



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Te Hiku Community Board Meeting

Tuesday, 6 July 2021

Time: 10:00 am

Location: Conference Room, Te Ahu
Cnr Matthews Ave and South Road
Kaitaia

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	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 Kaimaumu, Bird Road/Sandhills Rd, Wireless Road/Puckey Road/Bell Road, the Awanui Straight and Allen Bell Drive.	
	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.	

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	112 Commerce Street Holdings Ltd	Owner of commercial property in Commerce Street Kaitia.		
	Foy Property Management Ltd	Owner of company that manages properties owned by Foy Farms Rentals and Flick Family Trust.		
	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 Conference Room, Te Ahu, Cnr Matthews Ave and
South Road, Kaitaia on:
Tuesday 6 July 2021 at 10:00 am

Te Paeroa Mahi / Order of Business

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1 KARAKIA TIMATANGA – OPENING PRAYER**2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

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

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

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

3 PUBLIC FORUM**4 TE TONO KŌRERO / DEPUTATION**

Dean Radojkovich, Chair of the Waiharara and Kaikino Drainage Area Committee will speak to the Community Board in regards to the Drainage Committees.

5 SPEAKERS

10.30 am A representative from Kaitia Business Association will speak to item 7.4 – Funding Application.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3254218

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board agrees that the minutes of the meeting held 1 June 2021 be confirmed as a true and correct record.

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. 2021-06-01 Te Hiku Community Board Unconfirmed Minutes - A3211426  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as 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 KARIKARI COMMUNITY HALL, 21 MATAI BAY ROAD, KARIKARI PENINSULA
ON TUESDAY, 1 JUNE 2021 AT 9.59 AM**

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

1 KARAKIA TIMATANGA – OPENING PRAYER

Member Bill Subritzky opened the meeting with a prayer.

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

Member Darren Axe declared a conflict of interest in relation to item 7.5 – Funding Applications and the application received from Pukenui Coast Care.

3 PUBLIC FORUM

- Danny Sims spoke to the Community Board in regards to the proposed Mangonui Heritage area extension along the Mangonui waterfront and requested Council consider a smaller area that only covers the heritage buildings.
- Brain Page representing Tokerau-Whatawhiwhi Residents and Ratepayers Association, spoke to the Community Board in regards to an article in the Northland Age on reticulated water.
- Louise Rogers – Principal, representing Pukenui School spoke to the Community Board requesting that the 40km road sign be moved closer to Pukenui School.

Attachments tabled at meeting

- 1 Tabled Document - Notes from Danny Simms public forum.
- 2 Tabled Document - Brian Page Northland Age Article

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Jackie Edwards-Bruce and Paul Condon representing Healthy Families Far North provided the Community Board with information on the work that they are currently undertaking.
- Hannah White - Tai Tokerau Community Advisor, representing Neighbourhood Support New Zealand introduced herself to the Board and the work that she is undertaking as part of her role.
- Jon Pheloung - Senior Advisor Northland, representing Waka Kotahi spoke to the Board on the Northland and north Auckland speed reviews.

Attachments tabled at meeting

- 1 Tabled Document - Healthy Families
- 2 Waka Kotahi Northland Speed Review and safety updates on roundabouts and W2W

5 SPEAKERS

- Marty Yuretich from Mangonui Rugby Football Union Incorporated spoke to Item 7.5 – Funding Applications.
- Julie Gordon representative from Pukenui Coast Care spoke to Item 7.5 – Funding Applications.

At 11:32 am, Member Sheryl Bainbridge left the meeting. At 11:35 am, Member Sheryl Bainbridge returned to the meeting.

- Jo Shanks representative from Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust (Eco Centre Kaitaia) spoke to Item 7.5 – Funding Applications.

The meeting was adjourned from 11.44 am to 11.58 am.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A3052812, pages 12 - 17 refers.

RESOLUTION 2021/18

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board agrees that the minutes of the meeting held 6 April 2021 be confirmed as a true and correct record.

CARRIED

7 REPORTS

7.1 TE HIKU FOOTPATH PROGRAMME 2021/2022

Agenda item 7.1 document number A3206959, pages 18 - 28 refers.

MOTION:

Moved: Chairperson Adele Gardner

Seconded: Member Jaqi Brown

That Te Hiku Community Board:

- | | | |
|-------|---|-------------------------|
| a) | agree to the 2021/2022 footpath programme to include the following 'top ten' prioritised and subject to funding availability: | |
| i) | Oruru Road Taipa State Highway 10 to house #25 Oruru Road | \$120,000.00 |
| ii) | Cable Bay Block Road Cable Bay - Pekama Drive to SH10 | \$210,000.00 |
| iii) | Kotare Road Mangonui - Kupe Road to Kotare Road Turning head | \$150,000.00 |
| iv) | Ahipara Road Ahipara-Ahipara School to New Subdivision | \$60,000.00 |
| v) | Kakapo Street Ahipara - Takahe Rd to existing | \$10,000.00 |
| vi) | Kotare Street Ahipara-From Takahe Road to Kakapo Street | \$30,000.00 |
| vii) | Harbour View Road Pukenui - Start to End | \$150,000.00 |
| viii) | Tasman Heights Ahipara - Foreshore Road to Outside House #25 | \$110,000.00 |

ix)	Doubtless Bay Karikari Peninsula Drive - Existing to De Surville Rd	\$130,000.00
x)	Waterfront Road Pukenui - SH1 to House #62 Waterfront Road	\$210,000.00

- b) identify and recommend to Council a list of footpaths from the above priority safety programme to the values of \$150,000 to be constructed 100% funded from Far North District Council Funds.

AMENDMENT

Moved: Member Felicity Foy

Seconded: Member Darren Axe

That Te Hiku Community Board:

- a) request staff deliver projects subject to funding in the following order
- i) Ahipara Road, Ahipara – Ahipara School to the new subdivision
 - ii) Cable Bay Block Road, Cable Bay – Pakama Drive to State Highway 10 with the available \$150,000 100% funded from Far North District Council Funds.
- b) advise the remaining footpath projects should be delivered in the following order of priority
- i) Cable Bay Block Road, Cable Bay – Pakama Drive to State Highway 10
 - ii) Takahe Road, Ahipara – from golf course entrance to Kaka Street
 - iii) Kotare Street, Ahipara – from Takahe Road to Kakapo Street
 - iv) Tasman Heights, Ahipara – Foreshore road to outside house #25.
 - v) Oruru Road, Taipa – State highway 10 to house #25 Oruru Road
 - vi) Kotare Drive, Mangonui – Kupe Road to Kotara Road turning head (cul-de-sac).
 - vii) Doubtless Bay Drive, Karikari Peninsula – existing to De Surville Road.

CARRIED

The amendment became the substantive motion.

RESOLUTION 2021/19

Moved: Member Felicity Foy

Seconded: Member Darren Axe

That Te Hiku Community Board:

- a) request staff deliver projects subject to funding in the following order
- i) Ahipara Road, Ahipara – Ahipara School to the new subdivision
 - ii) Cable Bay Block Road, Cable Bay – Pakama Drive to State Highway 10 with the available \$150,000 100% funded from Far North District Council Funds.
- b) advise the remaining footpath projects should be delivered in the following order of priority
- i) Cable Bay Block Road, Cable Bay – Pakama Drive to State Highway 10
 - ii) Takahe Road, Ahipara – from golf course entrance to Kaka Street
 - iii) Kotare Street, Ahipara – from Takahe Road to Kakapo Street
 - iv) Tasman Heights, Ahipara – Foreshore road to outside house #25.
 - v) Oruru Road, Taipa – State highway 10 to house #25 Oruru Road

- vi) **Kotare Drive, Mangonui – Kupe Road to Kotara Road turning head (cul-de-sac).**
- vii) **Doubtless Bay Drive, Karikari Peninsula – existing to De Surville Road.**

CARRIED

NOTE: Te Hiku Community Board request Northland Transport Alliance to undertake a footpath concept development for Norman Senn Street, Kaitaia taking into account the community growth in the area, educational facilities and passenger transport options.

Attachments tabled at meeting

- 1 Road to Zero Footpaths presentation

7.2 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2021

Agenda item 7.4 document number A3189796, pages 52 - 56 refers.

RESOLUTION 2021/20

Moved: Chairperson Adele Gardner
Seconded: Member Sheryl Bainbridge

That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 30 April 2021.

CARRIED

7.3 FUNDING APPLICATIONS

Agenda item 7.5 document number A3193003, pages 57 - 82 refers.

MOTION:

Moved: John Stewart
Seconded: Darren Axe

That Te Hiku Community Board approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Mangonui Rugby Football Club for costs towards Club Centennial Celebrations (not to be spent on accommodation) to support the following Community Outcomes:

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

AMENDMENT:

Moved: Jaqi Brown
Seconded: John Stewart

That Te Hiku Community Board approves the sum of \$10,000 (plus GST if applicable) be paid from the Board's Community Fund account to Mangonui Rugby Football Club for costs towards Club Centennial Celebrations (not to be spent on accommodation) to support the following Community Outcomes:

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

CARRIED

The amendment became the substantive motion

RESOLUTION 2021/21

Moved: Jaqi Brown

Seconded: John Stewart

That Te Hiku Community Board approves the sum of \$10,000 (plus GST if applicable) be paid from the Board's Community Fund account to Mangonui Rugby Football Club for costs towards Club Centennial Celebrations (not to be spent on accommodation) to support the following Community Outcomes:

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

CARRIED

RESOLUTION 2021/22

Moved: Member Felicity Foy

Seconded: Member Jaqi Brown

That Te Hiku Community Board leave the funding application received from Pukenui Coast Care to lie on the table and request staff to arrange a community meeting on site to further discuss this project.

CARRIED

RESOLUTION 2021/23

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

That the Te Hiku Community Board

- a) approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust (Eco Centre Kaitaia) for costs towards Community Upcycling for the Environment classes to support the following Community Outcomes:**
 - i) Communities that are healthy, safe, connected and sustainable**
 - ii) Proud, vibrant communities**
- b) notes that funding is not be paid to Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust until the project reports for previous funding allocated to them by the Te Hiku Community Board have been received.**

CARRIED

RESOLUTION 2021/24

Moved: Member Jaqi Brown

Seconded: Member Felicity Foy

That Te Hiku Community Board allocate the remaining \$7,711.46 from the Boards Community Fund account

- a) for the purchase and installation of a coloured concrete picnic table and a drinking fountain to be placed by the basketball court in Jaycee Park, Kaitaia.**
- b) agrees that if any further funding is remaining after the purchase and installation of the picnic table and drinking fountain, that the remaining budget is to be allocated to the placemaking project for Awanui and the Awanui Progressives Ratepayers Association and the Awanui Community.**

The meeting was adjourned from 1.32 pm to 1.48 pm.

At 1:32 pm, Chairperson Adele Gardner left the meeting and Deputy Chair Jaqi Brown took the Chair.

7.4 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.2 document number A3195282, pages 29 - 39 refers.

RESOLUTION 2021/25

Moved: Member Darren Axe
Seconded: Member John Stewart

That the Te Hiku Community Board note the reports from Chairperson Gardner and Members Bainbridge, Brown, Stewart and Subritzky.

CARRIED

RESOLUTION 2021/26

Moved: Member Sheryl Bainbridge
Seconded: Member Darren Axe

That Te Hiku Community Board:

- a) **requests Council remove the Mangonui Heritage Precinct proposed in the Draft District Plan.**
- b) **requests Council consult with all affected ratepayers in the proposed Mangonui Heritage Precinct as required under the provisions of the operative District Plan.**
- c) **requests Council amend the Mangonui Heritage Precinct so that only actual heritage resources are included.**

CARRIED

Abstained: Cr Felicity Foy

At 2:01 pm, Member Felicity Foy left the meeting. At 2:02 pm, Member Felicity Foy returned to the meeting.

Attachments tabled at meeting

- 1 Tabled Document - Member Axe Report

7.5 ELECTED MEMBER CONFERENCE ATTENDANCE REPORT - 2021 COMMUNITY BOARDS CONFERENCE

Agenda item 7.3 document number A3196887, pages 40 - 51 refers.

RESOLUTION 2021/27

Moved: Member Jaqi Brown
Seconded: Member Darren Axe

That Te Hiku Community Board note the report entitled 'Elected Member Conference Attendance Report – 2021 Community Boards Conference'.

CARRIED

7.6 PROJECT FUNDING REPORTS

Agenda item 7.6 document number A3193147, pages 83 - 90 refers.

RESOLUTION 2021/28

Moved: Member Sheryl Bainbridge

Seconded: Member Felicity Foy

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

- a) Far North Safer Community Council – Graffiti Guard
- b) Northland Floral Art Society

CARRIED

7.7 WINTER 2021 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 7.7 document number A3192992, pages 91 - 150 refers.

RESOLUTION 2021/29

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

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

- a) Aupouri Rugby & Sports Club - \$2,000.00
- b) Kaitaia Rugby Club - \$2,000.00
- c) Kaitaia United Women's Football - \$800.00
- d) Mangonui School - \$1,550.00
- e) Pamapurua School - \$1,200.00
- f) Pompallier School - \$500.00
- g) Pukepoto School - \$150.00
- h) Taipa Area School - \$900.00
- i) Tai Tokerau Rugby League - \$2,500.00
- j) Te Rarawa Rugby Club - \$2,000.00
- k) Waka Atea - \$Nil

TOTAL \$13,600

CARRIED

Abstained: Jaqi Brown

8 INFORMATION REPORTS

8.1 UPDATE ON SPEED LIMIT BYLAW REVIEW

Agenda item 8.1 document number A3175823, pages 151 - 157 refers.

RESOLUTION 2021/30

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

That the Te Hiku Community Board receive the report Update on Speed Limit Bylaw Review.

CARRIED

At 2:27 pm, Member Sheryl Bainbridge left the meeting.

8.2 TE HIKU COMMUNITY BOARD - SUBMISSION TO THE FAR NORTH DISTRICT COUNCIL LONG TERM PLAN

Agenda item 8.2 document number A3207406, pages 158 - 171 refers.

RESOLUTION 2021/31

Moved: Member William (Bill) Subritzky

Seconded: Member John Stewart

That the Te Hiku Community Board receive the report 'Te Hiku Community Board - Submission to the Far North District Council Long Term Plan'.

CARRIED

Member Brown closed the meeting with a karakia/prayer.

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 2.50 pm.

The minutes of this meeting will be confirmed at the Te Hiku Community Board meeting to be held on 6 July 2021.

.....
CHAIRPERSON

7 REPORTS

7.1 ROAD NAMING - 3608A FAR NORTH ROAD, HOUHORA

File Number: A3136385

Author: Selina Topia, Roding Support Officer

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from the Te Hiku Community Board to officially name a private road in Houhora.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Council has received a Road Naming application to name a private road addressed at 3608a Far North Road, Houhora.
- Community Boards have delegated authority to name private roads.

TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private road, Mataroa Way that is currently addressed at 3608a Far North Road, Houhora as per map (A3134544).

1) TĀHUHU KŌRERO / BACKGROUND

Mrs Diane Thompson has advised that this is a private road created by a sub-division addressed at 3608a Far North Road, Houhora.

Community Boards have delegated authority to name private roads.

The name Mataroa (Mata meaning Headland or Bluff and Roa meaning Long) is located on a long peninsula and is the name of the subdivision.

The name Opaki means the place of fine weather.

The background for these names is given also as per the Road Naming application attached (A3123760).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The applicants suggestions are as follows:

1. Mataroa Way
2. Mataroa Lane
3. Opaki Way

The Roding team and Land Information NZ (LINZ) have no objections to the names suggested above.

Take Tūtohunga / Reason for the recommendation

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Road Naming Application - A3123760 [↓](#) 
2. Road Naming Map - A3134544 [↓](#) 
3. Road Naming Schedule - A3136383 [↓](#) 
4. Road Naming LINZ Approval - A3134512 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a private road and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	No district wide relevance and the Community Board have the delegated authority to approve road names.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	There are currently no property owners as this is a new subdivision/ private road.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

05/02/2021 10:29 09-4098574

WHAKAWHITI ORA PAI

PAGE 01



selina.topia @ fndc. govt. nz.

Application for road naming or renaming

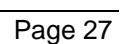
- Proposed names are to be submitted for **new roads in subdivisions** to Infrastructure & Asset Management Department with the application for resource consent.
- Proposed names are to be submitted (in writing) for **existing legal but unnamed roads**, to the Administration Officer, Infrastructure & Asset Management Department.
- Proposed road **renamings** are to be submitted in writing. Requests from outside of Council must provide information and background as to why the road should be renamed. Written consent from affected residents and owners must be obtained.
- The proposed names will be checked against Council's Roading database to avoid duplication.
- Liaise with the iwi when using Maori names and provide supporting document of their approval.
- Several names (3 are recommended) should be submitted for each road or accessway, in order of preference in case of rejection
- A background to the names, their origins and their link with the area is to be supplied
- Personal names are to be discouraged unless the name submitted has a historical connection with the property being subdivided, or are that of a well-known identity or prominent Far Northerner, or New Zealander
- It is Council's prerogative under Section 319(j) Local Government Act 1974 to name streets and the Council may refuse to approve names considered unsuitable
- Where more than one road is being created in a subdivision, a common theme is recommended for road names
- Private road names are considered by Council. They will need to meet Council's Signage Guidelines (white background with blue lettering).
- Names are to be chosen in proportion to the type of road, and in accordance with the Naming Guide at the end of the form
- If you are unsure if the road you want to name is a Council maintained road or private road, please contact the Infrastructure & Asset Management Department.

APPLICANT DETAILS

Applicant/Developer Name: CAMPION JERRY, DIANNE MARGARET HOMPSON

Organisation: _____

Postal Address: 3608a FAR NORTH ROAD, HOUHORA, RD4, KAITIAI 0484Phone: _____ Mobile: 021-727195Email: houhora@gmail.com



Te Hiku Community Board Road Naming Schedule (Private) - 1 June 2021						
Houhora						
Location	Preference Status	Submitted Road Names	Number of Submitters	Background (provided by submitters)	Comments	Recommendation
Name a Private Road addressed at 3608a Far North Road, Houhora	First Preference	Mataroa Way	1	The name Mataroa (Mata meaning Headland or Bluff and Roa meaning Long) is located on a long peninsula and is the name of the subdivision.		Mataroa Way
	Second Preference	Mataroa Lane	1	As above		
	Third Preference	Opaki Way	1	The name Opaki means the place of fine weather.		

From: [Addresses](#)
To: [Selina Topia | NTA](#)
Subject: RE: NEW ROAD NAME REQUEST
Date: Wednesday, 24 March 2021 11:55:52 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

Kia ora Selina

Here are my findings for the roads at 3608a Far North Road Houhora

- a. Mataroa Way Acceptable. This name cannot be used in conjunction with Mataroa Lane.
- b. Mataroa Lane Mataroa already acceptable. This name cannot be used in conjunction with Mataroa Way.
- c. Opaki Way Acceptable

Reminder; the road name not type is the contributing factor for a pass or fail.

Having a road type speeds up our process and gives us confidence that one will be used in the final submission.

Regards

Renni

Addressing Analyst

Addressing and Properties

addresses@linz.govt.nz | 04 4600110



Wellington Office, Level 7, Radio New Zealand House, 155 The Terrace
PO Box 5501, Wellington 6145, New Zealand
www.linz.govt.nz | data.linz.govt.nz



From: Selina Topia | NTA <Selina.Topia@nta.govt.nz>

Sent: Sunday, 21 March 2021 8:41 p.m.

To: Addresses <addresses@linz.govt.nz>

Subject: NEW ROAD NAME REQUEST

Tena Koutou,

I have received a new road name request as following:

Addressed at 3608a Far North Road Houhora

- a. Mataroa Way
- b. Mataroa Lane
- c. Opaki Way

Can you please confirm if these can be used thanks.

Regards,

Selina Topia

Customer Service Administrator, Business Performance & Support | Northland
Transportation Alliance

Far North | Kaipara | Whangarei

DDI 09 4015236 | Selina.Topia@nta.govt.nz



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7.2 CHAIRPERSON AND MEMBERS REPORTS

File Number: A3244424

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TE TAKE PŪRONGO / 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.

NGĀ TŪTOHUNGA / RECOMMENDATION

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

1) TE TĀHUHU KŌRERO / BACKGROUND

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

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / 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.






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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

1. Chairperson Gardners Report - A3250451 [↓](#) 
2. Member Axes Report - A3244416 [↓](#) 
3. Member Bainbridges Report - A3251245 [↓](#) 
4. Member Bainbridge - Drainage Board History - A3263821 [↓](#) 
5. Member Subritzky's Report - A3252433 [↓](#) 

Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

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

COMMUNITY BOARD CHAIRPERSON'S REPORT

Report to Community Board	Te Hiku
Chairperson's Name	Adele Gardner
Subdivision	Kaitaia – Te Hiku
Date	17 May - 17 June 21

REPORT

1) Meetings/Functions

17 May 2021	Te Hiku Project working group workshop & fortnightly meeting.
18 May 2021	Citizenship Ceremony at Te Ahu
20 May 2021	Council Meeting in Kaikohe
31 May 2021	Te Hiku Project working group meeting
1 June 2021	Te Hiku Community Board Meeting at Whatuwhiwhi Hall
10 June 2021	Parks & Reserves Policy Workshop - virtual
10 June 2021	Te Hiku Sports Hub monthly meeting
11 June 2021	Te Ahu monthly meeting
14 June 2021	Te Hiku Project working group meeting
14 June 2021	Consultation with Allen Bell Park group
15 June 2021	Big Lab workshop - virtual
16 June 2021	Infrastructure Committee Meeting - Kaikohe
16 June 2021	Audit Risk & Finance Committee Meeting - Kaikohe
17 June 2021	Combined Community Board Workshop - Kaikohe

2) Report:

The Te Hiku Sports Hub contract has been awarded to Far North Roding for the foundations of the new swimming pool complex. Safety fencing has gone up around the site.

Progress on the Te Hiku Revitalisation Plan - The streetscaping has started in Kaitaia, with Dalmatian Lane (by Junjnovich's Business) is almost finished, last to go in is the Gumdigger and the laneway upgrade. The second laneway by Far North Pharmacy is almost there too, being the beach scenes. The 'old' Warehouse will be getting a spruce up around the bottom of the back (facing SH1), hopefully this will address the tagging that is happening. Awanui Park - the drainage work has started and there is plans for a carpark within the park, exiting off SH10. Also plans for the playground equipment for Awanui, Allen Bell and Korora Park

in Ahipara is underway. A Hui at Allen Bell Park is planned for 8 July at 3.30pm to consult with this community, as we need to adjust the concept plans that were drawn up, this is due to the flood protection work that NRC have done in this park. Where a planned pump tracked was to go a large swale drain covers most of that park area.

Centennial/Jaycee Park - The contract for the Landscaping has been let to CBEC, also the contract for the lighting (phase 1) has been let to Laser Electrical. A further footpath is planned near the basketball court from the stairs and from SH1 footpath to the court. Also two tables and a drinking fountain are to go in near the basketball court.

3) Resource Consents - Nil

4) RFS - Nil

COMMUNITY BOARD MEMBERS REPORT

Report to Community Board: Te Hiku
Members Name: Darren Axe
Subdivision: North Cape
Date: 18 May – 10 June 2021

REPORT

1) Meetings/Functions

18 May 2021 RFS for broken concrete outside Fishing Clun in Pukenui.
21 May 2021 Rang and left a message for Mike Knight about feral kitten/cat numbers in Pukenui.
21 May 2021 A visit to Pukenui Primary School and met with principal Louise Rogers to discuss speed signs being up before the school to make the public aware that a school is in the vicinity and the parking issues at the school. Invited Louise Rogers to the Community Board meeting to plead her case.
1 June 2021 Community Board Meeting – Whatawhiwhi
7 June 2021 Rate Payers Meeting – Raio Hall
10 June 2021 Joined Microsoft Teams for Parks and Reserves Policy Meeting – Kaikohe

2) Issues - Nil

3) Resource Consents: NIL

4) Request for Service: 2

TE HIKU COMMUNITY BOARD MEMBER'S REPORT

Member Name: Sheryl Bainbridge
Subdivision: Doubtless Bay
Date: to 18 June 2021

REPORT**1) Meetings**

1 June THCB meeting

2) Issues**Draft District Plan – proposed heritage precinct for Mangonui.**

The proposed heritage precinct under the Draft District Plan includes at least 200 properties, the majority of which have no historic value. The deadline for feedback was 7 May 2021. I repeat that although the council went through the motions of consulting, there was no direct and personal consultation with the affected ratepayers. Therefore, the process became flawed from that point. Affected parties were unaware of the proposed impact on the far-reaching effects on themselves as property owners so were unable to provide informed feedback by the deadline date. This is completely unacceptable, as is Councillor Rachel Smith's refusal to allow Doubtless Bay Promotions Chairman Danny Simms to speak at the Strategy & Policy Committee meeting. Irony when the council's Chief Executive trumpets in an April Weekender that 'Council gets ready to listen'.

I do not believe that the Board has requested a copy of the report that this heritage report and would like to move the following resolution:

That the Te Hiku Community Board requests a copy of the heritage report that forms the basis of the council's decision to propose a blanket heritage precinct on an area of Mangonui that is not confined simply to properties of historic value.

Future Planning – The Board's submission to the Long Term Plan noted the following: since the 2018 financial year the annual rates dollar for roading had decreased from 19c to 17c in the dollar (\$1,940,000.00 on a rate take of \$97 million), the footpath allocation of 1c (\$970,000.00) was deleted and future planning was increased from 8c to 12c **PER YEAR** from 2021 to 2031. Presumably this is to fund the cost of SNA debacle and the flawed Mangonui Heritage proposal. Meanwhile kids walk along narrow, winding, busy roads such as Cable Bay Block Road without a footpath as only \$150,000 has been allocated to the Te Hiku Community Board for footpaths in the current financial year. I would like to move the following resolution:

That the Te Hiku Community Board requests information on the rationale for reducing annual roading and footpath rate allocations and increasing the future planning budget from 8c to 12c as this seems an excessive amount.

3) Resource Consents

Nil

4) Requests for Service

Bush Road footpath

THCB and Northern Drainage Districts - history of Board's involvement during this triennium:

10 March 2020 Member's report S Bainbridge - 11.1.20 – Query about Waiharara Drainage Committee – lack of maintenance, lack of monitoring, lack of co-ordination between the council, contractors and committee members, and purpose of the committee.

2.6.2020 Item on THCB agenda 7.4 establishment of Te Hiku Drainage Area Committees. [Agenda of Te Hiku Community Board Meeting - 2 00 2020 \(fndc.govt.nz\)](#)

2.6.2020 resolution passed Gardner/Stewart

a) Re-establish the Kaitaia, Motutangi and Kaikino and Waiharara Area Drainage Committee;

b) Appoint the following members to the Kaitaia Drainage Area Committee

- i) Fiona King
- ii) Joe King
- iii) Jim Bennett (still to confirm)
- iv) Mike Masters (still to confirm)
- v) Greg Yuretich (still to confirm)
- vi) Tim Garton
- vi) Adele Gardner – Te Hiku Community Board representative

c) Appoint the following members to the Motutangi Drainage Area Committee

- i) Paul Harvey
- ii) Jeremy White
- iii) Neil Thompson (still to confirm)
- iv) Kevin Campbell (still to confirm)
- v) Darren Axe - Te Hiku Community Board representative

d) Appoint the following members to the Kaikino and Waiharara Drainage Area Committee

- i) Aaron Bainbridge
- ii) Fred Petricevich
- iii) Joe Milich
- iv) Adriene Bartlett
- v) Dean Radojkovich
- vi) Darren Axe - Te Hiku Community Board representative

In Favour: Adele Gardner, Darren Axe, Sheryl Bainbridge, Jaqi Brown, John Stewart and Felicity Foy

3.6.2020 email from S Bainbridge to Governance Services

Good morning. In 2013 or 2014 there was a joint meeting of the 3 Te Hiku drainage boards. It was held in the Waiharara Hall and I took the minutes so they must be within council somewhere. Can I have a copy of those minutes please so that we can understand the background up to that point. An outcome of that meeting was to have a draft management plan submitted to the council for approval. Now you seem to be saying that there is no need for a management plan but instead, draft strategic plans, none of which need to go to the council. I'd be interested to hear the reason for the change in direction please and to be provided with any relevant information e.g. a copy of the draft management plan and the strategic plans.

11.6.2020 Minutes 26.2.2014 provided from CEO Office

17.07.2020 Email from S Bainbridge to the Board, Troy and Governance Services. Attachment minutes 26.2.2014

Good morning.

Firstly, just to be transparent, although I have no financial interest in this area, my son Aaron Bainbridge owns property on the Aupouri Peninsula, my husband's grandfather was brought up by the Subritzky's at Houhora Heads and my mother's brother Des Ogle was the forest ranger at the time the Aupouri Forest was established so I have a positive interest in activities on the peninsula. But this email is about processes in order to get positive outcomes for the drainage districts.

At the Board's June meeting the drainage issue was discussed and committee membership confirmed but I don't believe enough consideration was given to moving forward although there was talk about committee meetings being held in September (by which time this season's works should be under way actually).

At a packed meeting at the Waiharara Hall in 2014 where I was the council secretary, the community agreed to the following:

Two members from each of the three drainage committees – Motutangi, Kaikino and Waiharara would form the Northern Drainage Advisory Committee which would meet to receive information including financial information and discuss the works programme within the funds available. I think Kaitaia Drainage District was going to do its thing separately to the others. Resolution below:

Resolved F King/R Porter THAT the Annual General Meeting of the Northern Drainage Area Advisory Committee be scheduled for 31 July of each year so that information is provided to enable the Committee to receive accurate financial reporting. Carried.

As a draft management plan had gone through the community consultation process, it had status as it had been accepted by the committee. The report to the Board's June 2020 meeting says that a plan is needed for resource consent reasons. Why has this plan never been accepted?

The minutes of that meeting are attached. I have every confidence in our Board representatives on the drainage committees but I think we should get the show on the road before another season passes without community discussion on the work needed, what is affordable and when and how it should be done. And we should also make sure the plan is adopted – at the June meeting there was talk about the relevance of the plan and that there were now strategies. If the plan has meaning for the community then that's what we should go with. We as Board members should also get a copy of the plan, particularly the representatives on the drainage boards Adele and Darren, and the members of the drainage committees.

25.8.2020 Darren Axe report July 21- Met with Aaron Bainbridge in Cox Road to discuss drainage and the next drainage meeting.

17.11.2020 agenda item 7.4 [Agenda of Te Hiku Community Board Meeting - Tuesday, November 17, 2020 \(fndc.govt.nz\)](#)

17.11.2020 agenda item 7.10 [Agenda of Te Hiku Community Board Meeting - Tuesday, November 17, 2020 \(fndc.govt.nz\)](#)

17.11.2020 agenda item 7.11 [Agenda of Te Hiku Community Board Meeting - Tuesday, November 17, 2020 \(fndc.govt.nz\)](#)

17.11.2020 agenda item 7.12 [Agenda of Te Hiku Community Board Meeting - Tuesday, November 17, 2020 \(fndc.govt.nz\)](#)

17.11.2020 minutes – resolved Gardner/Axe: That the Hiku Community Boarda) note the following financial summary for the past financial year 2019/2020:

Kaitaia	Budget
2018/2019 Residual funds (reserve funds available)	\$49,815
2019 Opening Balance (rated income)	\$70,021
2019/2020 Expenditure	\$73,190
2019/2020 Closing Reserve Balance	\$46,646

- b) request the Drainage Committee Maps are added to the Far North District website.
- c) request that the Kaitaia, Waiharara and Kaikino and Motutangi Drainage Area Committees are not to be included as part of the 3 Waters Alliance.

WAIHARARA AND KAIKINO DRAINAGE AREAS 2019/2020 EXPENDITURE

Agenda item 7.10 document number A3000052, pages 88 - 92 refers.

RESOLUTION 2020/71

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board note the following financial summary for the past financial year 2019/2020:

Waiharara	Budget
2018/2019 Residual funds (reserve funds available)	\$19,906
2019 Opening Balance (rated income)	\$9,997
2019/2020 Expenditure	\$7,953
2019/2020 Closing Reserve Balance	\$21,950
Kaikino	Budget
2018/2019 Residual funds (reserve funds available)	\$8,136
2019 Opening Balance (rated income)	\$9,000
2019/2020 Expenditure	\$4,263
2019/2020 Closing Reserve Balance	\$12,873
	CARRIED

7.11 WAIHARARA AND KAIKINO DRAINAGE AREAS 2020/2021 PROGRAMME

Agenda item 7.11 document number A3000081, pages 93 - 98 refers.

RESOLUTION 2020/72

Moved: Member Jaqi Brown

Seconded: Member Darren Axe

That Te Hiku Community Board approve the Waiharara and Kaikino Drainage Area 2020/2021 work programme.

CARRIED

7.12 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME

Agenda item 7.12 document number A3000120, pages 99 - 103 refers.

RESOLUTION 2020/73

Moved: Member Darren Axe Seconded: Member Sheryl Bainbridge That Te Hiku Community Board note the “Waiharara and Kaikino Drainage Areas 2021/2022 Programme”.

26.1.2021 agenda Adele Gardner report 3 November – Kaitaia Drainage meeting Te Ahu Centre.

26.1.2021 Darren Axe report 3 November – Drainage meeting Te Ahu Centre.

29 November – Visited Aaron Bainbridge, took photos of blocked drains and phoned Troy Smith to put him in contact with Aaron Bainbridge.

Agenda **23.2021** - Darren Axe report 01/02/2021 Talked with Aaron Bainbridge on drainage

COMMUNITY BOARD MEMBERS REPORT

Report to Community Board: Te Hiku
Members Name: Bill Subritzky
Subdivision: Whatuwhiwhi/Awanui
Date 21/6/21

REPORT

1) Meetings/Functions

14/05/2021 Organise community service workers to clear weeds in Awanui and water blast 2 buildings ready for painting by Northtec students.
31/05/2021 Inspecting Rangiputa beach ramp with ratepayer group and Harbour Warden. Work in this area is the responsibility of DOC.
31/05/2021 First stage of new car park SHWY 10 Awanui commenced.
01/06/2021 Te Hiku Board meeting Whatuwhiwhi.
09/06/2021 Kaingaroa Hall ratepayers meeting.
15/06/2021 Follow up on all Hall reports.

2)Issues -

1 Community Halls.

All AGMs have been completed with little or no change to the hall committees. All these groups are working on Emergency Response plans as well as development and maintenance plans. The only outstanding hall report at this time is Whatuwhiwhi.

2 Awanui Development

Infrastructure work on the new car park in Awanui commenced on the 31st May however the recent rain will definitely slow progress. Two buildings in the main street have been water blasted ready for painting and others will follow. I would like to mention the brilliant work Mr Brad Jackson (owner of the Awanui Hotel/Motel) and his staff are carrying out in the township. Brad is currently working with shop owners and tenants in the township, to address the development of their business and ensure they play a continuing role in the townships future development plans.

3)Resource Consents: 0

4)Request for Service:

Request for update plan on the flooding of Marreine Place, Whatuwhiwi. The flooding issue in this street has not been addressed for over 10 years.

7.3 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MAY 2021**File Number: A3249049****Author: Ajay Kumar, Management Accountant****Authoriser: Janice Smith, Chief Financial Officer****TAKE PŪRONGO / 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.

TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 31 May 2021.

TĀHUHU KŌRERO / 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	\$26,222.96
• Plus Unspent from 2019/20 - Volunteering Northland for volunteer centre, recruitment and promotion	\$2,000.00
• Plus Unspent from 2019/20 - Whakawhiti Ora Pai -venue hire and consumables for whanau life-skills camp January 2020	\$50.00
• Plus Unspent from 2019/20 - 2020 Anzac Day Te Ahu Service Expenses	\$500.00
• Plus Unspent from 2019/20 - Placemaking project for Awanui, consultation with Awanui Progressives Ratepayers Association and the Awanui Community	\$33,333.00
• Refund Prizes for first day of racing, printing and laminating of roadside signs for Towai America's Cup Fanzone	187.61
• Less funds granted and uplifted to 31 May 2021	\$136,975.11
• Less funds not uplifted from 14 July 2020 for XCape Design Limited for Unahi Wharf project	\$8,250.00
• Less funds not uplifted from 17 November 2020 for Be Free	\$2,720.00

• Less funds not uplifted from 6 April 2021 for Born to Run Adventure Racing	\$3,000.00
Community Fund Account balance as at 31 May 2021	\$58,049.46

MATAPAKI ME NGĀ KŌWHIRINGA / 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 May 2021 is \$58,049.56

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.

PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / 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 May 2021 is attached.

ĀPITIHINGA / ATTACHMENTS

1. Statement of Te Hiku Community Board Fund Account as at 31 May 2021 - A3248734 [↓](#)



**Far North District Council
Te Hiku Community Board
Statement of the Community Fund Account as at 31 May 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	26,222.96	
Unspent from 2019/20 - Volunteering Northland for volunteer centre, recruitment and promotion	2,000.00	
Unspent from 2019/20 - Whakawhiti Ora Pai -venue hire and consumables for whanau life-skills camp January 2020	50.00	
Unspent from 2019/20 - 2020 Anzac Day Te Ahu Service Expenses	500.00	
Unspent from 2019/20 - Placemaking project for Awanui, consultation with Awanui Progressives Ratepayers Association and the Awanui Community	33,333.00	
Refund Prizes for first day of racing, printing and laminating of roadside signs for Towai America's Cup Fanzone	187.61	
		208,994.57
Less Expenditure 2020/21 (Funds Uplifted)		
July 20		
Volunteering Northland for volunteer centre, recruitment and promotion	1,000.00	
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	

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

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		
CBEC Eco Solutions for costs towards Waste Wise schools programme	2,312.00	
February 21		
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	
March 21		
Kaitaia Sport and Leisure Trust for costs towards boxing tournament	2,753.00	
Houhora Big Game and Sport Fishing Club for costs towards wharf repairs	20,000.00	
Paula Matthews for costs towards re-planting pohutukawa trees at Pukenui	862.50	
April 21		
Prizes for first day of racing, printing and laminating of roadside signs for Towai America's Cup Fanzone	182.61	
		136,975.11
Balance as at 31 May 2021		<u>\$72,019.46</u>
Less Commitments 2020/21 as at 30 April 2021 (Funds not yet uplifted)		
Meeting 14.07.20		
Xcape Design Limited for Unahi Wharf	8,250.00	
Meeting 17.11.20		
Be Free Inc for advertising and equipment hire for the Mangonui Waterfront Festival 2021 Youth Stage	2,720.00	

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

Meeting 06.04.21

Born to Run Adventure Racing for costs towards Great
Northern Gallop

3,000.00

13,970.00

Balance 31 May 2021 Uncommitted/(Overcommitted)

\$58,049.46

7.4 FUNDING APPLICATIONS

File Number: A3254706

Author: Kathryn Trewin, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable the Te Hiku Community Board to determine which application/s will receive funding at the 6 July 2021 meeting.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- 1 new application for funding has been received, requesting \$6000 per year for two years.
- At time of writing, the amount of funding amount for the Community Board for the 2021/22 financial year is not available. This will be confirmed when the Long-Term Plan is adopted on 24 June 2021.
- It has been indicated that the amount of funding for the Board to grant will increase by 25% on the 2020/21 financial year.
- It has also been indicated that the Boards will also have \$100,000 for placemaking funding to grant in the 2021/22 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- a) **agree to make an out of policy decision and approves the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Fund account to Kaitaia Business Association for each of the financial years of 2021/22 and 2022/23 for costs towards CCTV monitoring to support the following Community Outcomes:**
 - i) **Communities that are healthy, safe, connected and sustainable**
 - ii) **Proud, vibrant communities**
- b) **agree that funding is not to be released until Kaitaia Business Association provides information as to exactly what this grant will cover and how it is proposed to be used, to be approved at the next available Te Hiku Community Board meeting.**

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Kaitaia Business Association presented to Te Hiku Community Board at the meeting held in April 2021. They were advised by the Board to submit a funding application to help cover the costs for CCTV monitoring in the Kaitaia area and received support in principal from the Board.

This application has been received but does not contain detail or supporting information about exactly what the funding requested would cover (this has been requested, but not received at time of report writing). They have also requested funding for the next two financial years, although this would put it beyond the triennium of this Board (into the 2022/23 financial year).

If the Board were to grant funding for this application, it would be an out of policy decision on two grounds as it is currently an incomplete application and a second year of funding would technically be beyond the triennium of this Board (although if the Board were to receive the application prior to August 2022, they would still be able to consider it for granting).

Take Tūtohunga / Reason for the recommendation

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Funding Application - Kaitaia Business Association - A3254773 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Local Grant Application Form



Instructions

Please read carefully:

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

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

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

Applicant details

Organisation	<u>Kaitia Business Association</u>	Number of Members	<u>261</u>
Postal Address	<u>50-64 Commerce St Kaitia</u>	Post Code	<u>0410</u>
Physical Address	<u>" " "</u>	Post Code	<u>0410</u>
Contact Person	<u>Tia Hohaia</u>	Position	<u>Co-ordinator</u>
Phone Number	<u></u>	Mobile Number	<u>021 177 8399</u>
Email Address	<u>kaitiabid@gmail.com</u>		

Please briefly describe the purpose of the organisation.

KBA is a non profit incorporated society to promote economic development for its members.

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

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Local Grant Application Form



Project Details

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



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity CCTV Maintenance & Repairs Date Ongoing

Location Kaitia Time Ongoing

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 community of Kaitia has for the last 5 years had the CCTV network with KTA Business district and nearby residential streets in full operation with monitoring real time during peak known periods to aid Police in deterring unwanted behaviour. The monitoring of the CCTV network along with the maintenance, upgrading and servicing are all key to the ongoing success of this initiative. The KBA seek assistance from the Te Hiku Community Board to contribute towards the ongoing maintenance and servicing of the camera network. The KBA intend to utilise community groups (KTA fire brigade) to perform cleaning of community owned cameras. It would be beneficial to all of the community if this funding was provided yearly to ensure the initiative continues. KTA Businesses who have cameras connected maintain their own cameras and also some contribute to monitoring costs.

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) <i>maintenance & servicing, CCTV network</i>		<i>\$6,000 pa for 2 yrs.</i>
TOTALS		<i>\$6,000 pa for 2 yrs</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 066-987-299

How much money does your organisation currently have? 57906.46

How much of this money is already committed to specific purposes? 47254.00

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

Purpose	Amount
Co-ordinator Wages	\$18,000
CCTV maintenance	6,000
Digital Sign for Kaitia	7,000
Student scholarships to Kaitia BID	2,400
Insurance, Accounting + audit fees	6,054
TOTAL Networking + Christmas	4,300
Website, admin, Gardens	3,500
Total	\$47,254

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

Funding Source	Amount	Approved
Kaitia Business Association	\$6,000	<input checked="" type="checkbox"/> 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
Xscape Design Plan	\$15,000	Jan 2020	Y / <input checked="" type="checkbox"/> N evolved into \$1mil Shower
			Y / N Ready
			Y / N Project

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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)

Kaitia Business Association

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One



Signatory Two



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Local Grant Application Form



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

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

Signatory One

Name Andrea Panther Position Chairperson
 Postal Address 50-64 Commerce St Kaitia Post Code 0410
 Phone Number Mobile Number 02108411929
 Signature [Signature] Date 31/5/21

Signatory Two

Name Tia Hohaia Position
 Postal Address 50-64 Commerce Street, Kaitia Post Code 0410
 Phone Number Mobile Number 021 1778399
 Signature [Signature] Date 01.06.21

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Funding Application from the Kaitaia Business Association**Schedule of Supporting Documentation**

Page	Document
1	Financial Report

7.5 PROJECT FUNDING REPORTS

File Number: A3254887

Author: Kathryn Trewin, Funding Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Far North JoyFest Group
- b) Houhora Bowls & Sports Club Inc
- c) Kaitaia Sports & Leisure Trust
- d) Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust
- e) Volunteering Northland

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

- 1. Project Report - Far North Joy Fest Group - A3254772 [↓](#) 
- 2. Project Report - Houhora Bowls & Sports Club Inc - A3254771 [↓](#) 
- 3. Project Report - Kaitaia Sport and Leisure Trust - A3254770 [↓](#) 
- 4. Project Report - Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust - A3254768 [↓](#) 
- 5. Project Report - Volunteering Northland - A3254769 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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



**Far North
District Council**

(1)
**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 JOYFEST GROUP

Name & location of project:

FAR NORTH JOYFEST, BUTLER POINT, HIHI

Date of project/activity:

10th January 2021

Which Community Board did you receive funding from?



Te Hiku



Kaikohē-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$3000

Board meeting date the grant was approved:

25.8.2020

Please give details of how the money was spent: (Please see attached accounts for all info, money below is specific to funding received from Te Hiku)

- *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)
Tents – eco and yoga tents	\$1680	YES
Toilets	\$900	YES
Contribution to sound technician equipment	\$420	YES
	\$	
Total:	\$3000	

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

We had approx. 150 people on site, a lot more children than the year before too, plus 79 volunteers, presenters, musicians, stall holders.

Once again, the biggest gift was seeing so many people having so much fun and trying new things. It was wonderful to see a lot more children taking part too. It was also the comments afterwards like 'we had some good discussions about how awesome this event is and how we need to support you more effectively in making it happen again.' 'So lucky to have an event of this quality in the Far North.' Adults and children alike got so much joy from the drumming, the Shakti dance (yoga of dance), the belly dancing as well as all the creative children's activities; there was poi making, dot rock art, weaving, nature craft, acroyoga, dance, eco activities, talks on the healing properties of kawakawa and so much more. The music was incredible this year, really high-quality acts with a variety of styles. One act did pull out last minute but they were a lot more amenable so we didn't have to worry about reprinting posters and someone came forwards offering music without us having to ask so that flowed effortlessly. A lot more people were present for the music part which was great so it worked to have no workshops on at the same time to give them a bigger audience. Lovely feeling of community amongst us all as we did a singing meditation to close. Thank you so much for helping to make it possible for this to happen once again.

(3)

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

The new timings worked much better and people had more chance to enjoy the venue and chat to each other, creating a deeper sense of community and connection. We also had a lot more food on offer which was a relief and many people were grateful for the addition of a coffee cart!

Managing finance – it was so lovely to know on the day that we had covered costs, it helped me feel a lot more relaxed. Overall we did a good job on this. All the volunteers received a lunch voucher – some didn't take it but at least that was a priority this year. We feel like moving the date of the event to Anniversary weekend might open it to a wider audience so we are looking into that for 2022.

Marketing and promotion – again we felt we did well here this year, low ticket sales were maybe more linked to concerns around COVID and whether the event would go ahead etc than with lack of promotion. We printed some really big posters but found this year most places only wanted the very small size, so we'll adjust this for next time around. We reused some signs and got some new ones to maximise exposure – we've talked about maybe painting some more next year to save money in this area.

Lessons for the future: Three volunteers didn't show up on the day which put a lot of pressure on the volunteer coordinator and me as organiser to fill spaces somehow, there also seemed to be a lot more confusion amongst volunteers on their roles and the radio mics were more problematic. At the beginning of the day, we had a queue of cars waiting to get in and no contact with volunteers down there, so I was slightly sweaty when I got onto stage for the opening ceremony having run around quite a bit to sort that out! Need more help here next time – I can't do opening ceremony and ensure volunteer part runs smoothly! We have also talked about creating packs for all volunteers and cutting out the blurb for each task they have to do and also organising an online meeting the day before to answer questions. We also need to ensure that the people on the gate and entrance roles are confident to deal with members of the public and deal with challenging/difficult questions around pricing etc by giving them more information pre-event. We will also have 3 spare volunteers next year just in case.

One of the people delivering a workshop had to pull out on the day due to personal issues, I only got that info 10 mins before their slot as I was filling in for a volunteer away from our stall and didn't have my phone as this was needed for EFTPOS machine. Need to ensure I have a different phone number that people can contact me on so I don't miss important messages like this. It did get sorted, luckily there were some people I knew had experience in the area waiting for it to begin and one of them jumped in to cover the spot!

Tickets – although we sold around 60 early bird tickets, we still didn't get enough to allow us to offer the discounted ticket price of \$30. Once again, a lot of purchases were last minute as people waited to see what happened with the weather/other commitments/COVID etc. We were so focused on the desire to cover costs this year that it felt more important to keep with next price up and we kept hoping we would get to an amount where we could promote the cheaper tickets but it didn't happen. Maybe we need to come up with some sort of supporter or membership fee that people pay to give us that bulk of money upfront, or maybe moving to a more cooperative structure where people feel their investment will grow would be interesting to do. This also ties in with the sustainability of the project, putting this event on takes up a lot of my time and is time away from me earning money for our family as well as time not spent with them. Be good to think about what else might be possible, so things like petrol, printing etc at the very least start to be covered. We still feel that the \$40 ticket is very good value for money for what is an uplifting day out.

Overall feedback in terms of health and safety was good – toilets this time were better managed, but there were some areas for improvement in other aspects.

(4)

It was interesting to note that over half of the participants were from the Kaitia area this time, which was wonderful. All of the people who attended went home with a smile on their face and they will have taken that joy into their homes and their families.

It increased the health and well being of all who attended, it gave people tools to take home to facilitate the process of making changes and growing as individuals. As each person takes more responsibility for their own lives this has a knock-on effect for the community; people begin to make different choices which shifts the energy of themselves, their home, work, community environment. All of the workshops gave people the chance to ask questions and explore their own wisdom. It was interesting hearing feedback from the Men's workshop – the men who attended found it really valuable; some were struggling with access issues to their children, some were struggling in relationships. All of these men went home feeling heard and well supported as well as having practical steps they could take to ensure better relationships with their children and ex partners. The same was true of the women's circle. So many aspects of the event add value to peoples lives in ways that cannot be measured easily.

Our event provided an opportunity for local people to earn money by selling crafts, food or offering healing sessions, we were also able to offer all workshop presenters a payment – it felt good to be able to value this contribution. It was also really nice to be able to pay the venue in full this time as well as all the musicians. Money going into local hands means it also benefits the community as the money is put into circulation. We created a circle of facilitators, healers, stall holders, attendees at the end of the festival and sang a healing song; the energy in the main tent was palpable, so many hearts opened to that sense of togetherness that we can so often be missing in life. When we really connect with ourselves deeply and we also connect with others. We sent loving, healing energy out into our lives, into our communities, into the world. So many people commented on what a lovely sense of community it created.

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

See attached documents

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

www.facebook.com/farnorthjoyfest [Home - Joy Festival \(farnorthjoyfest.org.nz\)](https://farnorthjoyfest.org.nz)

This report was completed by:

Name: Hari Bans Angell Kaur

Address: 1036 Taupo Bay Road, Mangonui, 0494

Phone: 021 570 126 mob:

Email: haribansangellkaur@hotmail.co.uk

Date: 10.5.2021

(6)

Schedule of Supporting Documentation**FAR NORTH JOYFEST GROUP**

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

1	Income & Expenditure x 1 page
2	Financial breakdown of project income & expenditure x 1 page
3	Invoice – D-Bay Hire x 1 page
4	Invoice – Top Hire x 1 page
5	Far North Joy Fest promotional poster (showing sponsors) x 1 page
6	Email – from Hari Bans Angell Kaur – Project Report attached x 1 page



**Far North
District Council**

**Project Report⁽¹⁾
COMMUNITY GRANT FUND - LOCAL**

F0080402

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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:	Houhora Bowls & Sports Club Inc
Name & location of project:	HB & SC 3920 Far North Road RD4 Kaitaia
Date of project/activity:	31 01 21 - 10 05 21

Which Community Board did you receive funding

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

Amount received from the Community Fund: \$ 4,485

Board meeting date the grant was approved: 26th Jan 2021

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Cox Contractors	\$ 4,485	
"	\$ 4'807	
	\$	
	\$	
Total:	\$ 9292	

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

The Greenkeeper accommodation needed improving in order to maintain his services.
It was cold and damp in winter.
The extension has been completed making it comfortable and healthy.
The work was done by Cox Contractors

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

(2)

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

The Greenkeeper now has much improved accommodation.
We have retained the services of the greenkeeper.
This benefits the community by our ability to maintain a lawn green to a high standard which members can use and enjoy.
the Club is a hub of the local community where members can benefit by playing a game which promotes, physical, mental and social well-being.

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:	Joan Fletcher, Treasurer		
Address:	88B Houhora Heads Road, RD4, Kaitaia, 0484		
Phone	09 409 8280	mob:	027 462 9737
Email:	lynda-joan@xtra.co.nz		
Date:	12th May 2021		

2

Private Bag 752, Memorial Ave, Kaitiaki 4000, 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

(3)

Schedule of Supporting Documentation**HOUHORA BOWLS & SPORTS CLUB INC.**

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

1	ANZ Bank Statement 30 November 2020 to 21 December 2020 x 1 page
2	ANZ Bank transactions for 12 May 2021 – Payment to Cox Contractors highlighted x 1 page
3	Invoices x 2 – Cox Contractors x 2 pages
4	Photos of Accommodation 1 and Accommodation 2 supporting project funding x 1 page
5	Email – from Lynda Maskell – THCB Project Report attached x 1 page



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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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: KAITIAI SPORT AND LEISURE TRUST.

Name & location of project: CHARITY BOXING EVENT, TE AHU - KAITIAI

Date of project/activity: May 1st, 2021 (Saturday)

Which Community Board did you receive funding from?

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

Amount received from the Community Fund: \$2753.00 Excl. GST.

Board meeting date the grant was approved: 03 MARCH 2021

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
NORTH HIRE (Marquee)	\$ 782.61	✓ ✓
MY LADY AGENT (MC)	\$ 500.00	✓ ✓
PRINTING.COM (Program)	\$ 944.00	✓ ✓
FAR NORTH RENTALS (Crawley Van)	\$ 282.61	✓ ✓
FAR NORTH RENTALS (Crawley Van) Total:	\$ 282.61	✓ ✓
Excl. GST 2791.03		

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

We were sold out to capacity of licence and venue 399

We were able to be sold out to capacity 3 weeks out from event.

The camaraderie between boxers whilst training was great to see.

Attendees enjoyed the 12 Bow Fight card. Also enjoyed socialising with family and friends. Community Organisation help staff the event.

We received a very positive local police report after event.

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

1

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

This event brings the Community of Te Hiku Ward and other FNDC wards together for a social and sporting event not normally seen in Kaitia. The community attends a safe practices event, which is well run by committee and service providers. We had not held a Boxing Event for 2 years it was welcomed back onto social/sporting calendar.

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

Enclosed is a program sponsor page. The MG on the night promoted as well.

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

Kaitia Boxing Club

This report was completed by:

Name: Shirley Williams
 Address: Shop 8/2 Bank St, Kaitia 0410
 Phone: 09 400 2426 mob: 021 027 89996
 Email: Kclub2015@gmail or shirleywilliamsextra.co.nz
 Date: 24/05/21

Schedule of Supporting Documentation**KAITAIA SPORT AND LEISURE TRUST**

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

1	ASB Bank transaction report 30 April 2021 to 7 May 2021 x 1 page
2	ASB transaction Proof of payment & Invoice North Hire Marquees x 2 pages
3	ASB transaction Proof of payment & Invoices for Far North Rentals x 3 pages
4	ASB transaction Proof of payment & Invoices for Printing.com (Event Programs) and My Lady Agent (MC Toast) x 3 pages
5	Cover letter from Kaitaia Sport and Leisure Trust to Te Hiku Community Board supporting this Project Report x 1 page
6	Event Program x 6 pages



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:	Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (EcoCentre Kaitiaki)
Name & location of project:	Tai Tokerau Timebank
Date of project/activity:	December 2020 to February 2021

Which Community Board did you receive funding from?

☒

Te Hiku

☐

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund:	\$ 3,000
Board meeting date the grant was approved:	17 November 2020

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Anna Dunford - Regional Coordinator	\$ 720.00	ECO-TTT 86 & 87
Paula Walker - Te Hiku Coordinator	\$ 1,187.50	COGS dec 2020 & Jan 2021
Anna Dunford - Regional Coordinator	\$ 660.00	ECO-TTT 88
Anna Dunford - Regional Coordinator	\$ 432.50	ECO-TTT 89
Total:	\$3,000.00	

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

Our Tai Tokerau Timebank membership base has continued to thrive. We currently have over 400 members; are the third largest timebank in New Zealand; and, the seventh largest in the World. In particular, the active membership levels in the Te Hiku Ward have increased from 162 at the beginning of Dec 2020 to 171 at the end of Feb 2021, with a number of potential new members waiting to be inducted. Members continue to help themselves, and others in the community, (and to build feelings of self worth) with no need for cash to change hands.

Private Bag 752, Memorial Ave, Kaitiaki 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:

The community has benefited in a number of ways, including: reducing social isolation for members of the community that do not have a traditional support structure; reducing the waste of local resources; reducing the amount of waste going to landfill; encouraging the development of true neighbourhoods that look out for each other and provide support in times of need.

Traditional skills are valued and taught as part of the process of timebank trades; different generations learn to place value in their own skills and knowledge and that of those members from a different generation.

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

The FNDC Community Board has been acknowledged in the footer of emails and letters issued during the funding period.

Acknowledgement has also been made on the EcoCentre Website and Facebook pages as well as the Tai Tokerau Timebank Facebook pages and newsletters.

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

facebook.com/EcoCentreKaitaia/

This report was completed by:

Name: Donna King
Address: Shop 5, 42 Commerce Street, Kaitaia (entrance off Bank Street)
Phone: 09 408 1086 mob: 022 458 2313
Email: info@ecocentre.co.nz
Date: 25 March 2021

Schedule of Supporting Documentation**Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (EcoCentre Kaitaia)**

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

1	ASB Bank Statement from 29 December 2020 to 19 February 2021
2	Te Tai Tokerau Timebank Annual Report September 2019 to August 2020 x 8 pages
3	Tax Invoice – Paula Walker x 2
4	Tax Invoice – Anna Dunford x 4



Project Report COMMUNITY GRANT FUND - LOCAL

F0080402

Name of organisation: **Volunteering Northland**
 Name & location of project: **Far North District, operational cost Volunteer Centre**
 Date of project/activity: **Ongoing**

Which Community Board did you receive funding from? **Te Hiku**

Amount received from the Community Fund: **\$3000**

Board meeting date the grant was approved: **2 June 2020**

Details of how the money was spent:

Supplier/Description	\$amount	Receipt/s attached (please tick)
Contribution towards Rent/Venue Hire (approx: 3,500)	300	
Contribution towards Advertising/Promotion (approx: 8,350)	765	
Contribution towards Administration (approx: 1,750)	120	
Contribution towards Travel/Mileage (approx: 4,500)	225	
Contribution towards Volunteer Expenses (approx: 650)	30	
Contribution towards Staff training/Memberships/Accounting charge (approx: 1,500)	300	
Contribution towards Phone and Internet/depreciation (approx: 10,200)	1,260	
Total:	3,000	

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

- The grant contributed towards the acquisition/registration of more non-profit organisations in the Far North District and contributed to cover the cost of promotion and marketing associated to recruiting volunteers for registered organisations. Due to the effects of Covid, the number of organisations we work with in the District is down compared to the year before. 48 organisations use our recruitment service and another 46 on a casual basis (mainly taking advantage of the subsidised PD options we offer). On top of these, there are another 26 organisations operating Northland-wide like Fire and Emergency, St John, Plunket, ...
- We organised the following courses and events:
 - Two "meet-up/meet-us" sessions providing more networking opportunities for volunteer coordinators as well as growing the number of registered organisations.
 - A subsidised conflict-awareness / de-escalation training in Kerikeri
 - Fourteen 90 minutes Governance Bites sessions August 2019 to November 2020, 100% funded by Foundation North, Whangarei and Kaipara Districts councils. These sessions, 14 topics are still available on-line.
 - Two First aid Training sessions, \$30 contribution per person only.
 We were not able to do as many events as the year before, we did however visit many organisations in the district.
- We focussed on advertising the volunteer opportunities:

- Weekly ads in the local papers and news letters and regular boosted Facebook posts to recruit volunteers.
- We are advertising volunteer opportunities using display boards and tear-off posters in Te Ahu centre Kaitia, an (empty) shop window and the library in Kaikohe, in the Procter Library Kerikeri (display with slide show) and other "high-traffic" areas.
- We have been recruiting at the Packhouse market using our stall.
- We are now a member of the Civil Defence Welfare Coordination Group after collaborating with CD in 2020, connecting volunteers to help-requests in the Far North.

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

The non-profit sector has been an essential part of the Covid response, and most non-profits involve volunteers. Many could not, or did not want to volunteer during level 4, 3 and even 2. A significant number of volunteers did not return at all. This is why numbers are down, at some organisations up to 25%.

Our recruitment and referral service is back on track. It works best if we have many opportunities to advertise, so all potential volunteers that contact us can find something that fits. This is why we have been looking for support to assist organisations to create a wide variety of opportunities, focussing on more short-term options.

After The Whangarei District Council did support us with additional funding to assist organisations with their volunteer program, we also applied to the Lottery Wellbeing fund for the same purpose, so we would be able to assist organisations in the Far North and Kaipara district as well. The Lottery Grants Board partially funded our request, so we now have an additional staff member focussing on the Far North and Kaipara district.

Volunteer referral numbers have improved 2021, although some areas are easier accessible than others.

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

- This was funding for operational cost. We acknowledge the support from the Far North District Community Boards on our website (<https://volunteeringnorthland.nz/aboutus/ourfunders>), correspondence, flyer's, newsletters etc.

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

- <https://www.facebook.com/volunteeringnorthland/>

This report was completed by:

Name:	Bart van der Meer
Address:	Level 1 Civic Arcade, 3741 Bank Street Whangarei
Phone:	09-9454984 / 0800-8652268 / 021-2390101
Email:	mgr@volunteeringnorthland.nz
Date:	26/05/21

Schedule of Supporting Documentation**VOLUNTEERING NORTHLAND (THCB)**

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

1	Annual Report 2020 x 11 pages
2	Northland Age Extract (An Opportunity to give something back) x 4 pages
3	Marketing Material Examples x 1 page
4	Email – from Bart van der Meer – THCB Project Report attached x 1 page

8 INFORMATION REPORTS

8.1 LAKE OHIA COMMUNITY HALL - SIX MONTHLY UPDATE

File Number: A3250496

Author: Nina Gobie, Team Leader - Facilities Operations

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

At the November 2021 Te Hiku Community Board meeting it was requested that the Lake Ohia Community Hall Committee update the Community Board on hall use/activities, usage/participants numbers over the next six months.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This report provides the information as requested and provided by the Hall Committee on the hall use/activities, usage/participants numbers from December 2020 to May 2021.

TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board receive the report Lake Ohia Community Hall - six monthly update.

TĀHUHU KŌRERO / BACKGROUND

A resolution was passed late last year requesting information on the hall use / activities, usage / participants numbers for the Lake Ohia Hall.

RESOLUTION 2020/82

Moved: Chairperson Adele Gardner

Seconded: Member Jaqi Brown

That the Te Hiku Community Board

- a) Receive the report Lake Ohia Community Hall – Asset Condition Report
- b) Request the Lake Ohia Community Hall Committee come and update the Community Board on hall use/activities, usage/participants numbers over the next 6 months.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

A report (attached) has been prepared by the Hall Committee that identifies the statistical information for the Lake Ohia Hall from December 2020 to the end of May 2021.

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

There are no specific financial implications resulting from this report.

ĀPITIHINGA / ATTACHMENTS

1. Lake Ohia Hall Committee Six-monthly Statistical Report May 2021. - A3250488  



Our committee have listened to our community consultation and taken on board the councils mission of Creating great places, supporting our people. The feedback from our community consultation done through a survey and 3 community meetings was very clear; People want us to create a great place at Lake Ohia hall that supports our local people to come together. We are focussing on the FNDC value of Whanaungatanga: Family, community , connecting and sharing.

Regular Users:

- Cards Night (fortnightly)
- Home Schooling Group (Approx. Monthly – used more in wet weather)
- Committee Meetings (monthly)
- Civil Defence

Community Events:

- Community Christmas Get together (approximately 60 people attended)
- Easter Get together (sponsored by FMG) (approximately 45 people attended)
- Cheese and Wine Evening (approximately 45 people attended)
- Cooking with Hong (Donations made to hall) (approximately 30 people attended)
- Pink Breakfast
- Shield Celebration

Other Use:

- Tsunami Evacuation Point
- Civil Defence Group Meetings
- Trusts Law Changes
- Schluter Hire (x2)
- Jurlina Hire

Income:

Hall Hire and Community Events:	\$1598
Donations:	\$450

Month	Maintenance	Development/Repairs
December	Grounds Clean-up Lawns Weed removal Weed spraying Glass removal Cleaning of Hall Interior	New Fence to secure grounds Hole in ceiling repaired.
January	Weed Spraying Lawns	
February	Total Clean of hall ready for potential Evacuees from Tsunami Lawns Weed removal Weed spraying	Water Pump replaced Guttering and Water tanks cleared and maintained. Replaced Toaster, Kettle, microwave, panini maker. Levelling Ground Hole in wall covered
March	Hall clean up for Cheese Evening Lawns Weed spraying Rubbish Removal	Levelling of future car parking area Polished Floors
April	Removal of Glass from grounds before Easter Do. Clean up following Intruder in hall.	Fixing Damage from Intruder Tennis Court Fencing
May	Lawns Weed spraying	

Issues:

Parking

Bus ability to turn around outside

Traffic

Grounds – Council indicated in December that they would meet obligations to do this regularly. They have been once. Community continues to do the regular maintenance that council indicated was their responsibility.

Fixes:

Fencing has enabled family events such as the Christmas function and Easter do. Also has encouraged users such as Home schoolers and Birthday Celebrations.

Regular Costs:

\$50 for small family events

Up to \$150 for larger events.

Community Groups are asked to provide a koha to cover costs.

9 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE