



**Far North  
District Council**



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

# **AGENDA**

## **Te Hiku Community Board Meeting**

**Tuesday, 24 October 2023**

**Time: 10:00 am**

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

**Membership:**

Member Adele Gardner - Chairperson  
Member John Stewart – Deputy Chairperson  
Councillor Felicity Foy  
Member Darren Axe  
Member Sheryl Bainbridge  
Member William (Bill) Subritzky  
Member Rachel Baucke



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

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

**Council Delegations to Community Boards - January 2013**

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

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

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

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

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

8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
  - a) Control of Use of Public Spaces – Dispensations on signs
  - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
  - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
  - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
  - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. 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 24 October 2023 at 10:00 am**

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**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer .....</b>	<b>7</b>
<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest .....</b>	<b>7</b>
<b>3</b>	<b>Te Wāhanga Tūmatanui / Public Forum .....</b>	<b>7</b>
<b>4</b>	<b>Ngā Tono Kōrero / Deputation.....</b>	<b>7</b>
	<b>Representative from Rangaunu Sports Club in regard to waka ama compound at Unahi Wharf.</b>	<b>7</b>
<b>5</b>	<b>Ngā Kaikōrero / Speakers .....</b>	<b>7</b>
	<b>Representative from Snapper Bonanza item 7.1a refers .....</b>	<b>7</b>
	<b>Representative from Circability Trust item 7.1b refers .....</b>	<b>7</b>
	<b>Representative from Great Northern Gallop item 7.1c refers .....</b>	<b>7</b>
	<b>Representative from Graham Ringle Foundation item 7.2a refers .....</b>	<b>7</b>
	<b>Representative from He Whanau Marama Trust item 7.2b refers.....</b>	<b>7</b>
	<b>Representative from Raukauri Music Therapy item 7.2c refers .....</b>	<b>7</b>
<b>6</b>	<b>Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes.....</b>	<b>8</b>
	<b>6.1 Confirmation of Previous Minutes .....</b>	<b>8</b>
<b>7</b>	<b>Ngā Pūrongo / Reports.....</b>	<b>17</b>
	<b>7.1 Event Investment Funding Applications .....</b>	<b>17</b>
	<b>7.2 Funding Applications.....</b>	<b>21</b>
	<b>7.3 Summer 2023 Rural Travel Funding Applications .....</b>	<b>49</b>
	<b>7.4 Rural Travel Fund Reports.....</b>	<b>54</b>
	<b>7.5 Project Funding Reports .....</b>	<b>62</b>
<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports .....</b>	<b>66</b>
	<b>8.1 Te Hiku Community Board Action Sheet Update October 2023 .....</b>	<b>66</b>
	<b>8.2 Chairperson and Member Reports .....</b>	<b>74</b>
<b>9</b>	<b>Karakia Whakamutunga / Closing Prayer .....</b>	<b>80</b>
<b>10</b>	<b>Te Kapinga Hui / Meeting Close .....</b>	<b>80</b>

## **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**

Representative from Rangaunu Sports Club in regard to waka ama compound at Unahi Wharf.

## **5 NGĀ KAIKŌRERO / SPEAKERS**

Representative from Snapper Bonanza item 7.1a refers

Representative from Circability Trust item 7.1b refers

Representative from Great Northern Gallop item 7.1c refers

Representative from Graham Ringle Foundation item 7.2a refers

Representative from He Whanau Marama Trust item 7.2b refers

Representative from Raukauri Music Therapy item 7.2c refers

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

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

**File Number:** A4426176

**Author:** Ellie Greenwood, Democracy Advisor

**Authoriser:** Casey Gannon, 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 confirms the minutes of the meeting held 26 September 2023, to be a true and correct record.**

#### **1) TĀHUHU KŌRERO / BACKGROUND**

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

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

The minutes of the meetings are attached.

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

#### **Take Tūtohunga / Reason for the recommendation**

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

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

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

#### **ĀPITIHINGA / ATTACHMENTS**

- 1. 2023-09-26 Te Hiku Community Board Minutes - A4404376** [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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.

**R MINUTES OF TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS  
AVENUE, KAITAIA  
ON TUESDAY, 26 SEPTEMBER 2023 AT 10:05 AM**

**PRESENT:** Chairperson Adele Gardner, Member Darren Axe, Member Sheryl Bainbridge, Member John Stewart, Member William (Bill) Subritzky, Member Felicity Foy (arrived at 10:11am)

**IN ATTENDANCE:**

**STAFF PRESENT:** Lisa Nelson (Support Officer – Strategic Relationships), Scott May (Manager – Stakeholder Relationships), Beverly Mitchell (Community Board Coordinator), Fleur Beresford (Democracy Advisor), Kathryn Trewin (Funding Advisor), Marlema Baker (Democracy Advisor)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Adele Gardner commenced the meeting and Member Darren Axe opened with a karakia.

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

**2.1 APOLOGIES**

**RESOLUTION 2023/78**

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

**That the Te Hiku Community Board receive the apologies from Member Rachel Baucke and Cr Hilda Halkyard-Harawira.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Fiona King – Drainage District Committees have engaged a Contractor (Mr Mike Steel)

- New drainage role only advertised in Kaitaia. Andy Finch will be reviewing the applicants and interviewing candidates.
- 3 Expressions of Interest received for the Spraying Contract.
- Still attempting to get staff to come and speak to the Drainage Committees about the Land Drainage Bylaw.
- Who is responsible for Bylaws in Councils?
- Concerns of multiple breaches of the Land Drainage bylaw and Land Drainage Act.

Fiona King – Kaitaia Water

- Written to Council to inform the Elbury Holdings has purchased land around Kaitaia Water. Council discharging their water onto Elbury Holdings land, which is unconsented. Council is treating this situation as a civil matter.

### 3.1 ITEMS RAISED DURING PUBLIC FORUM FOR ACTION

#### ITEMS

That the Te Hiku Community Board requests;

- a) that the Chief Executive meet with the Board urgent to hear urgent drainage issues.
- b) a Land Drainage Bylaw workshop between the CE 3 Drainage Committees, Te Hiku Community Board and staff from the Legal, Policy and Compliance teams.
- c) that Te Hiku Community Board and Drainage Committees be involved in the renewal of the Land Drainage Bylaw in May and that there is a report on this at the May 2024 Community Board meeting.
- d) that staff member from the Compliance team attend the next Community Board meeting. Preferably Kevin Johnson or someone who understands all 5 stormwater differences.

### 4 NGĀ TONO KŌRERO / DEPUTATIONS

There are no deputations for this meeting.

### 5 NGĀ KAIKŌRERO / SPEAKERS

- Esther Louise representing the filming in Kaitaia of "Loloma". Item 7.4a) refers.
- Craig Seuseu representing SMC Events for the Sanitarium Weet-Bix TRY Challenge. Item 7.4c) refers.

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

#### 6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4387520, pages 8 - 13 refers.

#### RESOLUTION 2023/79

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board confirms the minutes of the meeting held 29 August 2023, to be a true and correct record.**

**CARRIED**

### 7 NGĀ PŪRONGO / REPORTS

#### 7.1 ROAD NAMING - 6671 STATE HIGHWAY 1, KAITAIA

Agenda item 7.1 document number A4338283, pages 14 - 17 refers.

#### RESOLUTION 2023/80

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That the Te Hiku Community Board, pursuant to Council's Naming Policy, name a public**

road, Kotipu Road that is currently addressed at 6671 State Highway 1, Kaitaia.

CARRIED

## 7.2 ROAD NAMING - LOT 4 DP 474929 - INLAND ROAD, KARIKARI PENINSULA

Agenda item 7.2 document number A4362067, pages 18 - 22 refers.

### RESOLUTION 2023/81

Moved: Member William (Bill) Subritzky

Seconded: Member John Stewart

**That the Te Hiku Community Board, pursuant to Council's Naming Policy, name a private road, Parakerake Lane, that is currently addressed as Lot 4 DP 474929, Inland Road, Karikari Peninsula.**

CARRIED

## 7.3 PROJECT FUNDING REPORTS

Agenda item 7.3 document number A4383070, pages 23 - 33 refers.

### RESOLUTION 2023/82

Moved: Chairperson Adele Gardner

Seconded: Member William (Bill) Subritzky

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

- a) Awanui Sports Complex Inc
- b) Far North Torpedo Competition
- c) Weet-Bix TRY Challenge in Schools

CARRIED

## 7.4 a FUNDING APPLICATIONS

Agenda item 7.4 document number A4383273, pages 34 - 63 refers.

### RESOLUTION 2023/83

Moved: Member Sheryl Bainbridge

Seconded: Chairperson Adele Gardner

**That Te Hiku Community Board approve the sum \$200 (plus GST if application) to be paid from the Board's Community Grant Fund account to Esther Louise for photo and frame props for the Kaitaia filming of *Loloma*, provided filming takes place and the film is shown in the Kaitaia area, to support the following Community Outcomes:**

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

CARRIED

## 7.4 b FUNDING APPLICATIONS

Agenda item 7.4 document number A4383273, pages 34 - 63 refers.

### RESOLUTION 2023/84



Moved: Chairperson Adele Gardner  
Seconded: Member John Stewart

**That Te Hiku Community Board approves the sum \$1,365 (plus GST if application) to be paid from the Board's Community Fund account to Te Hiku Roller Skating for Sunday skating sessions at Te Ahu to support the following Community Outcomes:**

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

**CARRIED**

#### **7.4 c FUNDING APPLICATIONS**

Agenda item 7.4 document number A4383273, pages 34 - 63 refers.

##### **MOTION**

Moved: Member John Stewart  
Seconded: Member Sheryl Bainbridge

**That Te Hiku Community Board approves the sum \$2,000 (plus GST if application) to be paid from the Board's Community Fund account to SMC Events for Te Hiku Sanitarium Weet-Bix Kids TRY Challenge, 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: Chairperson Adele Gardner

**That Te Hiku Community Board approves the sum \$3,000 (plus GST if application) to be paid from the Board's Community Fund account to SMC Events for Te Hiku Sanitarium Weet-Bix Kids TRY Challenge, 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 2023/85**

Moved: Member Felicity Foy  
Seconded: Chairperson Adele Gardner

**That Te Hiku Community Board approves the sum \$3,000 (plus GST if application) to be paid from the Board's Community Fund account to SMC Events for Te Hiku Sanitarium Weet-Bix Kids TRY Challenge, to support the following Community Outcomes:**

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

**CARRIED**

Meeting adjourned to fix the livestream connection 10:55 am – resumed 11:00 am

**7.4 d FUNDING APPLICATIONS**

Agenda item 7.4 document number A4383273, pages 34 - 63 refers.

**RESOLUTION 2023/86**

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

**That Te Hiku Community Board approves Coast to Coast Cat Rescue utilising the funding granted for desexing cats within Te Hiku Ward, as outlined in the interim report provided by the applicant.**

**CARRIED**

**7.5 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 AUGUST 2023**

Agenda item 7.5 document number A4395407, pages 64 - 68 refers.

**RESOLUTION 2023/87**

Moved: Chairperson Adele Gardner

Seconded: Member William (Bill) Subritzky

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

**CARRIED**

**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 CHAIRPERSON AND MEMBER REPORTS**

Agenda item 8.1 document number A4387694, pages 69 - 78 refers.

**RESOLUTION 2023/88**

Moved: Chairperson Adele Gardner

Seconded: Member William (Bill) Subritzky

**That the Te Hiku Community Board**

- **note the September 2023 reports from Chairperson Adele Gardner, Deputy Chairperson John Stewart and Members Darren Axe, Rachel Baucke, Bill Subritzky. and**
- **note the verbal report from Cr Felicity Foy.**

**CARRIED**

Notes:

- *Adele's updated (September) report to be discussed during the October meeting as the current agenda does not have the updated version attached.*
- *Member Stewart - RFS 4157804 – 11 May 2023 – member of the public request follow-up on a blocked culvert in a land drainage area and would like a Council inspection.*
- *Member Stewart - The 2024 CB Conference theme is Resilient Communities.*
- *Member Subritzky - Gillies Road access to the beach, nothing has been done. Need access and emergency exits from the beach.*

- *Member Foy - Requests that Tanya Proctor/staff clarify the 5 stormwater differences*
- *Member Foy - Requests that a Building Consents and Resource Consents staff member be based in Kaitaia as 30% of the ward rates come from the Te Hiku ward.*

## 8.2 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE SEPTEMBER 2023

Agenda item 8.2 document number A4387536, pages 79 - 85 refers.

### RESOLUTION 2023/89

Moved: Chairperson Adele Gardner

Seconded: Member William (Bill) Subritzky

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

NOTE:

- *Kevin Johnson – to report on Drainage Compliance*
- *Democracy Services to prepare a Drainage meeting dates 2024 report for the December 2023 -meeting.*

**CARRIED**

## RESOLUTION TO EXCLUDE THE PUBLIC

### RESOLUTION 2023/90

Moved: Chairperson Adele Gardner

Seconded: Member Felicity Foy

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - New lease request over Larmer Road Quarry	s7(2)(h) the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities.	s7(2)(i) the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

**CARRIED**

**At the conclusion of the Public Excluded part of the meeting the Te Hiku Community Board confirms the information and decisions contained in the part of the meeting held with public excluded be restated in public meeting.**

#### 9.1 New Lease Request Over Larmer Road Quarry

*That the Te Hiku Community Board recommends to Council, acting under delegation and pursuant to section 61 Reserves Act 1997:*

- a) *A new ground lease be issued to Bellingham Quarries Ltd over the Quarry Reserve being approximately 2.63 hectares, part section 29 Block X Takahue SD, held in New Zealand Gazette 1924-page 2858 and vested in Far North District Council under title NA406/9.*

*The terms of the proposed lease shall be:*

- i) Term: 30 years (15+15)*
  - ii) Rental: \$REDACTED plus GST per annum plus outgoings*
  - iii) Annual CPI rent reviews*
  - iv) Market rent reviews every three years*
- b) *With further conditions negotiated and agreed upon by the Group Manager Delivery and Operations and Bellingham Quarries Ltd.*

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

The meeting was closed by Member Darren Axe with a karakia.

**The meeting closed at 11:57 am.**

**The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 24 October 2023.**

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 EVENT INVESTMENT FUNDING APPLICATIONS

File Number: A4413442

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 October 2023 meeting.

#### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Twenty-seven applications were received for Events Investment Funding, totalling \$531,949, with \$80,000 being available for grant.
- Six applications were received for events in Te Hiku Ward, requesting a total of **\$62,678**.
- Two were successful, receiving \$7,500 each.
- Three of the remaining four applications are referred back to the Board of the Ward where the events will take place, to be considered for funding by the Board. (One event has already taken place and is not eligible to be considered for funding at this time).
- The Community Board has an available total of **\$138,638.56** in **Community Grant** Funding for the 2023/24 financial year.
- The Community Board has an available total of **\$59,260.39** in **Placemaking** Funding for the 2023/24 financial year.
- Due to much of the information provided by applicants being commercially sensitive for their event, the applications are supplied under separate, confidential, cover for the Board, rather than being attached to this report.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- a) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Grant Fund account to Snapper Bonanza for the 2024 Snapper Bonanza, 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 **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to Circability Trust for Celebrate Together Community Event 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

- c) approves the sum **\$3,500** (plus GST if application) to be paid from the Board's Community Fund account to Great Northern Gallop for Great Northern Gallop 2024, 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
Snapper Bonanza	\$12,000	\$5,000	This is an annual event that is well attended and well supported by the local community.	Sport and recreation
Celebrate Together, Circability Trust	\$7,884	\$5,000	This event is being run in tandem with the workshops and is intended to be a wider community event, allowing the community to enjoy and participate in the Circability event.	Event
Great Northern Gallop	\$7,000	\$3,500	This event has received funding since it's inception from the Events Investment fund, and while small, attracts good publicity each year.	Sport and recreation

### 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. 2023 Events Investment Panel Decisions - A4415845

#### Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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.

Event	Date	Request	Ward	Decision
<b>Outside of Far North District</b>				
F45 National Playoffs	1-Mar-24	7,245	OUTSIDE	Declined

#### Te Hiku Ward

Event	Date	Request	Ward	Decision
Snapper Bonanza	16-Mar-24	12,000	THCB	Declined
Circability Trust	11-Nov-23	7,884	THCB	Declined
Great Northern Gallop 2024	28-Mar-24	7,000	THCB	Declined
Aupouri Rugby Club - Parengarenga Surfcasting Competition	20-Oct-23	17,144	THCB	7500
Doubtless Bay Fishing Competition	27-Jan-24	12,000	THCB	7500
90 Mile IRB Challenge	9-Sep-23	6,650	THCB	Declined
		62,678		15000

#### Kaikohe-Hokianga Ward

Event	Date	Request	Ward	Decision
Te Mauri o Kaikohekohe	14-Jul-24	20,000	KHCB	10000
Kaikohe Christmas Festival	9-Dec-23	20,000	KHCB	Declined
Pawarenga United Marae Sports Day	31-Dec-23	12,000	KHCB	7500
HUSH End of Year Showcase	16-Dec-23	18,575	KHCB	Declined
		70,575		17500

#### Bay of Islands-Whangaroa Ward

Event	Date	Request	Ward	Decision
Bay of Islands Sailing Week	23-Jan-24	30,150	BOIWCB	Declined
Russell RSA - ANZAC Day	25-Mar-24	13,800	BOIWCB	Declined
Waitangi ANZAC Day 2024	25-Apr-24	18,227	BOIWCB	10000
BOI P&I Show 2023	11-Nov-23	25,765	BOIWCB	Declined
Beach Volleyball Pro Tournament	4-Apr-24	50,000	BOIWCB	15000
Kerikeri Street Party	18-Nov-23	12,410	BOIWCB	Declined
Matariki Pewhairangi 2024	21-Jun-24	25,000	BOIWCB	10000
Springbank School Fireworks	4-Nov-23	22,696	BOIWCB	Declined
Kerikeri Summer Jazz Festival	25-Feb-24	12,903	BOIWCB	Declined
Cruzn the Bay 2024	7-Mar-24	50,000	BOIWCB	Declined
Brew of Islands 2024	19-Jul-24	50,000	BOIWCB	Declined
Waitangi Mountain Bike Mahi Tahi 2024	2-Mar-24	24,500	BOIWCB	5000
BOI Country Rock Festival	10-May-24	10,000	BOIWCB	Declined
BOI Jazz and Blues Festival	9-Aug-24	10,000	BOIWCB	Declined
Kerikeri Half Marathon 2023	18-Nov-23	30,000	BOIWCB	7500
Aramex Kiwi Walk Run Series	13-Mar-24	6,000	BOIWCB	Declined
		391,451		47500



## 7.2 FUNDING APPLICATIONS

**File Number:** A4413345  
**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 October 2023 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Three applications were received for funding, requesting a total of **\$13,920**
- The Community Board has an available total of **\$138,638.56** in **Community Grant** Funding for the 2023/24 financial year.
- The Community Board has an available total of **\$59,260.39** in **Placemaking** Funding for the 2023/24 financial year.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board

- a) approves the sum **\$3,000** (plus GST if application) to be paid from the Board's Community Grant Fund account to Graeme Dingle Foundation for mileage for outreach in Te Hiku Ward, 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 **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to He Whanau Marama Trust for 2023 Christmas Parade and festival 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

- c) approves the sum **\$5,000** (plus GST if application) to be paid from the Board's Community Fund account to Raukatauri Music Therapy for music therapy for Te Hiku tamariki, 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
Graeme Dingle Foundation	\$3,000	\$3,000	The foundation undertakes a number of outreach programmes through schools. They are asking for assistance with mileage costs for visiting schools in Te Hiku Ward. They were successful with an application to Bay of Islands-Whangaroa Ward in August for \$5,000	Community
He Whanau Marama Trust	\$5,175	\$5,000	The Trust are seeking funding to help cover costs for a santa parade and celebration in Kaitia.	Event
Raukauri Music Therapy Trust	\$5,745	\$5,000	The trust has established a branch in Kaitia and is seeking funding to continue offering music therapy for tamariki in Te Hiku Ward	Community

### 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.

## ĀPITIHINGA / ATTACHMENTS

1. Graeme Dingle Foundation - A4419478  
2. He Whanau Marama Trust - A4419480  
3. Raukauri Music Therapy Trust - A4419477  

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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 Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00012 From Graeme Dingle Foundation Far North

Form Submitted 19 Sep 2023, 1:48PM 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 \*

Graeme Dingle Foundation Far North

#### Postal Address \*

#### Physical Address \*

#### Website

<https://dinglefoundation.org.nz/far-north/>

Must be a URL.

#### Facebook page

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

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

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#### Contact details

Contact Person One:

**Applicant Project Contact \***

Contact Person Two:

**Applicant Admin Contact**

**Position \***

Regional Grants Specialist

**Position**

General Manager

**Phone Number**

**Phone Number**

**Mobile Number**

**Mobile Number**

**Email \***

**Email Address**

#### Purpose of organisation

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

Graeme Dingle Foundation Far North has been operating throughout the community delivering youth development programmes for the last 15 years. We support over 1000 tamariki and rangatahi across 11 Schools across the Far North to develop life skills and reach their full potential. Seven of our schools are based in Te Hiku; Oruaiti School, Mangonui School, Kaingaroa School, Taipa Area School, Peria School, Te Hapua School, and Ngataki School. Kiwi Can is our Primary School youth development programme that teaches four key life skills across the year; resilience, positive relationships, integrity and respect. Our team of four trained local Kiwi Can Leaders act as role models for tamariki, teaching them through high-energy experiential learning activities every week of the school year. Research and evaluation of Kiwi Can has proven the programme supports tamariki to develop team work skills, social skills, encourages positive attitudes and behaviours, effective listening and inquisition skills.

**Number of Members \***

1054

#### Project Details

**\* indicates a required field**

#### Project Details

**Te Hiku Community Grants Fund 2023-2024**  
**Local Grant Application Form**  
**Application No. THCB00012 From Graeme Dingle Foundation Far North**  
Form Submitted 19 Sep 2023, 1:48PM NZST

Clearly describe the project or event:

**Name of Activity \***

Mileage costs towards Kiwi Can Programme Delivery - Term 1 2024

**Location \***

Te Hiku

**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:**

29/01/2024

12/04/2024

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: \***

Many tamariki in our community are faced with significant social and environmental challenges everyday. A significant majority of these tamariki are not equipped with the life skills or have positive role models to help them to deal with these challenges, leaving them vulnerable to developing negative behaviours. Our team of four trained Kiwi Can Leaders act as role models for tamariki, teaching them positive values and behaviours through high-energy experiential learning activities every week of the school year. This funding will directly support Kiwi Can Leaders to travel to our seven Te Hiku schools. One of the most significant costs we face as an organisation delivering to rural schools is mileage for our Kiwi Can Leaders to travel to and from our schools. 675 tamariki directly benefit from Kiwi Can every week of the school year. Indirectly, the long term benefits reach further into the community by way of a stronger, more resilient youth population in future. The schools that would directly benefit from this funding would be; Oruaiti School, Mangonui School, Kaingaroa School, Taipa Area School, Peria School, Te Hapua School, and Ngataki School.

**Project Cost**

**\* indicates a required field**

**Provide a detailed cost estimate for the activity. Funding requested may not**

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

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#### 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	\$	\$	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)	\$	\$	No files have been uploaded
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	\$4,719.38	\$3,000.00	Filename: Mileage Cost Breakdown.pdf File size: 184.5 kB

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

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Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

### Funding Request Amount

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

**What is the total cost of your project? \***

\$4,719

Must be a dollar amount.

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

\$3,000

Must be a dollar amount.

### Financial Information

**\* indicates a required field**

#### Financial Information

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

☒ Yes ☐ No

#### GST Number

**GST Number**

090-697-846

#### Current Funding

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

\$23,000.00

Must be a dollar amount.

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

\$23,000.00

Must be a dollar amount.



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### Tagged Funds

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

Purpose	Amount
Operational Expenses	\$23,000.00
	\$
	\$
	\$
	\$

### Total Tagged Funds

**Total Expenditure Amount**

\$23,000.00

This number/amount is calculated.

### Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Pub Charity	\$2,000.00	Yes
	\$	
	\$	
	\$	
	\$	

### Previous Funding from FNDC

**Have you previously received funding from FNDC?**

☒ Yes ☐ No

### Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	

## Te Hiku Community Grants Fund 2023-2024

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Mileage (Community Board Fund Bay of Islands-Whangaroa)	\$5,000.00	25/05/2023	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 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)

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

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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 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**

Signatory One

**Name \***

**Position \***

Grants Manager

**Postal Address**

Signatory Two

**Name**

**Position**

General Manager

**Postal Address**

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00012 From Graeme Dingle Foundation Far North

Form Submitted 19 Sep 2023, 1:48PM NZST

**Phone Number**

**Phone Number**

**Mobile Number**

**Mobile Number**

**Email**

**Email**

Must be an email address.

Must be an email address.

**Date**

**Date**

19/09/2023

19/09/2023

Must be a date.

Must be a date.

# Local Grant Application Form



## Instructions

### Please read carefully:

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

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

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

## Applicant details

Organisation	<input type="text" value="He Whanau Marama Trust - Shine on Kaitaia Project"/>	Number of Members	<input type="text" value="50+"/>
Postal Address	<div></div>		
Physical Address			
Contact Person			
Phone Number			
Email Address			

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

To encourage, foster and promote social cohesion by organising positive community events and opportunities for tamariki, youth and their families of Kaitaia and the wider Te Hiku region.

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## Local Grant Application Form



### Project Details

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

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

Clearly describe the project or event:

Name of Activity  Date   
Location  Time

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

If so, how much?

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

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

The Shine on Kaitaia Team have led this free community event since first collaborating with the Avo-daco Trust in the Kaitaia Christmas Carnival 2017. Last year, the event involved over 1500 people - from float participants, volunteers, businesses, schools, churches, community groups, social services and entertainers and the many families who travelled near and far to celebrate unity in community and who always make the day a huge success. You can view our promotional video from last years event at: [www.facebook.com/watch/?v=480700120628948](https://www.facebook.com/watch/?v=480700120628948).

We believe every single person who is apart of this event, benefits. It's a positive inclusive and entertaining day where we collaborate with many influential and supportive groups who want to celebrate unity in community as much as we do. The event attracts people from outside of Kaitaia, to be apart of it. It also provides opportunities for local business to take advantage of the influx of people who attend the morning Whanau Day activities, right next to the Kaitaia Markets also. Business Owners can close up shop by 12pm and be apart of the Parade after lunchtime. The Concert also provides a platform for the creatives of our community to come together and showcase their talents with the community. Local food trucks also have the opportunity to be apart of the Event after the morning markets as well. We hire local resources and equipment where possible, goods and services also.

This is the main event we provide Te Hiku with and what we wish to continue to give community members, every year. From activities with children (Circability, Free Santa Photos, Games), showcasing creativity and originality through creative and visual art/displays (costumes and banners and Floats), and showcasing performing arts - there is something for everyone.

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## Local Grant Application Form



### Project Cost

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

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

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

**Please Note:**

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion	1275.00	1275.00
Facilitator/Professional Fees <sup>2</sup>		
Administration (incl. stationery/copying)	1400.00	1400.00
Equipment Hire	11160.00	not applicable
Equipment Purchase (describe)	8582.00	not applicable
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	1000.00	1000.00
Travel/Mileage		
Volunteer Expenses Reimbursement	1500.00	1500.00
Wages/Salary		not applicable
Volunteer Value (\$20/hr)	6000.00	not applicable
Other (describe)		
<b>TOTALS</b>	<b>30,917.00</b>	<b>5175.00</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?

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

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

Purpose	Amount
Accounting and GST	3000.00
Admin	500.00
Contingency	500.00
<b>TOTAL</b>	<b>4000.00</b>

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

Funding Source	Amount	Approved
Volunteers	6000.00	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> Pending
Foundation North	25000.00	Yes / <input checked="" type="checkbox"/> Pending
Pub Charity	5000.00	Yes / <input checked="" type="checkbox"/> Pending
Oxford Sports Trust	5000.00	Yes / <input checked="" type="checkbox"/> Pending
Creative New Zealand	5000.00	Yes / <input checked="" type="checkbox"/> Pending

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

Purpose	Amount	Date	Project Report Submitted
Youth Mural Project	2597	Oct 2018	<input checked="" type="checkbox"/> Y / <input type="checkbox"/> N
Christmas in the Park	6900	Dec 2020	<input checked="" type="checkbox"/> Y / <input type="checkbox"/> N
Innovation Fund	2875	Apr 2019	<input checked="" type="checkbox"/> Y / <input type="checkbox"/> N
Kaitia Christmas Carnival	1150	Dec 2018	<input checked="" type="checkbox"/> Y <input type="checkbox"/> 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)**

He Whanau Marama Charitable Trust

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

In submitting this application:

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

## Local Grant Application Form



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

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

### Signatory One

Name

Postal Address

Phone Number

Signature

### Signatory Two

Name

Postal Address

Phone Number

Signature

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## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM 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 \*

The Raukauri Music Therapy Trust

#### Postal Address \*

#### Physical Address \*

#### Website

<http://www.rmtc.org.nz>

Must be a URL.

#### Facebook page

<http://www.facebook.com/raukaurimusictherapycentre>

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM NZST

#### Contact details

Contact Person One:

**Applicant Project Contact \***

Contact Person Two:

**Applicant Admin Contact**

**Position \***

General Manager

**Position**

Fund Development Manager

**Phone Number**

**Mobile**

**Phone Number**

**Number**

**Mobile Number**

**Email \***

**Email Address**

#### Purpose of organisation

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

The Raukatauri Music Therapy Trust, established in 2004 by singer Dame Hinewehi Mohi, enables wellbeing, empowerment and joy through music therapy, using music to promote the healing and personal growth of people with identified intellectual, physical, social or mental health challenges. Our mission is to offer a quality, accessible music therapy service to all people, whatever their needs. Our vision is to enrich and develop lives through music.

Now in our 20th year, we continue to operate New Zealand's only music therapy centres. As demand has grown, the Centre has expanded across Auckland, operating six satellites in the region and delivering outreach programmes with over 70 organisations nationally. In June 2018, we launched our first Regional Centre in Hawke's Bay, followed by the opening of the Northland Regional Centre in March 2019. A third regional centre, in the Bay of Plenty, opened in June 2022.

We work with approximately 1000 clients per week, ranging in age from infants to those in their 90s. Our clients have a range of special needs, including cerebral palsy, autism, Down syndrome, complex medical conditions, traumatic brain injuries, mental health disorders, bereavement, dementia, exposure to family violence and neglect and trauma. Due to their physical, cognitive and behavioural challenges, the majority of our clients cannot participate in community activities such as sport, music lessons, drama and art. Music therapy allows them to express themselves, develop independence, engage with their community, and develop meaningful relationships. Furthermore, the benefits of the work we do impact our clients' whānau and the wider communities in which they live.

**Number of Members \***

42

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM NZST

## Project Details

**\* indicates a required field**

### Project Details

Clearly describe the project or event:

**Name of Activity \***

Music therapy programmes in Schools

**Location \***

Ahipara

**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:**

01/11/2023

31/05/2024

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: \***

Music therapy is still a relatively young practice in New Zealand, and yet music therapy as a credentialed profession emerged in the 1940s. It is widely used across the world, most notably in Europe, Australia and the United States, not only in music therapy centres but also in hospitals, hospices, schools, rest homes, mental health treatment facilities and prisons. Despite still being largely unknown in New Zealand the benefits and effectiveness of music therapy is heavily supported by research, both in New Zealand and internationally, as well as through our own annual and ongoing evaluations.

In their music therapy sessions, clients actively engage with a Registered Music Therapist through music improvised uniquely with them, as well as through favourite songs and musical activities. They interact and communicate with their therapist, expressing their personalities, ideas and emotions in whatever musical way they can – through instruments, voice and movement. Some sessions are playful and exuberant, others joyful and dynamic, and some may be introspective and thoughtful. All are expressive of the individual, empowered by his or her relationship with the therapist and focused on achieving the goals that have been developed in collaboration with their whānau, such as:

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM NZST

- improved communication abilities
- increased independence, self-confidence and self-awareness
- strengthened interpersonal relationships and reduced isolation
- improved attention, learning and memory
- reduced anxiety and improved self-regulation

Whilst individual music therapy sessions remain the foundation of our service delivery model in most regions, in Northland we have found that finances and transport prove a huge barrier to our services. Northland is a region of great and complex need, with disabilities frequently existing within child and whānau experiences of complex trauma and addiction. As a result we have shifted our focus to outreach programmes, where we work with organisations and partners to deliver services at their site free of charge to the participants. Many of these partners are schools, who have no discretionary funding for specialist services, and it is only through grant funding that these special and life changing services are able to continue. It is therefore for this purpose – an outreach programme at Ahipara Primary School - that we are seeking funding. This school has been receiving services for over a year now, through the generous support of IHC and Kelliher Trust, but these funds will soon be exhausted.

Raukatauri has a long history in special and mainstream schools, as research shows that music therapy plays an integral role in helping children with disabilities attain educational goals. In addition music therapy can stimulate attention and increase motivation to participate more fully in classroom learning. The music therapy services that Raukatauri provides to schools focus on the development of the NZ Key Competencies, with much of the focus being on Relating to others and Participating and contributing. Furthermore, the Ministry of Education has identified that children have been highly affected by COVID-19, resulting in decreased engagement with learning and overall wellbeing.

Music therapy sessions allow for self-expression, increased independence and interpersonal engagement, all of which contribute to the proven self-confidence and increased self-esteem benefits that music therapy provides and which is so essential for neuro-diverse individuals. Access to school-based music therapy for children with developmental disabilities living in Northland will therefore help these children work towards cognitive, communication, socialisation and physical goals to assist with developmental delays. Furthermore being strengths-based, even those children with high and complex needs can participate in a way that is accepted and valued by other group members.

## Project Cost

**\* indicates a required field**

**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



## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM NZST

- 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.	
Advertising/Promotion	\$	\$	No files have been uploaded
Facilitator/Professional Fees	\$9,315.00	\$	Filename: 2309 Music Therapy Quote Ahipara.pdf File size: 248.6 kB Filename: RMTT Approved budget 2023 to 2024.pdf File size: 327.4 kB Filename: RMTT Final Accounts 2022.pdf File size: 462.3 kB Filename: RMTT Final Accounts 2023 DRAFT.pdf File size: 208.1 kB Filename: RMTT Health and Safety Manual.pdf File size: 1.9 MB
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
Hardware (e.g cement, timber, nails, paint)	\$	\$	No files have been uploaded

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM NZST

Consumable materials (craft supplies, books)	\$	\$	No files have been uploaded
Refreshments	\$	\$	No files have been uploaded
Travel/Mileage	\$2,177.40	\$	Filename: 2309 Music Therapy Quote Ahipara.pdf File size: 248.6 kB
Volunteer Expenses Reimbursement	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded
Other (describe)	\$	\$	No files have been uploaded

### Funding Request Amount

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

**What is the total cost of your project? \***

\$11,492

Must be a dollar amount.

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

\$5,746

Must be a dollar amount.

### Financial Information

**\* indicates a required field**

#### Financial Information

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

☒ Yes ☐ No

#### GST Number

**GST Number**

86-047-112



## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

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## Current Funding

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

\$269,994.00

Must be a dollar amount.

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

\$269,994.00

Must be a dollar amount.

## Tagged Funds

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

Purpose	Amount
Tagged grant funding	\$127,052.00
Building fund - donated to purchase a building for our Trust in the future	\$142,892.92
	\$
	\$
	\$

## Total Tagged Funds

**Total Expenditure Amount**

\$269,944.92

This number/amount is calculated.

## Other Funding

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

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

## Previous Funding from FNDC

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

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**Have you previously received funding from FNDC?**

☐ Yes ☒ No

## Last page

**\* indicates a required field**

### Privacy Information

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### 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 Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM 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 e do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

#### Signatures

Signatory One

Name \*

Position \*

General Manager

Postal Address

Phone Number

Mobile Number

Signatory Two

Name

Position

Fund Development Manager

Postal Address

Phone Number

Mobile Number

## Te Hiku Community Grants Fund 2023-2024

### Local Grant Application Form

Application No. THCB00013 From The Raukatauri Music Therapy Trust

Form Submitted 21 Sep 2023, 4:04PM NZST

Email

---

Date

21/09/2023

Must be a date.

Email

---

Date

21/09/2023

Must be a date.

### 7.3 SUMMER 2023 RURAL TRAVEL FUNDING APPLICATIONS

**File Number:** A4413257

**Author:** Kathryn Trewin, Funding Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To allocate Rural Travel Funding for the 2023/24 summer sporting season.

<b>TŪTOHUNGA / RECOMMENDATION</b>	
<b>That Te Hiku Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:</b>	
<b>Ahipara Boardriders</b>	<b>\$1,300</b>
<b>Nga Hoe Horo Canoe Club Pawarenga</b>	<b>\$2,000</b>
<b>Kaitaia Gymnastic Club</b>	<b>\$1,000</b>
<b>TŪTOHUNGA / RECOMMENDATION</b>	
<b>That Te Hiku Community Board rescinds funding granted to the following applicants at their meeting of 1 June 2021 (Resolution 2021/29) as the funding was not uplifted by the applicants and the applications are now out of time.</b>	
<b>Te Rarawa Rugby Club</b>	<b>\$1,739.13</b>
<b>Pukepoto School</b>	<b>\$150</b>
<b>Pompallier School</b>	<b>\$500</b>
<b>Pamapuria School</b>	<b>\$1,200.00</b>
<b>TOTAL</b>	<b>3,589.13</b>

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

Council receives funding based on a per capita basis and gave the three Community Boards delegated authority to allocate the funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year, for sporting activities taking place in winter, or until approximately November 2024 when the next round of funding is allocated.

Council advertises that funding is available approximately one month before applications close online (including on Council's Facebook page), with the closing dates notified on the Rural Travel Funding page at the start of each calendar year (when the Community Board meetings dates are set). The Sport Northland representatives also forward information of the fund to clubs and schools that they work with as a more targeted approach to advertise the funding is available.

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

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

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

Project reports for any previous grants have been received from all the current applicants. The funding recommendation summary is attached, with applications being provided under separate cover to the Board.

	<b>Sport New Zealand (Rural Travel)</b>
<b>What are the Objectives?</b>	Subsidise travel for junior teams participating in local sport competition.
<b>How much is available?</b>	\$39,638 across the Far North District (including a one-off grant of \$10,275)
<b>Funding is not available for</b>	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
<b>Who can apply?</b>	Schools and clubs.
<b>What age group is funding for?</b>	Funding is available for youth/children aged 5 - 19 years of age.
<b>Eligible Sports</b>	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

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

### **Take Tūtohunga / Reason for the recommendation**

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

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

Council now receives one grant annually from Sport New Zealand. Sport Northland no longer offer Tu Manawa funding through Councils and undertake granting of this funding themselves.

The total budget for rural travel funding for the 2023/24 financial year is \$39,268. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that only 30% of the total funding be allocated for summer activities and the remainder allocated for the busier winter sporting season.

The total available funds for the summer season is usually \$4,822.53. Additional funds (including funding returned or unused by applicants from previous funding rounds, and funds allocated from Boards themselves) have been added to this amount to allow the grant recommendations in this report to be made.

<b>%</b>	<b>Board</b>	<b>30% Summer</b>	<b>70% Winter</b>	<b>Total</b>
40.5%	Bay of Islands-Whangaroa Community	\$4,816.02	\$11,237.36	\$16053.38
<b>31.5%</b>	<b>Te Hiku Community</b>	<b>\$4,822.53</b>	<b>\$11,252.57</b>	<b>\$16,075.10</b>
28%	Kaikohe-Hokianga Community	\$6,329.60	\$14,769.04	\$21,098.64

## ĀPITIHANGA / ATTACHMENTS

1. THCB - Summer Rural Travel Recommendations - A4415595 [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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.



Name & Location Of Organisation Applying	Club Or School	Application Approved / Declined	Amount Requested (\$)	Amount Allocated (\$)	Purpose Of Travel Grant	Number of Young People Impacted (Primary & Disabled					
						Primary School Aged	Secondary School Aged	Total	No. of female applicants	No. of male applicants	Individuals - no. who received support from
Ahipara Boardriders	Club	Approved	\$ 2,000.00	\$ 1,300.00	Transport to Whangarei for club competitions	18	8	26	24	2	0
Nga Hoe Horo Canoe Club Pawarenga	Club	Approved	\$ 2,000.00	\$ 2,000.00	Transport for competitions	44	38	82	22	60	4
Kaitaia Gymnastic Club	Club	Approved	\$ 1,500.00	\$ 1,000.00	Transport for attending competitions	19	1	20	20	0	0

\* Herekino School also applied but does not qualify as is for in-school sports, so has been referred to Sport Northland Tu Manawa

## 7.4 RURAL TRAVEL FUND REPORTS

**File Number:** A4417582  
**Author:** Kathryn Trewin, Funding Advisor  
**Authoriser:** Scott May, Manager - Stakeholder Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

Recipients of funds from the Rural Travel 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) Ahipara Boardriders
- b) Mangonui Netball Centre
- c) Phoenix Netball

### 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. Ahipara Boardriders - A4417575  
2. Mangonui Netball Centre - A4417574  
3. Phoenix Netball - A4417576  

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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



## FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

### A. Details

Name of organisation:

Contact person:

Postal address:

Telephone:

### B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

1. Community Board meeting date the grant was approved August 2023

2. Please indicate the successful amount that you received

\$ 1,200 (FNDC contribution) \$ (Other Funders)

\$ 1,200 (Your Contribution) \$ (Total)

3. What other, if any, organisations did you receive funding from? (briefly explain using the following table)

Date	Organisation	Purpose of Funding	Amount Received
			\$
			\$
			\$
TOTAL EXPENSES			\$

4. Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
	Mobile Garage	Petrol vouchers	\$ 1,200
			\$
			\$
			\$
			\$
Receipts required			
TOTAL EXPENSES			\$ 1,200

### C. DESCRIPTION OF FUNDING ALLOCATION

1. What were some of the benefits in having the travel fund approved?

The fund was hugely important to our club. There isn't much available for our tamariki, rangatahi in the way of surf competition in the far north and this fund enable our kids approximately 10 of them to travel to places where surf competitions are held. Ie. Whangarei and Ocean beach

2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

Yes absolutely! We have helped who had never been in a surf competition and experience them. This really excites our tamariki, rangatahi and encourage them to keep surfing and meet others who surf as well. Thank you very much!

### D. FUNDING TIMEFRAMES

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

### E. Checklist

1. Have you answered every question?

1. Have you attached a recent bank statement showing the funding being spent?

2. Have you attached all receipts as proof of expenditure?

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

Send your project report and attached documents to;

[funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) (PDF attachment via email preferred)

OR: mail to

Funding Advisor  
Far North District Council  
Private Bag 752  
**KAIKOHE**  
0440

Or contact us;

(09) 401 5200  
[funding@fndc.govt.nz](mailto:funding@fndc.govt.nz)  
[www.fndc.govt.nz](http://www.fndc.govt.nz)



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:

Name & location of project:

Date of project/activity:

Which Community Board did you receive funding from?

☒ Te Hiku

☐ Kaikohe-Hokianga

☐ Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ \$2000 (exc GST)

Board meeting date the grant was approved: 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)
Fuel Vouchers to assist participants with travel to development sessions at MNC	\$ 500	Yes
	\$	
Bus hire to transport players to festival days in Whg and Kaikohe. Please note that the invoice is for two buses but this funding was only used for one bus as the other was for older representative players and paid for by MNC.	\$ 1700	Yes
	\$	
Total:	\$ 2200	

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

Once again, the number of participants in this programme, exceeded our expectations. We had 46 active participants in the programme. These tamariki came from Oruaiti, Pukenui, Herekino and everywhere in between. This equates to over half of our year 7&8 players taking up this opportunity. In conjunction with our weekly trainings, the participants got the opportunity to learn about keeping themselves mentally and physically fit through sport. The participants also travelled to festival days in Whangarei and Kaikohe and we hosted our own one in Kaitia for the first time in many many years, where the focus was on skill development, fun and friendship. We also assisted with the training and development of new umpires, giving them the opportunity to gain their Centre Badge.

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

Highlights for the participants were getting to play with different people that they didn't already know, making new friends (especially for the Year 8's as they head to college next year), and developing their netball skills. This will help with player retention in the future as the participants embark on those fragile teenage years. This year we have begun laying the foundations to extend the programme to include Year 9&10's which is something our netball centre really needs to try and do, as the social benefits from being actively engaged in community activities along with mental and physical welfare are significant. We managed to recruit and continue to upskill new umpires who gained their Centre Badge. another stepped up and passed their Zone Theory. This year, in addition to coaches we retained from last year, we had three new coaches joining the team, wanting to be involved as a way of working with others to share ideas and develop new skills and ideas around making player development inventive and player centred, and in doing so making it more relevant and fun for all involved. Some of these coaches have now moved into the Netball NZ coaching pathway doing further qualifications.

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

attached

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

<https://www.facebook.com/groups/mangonui.netball.centre>

**This report was completed by:**

Name:

Address:

Phone

Email:

Date:

19 September, 2023



Far North  
District Council



**SPORT  
NORTHLAND**  
Creating a More Active Northland



**SPORT  
NEW ZEALAND**

## FAR NORTH RURAL TRAVEL FUND PROJECT REPORT

### A. Details

Name of organisation:

Contact person:

Postal address:

Telephone:

com

### B. FINANCIAL (Attach copies of relevant bank statements, all invoices & receipts for granted Rural Travel Fund)

1. Community Board meeting date the grant was approved April 2023

2. Please indicate the successful amount that you received

\$ \$200 (FNDC contribution) \$ (Other Funders)

\$ (Your Contribution) \$ (Total)

3. What other, if any, organisations did you receive funding from? (briefly explain using the following table)

Date	Organisation	Purpose of Funding	Amount Received
			\$
			\$
			\$
TOTAL EXPENSES			\$

4. Please explain in detail how the funding you received through the FNDC Travel Fund was spent (in the following table)

Date	Supplier/Service/Provider	Item	Expense (\$)
31st May	Mobil Star Garage	Fuel Vouchers	\$ 200
			\$
			\$
			\$
			\$
Receipts required			
TOTAL EXPENSES			\$ 200



**C. DESCRIPTION OF FUNDING ALLOCATION**

1. What were some of the benefits in having the travel fund approved?

These fuel vouchers allowed our young players to attend trainings and games.

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2. In your opinion did the Far North Rural Travel Fund help your organisation/group increase participation in sport/recreation?

Yes, a number of our young players would have struggled to attend trainings and games due to transport/financial struggles.

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**D. FUNDING TIMEFRAMES**

Funds must be expended within six months of being received. If funding is not spent as allocated it is expected that the funding will be returned to Council.

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**E. Checklist**

1. Have you answered every question?
  1. Have you attached a recent bank statement showing the funding being spent?
  2. Have you attached all receipts as proof of expenditure?
- 

Thank you for taking the time to complete the project report. Please remember that in not returning a project report your organisation or group can be deemed ineligible for future funding.

Send your project report and attached documents to;

[funding@fndc.govt.nz](mailto:funding@fndc.govt.nz) (PDF attachment via email preferred)

OR: mail to

Funding Advisor  
Far North District Council  
Private Bag 752  
**KAIKOHE**  
0440

Or contact us;

(09) 401 5200  
[funding@fndc.govt.nz](mailto:funding@fndc.govt.nz)  
[www.fndc.govt.nz](http://www.fndc.govt.nz)

## 7.5 PROJECT FUNDING REPORTS

**File Number:** A4419485

**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 report received from:

a) Kaitia Business Association - CCTV

### 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. Kaitia Business Association - CCTV - A4419479  

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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.



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: Kaitia Business Association** \_\_\_\_\_

**Name & location of project: CCTV Maintenance and Repairs** \_\_\_\_\_

**Date of project/activity: 2021/2022 & 2022/2023** \_\_\_\_\_

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

☒

Te Hiku

☐

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

**Amount received from the Community Fund: \$12,000** \_\_\_\_\_

**Board meeting date the grant was approved: June 2021** \_\_\_\_\_

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

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Total security – Maintenance & Servicing of CCTV Network	\$6,000	✓
Total security – Maintenance & Servicing of CCTV Network	\$6,000	✓
	\$	
	\$	
Total:	\$12,000	

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

The program in question bears immense significance for our community, offering a multitude of invaluable highlights that have a far-reaching and positive impact. Firstly, it contributes significantly to the enhancement of public safety and security within the Kaitia Business District. The maintenance of a well-functioning CCTV network and monitoring station acts as a powerful deterrent to potential criminal activities, thereby fostering a safer environment for residents, visitors, and businesses alike. Moreover, it serves as an essential tool for law enforcement, aiding in the swift resolution of incidents and the apprehension of wrongdoers, ultimately bolstering community confidence in our shared security.

Secondly, this program fosters a sense of unity and cooperation within the community. The financial contributions from various stakeholders underscore a collective commitment to the well-being of the Kaitia Business District. By actively participating in the maintenance and sustainability of the CCTV network, residents and businesses alike take pride in being part of a community that prioritizes security and cohesion. This sense of shared responsibility not only strengthens community bonds but also ensures the program's continued success and effectiveness in safeguarding our common interests. In conclusion, the program's highlights extend well beyond security, encompassing a spirit of collaboration and a commitment to communal well-being that enriches the fabric of our community.

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

The generous monetary contribution directed towards the upkeep of the Kaitia Business District's CCTV network and monitoring station has proven instrumental in ensuring the continuous and effective operation of this critical surveillance infrastructure. These funds have facilitated the diligent maintenance of the system, enabling regular updates to its software and thereby enhancing its overall functionality. By doing so, it has effectively minimised the risk of potential system failures, safeguarding the security and surveillance capabilities it provides to our community.

Furthermore, this financial support has played a pivotal role in averting the necessity for unwarranted repairs, thus conserving valuable resources and ensuring the system's sustained reliability. We extend our sincere appreciation to the Te Hiku Community Board for their unwavering commitment to the safety and security of the Kaitia community, as their support is indispensable in maintaining a robust surveillance network that benefits our community at large.

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

N/a

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

**This report was completed by:**

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE OCTOBER 2023

**File Number:** A4427236

**Author:** Ellie Greenwood, Democracy Advisor

**Authoriser:** Casey Gannon, 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.

#### WHAKARĀPOPOTO 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 October 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 Action Sheet - October 2023 - A4427204 [↓](#) 

OUTSTANDING ACTIONS REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Thursday, 12 October 2023 1:14:46 pm Date From: 1/01/2020 Date To: 12/10/2023	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 7/12/2021	Notice of Motion - Waterfront Cafe and Bar – Mangonui  Beverly Mitchell	<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) <b>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>  b) <b>and prioritise and enable increased alfresco dining and activate street frontages in waterfront locations and town centres.</b>  <b>CARRIED</b>	<b>18 Jul 2023 1:33pm Whiu, Rhonda-May</b> Alfresco Dinning application report in 1 August board agenda <b>27 Sep 2023 8:29am Mitchell, Beverly</b> From THCB meeting of 26/9/23 - There is currently no funding. Sheryl Bainbridge also advised there have been no adverse incidents resulting from the current parking configuration.
Te Hiku Community Board 25/08/2020	Notice of Motion - Investigation into Divesting Rangitoto Reserve, Mangonui  Robin Rawson	<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>  <b>CARRIED</b>	<b>14 Sep 2023 3:05pm Baker, Marlema</b> The Rangitoto Reserve, Mangonui report was submitted to Council at their meeting held 24 August 2023. Council resolved to: a) approve the initiation of a public consultation process under Section 16 of the Reserves Act 1977 to classify Rangitoto Reserve (Allot 71 PSH of Mangonui East) as a Historic Reserve. b) appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to the Council in respect of the reserve classification. c) staff develop a Management Plan under s41 of the Reserves Act to eradicate the invasive wattle trees and moth plants. <b>08 Oct 2023 2:33pm Rawson, Robin</b> Work continuing on project plan. Initial public consultation will be in mid-January to avoid holiday period.

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Thursday, 12 October 2023 1:14:46 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 12/10/2023	
Meeting	Title	Resolution	Notes
		<b>RESOLUTION 2020/45</b> Moved: Member Darren Axe Seconded: Member Sheryl Bainbridge <b>That the Te Hiku Community Board:</b> a) requests that staff investigate the process of divesting the ownership of Rangitoto Recreation Reserve, Mangonui to the Crown. b) requests that a report be provided back to the Te Hiku Community Board with information and options. <b>CARRIED</b>	
Te Hiku Community Board 9/05/2023	Kaitaia Drainage Area 2022/2023 Programme  Andy Finch	<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	<b>23 Jun 2023 12:15pm Finch, Andy</b> Action awaiting approval of budgets at Annual Plan adoption Council meeting on 29 June. <b>18 Jul 2023 4:49pm Finch, Andy</b> Budget confirmed - recruitment of Drainage resource to deliver work programme underway.



OUTSTANDING ACTIONS REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Thursday, 12 October 2023 1:14:46 pm Date From: 1/01/2020 Date To: 12/10/2023	
Meeting	Title	Resolution	Notes
		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>	
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme  Andy Finch	<b>RESOLUTION 2023/34</b> Moved: Member Rachel Baucke Seconded: Member William (Bill) Subritzky <b>That the Te Hiku Community Board;</b> a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000. c) approve the use of other local spray contractors in the area. 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. 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.	23 Jun 2023 12:16pm Finch, Andy Action awaiting approval of budgets at Council Annual Plan meeting on 29 June. 18 Jul 2023 4:50pm Finch, Andy Budget confirmed- delivery of resources to deliver work programme underway.

OUTSTANDING ACTIONS REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Thursday, 12 October 2023 1:14:46 pm Date From: 1/01/2020 Date To: 12/10/2023	
Meeting	Title	Resolution	Notes
		f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.  <b>CARRIED</b>	
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme  Andy Finch	<b>RESOLUTION 2023/35</b> Moved: Member Darren Axe Seconded: Member Rachel Baucke <b>That the Te Hiku Community Board;</b> a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme. b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund. 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. d) 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. e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.  <b>CARRIED</b>	23 Jun 2023 12:16pm Finch, Andy Action awaiting adoption of Annual Plan budgets at Council meeting on 29 June. 18 Jul 2023 4:50pm Finch, Andy Budget confirmed- recruitment of resource to deliver work programme underway.

## OUTSTANDING ACTIONS REPORT

**Division:**  
**Committee:** Te Hiku Community Board  
**Officer:**

**Printed:** Thursday, 12 October 2023 1:14:46 pm  
**Date From:** 1/01/2020  
**Date To:** 12/10/2023

Meeting	Title	Resolution	Notes
Te Hiku Community Board 1/08/2023	Lease extension request Aupouri Ngati Te Rarawa (ANT) Trust  Michelle Rockell	<p><b>RESOLUTION 2023/59</b></p> <p>Moved: Member John Stewart Seconded: Member William (Bill) Subritzky</p> <p><b>That the Te Hiku Community Board recommends that Council:</b></p> <p>a) approve the renewal of a further 5 year term, expiring on 31 August 2028, as allowed for in the current lease to Aupōuri Ngāti Kahu – Te Rarawa Trust over Tangonge Domain, being Recreation Reserve DP 108 Title NA530/132, located at 63 Bonnet Road, Kaitaia.</p> <p>The terms being:</p> <ul style="list-style-type: none"> <li>Term: 5 years</li> <li>\$118 plus GST per year in conjunction with the Fees &amp; Charges Policy for 2023/24 and reviewed annually.</li> </ul> <p>b) recommends to Council that the public consultation process is commenced on the granting of a new ground 30 (15+15) year lease to Aupōuri Ngāti Kahu – Te Rarawa Trust over Tangonge Domain, being Recreation Reserve DP 108 Title NA530/132, located at 63 Bonnet Road, Kaitaia.</p> <p>The terms of the proposed lease shall be:</p> <ul style="list-style-type: none"> <li>Term: 30 Years (15+15)</li> <li>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</li> <li>\$118 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</li> </ul>	<p>11 Aug 2023 3:57pm Rockell, Michelle Lease to be presented to 23rd September Council meeting</p> <p>11 Oct 2023 2:09pm Greenwood, Ellie Council carried resolution in September 2023 meeting</p>

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Thursday, 12 October 2023 1:14:46 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 12/10/2023	
Meeting	Title	Resolution	Notes
		c) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.  <b>CARRIED</b>	
Te Hiku Community Board 1/08/2023	Ground Lease to Doubtless Bay Sea Scouts - East Street Taipa  Michelle Rockell	<b>RESOLUTION 2023/60</b> Moved: Chairperson Adele Gardner Seconded: Member William (Bill) Subritzky <b>That the Te Hiku Community Board:</b> a) recommends to Council that the public consultation process is commenced on the granting of a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page 104. <b>The terms of the proposed lease shall be:</b> <b>Term: 15 Years (5+5+5)</b> <b>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</b> <ul style="list-style-type: none"> <li>\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</li> </ul> b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.  <b>CARRIED</b>	<b>14 Sep 2023 3:22pm Baker, Marlema</b> Lease to be presented to 21st September Council meeting <b>11 Oct 2023 2:13pm Greenwood, Ellie</b> Council carried resolution in September 2023 meeting

## OUTSTANDING ACTIONS REPORT

**Division:**  
**Committee:** Te Hiku Community Board  
**Officer:**

**Printed:** Thursday, 12 October 2023 1:14:46 pm  
**Date From:** 1/01/2020  
**Date To:** 12/10/2023

Meeting	Title	Resolution	Notes
Te Hiku Community Board 26/09/2023	Action Items raised during Public Forum  Shayne Storey	<b>ITEMS</b> That the Te Hiku Community Board requests; a) that the Chief Executive meet with the Board urgent to hear urgent drainage issues. b) a Land Drainage Bylaw workshop between the CE 3 Drainage Committees, Te Hiku Community Board and staff from the Legal, Policy and Compliance teams. c) that Te Hiku Community Board and Drainage Committees be involved in the renewal of the Land Drainage Bylaw in May and that there is a report on this at the May 2024 Community Board meeting. d) that staff member from the Compliance team attend the next Community Board meeting. Preferably Kevin Johnson or someone who understands all 5 stormwater differences.	<b>12 Oct 2023 9:08am Finch, Andy</b> Guy to attend community board meeting re drainage issues. <b>12 Oct 2023 9:38am Greenwood, Ellie - Reallocation</b> Action reassigned to Storey, Shayne by Greenwood, Ellie - Reallocated as per request from Roger Ackers, Group Manager - Policy and Planning <b>12 Oct 2023 10:10am Storey, Shayne</b> item (b) re: bylaw workshop. Staff are not certain a workshop is the best way to manage land drainage issues at this time. Staff will wait until after the CE has met with the Community Board to initiate steps moving forward., item (c) re: Land Drainage Bylaw Review. The bylaw is due for review by October 2024. The Te Hiku Community Board and the Drainage Committee will definitely be involved in the review process.

## 8.2 CHAIRPERSON AND MEMBER REPORTS

**File Number:** A4426284

**Author:** Ellie Greenwood, Democracy Advisor

**Authoriser:** Casey Gannon, 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 October 2023 reports from Chairperson Adele Gardner and Members Darren Axe, 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. 2023-10-24 Chair Report [Adele Gardner] - A4423918  
2. 2023-10-24 Member Report [Bill Subritzky] - A4423720  
3. 2023-10-24 Member Report [Darren Axe] - A4423645  

## Te Hōtaka Take Ōkawa / Compliance schedule:

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

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

He Take Ōkawa / Compliance requirement	Te Aromatawai Kaimahi / Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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: 8 September 2023 – 5 October 2023

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### **Meetings Attended**

Date	Meeting
08/09/2023	Te Ahu Trust meeting
11/09/2023	Transport Committee meeting
11/09/2023	Transport Committee workshop
13/09/2023	Long Term Plan workshop
16/09/2023	Discussion on Tsunami siren towers
19/09/2023	Events Funding meeting
21/09/2023	Council Meeting
22/09/2023	Filming for the Awanui Tiny Town & Toilet Awards
26/09/2023	Te Hiku Community Board Funding
04/10/2023	Planning & Policy workshop
05/10/2023	Te Hiku PWG meeting

### **Report:**

#### *The Te Hiku Revitalisation*

The planning on the new Town Square in Kaitaia is being finalised ready for procurement and awarding. The work is expected to start sometime in November, communications will go out to the public about this.

#### *Remembrance Park – Kaitaia RFS:4175767*

A group has dug a hole in Remembrance Park in Kaitaia wanting to erect a flag pole. This was done ad hoc with no authorisation from the Council or our Te Hiku Community Board. This issue has been referred to our CEO for direction.





Name: Bill Subritzky  
Subdivision: Whatuwhiwhi, Awanui  
Date: 4 October 2023

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### Meetings Attended

06/09/2023	Meeting William Devan. Drainage Easements between Inland Rd and Tokerau Beach Road
06/09/2023	Meeting Awanui Progressive and Ratepayers (APR)
07/09/2023	Meeting Rangiputa chair Graeme Mc Millan to review pending funding for Rangiputa
22/09/2023	Photo and video shoot for "Beautiful tiny town awards"
26/09/2023	Te Hiku Community Board meeting
04/10/2023	Visit DOC Kaitaia (info on Dune and beach access) Refer below-Puwheke
04/09/2023	APR meeting. Unahi Wharf update. Pending Awanui Day Planning

### Community Issues

Issue name	Comment
<b>PUWHEKE</b> RFS:4084339 closed	Recently contacted by local resident regarding damage to sand dunes by vehicles accessing Puwheke Beach. Requesting that the Dunes and beach be closed to all traffic. I am unfamiliar with the processes regarding this subject and have talked to Team Leader, Policy & Bylaws and DOC to get some understanding of where authority lies in dealing with this. I recall that in an earlier meeting with DOC there was some confusion on the Puwheke road boundaries and the marginal strip for Puwheke Beach which also affects access, and another DOC representative is going to contact me. This issue is an ongoing one so if anyone can help, I would appreciate it. <b><i>Follow up with DOC and NRC</i></b>

<b>GILLIES ACCESS ROAD TO BEACH</b> RFS:4149424	<p>I have been contacted by Rangiputa residents who are concerned about the condition of the beach access/exit road at the end of Gillies Road. The heavy rainfall events have scoured out the base of this “paper road ”making the incline too steep for traffic to use safely. Vehicles have already been damaged and photos were shown to the Board at Septembers meeting. This is the only exit option for vehicles who cannot access the off ramp at the Rangiputa Settlement due to the incoming tide. This access/exit ramp is also critical in emergencies that may occur in the Rangaunu Harbour area. I quick fix would be to build the base up so that the incline of the road is safe enough for vehicles to use. <b><i>Awaiting response from District Engineer</i></b></p>
<b>BEAUTIFUL TINY TOWN</b>	<p>As an aside, I would like to thank everyone for their hard work and support regarding Awanui being a finalist in the Beautiful Tiny Town, and best Loo Awards.</p>



## Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 3 October 2023

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### **Meetings Attended**

Date	Meeting
06/09/23	Te Hiku Community Board Meeting – Te Ahu
27/09/23	Advised mothers from Pukenui primary school on how to start process for a pedestrian crossing at the school
27/09/23	Checked progress on Heads Road walkway – looks awesome
28/09/23	Kohunga Reo – Pukenui: – visit with more information how to start the process of getting a new playground for the children

**9        KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10      TE KAPINGA HUI / MEETING CLOSE**