



**Far North  
District Council**



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

# **AGENDA**

## **Te Hiku Community Board Meeting**

**Tuesday, 4 July 2023**

**Time: 10:00 am**

**Location: Conference Room - Te Ahu  
Cnr State Highway 1 and Mathews  
Avenue  
Kaitia**

**Membership:**

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

**Far North District Council**  
**Te Hiku Community Board Meeting**  
**will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and**  
**Mathews Avenue, Kaitaia on:**  
**Tuesday 4 July 2023 at 10:00 am**

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**Te Paeroa Mahi / Order of Business**

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

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

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

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

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

To be confirmed on the day.

**4 NGĀ TONO KŌRERO / DEPUTATION**

Ian Palmer – Rangitoto Reserve

**5 NGĀ KAIKŌRERO / SPEAKERS**

Sam Stewart – representing Coast to Coast Cat Rescue (virtually)

Eddie Bellas – representing Far North Torpedo Competition

Graeme McMillan – representing Rangiputa Residents and Ratepayers

Tui Quauquau – representing Te Runanga o Te Rarawa

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

### **6.1 CONFIRMATION OF PREVIOUS MINUTES**

**File Number:** A4261661

**Author:** Marlema Baker, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - 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 6 June 2023, 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.

#### **ĀPITI HANGA / ATTACHMENTS**

1. 2023-06-06 Te Hiku Community Board Minutes - A4241092 [↓](#) 

**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**

6 June 2023

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS  
AVENUE, KAITAIA  
ON TUESDAY, 6 JUNE 2023 AT 10:00 AM**

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

**IN ATTENDANCE:** Cr Hilda Halkyard-Harawira

**STAFF PRESENT:** Kathryn Trewin (Funding Advisor), Beverly Mitchell (Community Board Coordinator), Shayne Storey (Community Development Advisor), Marlema Baker, (Democracy Advisor)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Adele Gardner commenced the meeting and Member Rachel Baucke opened with a karakia.

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

Deputy Chair John Stewart declared a conflict related to item 7.2b.

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

No speakers.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

- Jen Gay – Spoke in opposition to the removal of the Kaitaia mosaic. There are no health and safety or tree-root issues to warrant its removal. A small section can be removed and turned into a chair.
- Rena Parangi – Spoke in opposition to the removal of the Kaitaia mosaic.
- Wally Hicks – Spoke in opposition to the removal of the Kaitaia mosaic. Believes that more consultation is needed to gather a collective expression from the wider community.
- Pat Davis – Spoke in opposition to the removal of the Kaitaia Mosaic.

**5 NGĀ KAIKŌRERO / SPEAKERS**

Maryn Ashby – Item 7.2 funding application c) refers. Requests that the Board consider increasing the funding amount from \$2,000 to \$5,000.

11:06 am meeting adjourned for morning tea - resumed 11:22 am.

Te Hiku Community Board Meeting Minutes **unconfirmed**

6 June 2023

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

Agenda item 6.1 document number A4226868, pages 8 - 14 refers.

**RESOLUTION 2023/41**

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board confirms the minutes of the meeting held 9 May 2023, as a true and correct record.****CARRIED****7 NGĀ PŪRONGO / REPORTS****7.1 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2023**

Agenda item 7.1 document number A4216579, pages 15 - 21 refers.

**RESOLUTION 2023/42**

Moved: Member 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 30 April 2023.****CARRIED****7.2 FUNDING APPLICATIONS**

Agenda item 7.2 document number A4215700, pages 22 - 52 refers.

**RESOLUTION 2023/43**

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board****a) approves the sum \$2,000 (plus GST if application) to be paid from the Board's Community Fund account to Volunteering Northland for first aid and volunteer resilience training, to support the following Community Outcomes:****i) Proud, vibrant communities.****ii) Communities that are healthy, safe, connected and sustainable.****CARRIED****RESOLUTION 2023/44**

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board****b) approves the sum \$2,660 (plus GST if application) to be paid from the Board's**

Page 2

**Community Fund account to Waipapakauri JMB Rugby Club for venue and equipment hire and promotion of the Waipapakauri Hunting and Fishing Competition Annual Fundraiser, to support the following Community Outcomes:**

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

Abstained: Cr John Stewart

**CARRIED**

**MOTION**

Moved: Member Rachel Baucke

Seconded: Member Darren Axe

That Te Hiku Community Board

- c) approves the sum **\$3,500** (plus GST if application) to be paid from the Board's Community Fund account to Whatu Collective for Matariki Puanga workshops 2023, to support the following Community Outcomes:

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

**AMENDMENT**

Moved: Member Felicity Foy

Seconded: Member Adele Gardner

That Te Hiku Community Board

- c) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to Whatu Collective for Matariki Puanga workshops 2023, to support the following Community Outcomes:

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

**CARRIED**

The amendment became the substantive motion.

**RESOLUTION 2023/45**

Moved: Member Adele Gardner

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board

- c) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to Whatu Collective for Matariki Puanga workshops 2023, to support the following Community Outcomes:

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

**CARRIED**

**RESOLUTION 2023/46**

Moved: Member Sheryl Bainbridge

Seconded: Member Felicity Foy

That Te Hiku Community Board



- d) Amends resolution 2023/14 from their meeting of 14 March 2023 which allocated \$10,000 to the Coopers Beach Bowling Club in the 2022/23 financial year and \$10,000 in the 2023/24 financial year, to instead pay the full amount of \$20,000 in the 2022/23 financial year.

**CARRIED**

**RESOLUTION 2023/45**

Moved: Member Adele Gardner

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board**

- e) Revokes the resolutions for unspent placemaking funding that was allocated in the 2021/22 financial year to XCape Design Ltd, Hawthorn Landscape Architects and Northland Planning in the sum of **\$36,539.39**, and directs that it be returned to their placemaking fund and carried over to the new financial.

**CARRIED**

**RESOLUTION 2023/48**

Moved: Member Adele Gardner

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board**

- f) resolves that the unallocated community grant funding in the amount \$23,471.56 be carried over to the new financial year.

**CARRIED**

**7.3 PROJECT FUNDING REPORTS**

Agenda item 7.3 document number A4215621, pages 53 - 66 refers.

**RESOLUTION 2023/49**

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board note the project report received from Houhora Big Game Fishing Club**

**CARRIED**

**7.4 CHAIRPERSON AND MEMBERS REPORT**

**RESOLUTION 2023/50**

Moved: Member Adele Gardner

Seconded: Member Darren Axe

**That the Te Hiku Community Board note the May 2023 reports from Chairperson Adele Gardner, Members Darren Axe, Sheryl Bainbridge, Rachel Baucke, and Bill Subritzky and the verbal reports from Deputy Chairperson John Stewart, Member Felicity Foy and Cr Hilda-Halkyard Harawira.**

**CARRIED**

Meeting adjourned for lunch 12:21 pm resumed 12:58 pm

Te Hiku Community Board Meeting Minutes **unconfirmed**

6 June 2023

**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE MAY 2023**

Agenda item 8.1 document number A4226915, pages 67 - 87 refers.

**RESOLUTION 2023/46**

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board receive the report Te Hiku Community Board Action Sheet Update May 2023.****CARRIED**

Notes:

Kevin Johnson to attend the next THCB meeting regarding land drainage bylaws and staffing along with updated information on drainage rates.

Bev Mitchell to follow-up on Daniel Thompsons Waterfront Café angled parking with Elizabeth Stacey NTA.

**9 TE KAPINGA HUI / MEETING CLOSE****The meeting closed with a prayer at 1.02 pm.****The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 4 July 2023.**.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 MAY 2023

**File Number:** A4261936

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

**Authoriser:** Janice Smith, Acting Chief Executive

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 31 May 2023.**

#### TĀHUHU KŌRERO / BACKGROUND

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

	Community Board	Placemaking Fund
<b>Community Fund Account balance as at 01 July 2022</b>	<b>\$141,710.00</b>	<b>\$100,000.00</b>
• <b>Plus, unused funds from 2020-2022</b>	<b>\$67,321.29</b>	<b>\$88,462.50</b>
• <b>Less funds granted and uplifted to 31 May 2023</b>	<b>\$145,334.73</b>	<b>\$151,923.11</b>
• <b>Less funds not uplifted from previous community meetings (committed to projects)</b>	<b>\$20,875.00</b>	<b>\$2,170.00</b>
<b>Community Fund Account balance as at 31 May 2023</b>	<b>\$43,131.56</b>	<b>\$34,369.39</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 as at 31 May 2023 in the Community Fund account is \$43,131.56 and the balance in the Placemaking Fund account is \$34,369.39.

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

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

The Far North District Council has delegated the allocation of relevant community board funds to the Te Hiku Community Board. The statement of the Community Fund account as at 31 May 2023 is attached.

**ĀPITI HANGA / ATTACHMENTS**

1. **Statement of Te Hiku Community Fund Account as at 31 May 2023 - A4261930** [↓](#) 



Far North District Council  
**Te Hiku Community Board**  
Statement of Community Fund Account as at 31-May-2023

<b>Far North District Council</b>		
<b>Te Hiku Community Board</b>		
	<b>Community Board</b>	<b>Placemaking</b>
Allocation Grants & Donations Annual Budget 2022-23	141,710.00	
Community Board Placemaking Fund		100,000.00
<b>Community Fund Account Balance as at 1 July 2022</b>	<b>\$ 141,710.00</b>	<b>\$ 100,000.00</b>
Unused funds from 2021/22 - Te Ahu Museum/Far North Regional Museum Trust for the purchase of display walls, exterior signs and a donations box	8,034.00	
Unused funds from 2021/22 - Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri	5,000.00	
Unused funds from 2021/22 - Living Theatre Charitable Trust for the purchase of 120 tickets for the Matariki Show which will be given to Bald Angels to distribute	1,788.70	
Unused funds from 2021/22 - Pamapurua School for the purchase of basketball poles from Basketball Northland	1,200.00	
Unused funds from 2021/22 - Te Hapua Sports Recreation Club for the costs of fixing the roof and septic drainage at Te Hapua Sports Recreation Club	20,000.00	
Unused funds from 2021/22 - Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitaia) for facilitator fees and materials for the Community Upcycling for the Environment (CUE) programme	5,000.00	
Unused funds from 2021/22 - Kaitaia Business Association for the Town Centre Retail Strategy	10,000.00	10,000.00
Unused funds from 2021/22 - Removal of a Monkey Apple Tree in the Coopers Beach Shopping Centre	2,000.00	
Unused funds from 2021/22 - Hawthorne Landscape Architects for Placemaking Consultation		7,150.00
Unused funds from 2021/22 - Far North Safer Communities for graffiti removal	2,122.13	
Rescinded Resolution - Unused funds of \$2,720 allocated to Be Free Inc Mangonui Festival 2021 at 17 November 2020 meeting be returned to the available balance for reallocation	2,720.00	
Rescinded Resolution - Unused funds of \$7,711.46 allocated to the Jaycee Park Picnic Tables at the 1 June 2021 meeting be returned to the available balance for reallocation	7,711.46	
Rescinded Resolution - Unused funds of \$2,055 allocated to Rosemary Archibald at 7 December 2021 meeting be returned to the available balance for reallocation	2,055.00	
Placemaking carry over from previous financial years		71,312.50
<b>Plus, unused funds from 2021-22</b>	<b>\$ 67,631.29</b>	<b>\$ 88,462.50</b>

	<b>\$ 209,341.29</b>	<b>\$ 188,462.50</b>
<b>Less Expenditure 2022/23 (Funds Uplifted)</b>	<b>Community Board</b>	<b>Placemaking</b>
<b>July 22</b>		
Unused funds from 2021/22 - Pamapurua School for the purchase of basketball poles from Basketball Northland	1,200.00	
Living Theatre Charitable Trust for the purchase of 120 tickets for the Matariki Show which will be given to Bald Angels to distribute	1,788.70	
Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitaia) for facilitator fees and materials for the Community Upcycling for the Environment (CUE) programme	5,000.00	
Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri	5,000.00	
Te Hapua Sports Recreation Club for the costs of fixing the roof and septic drainage at Te Hapua Sports Recreation Club	20,000.00	
<b>August 22</b>		
Xcape Design Ltd for Houhora Heads / Pukenui concept plans and foreshore reserves plan		9,600.00
Xcape Design Ltd for Houhora Pukenui landscape design services and public consultation		2,730.61
Hawthorn Landscape Architects for Te Hiku Community Board Landscape Concept Planning		24,612.50
Kaitaia Business Association Incorporated for Te Hiku Community Board CCTV Funding/Contribution	6,000.00	
<b>September 22</b>		
Far North Safer Communities for graffiti removal	2,122.13	
Kaitaia Business Association for the Town Centre Retail Strategy	10,000.00	110,000.00
Kaitaia College for the hire of Te Ahu and equipment for the Kaitaia College Arts Expo 2022	1,829.00	
Te Ahu Museum/Far North Regional Museum Trust for the purchase of display walls, exterior signs and a donations box	8,034.00	
Bay of Islands Animal Rescue Trust for the community vaccination and desexing programme, and education	15,000.00	
Life Education Trust Far North, for consumable materials for annual visits to schools in the Te Hiku Community Board area	5,000.00	

<b>October 22</b>		
Kaitaia Sport and Leisure Trust for the hire of Te Ahu, ticket/security and purchase of decorations for the 2022 Kaitaia Charity Boxing Event	3,092.00	
<b>December 22</b>		
Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust for consumable materials for the nature craft workshops	960.00	
<b>January 23</b>		
Houhora Big Game and Sports Fishing Club Incorporated for the purchase and installation of a commercial oven	20,000.00	
<b>February 23</b>		
Kaingaroa Memorial Hall for the purchase of paint and creation of artwork	3,970.90	
Hawthorn Landscape Architects for Te Hiku Community Board Landscape Conept Planning - Hihi & Coopers Beach Consultation		2,865.00
<b>March 23</b>		
Kaitaia and Districts A&P Association for 2023 A&P Show	2,750.00	
Hawthorn Landscape Architects for Te Hiku Community Board Landscape Conept Planning		2,115.00
Awanui Sports Complex Incorporated for the purchase of a tractor	7,000.00	
<b>April 23</b>		
CBEC Kaitaia EcoCentre for the management of recycling and rubbish at the Mangonui Waterfront Festival 2023	1,265.00	
Kaitaia City Rugby Union Football Club for 125 <sup>th</sup> Jubilee celebrations	7,393.00	
SMC Events Limited on behalf of Sanitarium for the Te Hiku Sanitarium WeetyBic Kids Try Challenge and specifically the event kit	4,000.00	
Placemaking carry over from previous year		
<b>May 23</b>		



Doubtless Bay Business and Professional Women for the hosting of the 2023 Business and Professional Women Conference	3,930.00	
Coopers Beach bowling Club for carpark	10,000.00	
<b>Less funds granted and uplifted to 31 May 2023</b>	<b>\$ 145,334.73</b>	<b>\$ 151,923.11</b>
<b>Balance as at 31 May 2023</b>	<b>\$ 64,006.56</b>	<b>\$ 36,539.39</b>
<b>Less funds not uplifted from previous community meetings at 31 May 2023</b>		
<b>Meeting 21.06.22</b>		
Removal of a Monkey Apple Tree in the Coopers Beach Shopping Centre	2,000.00	
Hawthorne Landscape Architects for Placemaking Consultation		2,170.00
<b>Meeting 18.11.22</b>		
Paparore School for equipment hire for the Paparore School Whanau Open Day	3,000.00	
<b>Meeting 13.12.22</b>		
Purchase and installation of drinking fountain facilities at Centennial / Jaycee Park	4,288.00	
<b>Meeting 09.05.22</b>		
Awanui School 150th Anniversary for the hosting (excluding food) of the 150th Anniversary of the founding of the school	5,000.00	
Living Theatre Trust for the Wonderland Glow Show	2,587.00	
R Tucker Thompson Youth Sailing Trust for two students from Te Hiku ward to sail on the R Tucker Thompson	4,000.00	
<b>Less funds not uplifted from previous community meetings (committed to projects)</b>	<b>\$ 20,875.00</b>	<b>\$ 2,170.00</b>
<b>Community Fund Account balance as at 31 May 2023</b>	<b>\$ 43,131.56</b>	<b>\$ 34,369.39</b>
	<b>Community Board</b>	<b>Placemaking</b>

## 7.2 PROJECT FUNDING REPORTS

**File Number:** A4258522

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

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

- a. Bay of Islands Animal Rescue
- b. Doubtless Bay Professional Business Women
- c. Kaingaroa Hall

### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

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




#### Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

### ĀPITI HANGA / ATTACHMENTS

1. Bay of Islands Animal Rescue - A4260990 [↓](#) 
2. Doubtless Bay Professional Business Women - A4260988 [↓](#) 
3. Kaingaroa Hall - A4260993 [↓](#) 

**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  
District Council**

**Project Report  
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

<b>Name of organisation:</b>	Bay of Islands Animal Rescue Trust
<b>Name &amp; location of project:</b>	Desexing and vaccination programme and education, Far North District
<b>Date of project/activity:</b>	Nov 2022 - Jan 2023

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

☒ Te Hiku

☐ Kaitake-Hokianga

☐ Bay of Islands-Whangaroa

**Amount received from the Community Fund:** \$ 15,000

**Board meeting date the grant was approved:** 20 September 2022

**Please give details of how the money was spent:**

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Desexing and vaccination	\$ 10,000	X
Educational purposes	\$ 5,000	X
	\$	
	\$	
Total:	\$ 15,000	

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

A total of 68 dogs were desexed and 66 dogs vaccinated between November 2022 and January 2023 at a cost of \$24,635.39 excl GST. \$10,000 of the grant from the Te Hiku Community Board was applied toward these costs and covered the desexing of approximately 28 of these dogs and the vaccination of 27 dogs.

The remaining \$5,000 was put toward the purchase of a caravan that is currently being fitted out as a mobile desexing clinic for use in our educational dog days. The caravan will enable us to educate the community and provide free desexing and vaccination to the animals in these communities on site.

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

1

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

Our desexing programme helps ensure that less unwanted litters are born, which limits the number of stray and roaming animals and helps protect both dogs and the community, as well as ease numbers in the pound. Our vaccination programme ensures that the spread of diseases (such as Parvo) is slowed in our communities. Essential for the welfare of our animals, vaccination also helps to reduce the stress on Council to treat and put down infected dogs when they are impounded.

The caravan we have purchased will be most useful when we conduct educational visits to the more remote communities of the Far North and also allow us to desex dogs on site. We have found that members of the more remote communities have struggled to transport their animals to the vet to take advantage of the desexing that we offer, so this caravan means that we will be able to make our services more accessible to these communities and help us to educate them on dog ownership and the benefits of desexing and vaccination.

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

No marketing materials produced as part of this project.

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

<https://www.facebook.com/b.o.ianimalrescue>

**This report was completed by:**

Date:

6 June 2023

**Project Report – Bay of Animals Animal Rescue****Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Westpac Bank Statements</b>
<b>2</b>	<b>Invoice – Fleetwise Transport Intelligence</b>



Far North  
District Council

**Project Report  
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

Name of organisation:

Doubtless Bay BPW Club

Name & location of project:

NZBPW Annual Conference Kaitiaki RSA

Date of project/activity:

28th - 30th April 2023

Which Community Board did you receive funding from?



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund:

\$ 3930.00.

Board meeting date the grant was approved:

11th April 2023

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
Lakeside Music Limited AVEquipment	\$ 1794.00	Bank statement
Far North Kaitiaki RSA - venue hire	\$ 900.00	11/5/2023
Printing.com lanyards \$317.40 + bags \$336.95	\$ 654.35	"
Te anu venue hire \$360.00	\$ 360.00	Bank statement
Te anu Cleaner \$300 - 78.35 paid by club	\$ 221.65	19/5/23
Total:	\$ 3930.00	

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

50 women from all over the country attended this annual event and 3 attended via zoom thanks to our av expert. The highlight was the Sunday programme with speakers & panels with a huge variety of local women. (attached).

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

1



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

The topic of conference this year was "Reshaping Our Future" the core of this is adaptability and resilience in today's world. This couldn't have been more relevant as Sunday we woke to No Power in the whole Far North! Our resilience kicked in and we managed to feed + entertain 50 women and the event was fantastic! The community benefited from hearing 2 amazing keynote speakers + 2 panels with outstanding business advice.

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

Most of our promotion of FNDC + Te Hiku Community Council participation + appreciation was verbal through our pa system, but I have also attached a copy of our speaker programme which every attendee received.  
Thank you! we couldn't have done this without THCB.

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

This report was completed by:

Name:

Address:

Phone

Email:

Date:



**Project Report – Doubtless Bay BPW**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Bulletin</b>
<b>2</b>	<b>Lanyard Invoice</b>
<b>3</b>	<b>RSA Venue Hire</b>
<b>4</b>	<b>Te Ahu Cleaner</b>
<b>5</b>	<b>Te Ahu Venue Hire</b>
<b>6</b>	<b>Bag printing</b>
<b>7</b>	<b>Transaction history</b>



**Far North  
District Council**

**Project Report  
COMMUNITY GRANT FUND - LOCAL**

F0080402

**FNDC MAIL**  
12 MAY 2023

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

**Name of organisation:**

Kaingaroa Memorial Hall

**Name & location of project:**

Kaingaroa Memorial Hall 5514 SH10 Kaingaroa 0483

**Date of project/activity:**

April 2023

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

☒ Te Hiku

☐ Kaitake-Hokianga

☐ Bay of Islands-Whangaroa

**Amount received from the Community Fund:**

\$330.00

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

August 2022

**Please give details of how the money was spent:**

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Mitre 10 Kaitake Paint	\$ 588.70	✓
" " Accessories	\$ 74.10	✓
	\$	
	\$	
Total:	\$ 662.80	

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

Three of the committee + 1 helper spent a weekend mid April painting the main internal hall, walls, door frames window frames + skirting + sarking.

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

The painting has made the hall much brighter, and will be easier to clean. Several of our regular users have commented on how much better it looks.

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

We are very grateful to the Community Board for their help enabling us to get this project completed.

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

This report was completed by:

Name:

Address:

Phone

Email:

Date:

5 May 2023

2

**Project Report – Kaingaroa Hall**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Mitre 10 Invoice</b>
<b>2</b>	<b>Hall Photo</b>

### 7.3 FUNDING APPLICATIONS

**File Number:** A4258526

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Scott May, Manager - Stakeholder Relationships

#### 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 July 2023 meeting.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Five applications were received for funding, requesting a total of \$67,163
- The Community Board has \$141,710 in **Community Grant** Funding for the 2023/24 financial year, plus \$23,471.56 carried over from the 2022/23 financial year, giving an available total of **\$165,181.56**
- The Community Board has \$100,000 in **Placemaking** Funding for the 2023/24 financial year, plus \$36,539.39 carried over from the 2022/23 financial year, giving an available total of **\$139,539.39**.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- a) approves the sum **\$10,000** (plus GST if application) to be paid from the Board's Community Fund account to Coast to Coast Cat Rescue for volunteer support and animal care, to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- b) approves the sum **\$3,000** (plus GST if application) to be paid from the Board's Community Fund account to Far North Torpedo Fishing Competition for equipment hire, to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.
  - iii)

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- c) approves the sum **\$2,165** (plus GST if application) to be paid from the Board's Community Fund account to Peria School for equipment hire to support their 150<sup>th</sup> anniversary, to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board

- d) approves the sum **\$20,000** (plus GST if application) to be paid from the Board's Placemaking Fund account to Rangiputa Residents and Ratepayers Association for repairs to the seawall at Rangiputa if they are unsuccessful with their application to the Mayoral Relief Fund, to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board

- e) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Placemaking Fund account to Te Runanga o Te Rarawa for holding a three-day conference on the future management of Te Oneroa a Tōhe to support the following Community Outcomes:
- i) Proud, vibrant communities.
  - ii) Communities that are healthy, safe, connected and sustainable.

**1) TĀHUHU KŌRERO / BACKGROUND**

The applications have 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
Coast to Coast Cat Rescue	\$36,998	\$10,000	This organisation focuses solely on cats within the Far North District, leaving the Bay of Islands Animal Rescue group (where they originated) to focus on dogs and other animals. They have been granted \$10,000 by BOIWCB towards a vehicle and are seeking assistance with their costs for cat traps, volunteer mileage and euthanasia costs. They have secured a \$40,000 annual grant from the SPCA for the next three years for neutering. They have also applied to Kaikohe-Hokianga Community Board for funding.	Community

Applicant and Project	Requested	Recommend	Comments	Type
Far North Torpedo Fishing Competition	\$3,000	\$3,000	The Awanui Hotel is hosting the annual Far North Torpedo Fishing competition. Fish caught are donated to the Kaitaia Fire Brigade to be auctioned off and is an event held in the school holidays to encourage whanau involvement	Event
Peria School 150 <sup>th</sup>	\$2,165	\$2,165	The applicants are requesting assistance with their marquee hire costs for the 150 <sup>th</sup> anniversary of Peria school. They have applications in to other organisations to help fund the event.	Event
Rangiputa Residents and Ratepayers Rockwall Repair	\$20,000	\$20,000	The Rangiputa Residents and Ratepayers are responsible for the rockwall at Rangiputa, which was severely damaged by Cyclone Gabrielle. They have applied to the Mayoral Relief Fund for assistance, but at this time are still awaiting a decision. They are working with DoC and FNDC/FNHL to ensure the repairs work in with other community works planned, but FNDC/FNHL is unable to assist with funding. The applicants are putting in funding of their own towards this project, but need assistance to complete the works required before the anticipated winter storms cause further damage.	Infrastructure
Te Runanga o Te Rarawa – Systems Change Conference	\$8,802	\$5,000	The applicant is seeking funding for a three-day conference regarding the regeneration of the mauri of Te Oneroa-a-Tōhe using the future search method.	Environment

### 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. **Coast to Coast Cat Rescue - A4260991** [!\[\]\(448bd415caa8b52d2aeb4d58499267b2\_img.jpg\)](#) [!\[\]\(23be4c52910c50d5908bb101588c4f4e\_img.jpg\)](#)
2. **Far North Torpedo Fishing Competition - A4260994** [!\[\]\(5dc449795a3a9c8d29c257423584cf78\_img.jpg\)](#) [!\[\]\(4b7fb8a3e9c3712ee79f95e386b5ecd4\_img.jpg\)](#)
3. **Peria School - A4260995** [!\[\]\(348b5f08c0a9aee916460ca5f8ad2999\_img.jpg\)](#) [!\[\]\(5b1a514e7f27fbd3f661e6a3500c4f68\_img.jpg\)](#)
4. **Rangiputa Residents and Ratepayers - A4260992** [!\[\]\(2baf952763ad8c6fd37e6395b59f0aca\_img.jpg\)](#) [!\[\]\(9359d9eaad7bd12a2f12145434d4cd6e\_img.jpg\)](#)
5. **Te Runanga o Te Rarawa - A4260989** [!\[\]\(dbf8ebbc34dc518a681a645a079dcbfe\_img.jpg\)](#) [!\[\]\(678da424331ead235932a666064080e5\_img.jpg\)](#)



**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<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.

**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1422/23 From Coast to Coast Cat Rescue**  
Form Submitted 11 Jun 2023, 6:47PM NZST

## Applicant Details

**\* indicates a required field**

### Instructions

**Please read carefully:**

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

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

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

### Applicant details

**Applicant \***

Coast to Coast Cat Rescue

**Postal Address \***

**Physical Address \***

**Website**

Must be a URL.

**Facebook page**

Coast to Coast Cat Rescue

**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1422/23 From Coast to Coast Cat Rescue**  
Form Submitted 11 Jun 2023, 6:47PM NZST

## Contact details

## Purpose of organisation

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

To minimise the impact an uncontrolled cat population has on the environment; both urban and rural by encouraging and educating on the need for responsible companion animal guardianship including de-sexing, vaccination and microchipping and;  
To provide shelter, care and rehoming for unwanted or stray cats and kittens.

**Number of Members \***

4

## Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:

**Name of Activity \***

Cat Control Funding Application

**Location \***

**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1422/23 From Coast to Coast Cat Rescue**  
Form Submitted 11 Jun 2023, 6:47PM NZST

Far North District

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

☐ Yes

☒ No

**Project dates:**

Start Date

End Date:

**Date**

**Date:**

01/07/2023

01/01/2024

Must be a date.

Must be a date.

**Project Outline**

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

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

**Project outline: \***

Our main objective is to minimise the negative impact of cats on the community and our shared environment, both urban and rural. We hope to achieve this through the effective and humane management of cats. CCCR always encourages responsible cat ownership and the need for de-sexing to control cat populations alongside mandatory identification (microchipping).

We have just been awarded a \$40k rolling contract in collaboration with the SPCA and BOI Vets to de-sex cats in the community.

**Project Cost**

**Provide a detailed cost 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 values up or down to the nearest dollar
- Do not use the dollar sign (\$) - just enter the dollar value

**Te Hiku Community Board Grants 2022-2023**  
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- If you are applying for operating costs of a programme, please attach a programme outline

## Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Rent/Venue Hire	\$	\$	No files have been uploaded
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitator/Professional Fees	\$	\$	No files have been uploaded
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded
Equipment Hire	\$	\$	No files have been uploaded
Equipment Purchase (describe)	\$1,798.00	\$1,798.00	Filename: Invoice INV 002373[3562].pdf File size: 55.0 kB
Utilities	\$	\$	No files have been uploaded
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded
Refreshments	\$	\$	No files have been uploaded
Travel/Mileage	\$5,200.00	\$5,200.00	No files have been uploaded
Volunteer Expenses Reimbursement	\$10,000.00	\$10,000.00	No files have been uploaded
Euthanasia	\$20,000.00	\$20,000.00	Filename: Euthanasia Quote.pdf File size: 13.6 kB
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1422/23 From Coast to Coast Cat Rescue**  
Form Submitted 11 Jun 2023, 6:47PM NZST

## Financial Information

**\* indicates a required field**

### Financial Information

**If your organisation registered for GST \***

☒ Yes ☐ No

### GST Number

**GST Number**

137-582-139

### Current Funding

**How much money does your organisation currently have? \***

\$1,000.00

Must be a dollar amount.

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

\$1,000.00

Must be a dollar amount.

### Tagged Funds

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

Purpose	Amount
	\$
	\$
	\$
	\$
	\$

### Total Tagged Funds

**Total Expenditure Amount**

\$0.00

This number/amount is calculated.

### Other Funding

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

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB1422/23 From Coast to Coast Cat Rescue**

Form Submitted 11 Jun 2023, 6:47PM NZST

<b>Funding Source</b>	<b>Amount</b>	<b>Decision</b>
	Must be a dollar amount.	
SPCA	\$40,000.00	Yes
	\$	
	\$	
	\$	
	\$	

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

<b>Purpose</b>	<b>Amount</b>	<b>Date</b>	<b>Project Report Submitted</b>
	Must be a dollar amount.	Must be a date.	
PURCHASE OF VEHI-CLE	\$10,000.00	01/06/2023	No
	\$		
	\$		
	\$		

**Last page****\* indicates a required field****Privacy Information**

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

**Applicant Declaration**

*This declaration must be signed by two people from your organisation who are 18 years of age or older with the authority to sign on behalf of the organisation. Signatories cannot be an undischarged bankrupt, cannot be immediately related, cannot be partners, and*

**Te Hiku Community Board Grants 2022-2023**  
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*cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.*

**We, the undersigned, declare the following:**

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.



**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1422/23 From Coast to Coast Cat Rescue**  
Form Submitted 11 Jun 2023, 6:47PM NZST

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.

**Signatures**

**Date**

11/06/2023

Must be a date.

**Date**

11/06/2023

Must be a date.

**Funding Application – Coast to Coast Cat Rescue****Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Quote – Bay of Islands Veterinary Supplies</b>
<b>2</b>	<b>Quote – Key Industries</b>

## Local Board 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 [Application Form](#) 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.hikurangi.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
- N/A ☐ Most recent bank statements and (signed) annual financial statements
- ☒ Programme/event/project outline
- N/A ☐ A health and safety plan
- N/A ☐ Your organisation's business plan (if applicable)
- N/A ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☒ Signed declarations on pgs 5-6 of this form

### Applicant details

Organisation FAR NORTH TORPEDO COMP

Number of Members UP TO 320

Postal Address

Physical Address

Contact Person

Phone Number

Email Address

Please briefly describe the purpose of the organisation.

ORGANISE & RUN A FAMILY FISHING COMPETITION  
IN THE FAR NORTH

[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



### 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 FAR NORTH TORPEDO COMPETITION Date 12-15 July 2023

Location AWARU HOTEL GARDEN BAR Time 6am - 10 pm

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

If so, how much? \$400 PER TEAM

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

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

THE FAR NORTH COMMUNITY & BUSINESSSES ARE GOING TO BENEFIT FROM THIS EVENT GOING AHEAD AS ANGLERS FROM ALL OVER NZ WILL ACCOMMODATE, SHOP AND SUPPORT THE COMMUNITY.

THE FISH CAUGHT FROM THIS EVENT IS DONATED TO THE KAITIA VOLUNTEER FIRE BRIGADE SO THEY CAN PURCHASE ADDITIONAL EQUIPMENT NEEDED TO HELP THEM IN THEIR ROLE SERVING THE FAR NORTH COMMUNITY.

THIS EVENT IS BEING HELD OVER THE SCHOOL HOLIDAYS SO WE CAN ENCOURAGE CHILDREN AND FAMILIES BEING INVOLVED AND PARTICIPATE THROUGHOUT THE EVENT. THROUGHOUT THE EVENT WE ARE ENCOURAGING ALL PARTICIPANTS TO PICK UP OR FIND AT THE BEACH WHILE FISHING. THERE WILL BE APPROX 30 TEAMS (120 PEOPLE COMING FROM OUTSIDE NORTHLAND SO WILL BE NEEDING ACCOMMODATION FOR 4 NIGHTS MINIMUM.

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



### 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	\$ 2,500	NIL
Advertising/Promotion	\$ 500	NIL
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire	\$12,223.01	3,000
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	4,800	not applicable
Other (describe) ENTERTAINMENT	2,500	NIL
<b>TOTALS</b>		

<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?

\$28,000

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

\$21,000

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

Purpose	Amount
FISH PRIZE MONEY	\$21,000
TOTAL	

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

Funding Source	Amount	Approved
NIL		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
NIL			Y / N
			Y / N
			Y / N
			Y / N

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

A2686814

(version Sept 2018)

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## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

**On behalf of: (full name of organisation)**

*FAIR NORTH TORPEDO COMP.*

**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 of Signatory One*

**Signatory Two**

*Signature of Signatory Two*

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



## Local Grant Application Form



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

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

### Signatory One

Name

Postal Address

Phone Number

Signature

### Signatory Two

Name

Position

Postal Address

Post Code

Phone Number

Mobile Number

Signature

Date

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**Funding Application – Far North Torpedo Fishing Competition**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Quote – Northland Waste</b>
<b>2</b>	<b>Quote – Ritchies</b>
<b>3</b>	<b>Quote – Far North Marquees</b>
<b>4</b>	<b>Quote – Kaitaia Hire</b>

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB1222/23 From Peria School**

Form Submitted 31 May 2023, 12:33PM NZST

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

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

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

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

**Applicant details****Applicant \***

Peria School

**Postal Address \*****Physical Address \*****Website**<http://www.peria.school.nz>

Must be a URL.

**Facebook page**<https://www.facebook.com/groups/677500622323689>

**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1222/23 From Peria School**  
Form Submitted 31 May 2023, 12:33PM NZST

**Contact details**

**Purpose of organisation**

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

Peria School is a primary school located in the Far North.

**Number of Members \***

70

**Project Details**

**\* indicates a required field**

**Project Details**

Clearly describe the project or event:

**Name of Activity \***

Peria School 150th Jubilee

**Location \***

Peria School

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

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB1222/23 From Peria School**

Form Submitted 31 May 2023, 12:33PM NZST

☐ Yes☒ No**Project dates:**

Start Date

End Date:

**Date****Date:**

21/10/2023

21/10/2023

Must be a date.

Must be a date.

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

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

**Project outline: \***

On the 21st of October 2023 Peria School will be holding their 150th Jubilee. We are one of if not the oldest school in the North. We have 70 students from year 0-8 at our school, 3 teachers, 4 teacher aides, cleaners and administration officer. We are a very small school at present and we have a lot to organise for this event with limited support.

We are holding a one day event and inviting any one that has a past, present or future interest in our Kura. Over the years our school has fluctuated from a roll of 120, down to 30 and now back up to 70 students again. This is a huge achievement given our geographical location and limited housing.

The event will be an opportunity for our community, those from out of town that were a part of our school either as students, whānau or staff to come together to share memories from the rich history of Peria School.

Our goal is to have decade photos, cutting of the 150th jubilee cake, the opening of a time capsule that was put in place roughly 25 years ago, a formal lunch and presentations and performances.

Our community is very isolated and we rarely get opportunities to come together. Having this event fun on a Saturday and ensuring that all are welcome will be great for community spirit and moral after the isolation covid has caused.

Its also an opportunity to showcase how far the school has come and how great we are doing at rebuilding our school with a clear vision and direction for the future.

**Project Cost****Provide a detailed cost 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*

## Te Hiku Community Board Grants 2022-2023

### Local Grant Application Form

Application No. THCB1222/23 From Peria School

Form Submitted 31 May 2023, 12:33PM NZST

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 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

### Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Rent/Venue Hire	\$2,165.22	\$2,165.22	Filename: 31052023085706-0001.pdf File size: 794.3 kB
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitator/Professional Fees	\$	\$	No files have been uploaded
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded
Equipment Hire	\$	\$	No files have been uploaded

## Financial Information

\* indicates a required field

### Financial Information

If your organisation registered for GST \*

☒ Yes ☐ No

### GST Number

GST Number  
055538409

### Current Funding

How much money does your organisation currently have? \*

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB1222/23 From Peria School**

Form Submitted 31 May 2023, 12:33PM NZST

\$5,000.00

Must be a dollar amount.

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

\$5,000.00

Must be a dollar amount.

**Tagged Funds**

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

<b>Purpose</b>	<b>Amount</b>
Catering	\$3,800.00
Cake	\$200.00
Administration	\$200.00
Furniture Hire	\$400.00
Resources	\$200.00
Photography	\$250.00
Time Capsule	\$250.00
Videography	\$100.00

**Total Tagged Funds****Total Expenditure Amount**

\$5,400.00

This number/amount is calculated.

**Other Funding**

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

<b>Funding Source</b>	<b>Amount</b>	<b>Decision</b>
	Must be a dollar amount.	
Mangonui Lions Foundation	\$1,500.00	Pending
Peria A & P Association	\$1,000.00	Pending
	\$	
	\$	
	\$	

**Previous Funding from FNDC**

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB1222/23 From Peria School**

Form Submitted 31 May 2023, 12:33PM NZST

**Have you previously received funding from FNDC?**☐ Yes ☐ No**Last page****\* indicates a required field****Privacy Information**

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

**Applicant Declaration**

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

**We, the undersigned, declare the following:**

In submitting this application:

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

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB1222/23 From Peria School**

Form Submitted 31 May 2023, 12:33PM NZST

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

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

**Signatures**



**Te Hiku Community Board Grants 2022-2023**  
**Local Grant Application Form**  
**Application No. THCB1222/23 From Peria School**  
Form Submitted 31 May 2023, 12:33PM NZST

**Date**

31/05/2023

Must be a date.

**Date**

31/05/2023

Must be a date.

**Funding Application – Peria School**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Quote – Tents and Events Party Hire</b>

## 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.
- If there's anything on this form you're not sure of, please contact the Governance team at DOI (09) 401 5231, freephone 0800 920 029, or [governance@fndc.govt.nz](mailto:governance@fndc.govt.nz) – we're happy to help.
- 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.
- 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.

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

- ☒ Signed applicant declaration
- ☒ Two quotes for purchases where practicable, or evidence of expected purchases
- ☐ Business plan (if applicable) including project costs
- ☒ Details of all other funding secured or pending approval for this project (minimum 50%)
- ☐ Programme outline (if applicable)
- ☒ A health and safety plan (if applicable)
- ☒ Most recent financial statements / annual accounts
- ☐ A deposit slip

### Applicant details

Organisation	<u>Rangiputa Residents &amp; Ratepayers Association</u>	Number of Members	<u>128</u> <u>Comm</u>
Postal Address			
Physical Address			
Contact Person			
Phone Number			
Email Address			

Please briefly describe the purpose of the organisation.

The RRRA represents the people of the Rangiputa community

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

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Page 1

## Local Grant Application Form



### Project Details

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

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

Clearly describe the project or event:

Name of Activity Rock Wall Restoration Date June 2023

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?  $N/A$

Are you applying for annual funding for the remaining years of the triennium? ☐ Yes ☒ No

If so, how much? N/A

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.

See Attached

<sup>2</sup> The triennium refers to the three-year period between local elections.

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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:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		N/A
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe) <i>Source rocks, deliver to beach, place rocks in damaged wall.</i>	65,000	20,000
<b>TOTALS</b>	65,000	20,000

<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

What are your organisation's currently accessible financial resources? \$ 30,000

How much of this is tagged or committed for specific purposes?

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

Purpose	Amount
Rock Wall restoration	20,000
TOTAL	20,000

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

Funding Source	Amount	Approved
RRRA	20,000	Yes / Pending
Residents	25,000	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
N/A			Y / N
			Y / N
			Y / N
			Y / N

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## Local Grant Application Form



### Privacy Information

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

### Applicant Declaration

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

On behalf of: (full name of organisation)

Rangiputa Residents and Ratepayers Association

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
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  - 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

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## Local Grant Application Form



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

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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

### Signatory Two (if applicable)

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

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**Funding Application – Rangiputa Residents and Ratepayers**  
**Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Cover Letter</b>
<b>2</b>	<b>Copy of Resource Consent</b>

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

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

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

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

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

**Applicant details****Applicant \***

Te Runanga o Te Rarawa of behalf of the Beach Board.

**Postal Address \*****Physical Address \*****Website**<https://www.terarawa.iwi.nz/>

Must be a URL.

**Facebook page**

Te Rarawa te iwi

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

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

Tēnā Koe, We are seeking funding support for systems change conference. A strategic action conference using the Future Search method to restore Toheroa of Te Oneroa ā Tōhē.

Te Oneroa-ā-Tōhē is an iconic, a place of cultural significance to all iwi and is now showing signs of being tired and neglected. Decades of activities on and around the beach have stressed the mauri to the point that Toheroa, a taonga species and indicator of beach health, are struggling. The complexity of the situation has meant 'business as usual' planning approaches by various agencies, groups and individuals have not shifted the problems, instead we are collectively failing the beach and ourselves.

**Number of Members \***

86 attendees

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

Clearly describe the project or event:

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

**Name of Activity \***

Future Search - Restoring the Mauri to Te Oneroa ā Tōhē.

**Location \***

Kaitaia

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

Start Date

End Date:

**Date****Date:**

28/09/2023

30/09/2023

Must be a date.

Must be a date.

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

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

**Project outline: \***

Proposal:

The Beach Board agreed at their 28th April board meeting to run a conference in September 2023 for systems-change action to regenerate the mauri of Te Oneroa-a-Tōhe using the Future Search method. Future Search is a globally renown and unique planning method that enables large, diverse groups to validate a common mission, take responsibility for action, and develop commitment to implementation.

Conference aims:

The 3 day conference will bring together a snapshot of the whole system that is relying on the ongoing health of Te Oneroa-a-Tōhe. This includes Tangata whenua, Rangatahi, Fisheries & Aquaculture, Locals, Land owners & users, Agencies, Tourism and Knowledge holders (includes mātauranga and science). Aims of the conference include:

- Validation of Te Oneroa-a-Tōhe Beach management plan and Toheroa strategic plan.
- New relationships are formed of diverse interests that form solid foundations for action.
- Data and information is shared and gaps and knowledge identified.
- Commitment to implement innovative actions together to restore the beach system.

Relevance to the Far North District council:

The Future Search conference aligns with many of Far North District Council priorities, being:

- Tangata whenua driven and focused on raising capabilities and capacity for kaitiakitanga.
- Focused on regenerative environment with the health of the beach at the centre.
- An innovative approach to convening stakeholders who are grappling with complexity.
- An action for climate resilience, with the beach being a foundation location for many

## Te Hiku Community Board Grants 2022-2023

### Local Grant Application Form

Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.

Form Submitted 31 May 2023, 2:18PM NZST

communities and industries that are working to mitigate and adapt to climate change.

## Project Cost

**Provide a detailed cost 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 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

## Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Rent/Venue Hire	\$2,086.00	\$1,043.00	No files have been uploaded
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitator/Professional Fees	\$11,420.00	\$5,710.00	No files have been uploaded
Administration (inc. stationery/copying)	\$	\$	No files have been uploaded
Equipment Hire	\$	\$	No files have been uploaded
Equipment Purchase (describe)	\$	\$	No files have been uploaded
Utilities	\$	\$	No files have been uploaded

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

Consumables	\$2,541.00	\$1,271.00	Filename: Paper - FS.pdf File size: 27.3 kB Filename: Quote 240 27 - Work Books.pdf File size: 221.0 kB Filename: Quote 240 28 - Info Cards (Same Day Print).pdf File size: 219.0 kB Filename: Quote Discount Stationary.pdf File size: 87.2 kB
Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded
Refreshments	\$	\$	No files have been uploaded
Travel/Mileage	\$	\$	No files have been uploaded
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded
Other - Plant Hire	\$1,557.00	\$778.00	Filename: Plant Hire 2023.xlsx File size: 345.3 kB
Other- video coverage.	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

**Financial Information****\* indicates a required field****Financial Information****If your organisation registered for GST \***☒ Yes ☐ No**GST Number****GST Number**

110-385-404

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

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

\$31,500.00

Must be a dollar amount.

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

\$26,000.00

Must be a dollar amount.

**Tagged Funds**

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

<b>Purpose</b>	<b>Amount</b>
Catering	\$10,000.00
video recording conference	\$6,000.00
Flights/Petrol	\$6,000.00
Guest Trip to Te Oneroa a Tōhe	\$4,000.00
Pre-event Coms and Post Event Report.	\$5,000.00
Fruit Juice and water 3days and healthy snacks for tables	\$1,000.00
Accommodation	\$3,000.00

**Total Tagged Funds****Total Expenditure Amount**

\$35,000.00

This number/amount is calculated.

**Other Funding**

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

<b>Funding Source</b>	<b>Amount</b>	<b>Decision</b>
	Must be a dollar amount.	
Northland Inc	\$25,000.00	Yes
DoC	\$5,000.00	Pending
NRC	\$5,000.00	Pending
Aquaculture NZ	\$5,000.00	Yes
TRAM	\$1,500.00	Yes

**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

**Previous Funding from FNDC****Have you previously received funding from FNDC?**☐ Yes ☒ No**Last page****\* indicates a required field****Privacy Information**

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

**Applicant Declaration**

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

**We, the undersigned, declare the following:**

In submitting this application:

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



**Te Hiku Community Board Grants 2022-2023****Local Grant Application Form****Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

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

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

**Signatures**

**Te Hiku Community Board Grants 2022-2023**

**Local Grant Application Form**

**Application No. THCB0922/23 From Te Runanga o Te Rarawa of behalf of the Beach Board.**

Form Submitted 31 May 2023, 2:18PM NZST

**Date**

30/05/2023

Must be a date.

**Date**

30/05/2023

Must be a date.

**Funding Application – Te Runanga o Te Rarawa****Schedule of Supporting Documentation**

<b>Document</b>	<b>Title</b>
<b>1</b>	<b>Quote – Attwoods</b>
<b>2</b>	<b>Quote – CBEC</b>
<b>3</b>	<b>Quote – Printing.Com</b>
<b>4</b>	<b>Quote – Discount Office Stationery</b>

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 RANGITOTO RESERVE, MANGONUI

**File Number:** A3767980

**Author:** Robin Rawson, Parks & Reserves Planner

**Authoriser:** Roger Ackers, Group Manager - Planning & Policy

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek the recommendation of the Te Hiku Community Board for Council to initiate public consultation under Section 16 of the Reserves Act for the classification of Rangitoto Reserve (Allot 71 PSH of Mangonui East) as historic reserve.

Additionally, to provide an update on other work associated with this reserve.

#### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Rangitoto Reserve extends across a prominent headland at the eastern entrance to the Mangonui Harbour and includes Rangitoto Pā. Mana Whenua associated with this pā are aligned with Ngāti Kahu.
- The reserve is vested with the Far North District Council for the purposes of a recreation reserve.
- This report seeks a recommendation from the Community Board to Council to initiate the process to classify the reserve as historic reserve under Section 16 of the Reserves Act 1977.
- The report also provides an update on other work by Council staff associated with this reserve.

#### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board recommend to Council that the classification process for Rangitoto Reserve (Allot 71 PSH of Mangonui East) be initiated.**

#### TĀHUHU KŌRERO / BACKGROUND

Rangitoto Recreation Reserve (the Reserve) is vested in trust in the Far North District Council. The Reserve contains Rangitoto Pā and is located on the prominent headland at the eastern entrance to Mangonui Harbour. The Reserve does not have public vehicle access although there is walking access along Hihi Beach.

The original Māori alienation details for the Reserve and surrounding area is complicated and includes land in the vicinity sold to European purchasers prior to the signing of the Treaty of Waitangi. In 1878 the Reserve was reserved by the Crown for the purposes of public defence. In 1962 the Reserve vested in trust in the Mangonui County Council as a reserve for recreation purposes, and this vesting transferred to Far North District Council in 1989.

The Reserve became subject to the Reserves Act 1977 when this act replaced the Reserves and Domains Act 1953 and should have been classified under this new Act. The land is now held pursuant to the Reserves Act 1977 for the purposes of a recreation reserve, but it is not classified pursuant to Section 16 of the Act.

Section 18(1) of the Reserves Act records that historic reserves are “*for the purpose of protecting and preserving in perpetuity such places, objects, and natural features, and such things thereon or therein contained as are of historic, archaeological, cultural, educational, and other special interest*”.

The Reserve does not have a Reserve Management Plan and the history and management objectives have not been determined, and the Reserve is in an overgrown state.

Staff visited the site in May with a representative from Te Rūnanga o Whaingaroa / Ngāti Kahu ki Whangaroa and Heritage New Zealand Pouhere Taonga, and again in June with two representatives

of Ngāti Ruaiti of Ngāti Kahu iwi from Waitetoki (Waiaua) Marae. Two cultural reports will be prepared by Mana Whenua representatives.

## **MATAPAKI ME NGĀ KŌWHIRINGA / Discussion and Next Steps**

### **Classification**

Rangitoto Pā covers most of the area of the Reserve. Classification as a historic reserve under Section 18 reflects the primary values of this site and is consistent with the Reserves Act 1977.

Classification of Rangitoto Reserves as historic reserve pursuant to Section 18 of the Reserves Act is fully supported by Mana Whenua and Heritage New Zealand Pouhere Taonga. Classifying the land as an historic reserve better reflects the cultural significance of Rangitoto Pā and its importance to mana whenua derived through whakapapa.

James Robinson, Northland Regional Archaeologist with Heritage New Zealand Pouhere Taonga provided the following statement:

*Heritage New Zealand's view is that this is an import(ant) and impressive large named pa with traditional importance to Ngāti Kahu. As such we would support the aim to change the reserve designation from 'scenic/recreation' to 'historic' as the historic values should take precedence*

The classification process as set out in Section 16 of the Act requires the Council to; undertake Mana Whenua engagement, give public notice for a month specifying the classification proposed, and to give full consideration to all objections against and submissions in relation to the proposal. The Council may then decide to pass a resolution confirming the proposal and finally register the classification by way of notice in the New Zealand Gazette.

The 2022 Parks and Reserves Policy directs that individual reserve management plans will be prepared for historic reserves because of a need to document the reason and relevance of the creation of the historic reserve. The Act requires that a reserve be classified prior to approving a Reserve Management Plan.

A programme for the preparation of a reserve management plan for this site will be provided to the Te Hiku Community Board after Cultural Assessments have been received from Mana Whenua. Staff consider that the preparation of a reserve management plan for Rangitoto Reserve is a priority for reserves in Te Hiku Ward.

### **Vegetation**

In the past, grazing activities have reduced grass growth, however the Pā site is now overgrown with waist high kikuyu grass, and weeds including large wattles and tobacco weed and moth plants. Maintenance by Council has been difficult as there is no legal vehicle access, although an adjacent landowner has now agreed to allow access for Council's contactors to enter and carry out vegetation maintenance. Council staff are investigating both shorter term and longer-term vegetation management solutions for this site.

## **ĀPITI HANGA / ATTACHMENTS**

**Nil**

<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>	While reserve management plans are generally a matter of low significance, the classification of Rangitoto reserve as a historic reserve will assist in avoiding risk by ensuring that future management retains the historic and cultural importance of Rangitoto Pā.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The classification of the Reserve and preparation of a reserve management plan are consistent with Council's Parks and Reserves Policy 2022, the Reserves Act 1977, and with Council's mission and values.
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.	Reserves Act decisions cannot be subdelegated by Council. This report seeks a recommendation from the Community Board to Council to proceed with the classification of Rangitoto Reserve.
<p>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.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Classifying the land as an historic reserve better reflects the cultural significance of Rangitoto Pā and its importance to Mana Whenua derived through whakapapa.</p> <p>The reserve management plan will align with the principles of Parts 2 and 6 of the Local Government Act 2002 and Reserves Act 1977 by facilitating participation of and engagement with Māori in its development.</p>
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).	Council's Te Hono team provided assistance with consultation with Mana Whenua. Other advance consultation included Heritage New Zealand Pouhere Taonga and an adjoining landowner. The Reserves Act requires advertised public consultation.
State the financial implications and where budgetary provisions have been made to support this decision.	<p>The costs of classification and developing the RMP will be met from existing operating budgets.</p> <p>The costs associated with the vegetation clean-up are proposed to be funded from existing operating budgets, although as costs have not yet been determined this may evolve into be unbudgeted expenditure.</p>
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

## 8.2 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4261665

**Author:** Marlema Baker, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - 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 June 2023 reports from Chairperson Adele Gardner, Members Darren Axe, Rachel Baucke, 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 ĀPITI HANGA / ATTACHMENTS

1. 2023-07-04 Chair Report [Adele Gardner] - A4255372  
2. 2023-07-04 Member Report [Darren Axe] - A4255328  
3. 2023-07-04 Member Report [Rachel Baucke] - A4255326  
4. 2023-07-04 Member Report [John Stewart] - A4255327  
5. 2023-07-04 Member Report [Bill Subritzky] - A4255325  

**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.





## Te Hiku Community Board Chairperson's Report

Name: Adele Gardner

Subdivision: Kaitaia Te Hiku

Date: 23 May 2023 – 15 June 2023

### **Meetings Attended**

Date	Meeting
23/05/23	Annual Plan Workshop - Kaikohe
23/05/23	Extraordinary Council Meeting - Kaikohe
25/05/23	Divestment of Housing for Elderly workshop - Kaikohe
25/05/23	Kaitaia Airport workshop - Kaikohe
30/05/23	Te Hiku Community Board Concept Improvement Plan /Strategic Plan workshop – Te Ahu
30/05/23	Te Hiku Project Working Group Town Square Meeting
01/06/23	Council meeting - Kaikohe
06/06/23	Te Hiku Community Board Meeting – Te Ahu
06/06/23	Cycle Trail Workshop – Te Ahu
09/06/23	Te Ahu Trust Meeting
12/06/23	Kaitaia Airport discussion / workshop – Te Ahu
14/06/23	Te Puawaitanga Sports Facility needs assessment update - online
14/06/23	Iwi Hapu Environment Management Plan workshop – Kaikohe
14/06/23	Proposed District Plan Hearings Panel workshop - Kaikohe

The Te Hiku Project Working Group

Some of you may have seen that the last of the three pou in Awanui have now been unveiled. Nga Pioke was unveiled on Saturday 3 June which was led by Ngai Takoto. The blessing was led by Bishop Kito Pikaahu, and this now completes the entrances into Awanui with the SH10 taonga on show.

Photos of the unveiling and more information about Nga Pioke is on the Awanui Matters and Te Hiku Revitalisation Open Spaces Facebook pages. The last cultural piece yet to be installed is the central focus of the Kaitaia Town Square and we are still patiently waiting on the engineer plans for the foundation design which have proved to be tricky and time consuming. We are currently pricing information plinths to be installed next to each of the cultural artworks in Ahipara, Kaitaia and Awanui so that people can learn about the history and stories they each represent.

Andrea Panther has now resigned from the Te Hiku Project Working Group and from the Kaitaia Business Association. Over the last 5 years or so our Community Board has had a great working relationship with the Kaitaia Business Association with Andrea at the helm. We thank Andrea for all her incredible hard work as we know she had all the community at heart. We wish her all the best and I know she will be still part of this community watching from the 'side-lines' as developments evolve.

The Mosaic Wall:

The Te Hiku Community Board have agreed on the following Statement:

The Te Hiku Community Board supports the redevelopment of the Kaitaia Town Square.

1. There is a plan for the property on FNHL's land.
2. The plan has been widely consulted on.
3. The initial plan did not include the mosaics.
4. Independently there has been support (750 people) for leaving the mosaic walls where they are.
5. That is not going to work with the proposed plan for the site.
6. The widely consulted on plan will proceed.
7. The mosaic tiles will be removed by a professional contractor (i.e. Stonecraft)
8. They will be stored at a location to be determined.
9. The tiles can be replaced in a public space elsewhere in Kaitaia, should all community groups agree.
10. All involved are aware of their significance to members of the public and this will not be forgotten.
11. This has been agreed by the Board, the Te Hiku Project Working Group, Far North Holdings and KBA seeking the best outcome for the future of Kaitaia.

Requests for Service (RFS)

RFS number	Date	Comment
4148093	27/02/2023	Follow up on behalf of a ratepayer – flooding Taupata Place.
4158972	17/05/2023	An 80+ year old ratepayer contacted me, who lives south of Te Kao, had 28 trees fall on his property during Cyclone Gabrielle and wanted some help to clear up the debris. <b>Customer sent details of Mayoral Relief Fund and encouraged to make an application.</b>



## Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 10 June 2023

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### **Meetings Attended**

Date	Meeting
24/05/23	DAG meeting in Paihia
06/06/23	Te Hiku Community Board Meeting – Te Ahu
08/06/23	Dennis Musson to look at blocked drains at Houhora Heads Road – helped him put in an RFS

### **Requests for Service (RFS)**

RFS number	Date	Comment



## Te Hiku Community Board Member Report

Name: Rachel Baucke

Subdivision: Kaitaia

Date: 15 June 2023

### Meetings Attended

Date	Meeting	Comment
30/05/2023	THCB Concept Improvement plans	Strategic plan
06/06/2023	THCB Board Meeting	Board meeting and Cycle trail session
09/06/2023	Te Ahu Board Meeting	Monthly Board Meeting

### Community Issues

Issue name	Comment
Mosaics in Commerce Street	Ongoing issue with removal of Mosaics in Old Pak n Save Site. Looking for ways to compromise for a positive outcome for all. Have discussed with Mike Metcalfe the possibility of removing the 300x300 tiles. He has tested one tile and believes it can be done safely and efficiently. We have discussed options around the cost and how the CB could assist, taking a “compromising” approach to this issue. Whilst we support the Revitalisation project, we have also heard the concerns of the community in support of the mosaics.
Korora & Kaka St Footpaths	Footpaths very unsafe and requires urgent attention. RFS has been submitted many times by community. Issue raised at the Ahipara Aroha meeting in beginning of March. Seeking assistance from the CB.

### Requests for Service (RFS)

RFS number	Date	Comment
4150182	14/03/23	RFS Lodged for Korora & Kaka St Footpaths and Fulton Hogan has dispatched this to an inspector. <b>Requested status from NTA.</b>



## Te Hiku Community Board Member Report

Name: John Stewart

Subdivision: Kaitaia/Ahipara

Date: 9 May 2023 – 6 June 2023

### **Meetings Attended**

Date	Meeting
11/04/23	Te Hiku Community Board
20/04/23	<p>CBEC Online meeting</p> <p>The Community Boards Executive Committee (CBEC) represents all the community boards in New Zealand.</p> <p>CBEC is an advisory committee to Local Government New Zealand's (LGNZ) National Council. It advocates for community boards and promotes best practice.</p> <p>CBEC has one member from each of LGNZ's six geographical zones.</p> <p>Elections for CBEC representatives are held after the local government elections each triennium. Each community board has one vote for their zone representative.</p> <p>CBEC meets three times a year in Wellington. As well as these meetings, each zone representative run regular zone forums to update community board members and discuss topical issues.</p> <p>Zone 1 representatives: Jessie McVeagh and John Stewart (Kaikohe-Hokianga Community Board, Te Hiku Community Board)</p>
20/04/23	Kaitaia Business Association (KBA) meeting
01/05/23	Review of Concept Improvement Submission and Engagement Process meeting
01/05/23	Strategic Plan
09/05/23	Te Hiku Community Board Meeting

### **Requests for Service (RFS)**

RFS number	Date	Comment
4155236	16/05/23	<p>Following up on RFS for member of public re: drain under driveway blocked with road metal.</p> <p><b>Escalated to Fulton Hogan to have work programmed.</b></p>

4157804	12/05/23	Took photos and helped a Wireless Road resident place an RFS re: culvert blocked causing drainage overflow to tenant's property and surrounding area.

### **Other Issues**

#### **CBEC**

I have been working with FNDC to help with this remit below. It was passed at our last CBEC meeting for each zone to get their council behind this remit:

REMIT: This proposed remit asks LGNZ, Local Government NZ to lobby on our behalf for Government to enable all Local Government elected members in Aotearoa NZ to be eligible for KiwiSaver benefits included with their remuneration.

Why is this remit important? This remit is about equity. For 16 years, since its inception, KiwiSaver has been available for ALL New Zealanders, who - usually reside in New Zealand, and are aged between 18 and 65 and work. And for the entire time, our sector has been the only group in our country who have been excluded from the accruing savings, and any ability to benefit from personal and employer contributions and annual Government contributions.

I have been emailing numerous people to find out how the remits work etc and if our council would support. My latest response was positive. Also see Council agenda of 23 May 2023 on Endorsements of Remits submitted by Kapiti Coast District Council and Invercargill City Council to the 2023 LGNZ AGM to formalise support.

#### **Far North Community Forest Trust**

I have completed the end of financial year report with Hartnell Grond & Walker and the charity's annual return.



**Te Hiku  
Community Board**

## Member Report

Name: Bill Subritzky  
Subdivision: Whatuwhiwhi, Awanui  
Date: 14 June 2023

### Meetings Attended

Date	Meeting
29/05/2023	Visit Pehipe Beach to check rubbish cleared from stream and trimming of flame tree
30/05/2023	Te Hiku Community Board meeting. Spatial planning feedback
06/06/2023	Te Hiku Community Board meeting – Te Ahu
07/06/2023	Rangiputa Community meeting - Foreshore
07/06/2023	APR Inc meeting update – Awanui
12/06/2023	Kaitia Airport meeting – Te Ahu
13/06/2023	Brian Page, Chair of Whatuwhiwhi Ratepayers Association

### Community Issues

Issue name	Comment
Community Meeting Rangiputa	Excellent community meeting addressed by Jim Dahm – Coastal Scientist on natural foreshore recovery as opposed to solid sea wall construction in relation to the recent cyclone damage to the sea wall at Rangiputa. This is the preferred option to coastal erosion however it was accepted that without the current seawall there could have been a lot more foreshore erosion and damage to properties. Obviously, the community wants to maintain the sea wall and is looking at options for funding its repairs.
Meeting Brian Page, Chairman Karikari Peninsula Residents & Ratepayers Association	There is a lot of concern with the Karikari Ratepayers in regard to the lack of response and or ongoing feedback by Council, to issues they see as important to the community. Community safety and wellbeing being their primary concern. They used the example of the current road works at the intersection of Inland Road and Tokerau Beach Road (opposite the gas station) to install a new intersection with the question “why are you doing this Bill instead of addressing the other problems?” Obviously, I cannot answer this as it is outside the scope of a community board member.

	<p>In instances like this however and as ward representative wouldn't it be beneficial to us all if I was informed, when and why, or have, I missed prior information sent to me.</p>
KBA	<p>The loss of Andrea Panther standing down as Chair of KBA is a loss this community cannot afford. I met Andrea just before the confirmation, by the then Minister Mr Shane Jones of the Revitalisation funds, for the far north. Awanui and Unahi Wharf being two of the areas of special interest for me. Since this time all I have witnessed is the tireless dedication and effort by Andrea and her team to develop and deliver community projects to enhance the far north for its communities and for visitors, as a destination not to be missed.</p> <p>For me, nowhere demonstrates this achievement more than Awanui and Unahi Wharf and for this work we are eternally grateful Andrea. We are all aware as a Board that this was only one of several community-based commitments she was involved in and as always, she approached these with the 100 percent commitment we had come to know and expect from her. Our hearts and thanks go out to you and your family and enjoy your well-earned rest, because I know you are not someone to sit around too long. Thank you. Bill</p>



**8.3 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE JULY 2023****File Number:** A4261673**Author:** Marlema Baker, Democracy Advisor**Authoriser:** Aisha Huriwai, Manager - Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide Te Hiku Community Board with an overview of outstanding actions from decisions dated from 1 January 2020.

**WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY**

- Action sheets are a mechanism to communicate progress against decisions/resolutions.
- Action sheets are also in place for all formal elected member meetings.

**TŪTOHUNGA / RECOMMENDATION**

**That Te Hiku Community Board receive the report Te Hiku Community Board Action Sheet July 2023.**

**TĀHUHU KŌRERO / BACKGROUND**

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

**MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

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

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

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

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

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

**ĀPITI HANGA / ATTACHMENTS**

1. Te Hiku Community Board Action Sheet July 2023 - A4263123 [↓](#) 

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Sunday, 25 June 2023 4:33:03 PM <b>Date From:</b> 1/01/2020 <b>Date To:</b> 25/06/2023	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 7/12/2021	Notice of Motion - Waterfront Cafe and Bar - Mangonui	<b>RESOLUTION 2021/77</b> Moved: Member Felicity Foy Seconded: Chairperson Adele Gardner <b>That Te Hiku Community Board recommends that the Far North District Council:</b> a) approve the occupation and use of 1.5 car parking spaces (8,5m of legal road reserve) in front of the Waterfront Café, Waterfront Road Mangonui to be approved as a formal license to occupy, to the Waterfront Café and Bar. b) and prioritise and enable increased alfresco dining and activate street frontages in waterfront locations and town centres. <b>CARRIED</b>	<b>06 Dec 2022 9:28am Baker, Marlema - Reallocation</b> RFS:4126356 <b>30 Jan 2023 4:24pm Mitchell, Beverly</b> Waterfront Café is now Jesse's on the Waterfront, new operator (Mr Moa) - CB has approved the placemaking decision for a parklet dining space and customer is unsure if he wants to pursue a parklet. Customer is continuing with Alfresco dining application. <b>29 May 2023 2:06pm Mitchell, Beverly</b> Requested an update from Elizabeth Stacey, NTA
Te Hiku Community Board 16/08/2022	Taipa Traffic Calming Petition	<b>RESOLUTION 2022/76</b> Moved: Member Jaqi Brown Seconded: Member Felicity Foy <b>That the Te Hiku Community Board:</b> a) receive the report Taipa Traffic Calming Petition; and, b) acknowledge staff will complete additional investigation and recommendation(s) to the Board and petitioners in conjunction with the tabled document "Presentation of road upgrade for funding and stakeholder approval at Foreshore Road, Taipa" received from GM, Andy Finch. c) Request that a report be brought to the next Infrastructure Committee that outlines the petition and proposed works in Taipa. <b>CARRIED</b>	<b>16 Mar 2023 3:44pm Finch, Andy</b> Consultation with community commenced via presentation of community board plan and consultation site on Council web page. <b>17 Apr 2023 5:43pm Finch, Andy</b> Feedback closing date end of April. Feedback will then be reviewed.

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Sunday, 25 June 2023 4:33:03 PM <b>Date From:</b> 1/01/2020 <b>Date To:</b> 25/06/2023	
Meeting	Title	Resolution	Notes
		<b>TABLED DOCUMENT:</b> Correspondence from Andy Finch – Haigh Workman – <i>“Presentation of road upgrade for funding and stakeholder approval at Foreshore Road, Taipa”</i>	
Te Hiku Community Board 25/08/2020	Notice of Motion - Investigation into Divesting Rangitoto Reserve, Mangonui	<b>RESOLUTION 2020/44</b> Moved: Member Jaqi Brown Seconded: Member Darren Axe <b>That the Te Hiku Community Board adopts the Te Hiku o te Ika Open Spaces Revitalisation Master Plan as its overarching document that will sit within the Te Hiku Community Board Strategic Plan (including guiding the Board in identifying, confirming and allocating funding to its strategic and community planning projects).</b> <p style="text-align: right;"><b>CARRIED</b></p> <b>RESOLUTION 2020/45</b> Moved: Member Darren Axe Seconded: Member Sheryl Bainbridge <b>That the Te Hiku Community Board:</b> <ol style="list-style-type: none"> <li>requests that staff investigate the process of divesting the ownership of Rangitoto Recreation Reserve, Mangonui to the Crown.</li> <li>requests that a report be provided back to the Te Hiku Community Board with information and options.</li> </ol> <p style="text-align: right;"><b>CARRIED</b></p>	<b>25 May 2023 11:17am Baker, Marlema - Reallocation</b> Action reassigned to Rawson, Robin by Baker, Marlema <b>25 May 2023 11:20am Baker, Marlema</b> UPDATE: Robin Rawson, <input type="checkbox"/> Rangitoto Reserve site visit held on Tuesday 16 May with Heritage NZ:PT and a Ngāti Kahu representative and another site visit planned Waitetoki (Waiaua) marae within the next 2 weeks., <input type="checkbox"/> Staff are working on maintenance issues on the reserve and currently doing pre-consultation for reclassifying this reserve. , <input type="checkbox"/> Due to closure of report deadline the Rangitoto Reserve report will be included in the July agenda.

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Sunday, 25 June 2023 4:33:03 PM <b>Date From:</b> 1/01/2020 <b>Date To:</b> 25/06/2023	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 9/05/2023	Kaitaia Drainage Area 2022/2023 Programme	<b>RESOLUTION 2023/33</b>  Moved: Member Adele Gardner Seconded: Member Darren Axe  <b>That the Te Hiku Community Board;</b> a) approve the reviewed Kaitaia Drainage Area 2023/2024 work programme. b) approve the proposed 2023/24 Spraying Programme. c) request the proposed rate change for \$133k, including drone hireage and machine cleaning, be reported back to all Drainage Committees. d) and submit to Council a request for a Public Good component in the rates to be reviewed for the Long-Term Plan. e) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description. f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.  <i>Note: Thank you to Fiona King and Blair King</i>  <b>CARRIED</b>	<b>11 May 2023 4:51pm Baker, Marlema - Reallocation</b> Action reassigned to Finch, Andy by Baker, Marlema <b>23 Jun 2023 12:15pm Finch, Andy</b> Action awaiting approval of budgets at Annual Plan adoption Council meeting on 29 June.
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme	<b>RESOLUTION 2023/34</b>  Moved: Member Rachel Baucke Seconded: Member William (Bill) Subritzky	<b>11 May 2023 4:51pm Baker, Marlema - Reallocation</b> Action reassigned to Finch, Andy by Baker, Marlema <b>23 Jun 2023 12:16pm Finch, Andy</b> Action awaiting approval of budgets at Council Annual Plan meetig on 29 June.

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Sunday, 25 June 2023 4:33:03 PM <b>Date From:</b> 1/01/2020 <b>Date To:</b> 25/06/2023	
Meeting	Title	Resolution	Notes
		<p>That the Te Hiku Community Board;</p> <ul style="list-style-type: none"> <li>a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and</li> <li>b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000.</li> <li>c) approve the use of other local spray contractors in the area.</li> <li>d) request the proposed rate change for Waiharara \$35,525 and Kaikino \$34,413, including drone hireage and machine cleaning, be reported back to the Drainage Committees.</li> <li>e) request a briefing from Kevin Johnson (Delivery &amp; Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description.</li> <li>f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>	
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme	<p><b>RESOLUTION 2023/35</b></p> <p>Moved: Member Darren Axe          Seconded: Member Rachel Baucke</p> <p>That the Te Hiku Community Board;</p> <ul style="list-style-type: none"> <li>a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme.</li> <li>b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund.</li> </ul>	<p><b>11 May 2023 4:51pm Baker, Marlema - Reallocation</b>          Action reassigned to Finch, Andy by Baker, Marlema</p> <p><b>23 Jun 2023 12:16pm Finch, Andy</b>          Action awaiting adoption of Annual Plan budgets at Council meeting on 29 June.</p>

OUTSTANDING ACTIONS REPORT			
Division: Committee: Officer:		Te Hiku Community Board	
		Printed: Sunday, 25 June 2023 4:33:03 PM	
		Date From: 1/01/2020	
		Date To: 25/06/2023	
Meeting	Title	Resolution	Notes
		<p>c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees.</p> <p>d) request a briefing from Kevin Johnson (Delivery &amp; Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description.</p> <p>e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</p> <p>CARRIED</p>	

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**8 TE KAPINGA HUI / MEETING CLOSE**