



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA

Kaikohe-Hokianga Community Board Meeting

Friday, 16 February 2024

Time: 10:00am
Location: Council Chamber
Memorial Avenue
Kaikohe

Membership:

Chairperson Chicky Rudkin
Deputy Chairperson Tanya Filla
Councillor John Vujcich
Member Mike Edmonds
Member Trinity Edwards
Member Harmonie Gundry
Member Jessie McVeagh

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 & Kaitaia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

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

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

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

Terms of Reference

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

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

Protocols

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

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

Far North District Council
Kaikohe-Hokianga Community Board Meeting
will be held in the Council Chamber, Memorial Avenue, Kaikohe on:
Friday 16 February 2024 at 10:00am

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	7
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest	7
3	Te Wāhanga Tūmatanui / Public Forum	7
4	Ngā Tono Kōrero / Deputation.....	7
5	Ngā Kaikōrero / Speakers	7
6	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	8
6.1	Confirmation of Previous Minutes	8
7	Ngā Pūrongo / Reports.....	13
7.1	Chairperson and Members Reports	13
7.2	Establish a Kaikohe Ride for Life Committee	24
7.3	Road Naming - 43 Manning Street, Rawene	38
7.4	Project Funding Reports	42
7.5	Funding Applications.....	46
8	Ngā Pūrongo Taipitopito / Information Reports	92
8.1	Hokianga Ferry Liaison Group - Meeting 7th December 2023.....	92
8.2	Summary of Applications July - December 2023.....	97
8.3	Kaikohe-Hokianga Community Board February Open Resolution Report	101
9	Karakia Whakamutunga / Closing Prayer	103
10	Te Kapinga Hui / Meeting Close	103

1 KARAKIA TIMATANGA / OPENING PRAYER

Pou hihiri.

Pou rarama.

Pou te whakairo.

Pou te tangata.

Pou o te aroha.

Te pou e here nei i ā tatou Mauri ora ki ā tātou

Haumi e. Hui e. Tāiki e!

2 NGĀ 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 Manager - Democracy Services (preferably before the meeting).

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

Scarlet Mocaraka representing He Korowai o Kaikohekohe in regard to forming a Strategic Relationship with The Far North District Council for their project.

5 NGĀ KAIKŌRERO / SPEAKERS

- Janie Smith representing Hui Waiata Toi o Hokianga item 7.5b, page 61 refers
- Brian Vesey and Wally Te Huia representing Man vs Wild item 7.5c, page 70 refers
- Melissa Williams representing Ōkaihau Whānau House item 7.5d, page 76 refers
- Diane Eaglesome representing Glass Ceiling Collective item 7.5a, page 50 refers (virtually)
- Haylee Koroi representing Toi Tangata - Te Hotu Manawa Maori item 7.5e, page 84 refers (virtually)

6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4536011

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, Manager - 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 the meeting held 13 December 2023 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. 2023-12-13 Kaikohe-Hokianga Community Board Minutes - A4509102**  

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE NGAWHA INNOVATION AND ENTERPRISE PARK,
5449A STATE HIGHWAY 12, KAIKOHE
ON WEDNESDAY 13 DECEMBER 2023 AT 10:10 AM**

PRESENT: Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filia, Councillor John Vujcich, Member Mike Edmonds (Virtually), Member Trinity Edwards.

IN ATTENDANCE: Babe Kapa (Virtually), Michelle Rockell (Team Leader – Property Management).

STAFF PRESENT: Marlema Baker (Te Kuaka Committee Co-ordinator – Democracy Services), Melissa Wood (Kaikohe-Hokianga Community Board Co-ordinator – Stakeholder Relationships), Kathryn Trewin (Funding Advisor), Grace Hamlin (Support Officer – Stakeholder Relationships), Imrie Dunn (Democracy Advisor – Democracy Services).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:10am, The meeting was opened with a karakia

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Wally Hicks spoke on the subject of North Hokianga becoming a leading-edge model of Localism and Community Board Ward Representative level; Self Sufficiency Goals and Aspirations, in line with and expanding upon Tirohanga/Vision Kohukohu Rautaki Hapori Community Plan 2018.

3 NGĀ TONO KŌRERO / DEPUTATIONS

There were no deputations at this meeting

4 NGĀ KAIKŌRERO / SPEAKERS

- Dallas King on behalf of Ngāti Kaharau & Ngāti Hau Hapū verbal submission in regard to new ground Lease to Hokianga Bowling Club agenda item 7.2, page 22 refers:
 - Hapu Representative on behalf of Ngati Kaharau and Ngati Hau and both hapu support the renewal of the Rawene Bowling club lease;
 - Acknowledges Chair Rudkin and condolences on the passing of Chicky's father;
 - Acknowledges that bowling offers generational recreationally diverse activities that bring economic benefits to the entire community; and
 - Te Kura Kaupapa o Pangaru now has a bowling team.
- Pip Jobe on behalf of Kaikohe Polocross item 7.4a refers.
- Thryl Weber on behalf of Okaihau College item 7.4c refers.

At 10:13am, Member Edwards arrived at the meeting

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

Apologies received from Jessie McVeagh for lateness, and Member Harmony Gundry for leave of absence.

6 TE WHAKAAETANGA O NGĀ MENETI O MUA CONFIRMATION OF PREVIOUS MINUTES**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4145396, pages 8 - 17 refers.

RESOLUTION 2023/94

Moved: Chairperson Chicky Rudkin
Seconded: Deputy Chairperson Tanya Filia

That Kaikohe-Hokianga Community Board confirms the minutes of the meeting held 22 November 2023 as a true and correct record.

CARRIED

7 NGĀ PŪRONGO / REPORTS**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A4144589, pages 18 - 21 refers.

RESOLUTION 2023/95

Moved: Cr John Vujcich
Seconded: Deputy Chairperson Tanya Filia

That Kaikohe-Hokianga Community Board note the November 2023 member report from Deputy Chairperson Tanya Filia.

CARRIED

7.2 NEW GROUND LEASE TO HOKIANGA BOWLING CLUB OVER 61 CLENDON ESPLANADE, RAWENE

Agenda item 7.2 document number A4428249, pages 22 - 29 refers

RESOLUTION 2023/96

Moved: Deputy Chairperson Tanya Filia
Seconded: Cr John Vujcich

That Kaikohe-Hokianga Community Board recommend that Council:

- a) **approve a new ground lease to be issued to Hokianga Bowling Club Incorporated, over approximately 2700.9m2 of land being Sections 153, 157 and 158 TN OF Rawene, located at 61 Clendon Esplanade, Rawene and vested in Far North District Council as recreation reserve.**

The terms of the proposed lease shall be:

Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977

Rental: As per FNDC Fees and Charges Schedule for a Community lease.

\$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.

- b) **approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations**

CARRIED

Note: All changes made to this Lease will go through the Kaikohe- Hokianga Community Board

7.3 PROJECT FUNDING REPORTS

Agenda item 7.3 document number A4494185, pages 30 - 35 refers

RESOLUTION 2023/97

Moved: Cr John Vujcich

Seconded: Member Trinity Edwards

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

- a) Manaki Tinana Trust**
- b) Kaikohe Pioneer Village**

CARRIED**7.4a FUNDING APPLICATIONS**

Agenda item 7.4 document number A4494216, pages 36 - 58 refers

RESOLUTION 2023/98

Moved: Cr John Vujcich

Seconded: Deputy Chairperson Tanya Filia

That Kaikohe-Hokianga Community Board approve the sum \$2,500 (plus GST if applicable) to be paid from the Board's Community Fund account to Kaikohe Polocross for 2024 Polocross Carnival, to support the following Community Outcomes:

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

CARRIED**7.4b FUNDING APPLICATION**

Agenda item 7.4 document number A4494216, pages 36 - 58 refers

RESOLUTION 2023/99

Moved: Deputy Chairperson Tanya Filia

Seconded: Member Trinity Edwards

That Kaikohe-Hokianga Community Board approve the sum \$545 (plus GST if applicable) per year to be paid in each of the 2023/24, 2024/25 and 2025/26 financial years from the Board's Community Fund account to Opononi Residents and Ratepayers Association for costs towards holding monthly meetings for the community, to support the following Community Outcomes:

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

CARRIED

7.4c FUNDING APPLICATION

Agenda item 7.4 document number A4494216, pages 36 - 58 refers

RESOLUTION 2023/100

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

That Kaikohe-Hokianga Community Board approve the sum \$4,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Okaihau College for 2024 Tai Tokerau Festival, to support the following Community Outcomes:

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

CARRIED**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 KAIKOHE-HOKIANGA COMMUNITY BOARD DECEMBER OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A4498748, pages 59 - 59 refers

RESOLUTION 2023/101

Moved: Chairperson Chicky Rudkin

Seconded: Member Trinity Edwards

That Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board December Open Resolution Report.

CARRIED**9 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 11:10pm.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 16 February 2024.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4536021

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board note the February 2024 member report from Chairperson Chicky Rudkin, Deputy Chair Tanya Filia and Members Trinity Edwards, and Jessie McVeagh

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.

REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

1. Chairperson Rudkin and Member Edwards February 2024 report - A4555193 [↓](#) 
2. Deputy Chair Member Filia February 2024 report - A4557370 [↓](#) 
3. Member McVeagh February 2024 report - A4555195 [↓](#) 

Name: Chicky Rudkin, Trinity Edwards

Subdivision: Kaikohe

Date: Prepared 24th January 2023

—

Meetings Attended

Date	Meeting	Comments
December 2023	Kaikohe Civic Hub and Library Steering Group meetings	The engagement plan is wrapping up and the initial analysis is commencing. Appointment of FNHL to project manage is underway which will include the appointment of the design team. Procurement and contractual processes continue.
November 2023	Kohukohu Community Hall	A General Meeting was held with good attendance from the community on 25th November where there was good dialogue and questions answered without any issues. A General Meeting is also planned for March to continue Community engagement. Committee waiting to hear back re Delegation from a Sub-committee of the Community Board and Hall keys recall, locks changed and key safe installation.
December	Council Meeting	Attended meeting, agenda linked here

Community Issues

Issue name	Comment
Bike for Life	Continued meetings to discuss the problem of motorbikes, bicycles and cars causing havoc in Kaikohe but also across many communities. Further concern reported by community members on Monument Road requesting speed bumps. The Bike for Life is now a working group, Jay Hepi continuing to chair. Bike licensing event is being planned as a next step.
Roading	Continued frustration from Hokianga community members especially about the time it is taking for any resolve at the Motuti slip. Marketing re the closure of Brynderwyns should be happening very soon.
Pensioner Flats fencing	Extremely pleasing to see the recent completion of the fencing along Tawanui Road, keeping kuia and kaumatua feeling safer.
Rawene Campus	Issues still outstanding following a Te Kuaka hui late December. Awaiting direction regarding what's next.
Kaikohe streets	During the Christmas break I spent a morning walking along and around the streets of Kaikohe particularly Park Road and Broadway after being contacted by concerned community members. I was shocked to see and find additional issues along these roads. Rf's for issues have been

	lodged. Following this morning I walked along other roads and noticed the same issues. It made me feel very sad and annoyed that our town looked so shabby. We deserve better and I will be following up on FNDC staff regarding maintenance systems including time frames.
Requests for Service	
RFS 4157436	Lindvart Park Trees - falling debri, branches, leaves coupled with the sludge along curbsides causing flooding pushed across Mangakahia Road into Kaikohe East School carpark. The most recent flooding warranted a 111 call as the water lapped at classroom and office doors. In 2020 the entire block of 6 classes and office area were completely flooded resulting in all flooring and classroom equipment needing to be replaced causing extreme distribution to the school. Update - awaiting assessment from Northland Tree Works, RFS made 9 May.
RFS raised by Shaun Reily	These RFS's raised have been responded to via email to Mr Reilly by FNDC staff who have followed up on matters raised.
RFS 4189889	New playground recently opened opposite McDonalds needs some urgent mowing and cleaning. The skate park is a mess and in need of a facelift. This is a new facility that we need to upkeep regularly as it is used heavily by the public.
RFS 4156512	Recycling bags being left at the Pawarenga Junction and not being collected regularly causing dogs to tear bags and create a lot of roadside rubbish
RFS 416034 (related to RFS 4178153)	Rawiri Tawhanga Park plaque is disappointing. We take our schools to visit this park as Rawiri was a warrior in his time and a great Maori Role Model. The plaque that explains his work has many Maori words spelt incorrectly. RFS made May 28, 2023, Update - Councillors Rakena and Kapa contacted re correct spelling, no changes to plaque yet.
RFS 4158017	Multiple potholes from the Long Bridge to and including 2611 West Coast Road, Panguru that need attention. Cars falling into holes after dark that have caused tyres to pop. Update 3/7 road inspected and road graded.

-

Other matters

1. Bike for Life

Bike for Life hui held January 24th. Update included many more informal complaints from residents and a formal complaint from a resident on Monument Road. This is now a working group not a subcommittee of the KHCB.

2. Motuti / Runaruna roading slips

Frustration continues over the time taken to fix the Motuti slip. Now that there is a slip on the Runaruna Road the community is at risk of being cut off from necessary facilities and the Forestry business that employs many local Hokianga members has stopped. Members may remember the deputation at KHCB hui by Andrew Kendall, General Manager of Te Puna Topu Forestry who pleaded for this road to be a priority as he knew that the Runaruna Road was unstable.

3. The KHCB Strategic Plan

The draft has been shared by KHCB members with community groups for feedback. We look forward to as many projects as possible included in the FNDC Long term plan. Our priority areas continue to include: waste management in the Hokianga, the lack of housing, the long term effects of recent flooding and ongoing roading issues. At our most recent meeting we were excited to hear from Sportsville representative Justin Blakie with an update, he also wanted support to include a heated pool in this project. He commended FNDC regarding the funding and support for the Sportsville project. The heated pool will be added to the KHCB strategic plan.

4. Mowing and maintenance systems Kaikohe/Hokianga community board members would like to have shared any schedules to do with Mowing, weeding, spraying etc to be shared with them so that they can have a more confident response when faced with complaints and frustrations from community members who are paying rates. Often we are faced with situations whereby we have to go on a hunt to find who to talk to within FNDC and responses aren't always timely. Transparency and sharing of systems, schedules etc would help us greatly.


Report prepared by KHCB Chair Chicky Rudkin

Member Report**For February 2024 hui**

Report completed by: Kaikohe, Hokianga Community Board
Deputy Chair, Member Filia

Community issues

Dates/ RFS	Issue	Comments
28/01/24 Brigade has reached out to me in my role.	Hydrant checks done December 2023 by local brigade. From Manea through to Omapere have not been cleaned and are unable to be accessed, even with the standpipe key.	Local brigade requests an onsite meeting with the council or organisation responsible. Clarification is needed by the local brigade on who is responsible for this work?
Kokohuia road RFS numbers are March 2022/ 4096801 & 4102733 Aug 2022 / 4122511 RFS:3898749 There are others Contacted on 27 January 2023 resident, further concerns of deterioration of the road. (made reference to RFS number previously lodged)	Unresolved (Historical) Kokohuia Road -is now a track not a road. Needs sealing	Historical RFS put through by many Kokohuia Road residents. Videos and photos received A site visit is needed
Otaua Footpath	Unresolved	Footpath needed outside Marae and through to Kohanga Reo. Where tamariki ride their bikes, to catch the bus.
Housing for our taonga - ngā kaumatua/kuia Several emails received from a number of community members and members supporting Kaumatua/Kuia	Priority concern!!!	Kaumatua on waitlists for the flats - long waitlists Who is on the lists? Community want kaumatua/kuia from Hokianga placed in our flats, top of waitlists they must be from Hokianga
Rawene - footpaths and Berms	RFS 4189554 - Berms and drains around Rawene Primary School	Some have been mown and the footpath now cleared. This area must

Mowing and maintenance	<p>- Marmon road and Rawene Road Photos received</p>	<p>be part of a regular maintenance programme. Top of school berm area not done (Rawene Road) see photo</p> 
Water signage Opononi/Omapere	<p>Community member would like swimming warning signs.</p> <ol style="list-style-type: none"> 1. Opononi Wharf, with ocean speeds of 3-5 knots through there. 2. Opposite the I-Site Office in Opononi near the steps to the beach. Similar current. 3. Close to Omapere wharf in a position to be seen by those going to either the beach or wharf. 4. At the end of Signal Station Road, at the entrance to the DOC walkway which leads down to West Coast beaches). <p>Type of sign?. In order to have consistency, perhaps source the signs from Surf Lifesaving NZ. Possibly less expensive also.</p> <p>Flotation Device recommend one on the Opononi Wharf. With 24hour lighting there is less risk of damage/theft.</p>	<p>I Made contact with the harbour warden, who informed me that signs are up but the issue is that, unless there is 24/7 monitoring, most don't adhere to the signage, it is a real issue, but people just don't care, don't think and don't do what signage asks.</p> <p>Harbour warden has informed me that Northern Regional council (NRC). is the organisation to deal with these matters.</p> <p>Have lodged a request with Council RFS-4190584. The Team Leader-Technical Operations has informed this request needs to go to NRC.</p>

<p>Rawene School Fields RFS 4181657 RFS 4182641 School Board and Principal have been dealing with a water leak issue for some time now.</p>	<p>Storm water has been seeping down the embankment leading to the lower grounds of the school causing a water bog. This affects the use of at least 1/4 of the area for community usage, i.e. sports and recreation, and no mowing can be done in the water bogged areas. At 29.01.24 the problem still has not been rectified.</p>	<p>Board engaged a local plumber to explore the source of perhaps a pipe leak, he could find no leak. Engaged with Laser Plumbing (Kerikeri) as this is their area of expertise, they also could not find a leak. Therefore, Referred issue to FNDC and were given job reference numbers and they referred the Board to VENTIA to which the boards enquiry was referred to an office in Sydney??</p> <p>A VENTIA worker finally appeared and they checked the area and advised us that this was a storm water issue, the water from the Rawene Road has nowhere to go as the culverts are clogged therefore a storm water crew (from VENTIA) would have to come and carry out the job. We logged with FNDC one more time and were given job reference number 4183234. STILL NOT RESOLVED</p>

Member's Report

Name: Jessie McVeagh

Subdivision: South Hokianga

Date: 29.01.24

Meetings Attended

Date	Meeting	Comments
12.10.23	KHCB draft agenda preview	Planning for KHCB meeting, Kho
16.10.23	Long Term Plan, local issues	LTP planning with particular regard to Hokianga
17.10.23	LTP Council workshop	Priorities for FNDC work projects and budget 2024-27
24.10.23	CBEC hui online	Community Board Executive Committee online
25.10.23	KHCB monthly hui, strategic plan	Public forum, Community grants allocation,
7.11.23	Rawene Reserve meeting	Discussion with local groups on future use of Rawene Domain
8.11.23	Combined CB hui, Ngawha	Workshops on 'Nothing but Net',
14.11.23	CBEC hui online	Community Board Executive Committee online
16.11.23	FNDC Housing Action Plan	Discussion on issues and potential FNDC direction
22.11.23	KHCB monthly hui	Public forum, Community grants allocation, placemaking workshop
13.12.23	KHCB monthly hui, Ngawha	Public forum, Community grants allocation
15.12.23	Men's Shed meeting	Discussion on Men's Shed project, Rawene

Community Issues

Issue name	Comment
Wastewater discharge to Hokianga Harbour	Hokianga is unanimous that there should be zero human waste to water. Hapū and communities of Ōpononi-Ōmāpere and Kohukohu will be discussing future steps, including development of the Working Groups.
Contaminated water from Lake Omapere into Hokianga Harbour	The pollution of Lake Omapere flows into the Hokianga Harbour. NRC have allocated money to create a business plan to restore the health of the Hokianga catchment. This plan should enable NRC and other organisations to attract funding to begin restoring the mauri of the Hokianga waters.

Overgrown vegetation of footpaths, drains and roadsides, Rawene	Mowing footpaths and roadsides in Rawene are not undertaken regularly enough, creating health and safety issues and anger in the community. Alternatives to Glyphosate spray have been discussed with staff, however there is no policy on this, and spraying is still done in places. Improved mowing of berms to reduce the fire hazard and other H&S concerns, the use of toxic spray or alternatives, alongside any cost implications need to be resolved.
Hokianga Community Campus access	The campus is a FNDC asset, leased by Te Puna o Kūpenukū as a venue to provide education for the people of Hokianga. There are ongoing discussions around community concerns and the lease of this site.
Litter, waste, recycling	Para Kore (Zero Waste) now supports education on waste minimisation, litter, rubbish, and recycling specifically to improve the problems in our area. A new Waste Management and Minimisation plan has been developed. Less littering, more recycling by individuals and organisations, and putting rubbish out at correct times and places would improve the situation.
Traffic calming, safe accessible footpaths Rawene, Opononi and Omapere	There are ongoing safety concerns around speed, safe cycling and safe footpaths for pedestrians, push chairs and people with mobility issues. We continue to advocate for improvements. The temporary speed bumps in Rawene are in need of repair but are not going to be replaced. Waiarohia Reserve footpath remains in need of improvements for the safety of pedestrians and is an ongoing concern that needs Waka Kotahi to support as well as FNDC. Opononi and Rawene traffic safety is still of concern and we are advocating for action.
Rawene Domain	Several local groups continue to work on a collaborative plan to create a recreational hub on the Domain that will serve a wide variety of people and activities in this public space. A meeting with the various parties was held to find ways to move ahead with development. The Domain is a priority in the KHCB strategic plan.
Animal control	Stock on roads is endangering drivers. Dogs roaming in Rawene, Whirinaki, Opononi and Omapere are a hazard, this has again been brought to Council attention.
Erosion to seawall Clendon Esp. Rwn	The hole has been temporarily filled to prevent risk to children. Community members want this to be fixed and await further information from FNDC.
FNDC assets and reserves	There are concerns about the level of service our facilities receive, such as cleaning gutters, repairs, mowing, weed control, litter. Contracts are due for renewal this year. We have fed back re appropriate levels of service in our area and await the cost implications that this may incur. 'Town-scaping', beautification and levels of service are priorities in the KHCB strategic plan.
Hapū and Community-led priorities	We have a draft KHCB strategic plan with projects prioritised and currently being costed. The draft LTP will be discussed in the next month. Hapū and communities are encouraged to feedback on the draft when it is made public in around March.
Non-notified vs Notified resource consents	There is a need for clear guidelines for communities and discussion with FNDC regarding public interest on new consents.
Safety in Community	There are widespread concerns around safety in our communities. Hokianga are seeking our own solutions. FNDC support for cameras in public spaces is being considered. This is a priority in the KHCB strategic plan.
Housing	This is an ongoing crisis that needs support at all levels. Seeking guidance from FNDC to support better housing and address homelessness in our ward. FNDC is divesting Elderly Housing (Pensioner Flats) but this has not been finalised as yet.
Housing for Elderly	There is high concern around insufficient and inadequate housing for our Kaumatua Kuia.

Safe Cycling	Rawene road from the ferry to the junction with SHW12 needs to be made safe for the increasing number of cyclists we have.
Climate Change	There is a strong call for FNDC to take action on reducing emissions and supporting community resilience. Discussions with community around potential impacts and plans for climate change action are needed, particularly in areas where impacts are already being felt, such as Pakanae, Koutu, Opononi and Omapere. This is a priority in the KHCB strategic plan.
Water resilience.	A scheme for FNDC subsidies on water tanks and pumps is being considered for costing. This is a priority in the KHCB strategic plan.
Roads, dust, 1 lane bridge approaches	South Hokianga are asking for a higher level of service on the maintenance of all our roads, safer approaches to 1 lane bridges, improved dust control on Waima Valley road, Otaua, Waiotemarama Gorge, and sealing outside Otaua Te Kohanga Reo.
Support for Community groups	We are exploring how FNDC can support the development of the various projects and aspirations of our communities and groups across the Kaikohe Hokianga ward. This is a priority in the KHCB strategic plan.
Civil Defence response	Civil Defence groups are reviewing local responses across Hokianga, looking at what support that FNDC might offer, what roles FNDC staff and Elected Members take in Emergency response. Equipping Council owned buildings that are used for emergency response with solar power and battery storage is a priority in the KHCB strategic plan.

Requests for Service (RFS)

RFS number	Date	Comment
4121926	5.12.22	Erosion of Seawall Rawene, the hole was filled to prevent risk to children, however erosion under the road is still a concern. Update needed.
4133549	3.11.22	Spray-free Hokianga wish to progress this issue, prefer mowing as an approach where possible, weedeating where necessary and organic spray as a last resort. Levels of Service re mowing roadsides need to be looked at as a part of the solution. Update needed.
4140355	27.12.22	Broken retaining wall below Parnell st, above Nimmo st E. Works to rebuild the rock and concrete supported structure have been programmed and were scheduled to commence during April. Not yet completed as awaiting funding allocation. Update is needed.
4172689	28.8.23	Enquiry re plans for dust control or tar seal on Waiotemarama Gorge rd, Pakanae end. This will be considered by Council in the 2024 Long Term Plan (LTP).
4175318	15.9.23	Paper road Hokianga Harbour Drive to Fairlie Cres, maintenance, pests, pedestrian safety. Ongoing enquiry into FNDC responsibility of mowing of paper roads, possible barriers to prevent quads and motorbikes accessing path.
?	11.10.23	Beach access from Freese Park, Omapere area in general. In support of Opononi Omapere Ratepayers Association rfs regarding the need for public access to the beach, particularly for those with mobility needs.
4181520	11.10.23	Follow up of public rfs re dangerous branch overhanging road. Contractors removed it.

?	11.10.23	Follow up on public rfs for water leak, Omapere. Chlorine testing showed that the fault was not on FNDC waterline.
4183987	6.12.23	Follow up on public rfs for water leak, Opononi. Chlorine testing showed that the fault was not on the FNDC waterline.
4186757, 4187326, 4155801	18.12.23 8.1.24	Overgrown vegetation obstructing footpaths, road edges, kerbs, Rawene. The level of service, policy around sprays in Rawene, contractors understanding of FNDC expectations needs to be resolved to prevent ongoing unmown areas causing H&S problems.
4188068	9.1.24	Follow up of public concern re water safety signage at Opononi Wharf.
4177081	10.1.24	Follow up on public rfs re cleaning wastewater drainage through private property, Rawene.

Other Issues

Concrete bollards were placed at Russell Esplanade, Rawene. Further discussion to be had around the design of the sea wall repair and bollards in this location.

7.2 ESTABLISH A KAIKOHE RIDE FOR LIFE COMMITTEE

File Number: A4504267

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

PURPOSE OF THE REPORT

This report is to acknowledge the Kaikohe Ride For Life Group will remain a Working Group

EXECUTIVE SUMMARY

- At the Kaikohe Ride for Life meeting held 24 January 2024, Kaikohe Ride For Life Group have decided to remain a working group, and no longer wish to form committee under the Kaikohe-Hokianga Community Board.
- At the Kaikohe Ride for Life meeting held 18 October 2023 staff presented information to inform the discussions on whether the Kaikohe Ride for Life Working Party remain as is or becomes a formal sub-committee of the Kaikohe-Hokianga Community Board.
- Present at that meeting were: Jay Hepi (Chair), Chicky Rudkin (Chair – Kaikohe-Hokianga Community Board), community members James Stevens, Roger Floyed, Linda Bracken (Kaikohe Business Association) Arthur Webber (Solomon Group), Craig Crawford (ACC), Maree Kilkolly (Waka Kotahi).
- The Kaikohe Ride For Life Working Party voted in favour of becoming a sub-committee of the Kaikohe-Hokianga Community Board, therefore, this report seeks for formally establish a community board sub-committee known as the Kaikohe Ride For Life Committee.
- Terms of Reference will be drafted and adopted by the Kaikohe Ride For Life Committee at their first meeting.
- At the 22 November 2023 Kaikohe-Hokianga Community Board meeting the Establish a Kaikohe Ride for Life Committee report was left to lie on the table.
- At the Kaikohe Ride for Life meeting held 24 January 2024, Kaikohe Ride For Life Group have decided to remain a working group, and no longer wish to form committee under the Kaikohe-Hokianga Community Board.

RECOMMENDATION

That the Kaikohe-Hokianga Community Board:

- uplift the Establish a Ride for Life Committee report; and,**
- acknowledge the Kaikohe Ride for Life Group will remain a Working Group.**

1) BACKGROUND

On 5 April 2023 a Kaikohe Ride for Life Working Group meeting was held at the Far North District Council to discuss creating an action plan with the possibility of providing a graduating plan for motor-cross/motor-bike riders of Kaikohe where bikers can graduate from bike tracks and support is provided for them to obtain licenses.

Attendees included Far North District Council (FNDC) representatives Kahika/Mayor Moko Tepania, Chicky Rudkin (Chair - Kaikohe-Hokianga Community Board) and Taniora Herewini (EA to the Mayor), as well as key community stakeholders; Jay Hepi, Paparangi Pirini, Arthur Webber, Craig Crawford, Linda Bracken, Maree Killkolly and Roger Floyd.

Since 5 April 2023 the working party have further defined their purposes as described below:

- Focus on solutions to address the inappropriate and dangerous bike riding issues in Kaikohe for the riders and the whole community.

- Support initiatives that support rangatahi – guide, re-direct, create opportunities to upskill, showcase and provide an exciting, safe space to ride and train (motocross and push bikes).
- Support the wellbeing of whanau kātoa in our community – alleviating the concerns about risky and rebellious behaviour that impacts on community.
- Adopt a proactive approach to prevent accidents, possible deaths, vigilante behaviour, promote health and safety on our roads, use of bike helmets, safety of community.

Minutes for all meetings held to date are attached:

- 5 April 2023 (*Attachment 1*)
- 27 April 2023 (*Attachment 2*)
- 27 September 2023 (*Attachment 3*)
- 18 October 2023 (*Attachment 4*)
- 24 January 2024 (*Attachment 5*)

2) DISCUSSION AND OPTIONS

Far North District Councils Standing Orders (*adopted September 2023*) Section 7.1 Appointment of Committees and Subcommittees states;

A council may appoint the committees, subcommittees, and other subordinate decision-making bodies that it considers appropriate. A committee may appoint the subcommittees that it considers appropriate, unless it is prohibited from doing so by the council. (cl. 30(1) & (2), Schedule 7, LGA 2002)

The working party's decision to become a formal subcommittee of the Kaikohe-Hokianga Community Board will enable them to access Far North District Council administrative and technical staff support and resourcing as well as escalate their recommendations to Council via the Community Board.

Far North District Councils Standing Orders (*adopted September 2023*) Section 7.4 Elected Members on Committees and Subcommittees paragraph 2 states;

....In the case of a committee established by a community board at least one member must be a member of that board. A staff member of the local authority, in the course of their employment, can be a member of a subcommittee but not a committee. (cl. 31(4) Schedule 7, LGA 2002)

Kaikohe-Hokianga Community Board Chair Chicky Rudkin has attended working party meetings and will continue supporting and attending the sub-committee meetings. Fellow Kaikohe subdivision members Mike Edmonds and Trinity Edwards are also welcome to attend and support.











Reason for the recommendation

Establishment of a committee or sub-committee of Council requires a formal report to the community Board to enable the discussions to continue.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or need for budgetary provisions as a result of this report however Kahika/Mayor Moko Tepania and Board Chair Chicky Rudkin were to meet and discuss funding support from the Kaikohe-Hokianga Community Board for the Kaikohe Ride for Life initiatives.

ATTACHMENTS


1. Minutes - Kaikohe Ride for Life Working Group 05.04.23 - A4472898  
2. Minutes - Kaikohe Ride for Life Working Group 26.04.23 - A4472899  
3. Minutes - Kaikohe Ride for Life Working Group 27.09.23 - A4472902  
4. Minutes - Kaikohe Ride for Life Working Group 18.10.23 - A4472903  
5. Minutes - Kaikohe Ride for Life Working Group 24.01.24 - A4558003  

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Formalising the work of the Community Board Working Party will help to build efficiencies in Council's elected representation.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The Community Board Chairperson's have been included in discussions to date as spokespersons for their respective Boards.
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.	The issue affects all residents of the Far North.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	There are no 'affected' persons.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

	KAIKOHE-HOKIANGA COMMUNITY BOARD SUB COMMITTEE BIKE LIFE WORKING GROUP	
---	--	--

MINUTES – Kaikohe Ride for Life Working Group

Meeting No: 1

Date & Time: Wednesday, April 05, 2023 – 6.00pm- 7.00pm

Present: Paparang Pirini, Moko Tepania, Arthur Webber, Chicky Rudkin, Craig Crawford, Jay Hepi, Linda Bracken, Maree Killkolly, Roger Floyed, Taniora Herewini

Apologies:

Absent:


Chaired by: Moko Tepania/Jay Hepi

Scribe: Taniora Herewini

Venue: Kaikohe Council Chambers

Meeting Minutes


1.0	WHAKAMOEMITI Karakia: Moko Tepania
2.0	NGA WHAKAPAHĀ (APOLOGIES) None received
3.0	CONFIRMATION OF NEW APPOINTMENT Appointment of Chair and Deputy Chair for Kaikohe Ride for Life Working Group, Jay Hepi appointed as Chair. Paparangi Pirini appointed as Deputy Chair Moved: Moko Tepania Seconded: Arthur Webber CARRIED
4.0	DISCUSSIONS <ul style="list-style-type: none"> - General whanaungatanga - Moko admitted that as Mayor and FNDC they are snowed under. - Moko suggested that an Action Plan is created moving forward for Kaikohe Ride for Life, a possibility of providing a graduating plan for Bikers of Kaikohe. Where Bikers can graduate from Bike Tracks and support is provided for bikers to obtain a bike license. - A possible Tuakana/Teina model could be adopted. - Working group members shared possible ideas on solutions and ways forward.
7	KARAKIA WHAKAMUTUNGA Karakia: Jay Hepi

 FND	KAIKOHE-HOKIANGA COMMUNITY BOARD SUB COMMITTEE BIKE LIFE WORKING GROUP	
--	--	--

ACTION ITEMS FROM THIS METING			
ACTION	OWNER	DUE	STATUS
<ul style="list-style-type: none">Moko to follow up on Budget Lines with FND	Moko		
<ul style="list-style-type: none">Chicky to confirm the balance of the Kaikohe-Hokianga Community Board fund before the end of financial year.	Chicky		
<ul style="list-style-type: none">EA to create a google working doc for the working group	Taniora		

Meeting closed: 7pm

Next meeting date: Wednesday 26th April, 6pm, Council Chambers

	KAIKOHE-HOKIANGA COMMUNITY BOARD SUB COMMITTEE BIKE LIFE WORKING GROUP	
---	--	--

MINUTES – Kaikohe Ride for Life Working Group

Meeting No: 1

Date & Time: Wednesday, April 27, 2023 – 6.00pm- 7.00pm

Present: Paparang Pirini, Moko Tepania, Arthur Webber, Chicky Rudkin, Craig Crawford, Jay Hepi, Linda Bracken, Maree Killkolly, Roger Floyed, Taniora Herewini, Arihia Aku, James Steven

Apologies:

Absent:


Chaired by: Jay Hepi

Scribe: Taniora Herewini

Venue: Kaikohe Council Chambers

Meeting Minutes

1.0	WHAKAMOEMITI Karakia: Jay Hepi
2.0	NGA WHAKAPAHĀ (APOLOGIES) None received
3.0	GENERAL DISCUSSIONS <ul style="list-style-type: none"> - Craig mentioned for ACC to be involved that the group name would need to change from #BikeLife to an appropriate name – The name currently used is Ride for Life Kaikohe. - As Ride for Life Kaikohe is an official working group of Kaikohe-Hokianga Community Board there should be resourcing available to the group. - Moko suggested that a short-term plan needs to be had to get the group moving – how do we start? What steps do we need to take? - James shared that Riders are trying to find a space to showcase their skills, and this is what we need to create for them. - Moko refers to Tokoroa (South Waikato Motorcycle Club) as a great example for Ride for Life. EVENT <ul style="list-style-type: none"> - It was echoed that an EVENT needs to be held in Kaikohe, the biggest concern/issue is venue. - Jay Hepi has run an event in the past and was a success, providing; kai, band, prizes, trophies – this ranged in an event budget of \$15-\$20k. - As an FYI – Motorcycle month is September. - Begin the event with push bikes and progress to motorbikes and finish off with professional riders who can showcase their skills. FUNDING DISCUSSIONS <ul style="list-style-type: none"> - Moko and Chicky to meet to discuss funding support from the Kaikohe-Hokianga Community Board to support Ride for Life Kaikohe initiatives.

	KAIKOHE-HOKIANGA COMMUNITY BOARD SUB COMMITTEE BIKE LIFE WORKING GROUP	
	<ul style="list-style-type: none"> - Ride for Life Kaikohe Working Group to apply to Kaikohe-Hokianga Community Board for placemaking funding – KHCB meet on 10 May 2023 - It was suggested that funding can be brought through THOON as a simpler way of running future events. - The Ride for Life was mentioned at the latest Takiwā hui, where it was raised that there could be funding within the Runanga to support this group. - - 	
7	KARAKIA WHAKAMUTUNGA Karakia: Jay Hepi	

ACTION ITEMS FROM THIS METING			
ACTION	OWNER	DUE	STATUS
<ul style="list-style-type: none"> • Chicky and Moko to meet and discuss the support that Kaikohe-Hokianga Community Board can provide to Ride for Life Working Group 	Moko		
<ul style="list-style-type: none"> • Arihia to start a group Facebook Group to promote/launch the Ride for Life Kaikohe to the community 	Arihia		
<ul style="list-style-type: none"> • Taniora to send minutes to all members from 05.04.23 hui 	Taniora		

Meeting closed: 7pm

Next meeting date: Wednesday 17th May, 6pm, Council Chambers

Kaikohe Ride for Life Working Group
Minutes of meeting held Wednesday 27 September 2023 at 3pm

Present:	<p>Jay Hepi – Ride for Life Chairperson, James Stevens, Roger Floyed, Arthur Webber (Solomon Group), Craig Crawford (ACC) (via teams), Maree Killkolly (Waka Kotahi)</p> <p>Kaikohe-Hokianga Community Board: Deputy Chair Tanya Fila, Jessie McVeagh, Trinity Edwards</p> <p>FNDC staff: Democracy Advisor - Marlema Baker, Community Board Coordinator - Melissa Wood</p>
Venue:	Far North District Council (FNDC) Kaikohe Council Chambers

Meeting Minutes

1.0	KARAKIA TIMATANGA – James Stevens
2.0	<p>NGA WHAKAPAHĀ (APOLOGIES)</p> <p>KHCB Chair Chicky Rudkin</p>
3.0	<p>GENERAL DISCUSSIONS</p> <ul style="list-style-type: none"> • Purpose of the meeting – to start moving forwards with the kaupapa. • Jay discussed his background and updated – meeting with FNDC Funding Advisor (Kathryn Trewin) – timing was out to apply for Events Investment funding in the current round. • Purpose of the group was discussed: <ul style="list-style-type: none"> ➢ Focus on solutions to address the inappropriate and dangerous bike riding issues in Kaikohe for the riders and the whole community. ➢ Support initiatives that support rangatahi – guide, re-direct, create opportunities to upskill, showcase and provide an exciting, safe space to ride and train (motocross and push bikes). ➢ Wellbeing of whanau katoa in our community – alleviating the concerns about risky and rebellious behaviour that impacts on community. ➢ Proactive approach to prevent accidents, possible deaths, vigilante behaviour, promote health and safety on our roads, use of bike helmets, safety of community. • Clarified – Working Group is called “Ride for Life” not Bike for Life. • Push bikes – part of the kaupapa, but separate focus to the motocross. Noted there is a bike / BMX track by the old railway track in Kaikohe (just before tunnel on LH side) that is overgrown so not usable – requested FNDC to investigate with a view to addressing overgrowth so can be used. • Roger had invited Max Anderson to meet with the Working Group for korero on use of the Kaikohe Speedway for motocross track. Hasn’t received a response yet. • Range of positive ideas – uplifting and upskilling to ride safely, not just about a motocross track - scope is much broader and is a multi-agency approach. <p>EVENT DISCUSSIONS</p> <p>Suggested Expo in Ngawha this summer:</p> <ul style="list-style-type: none"> • Discussed if this was appropriate place to hold it – lots of bike and noise. • Would need to talk to local residents get community investment and interest. • Working Group approval for Roger to approach Innovation Park to discuss

	<ul style="list-style-type: none"> • Invite St John, ACC, road prevention and safety. • Motocross would bring entertainment and education. • Need to discuss with Police prior. • Push licence Kaupapa. <p>Safety Workshop – run an event in Kaikohe for licensing day:</p> <ul style="list-style-type: none"> • Positive outcomes • Promote community to see positive in it. • Risky riders need to be safe also (e.g., from vigilantism) • Training courses – shine a positive light on the skills. • Craig discussed the recent successful basic handling skills/ licensing event in Moerewa – Motorcycle Advisory Council are supportive. • Waka Kotahi and ACC supporting 'Shiny Side Up' event – pushing for Northland version – Mid or Far North. • Financing of the licences (funding) could bring opportunities. • Example – Hauora Hokianga hold learner / restricted / full license support training. <p>FORMAT OF GROUP - DISCUSSION</p> <p>External Working Group or formal Subcommittee of Kaikohe-Hokianga Community Board?</p> <p>FNDC staff discussed the key differences to assist the current group to decide which would work best for them.</p> <p><u>Working Group:</u></p> <ul style="list-style-type: none"> • Greater autonomy and control over how the group come together and make decisions on what they want to do. • Advisory role (i.e., to FNDC) and work with FNDC as separate agencies • Requests for reports / support etc. would be informal through CB representative / via deputation to CB or Council • Working Group to prepare agenda and take minutes and generally take more responsibility over meeting arrangements. • Council Elected Members and staff would continue to support the Kaupapa of the Group regardless and assist as much as possible. <p><u>Sub Committee:</u></p> <ul style="list-style-type: none"> • Avenue into Council – support with staff expertise, meeting regulatory requirements, council decision making. • Would have to adhere to formal policies and procedures e.g., Standing Orders, hierarchy of decision making (tiers – subcommittee – community board – council) • Might lose autonomy to make own decisions, be more confining in terms of processes. Could be frustrating navigating through Council bureaucracy. • FNDC staff would prepare agenda, take minutes, general meeting support (room set up etc.) • Would be required to establish Terms of Reference • Key advantage – bit more leverage in terms of CB / Council decision making and resolutions to support projects etc. • Process to become Subcommittee would be a report on the KHCB agenda supported by TOR, for Board to decide. <p>Both options would still be a multi-agency approach and hands on community engagement by the members.</p> <p>Group discussion – James indicated happy to support which ever option was chosen. Roger was undecided. Agreed this would be an action to be decided on at the next hui – give the working group time to consider.</p>
7	<p>KARAKIA WHAKAMUTUNGA</p> <p>Karakia: Jay Hepi</p>

ACTION	OWNER
<ul style="list-style-type: none">Approach Innovation Park re: Expo	Roger
<ul style="list-style-type: none">bike track by old railway line – investigate clearing of overgrowth	FNDC staff
<ul style="list-style-type: none">Working Group members consider options on forming subcommittee or remaining as working group – with a view to deciding at next meeting	Ride for Life members
<ul style="list-style-type: none">Finalise minutes and send out to members	Melissa
<ul style="list-style-type: none">Send meeting invite for 4/10	Marlema
<ul style="list-style-type: none">Next hui – plan for expo	Working Group

Meeting closed: 4:10 pm

Next meeting date: Next meeting – Wednesday 4 October – 3pm – FNDC Council Chamber Kaikohe

Kaikohe Ride for Life Working Group
Minutes of meeting held Wednesday 18 October 2023 at 3.30 pm

Present:	<p>Jay Hepi – Ride for Life Chairperson, James Stevens, Roger Floyed, Arthur Webber (Solomon Group), Craig Crawford (ACC), Maree Killkolly (Waka Kotahi), Linda Bracken (Kaikohe Business Association)</p> <p>Kaikohe-Hokianga Community Board: Chairperson Chicky Rudkin via Teams; in person from 3:53</p> <p>FNDC staff: Democracy Advisor - Marlema Baker, Community Board Coordinator - Melissa Wood, Support Officer - Grace Hamlin, Democracy Advisor - Imrie Dunn, Funding Advisor – Kathryn Trewin (via Teams)</p>
Venue:	Far North District Council (FNDC) Kaikohe Council Chambers

Meeting Minutes

1.0	KARAKIA TIMATANGA – Jay Hepi
2.0	<p>NGA WHAKAPAHĀ (APOLOGIES)</p> <p>No Apologies</p>
3.0	<p>GENERAL DISCUSSIONS</p> <ul style="list-style-type: none"> • Purpose of the meeting – to start moving forwards with the kaupapa. • Move that previous minutes are accurate and approved – First: Roger Floyed Seconder: Craig Crawford • Discussed formation of sub-committee under Kaikohe-Hokianga Community Board or to remain as Working Group. • Marlema presented information to inform the discussion – document tabled and discussed the process for formation of subcommittee. • Maree Killkolly arrived at 3:43pm • Jay Hepi voices his concerns that as a Working Group they do not have the capacity to undertake the administration required. • Craig and Maree initially express concerns about any perception of conflict of interest as they represent partner organisations. <ul style="list-style-type: none"> ○ Maree votes sub-committee. ○ Craig Crawford votes working group. ○ Arthur Webber votes working group. ○ Roger Floyed votes sub-committee. ○ Linda Bracken votes sub-committee. ○ James Stevens votes sub-committee. • Chicky Rudkin arrives at 3:53pm. <ul style="list-style-type: none"> ○ Chicky abstains as she doesn't have a preference. • Determined that a Kaikohe Ride for Life subcommittee would be requested to be formed under the Kaikohe-Hokianga Community Board • Kathryn speaks on funding for the sub-committee, as a subcommittee some funding applications may need to be umbrellaed by an external, non-FNDC party depending on who applying to.

	<ul style="list-style-type: none"> • Date set for licencing event day; timeframe short term is 2nd December 2023. Venue Kaikohe Memorial Hall (Jay has booked) and adjacent car park. • Longer term – expo event • Craig discussed the Moerewa licensing day and indicated ACC is prepared to fund \$3,000 - discuss with AA about if their store can be open for testing the same day or same week. ACC want this set up before Christmas (target goal) • Shiny Side Up bring international and national experts to present but that's not happening this year. Possibility of getting \$6,000 to set up something like an expo in Kaikohe happening instead or a course about learning what do when first on the scene and how to manage that. All together there \$6,000 possibly to use for an event and we can use it around February-March doesn't have to be December. • Roger contacted Ngawha Innovation Park re: expo event but FNHL unable to approve. • Willie Maihi is prepared to use the grounds for something like ride for life event. • Trace Dalton (Twin Coast Cycleway) made contact with Roger about the overgrown BMX track section by the railway tunnel Okaihau • Chicky encourages to make a funding application to Kaikohe – Hokianga Community Board. • Someone needs to be in communication with Kathryn about helping with an application for funding as Chicky won't be able to help being a part of the Kaikohe – Hokianga Community Board. Closing application date is 30th October 2023 <p>Maree can talk to some people about possibly funding Ride for Life.</p>
7	KARAKIA WHAKAMUTUNGA Karakia: Jay Hepi
ACTION	
<ul style="list-style-type: none"> • Prepare agenda report for next KHCB meeting – formation of Kaikohe Ride for Life as a CB subcommittee • Draft Terms of Reference for Kaikohe Ride for Life subcommittee 	OWNER FNDC Democracy Services staff

Meeting closed: 4:30pm

Next meeting date: Next meeting – To be Confirmed.

Kaikohe Ride for Life Working Group
Minutes of meeting held Wednesday 24 January 2024 at 2pm

Present:	James Stevens, Roger Floyd, Arthur Webber (Solomon Group), Craig Crawford (ACC) (via teams), Maree Killkolly (Waka Kotahi), Linda Bracken
FNDC staff:	Kaikohe-Hokianga Community Board: Cr J- John Vujcich, Cr Babe Kapa, Chairperson – Chicky Rudkin
In attendance:	Democracy Advisor – Imrie Dunn, Community Board Coordinator – Kim Hammond, Support Officer – Maria Bullen, Support Officer – Lisa Nelson, Manager Democracy Services – Casey Gannon
Venue:	Donna Hulmes, Scarlett Mocaraka
	Far North District Council (FNDC) Kaikohe Council Chambers

Meeting Minutes

1.0	KARAKIA TIMATANGA – At 2:05pm James Stevens started the meeting with a karakia
2.0	<p>NGA WHAKAPAHĀ (APOLOGIES)</p> <p>Apologies received from Jay Hepi, and lateness for Chicky Rudkin.</p> <p>Moved: Roger Floyd</p> <p>Seconded: James Stevens</p> <p style="text-align: right;">Carried</p>
3.0	<p>GENERAL DISCUSSIONS</p> <ul style="list-style-type: none"> • Purpose of the meeting – to start moving forwards with the kaupapa. • Discussion of best structure for Ride for Life. • FNDC staff and John Vujcich discussed key differences to the current members to decide which is more beneficial for the group. • Group expressed concerns of need for administrative support. • Determined that Working Group is the best structure for Ride for Life, on Jay Hepi's acceptance of motion. • Chicky Rudkin arrived at 2:29pm • Purpose of Ride for Life was discussed: <ul style="list-style-type: none"> ➢ Concern for safety of riders and use of vehicles within townships around Northland ➢ A focus on education, training and licensing ➢ Provide a safe space for rangatahi to use bikes. ➢ Bring a positive spotlight to the sport. • Discussed short term and long-term goals. Motor cross track being a long-term goal. • Cr Kapa expressed the need to include elected members on the working group to keep the communication succinct with governance. • Cr Vujcich confirmed he would make himself available to meet when possible. • Community Board Coordinator and Support Officer will continue to support working group to connect group with staff within the organisation that can help KRFL achieve outcomes for their communities, and provide administrative support when possible.

4.0	EVENT DISCUSSIONS Licensing and training – run an event in Kaikohe for licensing day: <ul style="list-style-type: none"> • Previous event did not take place on (date) • ACC still willing to fund event. • Arthur, Craig and Maree to plan and co-ordinate event. • Report back in a month with date and venue. • Up to 20 riders maximum 										
	Motion That Kaikohe Ride for Life confirm it will remain a Working Group. Moved: Linda Bracken Seconded: Roger Floyd <p style="text-align: right;">Carried</p> <i>Note: Will get further feedback from Chairperson Jay Hepi regarding decision and discussion made around the table.</i>										
	Motion That Kaikohe Ride for Life move that the learner licencing day will be organised by Members Arthur Webber, Craig Crawford and Maree Killkolly. Moved: Chicky Rudkin Seconded: James Stevens <p style="text-align: right;">Carried</p>										
7	KARAKIA WHAKAMUTUNGA Karakia: At 3:15pm James Stevens closed the meeting with a karakia.										
<table border="1"> <thead> <tr> <th>ACTION</th><th>OWNER</th></tr> </thead> <tbody> <tr> <td>• Confirm with Chair Jay Hepi that he supports decision to remain a working group</td><td>Casey Gannon</td></tr> <tr> <td>• Report back at next meeting with Date, time and logistics</td><td>Arthur, Craig and Maree</td></tr> <tr> <td>• Finalise minutes and send out to members</td><td>Imrie and Maria</td></tr> <tr> <td>• Send meeting invite for 22/3 3:00pm</td><td>Imrie</td></tr> </tbody> </table>		ACTION	OWNER	• Confirm with Chair Jay Hepi that he supports decision to remain a working group	Casey Gannon	• Report back at next meeting with Date, time and logistics	Arthur, Craig and Maree	• Finalise minutes and send out to members	Imrie and Maria	• Send meeting invite for 22/3 3:00pm	Imrie
ACTION	OWNER										
• Confirm with Chair Jay Hepi that he supports decision to remain a working group	Casey Gannon										
• Report back at next meeting with Date, time and logistics	Arthur, Craig and Maree										
• Finalise minutes and send out to members	Imrie and Maria										
• Send meeting invite for 22/3 3:00pm	Imrie										

Meeting closed: 3:15 pm

Next meeting date: Next meeting – Friday 22 March – 3pm – FNDC Council Chamber Kaikohe

7.3 ROAD NAMING - 43 MANNING STREET, RAWENE

File Number: A4510030

Author: Eden Ramsay, NTA - Finance and Customer Services Administrator

Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Kaikohe-Hokianga Community Board to officially name a private road.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

A road naming application to name a private road addressed at 43 Manning Street, Rawene was received. Community Boards have delegated authority to allocate names for previously unnamed local roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board, pursuant to Council's Naming Policy, name a private road addressed at 43 Manning Street, Rawene "Kōrari Place".

1) TĀHUHU KŌRERO / BACKGROUND

Udo Rupprecht, owner of 43 Manning Street, submitted a road naming application on the 25th October 2023. The road was concreted and improved as part of subdivision at the southern boundary, and now the owners would like it to be named.

Within the application were three proposed road names: Kōrari Place, Nga Kōrari Place and Kōrari Close. The reason for these names is due to lines of flax that were planted almost the full length of the road. The applicant approached local hapu who informed Kōrari is a uniquely Northland word for flax.

With the application Udo submitted feedback received from property owners who will be affected by the naming of this road. The owners of 45 Manning Street stated in an email that their preference of names is Kōrari Place, the owners of 47 Manning Street stated they are happy with all three proposed names and do not have a preference. The owners of 49 Manning Street have legal access from Manning Street, so this road naming will not affect them.

Udo contacted Paeo of Ngati Kaharau via email for feedback on the proposed names. A response was received stating there is overwhelming support from Ngati Kaharau and Ngati Hau hapu on the use of the word Kōrari for the road name, stating they look forward to the day that it is installed and their kupu, kōrari seen and spoken.

The proposed names were sent to Land Information New Zealand via email for approval. A response was received stating all three names are acceptable to use in the area.

Road Naming - 43 Manning Street, Rawene	
LINZ Approval	YES
Hapu Consultation	Ngati Kaharau and Ngati Hau
Map attached	YES
Owner Consent	100%

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed road names are as follows:

1. Kōrari Place
2. Nga Kōrari Place
3. Kōrari Close

The Roding Team and Land Information NZ have no objections to the names suggested above.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

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

ĀPITI HANGA / ATTACHMENTS

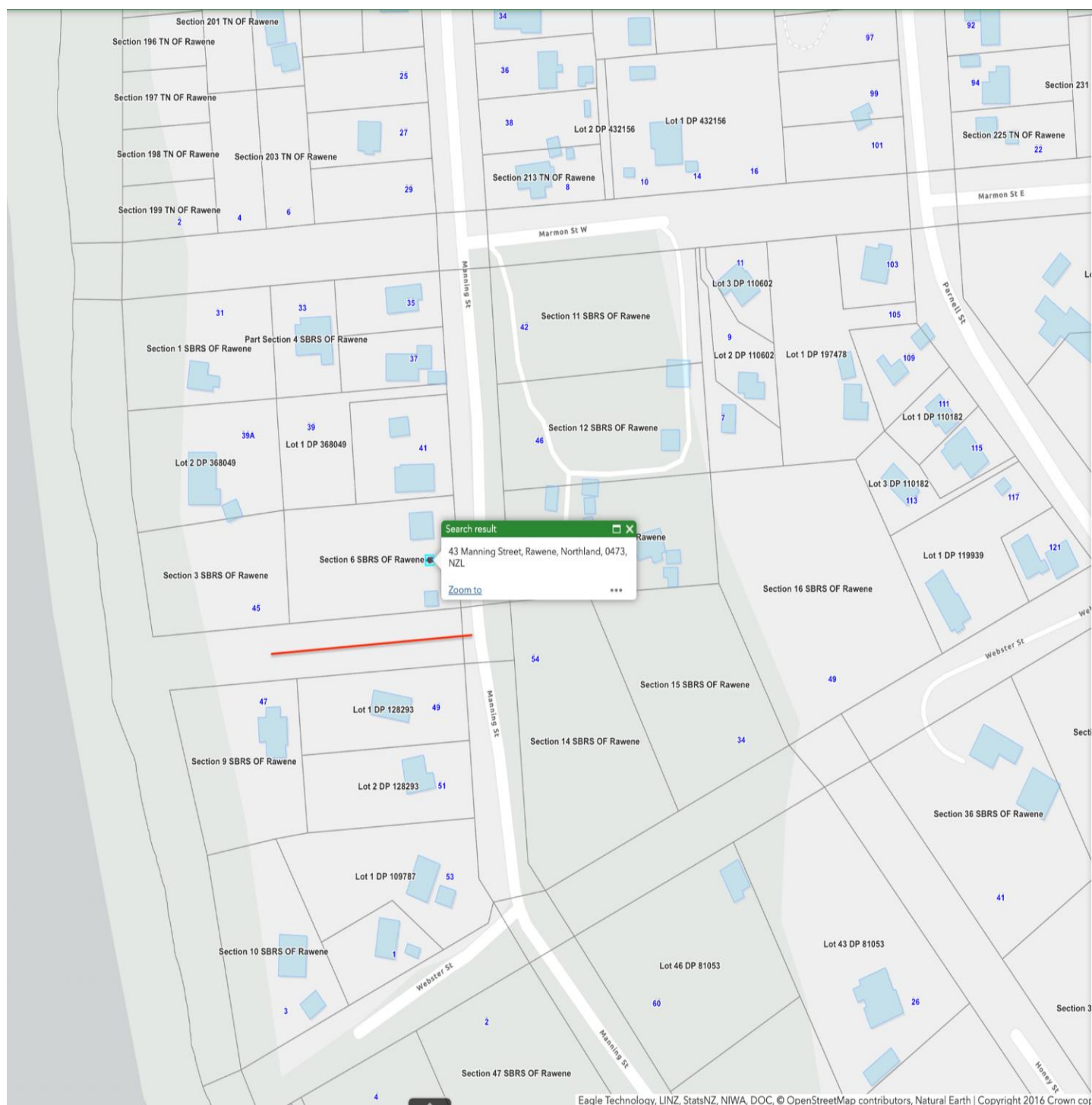
1. Map - A4510071 [↓](#) 

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 the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Ngati Kaharau and Ngati Hau hapu were consulted during the application process.
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).	Property owners of 45 & 47 Manning Street provided feedback on the proposed names. There are no other persons likely to be affected by the naming of this road.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



7.4 PROJECT FUNDING REPORTS

File Number: A4555213

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

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 report received from Horeke Whānau Day

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 TŪHOTUNGA / 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. Horeke Whanau Day - A4556078  


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.

F0080402

 **Far North District Council** **Project Report COMMUNITY GRANT FUND - LOCAL**

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

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

Please return the completed form to: 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: Nga Mahi Toi o Horeke

Name & location of project: Horeke Hall 'Whanau Day'

Date of project/activity: Dec 1, 2023

Which Community Board did you receive funding from?

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

Amount received from the Community Fund: \$2967

Board meeting date the grant was approved: 3 October 2023

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
<u>Attached</u>	\$	
	\$	
	\$	
	\$	
Total:	\$	

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

Attached

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 7750 Fax: (09) 401 7137 Email: ack.mcdonald@fndc.govt.nz Website: www.fndc.govt.nz

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

Attached

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

Attached

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

Nga Mahi Toi o Horeke

7.5 FUNDING APPLICATIONS

File Number: A4555219

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises the applications received for the Local Community Grant funding to enable the Kaikohe-Hokianga Community Board to determine which applications will receive funding at the December 2023 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Board has **\$20,920.87** available to be granted from its Community Grant Funding.
- The Board also has **\$68,800** of Placemaking Funding to allocate during the 2023/24 financial year
- Five new applications for funding have been received, requesting a total of **\$31,087**

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- a) approve the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Glass Ceiling Collective for the costs of the SparkLive show in the Kaikohe-Hokianga Ward, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- b) approve the sum of **\$3,000** (plus GST if applicable) be paid from the Boards Community Fund account to Hui Waiata Toi O Hokianga for the costs of the Hui Waiata Festival, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- c) approve the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Man vs Wild for the costs of the Man vs Wild Fishing Wananga, to meet the following Community Outcomes:
 - i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- d) approve the sum of **\$7,000** (plus GST if applicable) be paid from the Boards Placemaking Fund account to Ōkaihau Whānau House for costs of fitout of the facility, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board

- e) approve the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Fund account to Toi Tangata for the costs of the Te Hotu Manawa Māori Wananga, to meet the following Community Outcomes:
- i) Communities that are healthy, safe, connected and sustainable
 - ii) Proud, vibrant communities

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 and Project	Requested	Recommend	Comments	Type
Glass Ceiling Collective - SparkLive	\$5,432	\$2,500	Glass Ceiling Arts Collective has created a multisensory theatre production, 'SparkLIVE' for audience members with profound and multiple learning disabilities, to enjoy with their support person or whānau member. This show is part of a tour.	Event
Hui Waiata Toi O Hokianga	\$3,415	\$3,000	This is for a weekend festival in Rawene celebrating Toi Māori. They received some funding from Creative Communities, but were unsuccessful when applying to the Regional Events Fund.	Event
Man vs Wild	\$7,000	\$2,500	The applicant appears to have applied for more funding than the cost of the event. This is a repeat event, which is quite successful, but the applicant has previously been advised that they needed to find funding from more sources than just the Board.	Event

Applicant and Project	Requested	Recommend	Comments	Type
Ōkaihau Whānau House – fitout	\$9,928	\$7,000	The applicant is seeking funding for the refurbishment of the building in Okaihau to open it as a community/whanau centre.	Infrastructure
Toi Tangata (Te Hotu Manawa Māori)	\$5,000	\$2,500	The wānanga series is an opportunity for whānau to learn about kai Māori its identification, properties, gathering, preparation, preservation and cooking using modern and traditional Māori cooking methods. This wānanga series is an expansion, and revision of the kaupapa 'Ngā Kai a te Māori' which took place in October 2022 at Waikarā marae led by Joe and Toi Tangata..	Event

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The applicants are 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 Provisions has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITIHINGA / ATTACHMENTS

1. Glass Ceiling Arts Collective - A4556079  
2. Hui Waiata Toi O Hokianga - A4556076  
3. Man vs Wild - A4556077  
4. Okaihau Whanau House - A4556080  
5. Toi Tangata - A4556081  

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.	There are 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.

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00023 From Glass Ceiling Arts Collective
Form Submitted 15 Jan 2024, 9:16PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application 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. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- 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.

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

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Glass Ceiling Arts Collective

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00023 From Glass Ceiling Arts Collective
Form Submitted 15 Jan 2024, 9:16PM NZDT

Contact details

Purpose of organisation

Please briefly describe the purpose of the organisation *

To provide community wellbeing and belonging. We do this by enabling people who identify as marginalised, isolated, or who live with disabilities or challenges in the community access to Arts experiences that are inclusive, accessible and meet their needs.

We run an inclusive youth theatre programme that welcomes all young people, and we create multisensory theatre experiences for people with profound and multiple learning disabilities, to enjoy with their support person or whānau. Both these strands of work are 'vehicles' that enable community integration for the participants and their whānau.

This application is for funding towards the cost of multisensory theatre for audience members in the Far North.

Number of Members *

300

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00023 From Glass Ceiling Arts Collective**

Form Submitted 15 Jan 2024, 9:16PM NZDT

Name of Activity *

SparkLIVE

Location *

Kaikohe, Opononi

Will there be a charge for the public to attend or participate in the project or event?☒ Yes☐ No**If so, how much?**

\$15

Start Date *

25/02/2024

Must be a date.

End Date *

29/01/2024

Must be a date.

Time

Performances of Spark at various times, accommodation in the evening

Project Outline:**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.**

Project Outline:

Glass Ceiling Arts Collective has created a multisensory theatre production, 'SparkLIVE' for audience members with profound and multiple learning disabilities, to enjoy with their support person or whānau member. This community of people, which form our audiences, tend to be either older students attending schools in the special education sector or adults living in supported living environments.

Multisensory theatre is immersive, inclusive and accessible, and very unique in that the story is told via song, music, dance, drama and sensory moments via taste, touch, smell, sight and hearing. Audiences are kept small and audience members are seated on stage with the performers, so sensory experiences can be delivered 1:1, for optimum enjoyment.

From the latest census statistics, Northland has the highest number of Disabled people than any other region. People who live with profound and multiple disabilities are among our most underserved with arts opportunities that meet their needs, especially in Northland in areas away from main centres and cities such as Auckland, Wellington and Christchurch.

To enable this community to enjoy Arts experiences, Glass Ceiling has created a sensory production that will tour local theatres and Arts Festivals. Our belief is that everyone should be able to experience the Arts for the immensely positive benefits to wellbeing it is known to provide, with no exceptions.

Our experienced cast and crew first developed SparkDIGITAL, a sensory film to be enjoyed in the home, which has been adapted to provide a live theatre performance in the form of SparkLIVE. The leading character Kate is played alternately by Lily-Mae Ivatt-Oakley, a

Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

Application No. KHCB00023 From Glass Ceiling Arts Collective

Form Submitted 15 Jan 2024, 9:16PM NZDT

young woman with Down syndrome and Zoe Elvin, a Disabled young woman who lives with Cerebral Palsy symptoms following childhood strokes. They are joined by well known NZ singer and performer Jackie Clarke MNZM, (Christmas in the Park, NZ Idol judge, Saturday Live co-host, The Jacquie Brown diaries and theatre credits inc; A Christmas Carol, Porgy & Bess, Joseph, Little Shop of Horrors) playing Kate's mother and actor/musician Hamish Davies (trumpet player, CIMTSS, Stella Adler's Summer Conservatory, New York, Atlantic Acting School, Tim Bray Theatre, Hamilton Operatic Society). Spark's creator and director, Charlotte Nightingale is also the artistic director of Glass Ceiling Arts Collective, and trained in multisensory theatre techniques with Frozen Light UK. This is her fourth multisensory theatre production, and she has multiple live theatre and acting credits to her name inc Mamma Mia at Bruce Mason Centre, and Kinky Boots at The Civic, Auckland.

SparkLIVE will add to the range of Arts experiences available to Far North audiences, but also offer something that is uniquely for people with profound disabilities to enjoy and share with their support person. For the purpose of this application, this activity will benefit people with profound disabilities in the Kaikohe and Opononi communities. This production will bring inclusion and accessibility into the community, using local theatres and arts centres, Kaikohe Memorial Hall and South Hokianga Hall, broadening the range of Arts on offer to marginalised people. We plan to hold two performances at each venue.

Spark, we believe, will offer a new experience to those it has been created for and, as in other areas of Aotearoa, will offer for many their first, exciting trip to a theatre, something many of us take for granted. As far as we are aware, there are only two organisations offering multisensory theatre performances; Glass Ceiling, and Jolt who are based in Christchurch. We hope by bringing SparkLIVE to areas in the Far North, we can better include Disabled people in their community, and help make venues and Arts programmes more inclusive and accessible.

Reviews and feedback from previous performances in Auckland state that whānau and support staff struggle to find arts experiences to suit their family member or client's needs, and struggle to find venues welcoming and accepting of their person's unique needs and behaviours. They rarely find any arts experiences that are truly inclusive and accessible. SparkLIVE offers a refreshing change, in a warm, welcoming environment where everyone is valued, and can relax and be their true selves. Our audiences highly rate the quality of the performance and its ability to resonate with and be enjoyed by those with the most profound disabilities, society's most vulnerable. We are often told that nothing hits the spot quite like it, and we are inundated with requests to return with more performances. Further the longer term wellbeing effects of the sensory performance provide for happier dispositions for days afterwards, sleeping better at night, and hope for more inclusion and access to their local community.

I have sent through via email a document with media links to SparkLIVE, which will give you a clear idea of the performance and how it resonates with people with profound disabilities, society's most vulnerable. I have sent this to Kathryn Trewin, Kathryn.Trewin@fndc.govt.nz and funding@fndc.govt.nz. I have also sent the organisation's health and safety manual and incident report template.

Project Cost

*** indicates a required field**

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

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

Application No. KHCB00023 From Glass Ceiling Arts Collective

Form Submitted 15 Jan 2024, 9:16PM NZDT

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 (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
- If you are applying for operating costs of a programme, please attach a programme outline

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Venue Hire Kaikohe Memorial Hall	\$300.00	\$300.00	Filename: Kaikohe Memorial Hall email confirmation.pdf File size: 56.1 kB Filename: Kaikohe Memorial Hall prices.png File size: 413.6 kB
Venue South Hokian-ga Memorial Hall	\$188.00	\$188.00	Filename: SHWMHC Hall Hire Invoice.xls - Opononi Hall.pdf File size: 56.2 kB
Facilitator/Professional Fees - Technician sound and lighting, 2 days @ \$280 per day	\$560.00	\$560.00	Filename: Letter of Agreement, Matt Goldsbro', SparkLIVE 2024 AAF, HAF and Northland .pdf File size: 119.0 kB
Facilitator/Professional Fees - Technician sound and lighting, 2 days @ \$280 per day	\$560.00	\$0.00	Filename: Letter of Agreement, Myles Ray', SparkLIVE 2024 AAF, HAF and Northland (1).pdf File size: 73.8 kB

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00023 From Glass Ceiling Arts Collective**

Form Submitted 15 Jan 2024, 9:16PM NZDT

Administration - Director/Tour Manager fee, 2 days @ \$400 per day	\$800.00	\$600.00	Filename: QUOTE Charlotte Nightingale AAF, HAF, Northland Spark LIVE 2024_1.pdf File size: 41.7 kB
Accommodation rental for cast and crew (9 in shared rooms)	\$1,537.00	\$1,537.00	Filename: Opononi Accommodation.pdf File size: 2.4 MB
Support person for Disabled cast members, 3 days @ \$300 per day	\$900.00	\$0.00	Filename: LOA Spark Hayley Ivatt_Support person.jpeg File size: 731.1 kB
Cast member professional performance fees, 5 people totalling \$1280 per day for 2 days	\$2,560.00	\$2,560.00	Filename: Letter of Agreement_Hamish Davies AAF, HAF, Northland Spark LIVE 2024.pdf File size: 64.8 kB Filename: Letter of Agreement_Jackie Clarke AAF, HAF, Northland Spark LIVE 2024.pdf File size: 68.4 kB Filename: Letter of Agreement_Lily-Mae Ivatt-Oakley AAF, HAF, Northland Spark LIVE 2024.pdf File size: 154.6 kB Filename: Letter of Agreement_Sonny Pring AAF, HAF, Northland Spark LIVE 2024.pdf File size: 82.4 kB Filename: Letter of Agreement_Zoe Elvin AAF, HAF, Northland Spark LIVE 2024.pdf File size: 98.0 kB

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00023 From Glass Ceiling Arts Collective**

Form Submitted 15 Jan 2024, 9:16PM NZDT

Cast and crew member professional fees - rest day, 8 people @ \$150 per day for 1 day	\$1,200.00	\$0.00	Filename: Kaikohe-Hokianga Community Grants Fund 2023-2024 SparkLIVE Quotes.pdf File size: 44.5 kB
Consumable materials - sensory props and equipment \$100 per day for 2 days	\$200.00	\$0.00	Filename: Kaikohe-Hokianga Community Grants Fund 2023-2024 SparkLIVE Quotes.pdf File size: 44.5 kB
Refreshments - per diems for cast and crew, 3 days x 9 people x \$80 per day	\$2,160.00	\$0.00	Filename: Kaikohe-Hokianga Community Grants Fund 2023-2024 SparkLIVE Quotes.pdf File size: 44.5 kB
Travel/Mileage - Truck Rental	\$1,192.00	\$0.00	Filename: Warkworth Car Rentals _ Truck Rental.pdf File size: 298.7 kB
Travel/Mileage - People Mover Car Rental, 3 days @ \$122 per day plus petrol estimate	\$550.00	\$0.00	Filename: People Mover vehicle cost_screenshot.jpg File size: 123.7 kB

Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

\$12,707

Must be a dollar amount.

What is the amount you are requesting from the Board? *

\$5,744

Must be a dollar amount.

Financial Information*** indicates a required field**

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00023 From Glass Ceiling Arts Collective**

Form Submitted 15 Jan 2024, 9:16PM NZDT

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

131-050-506

Current Funding**How much money does your organisation currently have? ***

\$75,000.00

Must be a dollar amount.

How much of this money is already committed to a specific purpose? *

\$75,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
salaries, wages and projects	\$75,000.00
	\$
	\$
	\$
	\$

Total Tagged Funds**Total Expenditure Amount**

\$6,963.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Creative New Zealand	\$3,963.00	Approved
Foundation North	\$3,000.00	Approved

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00023 From Glass Ceiling Arts Collective**

Form Submitted 15 Jan 2024, 9:16PM NZDT

Previous Funding from FNDC**Have you previously received funding from FNDC? ***☐ Yes ☒ No**Declaration****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 of 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)

Glass Ceiling Arts Collective

New Section**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 organisations 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

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

Application No. KHCB00023 From Glass Ceiling Arts Collective

Form Submitted 15 Jan 2024, 9:16PM NZDT

- 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 journey entry
- regular financial reporting to every full meeting of the governing body

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 of 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 the Far North District Council unless written approval for a change of purpose(s) is obtained **an 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 the Funding Team 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

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00023 From Glass Ceiling Arts Collective
Form Submitted 15 Jan 2024, 9:16PM NZDT

Date

12/01/2024

Must be a date.

Signatory Two

New Question

15/01/2024

Must be a date.

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00025 From Hui Waiata Toi O Hokianga**

Form Submitted 27 Jan 2024, 10:58AM NZDT

Applicant Details*** indicates a required field****Instructions****Please read carefully:**

- Read this application 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. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- 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.

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

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details**Applicant ***

Hui Waiata Toi O Hokianga

Applicant Primary Website

Must be a URL.

Facebook page

Hui Waiata Toi O Hokianga

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00025 From Hui Waiata Toi O Hokianga**

Form Submitted 27 Jan 2024, 10:58AM NZDT

Contact details**Purpose of organisation****Please briefly describe the purpose of the organisation ***

Our organization, a community-led creative group, is dedicated to fostering inclusivity and celebrating the diverse cultural fabric of our community and the surrounding regions of Hokianga. Our primary focus is on promoting Toi Maori arts, encompassing music, raranga, wearable arts, spoken word, and kura performances. Our goal is to unite individuals of all ages and whanau, showcasing the rich tapestry of the Hokianga people through the lens of Toi Maori.

In recognizing the profound impact of Toi Maori on our community's identity, we aspire to elevate and spotlight our cultural heritage in a creative, collective, and distinctive manner. Furthermore, we aim to serve as a catalyst for community revitalisation, particularly in the aftermath of the challenges posed by the Covid-19 pandemic and the recovery from Gabrielle. By leveraging Toi Maori, we endeavor to attract visitors to our town and support existing businesses.

As a new organization, we are committed to nurturing local artists and performers within the Hokianga region, providing them with a platform to showcase their talents. Our efforts extend beyond cultural promotion to fostering economic growth in the region. We believe that our unique blend of cultural arts and environment sets us apart, presenting a valuable opportunity for our community to flourish.

Looking ahead, we envision this initiative as a transformative grassroots festival, a potential annual event for Hokianga. With the appropriate support, we are confident that this endeavor will not only contribute to the growth of our local artists and businesses but also serve as a beacon, highlighting the natural beauty of our Awa and Maunga. We seek funding to realise this vision and make a lasting positive impact on the cultural and economic landscape of Hokianga.

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00025 From Hui Waiata Toi O Hokianga
Form Submitted 27 Jan 2024, 10:58AM NZDT

Number of Members *

6

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Hui Waiata Toi O Hokianaga

Location *

Rawene - Hokianga

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

☐ Yes

☒ No

If so, how much?

community event - No Charge

Start Date *

01/03/2024

Must be a date.

End Date *

02/01/2024

Must be a date.

Time

starts 1:00pm on Friday the 1st March continues through Saturday the 2nd March finishes at 9:30pm each evening

Project Outline:

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.**

Project Outline:

Hui Toi Waiata o Hokianga is an up-and-coming festival which will be held on 1st and 2nd March 2024.

Our team of organisers are very excited to bring this brand-new event to our town of Rawene and to the Hokianga at large. We will showcase Toi Māori with our local artists. Plus, buskers will play in the streets over the two days. Also, we are planning a main stage at the end of the esplanade on the Saturday afternoon evening with a line-up of ten music acts

Kaikohe-Hokianga Community Board July 2023 - June 2024 Local Grant Application Form

Application No. KHCB00025 From Hui Waiata Toi O Hokianga

Form Submitted 27 Jan 2024, 10:58AM NZDT

made up of bands duos and solo musicians and spoken word poets on the main stage

We will be celebrating in the town Square on the Friday evening with a wearable arts Fashion Parade some market stalls and other events which are still in the planning.

The festival is a not-for-profit event we have had estimations for all of our costings which are growing and need a variation of funding supports.

All of our community and surrounding Hapori will benefit from the event we have invited everyone from Kura to Kaumatua and Kuia to be at this event to showcase their arts and performances. We have spoken word artists - Kuia kaumatua wanting a place to present their Kaupapa and a performance.

Musicians - local music we wish to grow our local music and musicians need a place to perform what better place to start than home grown music. We have a local recording studio and once we grow this event we could fund musicians to record albums and improve their own platforms. Youth we have engaged with our local Youth worker and she will be setting up a youth area and hope to have some youth performances and space. Interaction with our youth is so important for our region as the youth issues have increased but we don't have a lot of positive spaces for them to become involved in. We hope to involve youth in our building of the festival space.

Health we will invite the hospital to be a part of our event to showcase what services are available at our Hauora Hokianga being a central hub to our community. We also have invited the Rongoa team to be a part of the festival as they are a wonderful part of our services and fit beautifully in with our Toi Maori cultural event.

We hope to grow and invite Aboriginal artists to come and join us we have already started the conversation with four Aboriginal bands and language carriers that could do workshops for our schools in the region in the future. I have a connection with Gumbaynggirr people and they are very keen to come here to share cultural practices.

The scope of the festival is huge and with support we can grow this into something very unique we just wish to nurture it along and ask for your support. Nga Mihi Janie

Project Cost

*** indicates a required field**

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 (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
- If you are applying for operating costs of a programme, please attach a programme outline

Budget

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00025 From Hui Waiata Toi O Hokianga**

Form Submitted 27 Jan 2024, 10:58AM NZDT

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$0.00	\$0.00	<i>No files have been uploaded</i>
Advertising/Promotion	\$3,000.00	\$500.00	Filename: Te Ao Mara Design Invoice 10001.pdf File size: 7.5 kB
Facilitation/Professional Fees	\$1,000.00	\$1,000.00	Filename: Emere Robson Quote fashion show .docx File size: 18.7 kB
Administration	\$600.00	\$0.00	<i>No files have been uploaded</i>
Equipment Hire	\$915.40	\$915.40	Filename: portaloo quote .pdf File size: 95.5 kB
Equipment Purchase	\$	\$	<i>No files have been uploaded</i>
Utilities	\$	\$	<i>No files have been uploaded</i>
Hardware (e.g cement, timber)	\$	\$	<i>No files have been uploaded</i>
Consumable materials	\$	\$	<i>No files have been uploaded</i>
Refreshments	\$2,000.00	\$0.00	<i>No files have been uploaded</i>
Travel/Mileage	\$1,000.00	\$0.00	<i>No files have been uploaded</i>
Volunteer Expenses Reimbursements	\$20,000.00	\$0.00	Filename: Volunteer hours .docx File size: 141.7 kB
Other) T Shirts for the festival to advertise the festival event	\$2,500.00	\$1,000.00	Filename: (tee mile Tee shirts quote 100 T S.pdf File size: 52.7 kB
Other (ibe)	\$	\$	<i>No files have been uploaded</i>

Funding Request Amount

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00025 From Hui Waiata Toi O Hokianga**

Form Submitted 27 Jan 2024, 10:58AM NZDT

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

\$31,000

Must be a dollar amount.

What is the amount you are requesting from the Board? *

\$3,415

Must be a dollar amount.

Financial Information*** indicates a required field****Is your organisation registered for GST? ***☐ Yes ☒ No**Current Funding****How much money does your organisation currently have? ***

\$3.50

Must be a dollar amount.

How much of this money is already committed to a specific purpose? *

\$3.50

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
performers x 10 bands	\$3,500.00
	\$
	\$
	\$
	\$

Total Tagged Funds**Total Expenditure Amount**

\$0.00

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00025 From Hui Waiata Toi O Hokianga
Form Submitted 27 Jan 2024, 10:58AM NZDT

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
	\$	
	\$	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Declaration

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 of 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)

Hui Waiata Toi O Hokianga

New Section

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.

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

Application No. KHCB00025 From Hui Waiata Toi O Hokianga

Form Submitted 27 Jan 2024, 10:58AM NZDT

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 organisations 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 journey entry
 - regular financial reporting to every full meeting of the governing body

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 of 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 the Far North District Council unless written approval for a change of purpose(s) is obtained **an 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 the Funding Team 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.

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00025 From Hui Waiata Toi O Hokianga
Form Submitted 27 Jan 2024, 10:58AM NZDT

Signatory One

Signatory Two

Local Grant Application Form



Instructions

Please read carefully:

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

The following must be submitted along with this application form:

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

Applicant details

Organisation

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe the purpose of the organisation.

MEN BUILDING LEADERSHIP IN THEIR WHANAU & COMMUNITIES AND ENHANCING THEIR ROLE
ON HOW TO BECOME BETTER FATHERS & ROLE MODELS.

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

A2686814 (version Sept 2018)

Page 1

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Date

Location Time

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

If so, how much?

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

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

THE PURPOSE OF THIS EVENT IS TO PROVIDE AN ATMOSPHERE OF MEN STRENGTHENING
THEIR RELATIONSHIP WITHIN THEIR MARRIAGES, WHANAU AND THEIR COMMUNITIES.
WHAKAWHANAUNGATANGA WILL PLAY A KEY ROLE AT THE CAMP RECONNECTING
AND BUILDING RELATIONSHIPS, "HUNTERS AND GATHERERS" PASSING OUTDOOR PERSUITE
SKILLS ON TO OUR RANGATAHI.
ACTIVITIES INCLUDE DIVING FOR KAIMOANA, SURFCASTING OFF ROCKS, BOAT FISHING, NET
FISHING, SNORKELLING, AN EVENING PACKED WITH FUN AND GAMES AND SHARING STORIES.
PARTICIPANTS TRAVEL FROM MID NORTH KAIKOHE, HOKIANGA, WHANGAREI, KERIKERI,
KAWAKAWA AND MOEREW.
OUR 2023 CAMP, WE INVITED SIX NEW RELEASE PRISONERS FROM NGA WHA, TWO BROTHERS
FROM THE PRISON INVITED THEIR FATHER TO THE CAMP, THIS CAPTURED AN EMOTIONAL BUT
EXCITING MOMENT WE ALL EXPERIENCED TOGETHER. THE CAMP WILL ALSO HELP MEN TO
ADAPT TO NEW THINKING, NEW BEHAVIOURS WILL FOLLOW. WE WANT TO CONSTRUCT AN
ENVIRONMENT WHERE MEN CAN GO FURTHER TO SEEK HELP AND ENHANCE THEIR WELLBEING

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

A2686814 (version Sept 2018)

Page 2

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	\$900.00 TBA	\$900.00 TBA
Advertising/Promotion	\$30.00	\$00.00
Facilitator/Professional Fees ²	\$500.00	\$500.00
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) PETROL - 3 BOATS = \$100.00 BAIT & BERLEY BOXS	\$300.00 \$350.00	\$300.00 \$350.00
Utilities GAS BOTTLE	\$38.00	\$38.00
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments FOOD	\$1000.00	\$1000.00
Travel/Mileage		
Volunteer Expenses Reimbursement	\$800.00	\$800.00
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) SALT ICE KAI COOKER - SMOKER MULLET NETS \$300.00 EACH	\$100.00 \$1000.00 \$600.00	\$100.00 \$1000.00 \$600.00
TOTALS	\$5,618.00	7,000.00

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
15 TEE SHIRTS + SET UP PRINT	\$808.74
10 SURF CASTING RODS	\$1000.00
TOTAL	

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

Funding Source	Amount	Approved
NIL FUNDING		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
FAR NORTH DISTRICT COUNCIL	\$4000.00	MARCH 2023	Y / N
			Y / N
			Y / N
			Y / N

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

A2686814

(version Sept 2018)

Page 4

Local Grant Application Form



Privacy Information

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

Applicant Declaration

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

On behalf of: (full name of organisation)

MANVSWILD FISHING NEW ZEALAND

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

[Redacted Signature]

[Redacted Signature]

Phone 0440 | Private Bag 752, K

0 029

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
Postal Address
Phone Number

Signature

Signatory Two

Name
Postal Address
Phone Number

Signature

www.fndc.govt.nz

A2686814

(version Sept 2018)

Page 6

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00021 From Okaihau Whanau House
Form Submitted 10 Jan 2024, 9:26PM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application 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. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- 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.

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

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Okaihau Whānau House

Facebook page

<https://www.facebook.com/okaihauwhanauhouse/>

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00021 From #kaihau Wh#nau House**

Form Submitted 10 Jan 2024, 9:26PM NZDT

Contact details**Purpose of organisation****Please briefly describe the purpose of the organisation ***

We are a group of local mums and other community members of Ōkaihou. We have obtained the lease and have been gifted the Old Ōkaihou Play centre building on Michie St, Ōkaihou. We are planning to run a play group twice a week and also other community workshops and classes, where people can meet and create together.

Number of Members *

5

Project Details*** indicates a required field****Project Details**

Clearly describe the project or event:

Name of Activity *

Ōkaihou Whānau House Renovations for opening

Location *

Ōkaihou

**Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form****Application No. KHCB00021 From #kaihau Wh#nau House**

Form Submitted 10 Jan 2024, 9:26PM NZDT

Will there be a charge for the public to attend or participate in the project or event?☒ Yes☐ No**If so, how much?**

\$5 per family for play group, \$15-\$20 per class that is held

Start Date *

07/02/2024

Must be a date.

End Date *

10/04/2024

Must be a date.

Time

8:30am -12:30 pm

Project Outline:**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.**

Project Outline:

This building in Okaihau has been closed for about 5 years. It became a hang out place for young youth to vandalize. This caused a number of problems our community and nearby neighbours.

So far we have signed our lease with council and have obtained insurances in October 2023. We have held two community working bees to clean up the grounds and paint the building which were well supported by local builders and helpers who are keen to see this community asset open again.. We removed over 1 tone of rubbish out of the building. Bunnings Warehouse kindly donated paint and labour to help us paint the outside of the building. ASSC electrical has donated us an alarm and helped get our power reconnected. We have completed 4 fundraiser days so far to finance us this far and plan to do more in February 2024.

Our goal is to re open in March this year to run a certificated play group twice per week, Tuesdays and Wednesdays 8:30 - 12:30 pm for 0-6 year old and to follow the school term.

Also to open the building to community to rent out for other activities that serves our area. We have a keen artist that will be offering art class to children aged 5-14 years.

Okaihau has a Kohanga which is a drop off center. The nearest play centre is Oheaewai which is only open one day per week. There is no safe space where parents can meet and create together with their tamariki in Okaihau. This is where the Okaihau Whānau House can fill a much need gap in our community and other surrounding communities like Horeke and Umawera which have the same lack of facilities.

In order to open a certified play group and register with ministry of education we are required to meet certain criteria with regard to our building. This is what we are asking for support with. We need to paint inside of building, top up sand and bark and fix play house in order to meet this criteria and open our facility to the community.

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

Application No. KHCB00021 From #kaihau Wh#nau House

Form Submitted 10 Jan 2024, 9:26PM NZDT

Project Cost

*** indicates a required field**

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 (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
- If you are applying for operating costs of a programme, please attach a programme outline

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$	\$	No files have been uploaded
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitation/Professional Fees	\$	\$	No files have been uploaded
Administration	\$	\$	No files have been uploaded
Locks changed	\$327.75	\$327.75	Filename: Invoice INV-0003692.pdf File size: 52.7 kB
Equipment Swings	\$289.00	\$289.00	Filename: Swings.pdf File size: 89.2 kB
Utilities Lighting	\$543.40	\$543.40	Filename: Q1090 OK AIHAU WHANAU HOUSE.doc File size: 3.0 MB

Kaikohe-Hokianga Community Board July 2023 - June 2024

Local Grant Application Form

Application No. KHCB00021 From #kaihau Wh#nau House

Form Submitted 10 Jan 2024, 9:26PM NZDT

Hardware (Glass Repairs)	\$716.25	\$716.25	Filename: Quote QU0113.pdf File size: 50.9 kB
Consumable materials	\$300.00	\$300.00	No files have been uploaded
Refreshments	\$300.00	\$300.00	No files have been uploaded
Travel/Mileage	\$	\$	No files have been uploaded
Volunteer Expenses Reimbursements	\$	\$	No files have been uploaded
Other (Bark)	\$1,043.00	\$1,043.00	Filename: Quote QU0356.pdf File size: 81.0 kB
Other (Art Glass)	\$2,485.00	\$1,000.00	Filename: Art with Sasha TermOne.pdf File size: 1.2 MB
Other (Flooring)	\$22,376.70	\$5,359.00	Filename: Quote QU2093.pdf File size: 58.9 kB

Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

\$28,381

Must be a dollar amount.

What is the amount you are requesting from the Board? *

\$9,928

Must be a dollar amount.

Financial Information

*** indicates a required field**

Is your organisation registered for GST? *

☐ Yes ☒ No

Current Funding

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00021 From #kaihau Wh#nau House**

Form Submitted 10 Jan 2024, 9:26PM NZDT

How much money does your organisation currently have? *

\$500.00

Must be a dollar amount.

How much of this money is already committed to a specific purpose? *

\$500.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
	\$
	\$
	\$
	\$
	\$

Total Tagged Funds**Total Expenditure Amount**

\$0.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
	\$	
	\$	

Previous Funding from FNDC**Have you previously received funding from FNDC? ***☐ Yes ☒ No**Declaration**

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00021 From #kaihau Wh#nau House**

Form Submitted 10 Jan 2024, 9:26PM NZDT

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 of 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)

Melissa Williams

New Section**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 organisations 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 journey entry
 - regular financial reporting to every full meeting of the governing body

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

**Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form****Application No. KHCB00021 From #kaihau Wh#nau House**

Form Submitted 10 Jan 2024, 9:26PM NZDT

1. To uplift any funding granted within 3 months of the date of 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 the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that e 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 the Funding Team 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**Signatory Two**

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa Māori)
Form Submitted 16 Jan 2024, 11:27AM NZDT

Applicant Details

*** indicates a required field**

Instructions

Please read carefully:

- Read this application 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. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- 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.

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

- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Toi Tangata (Te Hotu Manawa Māori)

Facebook page

<https://www.facebook.com/toitangata.nz/>

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa Māori)
Form Submitted 16 Jan 2024, 11:27AM NZDT

Contact details

Purpose of organisation

Please briefly describe the purpose of the organisation *

Toi Tangata exists to contribute positively to the continuation of whakapapa. Our mission is to connect all communities across Aotearoa to kaupapa oranga Māori. The organisation works in ways that acknowledge the tapu, mana and whakapapa of everyone we interact with. Toi Tangata's ultimate strategy is to enable whānau throughout Aotearoa, New Zealand to improve their physical health and wellbeing through the following objectives as outlined by Mason Durie's Māori Public Health model, Te Pae Mahutonga:

Autonomy

Community leadership Positive physical environments Participation in community Cultural identity

Healthy lifestyles

Number of Members *

16

Project Details

*** indicates a required field**

Project Details

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa Māori)
Form Submitted 16 Jan 2024, 11:27AM NZDT

Clearly describe the project or event:

Name of Activity *

Ngā kai a te Māori - with Joe Mcleod

Location *

Omanaia - Te Piti Marae

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

☐ Yes

☒ No

If so, how much?

Start Date *

29/03/2024

Must be a date.

End Date *

01/04/2024

Must be a date.

Time

5pm

Project Outline:

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.**

Project Outline:

Ngā Kai a te Māori with Joe McLeod is a three part wānanga series taking place across the far North, from Omanaia, to Whangaroa to Pukepoto in March and April 2024. This wānanga series will be facilitated by Joe, hosted and led by local marae and supported by Toi Tangata and local partner organisations. The wānanga series is an opportunity for whānau to learn about kai Māori its identification, properties, gathering, preparation, preservation and cooking using modern and traditional Māori cooking methods. This wānanga series is an expansion, and revision of the kaupapa 'Ngā Kai a te Māori' which took place in October 2022 at Waikarā marae led by Joe and Toi Tangata.

The 3 day wānanga is very practical. Participants will partake in every aspect of the wānanga. Joe's team of chefs will also cater the wānanga, providing opportunities and examples to show and inspire whānau to incorporate kai māori into their everyday food preparations. On the final day, Te Hākari Whakatāteha, wider whānau and hapū are welcomed onto the marae to join and share in the kai that has been prepared. During this time, Joe will share kōrero about his kai Māori research and his collection of taonga kai Māori.

This wānanga is intended for those who are passionate about kai Māori from marae cooks, to kai gatherers, to current or aspiring Māori chefs, to parents of tamariki Māori, to our whānau invested in te taiao. This wānanga opens up space for whanau and hapū kōrero

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHC00024 From Toi Tangata (Te Hotu Manawa Māori)
 Form Submitted 16 Jan 2024, 11:27AM NZDT

tuku iho to be shared by haukainga, and for mokopuna to engage in local taiao and mahinga kai in an intergenerational setting. We hope that this wānanga will reignite an enduring curiosity and love for taiao, and for kai Māori within marae, while also providing the practical experience and tools for whānau to engage with taiao in a way that is accessible and easy both in and beyond the wānanga.

Agenda:

Day 1:

Foraging, harvesting and preparation of food. Exploration of local kai Māori and its whakapapa. Introduction to rongoā.

Day 2:

Exploring local environment Exploring marae aspirations Continuation of rongoā, Methods of food preparation Tikanga o te kai

Day 3:

Māori and other methods of cooking

Sharing of taonga

Te Hākari Whakatāteha: Kai tahi with the community

Project Cost

*** indicates a required field**

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 (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
- If you are applying for operating costs of a programme, please attach a programme outline

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount Must be a dollar amount.	Must be a dollar amount Must be a dollar amount.	
Rent/Venue Hire	\$1,400.00	\$0.00	No files have been uploaded

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa M#ori)
 Form Submitted 16 Jan 2024, 11:27AM NZDT

Facilitation/Professional Fees	\$5,000.00	\$5,000.00	No files have been uploaded
Administration (In kind payment)	\$1,500.00	\$0.00	No files have been uploaded
Food	\$3,000.00	\$0.00	No files have been uploaded
Travel/Mileage	\$1,650.00	\$0.00	No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded
			No files have been uploaded

Funding Request Amount

Please enter the total cost of your project (the sum of the items you have listed in the Total Cost column above) and the total amount you are requesting from the Board (the sum of the items you have listed in the Amount Requested column above).

What is the total cost of your project? *

\$12,550

Must be a dollar amount.

What is the amount you are requesting from the Board? *

\$5,000

Must be a dollar amount.

Financial Information

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa M#ori)
Form Submitted 16 Jan 2024, 11:27AM NZDT

*** indicates a required field**

Is your organisation registered for GST? *

☒ Yes ☐ No

GST Number

GST Number *

069-106-482

Current Funding

How much money does your organisation currently have? *

\$7,550.00

Must be a dollar amount.

How much of this money is already committed to a specific purpose? *

\$7,550.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
	Must be a dollar amount.
Adminsitration	\$1,500.00
Food	\$3,000.00
Travel/Mileage	\$1,650.00
Venue hire/accomodation	\$1,400.00

Total Tagged Funds

Total Expenditure Amount

\$12,550.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Tangata Whenua Network	\$3,450.00	Approved

Kaikohe-Hokianga Community Board July 2023 - June 2024
Local Grant Application Form
Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa Māori)
Form Submitted 16 Jan 2024, 11:27AM NZDT

Bateman Books	\$1,600.00	Approved
Toi Tangata	\$1,500.00	Approved
Foundation North	\$5,000.00	Pending
MPI	\$1,000.00	Declined

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Declaration

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 of 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)

Toi Tangata (Te Hotu Manawa Māori)

New Section

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 organisations 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.

Kaikohe-Hokianga Community Board July 2023 - June 2024**Local Grant Application Form****Application No. KHCB00024 From Toi Tangata (Te Hotu Manawa M#ori)**

Form Submitted 16 Jan 2024, 11:27AM NZDT

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 journey entry
- regular financial reporting to every full meeting of the governing body

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 of 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 the Far North District Council unless written approval for a change of purpose(s) is obtained **an 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 the Funding Team 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

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 HOKIANGA FERRY LIAISON GROUP - MEETING 7TH DECEMBER 2023

File Number: A4540201

Author: Aaron Reilly, Lighting & Transport Operations Specialist

Authoriser: Andy Finch, District Engineer

TAKE PŪRONGO / 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 7th December 2023 and provide a copy of the minutes to the Board.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Hokianga Ferry Liaison Group (HFLG) met on 7th December 2023 in the Rawene and Districts Community Development (RAD) Centre in Rawene. A copy of the minutes is attached.
- The next HFLG meeting is scheduled for the 19th of February 2024 in Rawene.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group - Meeting 7th December 2023.

TĀHUHU KŌRERO / BACKGROUND

The Hokianga Ferry Liaison Group (HFLG) is made up of stakeholders who represent key community interests in the Hokianga Ferry service. 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 draft meeting minutes held on 7th December 2023 is attached (refer attachment 1).

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The HFLG meeting is scheduled for the 19th of February 2024 and will be held in Rawene and Districts Community Development Centre.

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

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

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

ĀPITI HANGA / ATTACHMENTS

1. Attachment 1 - Hokianga Ferry Liaison Group - Minutes 7th December 2023 - A4540325



HOKIANGA HARBOUR FERRY LIAISON GROUP MEETING (COMMUNITY STAKEHOLDERS AND NTA STAFF) RAD CENTRE, RAWENE

7 DECEMBER 2023 COMMENCING AT 1 PM

A G E N D A

PRESENT

- Craig Joiner - Rawene Representative
- Louis Toorenburg - Rawene Representative
- John Wigglesworth - Chair and Kohukohu Representative
- Keith Kent – Senior Transport Planner (NTA)
- Aaron Reilly - Operations Specialist (NTA) Lighting & Transport
- Sean Morrissey-Butler – Hokianga Tourism Association
- Dee Morrissey-Butler – Hokianga Tourism Association
- Steve Morunga – Iwi Representative
- Margareth Brookkoon – Hokianga Health Representative

WELCOME & INTRODUCTIONS

- The Chair acknowledged Sean's nomination from the HTA.

APOLOGIES

- Jessie McVeigh - Southern Hokianga Representative appointed by KHO/Hokianga Community Board.
- Musheer Khan - Regional Operations Lead (NTA)

PREVIOUS MEETING MINUTES

- Confirmed.

LONG TERM PLANNING

- Keith provided an update, that Council approved the CB recommendation for 175k to be included in the Long-Term Plan (LTP) for the cost of the Hokianga Harbour Crossing Long Term Plan. Keith did note that this would be out for consultation as part of FNDC's draft LTP so this outcome is not yet finalised.
- Keith suggested that there is some work can be done in anticipation of this being finalised.

GROUP MEMBERSHIP & TERMS OF REFERENCE (ToR)

- Group to elect Chair for the following calendar year per the draft ToR Protocol's.
The Group re-elected John Wigglesworth as Chair.
- Minor changes were made to the ToR as agreed in tracked changes.

FINANCIAL SUMMARY

- Refer to Summary appended to this agenda.
 - John noted that the budget forecast was pessimistic. Margareth agreed with John's comment.
-

- It was noted and discussed that ferry patronage has been low and anecdotally may be attributed to the SH1 Mangamuka closure and potentially the cost of living.

ANY OTHER BUSINESS

- Sean raised proposed closure of the Brynderwyns and the potential impact on Hokianga businesses. This item was carried through to the Full Meeting with Northland Ferries present as they are also involved in promotion/marketing of the service.
- The Group noted their concerns regarding the estimated timing for the installation of speed bumps and the fact that it won't be done this summer. Action: Aaron agreed to highlight to the Safety team.

CLOSE OF MEETING

The meeting closed at 1.58pm.

HOKIANGA HARBOUR FERRY LIAISON GROUP FULL MEETING (INCL NORTHLAND FERRIES). RAD CENTRE, RAWENE

7 DECEMBER 2023 COMMENCING AT 2 PM

A G E N D A

PRESENT

- Craig Joiner - Rawene Representative
- Louis Toorenburg - Rawene Representative
- John Wigglesworth - Chair and Kohukohu Representative
- Keith Kent – Senior Transport Planner (NTA)
- Aaron Reilly - Operations Specialist (NTA) Lighting & Transport
- Sean Morrissey-Butler – Hokianga Tourism Association
- Dee Morrissey-Butler – Hokianga Tourism Association
- Steve Morunga – Iwi Representative
- Margareth Broodkoorn – Hokianga Health Representative
- Sam Peate - Chief Operating Officer, Northland Ferries
- Rachel Kennedy – Operations Manager, Northland Ferries

WELCOME & INTRODUCTIONS

- Sam and Rachel joined the meeting.

PREVIOUS MEETING MINUTES

- Confirmed.

APOLOGIES

- Jessie McVeigh - Southern Hokianga Representative appointed by KHO/Hokianga Community Board.
- Musheer Khan - Regional Operations Lead (NTA)

OPERATIONAL MATTERS AND SERVICE UPDATE

- The KPI Service update included in the agenda was discussed. There were no mechanical or weather interruptions occurred between July and September and the KPI of >95% sailings will run in accordance with the advertised timetable.
 - The Government Passenger only discounts were discussed. Community Services Card (CSC) were discussed. Aaron confirmed that FNDC did receive a subsidy for discounts. A general discussion regarding ferry staff if asked about CS cards may be able to advise how to apply.
 - Shift change over and vehicles left in queue per previous minutes was discussed – NF updated that are working with crew on options whether can be achieved to do handover with cars loaded. NF were however mindful of and did not want to lose the quality of handover.
 - Sam noted that the disruptive behaviour incidents had not been reported in the last 3 months.
-

COMMUNITY INITIATIVES, PROMOTION AND EVENTS

- Sean raised proposed closure of the Brynderwyns and the potential impact on Hokianga businesses. Sean also highlighted that this could be an opportunity for promoting circuit route up the west and down the east coast (or vice versa).
- The HTA have noted concerns around the lack of signage, with the closure of the Mangamukas (SH10 detour).
- Discussed liaison with WK and a contact to give to NF to increase awareness of the twin coast discovery and that the Hokianga is still open. Action: Keith to pass on contact details.
- Sean and Sam both noted observations that booking lead times across businesses are reduced.

PLANNED AND COMPLETED MAJOR WORKS UPDATE

- The major works update was discussed and noted.
- The passenger cabin refurbishment works (including seating and graffiti mitigation) has been proposed to FNDC. Subject to approval, it is planned to be completed before 30th June 2024.

ANY OTHER BUSINESS

- Louis and others noted that the ramp on the ferry ramps were louder than they used to before the Out of Water project.
- Discussion regarding vehicle boarding protocol that can create conflict at Narrows ramp – Margareth noted that staff on shift are sometimes not able to get to work on time due to queuing. It was noted and acknowledged that this can be a frustrating a situation but also acknowledged that is difficult operationally to give priority to specific patrons over others.
- Margareth wanted to thank the ferry service for the extra sailings put on for staff traveling around the motu to enable them to get home.

CLOSE OF MEETING

Closed 2.54pm

8.2 SUMMARY OF APPLICATIONS JULY - DECEMBER 2023**File Number:** A4555222**Author:** Kathryn Trewin, Funding Advisor**Authoriser:** Scott May, Manager - Stakeholder Relationships**TAKE PŪRONGO / PURPOSE OF THE REPORT**

This report gives a summary breakdown of the applications considered by the Board from 1 July – 31 December 2023.

TŪTOHUNGA / RECOMMENDATION

That Kaikohe-Hokianga Community Board note the report Summary of Applications July – December 2023.

1) TĀHUHU KŌRERO / BACKGROUND

The Board considers a wide range of applications each year and has expressed an interest in seeing an overview showing the types of activities and projects it has been approached to fund in the first half of this financial year.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

A summary breakdown is attached to this report. Should Board members have concerns or issues with this breakdown, or require further information, this should be discussed at this part of the meeting.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

To receive the summary of application report.

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

There are no financial implications or budgetary requirements.

ĀPITI HANGA / ATTACHMENTS

1. Application Summary July-December 2023 - A4555723 [↓](#) 

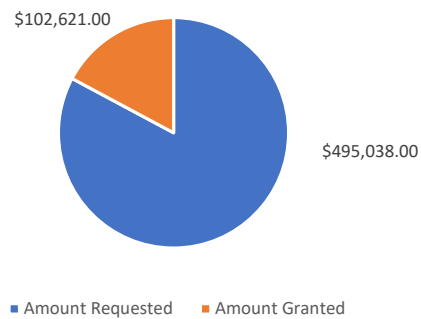
Hōtaka Take Ōkawa / Compliance Schedule:

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

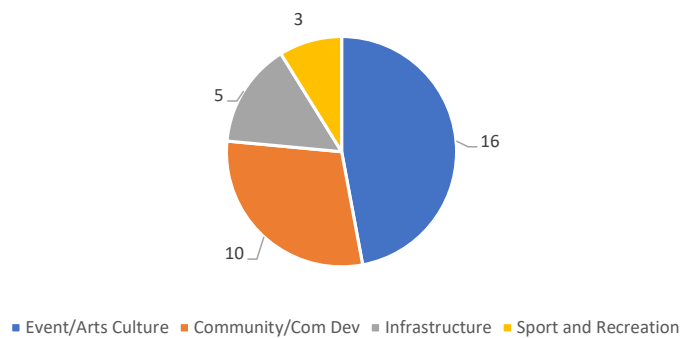
1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified 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.

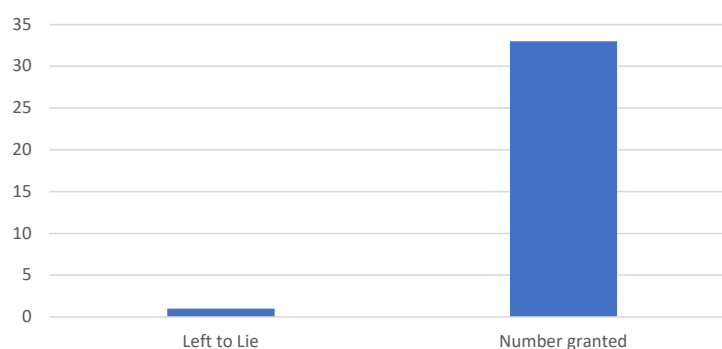
Funding Applications - Kaikohe-Hokianga
July-December 2023

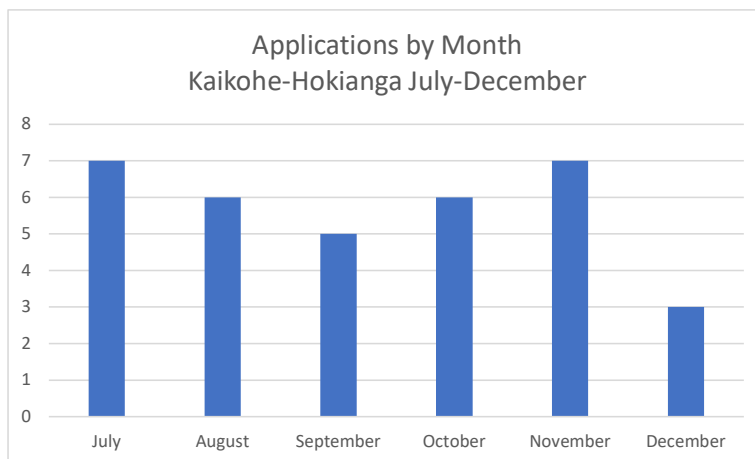
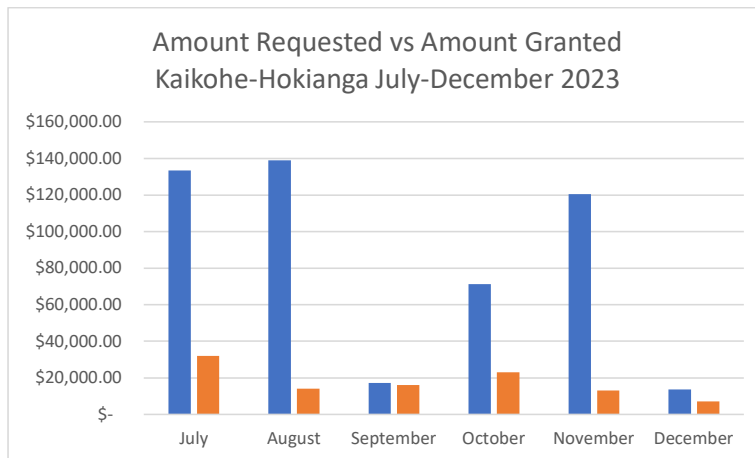


Application Type - Kaikohe-Hokianga
July - December 2023



Applications Granted and Left to Lie
Kaikohe-Hokianga July-December 2023





Grants were made to the following areas:

- Ward-wide projects 8
- Horeke 1
- Kaikohe 8
- Kohukohu 2
- Ohaeawai 1
- Okaihau 1
- Opononi/Omapere 3
- Panguru 1
- Rawene 4
- Taheke 1
- Waimamaku 1
- Whirinaki 1

8.3 KAIKOHE-HOKIANGA COMMUNITY BOARD FEBRUARY OPEN RESOLUTION REPORT

File Number: A4536019

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Open resolutions are a mechanism to communicate progress against decisions/resolutions.
- Open resolutions are also in place for all formal elected member meetings.
- There are no open resolution items for the Kaikohe-Hokianga Community Board this month.

TŪTOHUNGA / RECOMMENDATION

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board February Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

Any resolution or decision from a meeting is compiled on an open resolution status report, to capture actions triggered by Board decisions. Staff provide updates on progress against tasks that are not yet completed.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Board coordinators assist in following up outstanding open resolutions with staff where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings following the printing of an agenda.

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

Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

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.

ĀPITI HANGA / ATTACHMENTS

1. February Open Resolution Report - A4563370 [↓](#) 

OPEN RESOLUTION REPORT			
Division: Committee: Kaikohe-Hokianga Community Board Officer:		Printed: Monday, 5 February 2024 12:33:27 PM Date From: 1/01/2020 Date To: 5/02/2024	
Meeting	Title	Resolution	Notes
Kaikohe-Hokianga Community Board 13/12/2023	New Ground Lease to Hokianga Bowling Club over 61 Clendon Esplanade, Rawene	<p>RESOLUTION 2023/96</p> <p>Moved: Deputy Chairperson Tanya Filia Seconded: Cr John Vujcich</p> <p>That Kaikohe-Hokianga Community Board recommend that Council:</p> <p>a) approve a new ground lease to be issued to Hokianga Bowling Club Incorporated, over approximately 2700.9m2 of land being Sections 153, 157 and 158 TN OF Rawene, located at 61 Clendon Esplanade, Rawene and vested in Far North District Council as recreation reserve.</p> <p>The terms of the proposed lease shall be:</p> <p>Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977</p> <p>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</p> <p>\$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.</p> <p>b) approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations</p> <p>CARRIED</p> <p><i>Note: All changes made to this Lease will go through the Kaikohe-Hokianga Community Board</i></p>	<p>12 Jan 2024 2:02pm Report being presented to Council on 8th Feb for resolution</p>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE