



s

Far North District Council



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Te Hiku Community Board Meeting

Tuesday, 2 March 2021

Time: 10:00 am
Location: Houhora Bowling Club
3920 Far North Road
Pukenui

Membership:

Chairperson Adele Gardner
Member Jaqi Brown
Member Darren Axe
Member Sheryl Bainbridge
Member John Stewart
Member William (Bill) Subritzky
Member Felicity Foy

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

TE HIKU COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Adele Gardner	N/A - FNDC Honorarium			
	Te Hiku Education Trust	Trustee		
	Te Ahu Charitable Trust	Trustee		
	ST Johns Kaitaia Branch	Trustee/ Committee Member		
	Te Hiku Sports Hub			
	I know many FNDC staff members as I was an FNDC staff member from 1994-2008.			
Partner of Adele Gardner	N/A as Retired			
Darren Axe	Wharf Warden at Far North Holding Limited	Council Controlled organisation		
Sheryl Bainbridge	Ex-employee of Far North District Council			There should be no conflict of interest if we are all heading in the same direction
	Property in Coopers Beach			
Jaqi Brown	Te Hiku Navigation	Manager		
	Whangape Marae	Māori Land Owner Trustee over Whangape School and marae		Will manage any potential interests/conflicts and it arises
	Te Rawawa Rugby Club Committee	TRRC Lease Ahipara Domain from FNDC		Will manage any potential interests/conflicts and it arises
	Property in Ahipara			
John Stewart	Printing.com Kaitaia	Managing Director	Produces some work for FNDC	Step aside for any decisions at the time
	Zenstone N.Z Limited	Managing Director	N/A	N/A

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	90 Mile Snapper Bonanza Limited	Shareholder / Organiser	May apply for event funding from FNDC	Step aside for any decisions at the time
	Property in Whatuwhiwi and Kaitaia			Step aside for any decisions at the time
John Stewart – Partner	Printing.com Kaitaia			
	Property in Whatuwhiwi and Kaitaia			Step aside for any decisions at the time
Felicity Foy	Shareholder - Northland Planning & Development 2020	A planning and development consultancy that is based in the Far North and have two employees. Property owner of Commerce Street, Kaitaia.		I will abstain from any debate and voting on proposed plan change items for the Far North District Plan.
				I will declare a conflict of interest with any planning matters that relate to resource consent processing, and the management of the resource consents planning team.
				I will not enter into any contracts with Council for over \$25,000 per year. I have previously contracted to Council to process resource consents as consultant planner.
	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/Puckey Road/Bell Road, the Awanui Straight, and Allen Bell Drive.	

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 7 dwellings on Church Road, Kaingaroa and 2 dwellings on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
Partner Felicity Foy	Director of Coastline Plumbing NZ Limited			
	Friends with some FNDC employees			

Far North District Council
Te Hiku Community Board Meeting
will be held in the Houhora Bowling Club, 3920 Far North Road, Pukenui
on:
Tuesday 2 March 2021 at 10:00 am

Order Of Business / Te Paeroa Mahi

1	Karakia Timatanga – Opening Prayer.....	11
2	Apologies and Conflicts of Interest.....	11
3	Public Forum.....	11
4	Deputations.....	11
5	Speakers.....	11
6	Confirmation of Previous Minutes.....	12
	6.1 Confirmation of Previous Minutes.....	12
7	Reports.....	20
	7.1 Chairperson and Member Reports	20
	7.2 Te Hiku Statement of Community Board Fund Account as at 31 January 2021	28
	7.3 Funding Applications.....	32
	7.4 Project Funding Reports.....	50
8	Information Reports.....	71
	8.1 Community Funding and Reporting Review	71
	8.2 Community and Customer Services Report 1 July - 31 December 2020	73
9	Karakia Whakamutunga – Closing Prayer.....	84
10	Meeting Close	84

1 KARAKIA TIMATANGA – OPENING PRAYER**2 APOLOGIES AND CONFLICTS OF INTEREST**

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

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

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

3 PUBLIC FORUM**4 DEPUTATIONS**

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

5 SPEAKERS

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

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3052772

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The minutes are attached to allow the Te Hiku Community Board to confirm that the minutes are a true and correct record of the previous meetings.

RECOMMENDATION

That the Te Hiku Community Board agrees that the minutes of the meeting held 26 January 2021 be confirmed as a true and correct record.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- 1. 2021-01-26 Te Hiku Community Board Unconfirmed Minutes - A3066960** [↓](#) 

Compliance schedule:

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

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

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

**MINUTES OF TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM, TE AHU, CNR MATTHEWS ROAD AND SOUTH ROAD,
KAITIAIAON TUESDAY, 26 JANUARY 2021 AT 10:00 AM**

PRESENT: Chairperson Adele Gardner, Member Jaqi Brown, Member Darren Axe, Member Sheryl Bainbridge, Member John Stewart, Member William (Bill) Subritzky

1 KARAKIA TIMATANGA – OPENING PRAYER

Member Jaqi Brown opened the meeting with a Karakia/Prayer.

2 APOLOGIES AND CONFLICTS OF INTEREST

Nil

3 PUBLIC FORUM

- Melanie Chandler-Winter, representing Creative Northland updated the Board of the changes and work that Creative Northland are undertaking in Arts and Culture in the Te Hiku Community Board area.
- Julie Gordon from Pukenui spoke about roadside fire at Monkey Point and the request to reduce the fire risk in this area by clearing the site of dry matter, creating a landscape plan and then maintenance of the area.

Attachments tabled at meeting

- 1 Tabled Document - Julie Gordon speaking notes on Monkey Point, Pukenui

4 DEPUTATIONS

Nil

5 SPEAKERS

- Brian Bellingham and Tracey Mold spoke on behalf of Houhora Big Game and Sports Fishing Club, in regards to Item 7.2 – Funding Applications.
- Joan Fletcher spoke on behalf of Houhora Bowls and Sports Club, in regards to Item 7.2 – Funding Applications.
- John Paitai spoke on behalf of Saint Clements Anglican Māori Church, in regards to Item 7.2 – Funding Applications.

Attachments tabled at meeting

- 1 Tabled Document - Houhora Big Game and Sport Fishing Club INC - Funding Application

The meeting was adjourned from 11.13 am to 11.31 am.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3052763, pages 12 - 25 refers

RESOLUTION 2021/1

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board:

- a) agrees that the minutes of the meeting held 17 November 2020 be confirmed as a true and correct record.
- b) agrees that the minutes of the Extraordinary meeting held 08 December 2020 be confirmed as a true and correct record.

CARRIED

7 REPORTS

7.1 CHAIRPERSON AND MEMBER REPORTS

Agenda item 7.1 document number A3052848, pages 26 - 33 refers

RESOLUTION 2021/2

Moved: Member Darren Axe

Seconded: Member John Stewart

That the Te Hiku Community Board note the reports from Chairperson Gardner and Members Axe and Bainbridge.

CARRIED

At 12:15 pm, Member Jaqi Brown left the meeting. At 12:17 pm, Member Jaqi Brown returned to the meeting.

7.2 FUNDING APPLICATIONS

Agenda item 7.2 document number A3055176, pages 34 - 37 refers

MOTION

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

RESOLUTION 2021/3

Moved: Member Darren Axe

Seconded: Member John Stewart

That Te Hiku Community Board approves the sum of \$20,000 (plus GST if applicable) be paid from the Board's Community Fund account to Houhora Big Game and Sport Fishing Club for costs towards wharf repairs to support the following Community Outcomes:

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

RESOLUTION 2021/4

Moved: Member Darren Axe

Seconded: Member Jaqi Brown

That Te Hiku Community Board approves the sum of \$4,485 (plus GST if applicable) be paid from the Board's Community Fund account to Houhora Bowls and Sports Club for costs towards greenkeeper accommodation repairs to support the following Community Outcomes:

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

CARRIED**RESOLUTION 2021/5**

Moved: Member Sheryl Bainbridge

Seconded: Member Jaqi Brown

That Te Hiku Community Board approves the sum of \$20,000 (plus GST if applicable) be paid from the Board's Community Fund account to St Clements Anglican Māori Church Ahipara for costs towards church repairs to support the following Community Outcomes:

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

CARRIED**8 INFORMATION REPORTS****8.1 TE HIKU HALL BUDGET INFORMATION FOR 2020/2021**

Agenda item 8.1 document number A3016643, pages 60 - 61 refers

RESOLUTION 2021/6

Moved: Member Jaqi Brown

Seconded: Member William Subritzky

That the Te Hiku Community Board

- a) agree to uplift the item left to lie on the table 'Te Hiku Hall Budget Information for 2020/2021'.**
- b) receive the report Te Hiku Hall Budget Information for 2020/2021.**

CARRIED

The meeting was adjourned from 12.35 pm to 12.51 pm.

At 12:47 pm, Member John Stewart left the meeting.

9 PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/7**

Moved: Chairperson Adele Gardner

Seconded: Member Jaqi Brown

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Update on the Procurement of the 2020/2021 New Footpaths Programme in the Te Hiku Ward	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

CARRIED

10 CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC**RESOLUTION 2021/4**

Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That the Te Hiku Community Board confirms that the decisions contained in the part of the meeting held with public excluded can be restated in public meeting.

9.1 Update on the Procurement of the 2020/2021 New Footpaths Programme in the Te Hiku Ward**RESOLUTION 2021/5**

Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That the Te Hiku Community Board

- a) receive the report *Update on the Procurement of the 2020/2021 New Footpaths Programme in the Te Hiku Ward.***
- b) endorse the recommended adjustment to the programme to ensure it remains within approved budgets.**

CARRIED

In Favour: Crs Adele Gardner, Jaqi Brown, Darren Axe and William Subritzky

Against: Cr Sheryl Bainbridge

RESOLUTION 2021/6

Moved: Member Sheryl Bainbridge
Seconded: Member Darren Axe

That the Te Hiku Community Board

- a) request that Mill Bay Road from Rangikapti Road to Beach Road be added to the Footpaths Matrix,**
- b) request that Cable Bay Block Road, Cable Bay, be added to the Footpaths Matrix due to pedestrian safety and to be considered as part of Northland Transport Alliance funding,**
- c) request that an update be provided to the Te Hiku Community Board during an ordinary meeting.**

CARRIED

CARRIED

11 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER**12 MEETING CLOSE**

The meeting closed at 1.28 PM.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 2 March 2021.

.....

CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBER REPORTS

File Number: A3052853

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The reason for the recommendation is to note the reports from the Chairperson and Members. The reports provide feedback to the community on matters of interest or concern to the Community Board and how the Community Board has communicated with community organisations and special interest groups within the community.

RECOMMENDATION

That the Te Hiku Community Board:

- a) note the reports from Chairperson Gardner and Members Axe, Bainbridge and Subritzky.
- b) request that Cable Bay Block Road be added to Te Hiku Community Board Footpaths Programme/Matrix for consideration in 2021/2022.
- c) request that pedestrian safety is added to the Footpaths Programme/Matrix as a weighting criteria.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

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

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

The reports from the Chairperson and Members are attached.

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. Chairperson Gardners Report to February 2021 - A3083435  
2. Members Axe Report January 2021 - February 2021 - A3088590  
3. Member Bainbridges Report to March 2021 - A3083388  
4. Member Subritzky Report October 2020 - January 2021 - A3085218  

Compliance schedule:

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

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

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

COMMUNITY BOARD CHAIRPERSON'S REPORT

Report to Community Board	Te Hiku
Chairperson's Name	Adele Gardner
Subdivision	Kaitaia – Te Hiku
Date	18 January - 12 February 2021

REPORT

1) Meetings/Functions

- 18 Jan - Te Hiku PWG meeting
- 26 Jan - Te Hiku Community Board Meeting
- 28 Jan - Transport Presentation in Kaikohe
- 26 Jan - Representation Review Working in Kaikohe
- 3 Feb - Metup with Project Manager in Jaycee Park
- 4 Feb - Kaitaia Business Association - re discussion on BID
- 9 Feb - Strategy Committee Meeting in Kaikohe
- 9 Feb - Regulatory Committee Meeting in Kaikohe
- 10 Feb - Infrastructure Committee Meeting in Kaikohe
- 11 Feb - Chairs training in Kaikohe
- 11 Feb - Community Board Enablement workshop in Kaikohe
- 12 Feb - Te Ahu Trust monthly meeting

3) Resource Consents - Nil

4) Request for Service - Nil

COMMUNITY BOARD CHAIRPERSON'S REPORT

Report to Community Board	Te Hiku
Chairperson's Name	Darren Axe
Subdivision	North Cape
Date	January 2021 – February 2021

REPORT

1) Meetings/Functions

26/01/2021	Board meeting, Te Ahu
28/01/2021	Board meeting, Kaikohe
01/02/2021	Advised Croydon Thompson on road renaming
01/02/2021	Talked with Aaron Bainbridge on drainage

2) Resource Consents - Nil

3) Request for Service - Nil

TE HIKU COMMUNITY BOARD MEMBER'S REPORT

Member Name: Sheryl Bainbridge
Subdivision: Doubtless Bay
Date: to 11 February 2021

REPORT**1) Meetings**

26 January Board meeting followed by meeting at North Park Kaitaia with Wayne Brown

1 February Small local ceremony to acknowledge the input of the late Dave Shalders of Mangonui Lions by the installation of a picnic table.

2 February Meeting to progress Community Planning. A meeting will take place on 23 February

2) Issues

Need for a footpath on Cable Bay Block Road due to significant development and the need to ensure pedestrian safety. I have had many approaches from members of the community. How do we get this on the matrix and how do we get the matrix changed to better incorporate pedestrian safety?

Local concern regarding derelict house – meeting held and staff responded to residents' concerns.

Funding for Mangonui Info Centre and Te Ahu. Bay of Islands-Whangaroa has 3 service centres, one i-site and 4 libraries. Kaikohe-Hokianga has 2 service centres, 2 libraries and 1 i-site. Te Hiku, with the second largest area and one of the fastest areas of development (Houhora and Doubtless Bay) has 1 service centre, 1 library and 1 i-site. The i-site is based in Te Ahu. Doubtless Bay is a destination where the Mangonui Information Centre statistics show that it has roughly the same number of visitors as Kaitaia i-site does. It received a funding grant from council last financial year. An i-site review is to be done but until this takes place, I believe the funding of \$10,000 per annum should continue, as should funding for Te Ahu.

Swamp Palace – I believe that Mayor Carter and staff are doing to help this committee as the targeted rate proposal was not successful. However, halls are a Board delegation and the Board has not been updated. Can we be advised of the present position please?

3) Resource Consents

Nil

4) Requests for Service

Several relating to the need for a footpath along Cable Bay Block Road and others, but I don't see the need to record them all.

COMMUNITY BOARD MEMBERS REPORT

Report to Community Board: Te Hiku
Members Name: Bill Subritzky
Subdivision: Whatuwhiwhi/Awanui
Date: 14/02/21

REPORT

1) Meetings/Functions

28/10/2020	Lake Ohia hall meeting
30/10/2020	Tehiku Ward Tour
4/11/2020	Awanui Progressive @ Ratepayers meeting
11/11/2020	Lake Ohia meeting
17/11/2020	Haititai Marangai Marae meeting
17/11/2020	Whatuwhiwhi Ratepayers meeting
18/11/2020	Kaiangaroa Hall meeting
19/11/2020	Tehiku Ward Tour
2/12/2020	Awanui Progressive @ ratepayers meeting
8/12/2020	Combined Community board meeting, Kaikohe
15/12/2020	Combined Community Board workshop, Kaikohe
2/01/2021	Rangiputu Ratepayers AGM
18/01/2021	Meetig Doc Kaitaia
27/01/2021	Meeting Whatuwhiwhi Fire Brigade
28/01/2021	Kaikohe ward meeting

2)Issues -

- 1 Lake Ohia Committee aware of the obligation to submit a 6-month report
- 2 Haititai marae introductions. Issues include current sewage management and possible risk to eco systems and possibility of linking to FNDC sewage. Dust levels directly outside the marae also a problem. I will need to see if FNDC has a policy relating to sealing of Marae frontages.
- 3 Linked Kaiangaroa to community service workers to carry out hall weeding and general grounds work. Work complete.

4 Rangiputa AGM introduction. Followed by meeting with DOC representative 18/1 to review aspects of the Puheke car park. Informed that meetings are pending in 2021 with all stakeholders to clarify overall development in this area. Reported this to Rangiputa committee

5 Meeting with Fire Brigade staff at Whatuwhiwhi to review reporting and the growing fire risk on the peninsula. A further meeting of those present will be held to develop a management plan for the area

6 Awanui Progressive @ ratepayers would like to know how to access the funds of approximately \$33000 which was specifically allocated to Awanui township as the society is investigating the installation of CCTV for the town

A meeting with Tehiku roading staff is scheduled for Monday 15/2 to review issues related to RFS submitted.

3)Resource Consents: 0

4)Request for Service:

RFS 4043537	To clear road side tree cutting left by contractors Paparore Rd
RFS 4043034	Inspect public toilets in the reserve/park as the alarm is constantly activating and causing a nuisance with local residence and business.
RFS 4046319	Arawhata road Kaingaroa.Request by residents to water road (same mix that was used before as this was very effective) The road has many roadside houses and the combination of day to day traffic and users of the wharf at the end of the road are creating a dust problem .
RFS4046321	Residents on Tokerau beach road have requested judder bars along this stretch of road to control the rising speed of vehicles

7.2 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JANUARY 2021

File Number: A3083390

Author: Ajay Kumar, Management Accountant

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

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

RECOMMENDATION

That Te Hiku Community Board receives the report "Te Hiku Statement of Community Board Fund Account as at 31 January 2021".

BACKGROUND

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

Community Fund Account balance as at 01 July 2020	\$146,701.00
• Plus uncommitted funds from 2019-20 carried forward	\$20,122.96
• Less funds granted and uplifted to 31 January 2021	\$87,692.00
• Less funds not uplifted from 14 July 2020 for XCape Design Limited for Unahi Wharf project	\$8,250.00
• Less funds not uplifted from 06 October 2020 for Far North Safer Community Council	\$80.00
• Less funds not uplifted from 17 November 2020 for Be Free	\$2,720.00
• Less funds not uplifted from 26 January 2021 for Houhora Big Game and Sport Fishing Club, Houhora Bowls and Sports Club, and St Clements Anglican Māori Church	\$44,485.00
Community Fund Account balance as at 31 January 2021	\$23,596.96

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance in the Community Fund account as at 31 January 2021 is \$23,596.96

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Te Hiku Community Board. The statement of the Community Fund account as at 31 January 2021 is attached.

ATTACHMENTS

1. **Statement of Te Hiku Community Board Fund Account as at 31 January 2021 - A3083408**



Far North District Council**Te Hiku Community Board****Statement of the Community Fund Account as at 31 January 2021**

Allocation Grants & Donations Annual Budget 2020-21	113,368.00	
Community Board Placemaking Fund	33,333.00	
Uncommitted funds from 2019-20 carried forward	<u>20,122.96</u>	
		166,823.96

Less Expenditure 2020/21 (Funds Uplifted)**September 20**

Life Education Trust Far North costs towards refurbishment of the mobile classroom	5,002.00
Northland Area Floral Art costs towards hosting Northland Floral Art Designer of the Year 2020	1,000.00
Far North Joyfest for costs towards Far North Joyfest 2021	3,000.00
Coopers Beach Christian Youth Camp costs towards construction of a firepit	1,427.00
Far North Safer Community Council costs towards Graffiti Guard operations	5,000.00

October 20

Jacman Entertainment costs towards Hullabaloo Children's Festival Outreach	1,700.00
Goodlife Projects Charitable Trust costs towards purchasing a shipping container for equipment storage	2,400.00
Donna Doolittle's Animal Rescue costs towards installation of kennels and animal runs	15,049.00
Far North Safer Community Council for costs towards repainting pavement signage in Kaitaia	2,200.00
Te Tūhua ki Aotearoa Māori National Surfing Title	3,000.00
Mangonui Lions Club for costs towards a memorial picnic table and seats	1,380.00

November 20

Xcape Design Limited for Allen Bell Park	7,250.00
Xcape Design Limited for Awanui	11,800.00
Xcape Design Limited for Korora Park Ahipara	9,850.00
Mangonui Lions Club for costs towards the 2020 Mangonui Lions Fun Run	322.00

December 20

IO Creatives Trust, for the stage hire at the Indigenous Arts and Cultural Festival	3,000.00
He Whanau Marama Charitable Trust for equipment hire for the Kaitaia Christmas Events	6,000.00
Te Pokapu Tiaki Taiao o Te Tai Tokerau for costs towards Te Hiku Ward Tai Tokerau Timebank	3,000.00
Kaitaia and Districts A&P Association Inc for costs towards February 2021 Show	3,000.00

January 21

Far North District Council**Te Hiku Community Board****Statement of the Community Fund Account as at 31 January 2021**

CBEC Eco Solutions for costs towards Waste Wise schools programme

2,312.00

87,692.00

Balance as at 31 January 2021**\$79,131.96****Less Commitments 2020/21 (Funds not yet uplifted)****Meeting 14.07.20**

Xcape Design Limited for Unahi Wharf

8,250.00

Meeting 06.10.20

Far North Safer Community Council for costs towards repainting pavement signage in Kaitaia

80.00

Meeting 17.11.20

Be Free Inc for advertising and equipment hire for the Mangonui Waterfront Festival 2021 Youth Stage

2,720.00

Meeting 26.01.21

Houhora Big Game and Sport Fishing Club for costs towards wharf repairs

20,000.00

Houhora Bowls and Sports Club for costs towards greenkeeper accommodation repairs

4,485.00

St Clements Anglican Maori Church Ahipara for costs towards church repairs

20,000.00

55,535.00**Balance 31 January 2021 Uncommitted/(Overcommitted)****\$23,596.96****Prior Year Commitments (Funds not yet uplifted)****Meeting 04.02.20**

Centennial Park planting project in Kaitaia

17,000.00

Meeting 10.12.19

Whakawhiti Ora Pai -venue hire and consumables for whanau life-skills camp January 2020

50.00

Meeting 01.10.19

2020 Anzac Day Te Ahu Service Expenses

500.00

Placemaking project for Awanui, consultation with Awanui

Progressives Ratepayers Association and the Awanui Community

33,333.00

7.3 FUNDING APPLICATIONS

File Number: A3085760

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable Te Hiku Community Board to determine which application/s will receive funding at the 26 January 2021 meeting.

EXECUTIVE SUMMARY

- Te Hiku Community Board has \$27,735 unallocated funding available for the 2020/21 financial year.
- Te Hiku Community Board has \$22,183 remaining of its annual placemaking funding for the 2020/21 financial year.
- Two applications for funding have been received, requesting a total of \$3,615.50.

RECOMMENDATION

That Te Hiku Community Board approves the sum of \$2,753 (plus GST if applicable) be paid from the Board's Community Fund account to Kaitaia Sport and Leisure Trust for costs towards boxing tournament to support the following Community Outcomes:

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

RECOMMENDATION

That Te Hiku Community Board

- a) **approves the sum of \$862.50 (plus GST if applicable) be paid from the Board's Community Fund account to Paula Matthews for costs towards re-planting pohutukawa trees at Pukenui to support the following Community Outcomes:**
 - i) **Proud Vibrant Communities**
 - ii) **Communities that are healthy, safe, connected and sustainable**
- b) **agrees that funding will not be paid and work cannot be undertaken until Paula Matthews attends the Far North District Council Health and Safety Volunteer Training programme.**

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

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

For each application, the Board has three options.

- Option 1** Authorise funding for the full amount requested
- Option 2** Authorise partial funding
- Option 3** Decline funding

Reason for the recommendation

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

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Kaitaia Sport and Leisure Trust	Community Boxing tournament	\$2,753 (5%)	\$2,753 (5%)	This is an annual boxing tournament that is well supported by the local community and engages young people.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Event
Paula Matthews	Planting of Pohutukawa trees at Pukenui	\$862.50 (68%)	\$862.50 (68%)	The original trees were cut down due to storm damage. The applicant is seeking funding to replace the trees. This would be an out of policy decision, as the applicant is seeking more than 50% funding from the Board. The applicant has been unable to secure funding from other sources, but has support from her local community.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Community Development

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. THCB - Application - Kaitaia Sport & Leisure Trust - A3085801 [↓](#) 
2. THCB - Application - Native Māori Princess Pohutakawa Tree Planting - A3056219 [↓](#) 

Compliance schedule:

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

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

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

Local Grant Application Form

Kaitaia Service Centre

28 JAN 2021



Instructions

Please read carefully:

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

The following must be submitted along with this application form:

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

Applicant details

Organisation	KAITAIA SPORTS AND LEISURE TRUST		Number of Members	4
Postal Address	PO Box 72, KAITAIA		Post Code	0441
Physical Address	Shop 8/2 Bank St, Kaitaia		Post Code	0410
Contact Person	Shirley Williams	Position	SECRETARY	
Phone Number	09 408 2426	Mobile Number	021 027 89896	
Email Address	shirleywilliams@extra.co.nz			

Please briefly describe the purpose of the organisation.

We are a not for profit Community Trust that hosts a sporting event for the community of Te Hiku at the Region of Far North District Council in Kaitaia.

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

Community Sporting Event

Date

SATURDAY
May 1st 2021

Location

Te Ahi - KAITIA.

Time

5.30pm to Midnight

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

☒ Yes ☐ No

If so, how much?

Price of Tickets Range from \$100 to \$60 this depicts where in venue plus food is included.

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

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

This annual sporting event is held for the sporting club of boxing under NZ Boxing Rules and Refereeing. And seen normally in Kaitia. We engage various community groups to assist with staffing, eg sports clubs, service clubs, schools youth groups. This engages a cross section of our community. Funds also allow local boxing club to provide a safe place for local youth (this club is also not for profit) for their fitness and wellbeing. We are the only organisation that also gives to individuals to further sporting aspirations.

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	6120	1203
Advertising/Promotion	1085	905
Facilitator/Professional Fees ²	20482	—
Administration (incl. stationery/copying)	1157	—
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	17080	—
Travel/Mileage	650	565
Volunteer Expenses Reimbursement	2800	—
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) Accommodation	1500	—
TOTALS	50874	2753

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

www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0600 920 029

A2688814

(version Sept 2018)

Page 3

Local Grant Application Form



Financial Information

Is your organisation registered for GST?

☒ Yes☐ No

GST Number

119 813 908

How much money does your organisation currently have?

1042.96

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

\$500.00

Event administration?
prior to funding
being available

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

Purpose	Amount
Printing	500
Posters	
Ink cartridges	
Stationery	
TOTAL	500

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

Funding Source	Amount	Approved
Oxford Sports Trust	1240.86	Yes / Pending
Pub Charity Ltd. approx	3000.00	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
KSL Darts Event	2500	2019	Y / N
KSL Boxing event	1426 Excl.	2018	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

A2698814

(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)

KAITIAI SPORT AND LEISURE TRUST

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Shirley Williams

Signatory Two

B.L. Morrison

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

A2685814

(Version Sept 2018)

Page 5

Local Grant Application Form



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

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

Signatory One

Name SHIRLEY WILLIAMS Position SECRETARY
 Postal Address 41 B PUCKER AVE KAITIA Post Code 0410
 Phone Number 09 408 2426 Mobile Number 021 027 89896
 Signature Shirley Williams Date 31/01/21

Signatory Two

Name Brendan Morrissey Position Chairperson
 Postal Address 8 Eden Terrace, Kaitia Post Code 0410
 Phone Number 09 408 0255 Mobile Number 027 8900842
 Signature B. Morrissey Date 27/01/2021

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

A2686814

(version Sept 2018)

Page 6

Schedule of Supporting Documentation**Kaitaia Sports & Leisure Trust**

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

1	Letter to Te Hiku Community Board
2	ASB Balance Sheet
3	Budget for Kaitaia Sport & Leisure Trust Boxing Night
4	Certificate of Incorporation
5	2020 Financial Statements – Auditors Report x 10 pages
6	Event Plan – Saturday May 1 2021 x 5 pages
7	Quote – North Hire Marquees
8	Quote – My Lady Agent Limited
9	Quote – Printing.com
10	Quote – Far North Rentals



Local Grant Application Form



Instructions

Please read carefully:

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

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

The following must be submitted along with this application form:

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

Applicant details

Organisation	<input type="text" value="Paula Matthews"/>	Number of Members	<input type="text" value="2"/>
Postal Address	<input type="text" value="4M Puvatahi Rd, RD3, Kaitang"/>	Post Code	<input type="text" value="0483"/>
Physical Address	<input type="text" value="4M Puvatahi Rd, Kaitang"/>	Post Code	<input type="text"/>
Contact Person	<input type="text" value="Paula"/>	Position	<input type="text"/>
Phone Number	<input type="text" value="0211152169"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text" value="nwpmatthews@gmail.com"/>		

Please briefly describe the purpose of the organisation.

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

Local Grant Application Form



Project Details

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

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

Clearly describe the project or event:

Name of Activity Funding for planting Native Maori Princess Pohutakawa Date 13.12.20
 Location 52 Waterfront Road, Pukerua Time Tree
 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 planting of native Princess Pohutakawa tree will help towards stabilising the bank frontage from eroding.
 Shade to the public during the summer months.
 I have in place to have the tree maintained and watered during its early growth on a daily basis.
 Request for a mature tree '4 metres' in height to be planted to provide stabilisation to the bank and shade to the public. Quote provided.
 There has always been vegetation & mature trees on this bank frontage. My husband's family has a lot of history on this waterfront, owned most of the land on the waterfront. The clearing of the trees has left it very bare and open to the elements. To have a this one tree and have a native tree would mean a lot to our family.
 Our neighbours have agreed to the planting of a native tree on the beach front.

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		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	\$400.00	not applicable
Other (describe) <i>Native Maori Princess Pohutakawa tree</i>	<i>\$862.50</i>	<i>\$862.50</i>
TOTALS	xxxxxxxxxx \$1262.50	<i>\$862.50</i>

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

Local Grant Application Form



Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
TOTAL	

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

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

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

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

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

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)

Paula Matthews

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

Paula Matthews

Signatory Two

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

A2686814

(version Sept 2018)

Page 5



Local Grant Application Form



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

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

Signatory One

Name	<input type="text" value="Paula Matthews"/>	Position	<input type="text"/>
Postal Address	<input type="text" value="44 Papatahi Road, R.D.3, Kaikohe"/>		Post Code <input type="text" value="0483"/>
Phone Number	<input type="text" value="09 4067393"/>	Mobile Number	<input type="text" value="02 11152169"/>
Signature	<input type="text" value="R"/>	Date	<input type="text" value="13.12.20"/>

Signatory Two

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

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

Schedule of Supporting Documentation**Native Maori Princess Pohutakawa Tree Planting**

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

1	ANZ Proof of Bank Account details
2	Quote – Takana Native Trees Ltd
3	Cover Letter – Removal of Trees from Council Reserve
4	Letter – FNDC Permission to plant
5	Letter – Paula Matthews
6	Letter – Volunteer Work
7	Support Letter – Wayne & Heather Carey
8	Support Letter – Peter & Karen Natrass
9	Takana Nursery – photos of trees

7.4 PROJECT FUNDING REPORTS

File Number: A3085762

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

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

RECOMMENDATION

That Te Hiku Community Board note the project reports received from:

- a) Coopers Beach Christian Youth Camp
- b) Far North Safer Community Council (Footpath marking project)
- c) Northland Area Floral Art
- d) Takahue Hall Society Inc
- e) Te Tuhua ki Aotearoa Charitable Trust
- f) Mangonui Lions (Fun Run)

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

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







Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

ATTACHMENTS

- 1. Project Report - Coopers Beach Christian Youth Camp - A3087911 [↓](#) 
- 2. Project Report - Far North Safer Community Council - Footpath Markings Kaitiaia - A3087920 [↓](#) 
- 3. Project Report - Northland Area Floral Art Designer of the Year - A3087917 [↓](#) 
- 4. Project Report - Takahue Hall Society Inc - A3087914 [↓](#) 
- 5. Project Report - Te Tuhua ki Aotearoa Charitable Trust - A3087913 [↓](#) 
- 6. Project Report -Mangonui Lions Club - Fun Run - A3087912 [↓](#) 

Compliance schedule:

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

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

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



Far North
District Council

Project Report
COMMUNITY GRANT FUND - LOCAL

F0380402

Emailed

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

29 JAN 2021

Name of organisation: Coopers Beach Christian Youth Camp

Name & location of project: 154 SH 10 Mangonui

Date of project/activity: Completed 16th Nov 2020

Which Community Board did you receive funding from?



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund: \$1427.00

Board meeting date the grant was approved: 25 August 2020

Please give details of how the money was spent:

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

Supplier/Description	\$ Amount	Receipt/s attached (please tick)
<u>Ron Martin</u>	<u>\$1504.32</u>	<input checked="" type="checkbox"/>
	\$	
	\$	
	\$	
Total:	<u>\$1504.32</u>	

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

Private Bag 752, Memorial Ave, Kaitake 0440, New Zealand, Freephone: 0800 920 079.
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

Due to the current fire ban we have not yet had reasonable opportunity to evaluate the project, however it is expected that the fire-pit construction will offer visitors to the camp the opportunity to enjoy the experience, and fellowship, of an outdoor fire in a relatively safe and comfortable manner.

It is anticipated that once the fire ban is lifted our guests will spend a least one evening in camp toasting marshmallows and drinking hot chocolate around the fire-pit. The seating has also been designed to take advantage of the sloping terrain so that the fire-pit area may also be used as an outdoor instruction location, and as place to supervise other camp activities.

We are hoping that the fire-pit will bring a new dynamic to the camp experience, and help shift the perception that the camp is only a summer camp. This should lead to more bookings in the cooler months, and also encourage repeat customers. This benefits the community by bringing more visitors into the camp, and the Far North. It is increasing common for our guests to use the camp as a base and to head out to other places while they are here. Recent examples of this include guided trips to Cape Reinga, group bookings for meals at Carrington Estate, multiples bookings with the Taupo Bay Surf School, and visits to local schools and Maraes.

for your event/project acknowledging the Community Board:

The fire-pit will be added as an "activity" to our website in the near future. <https://cbcyo.co.nz/activities/>

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

<https://www.facebook.com/Coopers-Beach-Christian-Youth-Camp-112813975431128/>

This report was completed by:

Name: John Aish

Address: 3599 Highway 10 Kareo 0478

Phone: 09 4050380 mob:

Email: j.aish@bigpond.com

Date: 29-1-2021

Schedule of Supporting Documentation**Coopers Beach Christian Youth Camp**

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

1	Tax Invoice – Ron Martin
2	Tax Invoice – Mt Pokaka x3
3	Tax Invoice – Carters x3
4	Tax Invoice – Kerikeri Mitre 10 x2
5	Tax Invoice – Waipapa Landscape Supplies x2



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation: Far North Safer Community Council
 Name & location of project: Kaitiara footpath markings, Commerce st, Kaitiara
 Date of project/activity: 27/10/2020

Which Community Board did you receive funding from?

☒ Te Hiku

☐ Kaitiaki-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$2,200

Board meeting date the grant was approved: October 2020

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Signs of life	\$2,200	<input checked="" type="checkbox"/>
	\$	
	\$	
	\$	
Total:	\$2,200	

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

The footpath markings are now looking nice and tidy and easier to read, therefore, the footpath is a lot safer for pedestrians to use

Private Bag 752, Memorial Ave, Kaitiaki 0400, New Zealand. Freephone: 0800 920 029.

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

The footpath markings have made the footpaths look alot cleaner and tidier. They give a sense of pride as to how the town is kept. They are now alot easier to read, making the footpath safer to use for pedestrians. The ATM queue signs also make it safer for their users and passing pedestrians

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

Facebook posts

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

facebook.com/buildingsafercommunities

This report was completed by:

Name: John-Daniel Kelly
 Address: 4/5 Puckey Ave, Kaitia
 Phone: (09) 438 3030 mob: 0275812214
 Email: jd@buildingsafercommunities.co.nz
 Date: 13/1/2021

Schedule of Supporting Documentation**Far North Safer Community Council – Footpath Markings**

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

1	Tax Invoice – Signs of Life
2	Facebook post
3	Full page photos of signs x 3



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Northland Area - Floral Art

Name & location of project: Designer of the Year - Ramada Resort Taipa

Date of project/activity: 13/14/15 November Open to Community & Workshop

Which Community Board did you receive funding from?

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

Amount received from the Community Fund: \$1000.00

Board meeting date the grant was approved: 25th August 2020

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
Ramada Resort- Venue, Judges Accom.	\$	
meal allowance, Award Dinner, 3 days	\$ 3378.99	
Hall Hire - Workshop Venue - Eastern RC	\$ 100.00	
Dorothy Turner, Judge, Tutor, Travel	\$ 900.00	
Have attached Budget and Actual Expenses and Income of the Event	Total: \$ 4378.99	

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

35 - Members compete to be Northland Designer, then to go to Floral Art Society of N.Z. to compete. 60 plus attended the workshop for members and public for three hours. Saturday open to public to view designs, from the four clubs members held talks and information about Floral Art Design, plant material, both indigenous, Exotic and pest plants. A Video Promoting Floral Art taken.

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

1

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

The Interest in all age groups both Female & Male and the Support out in the Community giving Demo's within other Clubs, Rest Homes, Hospice, Floral Tributes, lonely Bouquet days. How we encourage Floral Art as a Recreational and Social activity that supports well being and to facilitate education. Yearly Subs are at a small cost that makes it affordable to the Community.

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

All our advertising on posters FNDC logo as Sponsor. Floral Tribute Design at Venue with our appreciation FNDC logo. Programme and handouts to the Public. The Banner we Normal have from FNDC, was not available for us this Year. Facebook advert and Website of the Event.

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

FLORAL ART SOCIETY NZ - All Northland Clubs attached to Website and Face book. Video for Northland Attached as the information to view. This Video available World wide as This report was completed by: N.Z have a World Show in April 2023

Name: Lyn Read
 Address: 13 PA Road Mairiteri
 Phone: 09 4075455 mob: 021079 3337
 Email: lynread42@gmail.com
 Date: 20.01.2021

2

Private Bag 752, Memorial Ave, Kaitake 0400, New Zealand, Freephone: 0800 920 029,
 Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Schedule of Supporting Documentation**Northland Area Floral Art – Designer of the Year**

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

1	Income / Expense Report x2 pages
2	ANZ Bank Statement as at 31 December 2020
3	ANZ Bank Statement as at 30 November 2020
4	ANZ Bank Statement as at 30 September 2020
5	Tax Invoice – Ramada Reia Taipa Beach Resort
6	Hall Hire – Eastern RFC Taipa
7	Tax Invoice – Floral Art Northland
8	Accommodation Costs – Lyn Read
9	Ramada Reia Taipa Beach Resort – Deposit Received
10	Quote - Ramada Reia Taipa Beach Resort
11	Facebook posts x 3 pages
12	Designer of the Year Itinerary / Photo's x 9 pages



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: Takahue Hall Society Incorporated
Name & location of project: Deck Repair - Takahue Hall
Date of project/activity:

Which Community Board did you receive funding from?



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 3382.15

Board meeting date the grant was approved: April 2020 ?

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Bruce Travers - Builder	\$ 5557.52	✓
	\$	
	\$	
	\$	
Total:	\$	

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

Due to the Covid lockdown the repair did not take place until after lockdown. Approximately 12-15 community members came along to work alongside the builder. The Hall provided a shared lunch for volunteers.

Thanks to the community involvement we were able to keep costs down

Private Bag 752, Memorial Ave, Kaikohe 0400, New Zealand, Freephone: 0800 920 029.

Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

Previously the exterior doors onto the Hall deck had, had to be made out of boards with signage due to the tread being rotten. We have a wedding next weekend at the hall and all the decking areas can now be fully used and opened up to the outdoors

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

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

--

This report was completed by:

Name: Tina Bibb-Kirlian
Address: 102 Waiohew Road, RD1, Kaitiaki
Phone: 09 4084885 mob: 021 1096 838
Email: tbibbkirlian@gmail.com
Date: 27 Jan 2021

Schedule of Supporting Documentation**Takahue Hall Society Incorporated**

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

1	Tax Invoice – Bruce Travers Builder and Contractor
2	Photo's of construction x 6 photos



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:	Te Tuhua ki Aotearoa Charitable Trust
Name & location of project:	Aotearoa National Maori Surf Titles
Date of project/activity:	22-22-26 October 2020

Which Community Board did you receive funding from?

☒ **Te Hiku**

☐ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$3000

Board meeting date the grant was approved: 6 October 2020

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Roma Marae – Catering / Manaakitanga for the event	\$3000	Invoice Attached
	\$	
	\$	
	\$	
Total:	\$	

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

Aotearoa Māori National Surf Titles held in Te Taitokerau in the Far North was arguably one of the biggest turnouts with up to 150 surfers and whanau in attendance. Most stayed at Roma and Wainui Marae a lot chose to take in the beauty of the Far North and arrived earlier in the week and relished in the beauty and hospitality of the area. Undoubtedly the highlights over the four days was the manaakitanga Kai Whare, Roma and Wainui Marae gave to the many iwi that attended. The event experienced the cross over from Ahipara to the Bluff to chase the waves two days prior to start and it was great to know that in times we can rely on our whanaungatanga within the Far North to kick in we able to move up to the Bluff to make the most of those waves. With great kai, whakapapa korero, haka, waiata and whanaungatanga and as one kaumatua said “the waves were secondary”.

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

Aotearoa Māori National Surf Titles held in Te Taitokerau in the Far North was arguably one of the biggest turnout with up to 150 surfers and whanau in attendance. Most stayed at Roma and Wainui Marae a lot chose to take in the beauty of the Far North and arrived earlier in the week and relished in the beauty and hospitality of the area.

This event saw surfers from the area join a National Event with a National line up and get the experience of surfing up against some of the best in the Maori Surfers in the World.

We specifically had Hone Paitai of Roma Marae talk about the history of the area and give the correct local names so should any of the surfers and their whanau return they would respect the area by knowing the whakapapa.

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

All partners were acknowledged through-out the two days of surfing over loud speaker and a full line up and wrap up can be seen on the SNZ fb page where all partners of the event were acknowledged (see below)

Information

For more information on the 2020 Aotearoa Maori Surfing Titles, please contact Ben Kennings on 021 2278732 or email benkennings@surfingnz.co.nz.

Imagery

High resolution images will be available to media upon request. Images will be distributed free of charge.

Partners

The 2020 Aotearoa Maori Surfing Titles would not be possible without support from Oxford Sports Trust, Pub Charity, Far North District Council, Te Runanga a Iwi of Ngapuhi, Te Tuhua ki Aotearoa Charitable Trust, Aio Solutions Limited, Maori Flavoured Limited, Clements Contractors Limited.

Follow Surfing New Zealand

Keep in touch with all the surfing info from around the country by following Surfing New Zealand's social media channels Facebook, Instagram and Twitter - @SurfingNZ.

Event Hotline

The Surfing New Zealand event hotline is 0211134506. This will be updated daily at with venues, divisions contested and conditions.

Surfing New Zealand is proudly partnered by:

Sport NZ

SunSmart

Water Safety New Zealand

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

Maori Television did a story on the event **Te Ao Toa Episode 15 Nov 1 2020** starting at **16:00min-20:25min** into the program – link below

<https://www.maoritelevision.com/shows/te-ao-toa/S01E015/te-ao-toa-episode-15>

This report was completed by:

Name:	Deborah Anne Kauwhata		
Address:	179 Puhipuhi Road Whakapara 0182		
Phone		mob:	0221609074
Email:	tepora.tetuhua@gmail.com		
Date:	12 November 2020		

2

Private Bcg 752, Memorial Ave, Kaitiche 0400, New Zealand, Freephone: 0800 920 029,
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

Schedule of Supporting Documentation**Te Tuhua ki Aotearoa Charitable Trust – National Maori Surf Titles**

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

1	Tax Invoice – Roma Marae
2	Aotearoa National Maori Surf Titles Photos x 7 pages



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation: MANGONUI LIONS CLUB
 Name & location of project: LIONS FUN RUN AND WALK
 Date of project/activity: SUNDAY 8 NOVEMBER 2020

Which Community Board did you receive funding from?

☒ Te Hiku

☐ Kaitake-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$322.00.

Board meeting date the grant was approved: Extraordinary Meeting - Nov.

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)
BAY SIGNS - Date change decals	\$ 92 -	✓
GLOSS MANGONUI - Photocopying	\$ 20 -	✓
HAMMER HARDWARE - Paint	\$ 26.24	✓
MANGONUI FOUR SQUARE - Cups (disposable)	\$ 29.97	✓
RIDERS SPORTS - Engraving trophy	Total: \$ 40 -	✓
TRAVEL - as claimed	100 -	
	\$ 308.21	

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

There was approximately 60 participants this year. In a departure from previous events we decided not to charge to enter, and to centre the event at one venue - the Coopers Beach Reserve. Give the impact of Covid on community activities we were pleased with the turnout.

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

1

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

Given the impact of Covid on the local area, we decided not to canvass the local businesses for prizes. They are generally very supportive, and our prizegiving is very popular, but there was none to attract people this time. We were pleased to have so many locals, especially families, taking part. There were few participants from outside Doubtless Bay & we feel sure this was a reflection of the social ~~the~~ hesitancy following the lockdown.

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

Our Facebook page uses a standard cover photo which includes the FNDC as a major sponsor. This is also acknowledged on that page's list of supporters.

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

www.facebook.com/mangonuiScenrun

This report was completed by:

Name: ALAN DOW
 Address: 35 STRATFORD DR, CABLE BAY, MANGONUI
 Phone: 08-406-0136 mob: 021-217-0366
 Email: mangonuiScenrun@lionsclubs.org.nz
 Date: 8/11/20

Schedule of Supporting Documentation**Mangonui Lions Club – Fun Run**

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

1	Tax Invoice – Bay Signs
2	Tax Invoice – Four Square / Goss Limited
3	Tax Invoice – Hammer Hardware x2 / Riders Sports Depot Ltd

8 INFORMATION REPORTS

8.1 COMMUNITY FUNDING AND REPORTING REVIEW

File Number: A3085964

Author: Kathryn Trewin, Funding Advisor

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

PURPOSE OF THE REPORT

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

RECOMMENDATION

That the Te Hiku Community Board receive the report Community Funding and Reporting Review.

BACKGROUND

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

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

DISCUSSION AND NEXT STEPS

Between October of 2016 and June of 2020, Te Hiku Community Board received 101 funding applications and granted funding to 70 applicants. At the time of writing this report, 28 project reports appear to be outstanding (40%) for this five-year period.

In the current financial year (1 July 2020 – 30 June 2021), Te Hiku Community Board has made 20 community grants, with 16 project reports outstanding as of 30 January 2021. This number is anticipated to reduce as projects are completed by applicants.

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

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

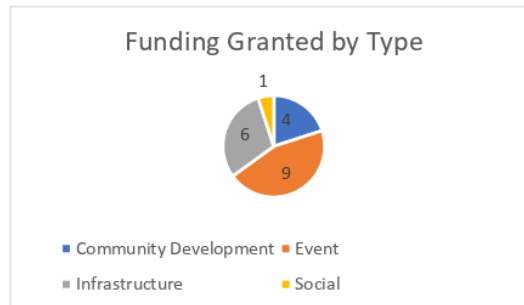
ATTACHMENTS

1. THCB Funding Breakdown - A3086111  

Te Hiku Community Board Funding Grants: July 2020 – January 2021

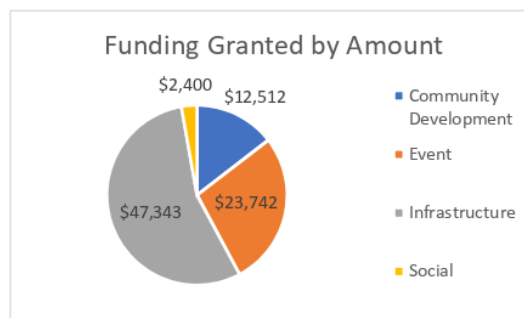
Funding Granted by Category Type:

Category	Grant Total
Community	
Development	4
Event	9
Infrastructure	6
Social	1
Grand Total	20



Funding Granted by Category Amount Type:

Category	Grant Amount
Community	
Development	\$12,512
Event	\$23,742
Infrastructure	\$47,343
Social	\$2,400
Grand Total	\$85,997



Funding was granted for projects taking place in:

- Ahipara
- Houhora
- Mangonui
- Kaitaia
- Hihi
- Coopers Beach

8.2 COMMUNITY AND CUSTOMER SERVICES REPORT 1 JULY - 31 DECEMBER 2020**File Number: A3082197****Author: Chris Pigott, Manager - Libraries and Museums****Authoriser: Dean Myburgh, General Manager - District Services****PURPOSE OF THE REPORT**

The purpose of the report is to provide information to Te Hiku Community Board for the community and customer service activities.

EXECUTIVE SUMMARY

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

RECOMMENDATION

That Te Hiku Community Board receive the report Community and Customer Services Report 1 July - 31 December 2020.

BACKGROUND

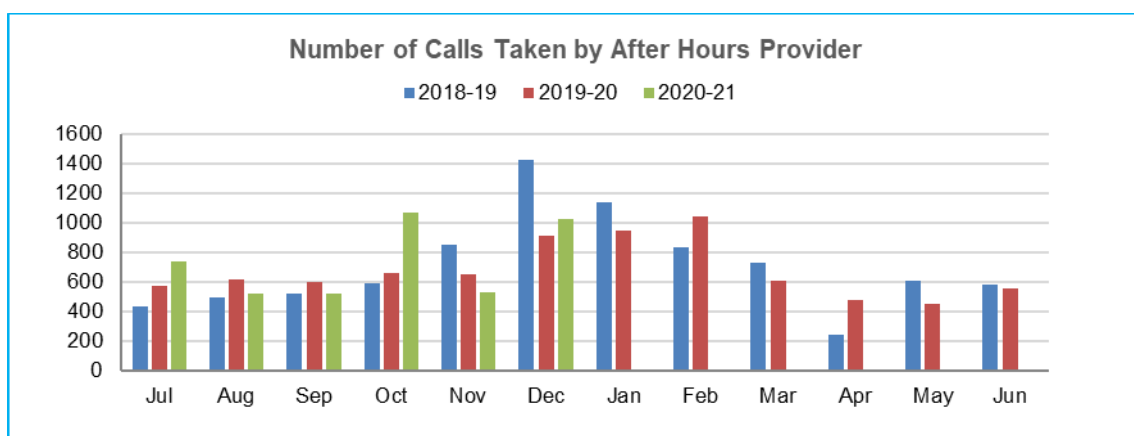
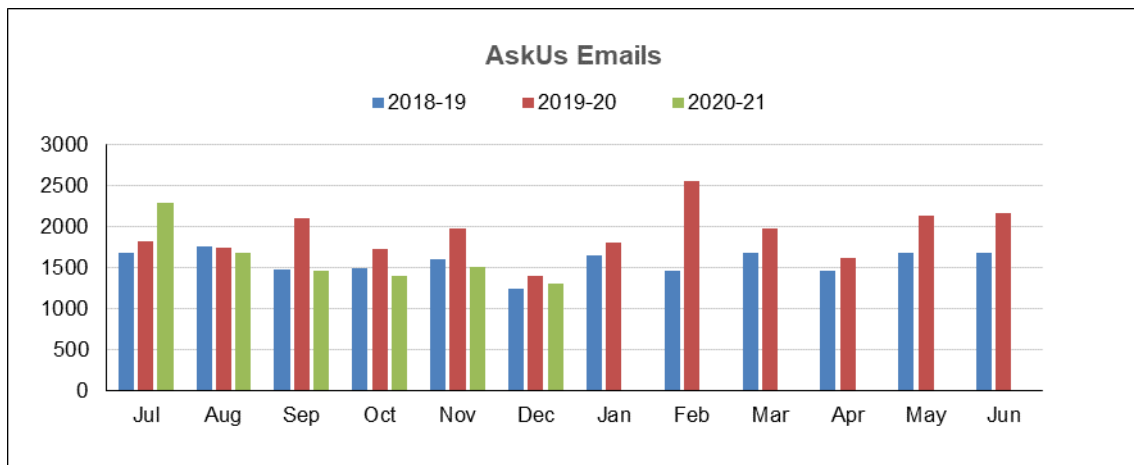
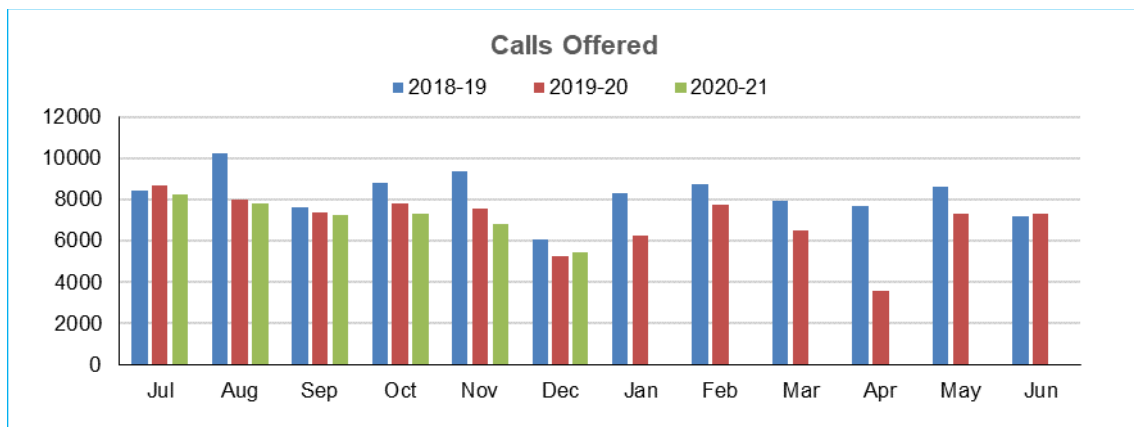
Statistical information in relation to the Community and Customer Services Department (District Services Group) is provided to Te Hiku Community Board to provide an overview of activity and performance for the months of July to the end of December 2020 for Te Hiku area.

DISCUSSION AND NEXT STEPS**Contact Centre**

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

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

- Incoming emails (AskUs Emails) overall are decreasing compared to the same period last year which may reflect a change in customers preferred channel in which to contact council.
- Customers use of the Afterhours phone service has shown an overall increase.
- District wide the top two issues that customers contacted Council about were Rates: 17,899 (including payments, account balances and direct debits) and Building: 12,054 (including booking Building inspections).

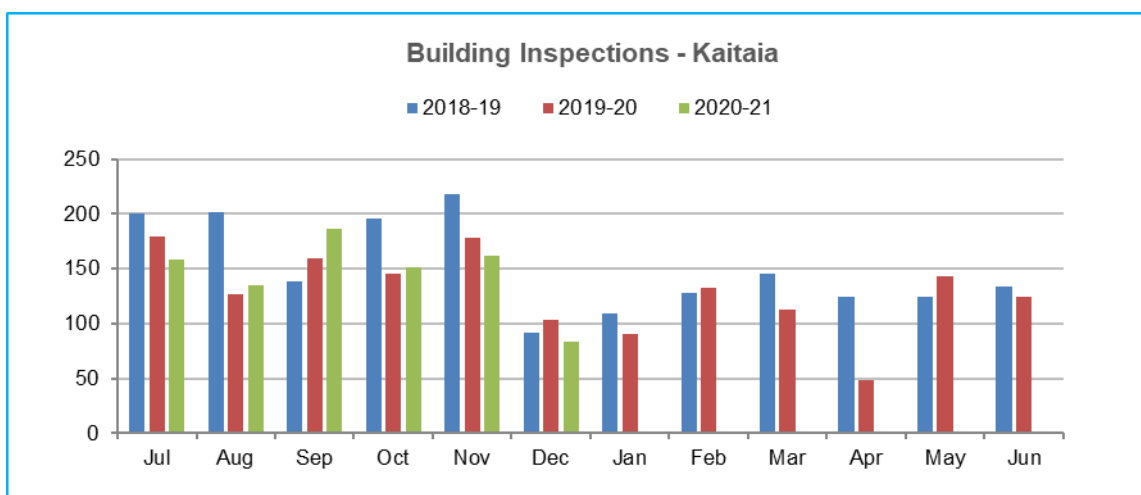
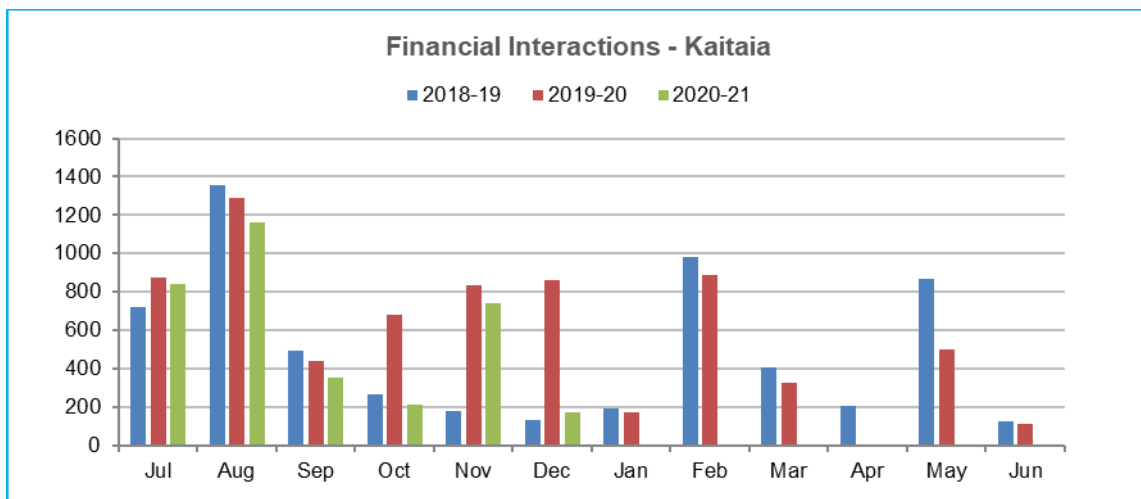


Service Centre

For the last six months the financial interactions at the Te Ahu service centre are declining, aligning with the overall district as more customers are entering into Rates Easy Pay arrangements and direct debit payments.

Building Inspections are maintaining similar numbers to the same time last year.

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

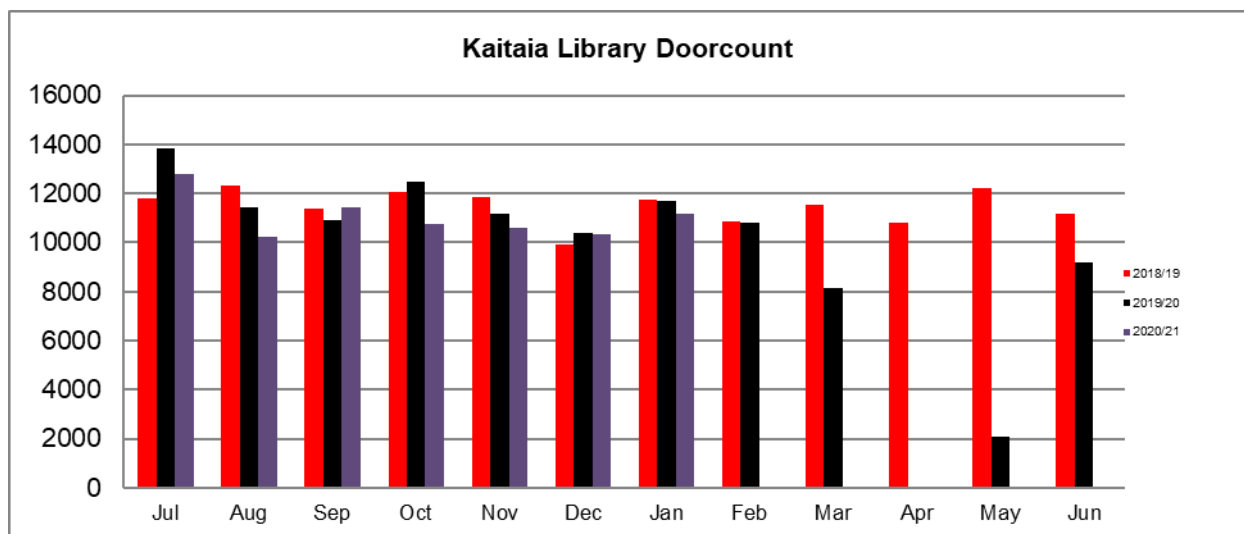
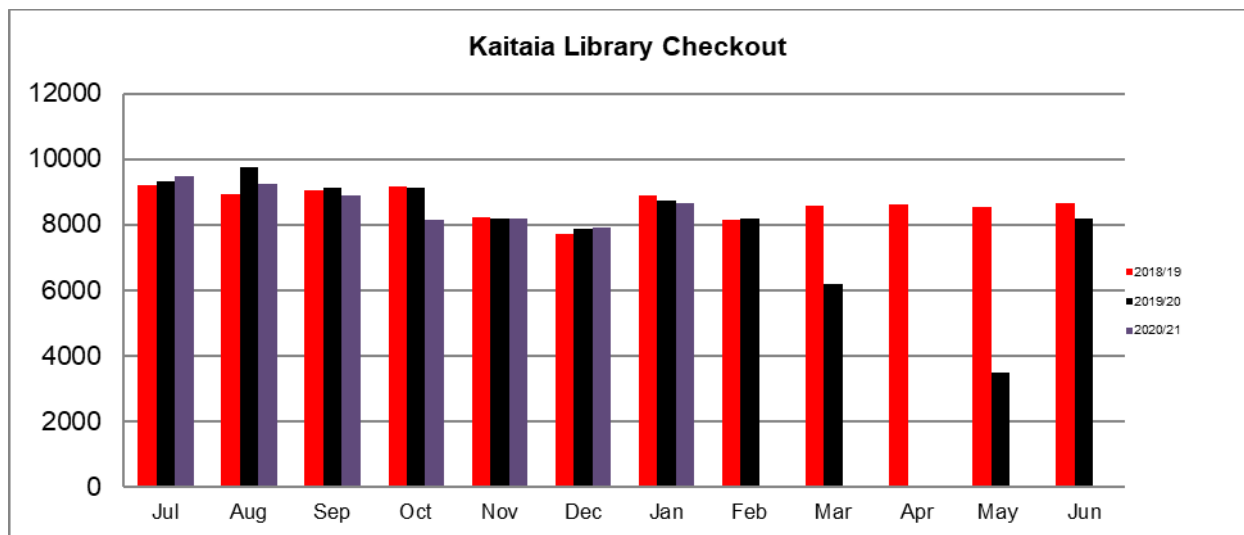


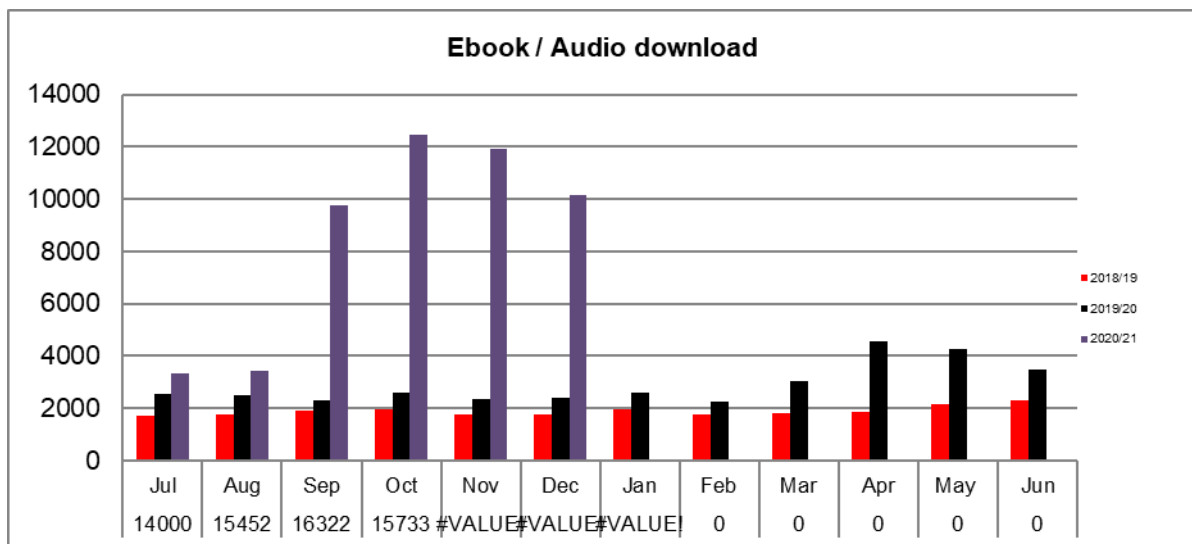
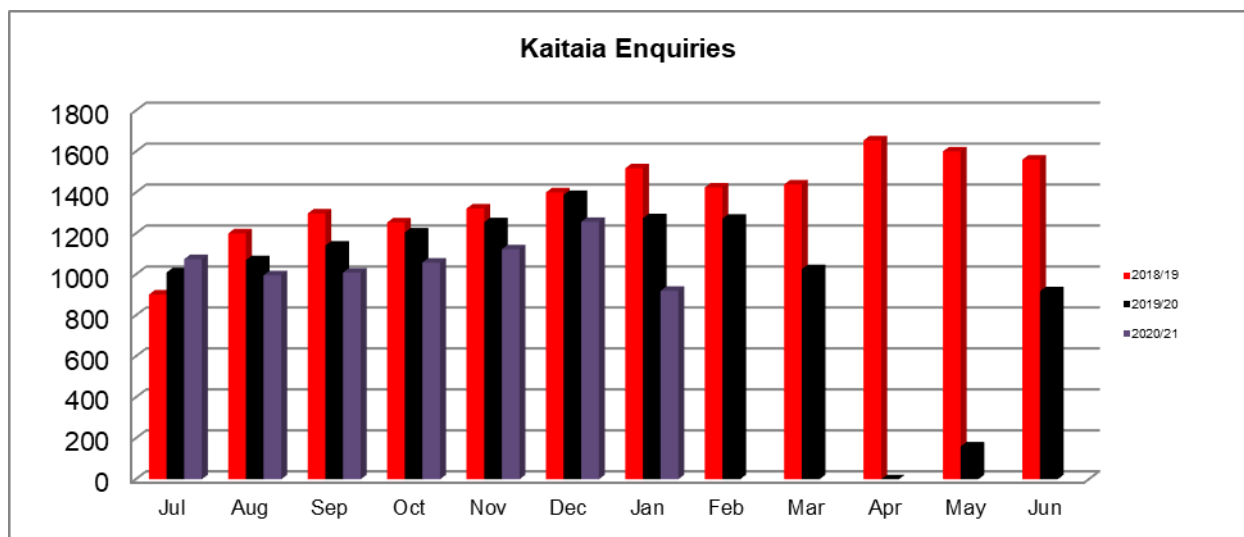
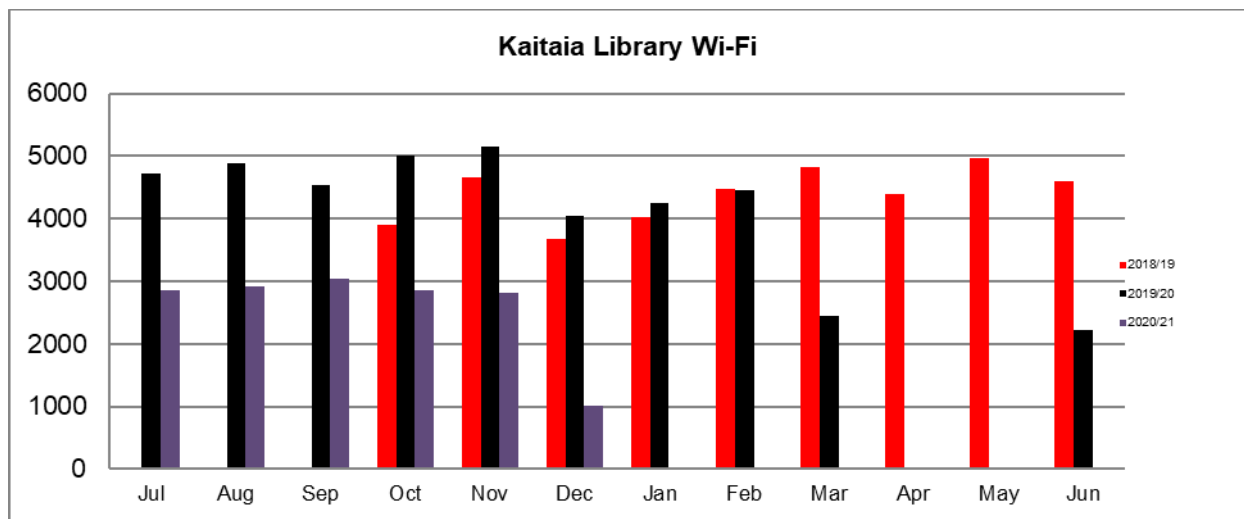
Kaitaia Library

The range of programmes available to the public grew in the second half of 2020. New programmes included Lego Club, Robot Fridays, Tamariki Tune Time and Digital Help. Aimed at children community attendance has been high, although it has proved more difficult to attract an audience for Tamariki Tune Time, aimed at babies and their parents.

The library team helped facilitate a full day of community musicians to support the IO festival in Te Ahu in early December. Attendance for the session was high, both in person and virtually.

The Summer Reading Programme for local students has had high uptake. This year's challenge included book-based tasks, but also asked participants to complete actions out in the community and around the district.





Outreach Service

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

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

Other Library News

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

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

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

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

Museum@Te Ahu

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

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



Kaitaia (Far North) i-SITE

Visitor numbers to the region have dropped significantly due to COVID-19 and the decrease in international visitors.

Retail sales have generally been good with strong local support. Again, due to visitor numbers, sales are down. Fridge magnets have been good sellers with 90 Mile Beach and Cape Reinga being the most popular.

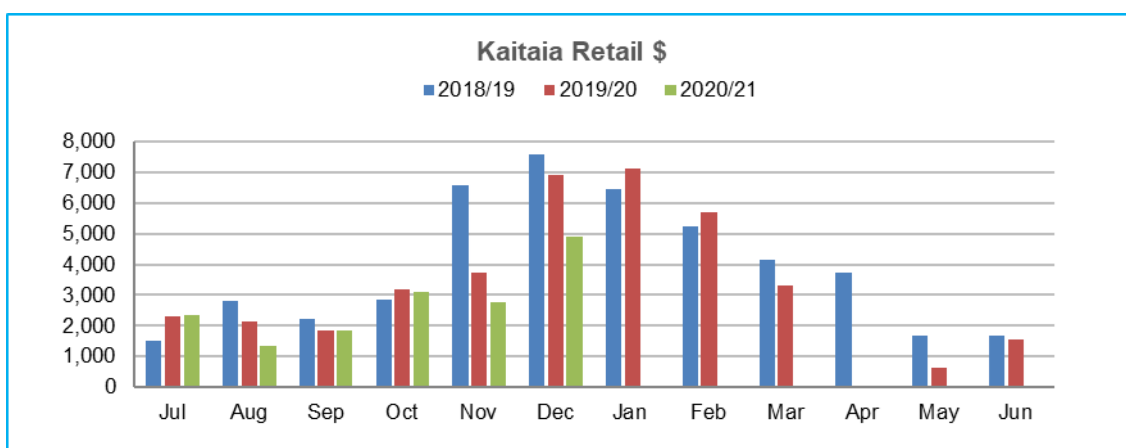
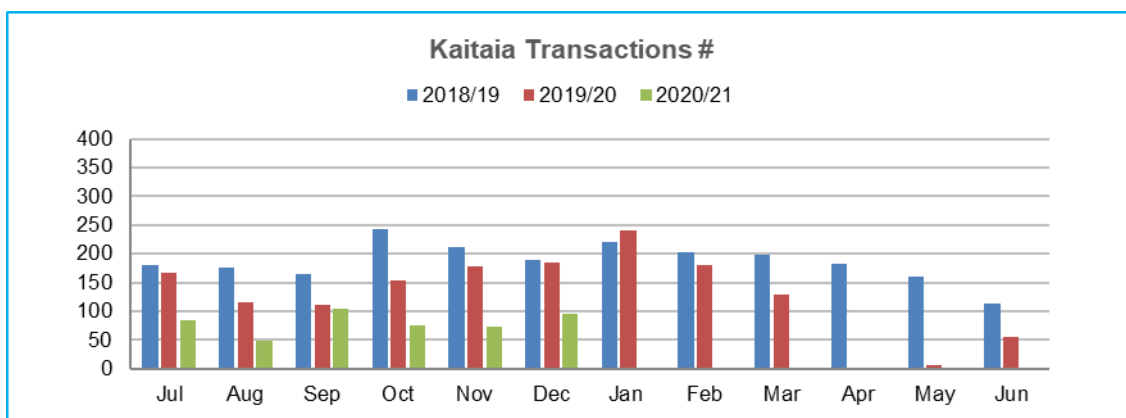
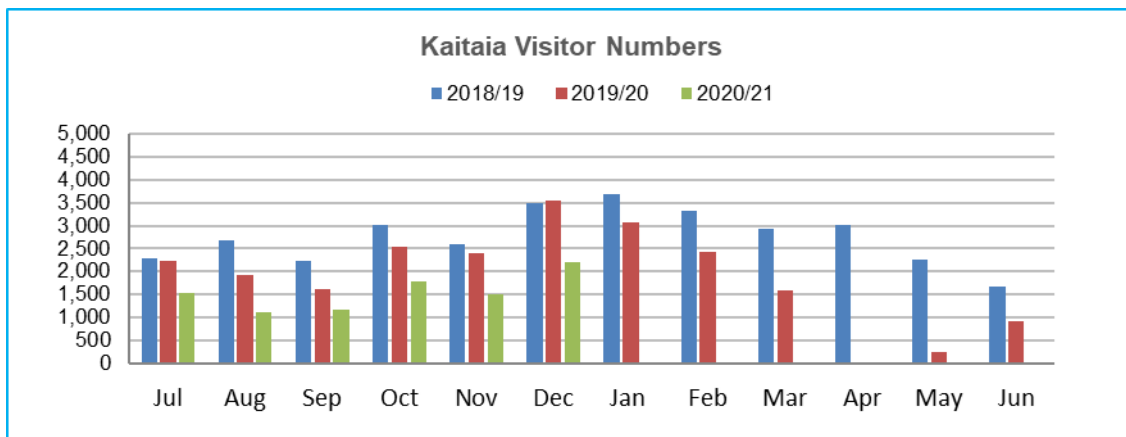
Generally, there is a lack of accommodation and product inventory in Kaitaia with many accommodation providers now providing emergency accommodation through arrangements with the Ministry of Social Development. The lack of product was compounded with tours only departing on certain days and subject to numbers.

Continued processing of Council payments etc and Kaitaia i-SITE is assisting Environmental Services in processing dog registrations.

Department of Conservation enquiries have been strong but DoC have advised their camps to date have been 10-20% lighter than usual.

Intercity bookings have been steady over these six months with customers frustrated that travel to/from Kaitia is only every second day.

There have been a lot of domestic travellers with [Te Araroa](#) walkers calling in for information.



Events on Council Reserves and other Council Managed Spaces

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

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

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

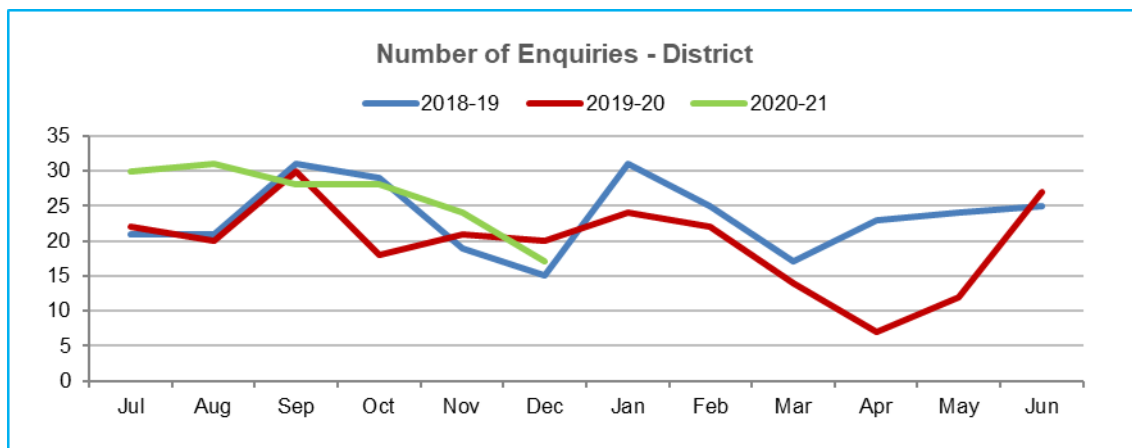
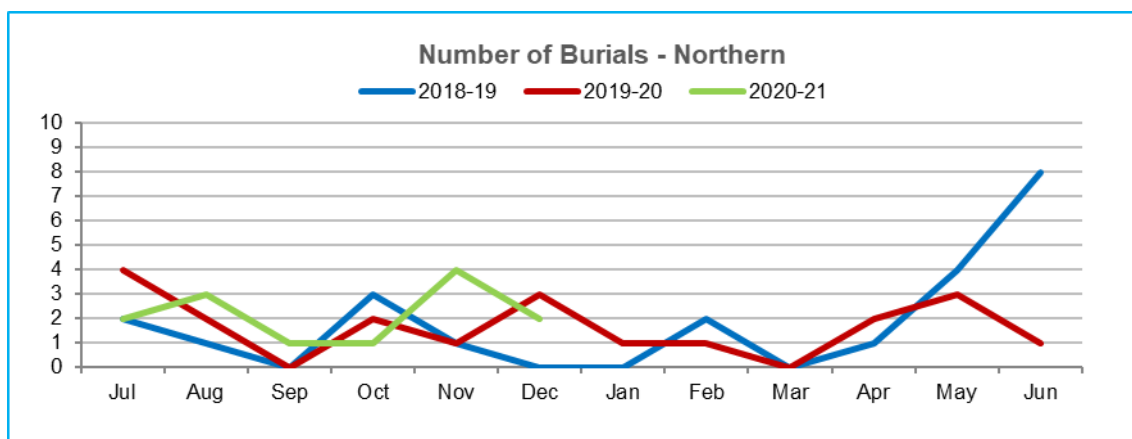
Cemeteries - Sexton Services

In Te Hiku area Council manages the Kaitaia public cemetery on Pukepoto Road and the Totara North public cemetery on Totara North School Road under the legislation of the Burial and Cremation Act 1964 and Far North District Council By-Law 1401-1442.

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

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

There were 9 full burials and 4 ash burials and the Northern Ward from the 1st July 2020 to 31 December 2020.



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

Takahue Public Cemetery - Obituary

It is with great sadness that we have to report the passing of Mabel Rickit the leading member of the Takahue Public Cemetery Committee.

Mrs Rickit began her service to the Takahue Public Cemetery in 1964 supporting her late husband George Rickit when he became the kaitiaki/groundsman, maintenance officer and go-to person for the cemetery. When George Rickit passed away in 1983 Mabel took over his role until her own passing in March 2020.

The tireless work, effort and time put in by Mrs Rickit and by her husband before her, has ensured the Takahue Public Cemetery remains open and operational to this day.

Mabel Rickit is one of our unsung heroes and her passing cannot go by without recognising and honouring her service to the district and the Takahue community.

She will be greatly missed. Rest in peace.

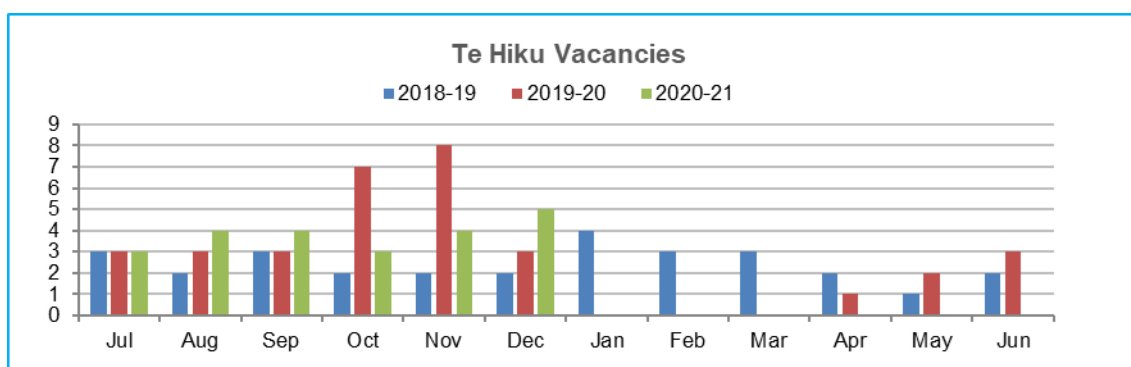
Housing for the Elderly

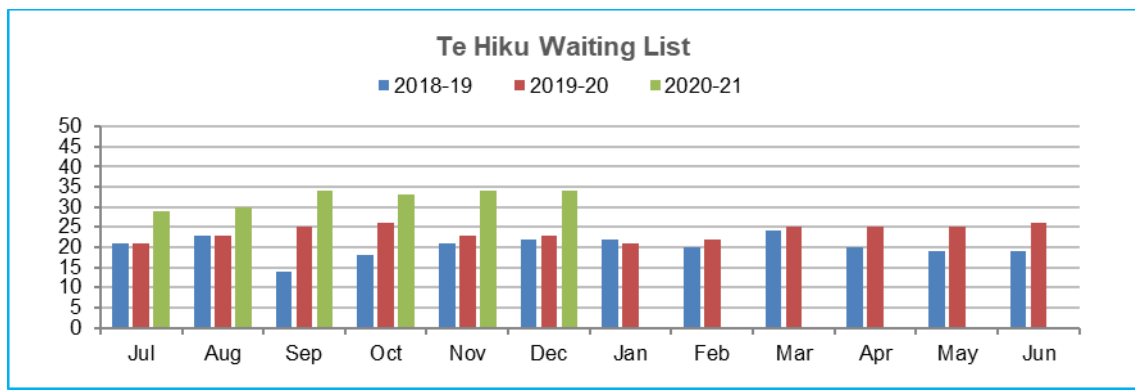
Council owns and rents out 147 Housing for the Elderly units and bedsits overall. In Te Hiku there are Villages at:

<u>Locations</u>	<u>One bedroom</u>	<u>Current Vacancies</u>
Ahipara	6	0
Awanui	12	2
Oxford Street, KTA	26	2
Puckey Ave, KTA	22	1

During the period 1 July – 31 December 2020, four tenancies ended (1 x Oxford St and 3 x Puckey Avenue) and two tenancies began (2 x Puckey Avenue) in Te Hiku. There are currently 5 vacancies in Te Hiku, (2 x Awanui, 1 x Puckey and 2 x Oxford Street), 3 of these are under going refurbishment with the District Facilities team and 1 is ready for a new tenant soon after the New Year and 1 is in the process of being handed to the District Facilities team for refurbishment.

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





FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are financial implications associated with this report.

ATTACHMENTS

Nil

9 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

10 MEETING CLOSE