



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Te Hiku Community Board Meeting**

**Tuesday, 10 May 2022**

**Time:** 10:00 am

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

**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. Specific to Te Hiku Community Board – the Kaitia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee.
18. 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.
19. 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.
20. 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.
21. 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**

<b>Name</b>	<b>Responsibility (i.e. Chairperson etc.)</b>	<b>Declaration of Interests</b>	<b>Nature of Potential Interest</b>	<b>Member's Proposed Management Plan</b>
<b>Adele Gardner</b>	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.			
<b>Partner of Adele Gardner</b>	N/A as Retired			
<b>Darren Axe</b>	Wharf Warden at Far North Holding Limited	Council Controlled organisation		
<b>Sheryl Bainbridge</b>	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			
<b>Jaqi Brown</b>	Te Hiku Navigation	Manager		
	Whangape Marae	Māori Landowner Trustee over Whangape School and marae		Will manage any potential interests/conflicts and it arises
	Te Rarawa Rugby Club Committee	TRRC Lease Ahipara Domain from FNDC		Will manage any potential interests/conflicts and it arises
	Property in Ahipara			
<b>John Stewart</b>	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 Whatuwhiwhi and Kaitaia			Step aside for any decisions at the time
<b>John Stewart – Partner</b>	Printing.com Kaitaia			
	Property in Whatuwhiwhi and Kaitaia			Step aside for any decisions at the time
<b>Felicity Foy</b>	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight and Allen Bell Drive.	
	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			
<b>Partner Felicity Foy</b>	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 10 May 2022 at 10:00 am**

## **Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer.....</b>	<b>11</b>
<b>2</b>	<b>Nga Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest.....</b>	<b>11</b>
<b>3</b>	<b>Te Wāhanga Tūmatanui / Public Forum .....</b>	<b>11</b>
<b>4</b>	<b>Te Tono Kōrero / Deputation.....</b>	<b>11</b>
<b>5</b>	<b>NGA kaikorero / Speakers .....</b>	<b>11</b>
<b>6</b>	<b>Confirmation of Previous Minutes .....</b>	<b>12</b>
	6.1 Confirmation of Previous Minutes.....	12
<b>7</b>	<b>Reports.....</b>	<b>26</b>
	7.1 Chairperson and Members Reports.....	26
	7.2 Funding Applications.....	40
	7.3 Winter 2021/2022 Rural Travel Funding Applications.....	51
	7.4 Te Hiku Statement of Community Board Fund Account as at 31 March 2022. ....	95
	7.5 Kaitaia Drainage Area 2022/2023 Programme .....	99
	7.6 Kaitaia Drainage Area 2023/2024 Programme .....	106
	7.7 Waiharara and Kaikino Drainage Areas 2022/2023 Programme .....	113
	7.8 Waiharara and Kaikino Drainage Areas 2023/2024 Programme .....	119
	7.9 Motutangi Drainage Area 2022/2023 Programme .....	125
	7.10 Motutangi Drainage Area 2023/2024 Programme .....	131
<b>8</b>	<b>Information Reports.....</b>	<b>136</b>
	8.1 Te Hiku Statement of Financial Performance Activities by Ward for the period ending 31 March 2022.....	136
	8.2 Te Hiku Community Board Action Sheet Update May 2022.....	139
	8.3 Drainage Area Committees Minutes and Action Sheet .....	142
<b>9</b>	<b>Te Wāhanga Tūmataiti / Public Excluded.....</b>	<b>159</b>
	9.1 Ground Lease to Fire and Emergency NZ (FENZ) - Rangiputa, Hihi and Pukenui Stations .....	159
<b>10</b>	<b>Karakia Whakamutunga / Closing Prayer.....</b>	<b>160</b>
<b>11</b>	<b>Te Kapinga Hui / Meeting Close.....</b>	<b>160</b>



**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 TE WĀHANGA TŪMATANUI / PUBLIC FORUM****4 TE TONO KŌRERO / DEPUTATION**

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

**5 NGA KAIKORERO / SPEAKERS**

**6 CONFIRMATION OF PREVIOUS MINUTES****6.1 CONFIRMATION OF PREVIOUS MINUTES**

**File Number:** A3538589

**Author:** Rhonda-May Whiu, Democracy Advisor

**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 29 March 2022 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. 2022-03-29 Te Hiku Community Board Minutes - A3644940 [↓](#) 



**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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.

Te Hiku Community Board Meeting Minutes - **Unconfirmed**

29 March 2022

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD AT VIRTUALLY VIA MICROSOFT TEAMS  
ON TUESDAY, 29 MARCH 2022 AT 10:06 AM**

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

**STAFF PRESENT:** Kim Hammond (Funding Advisor), Shayne Storey (Community Development Advisor), Aisha Huriwai (Democracy Services Team Leader), Glenn Rainham (Manager infrastructure Operations), Troy Smith (Graduate Engineer), Rhonda-May Whiu (Democracy Advisor), Nina Gobie (Team Leader Facilities Operations), Mandy Griffin (Facilities Contract Specialist).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Adele Gardner commenced the meeting and Member Sheryl Bainbridge opened with Prayer.

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

Member Darren Axe declared a conflict regarding item 8.2 Petition - Waterfront Road, Pukenui.

Member Felicity Foy declared a conflict regarding item 7.5a Funding Applications.

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Recreation Services Limited staff addressed the board regarding level of service issues.

**MEETING ADJOURNED 10:20AM**

**RESOLUTION 2022/4**

Moved: Chairperson Adele Gardner

Seconded: Member Sheryl Bainbridge

**That the meeting of Te Hiku Community Board be adjourned till 11.30am.**

**CARRIED**

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations.

**5 NGĀ KAIKŌRERO / SPEAKERS**

Blanche Morrogh - Ahipara Boardriders regarding Item 7.5a.

Jordan Jujnovich - Awanui Sports Complex regarding item 7.5b.

**6 CONFIRMATION OF PREVIOUS MINUTES****6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A3538562, pages 12 - 14 refers.

**RESOLUTION 2022/5**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board agrees that the minutes of the meeting held 15 February 2022 be confirmed as a true and correct record.**

**CARRIED**

**7 REPORTS**

Member Subritzky joined the meeting at 11.49 am.

**7.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.1 document number A3630526, pages 20 - 21 refers.

**RESOLUTION 2022/6**

Moved: Member Darren Axe

Seconded: Member Sheryl Bainbridge

**That Te Hiku Community Board note the reports from Chairperson Adele Gardner and Members Darren Axe and Bill Subritzky.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

Note: Member Bainbridge tabled a proposed Waterfront parking plan from Daniel Thompson – document number A3681203 refers.

**RESOLUTION 2022/7**

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

**That Te Hiku Community Board, having the delegation for the Northern Drainage Area Committees, and having received reports on progress on all Drainage aspects; Planning, financing, and physical works, for the financial year ending the 30th of June 2022 requests the Chief Executive to confirm in writing to the Te Hiku Community Board that:**

- 1. Before proceeding with a June/July 2022 spray of drains, the council will ask the property owners concerned whether this is necessary, or whether they are prepared to wait for the spring and autumn cleans from 2022 onwards;**
- 2. As the programme states that spraying will be done in late spring and late autumn, the council will arrange for automatic issue of a works order in late September/early October and again in late January/early February;**
- 3. Regular monitoring will be in place to ensure that two sprays per season are carried out, and that they are carried out in consultation with property owners to ensure that**

- they are done at the right time i.e. low tide in the lower reaches of the drains;
4. The council will inform property owners immediately of the 2019 bylaw and Land Drainage Act conditions. Properties are changing hands all the time and there is no logic in waiting until June to send information;
  5. Where property owners have knowingly undertaken development that is inconsistent with the bylaws or Land Drainage Act, give them a month to rectify this and then arrange for the work to be rectified and send them an invoice for the cost for expenses as clearly set out in Section 9.1 of the Land Drainage Bylaw 2019;
  6. Advise what steps have been put in place to prevent Northern Drainage District committees being included in the proposed Three Waters reform as they relate to local land drainage which is separately rated for and not drinking water, wastewater or urban stormwater;
  7. Ensure that going forward, the management of the northern drainage areas will have adequate staff resourcing;
  8. All Board members will receive a copy of the draft management plans well in advance of the workshop scheduled for 4 April 2022.

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

## 7.2 PROJECT FUNDING REPORTS

Agenda item 7.2 document number A3581757, pages 27 - 28 refers.

### RESOLUTION 2022/8

Moved: Member William (Bill) Subritzky

Seconded: Member Jaqi Brown

**That Te Hiku Community Board note the project reports received from Friends of Rangikapiti Reserve Society Incorporated.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

## 7.3 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 JANUARY 2022

Agenda item 7.3 document number A3600542, pages 32 - 33 refers.

### RESOLUTION 2022/9

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

**That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 31 January 2022.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

Page 3

**CARRIED****7.4 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 28 FEBRUARY 2022**

Agenda item 7.4 document number A3627451, pages 36 - 39 refers.

**RESOLUTION 2022/10**

Moved: Chairperson Adele Gardner  
Seconded: Member William (Bill) Subritzky

**That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 28 February 2022.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED****7.5a FUNDING APPLICATIONS**

Agenda item 7.5 document number A3622941, pages 40 - 69 refers.

**RESOLUTION 2022/11**

Moved: Chairperson Adele Gardner  
Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board:**

- a) **approves the sum of \$30,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Ahipara Boardriders Club for the purchase of a public address system, trailer and signwriting seating and shelter, to support the following Community Outcomes:**
- i) **Proud Vibrant Communities**
  - ii) **Communities that are healthy, safe, connected and sustainable.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart and William (Bill) Subritzky

Against: Nil

Abstained: Member Felicity Foy

**CARRIED**

Note: Member Felicity Foy remained silent on the discussion of this application

**7.5b FUNDING APPLICATIONS****RESOLUTION 2022/12**

Moved: Member Jaqi Brown  
Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board:**

**approves the sum of \$22,794.17 (plus GST if applicable) to be paid from the Board's Community Fund account to Awanui Sports Complex Incorporated for the purchase and installation of a submersible pump, to support the following Community Outcomes:**

**i) Proud Vibrant Communities**

**ii) Communities that are healthy, safe, connected and sustainable.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

#### **7.5c FUNDING APPLICATIONS**

##### **RESOLUTION 2022/13**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board:**

**approves the sum of \$2,140 (plus GST if applicable) be paid from the Board's Community Fund account to R. Tucker Thompson to send a youth from the Te Hiku Community Board area to attend the seven day Youth Development Voyage on the R. Tucker Thompson, to support the following Community Outcomes:**

**i) Proud, vibrant communities**

**ii) Communities that are healthy, safe, connected and sustainable.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

#### **7.6 ROAD NAMING - 373 KIMBERLY ROAD, PUKENUI**

Agenda item 7.6 document number A3629141, pages 70 - 72 refers.

##### **RESOLUTION 2022/14**

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

**That the Te Hiku Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a public road, Klondike Lane that is currently addressed at 373 Kimberly Road, Pukenui as per map (A3436715).**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

**7.7 KAITAIA DRAINAGE AREA 2021/2022 PROGRAMME UPDATE****TŪTOHUNGA / RECOMMENDATION**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

~~That Te Hiku Community Board:~~

- ~~a) Note the report "Kaitaia Drainage Area 2021/2022 programme update" for information.~~
- ~~b) Approve the 2021/2022 work programme with feedback from the Kaitaia Drainage Area Committee.~~

Motion Withdrawn

Note: Action Sheet from Drainage Committees to be provided in future Te Hiku Community Board Action Sheet reports.

**8 INFORMATION REPORTS****8.1 TE HIKU COMMUNITY HALL ANNUAL INFORMATION UPDATE**

Agenda item 8.1 document number A3603250, pages 156 - 188 refers.

**RESOLUTION 2022/15**

Moved: Chairperson Adele Gardner

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board receive the report Te Hiku Community Hall Annual Information Update.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED****8.2 PETITION - WATERFRONT ROAD PUKENUI**

Agenda item 8.2 document number A3633563, pages 189 - 191 refers.

**RESOLUTION 2022/16**

Moved: Member Jaqi Brown

Seconded: Member John Stewart

**That Te Hiku Community Board:**

- a) formally receive the petition from The Permanent Residents of Waterfront Road, Pukenui;**

In Favour: Members Adele Gardner, Jaqi Brown, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

Abstained: Member Darren Axe

**CARRIED**



**8.3 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE MARCH 2022**

Agenda item 8.3 document number A3583045, pages 193 - 193 refers

**RESOLUTION 2022/17**

Moved: Chairperson Adele Gardner

Seconded: Member Sheryl Bainbridge

**That the Te Hiku Community Board receive the report Te Hiku Community Board Action Sheet Update March 2022.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED****MEETING ADJOURNED 2:04 PM**

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

**That the meeting of Te Hiku Community Board be adjourned until 11 April 2022 from 9:30am.**

In Favour: Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED****8 TE KAPINGA HUI / MEETING CLOSE**

Chair Adele Gardner adjourned the meeting for the day and Member Jaqi Brown closed with a Karakia at 2:04 pm

Te Hiku Community Board Meeting Minutes - **Unconfirmed**

29 March 2022

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON MONDAY, 11 APRIL 2022 AT 9:33 AM**

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

**STAFF PRESENT:** Aisha Huriwai (Democracy Services Team Leader), Glen Rainham (Manager infrastructure Operations), Troy Smith (Graduate Engineer), Rhonda-May Whiu (Democracy Advisor)

**KARAKIA TIMATANGA / OPENING PRAYER**

Chair Adele Gardner reopened the meeting with a prayer.

**9 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

Apologies received from Member Jaqi Brown

**9.1 KAITAIA DRAINAGE AREA 2021/2022 PROGRAMME UPDATE**

Agenda item 7.7 document number A3637920, pages 94 - 102 refers.

**RESOLUTION 2022/18**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board:**

- a) Note the report “Kaitaia Drainage Area 2021/2022 programme update” for information.
- b) Approve the 2021/2022 work programme with feedback from the Kaitaia Drainage Area Committee.

In Favour: Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

**7.8 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME**

Agenda item 7.8 document number A3638045, pages 103 - 109 refers.

**RESOLUTION 2022/19**

Moved: Chairperson Adele Gardner

Seconded: Member Sheryl Bainbridge

**That Te Hiku Community Board leave the reviewed Kaitaia Drainage Area 2022/2023 work programme report to lie.**

In Favour: Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

Page 8

**LEFT TO LIE**

Note: To update the report to include the minutes and action points from the Kaitaia Drainage Area Committee meeting.

## 7.9 KAITAIA DRAINAGE AREA 2023/2024 PROGRAMME

Agenda item 7.9 document number A3638099, pages 110 - 116 refers.

### RESOLUTION 2022/20

Moved: Member Darren Axe

Seconded: Member John Stewart

**That Te Hiku Community Board leave the Kaitaia Drainage Area 2023/2024 Programme report to lie.**

In Favour: Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**LEFT TO LIE**

## 7.10 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME UPDATE

Agenda item 7.10 document number A3638124, pages 117 - 124 refers.

### RESOLUTION 2022/21

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board:**

- a) **Note the report "Waiharara and Kaikino Drainage Areas 2021/2022 programme update" for information.**
- b) **Approve the Waiharara and Kaikino Drainage Areas 2021/2022 work programme.**

In Favour: Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Against: Nil

**CARRIED**

## 7.11 WAIHARARA AND KAIKINO DRAINAGE AREAS 2022/2023 PROGRAMME

Agenda item 7.11 document number A3638182, pages 125 - 130 refers.

### RESOLUTION 2022/22

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That the Te Hiku Community Board leave the reviewed Waiharara and Kaikino Drainage Areas 2022/2023 work programme report to lie.**

In Favour: Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Te Hiku Community Board Meeting Minutes - **Unconfirmed**

29 March 2022

**Against:** Nil**LEFT TO LIE**

Note: To update the report to include the minutes and action points from the Waiharara and Kaikino Drainage Area Committee meeting

**7.12 WAIHARARA AND KAIKINO DRAINAGE AREAS 2023/2024 PROGRAMME**

Agenda item 7.12 document number A3638209, pages 131 - 136 refers.

**RESOLUTION 2022/23**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That Te Hiku Community Board leave the Waiharara and Kaikino Drainage Areas 2023/2024 Programme report to lie.**

**In Favour:** Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

**Against:** Nil**LEFT TO LIE****7.13 MOTUTANGI DRAINAGE AREA 2021/2022 PROGRAMME UPDATE**

Agenda item 7.13 document number A3638247, pages 137 - 144 refers.

**RESOLUTION 2022/24**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That the Te Hiku Community Board:**

- a) note the report "Motutangi Drainage Area 2021/2022 work programme update" for information.**
- b) approve the reviewed Motutangi Drainage Area 2021/2022 work programme.**

**In Favour:** Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

**Against:** Nil**CARRIED****7.14 MOTUTANGI DRAINAGE AREA 2022/2023 PROGRAMME**

Agenda item 7.14 document number A3638260, pages 145 - 150 refers.

**RESOLUTION 2022/25**

Moved: Chairperson Adele Gardner

Seconded: Member Sheryl Bainbridge

**That the Te Hiku Community Board leave the Reviewed Motutangi Area 2022/2023 work programme report to lie.**

**In Favour:** Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

Page 10

Te Hiku Community Board Meeting Minutes - **Unconfirmed**

29 March 2022

**Against:** Nil**LEFT TO LIE**

Note: To update the report to include the minutes and action points from the Motutangi Drainage Area Committee meeting.

**7.15 MOTUTANGI DRAINAGE AREA 2023/2024 PROGRAMME**

Agenda item 7.15 document number A3638324, pages 151 - 155 refers.

**RESOLUTION 2022/26**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That the Te Hiku Community Board leave the report Motutangi Drainage Area 2023/2024 Programme report to lie.**

**In Favour:** Members Adele Gardner, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy

**Against:** Nil

**LEFT TO LIE****8 TE KAPINGA HUI / MEETING CLOSE**

Chairperson Adele Gardner closed the meeting at 9.48am with a prayer.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 10 May 2022.

.....  
**CHAIRPERSON**

## 7 REPORTS

### 7.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A3678626

**Author:** Rhonda-May Whiu, Democracy Advisor

**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 Adele Gardner and Members Darren Axe, Sheryl Bainbridge, Jaqi Brown, John Stewart and Bill 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 ĀPITIHINGA / ATTACHMENTS

1. Chairs Report Adele Gardner - A3686671  
2. Members Report Bill Subritzky - A3686872  
3. Members Report Darren Axe - A3686637  
4. Members Report John Stewart - A3686878  
5. Members Report Jaqi Brown - A3686839  
6. Members Report Sheryl Bainbridge - A3686755  

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Te Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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

<b>Report to Community Board</b>	<b>Board Name</b>
<b>Chairperson's Name</b>	<b>Adele Gardner</b>
<b>Subdivision</b>	<b>Te Hiku</b>
<b>Date</b>	<b>14 Mar - 20 April 22</b>

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### REPORT

**1) Meetings/Functions attended**

- 14 Mar - Te Hiku Project Working Group Meeting**
- 14 Mar - Drainage Committee Meeting with Staff - virtual**
- 15 Mar - Extraordinary Council Meeting - virtual**
- 15 Mar - Annual Plan Workshop**
- 16 Mar - Big Ideas Lab - Future for LGNZ - virtual**
- 16 Mar - Audit Risk & Finance Committee Meeting - virtual**
- 17 Mar - Met with Croquet Club Members with the Mayor**
- 18 Mar - Agenda Preview - virtual**
- 21 Mar - Kaitaia, Waiharara Kaikino, Motutangi Drainage Mtgs- virtual**
- 22 Mar - Vehicles on Beachs Bylaw submission hearings - virtual**
- 23 Mar - Infrastructure Committee Meeting - virtual**
- 23 Mar - FNHL Statement of Intent - virtual**
- 24 Mar - Chairs/Staff Setting of Agenda for Combined CB meeting - virtual**
- 25 Mar - Community Board Chairs workshop - virtual**
- 28 Mar - Met up with Property Manager**
- 28 Mar - Te Hiku Project working group Meeting**
- 29 Mar - Te Hiku Community Board Meeting - virtual**
- 30 Mar - District Plan workshop - Tangata Whenua Consultation - virtual**
- 4 Apr - Kaitaia, Waiharara/Kaikino, Motutangi Management Plan workshop**
- 5 Apr - Meeting with the Review Panel for LGNZ - virtual**
- 5 Apr - Combined Community Board workshop - virtual**
- 9 Apr - Strategic Planning discussion with staff - virtual**



- 11 Apr - Reconvene Te Hiku Community Board Meeting - virtual
  - 11 Apr - Te Hiku Project Working group Meeting
  - 13 Apr - Joint FNDC FNHL review Statement of Intent - virtual
  - 14 Apr - Annual Plan Workshop - virtual
  - 14 Apr - Climate Change Adaptation Engagement workshop - virtual
- 2) Report - Te Hiku Revitalisation work - The Allen Bell Playground Opening was held on the 2<sup>nd</sup> April, which was well represented with children and adults. A big thank you to Shine on Kaitaia for supplying the BBQ food for everyone. Ahipara - Korora Park new playground is being opened on the 30<sup>th</sup> April. Awanui Playground is to follow soon after. The Awanui toilets are getting a revamp, they are being painted inside and the outside will have a designed wrap installed.
- Te Hiku/Te Ahu footpath loop - this is well underway and not too far from being completed.
- 3) Request for Service: - **RFS 4103963** - New footpath status for 21/22.
- 4) Resource Consents - RC 22205533 - Mangonui Property Partners Ltd 23 North Park Drive Kaitaia to create one additional lot being a controlled activity.

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**COMMUNITY BOARD MEMBERS REPORT**

**Report to Community Board:** Te Hiku

**Members Name:** Bill Subritzky

**Subdivision:** Whatuwhiwhi/Awanui

**Date:** 20/04/2022

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**REPORT****1) Meetings/Functions**

- 18/03 Networking with Karikari peninsular Iwi, Marae, Whatuwhiwhi, Lake Ohia groups to organize a joint meeting to discuss proposed Spatial Planning for the Peninsular.
- 29/03 Te Hiku Board Meeting .
- 30/03 Lake Ohia Hall meeting.
- 04/04 Meeting with Evan Makay from Whatuwhiwhi CCTV committee to review options for Awanui.
- 05/04 Whatuwhiwhi Hall Committee meeting to review Spatial Planning project
- 06/04 Awanui Progressive and Ratepayers Inc meeting.
- 19/04 Combined meeting Whatuwhiwhi Community Center. Introduction and review of the Spatial Planning Project by project manager Christine Hawthorn (refer below)

**2) General Summary**

- The meeting held at the Whatuwhiwhi Community Center on Tuesday 19<sup>th</sup> was attended by local Marae, Iwi Whatuwhiwhi and Lake Ohia Delegates. Christine Hawthorn was able to clarify her role and the scope of the project for the Peninsular. From the meeting a steering committee was established to collect and collate information from 2 existing plans and input from other groups and the public. These ideas and priorities will be sent to Christine. The urgency for this information was stressed. The response from this meeting was a lot more positive than earlier initiatives.
- Committee members of the Lake Ohia Hall were invited to meet with the Asset Manager for FNDC to review the Asset report for the hall. I was invited but my computer was down, and I did not view the email until later. I sent my apologies to the committee and the Asset Manager. I was briefed by the Asset Manager however the Chairperson for the Hall committee will give a full report at the next meeting
- Waka Kotahi contacted the Lake Ohia Hall committee to request feedback and input for the design of a concrete verge on the SHWY 10 roadside parallel to the hall This will be installed to allow safe parking at the hall as well as ensuring the safety of school children during pick up and drop off. The verge will better control the use of this area by heavy trade vehicles. The committee will also address the issue of road gravel dumping in this area as well.

## COMMUNITY BOARD MEMBERS REPORT

**Report to Community Board:** Te Hiku

**Members Name:** Darren Axe

**Subdivision:** North Cape

**Date:** 10 March – 12 April 2022

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### REPORT

**1) Meetings/Functions**

10 March – Rang everyone on both drainage committees for their thoughts on what is needed to happen now.

21 March – Online drainage meetings.

29 March – Virtual Te Hiku Community Board Meeting

2 April - Check that all Tsunami alarms are working.

4 April – Disability Action Group meeting online.

12 April – Ratepayers Meeting, Houhora – Riao Hall

**2) Issues - NIL**

**3) Resource Consents: NIL**

**4) Request for Service: NIL**

## COMMUNITY BOARD MEMBERS REPORT

<b>Report to Community Board</b>	<b>Te Hiku</b>
<b>Members Name</b>	<b>John Stewart</b>
<b>Subdivision</b>	<b>Kaitaia</b>
<b>Date</b>	<b>March/April 22</b>

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### REPORT

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#### 1) **Meetings/Functions**

2 Far North Forest trust Meetings  
KBA Meeting  
Community board meeting (teams)  
Combined Community board meeting (teams)

#### 2) **Issues -**

Finally got to the bottom of the Far North Community Forest trust Lease.

Have spoken to the managers of the forest (Summit). There is no financial gain to cut the trees early and have a 15 year pulp rotation. Summits advice was to sit on trees for further 6 -8 years. This will take us to 2028/30. Then it will be time to discuss further investment and an extended lease for the community forest.

I will now call another meeting of the trust where the chair will stand down and the trust members will elect a new chair. I have been to the bank and got the forms to change signatories and address etc for the trust.

I also have a 1992 lease agreement between FNDC and the Far North community forest charitable trust and Juken nishho ltd (now summit)

I have asked summit if there are any more recent lease documents.

Below is some dialog from linz for future records as it wasn't easy to locate.

David Clode [REDACTED] Thu 22/04/14 1:46 PM

Kia ora John

Hi John

Thank you for this. You should liaise directly with Henare Walker at Summit Forests (the licensee for the Aupouri CFL) on this matter. Henare's email address is: [REDACTED]

*We've let him know that he should expect an email from you.*

*Kind regards*

*David*

**Issues -**

I questioned District Services regarding consent times, why are people being given a timeline that is not anywhere near accurate. The public are planning around proposed timelines. District Services phoned to admit expectations need to be addressed, if consents are taking longer then those waiting on consent need to be advised upfront.

They also replied with and email:

*As discussed when I called you this morning, I sincerely apologise for the delay in responding to you. Also, you indicated that the generic written response you received from the Resource Consents team was not helpful (1) in terms of managing your expectations in relation to the timing of processing your consent and (2) sourcing people who are able to assist you with implementation of your project.*

*The Resource Consents team is working very hard to complete a Delivery Plan which will incorporate a number of initiatives to achieve a return to statutory times and processing consents within 20 working days.*

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**3) Resource Consents:**

**3) Request for Service:**

**4106280**

**2 road signs have been knocked down by cars doing wheelies on West Coast road, next to Paparore school I have completed a RFS. Do council contractors let council know when a service is required. the roadside has been mowed do those doing the mowing complete an RFS??**



Document number A3686878

Page 3 of 3

## COMMUNITY BOARD MEMBERS REPORT

**Report to Community Board:** Te Hiku

**Members Name:** Jaqi Brown

**Subdivision:** Ahipara / Kaitaia

**Date:** March/April 2022

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### REPORT

#### 1) Meetings/Functions

Have attended several Ahipara Aroha community meetings in the past few months and note with interest the new developments that they have initiated like an event to celebrate Matariki in June. More calls to slow traffic or close through traffic off in Korora Street and put in an expanded parking area. Surveys have been done and a plan is being prepared.

Supported Neighbourhood Support fire safety day at the end of February in which 22 houses had fire alarms installed.

Have been looking into career kiosks for Kaitaia to support jobseekers and learners to access opportunities. Will be looking for local sponsorship.

The pump tracks has sparked visitor surges in both Ahipara and Kaitaia and have been talking with community orgs about how to awhi our young people with safety and sharing the facility.

The opening of the playground in Allen Bell Drive was a highlight and we got to hear some of the great ideas the kids had for future developments in that area.

Continuing to promote accessing council services using social media platforms to promote key information about how to access council services.

Have been reading the latest Halls report and thinking about how we can best support communities to take more ownership of their halls in the future.

Attended Te Hiku Community Board regular meetings

Have received a lot of praise for the work done by Andrea Panther and team on the Te Hiku revitalisation project.

#### 2) Issues

Lots of issues re roading, dust, corrugations and supporting people to use the RFS services.

#### 3) Resource Consents: 0

Document number A3686637



- 4) **Request for Service:** Several around roading and washouts due to heavy rain

Document number A3686637

**TE HIKU COMMUNITY BOARD MEMBER'S REPORT****Member Name:** Sheryl Bainbridge**Subdivision:** Doubtless Bay**Date:** to 19 April 2022

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**REPORT****1) Meetings**

Numerous discussions regarding Northern Drainage and Parapara Hill.

Museum meeting

TACT meeting

Meeting with CEO and others regarding Drainage areas. The CEO seems to have a good handle on what the issues are now.

**2) Issues**

**Mangonui Information Centre – Funding:** Doubtless Bay is a destination and is becoming increasingly popular. In the LTP Mangonui Info Centre, which provides a valuable service in the community received funding of \$15k for the first year, in acknowledgement of this, and also because its main income stream, the Mangonui Waterfront Festival was cancelled due to COVID. It was cancelled again this year, leaving the service struggling for income. As presented to the LTP last year, its figures stack up well against our three i-sites which cost a lot more to operate. I-sites are a council function but how can the Mangonui Information Centre be assisted please? It is noted that in the LTP Te Ahu and the Turner Centre also received grants of \$50k each which have not been carried through past the first year.

**Kaitia Market:** The previous operator has left, and a replacement has been appointed by staff. This may be a very good solution, and I have been told that the appointment is for an initial period of one year. In the meantime, a transparent process will be undertaken to ensure that other interested parties will have the opportunity to apply for the position.

**Rangitoto Reserve:** I hope to have a response to my tabled item for the Board's last meeting which included the following: Item 8.3 Action Sheet Update – Investigation into divesting Rangitoto Reserve, Mangonui: The response contains errors and omissions. There is nothing to substantiate the statement that the 'transfer to DOC' mentioned 'may be more complex than first envisaged'. The public can access the reserve by boat, along the beach from Hihi and through adjoining landowner Mr Palmer's land on request, which has never been denied. The point is that although the land was vested in the then Mangonui County Council and designated a recreation reserve in 1962, the designation of this historically and culturally valuable land is now incorrect. If this prominent site, at the eastern entrance to the Mangonui Harbour was restored, the terraces and building platform would be highly visible to the public from many vantage points, and could become iconic locally. The irony is that its comparative lack of accessibility has saved it from degeneration, but now trees and weeds have got to the point where there could be significant damage to the terraces from their roots.

The Reserves Act 1977 provides for the classification of reserves, relative to their purpose. The Council's reserves policy states that a reserve should be used for the purpose for which it is classified or the classification changed. If divesting itself of the culturally and historic reserve is in the too hard basket, this may be an option for the council to consider. The Reserves Policy then goes on to say that the Act requires that a reserve management plan be developed for

Document number A3686755

any recreational or historic reserve vested in Council. The management plan is to specify how the reserve is to be managed, what development or activities will be allowed on the reserve, and how it will be maintained or enhanced. So really, a management plan is required by legislation, in which there is no reference to considering the cost. The value in having a reserves management plan is that it is a basis that volunteer groups can use when applying for funding to external organisations. I would like further discussion on this issue as the current state of the significant weed issue on the reserve needs addressing and the council may not have the skills to undertake this work in such a potentially iconic spot.

**Draft District Plan Heritage Areas:** Despite widespread community concern about, and strong objections to the imposition of blanket heritage areas on already compromised property including the wider Mangonui area, the public has not been kept up to date with what is happening. Council totally dropped the ball in terms of its extremely poor consultation and failure to listen to communities. What is the present position?

**Rangiputa Trailer Boat Parking:** An RFS asking for a concrete block to be repositioned in order to provide parking for one vehicle and boat trailer met with the usual resistance.

**Footpaths:** As there is no longer a Waka Kotahi subsidy for the foreseeable future, how is it intended to progress footpath construction in rapidly developing areas such as Doubtless Bay. The present allocation of \$150k p.a. is not going to go far, in which case the council needs to be more proactive in mowing verges in high use areas for pedestrian safety reasons. Mill Bay Road Mangonui, as I write this, has knee high grass along the roadside despite my lodging an RFS at the beginning of the month.

**3) Resource Consents**

LUC 2220473 – tasting room and wine sales Paewhenua

**4) Requests for Service**

RFS 4105392 – urgent repairs needed to footpath adjoining Coopers Beach bridge.

## 7.2 FUNDING APPLICATIONS

**File Number:** A3666639

**Author:** Kim Hammond, Funding Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for the Local Community Grant funding to enable the Te Hiku Community Board to determine which application/s will receive funding at the May 2022 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One application has been received for funding, requesting \$6,493.00.
- The Community Board funding for the 2021/22 financial year was increased by 25% on the previous year to \$141,710. The unallocated balance is \$50,519.83.
- The Board resolved that the \$100,000 placemaking fund in the 2021/2022 financial year would be used to develop concept plans to assist in understanding community priorities and guide further board decisions for funding.

### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approves the sum of \$4,700 (plus GST if applicable) to be paid from the Board's Community Fund account to Ahipara Aroha Incorporated for rent, advertising/promotion, administration, equipment hire and purchase and materials for Matariki ki Ahipara, to support the following Community Outcomes:

- Proud, vibrant communities
- Communities that are healthy, safe, connected and sustainable.
- We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.

### 1) TĀHUHU KŌRERO / BACKGROUND

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

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Ahipara Aroha Inc – Matariki ki Ahipara	\$6,493.00 - 70%	\$4,700.00	The Community Grants Policy states that applicants can apply for up to 50% of the project cost. The recommendation aligns with the policy.	Event

### Take Tūtohunga / Reason for the recommendation

The applicant/s is 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.

**ĀPITI HANGA / ATTACHMENTS**

1. Application - Ahipara Aroha Incorporated - A3683126 [↓](#) 

**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.

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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	Ahipara Aroha Inc	Number of Members	27
Postal Address	PO Box 63, Ahipara	Post Code	
Physical Address		Post Code	
Contact Person	Lesley Wallace	Position	Committee Member
Phone Number	094092165	Mobile Number	0274749492
Email Address	lesleyw@sportnorth.co.nz		

**Please briefly describe the purpose of the organisation.**

Ahipara Aroha Inc is a community residents group formed to progress the aspirations and environmental, spiritual, social, cultural and economic wellbeing of Ahipara.

[www.fndc.govt.nz](http://www.fndc.govt.nz) | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | [funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) | Phone 0800 920 029



## Local Grant Application Form



### Project Details

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



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity  Date   
 Location  Time

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

If so, how much?

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

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

In association with Roma Marae and Ahipara Takiwa, our Ahipara Aroha Inc want to host a Matariki Festival.

The festival will be a collection of events and activities suitable for all ages, both locals & visitors and held over 3 days. (See attached plan). The main kaupapa of the festival is to celebrate Matariki, to educate attendee's on not only the constellation in relation to Maori but also the knowledge learned by our tupuna, the use of Maramataka and general history of Ahipara.

The activities will see many local community organisations and groups contribute to the program. It is the first Matariki Festival in Ahipara that will align with the new public holiday and will become an annual event.

It is structured to appeal to locals, visitors and tourists alike where they are all encouraged to attend as many events and activities as possible and celebrate the raising of Matariki with us.

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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	600 Golf Club for Art Exhibition & Roma Marae koha	400
Advertising/Promotion	600 Corflute signage, Newspaper advertising	500
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)	500 stationery/copying	500
Equipment Hire	1300 for portaloos, generator, PA system	1200
Equipment Purchase (describe)	1193.00 Paper lanterns, tealights, paint 1000.00 Solar lights, fairy lights 1200.00 Telescope	3393
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	500 Printed programmes	500
Refreshments	300 for formal opening	
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	2400 (120 hours X \$20)	not applicable
Other (describe)		
<b>TOTALS</b>	<b>9493.94</b>	<del>7139</del> 6493.00

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



## Local Grant Application Form



### Financial Information

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

How much money does your organisation currently have?

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

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

Purpose	Amount
TOTAL	

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

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

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

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

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A2686814

(version Sept 2018)

Page 4

## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

On behalf of: (full name of organisation)

Ahipara Aroha Inc

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

*[Signature]*

Signatory Two

*[Signature]*

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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	<input type="text" value="Lesley Wallace"/>	Position	<input type="text" value="Committee Member"/>
Postal Address	<input type="text" value="c/- 18B Kitchener Street, Kaitia"/>		Post Code <input type="text" value="0410"/>
Phone Number	<input type="text" value="094092165"/>	Mobile Number	<input type="text" value="0274749492"/>
Signature	<input type="text" value="Lesley Wallace"/>	Date	<input type="text" value="6/4/2022"/>

### Signatory Two

Name	<input type="text" value="Andrea Panther"/>	Position	<input type="text" value="Treasurer"/>
Postal Address	<input type="text" value="PO Box 117, Ahipara"/>		Post Code <input type="text" value="0449"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text" value="021 08411927"/>
Signature	<input type="text" value="Andrea Panther"/>	Date	<input type="text" value="6/4/2022"/>

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**Schedule of Supporting Documentation****AHIPARA AROHA INCORPORATED**

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

1	Quote: Roma Marae – x 1 page
2	Quote: Telescope – x 1 page
3	Quote: Catering – x 1 page
4	Quote: Printer – x 1 page
5	Quote: Advertising – x 1 page
6	Matariki ki Ahipara Draft Programme of Events – x 2 pages

**7.3 WINTER 2021/2022 RURAL TRAVEL FUNDING APPLICATIONS****File Number: A3672880****Author: Kim Hammond, Funding Advisor****Authoriser: Ana Mules, Team Leader - Community Development and Investment****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2021/2022 winter sporting season.

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

a)	Ahipara Boardriders Club	\$1,300.00
b)	Kaitaia Abundant Life School	\$1,750.00
c)	Kaitaia College	\$750.00
d)	Kaitaia Rugby Club	\$2,400.00
e)	Kaitaia United Womens Football	\$500.00
f)	Mangonui Netball Club	\$1,500.00
g)	Taipa Area School	\$985.00
h)	Te Rarawa Rugby Club	\$2,200.00
<b>TOTAL:</b>		<b>\$11,385.00</b>

i) approve \$28.50 to be transferred from the Te Hiku Community Board Grants Fund to be used for the Rural Travel Funds.

**1) TĀHUHU KŌRERO / BACKGROUND**

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

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

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until November 2022 when the next round of funding is allocated.

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

Sport Northland recently restructure their strategic plans and direction and the funding now comes from Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering:

- Tākaro/play
- Ngā mahi a te rēhia/active recreation; and
- Hākinakina/sport opportunities.

Priority for the Tū Manawa Active Aotearoa will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people.

## 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

	<b>Sport Northland (Tū Manawa Active Aotearoa)</b>	<b>Sport New Zealand (Rural Travel)</b>
<b>What are the Objectives?</b>	1. Tākaro/play 2. Ngā mahi a te rēhia/active recreation; and 3. Hākinakina/sport opportunities.	Subsidise travel for junior teams participating in local sport competition.
<b>How much is available?</b>	\$25,000.00 across the Far North District.	\$25,080.30 across the Far North District.
<b>Funding is not available for</b>	Coaches, referees, children playing in Regional or District rep teams, club/school sport administration.	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
<b>Who can apply?</b>	Schools, programmes, projects, clubs or individuals.	Schools, clubs or individuals.
<b>What age group is funding for?</b>	Funding is available for school aged children. This is understood to be ages 5 - 18 years of age.	Funding is available for youth/children aged 5 - 19 years of age.
<b>Eligible Sports</b>	Team or individual organised sporting activities such as volleyball, netball, rugby; hockey, football, orienteering, waka ama, basketball, ki-o-rahi, shooting, athletics, swimming.	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.



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

### Take Tūtohunga / Reason for the recommendation

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

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

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

The total budget for rural travel funding for the 2021/2022 financial year is \$50,080.30. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that the remaining budget be allocated for winter activities.

Te Hiku Community Board has a total budget of \$15,613.50 to allocate for the 2021/2022 Rural Travel summer and winter rounds. Te Hiku Community Board allocated a total of \$5,700.00 for the summer round, however Pamapurua School did not uplift their allocated amount of \$1,500.00 leaving Te Hiku Community Board \$11,413.50 to allocate for this round.

%	Board	Amount allocated for summer	Amount available to allocate for winter	Total
40.5%	Bay of Islands-Whangaroa Community	\$4,638.00	\$15,436.50	\$20,074.50
<b>31.5%</b>	<b>Te Hiku Community</b>	<b>\$4,200.00</b>	<b>\$11,413.50</b>	<b>\$15,613.50</b>
28%	Kaikohe-Hokianga Community	\$5,551.47	\$8,327.20	\$13,878.67

### ĀPITI HANGA / ATTACHMENTS

1. RTF Winter Application - Ahipara Boardriders Club - A3674811 [↓](#) 
2. RTF Winter application - Kaitaia Abundant Life School - A3674702 [↓](#) 
3. RTF Winter Application - Kaitaia College - A3674726 [↓](#) 
4. RTF Winter Application - Kaitaia Rugby Club - A3674698 [↓](#) 
5. RTF Winter Application - Kaitaia United Womens Football - A3674696 [↓](#) 
6. RTF Winter Application - Mangonui Netball Centre - A3674700 [↓](#) 
7. RTF Winter Application - Taipa Area School - A3674724 [↓](#) 
8. RTF Winter Application - Te Rarawa Rugby Club - A3674694 [↓](#) 

**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.

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



## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### Organisation Details

Name of organisation: Ahipara Boardriders Club  
 Physical address: 3 Kaka St, Ahipara (my home address, no club room)  
 PO Box or postal address: P.O. Box 41, Ahipara

### Contact Names

#### Main Contact Person 1:

Name: Daina McPherson  
 Phone: 0211858229  
 Email address: kaneandaina@gmail.com

#### Contact Person 2:

(preferably the Treasurer/Financial Administrator)

Name: Yaz Toyoda

Phone:

0210817555

Email address:

kaneandaina@gmail.com

## Organisation Details

Are you a:

(please tick one of the below boxes)

<input checked="" type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input type="checkbox"/>	School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other:

How many members belong to your club/school/organisation in total?

95

How many participants are aged between 5 – 19 will this travel subsidy benefit?

27

How many participants are aged between 5 – 11 years?

19

How many participants are aged between 12 - 19 years?

8

How many participants are female that will benefit from this travel subsidy

26

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

YES ☒ NO

If yes, please state how many

What percentage of your members live in the vicinity of the Far North District Council?

100 %

What is this funding going to be used for? (Briefly explain, e.g. used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active recreation session at our facilities).

We will use this to transport our kids to club days in Whangarei

and Murinui where they have regular club competitions. This will give our kids some great experience and knowledge to surf amongst other kids in a competition.

What criteria does your application align to?

(please tick a box below)

<input checked="" type="checkbox"/>	<b>Sport New Zealand Rural Travel Fund</b> <ul style="list-style-type: none"> <li>- Rural Sport Club/Team or School competing in a local regular local competition outside of school time.</li> <li>- Participants are aged between 5 – 18 years.</li> </ul>
<input type="checkbox"/>	<b>Tū Manawa Active Aotearoa</b>

2 | Page



	- Programme or project delivering tākarō/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and ranatahi.
--	---

**What is this funding going to be spent on?**

(please tick relevant box)

<input checked="" type="checkbox"/>	Petrol Vouchers
<input type="checkbox"/>	Van Hire
<input type="checkbox"/>	Bus Hire
<input type="checkbox"/>	Other:

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**

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

YES / NO

GST NO.

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**Budget**

\$ 10,818.60	Total Travel Costs
\$ 2,000.00	Your organisations contribution
\$ 6,818.60	Other contributions (e.g. funders, sponsorship, parental contribution etc.)
\$ 2,000.00	Amount you are requesting from the Rural Travel Fund

**Do you have evidence of entry into the relevant competition or event?**

(Please tick the relevant box below)

	Yes – please add the evidence to the application.
<input checked="" type="checkbox"/>	No – please be aware that payment may not be made until this evidence is provided.

3 | Page

**Declaration**

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

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

Name of Main Contact Person:

Daina McPherson

Position in Organisation/Title:

Rangatahi Initiative

Signature:

Dmcperson

Date:

4/4/22

Name of 2nd Contact Person:

Yaz Toyoda

Position in Organisation/Title:

Rangatahi Initiative

Signature:

Date:

**Checklist:**

If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)

Have you answered every question?
<p>Have you attached the relevant documents with your application?</p> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>

I will attach the above documents soon,  
I am still collecting the information.

My team member Yaz Toyoda is away and  
if it is ok, I will get her to sign the form  
when she is back and send it through A.S.A.P.

Many thanks  
Daina.

4 | Page

Ahipara Boardriders Club Winter Comp Schedule						
Surf Competition	Dates	Return Distance to Venue	Charging Rate/Km	Subtotal	How Many Cars Travelling to Venue	Total
Moari Bay Boardriders Club Day, Muriwai Beach, Auckland	26 March, 8th May, 24th July, 19th November 2022	646.4 km's	.79c	x 4 Competitions =\$2,042.60	3	\$6,127.80
North-Coast Boardriders Club Day, Sandy Bay, Whangarei	3rd April, 1st May, 5th June, 3rd July, 7th August, 4th September, 2nd October, 6th November	247.4 km's	.79c	x 8 Competitions =\$1,563.60	3	\$4,690.80
<b>Total</b>						<b>\$10,818.60</b>
<b>Budget</b>						
Total Budget Required	\$10,818.60					
Our Contribution	\$2,000.00					
Other Funders/Parents	\$6,818.60					
RTF Application	\$2,000.00					

please note: some comps have been rescheduled for later dates  
ie: 26 March at Muriwai Beach is now on 9th April 2022.





## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### Organisation Details

Name of organisation: Kaitaia Abundant Life School

Physical address: 11 North Road, Kaitaia

PO Box or postal address: PO Box 246, Kaitaia 0441

### Contact Names

#### Main Contact Person 1:

Name: Alice Burnett

Phone: 0272992334

Email address: al.burnett@abundantlife.school.nz.

#### Contact Person 2:

(preferably the Treasurer/Financial Administrator)

Name: 2) Tina Takimioana / Linda Merton



Phone: 09 408 2671

Email address: 2) t.takimiana@abundantlife.school.nz  
1) l.merton@abundantlife.school.nz

### Organisation Details

Are you a:

(please tick one of the below boxes)

<input type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input checked="" type="checkbox"/>	School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other: _____

How many members belong to your club/school/organisation in total?

150

How many participants are aged between 5 – 19 will this travel subsidy benefit?

76 (seventy six)

How many participants are aged between 5 – 11 years?

11

How many participants are aged between 12 - 19 years?

65

How many participants are female that will benefit from this travel subsidy

41

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

YES/ NO

If yes, please state how many

What percentage of your members live in the vicinity of the Far North District Council?

100

%

What is this funding going to be used for? (Briefly explain, e.g used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active reaction session at our facilities).

Transporting members to regular netball games,  
transport students/members to beach education and also  
transporting our students to Kaikohe for school sports  
Exchange.

What criteria does your application align to?

(please tick a box below)

<input checked="" type="checkbox"/>	<b>Sport New Zealand Rural Travel Fund</b> - Rural Sport Club/Team or School competing in a local regular local competition outside of school time. - Participants are aged between 5 – 18 years.
<input checked="" type="checkbox"/>	<b>Tū Manawa Active Aotearoa</b>

<input checked="" type="checkbox"/>	- Programme or project delivering tākarō/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and ranatahi.
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**What is this funding going to be spent on?**

(please tick relevant box)

<input checked="" type="checkbox"/>	Petrol Vouchers
<input type="checkbox"/>	Van Hire
<input checked="" type="checkbox"/>	Bus Hire
<input type="checkbox"/>	Other: _____

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**

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

YES / NO

GST NO.

6	6	4	6	8	4	4	5
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**Budget**

\$	Total Travel Costs
\$	Your organisations contribution <i>Vans, drivers, coaches.</i>
\$	Other contributions (e.g. funders, sponsorship, parental contribution etc.)
\$ <i>6260</i>	Amount you are requesting from the Rural Travel Fund

**Do you have evidence of entry into the relevant competition of event?**

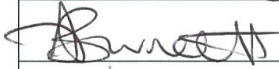
(Please tick the relevant box below)


<input type="checkbox"/>	Yes – please add the evidence to the application.
<input checked="" type="checkbox"/>	No – please be aware that payment may not be made until this evidence is provided.

**Declaration**

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

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

<b>Name of Main Contact Person:</b>	Alice Burnett
<b>Position in Organisation/Title:</b>	PE Teacher
<b>Signature:</b>	
<b>Date:</b>	22/3/2022.

<b>Name of 2nd Contact Person:</b>	Linda Merton
<b>Position in Organisation/Title:</b>	Executive Officer
<b>Signature:</b>	
<b>Date:</b>	24/3/2022

**Checklist:**

If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)

	<b>Have you answered every question?</b>
	<b>Have you attached the relevant documents with your application?</b> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ <input checked="" type="checkbox"/> Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>

**Rural Travel Fund - Schedule of Supporting Documentation****KAITAIA ABUNDANT LIFE SCHOOL**

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

1	Quote for Bus Hire – x 1 page
2	Travel Breakdown – x 2 pages
3	Balance Sheet for February 2022 – x 1 page



## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### **Organisation Details**

**Name of organisation:** Kaitaia College

**Physical address:** Redan Road, Kaitaia

**PO Box or postal address:**

### **Contact Names**

#### **Main Contact Person 1:**

**Name:** Yvette Parlour – Sports Coordinator – Kaitaia College

**Phone:** P 09 4080190 ext 729 – M 021 810 404

**Email address:** yparlour@kaitaiacollege.school.nz

#### **Contact Person 2:**

*(preferably the Treasurer/Financial Administrator)*

**Name:** Tracy Ruke – Executive Officer / Financial Administrator

**Phone:** P 09 4080190 ext 704



Email address: truke@kaitaiacollege.school.nz

### Organisation Details

**Are you a:**

(please tick one of the below boxes)

<input type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input checked="" type="checkbox"/>	Yes School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other: _____

How many members belong to your club/school/organisation in total?	997
How many participants are aged between 5 – 19 will this travel subsidy benefit?	15-20
How many participants are aged between 5 – 11 years?	
How many participants are aged between 12 - 19 years?	15-20
How many participants are female that will benefit from this travel subsidy	10
Do you have any disabled individuals who are being supported by this fund?	YES/ NO If yes, please state how many _____
What percentage of your members live in the vicinity of the Far North District Council?	<u>100</u> %

**What is this funding going to be used for?** (Briefly explain, e.g used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active reaction session at our facilities).

Funding would be used exclusively to transport our team from Kaitaia College to Kaikohe, Lindvart Park on a weekly basis. Games are held on a Wednesday evening. This is the only Hockey competition that our students can participate in.

**What criteria does your application align to?**

(please tick a box below)

<input checked="" type="checkbox"/>	<b>Sport New Zealand Rural Travel Fund</b> <ul style="list-style-type: none"> <li>- Rural Sport Club/Team or School competing in a local regular local competition outside of school time.</li> <li>- Participants are aged between 5 – 18 years.</li> </ul>
<input type="checkbox"/>	<b>Tū Manawa Active Aotearoa</b> <ul style="list-style-type: none"> <li>- Programme or project delivering tākaro/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and rangatahi.</li> </ul>

**What is this funding going to be spent on?**

(please tick relevant box)

<input type="checkbox"/>	Yes	Petrol Vouchers
<input type="checkbox"/>	Yes	Van Hire
<input type="checkbox"/>		Bus Hire
<input type="checkbox"/>		Other: _____

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**

YES / NO

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

GST NO.

1	0	1	9	7	1	7	1
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**Budget**

\$3330.00	Total Travel Costs
\$1500.00	Your organisations contribution
\$330.00	Other contributions (e.g. funders, sponsorship, parental contribution etc.)
\$1500.00	Amount you are requesting from the Rural Travel Fund

Location	Calculation
Kaitaia College to Lindvart Park Kaikohe	83.9km one way 167.80 return
Competition Dates 4th May - 31 August 2022	Total 15 Weeks 2517km
School Van per km .60c	2517 x .60c = <b>\$1510.20</b>
Van Hire Northland Rentals \$260.00 per rental	15 Games \$3900.00 10 Games \$2600.00 7 Games \$1820.00

**Do you have evidence of entry into the relevant competition or event?**

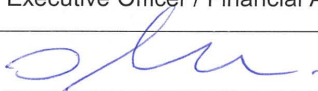
(Please tick the relevant box below)

<input type="checkbox"/>	Yes – please add the evidence to the application.
<input type="checkbox"/>	No – please be aware that payment may not be made until this evidence is provided.

**Declaration****We hereby declare that the information supplied here on behalf of our organisation is correct.**

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

<b>Name of Main Contact Person:</b>	Yvette Parlour
<b>Position in Organisation/Title:</b>	Sports Coordinator Kaitaia College
<b>Signature:</b>	
<b>Date:</b>	01 April 2022

<b>Name of 2nd Contact Person:</b>	Tracy Ruke
<b>Position in Organisation/Title:</b>	Executive Officer / Financial Administrator
<b>Signature:</b>	
<b>Date:</b>	01 April 2022

**Checklist:**

If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)

<input type="checkbox"/>	<b>Have you answered every question?</b>
<input type="checkbox"/>	<b>Have you attached the relevant documents with your application?</b> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>



**Rural Travel Fund - Schedule of Supporting Documentation****KAITAIA COLLEGE**

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

<b>1</b>	<b>Cover Letter x 1 page</b>
<b>2</b>	<b>Quote – Van Hire from Northland Rentals x 1 page</b>
<b>3</b>	<b>Registration Form and Information x 3 pages</b>
<b>4</b>	<b>Bank Deposit Slip x 1 page</b>
<b>5</b>	<b>Annual Report Year Ended December 2020 x 56 pages</b>



## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### **Organisation Details**

**Name of organisation:** Kaitaia Rugby Club

**Physical address:** 22 Church Road, Kaitaia 0410

**PO Box or postal address:** PO Box 305, Kaitaia 0441

### **Contact Names**

**Main Contact Person 1:**

**Name:** Lisa Vinac-Tracey

**Phone:** 0277872800

**Email address:** Lisa\_Brett@xtra.co.nz

**Contact Person 2:**

*(preferably the Treasurer/Financial Administrator)*

**Name:** Barbara Tracey

Phone: 09/408 0091

Email address: barbjt35@gmail.com

### Organisation Details

**Are you a:**

(please tick one of the below boxes)

<input checked="" type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input type="checkbox"/>	School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other: _____

**How many members belong to your club/school/organisation in total?**

130

**How many participants are aged between 5 – 19 will this travel subsidy benefit?**

130

**How many participants are aged between 5 – 11 years?**

40

**How many participants are aged between 12 - 19 years?**

90

**How many participants are female that will benefit from this travel subsidy**

15

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

YES/NO

If yes, please state how many

**What percentage of your members live in the vicinity of the Far North District Council?**

80 %

**What is this funding going to be used for?** (Briefly explain, e.g used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active reaction session at our facilities).

To Purchase petrol vouchers to give to whanau who take 3 or more kids to away games where travel

is more than 20kms. Also for vouchers to fill the vans we hire for all IMB away games.

**What criteria does your application align to?**

(please tick a box below)

<input checked="" type="checkbox"/>	<b>Sport New Zealand Rural Travel Fund</b> <ul style="list-style-type: none"> <li>- Rural Sport Club/Team or School competing in a local regular local competition outside of school time.</li> <li>- Participants are aged between 5 – 18 years.</li> </ul>
<input type="checkbox"/>	<b>Tū Manawa Active Aotearoa</b>

	- Programme or project delivering tākarō/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and ranatahi.
--	---

**What is this funding going to be spent on?**

(please tick relevant box)

<input checked="" type="checkbox"/>	Petrol Vouchers
<input type="checkbox"/>	Van Hire
<input type="checkbox"/>	Bus Hire
<input type="checkbox"/>	Other: _____

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**

YES / NO

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

GST NO.

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**Budget**

\$ 5890.12	Total Travel Costs
\$ 2000.00	Your organisations contribution
\$ 1390.12	Other contributions (e.g. funders, sponsorship, parental contribution etc.)
\$ 2500.00	Amount you are requesting from the Rural Travel Fund

**Do you have evidence of entry into the relevant competition of event?**

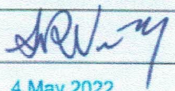
(Please tick the relevant box below)

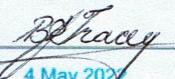
<input checked="" type="checkbox"/>	Yes – please add the evidence to the application.
<input type="checkbox"/>	No – please be aware that payment may not be made until this evidence is provided.

**Declaration**

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

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

<b>Name of Main Contact Person:</b>	Lisa Vinac-Tracey
<b>Position in Organisation/Title:</b>	Treasurer/Secretary
<b>Signature:</b>	
<b>Date:</b>	4 May 2022

<b>Name of 2nd Contact Person:</b>	Barbara Tracey
<b>Position in Organisation/Title:</b>	Grant Co-ordinator
<b>Signature:</b>	
<b>Date:</b>	4 May 2022

**Checklist:**

If you have applied for funding in the past, please ensure a [Project Report](#) Form has been completed and returned (this can affect your eligibility)

	<b>Have you answered every question?</b>
	<b>Have you attached the relevant documents with your application?</b> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>

**Rural Travel Fund - Schedule of Supporting Documentation****Kaitaia Rugby Club**

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

1	Supporting Letter – x 1 page
2	Breakdown of Travel Costs – x 2 pages
3	Bank Deposit Slip – 1 page
4	Cash Profit Report – 1 page





## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### Organisation Details

**Name of organisation:** \_\_\_\_Kaitaia United Womens Football  
Team \_\_\_\_\_

**Physical address:** \_\_\_\_\_

**PO Box or postal address:** \_\_511 West Coast Rd RD1 Waipapakauri  
0486 \_\_\_\_\_

### Contact Names

#### Main Contact Person 1:

**Name:** \_\_\_\_Rebecca Cosner

**Phone:** 0211812055

**Email address:** becc\_c@msn.com

#### Contact Person 2:

*(preferably the Treasurer/Financial Administrator)*

**Name:** Stewart Russell

**Phone:** 0211 542420

**Email address:** [stewart.russell@pkffa.co.nz](mailto:stewart.russell@pkffa.co.nz)

### Organisation Details

**Are you a:**

(please tick one of the below boxes)

<input checked="" type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input type="checkbox"/>	School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other: _____

**How many members belong to your club/school/organisation in total?**

16

**How many participants are aged between 5 – 19 will this travel subsidy benefit?**

10

**How many participants are aged between 5 – 11 years?**

0

**How many participants are aged between 12 - 19 years?**

10

**How many participants are female that will benefit from this travel subsidy**

16

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

YES/ **NO**

If yes, please state how many

**What percentage of your members live in the vicinity of the Far North District Council?**

\_\_\_\_\_100\_\_\_\_\_%

**What is this funding going to be used for?** (Briefly explain, e.g used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active reaction session at our facilities).

It will be used to help with travel cost to our away games as far as Ruakaka.

—

**What criteria does your application align to?**

(please tick a box below)

<b>Yes</b>	Sport New Zealand Rural Travel Fund
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	<ul style="list-style-type: none"> <li>- Rural Sport Club/Team or School competing in a local regular local competition outside of school time.</li> <li>- Participants are aged between 5 – 18 years.</li> </ul>
	<b>Tū Manawa Active Aotearoa</b> <ul style="list-style-type: none"> <li>- Programme or project delivering tākaro/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and ranatahi.</li> </ul>

**What is this funding going to be spent on?**

(please tick relevant box)

<input checked="" type="checkbox"/>	Petrol Vouchers
<input type="checkbox"/>	Van Hire
<input type="checkbox"/>	Bus Hire
<input type="checkbox"/>	Other: _____

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**YES / ☒ NO

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

GST NO.

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**Budget**

\$2,555.28	Total Travel Costs
\$ 900	Your organisations contribution
\$380.28	Other contributions (e.g. funders, sponsorship, parental contribution etc.)
\$1,275.00	Amount you are requesting from the Rural Travel Fund

**Do you have evidence of entry into the relevant competition or event?**

(Please tick the relevant box below)


	Yes – please add the evidence to the application.
	No – please be aware that payment may not be made until this evidence is provided.

**Declaration**

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

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

<b>Name of Main Contact Person:</b>	Rebecca Cosner
<b>Position in Organisation/Title:</b>	Manager
<b>Signature:</b>	
<b>Date:</b>	28/03/2022

<b>Name of 2nd Contact Person:</b>	Renee Walters-Price
<b>Position in Organisation/Title:</b>	Assistant Manager
<b>Signature:</b>	
<b>Date:</b>	28/03/2022

**Checklist:**

If you have applied for funding in the past, please ensure a [Project Report](#) Form has been completed and returned (this can affect your eligibility)

	<b>Have you answered every question?</b>
	<b>Have you attached the relevant documents with your application?</b> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>

**Rural Travel Fund - Schedule of Supporting Documentation****KAITAIA UNITED WOMENS FOOTBALL**

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

<b>1</b>	<b>Breakdown of Travel - x 3 pages</b>
<b>2</b>	<b>Bank Account Details</b>



## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### **Organisation Details**

**Name of organisation:** Mangonui Netball Centre

**Physical address:** South Road, Kaitaia

**PO Box or postal address:** PO Box 513, Kaitaia 0441

### **Contact Names**

#### **Main Contact Person 1:**

**Name:** Sarah Hammond

**Phone:** 09 4093450 or 0272407705

**Email address:** mangonui.funding@gmail.com

#### **Contact Person 2:**

*(preferably the Treasurer/Financial Administrator)*

**Name:** Renee Busby

**Phone:** 0212671649

**Email address:** mangonui.treasurer@gmail.com

### Organisation Details

**Are you a:**

(please tick one of the below boxes)

<input checked="" type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input type="checkbox"/>	School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other: _____

**How many members belong to your club/school/organisation in total?**

610

**How many participants are aged between 5 – 19 will this travel subsidy benefit?**

35

**How many participants are aged between 5 – 11 years?**

251

**How many participants are aged between 12 - 19 years?**

150

**How many participants are female that will benefit from this travel subsidy**

33

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

Not that we are aware of.  
If yes, please state how many  
\_\_\_\_\_

**What percentage of your members live in the vicinity of the Far North District Council?**

100%

**What is this funding going to be used for?** (Briefly explain, e.g used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active reaction session at our facilities).

To purchase fuel vouchers to enable participants to travel to the Year 7&8 Future Ferns Player Development Programme. This involves 6 sessions to be held at the Waipapakauri Sports Complex, plus three festival days (Keri Keri, Kaikohe and Whangarei). Please note this is an all-inclusive player development programme. Every year 7&8 player who signs up and completes the 5 out of the 6 training sessions is placed in a team to participate in the Festival Days. These days are non-competitive, and a mix of training sessions and games. The focus is very much on skill development and personal growth.

**What criteria does your application align to?**

(please tick a box below)

<input checked="" type="checkbox"/>	<b>Sport New Zealand Rural Travel Fund</b> <ul style="list-style-type: none"> <li>- Rural Sport Club/Team or School competing in a local regular local competition outside of school time.</li> <li>- Participants are aged between 5 – 18 years.</li> </ul>
<input checked="" type="checkbox"/>	<b>Tū Manawa Active Aotearoa</b> <ul style="list-style-type: none"> <li>- Programme or project delivering tākaro/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and ranatahi.</li> </ul>

**What is this funding going to be spent on?**

(please tick relevant box)

<input checked="" type="checkbox"/>	Petrol Vouchers
<input type="checkbox"/>	Van Hire
<input type="checkbox"/>	Bus Hire
<input type="checkbox"/>	Other: _____

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**

YES / NO

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

GST NO.	5	5	1	4	5	4	0	7
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**Budget**

\$13886	Total Travel Costs
\$4000	Your organisations contribution
\$1050	Parent contribution \$30 per participant, plus personal fuel
\$4000 (\$100 per participant)	Amount you are requesting from the Rural Travel Fund

**Do you have evidence of entry into the relevant competition of event?**

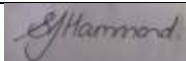
(Please tick the relevant box below)


<input checked="" type="checkbox"/>	Yes – please add the evidence to the application.
<input type="checkbox"/>	No – please be aware that payment may not be made until this evidence is provided.

**Declaration**

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

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

<b>Name of Main Contact Person:</b>	Sarah Hammond
<b>Position in Organisation/Title:</b>	Funding Co-ordinator
<b>Signature:</b>	
<b>Date:</b>	28/03/22

<b>Name of 2nd Contact Person:</b>	Renee Busby
<b>Position in Organisation/Title:</b>	Treasurer
<b>Signature:</b>	
<b>Date:</b>	29/3/22

**Checklist:**

If you have applied for funding in the past, please ensure a [Project Report](#) Form has been completed and returned (this can affect your eligibility)

	<b>Have you answered every question?</b>
	<b>Have you attached the relevant documents with your application?</b> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>



**Rural Travel Fund - Schedule of Supporting Documentation****MANGONUI NETBALL CENTRE**

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

1	Calculation Breakdown – x 1 page
2	Entry Details – x 1 page
3	Annual Report for Year Ended September 2021 and Bank Account Details – x 13 Pages



## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM

The Rural Travel Fund is made up of funding from Sport New Zealand, which is designed to help subsidise travel for rural junior teams aged between 5-18 years by removing the barrier of travel costs so participants can compete in regular sporting competitions.

The remainder of the funding is from Sport Northland and the Tū Manawa Active Aotearoa programme which provides funding for programmes or projects delivering

- tākaro/play,
- ngā mahi a te rēhia/active recreation; and
- hākinakina/sport opportunities.

Priority for the Tū Manawaa Active Aotearoa funding will go to those that can show their funding will be used for:

- Children and young people in higher deprivation communities
- Girls and young women (5-18); and
- Disabled children and young people

Schools, clubs or other sporting or active recreation organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices or recreational/play activities within the Far North District or within the Northland area if this is the only competition available for children/rangitahi (between ages 5 - 19 years) with the aim of increasing the number of children participating in sporting competitions/training or active recreation/play opportunities.

All applications are considered by the Far North District Council Community Boards based on advice provided from Sport Northland Representatives.

### Organisation Details

Name of organisation: Taipa Area School

Physical address: 578 State Highway 10, Taipa

PO Box or postal address: 578 State Highway 10, Taipa

### Contact Names

#### Main Contact Person 1:

Name: Darrin Pivac

Phone: (09) 406 0159 ext 230

Email address: darrinp@taipa-school.nz

#### Contact Person 2:

(preferably the Treasurer/Financial Administrator)

Name: Lisa Baker

Phone:

(09)4060159 ext 207

Email address:

lisab@taipa.school.nz

## Organisation Details

Are you a:

(please tick one of the below boxes)

<input type="checkbox"/>	Local Sports Club or Local Sports Centre/Associations
<input checked="" type="checkbox"/>	School
<input type="checkbox"/>	Active Recreation Organisation
<input type="checkbox"/>	Other:

How many members belong to your club/school/organisation in total?

319

How many participants are aged between 5 – 19 will this travel subsidy benefit?

70

How many participants are aged between 5 – 11 years?

26

How many participants are aged between 12 - 19 years?

44

How many participants are female that will benefit from this travel subsidy

68

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

YES/NO

If yes, please state how many

What percentage of your members live in the vicinity of the Far North District Council?

100%

What is this funding going to be used for? (Briefly explain, e.g. used to transport members to regular rugby training every Wednesday and games on Saturday or to transport a local school to an active reaction session at our facilities).

To help with transport costs (fuel) for Netball Teams to travel from Taipa to Waipapakauri Domain

What criteria does your application align to?

(please tick a box below)

<input checked="" type="checkbox"/>	<b>Sport New Zealand Rural Travel Fund</b> <ul style="list-style-type: none"> <li>- Rural Sport Club/Team or School competing in a local regular local competition outside of school time.</li> <li>- Participants are aged between 5 – 18 years.</li> </ul>
<input type="checkbox"/>	<b>Tū Manawa Active Aotearoa</b>

2 | Page

	- Programme or project delivering tākaro/play, ngā mahi a te rēhia/active recreation or hākinakina/sport opportunities for tamariki and ranatahi.
--	---

**What is this funding going to be spent on?**

(please tick relevant box)

<input checked="" type="checkbox"/>	Petrol Vouchers
<input type="checkbox"/>	Van Hire
<input type="checkbox"/>	Bus Hire
<input type="checkbox"/>	Other: _____

**Financial Details**

The intention of this fund is to **subsidise** travel expenses due to this you can apply for up to 50% of the total travel cost.

Applicants need to show they have made a partial financial contribution towards the travel costs. The intention of the fund is to subsidise expenses and applicants need to show they can make a matching contribution towards the travel costs equal to the amount you are applying for.

Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

**Are you registered for GST?**

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

YES / NO

GST NO.

1	7	5	7	2	2	9	6
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**Budget**

\$ \$ 2085.20	Total Travel Costs
\$ \$ 600	Your organisations contribution
\$ \$ 500	Other contributions (e.g. funders, sponsorship, parental contribution etc.)
\$ \$ 985.20	Amount you are requesting from the Rural Travel Fund

**Do you have evidence of entry into the relevant competition of event?**

(Please tick the relevant box below)

<input type="checkbox"/>	Yes – please add the evidence to the application.
<input checked="" type="checkbox"/>	No – please be aware that payment may not be made until this evidence is provided.

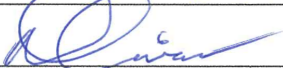
see enclosed doc

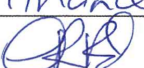
3 | Page

**Declaration**

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

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

<b>Name of Main Contact Person:</b>	Darrin Pivac
<b>Position in Organisation/Title:</b>	Sports Co-ordinator
<b>Signature:</b>	
<b>Date:</b>	29/03/2022

<b>Name of 2nd Contact Person:</b>	Lisa Baker
<b>Position in Organisation/Title:</b>	Finance Manager
<b>Signature:</b>	
<b>Date:</b>	29/03/2022

**Checklist:**

If you have applied for funding in the past, please ensure a [Project Report](#) Form has been completed and returned (this can affect your eligibility)

	<b>Have you answered every question?</b>
	<b>Have you attached the relevant documents with your application?</b> <ul style="list-style-type: none"> <li>○ Latest financial statements from your organisation (i.e. P&amp;L, financial statement)</li> <li>○ Deposit Slip (in case your application is approved)</li> <li>○ Draft travel calculation breakdown (refer to your Sport Northland representative)</li> <li>○ Proof of entry into competition or event that travel is being applied for e.g confirmation of entry or booking.</li> </ul>

**Rural Travel Fund - Schedule of Supporting Documentation****TAIPA AREA SCHOOL**

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

1	Cover Letter – x 1 page
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## FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

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

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

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

### A. Details

Name of organisation: \_\_\_\_\_ Te Rarawa Rugby Club

Contact person: Deanna Saxon \_\_\_\_\_

Postal address: 252 Ahipara Road, Ahipara \_\_\_\_\_

PO Box address: \_\_\_\_\_

Telephone: \_021633033\_ Email: \_\_deannas@sportnorth.co.nz\_\_

### B. Contact Names

**Please provide**

1. Name \_\_Deanna Saxon\_\_ Phone \_\_0220321978\_\_

2. Name \_\_Francee Wiki\_\_ Phone \_\_0210237091\_\_

### C. Organisation Details

Are you a club or a school? \_\_\_\_\_ Club \_\_\_\_\_

1. How many members belong to your club/school? 200

2. How many participants aged between 5 & 19 will this travel subsidy benefit? 120

3. How many participants are aged between 5-11 yrs 50



4. How many participants are aged between 12-19 yrs 70
5. Please detail how many applicants are female 30
6. Please detail how many applicants are male 110
7. Does your application involve a partnership with a local school / club YES/ **NO**
8. What is this funding going to be used for? (Briefly explain)
- To purchase petrol vouchers to give to whanau to transport kids to away games during the 2022 season
9. Do you have any disabled individuals who are being supported by this fund?
- a. If yes, how many will receive support from the RTF 1
10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?
- 100 %

#### D. Financial Details

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

1. Are you registered for GST? YES / **NO**
- (If yes please write your GST Number in the space provided below)
- GST NO.

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2. How much money are you applying for?
- \$ 2500 Sport NZ funding
- \$ \_\_\_\_\_ other funders
- \$ 2500 your contribution
- \$ 5000 TOTAL

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

Table 1

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

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

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

n/a

#### E. Declaration

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

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

1. Name: Deanna Saxon

Position in organisation / title: President

Signature:  Date: 04/03/2022

2. Name: Francee Wiki

Position in organisation / title: Treasurer

Signature:  Date: 05/03/2022

**Checklist:**

1. If you have applied for funding in the past, please ensure a **Project Report** Form has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
  - Latest financial statements from your organisation (i.e. P&L, financial statement)
  - Deposit Slip (in case your application is approved)
  - Draft travel calculation breakdown (refer to your Sport Northland representative)
  - Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
  - Summer sport applications are due 9 September 2020.
  - Winter sport applications will be due in March 2020 (date TBC).

**Rural Travel Fund - Schedule of Supporting Documentation****Te Rarawa Rugby Club**

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

1	Breakdown of Costs – x 2 pages
2	Deposit Slip x 1 page
3	Bank Statement x 1 page

#### 7.4 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MARCH 2022.

**File Number:** A3674058

**Author:** Segun Rotimi, Accounting Support Officer

**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 March 2022.**

#### 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"*.

<b>Community Fund Account balance as at 01 July 2021</b>	<b>\$241,710.00</b>
• <b>Plus Unspent from 2020/21 - Xcape Design Unahi Wharf</b>	<b>\$8,250.00</b>
• <b>Plus Unspent from 2020/21 - Be Free Inc Mangonui Festival 2021</b>	<b>\$2,720.00</b>
• <b>Plus Unspent from 2020/21 - Born to Run Adv Racing Great Nthn Gallop</b>	<b>\$3,000.00</b>
• <b>Plus Unspent from 2020/21 - Te Pokapu Tiaki Taiao o Te Tai Tokerau</b>	<b>\$5,000.00</b>
• <b>Plus Unspent from 2020/21 - Jaycee Park picnic tables</b>	<b>\$7,711.46</b>
• <b>Plus Unspent 2020/21 - Placemaking project for Awanui</b>	<b>\$35,338.00</b>
• <b>Less funds granted and uplifted to 31 March 2022</b>	<b>\$88,418.50</b>
• <b>Less funds not uplifted from 17 November 2020 for Be Free</b>	<b>\$2,720.00</b>
• <b>Less funds not uplifted from 1 June 2021 for Jaycee Park picnic tables</b>	<b>\$7,711.46</b>
• <b>Less funds not uplifted from 9 November 2021 for Te Ahu Museum/Far North Regional Museum Trust for the purchase of display walls, exterior signs and a donations box</b>	<b>\$8,034.00</b>

• Less funds not uplifted from 7 December 2021 for Rosemary Archibald for the purchase of outdoor Christmas tree lights, power extension cords and the cost of delivery	\$2,055.00
• Less funds not uplifted from 15 February 2022 for Kaitaia and Districts A&P Association for costs to support the 2022 Kaitaia A&P show	\$500.00
• Less funds not uplifted from 29 March 2022 for Ahipara Boardriders Club for the purchase of a public address system, trailer and signwriting seating and shelter	\$30,000.00
• Less funds not uplifted from 29 March 2022 for Awanui Sports Complex Incorporated for the purchase and installation of a submersible pump	\$22,794.17
• Less funds not uplifted from 29 March 2022 for R. Tucker Thompson to send a youth from the Te Hiku Community Board area to attend the seven day Youth Development Voyage on the R. Tucker Thompson	\$2,140.00
<b>Community Fund Account balance as at 31 March 2022</b>	<b>\$139,356.33</b>

### **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 March 2022 is \$139,356.33.

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 March 2022 is attached.

### **ĀPITI HANGA / ATTACHMENTS**

1. **Statement of Te Hiku Community Fund Account as at 31 March 2022 - A3673960** [↓](#) 

**Far North District Council****Te Hiku Community Board****Statement of the Community Fund Account as at 31 March 2022**

Allocation Grants & Donations Annual Budget 2021-22	141,710.00	
Community Board Placemaking Fund	100,000.00	
Unspent from 2020/21 - Xcape Design Unahi Wharf	8,250.00	
Unspent from 2020/21 - Be Free Inc Mangonui Festival 2021	2,720.00	
Unspent from 2020/21 - Born to Run Adv Racing Great Nthn Gallop	3,000.00	
Unspent from 2020/21 - Te Pokapu Tiaki Taiao o Te Tai Tokerau	5,000.00	
Unspent from 2020/21 - Jaycee Park picnic tables	7,711.46	
Unspent from 2020/21 - Placemaking project for Awanui	35,338.00	
		303,729.46
<b>Less Expenditure 2021/22 (Funds Uplifted)</b>		
<b>July 21</b>		
Unahi Wharf and Park Xcape Design Li	6,090.00	
<b>August 21</b>		
Unspent from 2020/21 - Te Pokapu Tiaki Taiao o Te Tai Tokerau	5,000.00	
Unspent from 2020/21 - Born to Run Adv Racing Great Nthn Gallop	3,000.00	
<b>September 21</b>		
Unspent from 2020/21 - Xcape Design Unahi Wharf	2,160.00	
Awanui Sports Complex Inc for flood prevention of the complex grounds	1,080.00	
Mangonui Lions for Mangonui Fun Run	788.00	
Friends of Rangikapiti Reserve for production and installation of interpretation and way-finding signage	2,214.00	
Kaitaia College for arts expo - dance production	4,107.00	
Northland Floral Act Society NZ for Designer of the Year competition and show	2,500.00	
<b>October 21</b>		
Youthline Auckland Charitable Trust for youthline support line	3,000.00	
Te Whakaora Tangata for venue hire for the family restoration graduation ceremony	1,304.00	
<b>November 21</b>		
Xcape Design Limited for the printing of the Community Plans	90.00	
Kaitaia Business Association for CCTV monitoring for 21/22 and 22/23	6,000.00	
<b>December 21</b>		
Te Kao Marae - Potahi Marae for purchase of playground equipment and hardware	7,210.00	
Te Hiku Revitalisation fund for the upgrading and beautification of the toilets and the reserve at Awanui	35,338.00	
<b>February 22</b>		
Hawthorn Landscape Architects for Te Hiku Community Board Spatial Landscape Concept Planning	8,537.50	
		88,418.50



**Far North District Council  
Te Hiku Community Board  
Statement of the Community Fund Account as at 31 March 2022**

<b>Balance as at 31 March 2022</b>	<b><u>\$215,310.96</u></b>
<b>Less Commitments 2021/22 as at 31 March 2022 (Funds not yet uplifted)</b>	
<b>Meeting 17.11.20</b>	
Unspent from 2020/21 - Be Free Inc Mangonui Festival 2021	2,720.00
<b>Meeting 01.06.21</b>	
Unspent from 2020/21 - Jaycee Park picnic tables	7,711.46
<b>Meeting 09.11.21</b>	
Te Ahu Museum/Far North Regional Museum Trust for the purchase of display walls, exterior signs and a donations box	8,034.00
<b>Meeting 07.12.21</b>	
Rosemary Archibald for the purchase of outdoor Christmas tree lights, power extension cords and the cost of delivery	2,055.00
<b>Meeting 15.02.22</b>	
Kaitaia and Districts A&P Association for costs to support the 2022 Kaitaia A&P show	500.00
<b>Meeting 29.03.22</b>	
Ahipara Boardriders Club for the purchase of a public address system, trailer and signwriting seating and shelter	30,000.00
Awanui Sports Complex Incorporated for the purchase and installation of a submersible pump	22,794.17
R. Tucker Thompson to send a youth from the Te Hiku Community Board area to attend the seven day Youth Development Voyage on the R. Tucker Thompson	2,140.00
	<u>75,954.63</u>
<b>Balance 31 March 2022 Uncommitted/(Overcommitted)</b>	<b><u>\$139,356.33</u></b>

## 7.5 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME

**File Number:** A3683052

**Author:** Troy Smith, Assistant Engineer

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Te Hiku Community Board with an outline of the proposed works and costs for the 2022/2023 financial year.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Over the 2022/2023 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Kaitaia drains. Currently there is a proposed budget of \$75,955 for planned work, with an additional \$26,222 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board uplift the Kaitaia Drainage Area 2022/2023 Programme report and:**

**approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.**

**approve a reserve balance of \$26,222 to be held for unplanned works should it be required, based on feedback from the Kaitaia Drainage Area Committee.**

### 1) TĀHUHU KŌRERO / BACKGROUND

The founding of the Kaitaia Drainage Area dates back to 1913 where the Kaitaia Land Drainage Act was adopted with the exception that a committee was to be applied.

In recent times, the Kaitaia Drainage Area Committee was formally re-established at the 22 February 2016 meeting of Te Hiku Community Board as part of Council's formal process and procedures.

The proposed work programme for the 2022/2023 financial year has been estimated from previous costs and quotes where possible.

The list of required work is based on the assumption that the work programme for 2021/2022 is completed as planned.

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Within the Kaitaia Area, there are several items that require work. The items detailed in the below work programme has been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required, and this meeting provides an opportunity to adjust the work programme.

The programme will be available for further review / adjustment at the next Committee meeting in August 2022, however the overall budget will be set by that time.

#### 2.1 Proposed work programme summary

Work is to be completed before 30 June 2023, with the spraying programme to start during late 2022:

##### **Kaitaia**

Spraying of the Kaitaia drains (breakdown in section 2.2)	\$75,178
Status report on the drains	\$777
<b>Total (planned work)</b>	<b>\$75,955</b>
Spraying contingency	\$8,222
Machine cleaning contingency	\$13,000
General contingency	\$5,000
<b>Total (contingencies)</b>	<b>\$26,222</b>

## 2.2 General maintenance within the work programme

### Spraying

Spraying of the Kaitaia Area is to be completed during late spring / early summer 2022/2023. If additional spraying is required, this will be funded from the spraying contingency of \$8,222. The spraying contingency is calculated from the total of 'spray on request' drains.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme consists of 104 kilometres of drain spraying and 11 kilometres of 'On request' drains. This has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report. This has been separated out into compartments and individual drains.

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Waipapakauri Outfall	4,800 m	4,800 m	\$3,463.20
Paparore Bank Drain	4,000 m	4,000 m	\$2,886.00
Waipapakauri Bank	1,710 m	1,710 m	\$1,233.77
Thodes	684 m	684 m	\$493.51
Brattons Drain (On request)	282 m	0 m	\$0.00
Evans Drain (On request)	443 m	0 m	\$0.00
Yates (On request)	945 m	0 m	\$0.00
Westes	820 m	820 m	\$591.63
Sandhills (Remainder is Urban)	7,502 m	6,456 m	\$4,658.00
Birds Boundary	1,521 m	1,521 m	\$1,097.40
Abbots (On request)	422 m	0 m	\$0.00
Government drain	3,012 m	3,012 m	\$2,173.16
Waimanoni - Walkers	4,221 m	4,221 m	\$3,045.45
Spains Drain (On request)	1,580 m	0 m	\$0.00
Spains Road Drain (Remainder is Urban)	2,170 m	1,580 m	\$1,139.97
<b>Totals</b>	<b>34,112 m</b>	<b>28,804 m</b>	<b>\$20,782.09</b>
<b>Lower Awanui Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Prices Bank (Unahi)	2,615 m	2,615 m	\$1,886.72

McMillans - Tupes	6,840 m	6,840 m	\$4,935.06
Factory Bend - Michies	6,035 m	6,035 m	\$4,354.25
Flemings (On request)	764 m	0 m	\$0.00
Gills	1,489 m	1,489 m	\$1,074.31
Kumi Road	1,006 m	1,006 m	\$725.83
H Subritzky's	1,127 m	1,127 m	\$813.13
Awanui (Remainder is Urban)	2,313 m	940 m	\$678.21
Sankeys No. 1 (On request)	201 m	0 m	\$0.00
Sankeys No. 2 (On request)	362 m	0 m	\$0.00
<b>Totals</b>	<b>22,752 m</b>	<b>20,051 m</b>	<b>\$14,467.52</b>

<b>Puckeys Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Puckeys Outfall	484 m	484 m	\$349.21
J Subritzky's Drain (On request)	402 m	0 m	\$0.00
Foleys	450 m	450 m	\$324.68
Lisle	1,710 m	1,710 m	\$1,233.77
Wireless	1,800 m	1,800 m	\$1,298.70
Bells Road	2,012 m	2,012 m	\$1,451.66
<b>Totals</b>	<b>6,858 m</b>	<b>6,456 m</b>	<b>\$4,658.00</b>

<b>Pukepoto Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Pukepoto Outfall	5,828 m	5,600 m	\$4,040.40
Brass (On request)	1,388 m	0 m	\$0.00
W Masters C	1,207 m	1,207 m	\$870.85
W Masters E (On request)	1,300 m	0 m	\$0.00
Campbells (On request)	684 m	0 m	\$0.00
L Masters W (On request)	1,064 m	0 m	\$0.00
L Masters C	1,400 m	1,400 m	\$1,010.10
School	1,509 m	1,509 m	\$1,088.74
Reynolds (West Bank)	2,213 m	2,213 m	\$1,596.68
Maori	2,012 m	2,012 m	\$1,451.66
Pukepoto Creek	805 m	805 m	\$580.81
Houstons (West Bank)	2,213 m	2,213 m	\$1,596.68
Parkers	602 m	602 m	\$434.34
Reid's West	2,615 m	2,615 m	\$1,886.72
<b>Totals</b>	<b>24,840 m</b>	<b>20,176 m</b>	<b>\$14,556.98</b>

<b>Whangatane Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Texifros	785 m	785 m	\$566.38

Maimaru	1,127 m	1,127 m	\$813.13
Oinu Stream	1,650 m	1,650 m	\$1,190.48
Pairatahi Bank	2,716 m	2,716 m	\$1,959.59
Johnsons (On request)	150 m	0 m	\$0.00
Kareponia (On request)	402 m	0 m	\$0.00
Birds (On request)	504 m	0 m	\$0.00
<b>Totals</b>	<b>7,334 m</b>	<b>6,278 m</b>	<b>\$4,529.58</b>

<b>Kaitaia Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Lewis Junction - Boundary	443 m	443 m	\$319.62
Lewis Junction - Road	322 m	322 m	\$232.32
Church Gully	2,865 m	2,865 m	\$2,067.10
Mathews Outfall (Remainder is Urban)	4,425 m	3,425 m	\$2,471.14
Wilds (On request)	503 m	0 m	\$0.00
Hanlons	322 m	322 m	\$232.32
<b>Totals</b>	<b>8,880 m</b>	<b>7,377 m</b>	<b>\$5,322.51</b>

<b>Tangonge Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Reid's East	3,017 m	3,017 m	\$2,176.77
Hoddles	1,667 m	1,667 m	\$1,202.74
Millers	2,615 m	2,615 m	\$1,886.72
McKenzie's	634 m	634 m	\$457.43
Sharps	402 m	402 m	\$290.04
Lewis & Crown Land	1,851 m	1,851 m	\$1,335.50
<b>Totals</b>	<b>10,186 m</b>	<b>10,186 m</b>	<b>\$7,349.20</b>

<b>Wairoa Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Bergan's	1,005 m	1,005 m	\$725.11
Wairoa Stream	3,058 m	3,058 m	\$2,206.35
Blairs	805 m	805 m	\$580.81
<b>Totals</b>	<b>4,868 m</b>	<b>4,868 m</b>	<b>\$3,512.26</b>

### Machine cleaning

Over the 2021/2022 year, the Kaitaia Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and/or vegetation mats which will require removal.

The machine cleaning contingency of \$13,000 is currently allocated for 2022/2023. It's recommended that a cleaning programme for the year is decided upon in the August 2022 Committee meeting.

### Accessibility issues & maintenance

The spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- i. Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- ii. Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- iii. Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1. If this is the case, damaged drains will not be cleaned until the property owner installs a fence / prevents stock access.
- iv. Obstructions to flow within the drainage channel due to excessive vegetation material.

Council staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Drainage Bylaw.

### Take Tūtohunga / Reason for the recommendation

To discuss the expected works and their associated costs. With the work programme to be completed by 30 June 2023.

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

A summary of the expected 2022/2023 financial year is as follows:

#### Kaitaia

2022 Opening balance (2021/2022 Reserve balance)	\$47,616
2022/2023 Proposed rated income	\$70,000
2022/2023 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$75,955
<b>2023 Closing balance</b>	<b>\$41,661</b>

#### 3.1 Proposed budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

#### Kaitaia

2022/2023 Proposed rated income	\$70,000
2022/2023 Proposed expenditure (Funded from rates)	\$70,000
<b>2023 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Kaitaia**

2022 Opening balance (2021/2022 Reserve balance)	\$47,616
2022/2023 Proposed expenditure (Funded from reserve)	\$5,955
<b>2023 Closing reserve balance</b>	<b>\$41,661</b>

**3.2 Reserve balance**

Throughout recent years, the closing balance (reserve balance) at the end of each year has been consistently increasing. To ensure the rated income is utilised most appropriately, an ideal reserve balance should be agreed upon by the Committee. It is then proposed that a portion of the reserve balance is purposefully expended each year through the work programme (supplementing the rated income) until this ideal reserve is met. The ideal reserve will then be maintained each year unless the Committee agrees otherwise.

As there is a proposed total contingency of \$26,222 for 2022/2023 (with similar amounts to be expected in future years), it is suggested that the desired reserve balance is no less than that amount.

**Action** – Request that the Committee set an ideal reserve balance to be held by Council for unplanned works should it be required.

**ATTACHMENTS**

**Nil**



**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
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 seeks Te Hiku Community Board to approve a recommendation from the Kaitaia Drainage Area Committee.
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.	Ngai Takoto and Te Rarawa Iwi are to be included in the development of the management plan for the district's drainage areas.
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.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**7.6 KAITAIA DRAINAGE AREA 2023/2024 PROGRAMME****File Number: A3683054****Author: Troy Smith, Assistant Engineer****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****PURPOSE OF THE REPORT**

To advise Te Hiku Community Board on the proposed works and costs for the 2023/2024 financial year.

**EXECUTIVE SUMMARY**

- Over the 2023/2024 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Kaitaia drains. Currently there is a proposed budget of \$75,955 for planned work, with an additional \$26,222 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

**TŪTOHUNGA / RECOMMENDATION**

**That the Te Hiku Community Board uplift the Kaitaia Drainage Area 2023/2024 Programme report and receive the report as information.**

**1) BACKGROUND**

The founding of the Kaitaia Drainage Area dates back to 1913 where the Kaitaia Land Drainage Act was adopted with the exception that a committee was to be applied.

In recent times, the Kaitaia Drainage Area Committee was formally re-established at the 22 February 2016 meeting of the Te Hiku Community Board as part of Council's formal process and procedures.

The works programme for the 2023/2024 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2022/2023 is completed as planned.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

Within the Kaitaia Area, there are several areas which require work. The items detailed in the below work programmes have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required, and this meeting provides an opportunity to adjust the work programme.

Further review of the programme must be done during the following Drainage Area Committee Meeting held in August 2022 and over the next financial year. This is due to the estimated nature of the work programme.

**2.1 Proposed work programme summary**

Work is to be completed before 30 June 2023, with the spraying programme to start during late 2024:

**Kaitaia**

Spraying of the Kaitaia drains (breakdown in section 2.2)	\$75,178
Status report on the drains	\$777
<b>Total (planned work)</b>	<b>\$75,955</b>
Spraying contingency	\$8,222

Machine cleaning contingency	\$13,000
General contingency	\$5,000
<b>Total (contingencies)</b>	<b>\$26,222</b>

## 2.2 General maintenance within the work programme

### Spraying

Spraying of the Kaitaia Area is to be completed during late spring / early summer 2023/2024. If additional spraying is required, this will be funded from the spraying contingency of \$8,222. The spraying contingency is calculated from the total of 'spray on request' drains.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme consists of 104 kilometres of drain spraying and 11 kilometres of 'On request' drains. This has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report. The spray programme has been separated out into compartments and individual drains.

Spray programme follows:

<b>Waipapakauri Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Waipapakauri Outfall	4,800 m	4,800 m	\$3,463.20
Paparore Bank Drain	4,000 m	4,000 m	\$2,886.00
Waipapakauri Bank	1,710 m	1,710 m	\$1,233.77
Thodes	684 m	684 m	\$493.51
Brattons Drain (On request)	282 m	0 m	\$0.00
Evans Drain (On request)	443 m	0 m	\$0.00
Yates (On request)	945 m	0 m	\$0.00
Wests	820 m	820 m	\$591.63
Sandhills (Remainder is Urban)	7,502 m	6,456 m	\$4,658.00
Birds Boundary	1,521 m	1,521 m	\$1,097.40
Abbots (On request)	422 m	0 m	\$0.00
Government drain	3,012 m	3,012 m	\$2,173.16
Waimanoni - Walkers	4,221 m	4,221 m	\$3,045.45
Spains Drain (On request)	1,580 m	0 m	\$0.00
Spains Road Drain (Remainder is Urban)	2,170 m	1,580 m	\$1,139.97
<b>Totals</b>	<b>34,112 m</b>	<b>28,804 m</b>	<b>\$20,782.09</b>

<b>Lower Awanui Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Prices Bank (Unahi)	2,615 m	2,615 m	\$1,886.72
McMillans - Tupes	6,840 m	6,840 m	\$4,935.06
Factory Bend - Michies	6,035 m	6,035 m	\$4,354.25
Flemings (On request)	764 m	0 m	\$0.00
Gills	2,008 m	1,489 m	\$1,074.31

Kumi Road	1,006 m	1,006 m	\$725.83
H Subritzky	1,127 m	1,127 m	\$813.13
Awanui (Remainder is Urban)	2,313 m	940 m	\$678.21
Sankeys No. 1 (On request)	201 m	0 m	\$0.00
Sankeys No. 2 (On request)	362 m	0 m	\$0.00
<b>Totals</b>	<b>22,752 m</b>	<b>20,051 m</b>	<b>\$14,467.52</b>

<b>Puckeys Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Puckeys Outfall	484 m	484 m	\$349.21
J Subritzky Drain (On request)	402 m	0 m	\$0.00
Foleys	450 m	450 m	\$324.68
Lisle	1,710 m	1,710 m	\$1,233.77
Wireless	1,800 m	1,800 m	\$1,298.70
Bells Road	2,012 m	2,012 m	\$1,451.66
<b>Totals</b>	<b>6,858 m</b>	<b>6,456 m</b>	<b>\$4,658.00</b>

<b>Pukepoto Outfall Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Pukepoto Outfall	5,828 m	5,600 m	\$4,040.40
Brass (On request)	1,388 m	0 m	\$0.00
W Masters C	1,207 m	1,207 m	\$870.85
W Masters E (On request)	1,300 m	0 m	\$0.00
Campbells (On request)	684 m	0 m	\$0.00
L Masters W (On request)	1,064 m	0 m	\$0.00
L Masters C	1,400 m	1,400 m	\$1,010.10
School	1,509 m	1,509 m	\$1,088.74
Reynolds (West Bank)	2,213 m	2,213 m	\$1,596.68
Maori	2,012 m	2,012 m	\$1,451.66
Pukepoto Creek	805 m	805 m	\$580.81
Houstons (West Bank)	2,213 m	2,213 m	\$1,596.68
Parkers	602 m	602 m	\$434.34
Reid's West	2,615 m	2,615 m	\$1,886.72
<b>Totals</b>	<b>24,840 m</b>	<b>20,176 m</b>	<b>\$14,556.98</b>

<b>Whangatane Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Texifros	785 m	785 m	\$566.38
Maimaru	1,127 m	1,127 m	\$813.13
Oinu Stream	1,650 m	1,650 m	\$1,190.48
Pairatahi Bank	2,716 m	2,716 m	\$1,959.59
Johnsons (On request)	150 m	0 m	\$0.00

Kareponia (On request)	402 m	0 m	\$0.00
Birds (On request)	504 m	0 m	\$0.00
<b>Totals</b>	<b>7,334 m</b>	<b>6,278 m</b>	<b>\$4,529.58</b>

<b>Kaitaia Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Lewis Junction - Boundary	443 m	443 m	\$319.62
Lewis Junction - Road	322 m	322 m	\$232.32
Church Gully	2,865 m	2,865 m	\$2,067.10
Mathews Outfall (Remainder is Urban)	4,425 m	3,425 m	\$2,471.14
Wilds (On request)	503 m	0 m	\$0.00
Hanlons	322 m	322 m	\$232.32
<b>Totals</b>	<b>8,880 m</b>	<b>7,377 m</b>	<b>\$5,322.51</b>

<b>Tangonge Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Reid's East	3,017 m	3,017 m	\$2,176.77
Hoddles	1,667 m	1,667 m	\$1,202.74
Millers	2,615 m	2,615 m	\$1,886.72
McKenzie's	634 m	634 m	\$457.43
Sharps	402 m	402 m	\$290.04
Lewis & Crown Land	1,851 m	1,851 m	\$1,335.50
<b>Totals</b>	<b>10,186 m</b>	<b>10,186 m</b>	<b>\$7,349.20</b>

<b>Wairoa Compartment</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Bergan's	1,005 m	1,005 m	\$725.11
Wairoa Stream	3,058 m	3,058 m	\$2,206.35
Blairs	805 m	805 m	\$580.81
<b>Totals</b>	<b>4,868 m</b>	<b>4,868 m</b>	<b>\$3,512.26</b>

### Machine cleaning

Over the 2022/2023 year, the Kaitaia Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and/or vegetation mats which will require removal.

The machine cleaning contingency of \$13,000 is currently allocated for 2023/2024. It's recommended that a cleaning programme for the year is decided upon in the August 2023 Committee meeting.

### Accessibility issues & maintenance

The spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- i) Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- ii) Grazing stock, which is not excluded from the drainage channel, Clause 5.7.

- iii) Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1. If this is the case, damaged drains will not be cleaned until the property owner installs a fence / prevents stock access.
- iv) Obstructions to flow within the drainage channel due to excessive vegetation material.

Council staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Drainage Bylaw.

An annual notice will be issued to all property owners reminding them of the requirements that they must comply with the Drainage Bylaw and in particular the above issues.

### Reason for the recommendation

To discuss the expected works and their associated costs. With the work programme to be completed by 30 June 2024.

### 3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

A summary of the expected 2023/2024 financial year is as follows:

<b>Kaitaia</b>	<b>Budget</b>
2023 Opening balance (2022/2023 Reserve balance)	\$41,661
2023/2024 Proposed rated income	\$70,000
2023/2024 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$75,955
<b>2024 Closing balance</b>	<b>\$35,706</b>

#### 3.1 Proposed budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

<b>Kaitaia</b>	
2023/2024 Proposed rated income	\$70,000
2023/2024 Proposed expenditure (Funded from rates)	\$70,000
<b>2024 Closing rated balance</b>	<b>\$0</b>

#### Reserve component

<b>Kaitaia</b>	
2023 Opening balance (2022/2023 Reserve balance)	\$41,661
2023/2024 Proposed expenditure (Funded from reserve)	\$5,955

**2024 Closing reserve balance****\$35,706****ATTACHMENTS****Nil**

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
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 seeks a recommendation from the Committee to Te Hiku Community Board.
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.	Ngai Takoto and Te Rarawa Iwi are to be included in the development of the management plan for the district's drainage areas.
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.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



## 7.7 WAIHARARA AND KAIKINO DRAINAGE AREAS 2022/2023 PROGRAMME

**File Number:** A3683159

**Author:** Troy Smith, Assistant Engineer

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide the Te Hiku Community Board with an outline of the proposed works and costs for the 2022/2023 financial year.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Over the 2022/2023 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Areas drains. Currently there is a proposed budget of \$11,395 for Waiharara, and \$11,294 for Kaikino, for planned work, with an additional \$6,000 for Waiharara, and \$2,000 for Kaikino, of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board uplift the Waiharara and Kaikino Drainage Areas 2022/2023 work programme report and:**

- a) Approve the reviewed Waiharara and Kaikino Drainage Areas 2022/2023 work programme.**
- b) Approve a reserve balance of \$5,000 be held for unplanned works should it be required, based on feedback from the Waiharara and Kaikino Drainage Area Committee.**

### 1) TĀHUHU KŌRERO / BACKGROUND

The Waiharara and Kaikino Drainage Areas Committee was formally established at the 26 February 2015 meeting of the group previously known as the Northern Advisory Drainage Committee.

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The forward works programme for the 2022/2023 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2021/2022 is completed as planned.

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Across both the Waiharara and Kaikino Areas, there are several areas which require work. The items detailed in the below work programme have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required, and this meeting provides an opportunity to adjust the work programme.

The programme will be available for further review / adjustment at the next Committee meeting in August 2022, however the overall budget will be set by that time.

### 2.1 Proposed work programme summary

Work is to be completed before 30 June 2023, with the spraying programme to start during late 2022:

**Waiharara**

Spraying of the Waiharara drains (late spring) (breakdown in section 2.3)	\$5,642
Additional spraying of the Waiharara drains (late autumn)	\$5,642
Status report on the drains	\$111
<b>Total (planned work)</b>	<b>\$11,395</b>
Machine cleaning contingency	\$3,000
General contingency	\$3,000
<b>Total (contingencies)</b>	<b>\$6,000</b>

**Kaikino**

Spraying of the Kaikino drains (late spring) (breakdown in section 2.3)	\$5,592
Additional spraying of the Kaikino drains (late autumn)	\$5,592
Status report on the drains	\$111
<b>Total (planned work)</b>	<b>\$11,294 (-1 for rounding)</b>
General contingency	\$2,000
<b>Total (contingencies)</b>	<b>\$2,000</b>

**2.2 Proposed projects within the work programme****Hobson Drain (downstream of Paparore Road) access track**

Once the initial entranceway is installed in the 2021/2022 work programme, further work will be investigated to ensure we can restore full access to the lower section and are able to maintain it. Due to budget constraints, this may not be practical for the 2022/2023 work programme, however, will be considered in future.

**2.3 General maintenance within the work programme****Spraying**

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2022. To ensure the weed growth in the drains is maintained sufficiently, a budget item for additional spraying during autumn has been included. The amount allowed is enough to spray all of the drains a 2<sup>nd</sup> time.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme consists of 15 kilometres of drain spraying and has been separated out into the two areas and individual drains. The programme has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report.

Spray programme follows:

<b>Waiharara Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Okohine Stream	5,110 m	5,110 m	\$3,686.87
Bilich Branch	1,800 m	1,800 m	\$1,298.70
Cox Branch	860 m	860 m	\$620.49
Tunnel Traverse	50 m	50 m	\$36.08
<b>Totals</b>	<b>7,820 m</b>	<b>7,820 m</b>	<b>\$5,642.13</b>

<b>Kaikino Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Kaikino Drain	4,100 m	4,100 m	\$2,958.15
Hobson Drain + Extension	3,650 m	3,650 m	\$2,633.48
<b>Totals</b>	<b>7,750 m</b>	<b>7,750 m</b>	<b>\$5,591.63</b>

### Machine cleaning

Over the 2021/2022 year, the Waiharara and Kaikino Areas shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal. There is no cleaning scheduled at this stage.

The Waiharara Drainage Area has a machine cleaning contingency of \$3,000 allocated. The Kaikino Drainage Area does not have a machine cleaning contingency allocated due to budget constraints, however, does have a \$2,000 general contingency should it be required.

### Accessibility issues & maintenance

The state of access can have negative / positive impacts on the efficiency and operations of the drainage area.

Once formed, the 2 new access tracks formed along the Kaikino drain and lower Hobson drain may need yearly mulching to keep the track in good condition. Although not included in the 2022/23 budget, this may be suitable for the future.

In addition to maintenance of the new tracks, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- i) Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- ii) Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- iii) Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- iv) Obstructions to flow within the drainage channel due to excessive vegetation material.

Far North Water staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Drainage Bylaw.

An annual notice will be issued to all property owners reminding them of the requirements that they must comply with under the Drainage Bylaw, and in particular the above issues.

### Take Tūtohunga / Reason for the recommendation

To discuss the proposed works and their associated costs, with the work programme to be completed by 30 June 2023.

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

A summary of the expected 2022/2023 financial year is as follows:

#### Waiharara

2022 Opening balance (2021/2022 Reserve balance)	\$6,392
2022/2023 Proposed rated income	\$8,000
2022/2023 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$11,395
<b>2023 Closing balance</b>	<b>\$2,997</b>

#### Kaikino

2022 Opening balance (2021/2022 Reserve balance)	\$5,606
2022/2023 Proposed rated income	\$8,000
2022/2023 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$11,294 (-1 for rounding)
<b>2023 Closing balance</b>	<b>\$2,312</b>

Please note the reserve balances for both the Waiharara and Kaikino Drainage Areas are low with the proposed rated income and work programme. Changes may be appropriate.

### 3.1 Proposed budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

##### Waiharara

2022/2023 Proposed rated income	\$8,000
2022/2023 Proposed expenditure (Funded from rates)	\$8,000
<b>2023 Closing rated balance</b>	<b>\$0</b>

##### Kaikino

2022/2023 Proposed rated income	\$8,000
2022/2023 Proposed expenditure (Funded from rates)	\$8,000
<b>2023 Closing rated balance</b>	<b>\$0</b>

#### Reserve component

##### Waiharara

2022 Opening balance (2021/2022 Reserve balance)	\$6,392
2022/2023 Proposed expenditure (Funded from reserve)	\$3,395
<b>2023 Closing reserve balance</b>	<b>\$2,997</b>
<b>Kaikino</b>	
2022 Opening balance (2021/2022 Reserve balance)	\$5,606
2022/2023 Proposed expenditure (Funded from reserve)	\$3,294
<b>2023 Closing reserve balance</b>	<b>\$2,312</b>

### 3.2 Reserve balance

Throughout recent years, the closing balance (reserve balance) at the end of each year has been at extremes, either too high or too low. To ensure the rated income is utilised most appropriately, an ideal reserve balance should be agreed upon by the Committee. The ideal reserve will then where practicable be maintained, resulting in alterations to the proposed rated income and / or proposed work programme each year unless the Committee agrees otherwise.

As there is a proposed total contingency of \$6,000 for Waiharara, and \$2,000 for Kaikino (would also ideally be \$6,000+) for 2022/2023 (with similar amounts to be expected in future years), it is suggested that the desired reserve balance is no less than that amount.

**Action** – Request that the Committee set an ideal reserve balance to be held by Council for unplanned works should it be required.

### ATTACHMENTS

Nil

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
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 seeks a recommendation from the Committee to the Te Hiku Community Board.
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.	Ngai Takoto Iwi is included in the development of the management plan for the district's drainage areas.
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.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

**7.8 WAIHARARA AND KAIKINO DRAINAGE AREAS 2023/2024 PROGRAMME****File Number: A3683163****Author: Troy Smith, Assistant Engineer****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To advise Te Hiku Community Board on the proposed works and costs for the 2023/2024 financial year.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Over the 2023/2024 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Areas drains. Currently there is a proposed budget of \$11,395 for Waiharara, and \$11,294 for Kaikino, for planned work, with an additional \$6,000 for Waiharara, and \$2,000 for Kaikino, of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.
- With the proposed rated income and work programme, it is forecasted that both Drainage Areas will have no reserve balance at the end of the 2023/2024 year.

**TŪTOHUNGA / RECOMMENDATION**

**That Te Hiku Community Board uplift the Waiharara and Kaikino Drainage Areas 2023/2024 Programme report and receive the report as information.**

**1) TĀHUHU KŌRERO / BACKGROUND**

The Waiharara and Kaikino Drainage Areas Committee was formally established at the 26 February 2015 meeting of the group previously known as the Northern Advisory Drainage Committee.

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The forward works programme for the 2023/2024 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2022/2023 is completed as planned.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

Across both the Waiharara and Kaikino Areas, there are several areas which require work. The items detailed in the below work programme have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required, and this meeting provides an opportunity to adjust the work programme.

Further review of the programme must be done during the following Drainage Area Committee Meeting held in August 2022 and over the next financial year. This is due to the estimated nature of the work programme.

**2.1 Proposed work programme summary**

Work is to be completed before 30 June 2024, with the spraying programme to start during late 2023:

**Waiharara**

Spraying of the Waiharara drains (late spring) (breakdown in section 2.2)	\$5,642
Additional spraying of the Waiharara drains (late autumn)	\$5,642
Status report on the drains	\$111
<b>Total (planned work)</b>	<b>\$11,395</b>
Machine cleaning contingency	\$3,000
General contingency	\$3,000
<b>Total (contingencies)</b>	<b>\$6,000</b>

### Kaikino

Spraying of the Kaikino drains (late spring) (breakdown in section 2.2)	\$5,592
Additional spraying of the Kaikino drains (late autumn)	\$5,592
Status report on the drains	\$111
<b>Total (planned work)</b>	<b>\$11,294 (-1 for rounding)</b>
General contingency	\$2,000
<b>Total (contingencies)</b>	<b>\$2,000</b>

## 2.2 General maintenance within the work programme

### Spraying

Spraying of the Waiharara and Kaikino Areas is to be completed during late spring / early summer 2023. To ensure the weed growth in the drains is maintained sufficiently, a budget item for additional spraying during autumn has been included. The amount allowed is enough to spray all of the drains a 2<sup>nd</sup> time.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme consists of 15 kilometres of drain spraying and has been separated out into the two areas and individual drains. The programme has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report.

Spray programme follows:

<b>Waiharara Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Okohine Stream	5,110 m	5,110 m	\$3,686.87
Bilich Branch	1,800 m	1,800 m	\$1,298.70
Cox Branch	860 m	860 m	\$620.49
Tunnel Traverse	50 m	50 m	\$36.08



<b>Totals</b>	<b>7,820 m</b>	<b>7,820 m</b>	<b>\$5,642.13</b>
<b>Kaikino Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Kaikino Drain	4,100 m	4,100 m	\$2,958.15
Hobson Drain + Extension	3,650 m	3,650 m	\$2,633.48
<b>Totals</b>	<b>7,750 m</b>	<b>7,750 m</b>	<b>\$5,591.63</b>

### Machine cleaning

Over the 2022/23 year, the Waiharara and Kaikino Areas shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which will require removal. There is no cleaning scheduled at this stage.

The Waiharara Drainage Area has a machine cleaning contingency of \$3,000 allocated. The Kaikino Drainage Area does not have a machine cleaning contingency allocated due to budget constraints, however, does have a \$2,000 general contingency should it be required.

### Accessibility issues & maintenance

The state of access can have negative / positive impacts on the efficiency and operations of the drainage area.

Once formed, the 2 new access tracks formed along the Kaikino drain and lower Hobson drain may need yearly mulching to keep the track in good condition. Although not included in the 2023/24 budget, this may be suitable for the future.

In addition to maintenance of the new tracks, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- i) Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- ii) Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- iii) Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- iv) Obstructions to flow within the drainage channel due to excessive vegetation material.

Far North Waters staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Drainage Bylaw.

An annual notice will be issued to all property owners reminding them of the requirements that they must comply with under the Drainage Bylaw, and in particular the above issues.

### Take Tūtohunga / Reason for the recommendation

To discuss the proposed works and their associated costs, with the work programme to be completed by 30 June 2024.

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

A summary of the expected 2023/24 financial year is as follows:

#### Waiharara

2023 Opening balance (2022/2023 Reserve balance)	\$2,997
2023/2024 Proposed rated income	\$8,398
2023/2024 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$11,395
<b>2024 Closing balance</b>	<b>\$0</b>

#### Kaikino

2023 Opening balance (2022/2023 Reserve balance)	\$2,312
2023/2024 Proposed rated income	\$8,982
2023/2024 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$11,294 (-1 for rounding)
<b>2024 Closing balance</b>	<b>\$0</b>

Please note there is no reserve balance for both the Waiharara and Kaikino Drainage Areas with the proposed rated income and work programme. The rated income has been raised slightly to prevent a negative balance.

**Action** – Request that the Committee agree on changes to the rated income or work programme in order to maintain the ideal reserve balance requested in the 2022/2023 report of this meeting.

#### 3.1 Proposed budgetary breakdown

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

#### Rated income component

##### Waiharara

2023/2024 Proposed rated income	\$8,398
2023/2024 Proposed expenditure (Funded from rates)	\$8,398
<b>2024 Closing rated balance</b>	<b>\$0</b>

##### Kaikino

2023/2024 Proposed rated income	\$8,982
2023/2024 Proposed expenditure (Funded from rates)	\$8,982
<b>2024 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Waiharara**

2023 Opening balance (2022/2023 Reserve balance)	\$2,997
2023/2024 Proposed expenditure (Funded from reserve)	\$2,997
<b>2024 Closing reserve balance</b>	<b>\$0</b>

**Kaikino**

2023 Opening balance (2022/2023 Reserve balance)	\$2,312
2023/2024 Proposed expenditure (Funded from reserve)	\$2,312
<b>2024 Closing reserve balance</b>	<b>\$0</b>

**ATTACHMENTS****Nil**

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
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 seeks a recommendation from the Committee to the Te Hiku Community Board.
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.	Ngai Takoto Iwi is included in the development of the management plan for the district's drainage areas.
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.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report

## 7.9 MOTUTANGI DRAINAGE AREA 2022/2023 PROGRAMME

**File Number:** A3683167

**Author:** Troy Smith, Assistant Engineer

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Te Hiku Community Board with an outline of the proposed works and costs for the 2022/2023 financial year.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Over the 2022/2023 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Areas drains. Currently there is a proposed budget of \$40,420 for Motutangi for planned work, with an additional \$17,000 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board uplift the Motutangi Area 2022/2023 work programme report and:**

- Approve the reviewed Motutangi Area 2022/2023 work programme.**
- Approve a reserve balance of \$17,000 be held for emergency works should they be required, based on feedback from the Motutangi Drainage Area Committee.**

### 1) TĀHUHU KŌRERO / BACKGROUND

The Motutangi Drainage Area Committee was formally established at the 26 February 2015 meeting of the group previously known as the Northern Advisory Drainage Committee.

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The proposed works programme for the 2022/2023 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2021/2022 is completed as planned. It may also be due to change in line with any additional work agreed upon in the DoC Concession Agreement.

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Within the Motutangi Area, there are several areas which require work. The items detailed in the below work programmes have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required, and this meeting provides an opportunity to adjust the work programme.

The programme will be available for further review / adjustment at the next Committee meeting in August 2022, however the overall budget will be set by that time.

### 2.1 Proposed work programme summary

Work proposed to be completed before 30 June 2023, with the spraying programme to start during late 2022:

**Motutangi**

Spraying of the Motutangi drains (spring) (breakdown in section 2.3)	\$13,391
Additional spraying of the Motutangi drains (autumn)	\$6,696
Status report on the drains	\$333
Machine cleaning of the Motutangi Stream (autumn)	\$20,000
<b>Total (planned work)</b>	<b>\$40,420</b>
Machine cleaning contingency	\$12,000
Access track maintenance contingency	\$2,000
General contingency	\$3,000
<b>Total (contingencies)</b>	<b>\$17,000</b>

**2.2 Proposed projects within the work programme****Deferred projects****Motutangi stream stockpile relocation**

The Motutangi Stream stockpile relocation area has to be positioned in accordance with the Department of Conservation (DoC) Concession Agreement conditions. Additionally, any dumpsites would be identified by DoC before work commences.

As discussed in the 2021/2022 report, a review of the agreement by DoC is underway, however there is no defined timeframe for completion. With that in mind, it would be worthwhile deferring this project again to a later work programme.

**2.3 General maintenance within the work programme****Spraying**

Spraying of the Motutangi Area is to be completed during late spring / early summer 2022. To ensure the weed growth in the drains is maintained sufficiently, a budget item for additional spraying during autumn has been included. The amount allowed is enough to spray half of the drains a 2<sup>nd</sup> time.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme consists of 19 kilometres of drain spraying and has been separated out into the two areas and individual drains. The programme has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report.

Spray programme follows:

<b>Motutangi Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Motutangi Stream	2,600 m	2,600 m	\$1,875.90
Main Outfall Drain	1,150 m	1,150 m	\$829.73
Bryan Drain	2,900 m	2,900 m	\$2,092.35
Beazley Drain	2,050 m	2,050 m	\$1,479.08

Aspin Drain	2,250 m	2,250 m	\$1,623.38
Cut to Lands' End Drain	1,700 m	1,700 m	\$1,226.55
Selwyn Drain	2,950 m	2,950 m	\$2,128.43
Seymour Drain	750 m	750 m	\$541.13
Bacicas Drain	2,050 m	2,050 m	\$1,479.08
Subritzky Drain	160 m	160 m	\$115.44
<b>Totals</b>	<b>18,560 m</b>	<b>18,560 m</b>	<b>\$13,391.04</b>

### Machine cleaning

Over the 2021/2022 year, the Motutangi Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which may require mechanical removal. Other than cleaning a section of the Motutangi stream, there is no further cleaning scheduled. Below is a review of what's been undertaken in the past.

- Motutangi Stream - Spot cleaning of weeds with a long reach digger in autumn 2023. This is likely to be from the scientific reserve and downstream towards the outlet as required. This should remain relatively clear until next autumn 2024. This is the same method used over the last year and appeared to be effective, it does however rely on the spraying being completed in time, over October / November 2022. An allowance of \$20,000 has been allocated for this work.

Any additional cleaning required is likely to be completed with a smaller digger. The total length that requires cleaning, or the need entirely, will vary depending on the weather conditions and growth. An allowance of \$12,000 has been allocated should this be needed.

A machine cleaning allowance of \$32,000 has been included in the 2022/2023 year.

### Accessibility issues & maintenance

The state of access can have negative / positive impacts on the efficiency and operations of the drainage area.

It's believed access track maintenance may be required along several drains, particularly the Motutangi Stream. A contingency of \$2,000 has been allowed should this be required.

In addition to maintenance of the drains, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- Obstructions to flow within the drainage channel due to excessive vegetation material.

Far North Water staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Drainage Bylaw.

An annual notice will be issued to all property owners reminding them of the requirements that they must comply with under the Drainage Bylaw, and in particular the above issues.

**Take Tūtohunga / Reason for the recommendation**

To discuss the proposed works and their associated costs, with the work programme to be completed by 30 June 2023.

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

A summary of the expected 2022/2023 financial year is as follows:

**Motutangi**

2022 Opening balance (2021/2022 Reserve balance)	\$79,907
2022/2023 Proposed rated income	\$34,000
2022/2023 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$40,420
<b>2023 Closing balance</b>	<b>\$73,487</b>

**3.1 Proposed budgetary breakdown**

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

**Rated income component****Motutangi**

2022/2023 Proposed rated income	\$34,000
2022/2023 Proposed expenditure (Funded from rates)	\$34,000
<b>2023 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Motutangi**

2022 Opening balance (2021/2022 Reserve balance)	\$79,907
2022/2023 Proposed expenditure (Funded from reserve)	\$6,420
<b>2023 Closing reserve balance</b>	<b>\$73,487</b>

**3.2 Reserve balance**

Throughout recent years, the closing balance (reserve balance) at the end of each year has been consistently increasing. To ensure the rated income is utilised most appropriately, an ideal reserve balance should be agreed upon by the committee. It is then proposed that a portion of the reserve balance is purposefully expended each year through the work programme (supplementing the rated income) until this ideal reserve is met. The ideal reserve will then be maintained each year unless the committee agrees otherwise.



As there is a proposed total contingency of \$17,000 for 2022/2023 (with similar amounts to be expected in future years), it is suggested that the desired reserve balance is no less than that amount. There is also the potential stop bank relocation project which carries a significant cost (\$45,000 - \$50,000), and a portion could be retained towards this project to ease a sudden rise in expenditure.

**Action** – Request that the Committee set an ideal reserve balance to be held by Council for unplanned works should it be required.

#### **ATTACHMENTS**

**Nil**

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
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 seeks a recommendation from the Committee to the Te Hiku Community Board.
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.	Ngai Takoto Iwi is included in the development of the management plan for the district's drainage areas.
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.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**7.10 MOTUTANGI DRAINAGE AREA 2023/2024 PROGRAMME****File Number: A3683209****Author: Troy Smith, Assistant Engineer****Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To advise the Te Hiku Community Board on the proposed works and costs for the 2023/2024 financial year.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Over the 2023/2024 financial year, the Far North District Council wishes to complete a selection of drainage area works.
- The work includes spraying and cleaning of the Areas drains. Currently there is a proposed budget of \$90,420 for Motutangi for planned work, with an additional \$17,000 of contingency for unplanned work if required.
- The work programme and associated budget is up for discussion.

**TŪTOHUNGA / RECOMMENDATION**

**That the Te Hiku Community Board uplift the Motutangi Drainage Area 2023/2024 Programme report and receive the report as information.**

**1) TĀHUHU KŌRERO / BACKGROUND**

The Motutangi Drainage Area Committee was formally established at the 26 February 2015 meeting of the group previously known as the Northern Advisory Drainage Committee.

Prior to the formal establishment of the individual drainage area committees, there were meetings of the Northern Advisory Drainage Committee.

The proposed works programme for the 2023/2024 financial year has been estimated from previous costs.

The list of required works is based on the assumption that the work programme for 2022/2023 is completed as planned. It is also due to change in line with any additional work agreed upon in the DoC Concession Agreement.

**2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

Within the Motutangi Area, there are several areas which require work. The items detailed in the below work programmes have been determined by staff based on information from the spraying contractor and other sources. However, the Committee may be aware of other work that is required, and this meeting provides an opportunity to adjust the work programme.

Further review of the proposed programme must be completed during the Drainage Area Committee Meeting held in August 2022 and over the next financial year. This is due to the estimated nature of the work programme.

**2.1 Proposed work programme summary**

Work proposed to be completed before 30 June 2024, with the spraying programme to start during late 2023:

**Motutangi**

Spraying of the Motutangi drains (spring) (breakdown in section 2.3)	\$13,391
Additional spraying of the Motutangi drains (autumn)	\$6,696
Status report on the drains	\$333
Machine cleaning of the Motutangi Stream (autumn)	\$20,000
The Motutangi Stream stockpile relocation programme	\$50,000
<b>Total (planned work)</b>	<b>\$90,420</b>
Machine cleaning contingency	\$12,000
Access track maintenance contingency	\$2,000
General contingency	\$3,000
<b>Total (contingencies)</b>	<b>\$17,000</b>

## 2.2 Proposed projects within the work programme

### Motutangi stream stockpile relocation

The Motutangi Stream stockpile relocation area has to be positioned in accordance with the Department of Conservation (DoC) Concession Agreement conditions. These are planned to be finalised by the end of the 2022 or 2023 calendar year.

Additionally, any dumpsites would be identified by DoC before work commences.

There has been little feedback regarding progress on the agreement at this stage, of which this project may require deferral to a later work programme.

An allowance of \$50,000 has been allocated to this project, should the work proceed this year. This is an estimated figure and further consultation; scoping and pricing is required before it should be completed.

## 2.3 General maintenance within the work programme

### Spraying

Spraying of the Motutangi Area is to be completed during late spring / early summer 2023. To ensure the weed growth in the drains is maintained sufficiently, a budget item for additional spraying during autumn has been included. The amount allowed is enough to spray half of the drains a 2<sup>nd</sup> time.

If invasive weed is an issue, the current spray will have little effect on it. For serious cases machine cleaning may be required.

The spray programme consists of 19 kilometres of drain spraying and has been separated out into the two areas and individual drains. The programme has been adjusted for the increased operational costs that were discussed in the 2021/2022 programme report.

Spray programme follows:

<b>Motutangi Area</b>	<b>Total</b>	<b>Spray</b>	<b>Cost</b>
Motutangi Stream	2,600 m	2,600 m	\$1,875.90
Main Outfall Drain	1,150 m	1,150 m	\$829.73
Bryan Drain	2,900 m	2,900 m	\$2,092.35

Beazley Drain	2,050 m	2,050 m	\$1,479.08
Aspin Drain	2,250 m	2,250 m	\$1,623.38
Cut to Lands' End Drain	1,700 m	1,700 m	\$1,226.55
Selwyn Drain	2,950 m	2,950 m	\$2,128.43
Seymour Drain	750 m	750 m	\$541.13
Bacicas Drain	2,050 m	2,050 m	\$1,479.08
Subritzky Drain	160 m	160 m	\$115.44
<b>Totals</b>	<b>18,560 m</b>	<b>18,560 m</b>	<b>\$13,391.04</b>

### Machine cleaning

Over the 2022/23 year, the Motutangi Area shall be investigated in conjunction with the spraying contractor to identify the location of any significant siltation and / or vegetation mats which may require mechanical removal. Other than cleaning a section of the Motutangi stream, there is no further cleaning scheduled. Below is a review of what's been undertaken in the past.

- Motutangi Stream - Spot cleaning of weeds with a long reach digger in autumn 2024. This is likely to be from the scientific reserve and downstream towards the outlet as required. This should remain relatively clear until next autumn 2025. This is the same method used over the last year and appeared to be effective, it does however rely on the spraying being completed in time, over October / November 2023. An allowance of \$20,000 has been allocated for this work.

Any additional cleaning required is likely to be completed with a smaller digger. The total length that requires cleaning, or the need entirely, will vary depending on the weather conditions and growth. An allowance of \$12,000 has been allocated should this be needed.

A machine cleaning allowance of \$32,000 has been included in the 2023/2024 year.

### Accessibility issues & maintenance

The state of access can have negative / positive impacts on the efficiency and operations of the drainage area.

It's believed access track maintenance may be required along several drains, particularly the Motutangi Stream. A contingency of \$2,000 has been allowed should this be required.

In addition to maintenance of the drains, the spraying contractor has been requested to identify the location of any of the following issues which are covered by the Far North District Council Land Drainage Bylaw 2009 (Rev 2019):

- Obstructions which interfere with the access for plant or machinery to and along the drainage channel or parts thereof and within 10 m of the drain, Clause 3.1.
- Grazing stock, which is not excluded from the drainage channel, Clause 5.7.
- Damage caused to the drainage channel due to stock accessing the drainage channel for water, Clause 11.1.
- Obstructions to flow within the drainage channel due to excessive vegetation material.

Far North Waters staff will analyse this information and make recommendations to the Committee on work which may be required. Staff, or as agreed by the Committee, may also contact the landholders directly where they are in breach of the Drainage Bylaw.

An annual notice will be issued to all property owners reminding them of the requirements that they must comply with under the Drainage Bylaw, and in particular the above issues.

**Take Tūtohunga / Reason for the recommendation**

To discuss the proposed works and their associated costs, with the work programme to be completed by 30 June 2024.

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

A summary of the expected 2023/2024 financial year is as follows:

**Motutangi**

2023 Opening balance (2022/2023 Reserve balance)	\$73,487
2023/2024 Proposed rated income	\$40,000
2023/2024 Proposed expenditure ( <i>Breakdown in section 3.1</i> )	\$90,420
<b>2024 Closing balance</b>	<b>\$23,067</b>

**3.1 Proposed budgetary breakdown**

In order to improve the management of the targeted land drainage area rates, the reserve balance and rated income components have been separated to clearly identify the proposed expenditure associated with each component.

This uses the 'planned work' total from the work programme as the proposed expenditure, with any use of the contingencies to be sourced from the reserve fund should it be required. This is planned to decrease the annual growth of the reserve fund, which was predominantly caused by the budgeted expenditure of contingency funds that did not end up being required.

The separated components are as follows:

**Rated income component****Motutangi**

2023/2024 Proposed rated income	\$40,000
2023/2024 Proposed expenditure (Funded from rates)	\$40,000
<b>2024 Closing rated balance</b>	<b>\$0</b>

**Reserve component****Motutangi**

2023 Opening balance (2022/2023 Reserve balance)	\$73,487
2023/2024 Proposed expenditure (Funded from reserve)	\$50,420
<b>2024 Closing reserve balance</b>	<b>\$23,067</b>

**ATTACHMENTS**

Nil

**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.

<b>He Take Ōkawa / Compliance requirement</b>	<b>Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	A low to medium significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Policy #4302 - Northland River Management Policy. Policy #2104-14 Procuring Goods and Services. Land Drainage Bylaw 2009 (Rev 2019).
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 seeks a recommendation from the Committee to the Te Hiku Community Board.
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.	Ngai Takoto Iwi is included in the development of the management plan for the district's drainage areas.
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.	The purpose of the Committee is to liaise with persons likely to be affected.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are to be considered by the committee and budgetary provision is made.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

## 8 INFORMATION REPORTS

### 8.1 TE HIKU STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 31 MARCH 2022

**File Number:** A3675292

**Author:** Segun Rotimi, Accounting Support Officer

**Authoriser:** Janice Smith, Chief Financial Officer

#### PURPOSE OF THE REPORT

The purpose of the report is to provide the Te Hiku Community Board with financial statements for the period ended 31 March 2022.

#### EXECUTIVE SUMMARY

The financial report is ward-specific, covering the activities in the Te Hiku ward only.

#### Understanding the report

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

#### RECOMMENDATION

**That the Te Hiku Community Board receives the report Te Hiku Statement of Financial Performance Activities by Ward for the period ending 31 March 2022.**

#### BACKGROUND

This is the third quarterly financial report for 2021-2022 detailing the financial performance of community activities to be provided to the Te Hiku Community Board.



#### DISCUSSION AND NEXT STEPS

Refer to the commentary in the attached statement.

#### FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

#### ATTACHMENTS

1. **THCB Statement of Financial Performance Activities by Ward for the period ending 31 March 2022 - A3675263**  



**Statement of Financial Performance**  
**Community Activities by Ward**  
**for the period ending**  
**31-March-2022**  
**Te Hiku**

	Year to date		Year to date		Full year			Full year
	Actual (\$000)	Annual Plan Budget (\$000)	Variance (\$000)		Annual Plan Budget (\$000)	Carry Forward Budgets (\$000)	Total Annual Budget (\$000)	Forecast (\$000)
<b>Operations</b>								
<b>Operational income</b>								
Rates - general (excl water supply rates)	2,227	2,197	30	1%	2,929	0	2,929	2,929
Rates - penalties	0	51	(51)	-100%	68	0	68	68
Fees & charges (inc water supply rates)	73	68	4	6%	95	0	95	95
Central govt subsidies - operational	65	21	45	216%	28	0	28	151
Other income	136	2	134	8145%	2	0	2	219
<b>Capital income</b>								
Central govt subsidies - new works	222	176	46	26%	2,289	0	2,289	2,352
Central govt subsidies - renewals	0	0	0	100%	115	0	115	115
Other contributions	2,669	0	2,669	100%	5,998	0	5,998	6,203
<b>Total operating income</b>	<b>5,392</b>	<b>2,514</b>	<b>2,878</b>	<b>115%</b>	<b>11,523</b>	<b>0</b>	<b>11,523</b>	<b>12,132</b>
<b>Expenditure</b>								
Amenity Lighting	32	37	4	12%	49	0	49	49
Carparks	48	60	12	20%	80	0	80	80
Cemeteries	140	54	(86)	-159%	72	0	72	72
Community Centres	68	65	(3)	-5%	87	0	87	87
Footpaths	202	210	7	3%	280	0	280	280
Halls	152	154	2	2%	201	0	201	201
Museums	0	0	0	100%	0	0	0	0
Parks & Reserves	988	1,047	59	6%	1,395	0	1,395	1,588
Public Toilets	406	560	154	28%	745	0	745	896
Swimming Pools	219	393	175	44%	538	0	538	541
Town Maintenance	264	266	2	1%	355	0	355	355
<b>Total operating expenditure</b>	<b>2,519</b>	<b>2,846</b>	<b>327</b>	<b>11%</b>	<b>3,802</b>	<b>0</b>	<b>3,802</b>	<b>4,149</b>

<b>Net operating surplus/(deficit)</b>	<b>2,873</b>	<b>(332)</b>	<b>3,205</b>	<b>7,721</b>	<b>0</b>	<b>7,721</b>	<b>7,983</b>
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**Commentary - Te Hiku**

## Operational Income

Rates penalties have not been applied due to the challenging times that rate payers are going through.

## Other Income

- Grant received in advance last financial year (20/21) from Ministry of Business, Innovation & Employment (MBIE) under the Responsible Camping initiative for the Ahipara and Kaimaumau Rangers Program is scheduled to be spent in the current financial year.

## Capital Income

## Other Contributions

- Provincial Growth Funds (PGF) capital grant received for the Te Hiku o te Ika projects (revitalisation).

## Expenditure

## Cemeteries

- Incorrect coding in the December to February accounts. A plan is in place to address this anomaly.

## Public Toilets

- Favourable budget variance recorded in external services due to reduced number of request for services (RFS).

## Swimming Pools

- Favourable budget variance recorded as FNDC has not been invoiced for the Te Hiku swimming pool grant.

**8.2 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE MAY 2022****File Number:** A3661021**Author:** Rhonda-May Whiu, Democracy Advisor**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide the Te Hiku Community Board with an overview of outstanding decisions from 1 January 2020.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

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

**TŪTOHUNGA / RECOMMENDATION**

**That the Te Hiku Community Board receive the report Te Hiku Community Board Action Sheet Update May 2022.**

**TĀHUHU KŌRERO / BACKGROUND**

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

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

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

**MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

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

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

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

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

**ĀPITIHINGA / ATTACHMENTS**

1. Te Hiku Community Board May Action Sheet Update - A3696671  

## OUTSTANDING ACTIONS REPORT

Printed: Wednesday, 4 May 2022

1:04:19 PM

Division:  
Committee: Te Hiku Community Board  
Officer:

Date From: 1/01/2020  
Date To: 31/12/9999

^Meeting	Date	Officer	Title	Target
Te Hiku Community Board 25/08/2020	25/08/2020	Storey, Shayne	Notice of Motion - Adoption of Te Hiku o te Ika Open Spaces Revitalisation Master Plan	8/09/2020
<b>Notes</b> <b>17 Feb 2022 3:18pm Hammond, Kim - Reallocation</b> Action reassigned to Whiu, Rhonda-May by Hammond, Kim - These just need to be put on the FNDC website on their community page. <b>18 Mar 2022 5:41pm Whiu, Rhonda-May - Reallocation</b> Action reassigned to Storey, Shayne by Whiu, Rhonda-May - allocated to Shayne as leading the THCB strat planning process				

^Meeting	Date	Officer	Title	Target
Te Hiku Community Board 25/08/2020	25/08/2020	Gobie, Nina	Notice of Motion - Investigation into Divesting Rangitoto Reserve, Mangonui	8/09/2020
<b>Notes</b> <b>30 Apr 2021 5:15am Gobie, Nina</b> March 2021 - Legal services initially thought we were to transfer this reserve to DOC, but it appears that that may be more complex than first envisaged., April 2021 - Information from Legal Services to Mr Palmer, the CE and Mayor re Council access and Mr Palmer, weeds and overgrowth on the reserve. , Public cannot access the reserve other than by boat from the seaward side. , Mr Palmer uses part of the reserve to access his property. , Mr Palmer is seeking is a reserve management plan (a process managed by SP&P) and funding to tidy it up and remove the weeds. , However, as the public cannot access the reserve it is noted that it would be difficult to justify spending limited resources on a reserve that only 2 or 3 people can access., For the public to gain access to the reserve will require that the Landowner to agree to an easement over his property and the paper road to be realigned in part and an formal agreement or easement entered into with the landowner creating a ROW over the reserve to allow him access as this has never been formalised. And in turn for him to grant council easement over his land which allows access over a corridor on his land to access the reserve. , If one was to use the ROW at the far end of the property the dominant tenements may be required. The public could then access the paper road which takes them onto the reserve. , For Mr Palmer, the issue may be security and interference with his farming operations currently conducted on the land. , The reserve is definitely worthwhile preserving, but while there is no easy access, difficult to justify spending time and money on creating a management plan that would be difficult to implement., The current cost to do a basic weed control exercise is \$20,000 (excl. any potential Heritage NZ costs) with an on-going cost being approx. \$5-\$10,000 annually. <b>04 May 2022 9:07am Gobie, Nina</b> Ross Baker currently reviewing options to resolve the access issues.				

^Meeting	Date	Officer	Title	Target
Te Hiku Community Board 6/10/2020	6/10/2020	Storey, Shayne	Notice of Motion - Concept Plans for Allen Bell on Parkdale Playground, Awanui Playground, Korora Park, Ahipara and Unahi Wharf.	20/10/2020
<b>Notes</b> <b>17 Feb 2021 10:14am Baker, Marlema - Reallocation</b> Action reassigned to Mules, Ana by Baker, Marlema - I have assign this action to you to follow-up, complete or assign to Shayne/Ken. <b>17 Feb 2021 1:41pm Hammond, Kim - Reallocation</b> Action reassigned to Hammond, Kim by Hammond, Kim <b>17 Feb 2022 3:18pm Hammond, Kim - Reallocation</b> Action reassigned to Whiu, Rhonda-May by Hammond, Kim - These just need to be put on the FNDC website on their community page. <b>18 Mar 2022 5:43pm Whiu, Rhonda-May - Reallocation</b> Action reassigned to Storey, Shayne by Whiu, Rhonda-May - allocated to Shayne as she is leading the THCB strat planning process				

^Meeting	Date	Officer	Title	Target
Te Hiku Community Board 1/06/2021	1/06/2021	Stacey, Elizabeth	Te Hiku Footpath Programme 2021/2022	15/06/2021
<b>Notes</b> <b>19 Jan 2022 2:51pm Baker, Marlema</b> This action Item will be transferred to Dawn Spence (NTA) who is replacing Sandi Morris. <b>09 Feb 2022 3:39pm Baker, Marlema</b> Have requested Elizabeth Stacey (NTA) attend the meeting to speak to this action item. <b>10 Feb 2022 9:39am Baker, Marlema - Reallocation</b> Action reassigned to Stacey, Elizabeth by Baker, Marlema - This action item has been reassigned to you as Sandi Morris is no longer with FNDC/NTA. <b>29 Apr 2022 11:05am Whiu, Rhonda-May</b> Workshop with Community board to follow 10 May 2022 board meeting				

**OUTSTANDING ACTIONS REPORT****Printed: Wednesday, 4 May 2022****1:04:19 PM**

**Division:**  
**Committee:** Te Hiku Community Board  
**Officer:**

**Date From:** 1/01/2020  
**Date To:** 31/12/9999

^Meeting	Date	Officer	Title	Target
Te Hiku Community Board 7/12/2021	7/12/2021	Deane, Rochelle	Notice of Motion - Waterfront Cafe and Bar - Mangonui	21/12/2021
<b>Notes</b> <b>10 Feb 2022 10:28am Baker, Marlema - Reallocation</b> Action reassigned to Deane, Rochelle by Baker, Marlema - Can you please provide an update on this action item, or, allocate it to the staff member in should sit with. Thank you				

^Meeting	Date	Officer	Title	Target
Te Hiku Community Board 15/02/2022	15/02/2022	Gobie, Nina	Tangonge Reserve Lease	10/05/2022
<b>Notes</b> <b>18 Mar 2022 11:41am Whiu, Rhonda-May</b> Report to be provided at May meeting from Legal Team. Copy of current lease provided to be circulated Board members <b>30 Mar 2022 12:29pm Mitchell, Beverly - Target Date Revision</b> Target date changed by Mitchell, Beverly from 01 March 2022 to 10 May 2022 - Report to be provided on 10 May 2022 agenda <b>03 May 2022 2:54pm Baker, Marlema - Reallocation</b> Action reassigned to Gobie, Nina by Baker, Marlema <b>04 May 2022 9:05am Gobie, Nina</b> Please direct this action to Kay Meekings and Tania Steen as they are responsible for this lease, although I have attached a copy of the lease as FYI and included Tania & Kay into my reply.				

### 8.3 DRAINAGE AREA COMMITTEES MINUTES AND ACTION SHEET

**File Number:** A3689352

**Author:** Rhonda-May Whiu, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide a copy of the recent Drainage Area Committee minutes and action sheets to the Te Hiku Community Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Copies provided a information of the minutes and actions from the 21 March 2022 Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee.

#### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board receive the report Drainage Area Committees Minutes and Action Sheet.**

#### TĀHUHU KŌRERO / BACKGROUND

The Te Hiku Community Board requested at the 29 March 2022 board meeting that the minutes and actions from the 21 March 2022 Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee be provided at the 10 May Te Hiku Community Board meeting.





#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The Te Hiku Community Board use the information provided in this report to help make decisions on the reports provided to the community board relating to the Drainage Area Committees.

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

No financial implications.

#### ĀPITIHINGA / ATTACHMENTS

1. 2022-03-21 Kaitaia Drainage Area Committee Minutes - A3640076 [↓](#) 
2. 2022-03-21 Waiharara and Kaikino Drainage Area Committee Minutes - A3640086 [↓](#) 
3. 2022-03-21 Motutangi Drainage Area Committee Minutes - A3640127 [↓](#) 
4. Action Sheet - 21 March 2022 Drainage Area Committees - A3689345 [↓](#) 

Kaitaia Drainage Area Committee Meeting Minutes

21 March 2022

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
KAITAIA DRAINAGE AREA COMMITTEE MEETING  
HELD VIRTUALLY VIA TEAMS ON MONDAY, 21 MARCH 2022 AT 10:06 AM**

**PRESENT:** Chairperson Fiona King, Member Adele Gardner, Member Mike Masters, Member Joe King

**STAFF PRESENT:** Troy Smith, Rhonda-May Whiu, Aisha Huriwai, Marlema Baker, Casey Gannon, Glenn Rainham, Richard Jenkins (Far North Waters).

**1 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

**APOLOGY**

**RESOLUTION 2022/1**

Moved: Member Adele Gardner  
Seconded: Member Mike Masters

**That the apology received from Members Greg Yuretich and Jim Bennett be accepted and leave of absence granted.**

**CARRIED**

Note:

Mr Dennis Chapman attended the last meeting where it was agreed that he would become a Kaitaia Committee member due to one of the former members leaving.

**2 CONFIRMATION OF PREVIOUS MINUTES**

**2.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3605206, pages 6 - 10 refers.

**RESOLUTION 2022/2**

Moved: Member Mike Masters  
Seconded: Member Adele Gardner

**That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 16 August 2021 are a true and correct record with the following corrections/amendments.**

**CARRIED**

Matters arising:

- Note that Mr Dennis Chapman's attendance.
- That a **Matters Arising** section be included in all future Drainage Committee minutes.
- That a letter was to be sent to Mr Vanderbelt to have a culvert reinstated. (Glenn/Troy to action this week).
- Page 9 bullet point 1 – drains still need to be mapped and entered into GIS. Troy confirms that a timeframe for GIS work hasn't been identified. (Work in progress)
- Page 9 bullet point 3 – correction: Matthews Ave to Matthews drain
- Workshop on the draft Management plan has not eventuated and will need to be 2-3 hours long. (4 April confirmed)

## Kaitaia Drainage Area Committee Meeting Minutes

21 March 2022

- Item 4.2 and 4.3 in the minutes dated 3/11/2020 matters arising – Chair requests a map and a further report showing the boundaries of the areas that are rated. (by/before the next meeting).

### 3 REPORTS

#### 3.1 KAITAIA DRAINAGE AREA 2021/2022 PROGRAMME UPDATE

Agenda item 5.1 document number A3602076, pages 11 - 19 refers.

**RESOLUTION 2022/3**

Moved: Chairperson Fiona King

Seconded: Member Mike Masters

**That the Kaitaia Drainage Area Committee:**

- Note and review the 2021/2022 work programme.**
- Recommend the reviewed 2021/2022 work programme to Te Hiku Community Board for approval.**

**CARRIED**Notes:

- Page 15 Machine Cleaning - H.Subritzky Drain RFS - staff inspection and spray not completed.
- Far North Waters will go out with landowners and Member Joe King to look at and determine, what will need to be done for Oinu Stream and Church Gully drain.

#### 3.2 KAITAIA DRAINAGE AREA 2022/2023 PROGRAMME

Agenda item 5.2 document number A3602078, pages 20 - 26 refers.

**MOTION**

Moved: Chairperson Fiona King

Seconded: Member Adele Gardner

**That the Kaitaia Drainage Area Committee:**

- recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.**
- recommend a reserve balance of **\$26,222** be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.**

**AMENDMENT**

Moved: Chairperson Fiona King

Seconded: Member Mike Masters

- That the actual figures be provided at the next drainage committee meeting.**

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION 2022/4**

Page 2



Kaitaia Drainage Area Committee Meeting Minutes

21 March 2022

Moved: Chairperson Fiona King  
Seconded: Member Adele Gardner

**That the Kaitaia Drainage Area Committee:**

- a) recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.
- b) recommend a reserve balance of **\$26,222** be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.
- c) That the actual figures be provided at the next drainage committee meeting.

**CARRIED**

### 3.3 KAITAIA DRAINAGE AREA 2023/2024 PROGRAMME

Agenda item 5.3 document number A3602081, pages 27 - 33 refers.

#### RESOLUTION 2022/5

Moved: Chairperson Fiona King  
Seconded: Member Adele Gardner

**That the Kaitaia Drainage Area Committee recommend the report "Kaitaia Drainage Area 2023/2024 Programme" be referred to Te Hiku Community Board for information.**

**CARRIED**

### 4 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 11:56 am.

The minutes of this meeting were confirmed at the Kaitaia Drainage Area Committee Meeting held on 8 August 2022.

.....  
**CHAIRPERSON**

Waiharara and Kaikino Drainage Area Committee Meeting Minutes

21 March 2022

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
WAIHARARA AND KAIKINO DRAINAGE AREA COMMITTEE MEETING  
HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON MONDAY, 21 MARCH 2022 AT 1:34 PM**

**PRESENT:** Chairperson Fiona King, Member Fred Petricevich, Member Joe Milich, Member Dean Radojkovich, Member Aaron Bainbridge, Member Darren Axe.

**IN ATTENDANCE:** Sheryl Bainbridge (Te Hiku Community Board Member), Mate Radich (Councillor).

**STAFF PRESENT:** Rhonda-May Whiu, Troy Smith, Marlema Baker, Glenn Rainham, Joshna Panday, Richard Jenkins (Far North Waters).

**1 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

Nil

**2 CONFIRMATION OF PREVIOUS MINUTES**

**2.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3605224, pages 6 - 10 refers.

**RESOLUTION 2022/1**

Moved: Chairperson Fiona King

Seconded: Member Darren Axe

**That the Waiharara and Kaikino Drainage Area Committee confirm the minutes of the meeting of the Waiharara, and Kaikino Drainage Area Committee held 16 August 2021 are a true and correct record.**

**Matters Arising:**

- *Chair King requested an update on Honeytree Farm regarding access to the drain, the removal of the object blocking the drain, the insufficient fencing on Honey Tree Farm – this was from the minutes 20 November 2020.*
- Chair King requests a dedicated land drainage FNDC staff member from/in Kaitia to provide better communication.
- That the draft management plan be sent to all committee and community board members.
- 4.2 e) - The extension of Hobson Drain – update requested.
- 4.3 NRC and FNDC resource consents and processes to add, change or alter drains connecting to FNDC county drains – update requested. *Action point: Glenn will send the FNDC's process to get the drains consented under our bylaw, to the drainage committee Chair.*

**CARRIED**

### 3 REPORTS

#### 3.1 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME UPDATE

Agenda item 5.1 document number A3570482, pages 11 - 19 refers.

##### RESOLUTION 2022/2

Moved: Member Dean Radojkovich

Seconded: Member Fred Petricevich

**That the Waiharara and Kaikino Drainage Areas Committee:**

- a) **note and review the 2021/2022 work programme.**
- b) **recommend the reviewed 2021/2022 work programme to Te Hiku Community Board for approval.**

Notes:

- Poplar trees that have fallen into the drain were planted by the avocado orchards within the ten metre line. This cost should not come back on the drainage ratepayers. *Action point: Troy to liaise with Adrian.*

**CARRIED**

#### 3.2 WAIHARARA AND KAIKINO DRAINAGE AREAS 2022/2023 PROGRAMME

Agenda item 5.2 document number A3570485, pages 20 - 25 refers.

##### RESOLUTION 2022/3

Moved: Chairperson Fiona King

Seconded: Member Joe Milich

**That the Waiharara and Kaikino Drainage Areas Committee:**

- a) **Recommends Te Hiku Community Board approve the reviewed Waiharara and Kaikino Drainage Areas 2022/2023 work programme.**
- b) **Recommend a reserve balance of \$5,000 be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.**

Note:

- The Chair requests more information in regards to mapping for rated areas a, b and c

**.CARRIED**

#### 3.3 WAIHARARA AND KAIKINO DRAINAGE AREAS 2023/2024 PROGRAMME

Agenda item 5.3 document number A3570488, pages 26 - 31 refers..

##### RESOLUTION 2022/4

Moved: Chairperson Fiona King

Seconded: Member Dean Radojkovich

**That the Waiharara and Kaikino Drainage Areas Committee recommends the “Waiharara and Kaikino Drainage Areas 2023/2024 Programme” be left to lie on the table until the next meeting.**

**CARRIED**

---

Waiharara and Kaikino Drainage Area Committee Meeting Minutes

21 March 2022

Note:

All drainage committees do not wish to be included in the three water programme or the Far North Water Alliance.

**4 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**5 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:12 pm.

The minutes of this meeting were confirmed at the Waiharara and Kaikino Drainage Area Committee Meeting held on 8 August 2022.

.....  
**CHAIRPERSON**

Motutangi Drainage Area Committee Meeting Minutes - **Unconfirmed**

21 March 2022

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
MOTUTANGI DRAINAGE AREA COMMITTEE MEETING  
HELD VIRTUALLY VIA MICROSOFT TEAMS  
ON MONDAY, 21 MARCH 2022 AT 3:24 PM**

**PRESENT:** Chairperson Jeremy White, Member Paul Harvey, Member Darren Axe  
**IN ATTENDANCE:** Cr Mate Radich, Adele Gardner (Te Hiku Community Board Chair)  
**STAFF PRESENT:** Rhonda-May Whiu, Troy Smith, Glenn Rainham, Marlema Baker

## **1 CONFIRMATION OF PREVIOUS MINUTES**

### **1.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A3605240, pages 6 - 7 refers

#### **RESOLUTION 2022/1**

Moved: Chairperson Jeremy White  
Seconded: Member Paul Harvey

**That the Motutangi Drainage Area Committee confirm that the minutes of the meeting of the Motutangi Drainage Area Committee held 16 August 2021 are a true and correct record.**

**CARRIED**

## **2 REPORTS**

### **2.1 MOTUTANGI DRAINAGE AREA 2021/2022 PROGRAMME UPDATE**

Agenda item 5.1 document number A3570492, pages 11 - 18 refers

#### **RESOLUTION 2022/2**

Moved: Member Paul Harvey  
Seconded: Member Darren Axe

**That the Motutangi Drainage Area Committee:**

- a) note and review the 2021/2022 work programme.**
- b) recommend the reviewed 2021/2022 work programme to the Te Hiku Community Board for approval.**

**CARRIED**

### **2.2 MOTUTANGI DRAINAGE AREA 2022/23 PROGRAMME**

#### **RESOLUTION 2022/3**

Moved: Chairperson Jeremy White  
Seconded: Member Darren Axe

**That the Motutangi Drainage Area Committee:**

- a) Recommend Te Hiku Community Board approve the reviewed Motutangi Area**

Page 1

Motutangi Drainage Area Committee Meeting Minutes - **Unconfirmed**

21 March 2022

**2022/2023 work programme.**

- b) Recommend a reserve balance of **\$17,000** be held for emergency works should they be required, and that this be referred to Te Hiku Community Board for approval.

**CARRIED****2.3 MOTUTANGI DRAINAGE AREA 2023/2024 PROGRAMME**

Agenda item 5.3 document number A3570498, pages 25 - 29 refers

**Resolution 2022/4**

Moved: Chairperson Jeremy White

Seconded: Member Darren Axe

**That The Motutangi Drainage Area Committee Recommend The “Motutangi Drainage Area 2023/2024 Programme” Report Be Referred To Te Hiku Community Board For Information.**

Notes:

- That Troy has a conversation with finance regarding the adjusted reserve rates balance going forward.
- Troy to have a conversation with DoC (Abe Witana and May Hardy-Birch) regarding repairing/replacing the fences and drains damaged when they needed access to areas during the kaimaumu fires.
- Member Bede tabled his resignation from the Motutangi Drainage committee.

**CARRIED****3 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER****4 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 4:03 PM.

The minutes of this meeting will be confirmed at the Motutangi Drainage Area Committee Meeting held on 8 August 2022.

.....  
**CHAIRPERSON**

<b>Division:</b>	Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and	<b>Date From:</b>	1/01/2022
<b>Committee:</b>	Motutangi Drainage Area Committee	<b>Date To:</b>	31/12/9999
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>	

Meeting	Officer/Director	Section	Subject
Kaitaia Drainage Area Committee 21/03/2022	Baker, Marlema Taylor MBE, William J	Confirmation of Previous Minutes	Confirmation of Previous Minutes
<b>RESOLUTION 2022/2</b>			
Moved: Member Mike Masters			
Seconded: Member Adele Gardner			
<b>That the Kaitaia Drainage Area Committee confirms that the minutes of the meeting of the Kaitaia Drainage Area Committee held 16 August 2021 are a true and correct record with the following corrections/amendments.</b>			
			<b>CARRIED</b>
<u>Matters arising:</u>			
<ul style="list-style-type: none"> <li>Note that Mr Dennis Chapman's attendance.</li> <li>That a <b>Matters Arising</b> section be included in all future Drainage Committee minutes.</li> <li>That a letter was to be sent to Mr Vanderbelt to have a culvert reinstated. (Glenn/Troy to action this week).</li> <li>Page 9 bullet point 1 – drains still need to be mapped and entered into GIS. Troy confirms that a timeframe for GIS work hasn't been identified. (Work in progress)</li> <li>Page 9 bullet point 3 – correction: Matthews Ave to Matthews drain</li> <li>Workshop on the draft Management plan has not eventuated and will need to be 2-3 hours long. (4 April confirmed)</li> <li>Item 4.2 and 4.3 in the minutes dated 3/11/2020 matters arising – Chair requests a map and a further report showing the boundaries of the areas that are rated. (by/before the next meeting).</li> </ul>			
<b>29 Apr 2022 9:23am Whiu, Rhonda-May</b>			
<ul style="list-style-type: none"> <li>A letter was sent to Mr. van Bystreveldt on Tuesday the 29th of March 2022, requesting that the removed culverts be reinstated by Tuesday the 10th of May 2022. Mr. van Bystreveldt has not responded as yet.</li> <li>The Drainage Area Management Plan workshops were held on Monday the 4th of April 2022, providing a space for the committee members and their board representatives an opportunity to give open feedback on the draft plans. The information was captured with paper notes and audio recordings for review and addition by FNDC.</li> </ul>			

Meeting	Officer/Director	Section	Subject
Kaitaia Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Kaitaia Drainage Area 2021/2022 Programme Update

<b>Division:</b>	Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and	<b>Date From:</b>	1/01/2022
<b>Committee:</b>	Motutangi Drainage Area Committee	<b>Date To:</b>	31/12/9999
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>	

**RESOLUTION 2022/3**

Moved: Chairperson Fiona King

Seconded: Member Mike Masters

**That the Kaitaia Drainage Area Committee:**

- a) **Note and review the 2021/2022 work programme.**
- b) **Recommend the reviewed 2021/2022 work programme to Te Hiku Community Board for approval.**

**CARRIED**Notes:

- Page 15 Machine Cleaning - H.Subritzky Drain RFS - staff inspection and spray not completed.
- Far North Waters will go out with landowners and Member Joe King to look at and determine, what will need to be done for Oinu Stream and Church Gully drain.

**29 Apr 2022 9:25am Whiu, Rhonda-May**

- The H. Subritzky Drain in Awanui has been inspected by FNW alongside some of the Kaitaia Drainage Area Committee. The majority of the drain has been sprayed, however there is a locked gate preventing access to the outlet section of the drain. Combined effort required to gain a key for access. , • The Church Gully Drain has been inspected by FNW alongside some of the Kaitaia Drainage Area Committee. FNW are in discussions with the property owner and a suitable subcontractor to coordinate drain cleaning before winter., • The Oinu Stream has been sprayed and inspected by the spraying subcontractor through the annual drain status reports.

Meeting	Officer/Director	Section	Subject
Kaitaia Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Kaitaia Drainage Area 2022/2023 Programme
<b>MOTION</b>			
Moved: Chairperson Fiona King			
Seconded: Member Adele Gardner			
<b>That the Kaitaia Drainage Area Committee:</b>			
a) <b>recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.</b>			
b) <b>recommend a reserve balance of \$26,222 be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.</b>			



<b>Division:</b>	Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and	<b>Date From:</b>	1/01/2022
<b>Committee:</b>	Motutangi Drainage Area Committee	<b>Date To:</b>	31/12/9999
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>	

**AMENDMENT**

Moved: Chairperson Fiona King  
 Seconded: Member Mike Masters

- c) That the actual figures be provided at the next drainage committee meeting.

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION 2022/4**

Moved: Chairperson Fiona King  
 Seconded: Member Adele Gardner

**That the Kaitaia Drainage Area Committee:**

- a) recommend Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme.
- b) recommend a reserve balance of **\$26,222** be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.
- c) That the actual figures be provided at the next drainage committee meeting.

**CARRIED**

Meeting	Officer/Director	Section	Subject
Kaitaia Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Kaitaia Drainage Area 2023/2024 Programme
<b>RESOLUTION 2022/5</b>			
Moved: Chairperson Fiona King Seconded: Member Adele Gardner			
<b>That the Kaitaia Drainage Area Committee recommend the report “Kaitaia Drainage Area 2023/2024 Programme” be referred to Te Hiku Community Board for information.</b>			
<b>CARRIED</b>			

<b>Division:</b>		<b>Date From:</b> 1/01/2022
<b>Committee:</b> Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee		<b>Date To:</b> 31/12/9999
<b>Officer:</b>		
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>

Meeting	Officer/Director	Section	Subject
Waiharara and Kaikino Drainage Area Committee 21/03/2022	Baker, Marlema Taylor MBE, William J	Confirmation of Previous Minutes	Confirmation of Previous Minutes
<b>RESOLUTION 2022/1</b>			
Moved: Chairperson Fiona King			
Seconded: Member Darren Axe			
<b>That the Waiharara and Kaikino Drainage Area Committee confirm the minutes of the meeting of the Waiharara, and Kaikino Drainage Area Committee held 16 August 2021 are a true and correct record.</b>			
<b>Matters Arising:</b>			
<ul style="list-style-type: none"> <li>Chair King requested an update on Honeytree Farm regarding access to the drain, the removal of the object blocking the drain, the insufficient fencing on Honey Tree Farm – this was from the minutes <u>20 November 2020</u>.</li> <li>Chair King requests a dedicated land drainage FNDC staff member from/in Kaitaia to provide better communication.</li> <li>That the draft management plan be sent to all committee and community board members.</li> <li>4.2 e) - The extension of Hobson Drain – update requested.</li> <li>4.3 NRC and FNDC resource consents and processes to add, change or alter drains connecting to FNDC county drains – update requested. <i>Action point: Glenn will send the FNDC's process to get the drains consented under our bylaw, to the drainage committee Chair.</i></li> </ul>			
<b>CARRIED</b>			
<b>29 Apr 2022 9:26am Whiu, Rhonda-May</b> • The draft management plans for each individual area (including Waiharara and Kaikino) have been sent to their relevant Committee members on multiple occasions, as well as the Te Hiku Community Board members on the 31st of March 2022.			

Meeting	Officer/Director	Section	Subject
Waiharara and Kaikino Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Waiharara and Kaikino Drainage Areas 2021/2022 Programme Update
<b>RESOLUTION 2022/2</b>			
Moved: Member Dean Radojkovich			
Seconded: Member Fred Petricevich			

<b>Division:</b>	Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and	<b>Date From:</b>	1/01/2022
<b>Committee:</b>	Motutangi Drainage Area Committee	<b>Date To:</b>	31/12/9999
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>	

**That the Waiharara and Kaikino Drainage Areas Committee:**

- a) note and review the 2021/2022 work programme.
- b) recommend the reviewed 2021/2022 work programme to Te Hiku Community Board for approval.

Notes:

- Poplar trees that have fallen into the drain were planted by the avocado orchards within the ten metre line. This cost should not come back on the drainage ratepayers. *Action point: Troy to liaise with Adrian.*

**CARRIED**

Meeting	Officer/Director	Section	Subject
Waiharara and Kaikino Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Waiharara and Kaikino Drainage Areas 2022/2023 Programme
<b>RESOLUTION 2022/3</b>			
Moved: Chairperson Fiona King			
Seconded: Member Joe Milich			
<b>That the Waiharara and Kaikino Drainage Areas Committee:</b>			
a) Recommends Te Hiku Community Board approve the reviewed Waiharara and Kaikino Drainage Areas 2022/2023 work programme.			
b) Recommend a reserve balance of <b>\$5,000</b> be held for unplanned works should it be required, and that this be referred to Te Hiku Community Board for approval.			
Note:			
<ul style="list-style-type: none"> <li>The Chair requests more information in regards to mapping for rated areas a, b and c</li> </ul>			
<b>.CARRIED</b>			

Meeting	Officer/Director	Section	Subject
Waiharara and Kaikino Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Waiharara and Kaikino Drainage Areas 2023/2024 Programme

<b>Division:</b>	Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and	<b>Date From:</b>	1/01/2022
<b>Committee:</b>	Motutangi Drainage Area Committee	<b>Date To:</b>	31/12/9999
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>	

**RESOLUTION 2022/4**

Moved: Chairperson Fiona King  
 Seconded: Member Dean Radojkovich

**That the Waiharara and Kaikino Drainage Areas Committee recommends the “Waiharara and Kaikino Drainage Areas 2023/2024 Programme” be left to lie on the table until the next meeting.**

**CARRIED**

Meeting	Officer/Director	Section	Subject
Motutangi Drainage Area Committee 21/03/2022	Baker, Marlema Taylor MBE, William J	Confirmation of Previous Minutes	Confirmation of Previous Minutes
<b>RESOLUTION 2022/1</b> Moved: Chairperson Jeremy White Seconded: Member Paul Harvey <b>That the Motutangi Drainage Area Committee confirm that the minutes of the meeting of the Motutangi Drainage Area Committee held 16 August 2021 are a true and correct record.</b>			
<b>CARRIED</b>			

Meeting	Officer/Director	Section	Subject
Motutangi Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Motutangi Drainage Area 2021/2022 Programme Update
<b>RESOLUTION 2022/2</b> Moved: Member Paul Harvey Seconded: Member Darren Axe <b>That the Motutangi Drainage Area Committee:</b>			

<b>Division:</b>	Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and	<b>Date From:</b>	1/01/2022
<b>Committee:</b>	Motutangi Drainage Area Committee	<b>Date To:</b>	31/12/9999
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed:</b> Friday, 29 April 2022 10:04:38 AM	

- a) note and review the 2021/2022 work programme.
- b) recommend the reviewed 2021/2022 work programme to the Te Hiku Community Board for approval.

CARRIED

Meeting	Officer/Director	Section	Subject
Motutangi Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	New Item	Motutangi Drainage Area 2022/23 Programme
<b>RESOLUTION 2022/3</b>			
Moved: Chairperson Jeremy White			
Seconded: Member Darren Axe			
<b>That the Motutangi Drainage Area Committee:</b>			
a) Recommend Te Hiku Community Board approve the reviewed Motutangi Area 2022/2023 work programme.			
b) Recommend a reserve balance of <b>\$17,000</b> be held for emergency works should they be required, and that this be referred to Te Hiku Community Board for approval.			
CARRIED			

Meeting	Officer/Director	Section	Subject
Motutangi Drainage Area Committee 21/03/2022	Smith, Troy Finch, Andy	Reports	Motutangi Drainage Area 2023/2024 Programme
<b>Resolution 2022/4</b>			
Moved: Chairperson Jeremy White			
Seconded: Member Darren Axe			
<b>That The Motutangi Drainage Area Committee Recommend The “Motutangi Drainage Area 2023/2024 Programme” Report Be Referred To Te Hiku Community Board For Information.</b>			
Notes:			
<ul style="list-style-type: none"> <li>That Troy has a conversation with finance regarding the adjusted reserve rates balance going forward.</li> </ul>			

<b>Division:</b>		<b>Date From:</b> 1/01/2022
<b>Committee:</b> Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee		<b>Date To:</b> 31/12/9999
<b>Officer:</b>		
<b>Action Sheets Report</b>		<b>Printed: Friday, 29 April 2022 10:04:38 AM</b>
<ul style="list-style-type: none"><li>Troy to have a conversation with DoC (Abe Witana and May Hardy-Birch) regarding repairing/replacing the fences and drains damaged when they needed access to areas during the kaimaumau fires.</li><li>Member Bede tabled his resignation from the Motutangi Drainage committee.</li></ul>		
<b>CARRIED</b>		
<b>29 Apr 2022 9:27am Whiu, Rhonda-May</b>		
<ul style="list-style-type: none"><li>The finance department have received the reports approved by the Drainage Area Committees. Awaiting review and approval from Te Hiku Community Board before official changes are made to rate proposals, reserve balances etc.</li></ul>		

## 9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>9.1 - Ground Lease to Fire and Emergency NZ (FENZ) - Rangiputa, Hihi and Pukenui Stations</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**11 TE KAPINGA HUI / MEETING CLOSE**