15,613.50
28%	Kaikohe-Hokianga Community	\$5,551.47	\$8,327.20	\$13,878.67

ĀPITIHINGA / ATTACHMENTS

1. Rural Travel Application - Mid North United Sports Incorporated - A3439868 [↓](#) 
2. Rural Travel Application - Rawene School - A3439925 [↓](#) 
3. Rural Travel Application - Special Olympics - Bay Of Islands - A3440057 [↓](#) 
4. Rural Travel Application - Taitokerau Rugby League (Summer Travel) - A3440023 [↓](#) 
5. Rural Travel Application - Te Kura o Ōmanaia - A3440028 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	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 RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: MID NORTH UNITED SPORTS INCORPORATED

Contact person: Suzee Ross

Postal address:

PO Box address: PO Box 8 KAIKOHE

Telephone: 0212987290 Email: mnus2017inc@gmail.com

B. Contact Names

Please provide

1. Name Del Rameka Phone 027 877 69 61
2. Name Suzee Ross Phone 021 298 72 90

C. Organisation Details

Are you a club or a school? Sporting Organisation

1. How many members belong to your club/school?
2. How many participants aged between 5 & 19 will this travel subsidy benefit? 190+

3. How many participants are aged between 5-11 yrs 100+
4. How many participants are aged between 12-19 yrs 90
5. Please detail how many applicants are female 90
6. Please detail how many applicants are male 100
7. Does your application involve a partnership with a local school / club YES BOTH
8. What is this funding going to be used for?

Travel to Kensington/ Onerahi/ Hikurangi and Dargaville for our local softball teams

9. Do you have any disabled individuals who are being supported by this fund? NO
 - a. If yes, how many will receive support from the RTF _____
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? NO

(If yes please write your GST Number in the space provided below)

GST NO.

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2. How much money are you applying for?

<u>\$ 2,800.00</u>	Sport NZ funding
<u>\$ 0</u>	other funders
<u>\$ 3,141.00</u>	your contribution
<u>\$ 5,941.00</u>	TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Delwyn Rameka

Position in organisation / title: Secretary

Signature: 

Date: 4 October 2021

2. Name: Suzee Ross

Position in organisation / title: Treasurer

Signature: 

Date: 4 October 2021

Schedule of Supporting Documentation**MID NORTH UNITED SPORTS****(RURAL TRAVEL FUND – SUMMER 2021/22)**

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

1	Letter and Travel Milage Calculations x 1 page
2	Deposit Slip x 1 page
3	Member List for Mid North United Sports x 1 page
4	Statement of Receipts and Payments x 1 page
5	Annual Report until December 2020 x pages



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Rawene School

Contact person: Carla Robinson

Postal address: PO Box 59 Rawene 0443

PO Box address: 19 Marmen Street Rawene

Telephone: 094057885 Email: office@rawene.school.nz

B. Contact Names

Please provide

1. Name Carla Robinson Phone 4057885
2. Name Karena Tamehana Phone 4057885

C. Organisation Details

- Are you a club or a school? School
1. How many members belong to your club/school? 80
 2. How many participants aged between 5 & 19 will this travel subsidy benefit? 45
 3. How many participants are aged between 5-11 yrs 35
- 1 | Page

4. How many participants are aged between 12-19 yrs 10

5. Please detail how many applicants are female 25

6. Please detail how many applicants are male 20

7. Does your application involve a partnership with a local school / club YES/NO

8. What is this funding going to be used for? (Briefly explain)

Participation in weekly sports competition in Kerikeri, Kaikohe and the Hokianga. The funding will contribute to transport costs

9. Do you have any disabled individuals who are being supported by this fund?

a. If yes, how many will receive support from the RTF 0

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES NO

(If yes please write your GST Number in the space provided below)
GST NO.

4	4	3	8	4	1	1	6
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2. How much money are you applying for?

\$ 1,000.00 Sport NZ funding

\$ 0 other funders

\$ 1,000.00 your contribution

\$ 2,000.00 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
NIL		

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

N/A

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Karena Tamehana

Position in organisation / title: Principal

Signature: [Signature] Date: 14/9/21

2. Name: Carla Robinson

Position in organisation / title: Administrator

Signature: [Signature] Date: 14/9/21

Schedule of Supporting Documentation**RAWENE PRIMARY SCHOOL****(SUMMER RURAL TRAVEL FUND)**

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

1	Travel Breakdown and event x 1 page
2	ASB Bank deposit slip x 1 page
3	Rawene School annual report x 10 pages



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation:

- Special Olympics Bay of Islands

Contact person:

Nicole Grimme

Postal address:

P O Box 518

PO Box address:

Kaikohe

Telephone:

021 571105

Email:

Special Olympic Bay of Islands
@hotmail.com.

B. Contact Names

Please provide

1. Name Nicole Grimme

Phone 021151165

2. Name Eileen Bealbro

Phone 0274644187 / 09 4076380

C. Organisation Details

Are you a club or a school?

Club

1. How many members belong to your club/school?

34

2. How many participants aged between 5 & 19 will this travel subsidy benefit?

2

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3. How many participants are aged between 5-11 yrs 0
4. How many participants are aged between 12-19 yrs 2
5. Please detail how many applicants are female 0
6. Please detail how many applicants are male 2

7. Does your application involve a partnership with a local school / club YES/ NO

8. What is this funding going to be used for? (Briefly explain)

For Travel between Kaikohe ~~Club~~ and Kawakawa for Special Olympics swimming training for regional and national competitions. Kawakawa pool is the only indoor facility in the district.

9. Do you have any disabled individuals who are being supported by this fund?

a. If yes, how many will receive support from the RTF All

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES / NO

(If yes please write your GST Number in the space provided below)
GST NO.

--	--	--	--	--	--	--	--	--	--

2. How much money are you applying for?

\$ _____ Sport NZ funding

\$ _____ other funders

\$ _____ your contribution

\$1567.36 TOTAL

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Calculated: 2 x a week training sessions
 1 vehicle
 31 kms each way = 62 kms total
 10 rate calculated @ 2.50 per km

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

~~Travel between Kaikohe and Kawakawa for Special Olympics~~
~~Swimming training for regional and national games/competitions~~
~~Kawakawa Pool is the only indoor swimming facility in the~~
~~district. Training happens 2 x per week.~~

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: NICOLE GRIMME

Position in organisation / title: CHAIRPERSON

Signature: N. Grime Date: 14-09-21

2. Name: Eileen Bedford

Position in organisation / title: Secretary

Signature: E. Bedford Date: 16-05-21

Schedule of Supporting Documentation**SPECIAL OLYMPICS - BAY OF ISLANDS****(FAR NORTH RURAL TRAVEL FUND - WESTERN)**

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

1	ANZ Bank details x 1 page
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KHCB



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: **Taitokerau Rugby League**

Contact person: **Tarei Patuwairua**
Postal address: **60 North Road, Kaitiaki**

PO Box address: _____

Telephone: **027-8567766** Email: **trl.patuwairua@gmail.com**

B. Contact Names

Please provide

- | | | |
|----|------------------------------|--------------------------|
| 1. | Name Tarei Patuwairua | Phone 027-8567766 |
| 2. | Name David Bristow | Phone 021-1130967 |

C. Organisation Details

Are you a club or a school? **Club/Regional Organisation**

- | | | |
|----|---|------------|
| 1. | How many members belong to your club/school? | 900 |
| 2. | How many participants aged between 5 & 19 will this travel subsidy benefit? | 200 |
| 3. | How many participants are aged between 5-11 yrs | 140 |

4. How many participants are aged between 12-19 yrs **60**
5. Please detail how many applicants are female **30 currently with intentions of increasing in 2022**
6. Please detail how many applicants are male **170**
7. Does your application involve a partnership with a local school / club **YES**

Four clubs that are aligned to Taitokerau Rugby League Kaikohe Lions, Te Iriinga Chiefs, Taiaiaia Taniwha, Valleys Crushers Ngapuhi Rugby League.

8. What is this funding going to be used for? (Briefly explain)

The funding will be used to support families transporting their children from Opononi, Te Iriinga, Ohaeawai, and Taheke with Petrol Vouchers and or Van Hireage to games to be played in Kaikohe.

9. Do you have any disabled individuals who are being supported by this fund?

a. If yes, how many will receive support from the RTF **Not Applicable**

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100%

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? **NO**

(If yes please write your GST Number in the space provided below)

GST NO.

--	--	--	--	--	--	--	--	--	--

2. How much money are you applying for?

\$ 2500	Sport NZ Funding
\$ 6729.8	other funders(Whanau Contribution)
\$ 2500	your contribution
\$ 11,729.80	TOTAL

3. If you have applied for funding from other organisations please supply details - *refer to Table 1 below.*

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES (briefly explain and attach evidence of this)

Refer Attachment

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: **Tarek Patuwairua**

Position in organisation / title: **Funding Person/ Deputy Chairperson**

Signature: 

Date: 01/10/2021

2. Name: **David Bristow**

Position in organisation / title: **Chairperson**

Signature: 

Date: 01/10/2021

Checklist:

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Schedule of Supporting Documentation**TAITOKERAU RUGBY LEAGUE****(RURAL TRAVEL FUND)**

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

1	Annual Report till March 2021 x 15 pages
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FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Te Kura o Ōmanaia

Contact person: Carla Robinson

Postal address: Ōmanaia Rd, RD3 Kaikohe

PO Box address: as above

Telephone: 094057786 Email: admin@omanaia.school.nz

B. Contact Names

Please provide

1. Name Jon Smith Phone 405 7786

2. Name Carla Robinson Phone 405 7786

C. Organisation Details

Are you a club or a school? School

1. How many members belong to your club/school? 90

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 50

3. How many participants are aged between 5-11 yrs 35

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4. How many participants are aged between 12-19 yrs 15
5. Please detail how many applicants are female 38
6. Please detail how many applicants are male 12
7. Does your application involve a partnership with a local school / club YES/NO
8. What is this funding going to be used for? (Briefly explain)
Contribution to travel costs when the students attend local, club and other competitions in Northland-Kaikohe / Kerikeri / Hokianga.
9. Do you have any disabled individuals who are being supported by this fund?
- a. If yes, how many will receive support from the RTF 0
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
100 %

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES / NO

(If yes please write your GST Number in the space provided below)
 GST NO.

52010802

2. How much money are you applying for?
- \$ 1,200 Sport NZ funding
- \$ _____ other funders
- \$ 1,020.00 your contribution
- \$ 2,220.00 TOTAL

3. If you have applied for funding from other organisations please supply details - refer to Table 1 below.

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)
N/A		

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body).

YES/ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Jon Smith

Position in organisation / title: Principal

Signature: [Signature] Date: 15/9/21

2. Name: Carla Robinson

Position in organisation / title: Administrator

Signature: [Signature] Date: 15/9/21

Schedule of Supporting Documentation**TE KURA O ŌMANAIA****(RURAL TRAVEL FUND - SUMMER TRAVEL)**

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

1	Costs/Breakdown travel costs and event x 1 page
2	ASB Bank deposit slip x 1 page
3	Omanaia School – Annual Report

7.3 FUNDING APPLICATIONS

File Number: A3442801

Author: Kathryn Trewin, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which application/s will receive funding at the 8 November 2021 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Four new applications for funding were received requesting a total of \$11,560
- The balance of this amount available for the Board to allocate is \$73,802.
- The Board also has \$100,000 for placemaking funding to grant in the 2021/22 financial year.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe Hokianga Community Board:

- a) approves the sum of **\$2,500** (plus GST if applicable) be paid from the Board's Community Fund account to Kaikohe Business Association for costs towards 2021 Christmas Festival to support the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

- b) approves the sum of **\$2,550** (plus GST if applicable) be paid from the Board's Community Fund account to Ngapuhi Hokianga Ki O Rahi for costs towards 2021 Christmas event to support the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

- c) approves the sum of **\$1,559** (plus GST if applicable) be paid from the Board's Community Fund account to Okaihau Residents Association for costs towards the replacement of community hall lights to support the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

- d) approves the sum of **\$2,475** (plus GST if applicable) be paid from the Board's Community Fund account to Rawene Residents and Ratepayers for costs towards reprinting "Rawene: A past in pictures" to support the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

- e) acknowledges that COVID-19 has affected applicants who received funding for events from the Community Board and that events may have been unable to run as scheduled and:**
 - i) grants an extension for events to be rescheduled to take place prior to 30 June 2023 if the applicant is able to reschedule or alter their event to run (with no additional funding application being made).**
 - ii) agrees if the applicant is unable to reschedule or restructure their event to take place before 30 June 2023, or do not wish to do so, applicants must return any unspent funds and provide a project report outline the expenditure made.**
 - iii) agrees any applicant affected by this resolution must notify the Funding Advisors of their decision by 31 December 2021.**

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Kaikohe Business Association	2021 Christmas Festival	\$2,500 (44%)	\$2,500 (44%)	This is an annual event that is well supported by the community.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Ngapuhi Hokianga Ki O Rahi	2021 Christmas	\$2,550 (89%)	\$2,550 (89%)	This is an annual event that is well supported by the community. It is noted that the applicant has not included all expenses in their application, meaning the percentage requested is likely to be below 50%.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Event
Okaihau Residents Association	Installation of LED lights at the community hall	\$1,559 (70%)	\$1,559 (70%)	It is noted that the quotes provided actually total \$2215, and that the actual cost would be higher, but the contractor has indicated they are providing the work at a reduced labour cost.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Community Development
Rawene Residents and Ratepayers Association	Reprinting "Rawene: A past in pictures"	\$2,475 (47%)	\$2,475 (47%)	This is for a local book that will be sold at a cost of \$8 per copy. It is noted that the publisher is based in Auckland, but is providing a discount as they published the initial run and have strong links to the Rawene Community.	i) Communities that are healthy, safe, connected and sustainable ii) Proud, vibrant communities	Community Development

Take Tūtohunga / 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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Pages from KHCB - Application - Kaikohe Chrstimas in the Village 2021 - Updated proposal - A3465059** [↓](#) 
2. **Application - Ngapuhi Hokianga Ki O Rahi - A3445003** [↓](#) 
3. **Application - Okaihau Community Hall Lights - A3445006** [↓](#) 
4. **Application - Reprinting "Rawene: A Past in Pictures" - A3445005** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	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 - *not sure if we will or not if so we will apply*
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	Kaikohe Business association		Number of Members	30+
Postal Address	19 Raihara Street, Kaikohe 0405		Post Code	
Physical Address	N/A		Post Code	
Contact Person	Anika Whapshott	Position	Administrator	
Phone Number	0211240382	Mobile Number	0211240382	
Email Address	admin@kaikohe.town			

Please briefly describe the purpose of the organisation.

To cover the overheads incurred to facilitate the Kaikohe Christmas in the Village - the Christmas Parade!

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 event Kaikohe Christmas in the Village - Will be in as many Business as possible in Kaikohe Township - we will create a Christmas Trail Date From 3rd December 2021 until Xmas
Time N/A

If so, how much?

☐ Yes ☒ No

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

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

The kaikohe and Hokianga community as a whole will benefit it is a time to celebrate, Christmas and also our community

The event is all about Christmas Spirit in a safe manageable way but trying to keep that spirit!

Local businesses and education and sports groups will be encouraged to join in the Christmas spirit

The idea is to be able to link businesses with the schools and community groups - we would like to 'light up the main street with Christmas Spirit'. By decorating the shop windows with Christmas cheer - lighting and other things!

We will encourage support and involvement from local businesses much the same as last year, and in that we will try and match up businesses with schools, invite the schools and community groups/sports groups in to decorate the shop windows of specific businesses (allocated by KBA) and where possible decorate the empty shop fronts with permission from landlords. We would like to create a 'trail' for the community to come along and view. Hokianga and kaikohe - we will have awards for the windows and decorations and this will be done by a panel of judges from the organising committee as well as run a peoples choice award - whereby people can nominate their favourite shop window. In this way we will be able to celebrate and keep the Christmas Spirit without Covid related restrictions - it would allow for social distancing etc. We will be promoting this Christmas Trail with other communities in our rohe and that will be Kerikeri and Paihia whom are doing similar.

We would like to promote the Christmas trail for the entire community - Hokianga and Kaikohe to come along and view.

We will be providing a fun, safe environment and atmosphere to enjoy and to celebrate in.

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

A2686814

(version Sept 2018)

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	0	0
Advertising/Promotion	750	750
Facilitator/Professional Fees ² event management and promotion		
Administration (incl. stationery/copying)	1750	1750
Equipment Hire stage and sound		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)	500	
Consumable materials (craft supplies, books)	250 lollies and decorations	
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	1200	not applicable
Other (describe)	Prize money 500	
TOTALS	5700	2500

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
Community Patrol Vehicle -	420.72
CCTV -	6148.88
Community Lighting -	360.50
Administration -	6000
TOTAL	12930.1

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

Funding Source	Amount	Approved
Cogs funding to cover admin costs \$4000 excl		Yes X / Pending
Incoming Subs - not back yet		Yes / Pending X
		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
Christmas in the village	\$2500	OCT 2020	Yes / N
Past and present dinner	\$2000	August 19	Yes / N
			Y / N
			Y / N

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

Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

kaikohe Business association

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 Darren Huston

Signatory Two Mike Shaw

Darren Huston

Michael Shaw

www.fndc.govt.nz | Memorial Ave, Kalkohe 0440 | Private Bag 752, Kalkohe 0440 | funding@fndc.govt.nz | Phone 0800 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	<input type="text" value="Darren Huston"/>	Position	<input type="text" value="Treasurer"/>
Postal Address	<input type="text"/>		Post Code <input type="text"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text"/>
Signature		Date	<input type="text" value="Oct 28, 2021"/>

Signatory Two

Name	<input type="text" value="Mike Shaw"/>	Position	<input type="text" value="Secretary"/>
Postal Address	<input type="text"/>		Post Code <input type="text"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text"/>
Signature		Date	<input type="text" value="Oct 28, 2021"/>

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Local Grant Application Form



Instructions

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- 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
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- **If there's anything on this form you're not sure of**, please contact the Community Development team at freephone 0800 920 029, or funding@fndc.govt.nz – we're happy to help.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

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

Applicant details

Organisation	<u>Ngapuhi Hokianga Ki O Rahi Inc</u>	Number of Members	<input type="text"/>
Postal Address	<u>RD 2 Okahau</u>	Post Code	<u>0476</u>
Physical Address	<input type="text"/>	Post Code	<input type="text"/>
Contact Person	<u>May Nicholson</u>	Position	<u>Manager</u>
Phone Number	<u>021416238</u>	Mobile Number	<input type="text"/>
Email Address	<u>leaki10@xtra.co.nz</u>		

Please briefly describe the purpose of the organisation.

To be responsive to the needs & aspirations of our community through appropriate & accessible information, education & support services

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A268814

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

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

Name of Activity * Xmas In Park * 2021 Date 3 Dec 2021

Date 3 Dec 2021

Location Horeke Primary Grounds Time 9am - 2.30pm

Time 9am - 2.30pm

☐ Yes ☒ No

If so, how much?

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

Schools
Community - urban
Parents
local business

please find attached print out.

Appendix 1.

__In 2019 we wanted to find a way to engage with our Takiwa (hapu groups in our area) so introduced the idea of Xmas in the Park using our local primary schools as the pilot. It proved so successful and popular that we are going to continue running this annual event for as long as we can. Schools are asked and contribute an item or performance on the day which usually incorporates kapahaka; waiata; skits and the like and are allocated a 15-20minute time slot, followed by games involving balls, balloons, (4) or so; as well have a bouncy castles and face painting. We then share a lunch together (schools have donated fruit, bread and sausages to the kai) Santa turns up; faces are painted and kids teachers and parents are brought together for an awesome happy day. The schools involved are rotating between themselves and this year its Horeke Primary turn to host the other schools (Umawera; Mangamuka and Broadwood Area School). We started off at Umawera with 120 participants. last year at Mangamuka we had 160 participants, so this year in Horeke its likely to hit 180-200. Next year Broadwood Area School will be the host and while it involves the schools and there children and parents it is our organisation that puts it all together, all the schools need to do is turn up and present there performance and then enjoy the day sharing with each other kai and there is a real sense of whanaungatanga happening throught the day and leading up to the event its widely broadcast by the schools, kids and whanau alike. It also includes Mangataniwha kohanga reo and the Umawera Kindy kids.

The local radio station also supports us with the use of staff to run the PA and video supports as well as promotion on-air. We are now having to consider growing even more with other schools in our area asking to join the event from Kohukohu primary and Okaihau.

Without our network of volunteers this event would be impossible for us to put on so we do value them the most and try to incorporate them into the day as much as possible. Eg they can bring there own children who don't attend these schools; petrol vouchers; or meal vouchers _

Appendix 1.

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	100.00	
Advertising/Promotion	100.00	
Facilitator/Professional Fees ² MC	100.00	
Administration (incl. stationery/copying)		
Equipment Hire Barry Castle	350.00	350.00
Equipment Purchase (describe) Games equipment & prizes	900.00	900.00
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments : Food		
Travel/Mileage : Volunteers x 10	1000.00	1000.00
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	12550	12250

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

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Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 053-659-047

How much money does your organisation currently have? 95441.69

How much of this money is already committed to specific purposes? 67,297.00

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

Purpose	Amount
TPK - Youth Suicide	39,200
MSD - Holiday Programs	8514
ALC ^{Aleleaga} - Adult Learners Day	500
TEC - Adult Community Education	8083
oth - Wages Training	10000
TOTAL	67297

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

Funding Source	Amount	Approved
<u>NIL</u>		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
<u>Xmas In Park 2020</u>	<u>92320.00</u>	<u>11-11-2020</u>	<u>(Y)</u> / N
			Y / N
			Y / N
			Y / N

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Local Grant Application Form

Privacy Information

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Applicant Declaration

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

On behalf of: (full name of organisation)

Ngāpuhi Hokianga Ki O Rahi Inc Society

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 agency, 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

[Signature]

Signatory Two

[Signature]

Schedule of Supporting Documentation**Ngapuhi Hokianga Ki O Rahi**

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

1	Bank Statement
2	Financial Statements

Local Grant Application Form



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- ☐ 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	Okaihau Community Association	Number of Members	12
Postal Address	468 Waikeke Road, RDL, Okaihau	Post Code	0475
Physical Address	Okaihau Community Hall, Setters Way Okaihau	Post Code	0475
Contact Person	Lindy Mason	Position	Secretary
Phone Number	/	Mobile Number	0211017363
Email Address	linnic@farm-side.co.nz		

Please briefly describe the purpose of the organisation.

To provide, support or advance the interests of the Okaihau community. And to manage the Okaihau Community Hall.

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Local Grant Application Form



Project Details

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

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Hall light replacement with LED's Date when we have funds

Location Okaihou Community Hall Time —

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

If so, how much? —

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

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

The main hall area is currently lit with old style fluorescent lights which are expensive, difficult to source & are not environmentally friendly. We want to replace these with LED lights which will be cheaper in the long term. In addition there are a further 4 incandescent lights in the main hall which are not working. As part of getting these working we wish to replace these also with LED ones.

Please note: The attached quotes both include labour costs. However the attached cover letter clearly states labour will be free, so I have adjusted the quote prices accordingly.

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A2690314

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
Replace fluorescent lights	1039.00	1039.00
Ex & replace incandescent lights	520.00	520.00
TOTALS	1559	1559

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
FNDC Focus Project fund	8821.43
Baptist Church Community project	2493.76
Two Panga Park fund	345.60
Board	200.00
Kitchen upgrade & hall gen maint.	10000.00
Other 150th account	11453.81
TOTAL	33,314.60

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

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

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

Purpose	Amount	Date	Project Report Submitted
Ukaihi Green for cycling	1100	Sept 2016	(Y) / N
Ukaihi Green for cycling	1150	Oct 2017	(Y) / N
150th celebrations	7500	Nov 2017	(Y) / N
Ukaihi sign replacement	425	July 2021	(Y) / N

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A2898914

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Local Grant Application Form



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Applicant Declaration

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

On behalf of: (full name of organisation)

Okaihau Community Association

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

Signatory One

Signatory Two

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A25858/4 (version Sept 2018)

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Local Grant Application Form



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

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

Signatory One

Name Lindy Mason Position Secretary
 Postal Address 8 Waikerikeri Ford Rd, RDL, Okaihou Post Code 0475
 Phone Number Mobile Number 0211017363
 Signature [Signature] Date 2/10/21

Signatory Two

Name Karen Campbell Position Treasurer
 Postal Address RD 1 Okaihou Post Code 0475
 Phone Number Mobile Number 0212967466
 Signature [Signature] Date 1/10/21

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A2606914

(version Sept 2018)

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Schedule of Supporting Documentation**Okaihau Community Association**

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

1	Quote for Assc Electrical – Installation of Lights
2	Statement of Account
3	Annual Accounts

Local Grant Application Form



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- ☒ 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	Rawene Area Residents Association		Number of Members	15
Postal Address	P.O. Box 26, Rawene		Post Code	0443
Physical Address	c/-3 Webster St., Rawene		Post Code	0473
Contact Person	Kirsty Joiner	Position	Treasurer	
Phone Number	09 4057631	Mobile Number	021 2367682	
Email Address	kirsty@rarz.co.nz			

Please briefly describe the purpose of the organisation.

Preserve, promote & enhance the Rawene township, promote understanding, work & cooperate with local authorities & community groups, provide an open forum

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Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Reprint the publication "Rawene, the Date To be printed ASAP

Location past in Pictures" Time

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

If so, how much? The Booklet is for sale to the public at \$8 each

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

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

The Rawene Area Residents Assoc. wish to organise the Reprint of the booklet "Rawene, the Past in Pictures". This booklet was produced and printed in 2016 with the combined efforts of volunteer expertise and a Community Funding Grant from the KKH/Hokianga Community Board.

The Booklet has been sold in local retail outlets and mail order over the past five years and raised funds totaling \$3,958.00. These funds are intended for landscape projects in the Rawene Town Centre.

In order to broaden the range of landscape projects in the future, the Association are keen to arrange this Reprint. The sale of this Booklet has definitely enhanced the visitor experience and had positive financial gain for Rawene Township.

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A2686814

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²	2,475.00	2,475.00
Administration (incl. stationery/copying)	100.00	Donated
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage	200.00	Donated
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	1,500.00	not applicable
Other (describe)	700.00	Donated
Redrafting by D. Truscott	300.00	Donated
TOTALS	5,275.00	2,475.00 ex. gst

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
Community Hui re: Waka 'Hawera'	590.00
Revegetation Project: 2nd Stage	2293.00
Fundraising total for landscape projects in Rawene Town Centre	3958.00
TOTAL	6841.00

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

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

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

Purpose	Amount	Date	Project Report Submitted
Community Hui re: Waka	590.00	2018	Y / N
Revegetation Project: 2nd stage	2500.00	2019	Y / N
			Y / N
			Y / N

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A2688814

(version Sept 2018)

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Local Grant Application Form



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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 KIRSTY JOINER Position TREASURER
 Postal Address P.O. Box 26, Rawene Post Code 0443
 Phone Number 09 4057631 Mobile Number 0212367682
 Signature K. Joiner Date 15 October 2021

Signatory Two

Name Aranne Donald Position Dep. chairperson
 Postal Address P.O. Box 53, Rawene Post Code 0443
 Phone Number 09 405 7672 Mobile Number 027 319 8014
 Signature Aranne E. Donald Date 15 Oct 2021

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

A2686814

(version Sept 2018)

Page 6

7.4 KAIKOHE-HOKIANGA STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 30 SEPTEMBER 2021**File Number: A3450590****Author: Ajay Kumar, Management Accountant****Authoriser: Angie Thomas, Manager - Accounting Services****PURPOSE OF THE REPORT**

The purpose of the report is to provide the Kaikohe-Hokianga Community Board with financial statements for the period ended 30 September 2021.

EXECUTIVE SUMMARY

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

Understanding the report

- Variances in excess of \$100k and significant “%” variances will be commented on.
- The financial year runs from 01 July 2021 to 30 June 2022.
- The “Year to Date” columns reflect income and expenses for the period 01 July 2021 to 30 September 2021.
- The variances column highlights the difference between the budget set in the 2021/31 Long Term Plan (2021/2022 Year 1) and actual income and expenses as at 30 September 2022.
- The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2021 to 30 June 2022.
- The full year forecast column shows the best estimate for the actual year end position as advised by Managers.
- Unfavourable variances will represent expenses higher than budget or income less than budget.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the report Kaikohe-Hokianga Statement of Financial Performance Activities by Ward for the period ending 30 September 2021

BACKGROUND

This is the first quarterly financial report for 2021-2022 detailing the financial performance of community activities to be provided to the Kaikohe-Hokianga Community Board.



DISCUSSION AND NEXT STEPS

Refer to commentary in the attached statement.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

ATTACHMENTS

1. **KHCB Statement of Financial Performance Activities by Ward for the period ending 30 September 21 - A3450762**  

Statement of Financial Performance
Community Activities by Ward
for the period ending
30-September-2021
Kaikohe - Hokianga

	Year to date		Variance (\$000)	Full year			Full year Forecast (\$000)
	Actual (\$000)	Annual Plan Budget (\$000)		Annual Plan Budget (\$000)	Carry Forward Budgets (\$000)	Total Annual Budget (\$000)	
Operations							
Operational income							
Rates - general (excl water supply rates)	600	561	39 7%	2,267	0	2,267	2,267
Rates - penalties	0	14	(14) -100%	56	0	56	56
Fees & charges (inc water supply rates)	12	10	1 13%	46	0	46	46
Central govt subsidies - operational	0	5	(5) -96%	21	0	21	21
Other income	0	0	(0) -100%	2	0	2	2
Capital income							
Central govt subsidies - new works	0	43	(43) -100%	6,146	0	6,146	6,146
Central govt subsidies - renewals	0	29	(29) -100%	230	0	230	230
Total operating income	612	663	(51) -8%	8,767	0	8,767	8,767
Expenditure							
Amenity Lighting	7	9	2 23%	37	0	37	37
Carparks	15	19	5 24%	78	0	78	78
Cemeteries	6	29	23 81%	116	0	116	116
Community Centres	34	30	(4) -14%	124	0	124	124
Footpaths	35	44	8 19%	175	0	175	175
Halls	110	109	(1) -1%	461	0	461	461
Lindhart Park Recreation Hub	3	17	13 81%	67	0	67	67
Museums	32	31	(0) -1%	50	0	50	50
Parks & Reserves	202	224	21 9%	903	0	903	903
Public Toilets	84	94	10 11%	375	0	375	375
Swimming Pools	22	7	(15) -233%	107	0	107	129
Town Maintenance	34	79	45 67%	317	0	317	317
Total operating expenditure	585	692	107 15%	2,809	0	2,809	2,831
Net operating surplus/(deficit)	27	(29)	56	5,958	0	5,958	5,936

Commentary - Kaikohe - Hokianga

There is no significant variance, however

Capital Income

Central Government Subsidies New Works

- Funding for construction of new footpaths were not approved by Waka Kotahi (NZTA) in the 2021-24 Programme. Cashflow forecast would be reviewed in the October/November period.

Central Government Subsidies Renewals

- Footpath renewals programme would be reviewed following funding approval by Waka Kotahi (NZTA) for the 2021-24 Programme.

7.5 RURAL TRAVEL FUNDING PROJECTS

File Number: A3453009

Author: Kim Hammond, Funding Advisor

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

TAKE PŪRONGO / 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.

TŪTOHUNGA / RECOMMENDATION

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

- a) Mid North United Sports
- b) Rawene School
- c) Te Kura Omanaia

1) TĀHUHU KŌRERO / 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) MATAPAKI ME NGĀ KŌWHIRINGA / 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.

Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

ĀPITI HANGA / ATTACHMENTS

1. Rural Travel Project Report - Mid North United Sports - A3453043 [!\[\]\(920fde6b77430317581a4ed8a6e295c2_img.jpg\)](#) 
2. Rural Travel Project Report - Rawene School - A3453093 [!\[\]\(0e6c3749d8d388500ab751a227be8b2a_img.jpg\)](#) 
3. Rural Travel Project Report - Te Kura o Omanaia (Winter Travel) - A3453105 [!\[\]\(1aca54dd13f59faef071366f7a9607bb_img.jpg\)](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	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: **MID NORTH UNITED SPORTS**
Name & location of project: **TRAVEL TO SPORTING EVENTS**
Date of project/activity: **2021 SPORTS YEAR**

Which Community Board did you receive funding from?

☐ Te Hiku

☒ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: **\$ 2,300.00**

Board meeting date the grant was approved: **MAY 2021**

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)
Representative Basketball Travel KAIKOHE TO ROTORUA 2x VANS	\$ 500.00	✓
KAIKOHE TO WAIPAPA 2x VANS	\$ 600.00	✓
ATR ACADEMY 2x VANS - WAIPAPA	\$ 600.00	✓
OKAHAI - WAIPAPA 2x VANS	\$ 600.00	✓
Total:	\$ 2,300.00	✓

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

ATR U11 U13 Boys & Girls Teams - Okaihou College Boys & Girls Development @ Okaihou College (every Wednesday + Thursday 1pm - 5pm)
ATR 49 +10 Boys - Senior Boys & Girls Teams - Year 9 +10 Okaihou College - Senior Boys & Girls Okaihou College - All training competing in local collegiate competition in Waipapa Every Tuesday Term 2 & 3

*Tribal Wars Tournament

*U11 - U13 Boys & Girls * U15 Girls * U15 +17 Boys NZ Maori Tournament Rotorua 2021

Jan-
2021

Describe the main findings in your evaluation of the project/event; describe how your project/event benefited the community: *Renee Phillips-Hether (Otago) - Will Whiu (BYU-Hawaii) Madaga Butler (Waikato) and many more...*

* ATR Academy - 25-40 children/youth engaged every Sunday
 * ATR Academy - Parents encouraged and engage as helpers on Sunday
 * ATR Collegiate & Junior Champs - has 16 teams age 8-18 in Competition every Tuesday 4pm - 7pm in Waipapa. 146 participants 60+ supporters.
 * BENEFITS: Safe environment to grow, Training staff place an athlete's individual growth well above winning games & championships - The program has provided local, national and international educational opportunities for youth - Jonathan Rameka (Aston College) Joel Meshe (Lewis Clark State USA) Tishana Cooper (Jets NBA)

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

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


This report was completed by:

Name: *Melvin Mark Rameka & Suzanne Ross*
 Address: *11 Tennyson St - Ohangai*
 Phone: mob: *027 416 5099*
 Email: *melvin-rameka@ngapuhi.org*
 Date: *26/7/2021*

Schedule of Supporting Documentation**MID NORTH UNITED SPORTS****(TRAVEL TO SPORTING EVENTS)**

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

1	Westpac Bank transaction for funding value 14.07.2021 x 1 page
2	Tax Receipt/Summary – Z Kaikohe x 3 pages

Emailed Far North
District CouncilSPORT
NORTHLAND
Creating a More Active NorthlandSPORT
NEW ZEALANDFAR NORTH RURAL TRAVEL FUND
PROJECT REPORT

A. Details

Name of organisation: Rawene School

Contact person: Carla Robinson

Postal address: Po Box 59 Rawene 0443

Telephone: 094057885 Email: office@rawene-school.nz

B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

1. Community Board meeting date the grant was approved _____
2. Please indicate the successful amount that you received
- \$ 2,300-00 (FNDC contribution) \$ 250-00 (Other Funders)
- \$ 1,710-00 (Your Contribution) \$ 3,960-00 (Total)
3. What other, if any, organisations did you receive funding from? (briefly explain using the following table)

Date	Organisation	Purpose of Funding	Amount Received
N/A			\$
			\$
			\$
TOTAL EXPENSES			\$

4. Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
29/7/21	Rawene Service Station	MIA Vouchers	\$2,300-00
			\$
			\$
			\$
			\$
Receipts required			
TOTAL EXPENSES			\$ 2,300-00



Far North
District Council



SPORT
NORTHLAND
Creating a More Active Northland



SPORT
NEW ZEALAND

C. DESCRIPTION OF FUNDING ALLOCATION

1. What were some of the benefits in having the travel fund approved?

We are able to take more students to participate in different sports within and outside of the Hokianga region.

2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

Increased participation as we were able to attend different sports ~~and~~ events more regularly.

D. FUNDING TIMEFRAMES

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

E. Checklist

1. Have you answered every question?
1. Have you attached a recent bank statement showing the funding being spent?
2. Have you attached all receipts as proof of expenditure?

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

Send your project report and attached documents to;

funding@fndc.govt.nz (PDF attachment via email preferred)

OR: mail to

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE
0440

Or contact us;

(09) 401 5200
funding@fndc.govt.nz
www.fndc.govt.nz

Schedule of Supporting Documentation**RAWENE SCHOOL****(WINTER RURAL TRAVEL FUND)**

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

1	Tax Invoice – Rawene Service Station (2012) Limited x 1 page
2	Education Service Creditors Schedule x 1 page
3	ASB Transaction History Report (05.08.2021 – 06.08.2021 x 1 page



FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

A. Details

Name of organisation: Te Kura o Ōmanaia (Ōmanaia School)
 Contact person: Carla Robinson
 Postal address: Ōmanaia Rd, RD3 Ōmanaia
 Telephone: 094057786 Email: adm.n@omanaia.school.nz

B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

1. Community Board meeting date the grant was approved Kaikohe-Hokianga May 2021

2. Please indicate the successful amount that you received

\$ 920-00 (FNDC contribution) \$ (Other Funders)
 \$ 800-00 (Your Contribution) \$ 1,720-00 (Total)

3. What other, if any, organisations did you receive funding from? (briefly explain using the following table)

Date	Organisation	Purpose of Funding	Amount Received
<u>NIL</u>			\$
			\$
			\$
TOTAL EXPENSES			\$

4. Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
<u>08/6/21</u>	<u>Rowene service station</u>	<u>MTA Vouchers</u>	<u>\$ 600-00</u>
<u>05/7/21</u>	<u>Ritchies Bus</u>	<u>Bus</u>	<u>\$ 350-00</u>
			\$
			\$
			\$
<i>Receipts required</i> TOTAL EXPENSES			\$ 950-00



C. DESCRIPTION OF FUNDING ALLOCATION

1. What were some of the benefits in having the travel fund approved?

We were able to take our students to participate in more sport events on a regular basis. Less worry regarding costs to attend.

2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

Yes we increased participation by attending more events on a regular basis.

D. FUNDING TIMEFRAMES

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

E. Checklist

1. Have you answered every question?
1. Have you attached a recent bank statement showing the funding being spent?
2. Have you attached all receipts as proof of expenditure?

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

Send your project report and attached documents to;

funding@fndc.govt.nz (PDF attachment via email preferred)

OR: mail to

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE
0440

Or contact us;

(09) 401 5200
funding@fndc.govt.nz
www.fndc.govt.nz

Schedule of Supporting Documentation**TE KURA O ŌMANAIA****(RURAL TRAVEL)**

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

1	Invoice MTA Vouchers x 2 pages
2	Invoice Ritchies x 1 page
3	Bank statement x 2 pages
4	Creditors Schedule x 1 page

8 INFORMATION REPORTS

8.1 HOKIANGA FERRY LIAISON GROUP REPORT

File Number: A3347859

Author: Aaron Reilly, Lighting & Transport Operations Specialist

Authoriser: Aram Goes, Maintenance and Operations Manager

PURPOSE OF THE REPORT

The purpose of the information report is to inform the Kaikohe – Hokianga Community Board of the meeting that was held with the Hokianga Ferry Liaison Group on 21st May 2021 and provide a copy of the minutes to the Board.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board receives the Hokianga Ferry Liaison Group Information report.

BACKGROUND

The Hokianga Ferry Liaison Group (HFLG) is made up of stakeholders who represent key community interests in the Hokianga Ferry service. Infrastructure and Asset Management/Northland Transportation Alliance (NTA) staff facilitate and attend the meetings to provide information and administrative support to the Group. Northland Ferries (the operator) also attend.

The HFLG meet on a quarterly basis, or on request by mutual agreement.

A copy of the meeting minutes held in May 2021 is attached (refer attachment 1).

DISCUSSION AND NEXT STEPS

Purpose

The purpose of the HFLG as set out in the Draft Terms of Reference (refer attachment 2) ToR is:

- To represent the interests and views of the Community of users
- To liaise with the Hokianga Harbour Community and make recommendations to Council via the Community Board with regard the Hokianga Ferry Service.
- To maintain an overview of issues of importance in relation to the Hokianga Ferry operations; and
- Consider options and alternative solutions to address those issues and to maximize the use and viability of the ferry;
- To ensure the Community, Community Boards and Council are well informed (via the Community Board) about matters of concern relating the Hokianga Harbour Ferry
- To identify initiatives and improvements and make recommendations to Council on how these improvements can be implemented
- To provide the Hokianga Harbour community with an opportunity to provide feedback to Council, Infrastructure committee via the Community Board.
- Ensure open and free exchange of information, ideas and concerns between Council and community via the Community Board.

Group Membership

The current HFLG membership per the draft ToR is as follows:

- Kohukohu Representative & Chair – John Wiglesworth
- CB member Louis Toorenburg

- CB Emma Davis
- Hokianga Health – Margaret Broodkoorn
- Iwi Representative – Steve Morunga
- Fullers Great Sights (now Northland Ferries) representatives, as the Operator.
- Rawene/RARA Representative – Craig Joiner
- Hokianga tourism Association – Angela Lush
- Farmers Representative – John Guest
- Various Northland Transportation Alliance (NTA)/Infrastructure and Asset Management staff as required for support and to provide information.

The next ferry HFLG meeting is scheduled for the 22nd October after being postponed in August due to Covid-19 restrictions.

A copy of the minutes will be provided to the Kaikohe-Hokianga Community Board meeting, together with a covering Information Report.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary provisions associated with this information report.

Attachments

1. **Attachmemnt 1 - Hokianga Ferry Liaison Group Meeting minutes 21.5.2021 - A3422412**
[!\[\]\(e492b5d52ab457a7a3c2826c4091dfee_img.jpg\)](#) 
2. **Attachment 2 - Terms of Reference Hokianga Harbour Ferry Liaison Group - edited May 2021 Final Draft - A3422413** [!\[\]\(6be2e1cb461308cfbb51376f893366b1_img.jpg\)](#) 

Hokianga Ferry Liaison Group Meeting

HELD AT: The Far North District Council

ROOM: Chambers

DATE: 21 May 2021

TIME: 1.00pm – 3pm

PRESENT

John Wigglesworth
Margaret Broodkoom
Craig Joiner
Steve Morunga
Angela Lush
Emma Davis
Louis Toorenburg
Barry Nielson
Ryan Doherty
Aram Goes
Keith Kent
Aaron Reilly
Selina Topia

Hokianga Health
Rawene Representative
Iwi Representative
Hokianga Tourism Association
Kaikohe-Hokianga Community Board
Kaikohe-Hokianga Community Board
Fullers Great Sights
Fullers Great Sights
Maintenance & Operations Manager (NTA)
Transport Planner (FNDC)
Lighting & Transport Operations Specialist (NTA)
Roading Administrator and Support (NTA)

AGENDA

1. WELCOME & INTRODUCTIONS

- Introductions by all as there are new representatives.
- Barry (Fullers Great Sights) advised that Fullers took over the contract during COVID 2020. The organisation started in 1990 and is a NZ owned by three families.

2. ACKNOWLEDGEMENTS

- John acknowledged the group as it has been a while since the last meeting

3. GROUP MEMBERSHIP

- Elected a new chairman – John Wigglesworth. Nominated by Emma, seconded by Louis.

4. DRAFT TERMS OF REFERENCE

- Draft Terms of Reference – still in draft.
- Summarised the old meeting minutes.

5. COMMUNITY INITIATIVES AND EVENTS

- Pa Tate unveiling and the opening of the new museum in Motuti – Emma to contact Fullers Ferries through the web page to book the ferry for extra sailings.

6. OPERATIONAL MATTERS ON THE FERRY

- Steve asked that any changes being made on the ferry could be advertised.
- Life jackets are available on board.
- Navigation package has been upgraded – acknowledgements from Craig.
- Wind meters came with the package.
- CCTV received interest/ feedback from the community. Less conflict on board in regard to ticketing. Stops crime and people getting onto the boat after hours.
- New ferry cards – business cards are scanned, and an invoice is issued to the business.

- Ferry Tickets – cards will be introduced to the public in the future
- Jet pump – three of them have been replaced and will be replacing the last one in approximately July/ August.
- Controls will be replaced.
- New gear boxes have been ordered.
- Air intakes are currently been modified
- Future works – taking the ferry out of service in August 2022 to be maintained. There will be another ferry running in the meantime.

7. PLANNED AND COMPLETED WORKS UPDATE

- Terminal in Rawene – water tanks need to be removed as they are causing congestion for vehicles to go onto the ferry. Civil Defence installed them – need to advise Bill Hutchinson.
- Road Safety works have been completed in Rawene and speed bumps have been installed to reduce the speed down to 30k/h.

8. OTHER BUSINESS

- Kohukohu School has asked to take over the ownership of the shelter at the narrows. Putting up a camera on the shelter? Emma and Louis advised to make an application to the Community Board to provide for funds to assist.
- Aspiration – Craig suggested that we have a second ferry as it will reduce congestion. It may be worth enquiring within NTA? Doesn't have to be as big as the one running now? No comparison has been done yet (Fullers Ferries). Aram advised to make a recommendation to Council that Council consider in the LTP to have a 2nd ferry.
- There will be opportunities for young school leavers to be trained to work on the ferry.
- Fullers are happy to consider advertising information the ferry.
- Will there be longer operating hours on Friday and Saturdays?
- Ambulance – Angela asked what the current process in regard to an emergency on the North side of the Hokianga as there is no longer an ambulance service. Barry (Fullers) advised that there is a partnership with St Johns for emergency works.

9. TIME & DATE OF NEXT MEETING

- Date for next meeting: 20th August 2021 at 1pm



Is Hokianga Harbour Ferry Liaison Group Terms of Reference

1. Purpose

The purpose of the Hokianga Harbour Ferry Liaison Group is:

- To represent the interests and views of the Community of users
- To liaise with the Hokianga Harbour Community and make recommendations to Council via the Community Board with regard the Hokianga Ferry Service.
- To maintain an overview of issues of importance in relation to the Hokianga Ferry operations; and
- Consider options and alternative solutions to address those issues and to maximize the use and viability of the ferry;
- To ensure the Community, Community Boards and Council are well informed (via the Community Board) about matters of concern relating the Hokianga Harbour Ferry
- To identify initiatives and improvements and make recommendations to Council on how these improvements can be implemented
- To provide the Hokianga Harbour community with an opportunity to provide feedback to Council, Infrastructure committee via the Community Board.
- Ensure open and free exchange of information, ideas and concerns between Council and community via the Community Board.

2. Membership

The Hokianga harbour Ferry Liaison Group membership will be:

- Kohukohu Representative & Chair – John Wiglesworth
- CB member Louis Toorenborg
- CB Emma Davis
- Hokianga Health – Margaret Broodkoon
- Iwi Representative – Steve Morunga
- Northland Ferries Ltd (Ferry Operator) representatives
- Rawene/RARA Representative – Craig Joiner
- Hokianga tourism Association – Angela Lush
- Farmers Representative – John Guest
- Various Northland Transportation Alliance (NTA)/Infrastructure and Asset Management staff as required for support and to provide information.

3. Protocols

Appoint a chairperson

An agenda will be prepared and circulated 5 days in advance of the meeting following a call for items to be notified to the Chairperson.

Secretary – Aaron Reilly.



Advocacy – promote the interests of the Hokianga Community

Openness – communicating clearly and providing as much information as possible. Ensure open and free exchange of information within the group.

Integrity – Acting openly, honestly and with transparency.

Respect – treating people with courtesy, observing their rights and recognising the different roles that others play in management and decision making.

Responsiveness – dealing with issues within agreed timeframes.

Consider the reasonableness and full range of costs, benefits and risks of alternatives in making recommendations to Council.

4. Meetings

The Hokianga Harbour Ferry Liaison Group will meet as follows:

Quarterly or on request by mutual agreement.

5.0 Standing Agenda Items (to be decided)

6.0 Reporting

Minutes of the meetings will be included in the Kaikohe-Hokianga Community Board agenda at the following meeting.

7.0 Support

Administrative support is provided by the NTA.

8.2 KAIKOHE-HOKIANGA COMMUNITY BOARD ACTION SHEET UPDATE NOVEMBER 2021

File Number: A3447350

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Kaikohe-Hokianga Community Board with an overview of outstanding decisions from 1 January 2020.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council staff have reintroduced action sheets as a mechanism to communicate progress against decisions/resolutions and confirm when decisions have been implemented.
- Action sheets are also in place for Council, Committees and Community Boards.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board Action Sheet Update November 2021.

TĀHUHU KŌRERO / BACKGROUND

The Democracy Services Team have been working on a solution to ensure that elected members can receive regular updates on progress against decisions made at meetings, in alignment with a Chief Executive Officer key performance indicator.

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

Action sheets are not intended to be public information but will provide updates to elected members, who, when appropriate can report back to their communities and constituents.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The outstanding tasks are multi-facet projects that take longer to fully complete.

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

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

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHINGA / ATTACHMENTS

1. KHCB ACTION SHEET November 2021 - A3448015 [↓](#) 

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Kaikohe-Hokianga Community Board	
		Printed: Wednesday, 20 October 2021 3:52:29 pm Date From: 20/01/2020 Date To: 20/10/2021	
Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 9/12/2020	Lease of Local Purpose (Education Facilities) Reserves, Rawene to Te Puna o Kupenuku.	RESOLUTION 2020/62 Moved: Member Alan Hessel Seconded: Member Emma Davis That the Kaikohe-Hokianga Community Board recommends the Far North District Council make the following resolution: Pursuant to the Reserves Act 1977 the Far North District Council consents to a new lease over the local purpose (educational facilities) reserve (Sections 154 - 156 and 159 - 166 Town of Rawene Block XIV Mangamuka Survey District) to Te Puna o Kupenuku subject to the following conditions: <ol style="list-style-type: none"> rental - \$1 plus GST term of Lease - 3 years right of Renewal - 3 years rent Review - On renewal authorise the General Manager Infrastructure and Assets Management to negotiate and agree the final terms and conditions of the lease. and that: <ol style="list-style-type: none"> Council note that the Community Board is deeply disappointed that delegations, requested by the Board have not been considered, as is required as per schedule 7 Clause 32.6, of the Local Government Act. CARRIED	12 May 2021 3:24pm Mitchell, Beverly - Reallocation Action reassigned to Finch, Andy by Mitchell, Beverly - e) authorise the GM IAM to negotiate and agree the final terms and conditions of the lease
Kaikohe-Hokianga Community Board 9/12/2020	Opononi Toilet Location	RESOLUTION 2020/63 Moved: Chairperson Mike Edmonds Seconded: Member Alan Hessel That the Kaikohe-Hokianga Community Board; <ol style="list-style-type: none"> approve the location of the toilet 	03 May 2021 3:20pm Baker, Marlema Please update and close this action as this matter has been resolved; the toilets are built.

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Kaikohe-Hokianga Community Board	
		Printed: Wednesday, 20 October 2021 3:52:29 pm Date From: 20/01/2020 Date To: 20/10/2021	
Meeting	Title	Resolution	Notes
		b) note the increased operational expenditure for the servicing of the new toilets c) notes that construction of the toilets has already started. CARRIED	
Kaikohe-Hokianga Community Board 11/11/2020	Petition of Perry van Gaalen - Speedbumps on Hillcrest Road - Kaikohe.	RESOLUTION 2020/52 Moved: Member Moko Tepania Seconded: Member John Vujcich That the Kaikohe-Hokianga Community Board; <ol style="list-style-type: none"> request a report investigating options, including speed bumps, to reduce speed along Hillcrest Road in Kaikohe. draft a letter of support for this petition to be sent to Mayor Carter. CARRIED	29 Jan 2021 1:46pm Baker, Marlema - Reallocation Action reassigned to Morris, Sandi by Baker, Marlema - Kia ora Sandi, Jaco spoke to this request at the KHCB workshop and was tasked with investigating speedbump options. I have reallocated this task to you as his replacement. 20 Oct 2021 3:51pm Baker, Marlema - Reallocation Action reassigned to Goes, Aram by Baker, Marlema - This was a task allocated to Jaco Cronje and Sandi in November 2020. The CB did not receive a response. Has there been any update?
Kaikohe-Hokianga Community Board 12/05/2021	Kaikohe-Hokianga Notice of Motion - Okaihau Playcentre Reserve	RESOLUTION 2021/34 Moved: Chairperson Mike Edmonds Seconded: Member John Vujcich That, pursuant to the Local Government Act 2002, Schedule 7, Cl 32(6), the Kaikohe-Hokianga Community Board requests that the Council consider delegating governance responsibility for the reserve land upon which the Okaihau Playcentre sits to the KHCB to the fullest extent possible, and that the Kaikohe-Hokianga Community Board be delegated recommendation rights for all those powers not able to be delegated. CARRIED	17 Jun 2021 1:54pm Baker, Marlema - Reallocation Action reassigned to Wood, Melissa by Baker, Marlema - I am allocating this to you in the first instance as it is in regard to CB delegations and is a request from the KHCB which will require CEO direction 24 Jun 2021 11:32am Wood, Melissa - Target Date Revision

OUTSTANDING ACTIONS REPORT			
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		Printed: Wednesday, 20 October 2021 3:52:29 pm Date From: 20/01/2020 Date To: 20/10/2021	
Meeting	Title	Resolution	Notes
			Target date changed by Wood, Melissa from 26 May 2021 to 28 June 2021 - Received 17 / 6. Requested further direction before any further action.
Kaikohe-Hokianga Community Board 2/06/2021	Kaikohe-Hokianga Footpath Programme	MOTION Moved: Member Louis Toorenburg Seconded: Member Alan Hessel That the Kaikohe-Hokianga Community Board: a) Agree to the 2021/2022 footpath programme to include the following 'top nine' prioritised and subject to funding availability: i) Parnell Street Rawene - Hospital to Clendon Esplanade (Est \$500,000) ii) Manning Street Rawene - Existing to House #54 Manning Street (Est \$70,000) iii) Koutu Point Road Koutu - SH12 to 68 Koutu Point Road (Est \$340,000) iv) Old Wharf Road Omapere - SH12 to Wharf (Est \$40,000) v) Freese Park Road Omapere - Old Wharf Road to end (Est \$40,000) vi) Horeke Road Okaihau - Existing to house 2054 (Est \$230,000) vii) Honey Street - Parnell Street to End (Est \$120,000) viii) Taumataiwi Street Opononi - Walkway to SH10 - via bowling green (Est \$30,000) ix) Michie Street - Start to Playschool (Est \$30,000) That the Kaikohe-Hokianga Community Board:	15 Sep 2021 11:16am Baker, Marlema - Reallocation Action reassigned to Jordan, Cushla by Baker, Marlema - This action has been reassigned to you as Sandi Morris has left Council.

OUTSTANDING ACTIONS REPORT			
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Meeting	Title	Resolution	Notes
		b) Identify and recommend to Council a list of footpaths from the above priority safety programme to the value of \$150,000 to be constructed 100% funded from Far North District Council Funds. ITEM LEFT TO LIE Workshop with Sandi Morris (NTA) for Monday 14 June 2021 at Pioneer Village 10am.	
Kaikohe-Hokianga Community Board 7/07/2021	Items of Business not of the Agenda which cannot be delayed	RESOLUTION 2021/55 Moved: Member Alan Hessel Seconded: Member John Vujcich That the Kaikohe-Hokianga Community Board: a) reminds the CEO of our motion dated 7/04/2021 regarding the Pohutukawa trees. b) requests information on the progress and urgent action to protect the trees. c) Delegate authority to member Hessel to request an onsite meeting through the Chief Executive Officer. CARRIED	08 Jul 2021 3:04pm Baker, Marlema - Reallocation Action reassigned to Wood, Melissa by Baker, Marlema - Allocated to the CE office for urgent comment and/or action.
Kaikohe-Hokianga Community Board 7/07/2021	Item of Business not on the Agenda	RESOLUTION 2021/53 Moved: Member Louis Toorenburg Seconded: Member Alan Hessel That the Kaikohe-Hokianga Community Board : a) expresses bitter dissatisfaction at the Northland Transport Alliance's failure to hold a workshop with the Community Board, failure to follow delegation and to communicate fully why the workshop wasn't held. b) requests the Chief Executive urgently arrange a workshop with Northland Transport Alliance and the Community	08 Jul 2021 2:47pm Baker, Marlema - Reallocation Action reassigned to Wood, Melissa by Baker, Marlema - Referred to CE Office for urgent comment/action

OUTSTANDING ACTIONS REPORT			
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		Printed: Wednesday, 20 October 2021 3:52:29 pm Date From: 20/01/2020 Date To: 20/10/2021	
Meeting	Title	Resolution	Notes
		Board to deal with the time-sensitive Kaikohe-Hokianga Footpath Program for Kaikohe. CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Koutu Mangeroa Picnic Area Encroachment	RESOLUTION 2021/62 Moved: Member Alan Hessel Seconded: Member Louis Toorenburg That the Kaikohe-Hokianga Community Board. a) engage with the kaitiaki of the Koutū Mangeroa Picnic Area to formalise a Kaitiaki Agreement for the lawful use of the area as a campground; and b) engage with the kaitiaki to obtain the necessary consents under the Resource Management Act, Local Government Act and Health Act to facilitate the lawful use of the area as a campground. CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Road Naming - 16 Roswell Heights, Kaikohe	RESOLUTION 2021/63 Moved: Chairperson Mike Edmonds Seconded: Member Alan Hessel That the Kaikohe-Hokianga Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way, Buena Vista Rise that is currently addressed at 16 Rowsell Heights, Kaikohe as per map (A2556386). CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Upgrade Memorial Park, Kaikohe	RESOLUTION 2021/64 Moved: Member Moko Tepania Seconded: Member Kelly van Gaalen That Kaikohe-Hokianga Community Board: a) approves the final concept for Memorial Park as developed by AKAU.	

OUTSTANDING ACTIONS REPORT			
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Meeting	Title	Resolution	Notes
		b) approves the removal of the Casuarina Tree close to the final location of the Wharepaku. c) approves the use of Streetscapes budget for the landscaping, furniture, footpaths, tree works and learn to ride paths within Memorial Park (\$344,200). d) approves the use of Town Beautification budget for the new civil works and surfacing for the new Playground within Memorial Park (\$100,000). e) approves the use of the Amenity Lighting budget for new lights within Memorial Park (\$18,500). CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Omapere Wharf - Renewal of End section	RESOLUTION 2021/65 Moved: Member Louis Toorenborg Seconded: Member Emma Davis That the Kaikohe-Hokianga Community Board: a) Receive the report Omapere Wharf - Renewal of End section. b) Supports the new design concept for the replacement section of the Wharf; and c) that inter-tidal steps be strongly recommended and incorporated into the design. CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Kaikohe-Hokianga Footpath Programme	RESOLUTION 2021/66 Moved: Chairperson Mike Edmonds Seconded: Member Louis Toorenborg That the Kaikohe-Hokianga Community Board identifies: a) Manning Street Rawene - Existing to House #54 Manning Street (Est \$70,000) to be constructed 100 % from the footpath budget and a list of Kaikohe footpaths be	20 Oct 2021 3:47pm Baker, Marlema - Reallocation Action reassigned to Goes, Aram by Baker, Marlema - I am unable to allocate this action item to Nick Marshall or Cushla Jordan. They are not in our system. Please forward this matter to one or both of them please.

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Kaikohe-Hokianga Community Board	
		Printed: Wednesday, 20 October 2021 3:52:29 pm Date From: 20/01/2020 Date To: 20/10/2021	
Meeting	Title	Resolution	Notes
		brought back to Kaikohe-Hokianga Community Board for consideration; and b) request that the remaining footpath budget from 2020 (estimated 80k) be found and returned for allocation to Kaikohe-Hokianga Community footpaths CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Project Funding Reports	RESOLUTION 2021/73 Moved: Member Kelly van Gaalen Seconded: Member John Vujcich That the Kaikohe-Hokianga Community Board note the project report received from Hokianga Treks 4 Kids. CARRIED	
Kaikohe-Hokianga Community Board 6/10/2021	Items Not on the Agenda: Pawarenga Road Sealing & Okaihau Playcentre	RESOLUTION 2021/73 Moved: Chairperson Mike Edmonds Seconded: Member Emma Davis That the Kaikohe-Hokianga Community Board: a) be provided with answers as to why the non-residential part of Pawarenga Road was sealed but the residential part was not sealed. b) request that Council delegate the powers to negotiate the terms of the Okaihau Playcentre lease to Chair Mike Edmonds, Member John Vujcich and Member Moko Tepania. Carried	20 Oct 2021 3:45pm Baker, Marlema - Reallocation Action reassigned to Wood, Melissa by Baker, Marlema - There are 2 action points that the CB members would like responses to. Are you able to forward the Road Sealing item to Aram Goes and provide an update/response regarding the delegation request to negotiate the Okaihau Playcentre Lease please? Thank you

9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

10 TE KAPINGA HUI / MEETING CLOSE