



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA

Te Hiku Community Board Meeting

Tuesday, 19 March 2024

Time: 10:00am

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

Membership:

Chairperson Adele Gardner
Deputy Chairperson John Stewart
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 Kaitaia 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 19 March 2024 at 10:00am

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1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

To be confirmed on the day.

4 NGĀ TONO KŌRERO / DEPUTATION

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

5 NGĀ KAIKŌRERO / SPEAKERS

Nil.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4591516

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 confirm the minutes of the meeting held 13 February 2024 and the Extraordinary meeting held 19 February 2024, 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. 2024-02-13 Te Hiku Community Board Minutes - A4570819 [↓](#) 
2. 2024-02-19 Te Hiku Community Board Minutes - A4577788 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON TUESDAY, 13 FEBRUARY 2024 AT 10:00 AM**

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

IN ATTENDANCE: Councillor Hilda Halkyard-Harawira

STAFF PRESENT: Kathryn Trewin (Funding Advisor - Stakeholder Relationships), Beverly Mitchell (Community Board Coordinator – Stakeholder Relationships), Ellie Greenwood (Democracy Advisor – Democracy Services), Imrie Dunn (Democracy Advisor – Democracy Services), Maria Bullen (Support Officer – Strategic Relationships), Peggy Veen (Principal Advisor – Strategic Relationships), Katie May (virtual) (Asset Manager – District Facilities), Peter Marselos (virtual) (Facilities Technical Officer) Dena-Maree (virtual) (Kaiarahi Kaupapa Māori – Te Hono), Marlema Baker (Te Kuaka – Te Ao Māori Coordinator)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Adele Gardner commenced the meeting at 10:00am and Member Rachel Baucke opened with a karakia.

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

Nil.

2 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Nil.

3 NGĀ TONO KŌRERO / DEPUTATIONS

- Fiona King regarding drainage updates.

4 NGĀ KAIKŌRERO / SPEAKERS

- Charlotte Nightingale representing Glass Ceiling Collective item 7.5, page 42 refers (virtually)
- Gary Lees and John Drew representing Mangonui Cemetery Committee item 7.5, page 53 refers
- Pat Millar representing Mangonui Community Patrol item 7.5, page 59 refers
- John Haines regarding Paewhenua Boardwalk item 7.5, page 70 refers
- Haylee Koroï representing Toi Tangata item 7.5, page 89 refers (virtually)

The meeting was adjourned from 11.12am to 11.26am.

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

Agenda item 6.1 document number A4535859, pages 8 - 14 refers.

RESOLUTION 2024/1

Moved: Member Darren Axe
Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board confirm the minutes of the meeting held 12 December 2023, to be a true and correct record.

CARRIED**6 NGĀ PŪRONGO / REPORTS****7.1 ROAD NAMING - 1000 SANDHILLS ROAD, AHIPARA**

Agenda item 7.1 document number A4510253, pages 15 - 20 refers.

RESOLUTION 2024/2

Moved: Deputy Chairperson John Stewart
Seconded: Member Darren Axe

That the Te Hiku Community Board, pursuant to Council's Naming Policy, name a private road Tiromoana Way, currently addressed at 1000 Sandhills Road, Ahipara

CARRIED**7.2 GROUND LEASE TO DOUBTLESS BAY SEA SCOUTS - EAST STREET TAIPA**

Agenda item 7.2 document number A4520101, pages 21 - 28 refers.

RESOLUTION 2024/3

Moved: Chairperson Adele Gardner
Seconded: Member Rachel Baucke

That Te Hiku Community Board recommends that Council:

- a) **approve 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.**

The terms of the proposed lease shall be:

Term: 15 Years (5+5+5)

Rental: As per FNDC Fees and Charges Schedule for a Community lease.

- **\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**

- b) **approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.**

CARRIED

7.3 DEFERRAL OF NORTH PARK TOILET CONSTRUCTION

Agenda item 7.3 document number A4543612, pages 29 - 31 refers.

RESOLUTION 2024/4

Moved: Member Sheryl Bainbridge
Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table.

CARRIED

Note: The Board request further enquiry by staff into alternative locations for the toilet.

7.4 PROJECT FUNDING REPORTS

Agenda item 7.4 document number A4553587, pages 32 - 35 refers.

RESOLUTION 2024/5

Moved: Member William (Bill) Subritzky
Seconded: Member Darren Axe

That Te Hiku Community Board note the project report received from Te Rūnanga o Te Rarawa.

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A4553594, pages 36 - 96 refers.

RESOLUTION 2024/6

Moved: Deputy Chairperson John Stewart
Seconded: Member Rachel Baucke

That Te Hiku Community Board approve the sum of \$2,500 (plus GST if application) to be paid from the Board's Community Grant Fund account to Glass Ceiling Arts Collective for SparkLive at Te Ahu Centre, with the provision that up to \$1,200 of this money covers the \$15 entry fee to the event for the first 80 Te Hiku locals, to support the following Community Outcomes:

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

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A4553594, pages 36 - 96 refers.

RESOLUTION 2024/7

Moved: Councillor Felicity Foy
Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board

- a) **approve the sum of \$5,280 (plus GST if application) to be paid to from the Board's**

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Community Grant Fund account to Mangonui Cemetery Committee for the works quoted in the supporting information tabled at the meeting to support the following Community Outcomes:

- i) Proud, vibrant communities.**
- ii) Communities that are healthy, safe, connected and sustainable; and,**
- b) request a report to Te Hiku Community Board outlining the financial, rating and operational background relating to the Cemetery and other Council owned, volunteer-managed Cemeteries in the District.**

CARRIED

Attachments tabled at meeting

- 1 14 Feb Tabled Document (MC Quote)
- 2 14 Feb Tabled Document (Map1)
- 3 14 Feb Tabled Document (Map2)
- 4 14 Feb Tabled Document (Map3)

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A4553594, pages 36 - 96 refers.

RESOLUTION 2024/8

Moved: Member Sheryl Bainbridge

Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board

- a) approve the sum of \$4,680 (plus GST if application) to be paid from the Board's Community Grant Fund account for the 2023/24 financial year to Mangonui Community Patrol for secure storage or vehicle and safety equipment, to support the following Community Outcomes:**
 - i) Proud, vibrant communities.**
 - ii) Communities that are healthy, safe, connected and sustainable; and,**
- b) approve the sum of \$4,680 (plus GST if application) to be paid from the Board's Community Grant Fund account for the 2024/25 financial year.**

CARRIED

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A4553594, pages 36 - 96 refers.

RESOLUTION 2024/9

Moved: Member Sheryl Bainbridge

Seconded: Chairperson Adele Gardner

That Te Hiku Community Board leave the application from John Haines for the construction of a boardwalk at Paewhenua to lie on the table pending further information from staff regarding the consent requirements of a boardwalk, to support the following Community Outcomes:

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

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CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A4553594, pages 36 - 96 refers.

RESOLUTION 2024/10

Moved: Deputy Chairperson John Stewart
 Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$434 (plus GST if application) to be paid from the Board's Community Grant Fund account to Te Whakaora Tangata for graduation ceremony at Te Ahu Centre to cover the cost of hiring the venue at Te Ahu, to support the following Community Outcomes:

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

CARRIED**7.5 FUNDING APPLICATIONS****MOTION**

Moved: Deputy Chairperson John Stewart
 Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$1,400 (plus GST if application) to be paid from the Board's Community Grant Fund account to Toi Tangata – Te Hotu Manawa Māori for Māori kai wānanga to cover venue hire, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

AMENDMENT

Moved: Councillor Felicity Foy
 Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board approve the sum of \$3,000 (plus GST if application) to be paid from the Board's Community Grant Fund account to Toi Tangata – Te Hotu Manawa Māori for Māori kai wānanga, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

LOST**RESOLUTION 2024/11**

Moved: Deputy Chairperson John Stewart
 Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$1,400 (plus GST if application) to be paid from the Board's Community Grant Fund account to Toi Tangata – Te Hotu Manawa Māori for Māori kai wānanga to cover venue hire, to support the following Community Outcomes:

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

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CARRIED**7 NGĀ PŪRONGO TAIPI TOPITO / INFORMATION REPORTS****8.1 SUMMARY OF APPLICATIONS JULY - DECEMBER 2023**

Agenda item 8.1 document number A4553655, pages 97 - 100 refers.

RESOLUTION 2024/12Moved: Chairperson Adele Gardner
Seconded: Member William (Bill) Subritzky**That Te Hiku Community Board note the report Summary of Applications July – December 2023.****CARRIED****8.2 TE HIKU COMMUNITY BOARD FEBRUARY 2024 OPEN RESOLUTION REPORT**

Agenda item 8.2 document number A4535910, pages 101 - 108 refers.

RESOLUTION 2024/13Moved: Member Rachel Baucke
Seconded: Deputy Chairperson John Stewart**That Te Hiku Community Board receive the report Te Hiku Community Board February 2024 Open Resolution Report.****CARRIED****8.3 CHAIRPERSON AND MEMBER REPORTS**

Agenda item 8.3 document number A4547957, pages 109 - 119 refers.

RESOLUTION 2024/14Moved: Chairperson Adele Gardner
Seconded: Member William (Bill) Subritzky**That Te Hiku Community Board note the February 2024 reports from Chairperson Adele Gardner and Members Darren Axe, Sheryl Bainbridge and Rachel Baucke.****CARRIED***Note verbal report received from Deputy Chairperson John Stewart***9 RESOLUTION TO MOVE INTO PUBLIC EXCLUDED****RESOLUTION 2024/15**Moved: Chairperson Adele Gardner
Seconded: Member William (Bill) Subritzky**That the Te Hiku Community Board move into Public Excluded to allow free and frank discussion.****CARRIED**

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10 RESOLUTION TO READMIT THE PUBLIC

RESOLUTION 2024/16

Moved: Chairperson Adele Gardner
Seconded: Member Rachel Baucke

That the Te Hiku Community Board move out of Public Excluded and back readmit the public.

CARRIED

11 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12.56pm and Councillor Hilda Halkyard-Harawira closed with a karakia.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 19 March 2024.

.....
CHAIRPERSON

**MINUTES OF
EXTRAORDINARY TE HIKU COMMUNITY BOARD MEETING
HELD AT THE VIRTUALLY VIA MICROSOFT TEAMS
ON MONDAY, 19 FEBRUARY 2024 AT 3.30PM**

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

STAFF PRESENT: Tanya Proctor (Head of Infrastructure Strategy), Ellie Greenwood (Democracy Advisor – Democracy Services), Beverly Mitchell (Community Board Co-ordinator – Strategic Relationships), Casey Gannon (Manager – Democracy Services), Dena-Maree Hemara (Kaiarahi Kaupapa Māori – Te Hono)

1 KARAKIA TIMATANGA / OPENING PRAYER

Chairperson Adele Gardner commenced the meeting at 3.34pm and opened the meeting with a prayer.

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

2 APOLOGIES

RESOLUTION 2024/17

Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That Te Hiku Community Board grant the apology received from Deputy Chairperson John Stewart.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

Nil.

4 NGĀ TONO KŌRERO / DEPUTATIONS

Nil.

5 NGĀ KAIKŌRERO / SPEAKERS

Nil.

6 NGĀ PŪRONGO / REPORTS

6.1 SETTING OF DRAINAGE COMMITTEE MEETING DATES 2024

Agenda item 6.1 document number A4574160, pages 8 - 10 refers

RESOLUTION 2024/18

Moved: Member Darren Axe
Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board adopt the following meeting dates for the Kaitaia, Motutangi and Kaikino and Waiharara Area Drainage Committees:

- **Wednesday 13 March**
- **Thursday 26 September**

CARRIED

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 3.37pm and Chairperson Adele Gardner closed with a prayer.

The minutes of this meeting will be confirmed at the Extraordinary Te Hiku Community Board Meeting held on 19 March 2024.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 FUNDING APPLICATIONS

File Number: A4597560

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 March 2024 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One application was received for funding, requesting a total of **\$2,967**
- The Community Board has an available total of **\$71,963.56** in **Community Grant** Funding for the 2023/24 financial year.
- The Community Board has an available total of **\$61,260.39** in **Placemaking** Funding for the 2023/24 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,967** (plus GST if application) to be paid from the Board's Community Grant Fund account to Ahipara Aroha for installation of a digital sign, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board amend resolution 2023/110 of November 21 2023 which granted funding to Rongopai House Community Trust for the purchase of a fridge/freezer and allow the Trust to use any remaining funds from the amount already granted towards the purchase/replacement of a steriliser and/or dishwasher, to support the following Community Outcomes:

- a) Proud, vibrant communities.
- b) 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
Ahipara Aroha, Digital Sign	\$2,967	\$2,967	Ahipara Aroha have recently completed a successful CCTV installation with assistance from THCB. They are now wanting to install a digital sign, which will be used to share community messages (including safety and civil defence) and be subsidised by funding from advertising by local businesses.	Infrastructure
Rongopai House Community Trust, purchase of fridge/freezer	n/a	n/a	At the November 2023 meeting, the Board granted Rongopai House Community Trust \$4,235 to purchase a fridge/freezer for their community support projects. They were able to get a deal in the summer sales, and were able to get a deal that saved them almost \$1900 on the estimated cost. They have asked if they would be able to use the savings towards the purchase sterilizer/dishwasher, as their current one is leaking and requires replacement. They are currently seeking quotes, but it will be in excess of the \$1900 remaining, as it will need to be of a commercial grade for their kitchen.	Social

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. Ahipara Aroha - A4597565 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Te Hiku Community Grants Fund 2023-2024
Local Grant Application Form
Application No. THCB00027 From Ahipara Aroha Inc
Form Submitted 12 Feb 2024, 2:02PM NZDT

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 - 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 *

Ahipara Aroha Inc

Website

Must be a URL.

Facebook page

<https://www.facebook.com/groups/161531505159297/>

Contact details

Purpose of organisation

Please briefly describe the purpose of the organisation *

A community group of volunteers representing ratepayers and businesses living and working in Ahipara to plan a variety of activities including civil defence, community notice board, security, movie nights, markets, Matariki Festival and more.

Number of Members *

20 paid

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Community Digital Sign

Location *

Ahipara Road, Ahipara

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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:

01/03/2024

30/06/2024

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: *

The digital sign was installed using funding from the Te Hiku Revitalisation fund for the streetscaping part for Ahipara. Ahipara Aroha are managing the sign on behalf of the community. We do charge businesses to advertise but it is very cheap and we did not anticipate all the trouble we have had with power surges in Ahipara. We have also had a couple of nodules damaged (possibly intentional if someone threw a rock but we have no evidence as no cameras yet). We would like to get a surge protector and have some expenses to get the sign back up and running and as a small volunteer group we don't have the funds. It is a vital messaging system for our community where we not only put business advertising but important community messages about safety, meetings, civil defence etc. We really need assistance to cover some unforeseen expenses needed to keep the sign going in Ahipara. This reaches all the residents and visitors as they enter Ahipara.

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
- If your organisation is GST registered, all requested amounts must be GST exclusive.

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- 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	\$	\$	<i>No files have been uploaded</i>
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>
Facilitator/Professional Fees	\$	\$	<i>No files have been uploaded</i>
Administration (inc. stationery/copying)	\$	\$	<i>No files have been uploaded</i>
Equipment Hire	\$	\$	<i>No files have been uploaded</i>
Equipment Purchase (describe)	\$2,966.79	\$2,966.79	Filename: Digital Signs_Ahipara module Quote QU0022_10-2-24.pdf File size: 42.3 kB <hr/> Filename: Digital Signs_Ahipara raspberry.pdf File size: 46.9 kB <hr/> Filename: Laser Electrical fixing sign.pdf File size: 316.0 kB
Utilities	\$	\$	<i>No files have been uploaded</i>
Hardware (e.g cement, timber, nails, paint)	\$	\$	<i>No files have been uploaded</i>
Consumable materials (craft supplies, books)	\$	\$	<i>No files have been uploaded</i>
Refreshments	\$	\$	<i>No files have been uploaded</i>
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>

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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? *

\$2,967

Must be a dollar amount.

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

\$2,967

Must be a dollar amount.

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Yes No

Current Funding

How much money does your organisation currently have? *

\$13,499.60

Must be a dollar amount.

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

\$12,868.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
---------	--------

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Special Places Grant	\$10,000.00
Furniture	\$908.00
Civil Defence	\$1,960.00
	\$
	\$

Total Tagged Funds

Total Expenditure Amount
 \$12,868.00
 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.	
	\$	
	\$	
	\$	
	\$	
	\$	

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.	
CCTV	\$8,530.00	28/09/2023	Yes
	\$		
	\$		
	\$		

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Last page

* indicates a required field

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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.

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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

Email

Email

7.2 PROJECT FUNDING REPORTS

File Number: A4597572
Author: Kathryn Trewin, Funding Advisor
Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Ahipara Aroha (CCTV)
- b) Alzheimers Northland
- c) Oruaiti School
- d) Te Hapua Sports and Recreation Club
- e) Waipapakauri JMB Hunting and Fishing Competition

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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






Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Ahipara Aroha - CCTV - A4597564 [↓](#) 
2. Alzheimers Northland - A4597562 [↓](#) 
3. Oruaiti School - A4597563 [↓](#) 
4. Te Hapu Sports and Recreation Club - A4597566 [↓](#) 
5. Waipapakauri JMB - Hunting and Fishing Competition - A4597567 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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



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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:

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:

Board meeting date the grant was approved:

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)
Northland CCTV	\$ 10,039.50	✓
	\$	
	\$	
	\$	
Total:	\$	

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

Installed in December and already been used by school to see who backed into their pedestrian crossing signs at the school. There was a computer block over the holiday period and this has now been lifted so the cameras will be zoomed into the Kaitaia police station from mid Feb onwards.

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

This is just the first part of a 10 part project. The first part was to get the equipment installed and up and running with cameras including number plate recognition which will assist the NZ Police nationwide. Once we add more cameras the community of Ahipara will be safer.

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

Being CCTV cameras, it was not appropriate to do marketing, however the Northland CCTV company have put up signage on the school fence that the cameras are in use.

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



12/02/24



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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation:

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:

Board meeting date the grant was approved:

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)
Spreadsheet attached.	\$ 1374.23	✓
	\$	
	\$	
Alzheimers Northland	\$ 124.23	
FNDC GRANT Total:	\$ 1250.00	

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

~~Work~~ we held 2 workshops. 1 for carers & one for professionals working with dementia.
35 people attended. will benefit many whanau.

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

By educating whanau and professional carers the people with dementia are more supported and better looked after. Also breaks down the stigma of dementia so more people reach out for help

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 are the event flyers given out in the community & to medical/health centres. The workshops were also featured on Facebook.

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

facebook.com/AlzheimersNorthland

This report was completed by:

Name:

Address:

Phone:

Email:

Date:

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

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

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

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KAIKOHE 0440

Name of organisation: Oruaiti School
Name & location of project: Oruaiti School Bike track
Date of project/activity: Completion 26.01.2024 (official opening)

Which Community Board did you receive funding from?

Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund: \$2830 + GST

Board meeting date the grant was approved: August 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)
Signosaur 50% of total cost	\$ 3,254.50	✓
	\$	
	\$	
	\$	
Total:	\$	
<i>* other 50% of cost was obtained through Pub charities</i>		

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

The official opening/blessing/unveiling was a highlight, this was attended by approx 100 community members including local kuia + kaumatua. Seeing the expressions on the childrens faces as they exit the track is awesome.

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

This project will be of benefit to students at our school and the wider community. Students are developing physical skills of fitness, co-ordination + strength whilst also developing resilience, and responsible risk taking. All students at the school will be able to use the bike track during lessons in school time + also lunchtimes. Community will have access outside school hours (key system)

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

Photos attached.

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

Oruaiti School

This report was completed by:

Name:

Address:

Phone:

Email:

Date:



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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organization:

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:

Board meeting date the grant was approved:

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)
Far North Roding - Conrete	\$ 5,192.25	
Bellingham Quarries - Soakage Metal	\$ 2546.00	
Roofing Industries - Iron	\$ 7221.60	
Placemakers - Extra material needed	\$ 2041.78	
See Attached file for receipts and spread sheet of all expenditure Total:	\$	

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

The biggest hightlight from our projects is seeing our community come back together and achieving all our missions we have set out to do as a committee. We had many hours of volunteers donated to the club. to do. This funding has not only transformed our club but the morale of the club and community. We are so very grateful to FNDC and the funding that was given.

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

Our club is not getting used alot more and community events are being held on a regular basis

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

As Attached with this form

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

<https://m.facebook.com/p/Te-Hapua-Sports-and-Recreation-Club-100083557591329/>

Sharon Norman
5860 State Highway 10, R D 3, Kaitiaki
094067915 0210666660
Sharon.norman@placemakers.co.nz

10/10/23



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.

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Private Bag 752
KAIKOHE 0440

Name of organisation: WAIPAPAKAURI JMS RUGBY CLUB
Name & location of project: HUNTING + FISHING COMPETITION (WAIPAP DOMAIN)
Date of project/activity: JULY 2023 (MATARIKI WEEKEND)

Which Community Board did you receive funding from?

Te Hiku (checked), Kaikohe-Hokianga, Bay of Islands-Whangaroa

Amount received from the Community Fund: \$ 2660.00 (13.07.2023)

Board meeting date the grant was approved: JUNE 2023 MEETING

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.

Table with 3 columns: Supplier/Description, Amount, Receipt/s attached (please tick). Rows include Lakeside Sound + Light, Waipapakauri Sports Complex, Printing - Com Kaitia (Tickets), and Printing - Com Kaitia (Sponsor Board).

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

OUR 3RD ANNUAL FUNDRAISING EVENT FOR OUR JMS CLUB
OVER 150 ENTRIES (ADULTS + KIDS)
AMAZING SUPPORT FROM OUR COMMUNITY
BIGGEST HIGHLIGHT: PROVIDING A TRUE MAHARI EVENT

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

OUR EVENT IS HELD OVER MATARIKI WEEKEND
THIS ENCOURAGES WHANAU TO MAKE USE OF THE PUBLIC
HOLIDAY. OUR EVENT ENCOURAGES WHANAU TO GO HUNTING +
FISHING WITHIN TE HIKU.
WE HAD PARTICIPANTS ENTER FROM TE KAO, ANGIWAI, AHIPARA
BROADWOOD, MANGAMUKA, KAITIHI, TAKAHUE

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

THE COMMUNITY BOARD WAS ACKNOWLEDGED ON THE DAY
THROUGHOUT OUR PRIZE GIVING AS WELL AS BEING
INCLUDED AS A "PLATINUM" SPONSOR ON FACEBOOK
AND OUR SPONSORBOARD

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

waipapakauri jmb hunting & fishing comp .

This report was completed by:



8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 PUKENUI PEDESTRAIN CROSSING - RESPONSE TO PETITION

File Number: A4596356

Author: Elizabeth Stacey, NTA Road Safety and Traffic Engineer

Authoriser: Tanya Proctor, Head of Infrastructure Strategy

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is a staff response to the petition received by the Te Hiku Community Board for a raised pedestrian crossing on Far North Road (SH 1) in Pukenui.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Te Hiku Community Board have received [a petition from the Pukenui community](#) requesting a safe crossing for pedestrians on Far North Road (SH 1) just south of the Lamb Road Intersection. The Board has accepted the petition and requested staff complete and investigation. The results of the on site investigation are detailed in the following report and can be shared with petitioners.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board receive the report Pukenui Pedestrian Crossing - Response to Petition.

TĀHUHU KŌRERO / BACKGROUND

At the 12 December, 2023 the Te Hiku Community Board received a petition, signed by residents of Pukenui, requesting a safe crossing on Far North Road (SH 1) in Pukenui. The Board accepted the petition and requested staff to conduct an investigation.

On 2 February, 2024 an onsite meeting was held with council staff, Waka Kotahi, Board member Darren Axe, local police and the petition author. Discussion centered around community desire for both a safe crossing opportunity and slowing of traffic through Pukenui. It was suggested a raised crossing point could provide this outcome.

The proposed crossing is located on the state highway and the New Zealand Transport Agency, Waka Kotahi, is the road controlling authority. Tim Elliott, Waka Kotahi Safety Engineer, described the process of establishing new crossing points and the steps to achieving a raised crossing. Those steps include first establishing a crossing point. This could be through a combination of treatments which may include a pram crossing with built out kerb extensions and possible a centre refuge island. Once pedestrian patterns are established and demand for the crossing can be documented the next step may be a raised crossing.

On the local road system, an extension of the footpath on Lamb Road to the crossing point would provide better pedestrian access to the crossing point and would direct pedestrians to the correct crossing location.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

NZTA Waka Kotahi will put the crossing project forward in their application for funding in the 2024-2027 National Land Transport Plan (NLTP). The inclusion of a request for funding does not guarantee funds as the project will compete with other road safety and walking & cycling projects both regionally and nationally.

To encourage safe pedestrian movements to the crossing point, the Board is encouraged to

prioritise the missing section of footpath on Lamb Road between the existing footpath and the state highway as part of the 2028-2031 footpath programme.

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

There are no financial implications as a result of this report.

ĀPITIHINGA / ATTACHMENTS

Nil

8.2 TE HIKU COMMUNITY BOARD MARCH 2024 OPEN RESOLUTION REPORT

File Number: A4593228

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 resolutions from decisions dated from 1 January 2021.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

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

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board receive the report Te Hiku Community Board March 2024 Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

Any resolution or decision from a meeting is compiled on an open resolution status report 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 resolutions 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.

ĀPITIHINGA / ATTACHMENTS

1. Open Resolution Report - A4607149 [↓](#) 

OPEN RESOLUTION REPORT

Division:
Committee: Te Hiku Community Board
Officer:

Printed: Friday, 1 March 2024 9:45:32 AM

Date From: 1/01/2021
Date To: 1/03/2024

Meeting	Title	Resolution	Notes
Te Hiku Community Board 7/12/2021	Notice of Motion - Waterfront Cafe and Bar - Mangonui	<p>RESOLUTION 2021/77</p> <p>That Te Hiku Community Board recommends that the Far North District Council:</p> <p>a) approve the occupation and use of 1.5 car parking spaces (8,5m of legal road reserve) in front of the Waterfront Café, Waterfront Road Mangonui to be approved as a formal license to occupy, to the Waterfront Café and Bar.</p> <p>b) and prioritise and enable increased alfresco dining and activate street frontages in waterfront locations and town centres.</p> <p align="right">CARRIED</p>	<p>30 Jan 2023 4:24pm Waterfront Café is now Jesse's on the Waterfront, new operator (Mr Moa) - CB has approved the placemaking decision for a parklet dining space and customer is unsure if he wants to pursue a parklet. Customer is continuing with Alfresco dining application.</p> <p>29 May 2023 2:06pm Requested an update from Elizabeth Stacey, NTA</p> <p>18 Jul 2023 1:33pm Alfresco Dining application report in 1 August board agenda</p> <p>27 Sep 2023 8:29am 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.</p> <p>23 Jan 2024 4:18pm Status is the same - currently no funding</p>
Te Hiku Community Board 9/05/2023	Kaitaia Drainage Area 2022/2023 Programme	<p>RESOLUTION 2023/33</p> <p>That the Te Hiku Community Board;</p> <p>a) approve the reviewed Kaitaia Drainage Area 2023/2024 work programme.</p> <p>b) approve the proposed 2023/24 Spraying Programme.</p> <p>c) request the proposed rate change for \$133k, including drone hireage and machine cleaning, be reported back to all Drainage Committees.</p> <p>d) and submit to Council a request for a Public Good component in the rates to be reviewed for the Long-Term Plan.</p> <p>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.</p>	<p>11 May 2023 4:51pm Action reassigned to Finch, Andy by Baker, Marlema</p> <p>23 Jun 2023 12:15pm Action awaiting approval of budgets at Annual Plan adoption Council meeting on 29 June.</p> <p>18 Jul 2023 4:49pm Budget confirmed - recruitment of Drainage resource to deliver work programme underway.</p> <p>08 Nov 2023 8:23am Appointment of Drainage District Specialist progressing. EOI for 3 year spraying contract being prepared. Tanya Proctor progressing drain spraying work this year.</p> <p>02 Feb 2024 12:29pm The contract is due to be signed week starting 5 February 2024.</p> <p>06 Mar 2024 EOI closes on 11 March, recruitment closed with no suitable candidates and will need to be re-advertised. Work has been carried out and contract has been paid</p>

OPEN RESOLUTION REPORT

Printed: Friday, 1 March 2024 9:45:32 AM

Division:
Committee: Te Hiku Community Board
Officer:

Date From: 1/01/2021
Date To: 1/03/2024

Meeting	Title	Resolution	Notes
		<p>f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</p> <p align="right">CARRIED</p>	
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme	<p>RESOLUTION 2023/34</p> <p>That the Te Hiku Community Board;</p> <p>a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and</p> <p>b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000.</p> <p>c) approve the use of other local spray contractors in the area.</p> <p>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.</p> <p>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.</p> <p>f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</p> <p align="right">CARRIED</p>	<p>23 Jun 2023 12:16pm Action awaiting approval of budgets at Council Annual Plan meetig on 29 June.</p> <p>18 Jul 2023 4:50pm Budget confirmed- delivery of ereource to deliver work programme underway.</p> <p>08 Nov 2023 8:25am Appointment of Drainage Distrct Specialist progressing. EOI for 3 year spraying contract being prepared. Tanya Proctor progressing drain spraying work this year.</p> <p>02 Feb 2024 12:31pm The purchase order is soon to be approved</p> <p>6 March 24 EOI closes on 11 March, recruitment closed with no suitable candidates and will need to be re-advertised</p>
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme	<p>RESOLUTION 2023/35</p> <p>That the Te Hiku Community Board;</p>	<p>11 May 2023 4:51pm Action reassigned to Finch, Andy by Baker, Marlema</p> <p>23 Jun 2023 12:16pm Action awaiting adoption of Annual Plan budgets at Council meeting on 29 June.</p>

OPEN RESOLUTION REPORT

Division:
Committee: Te Hiku Community Board
Officer:

Printed: Friday, 1 March 2024 9:45:32 AM
Date From: 1/01/2021
Date To: 1/03/2024

Meeting	Title	Resolution	Notes
		<p>a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme.</p> <p>b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund.</p> <p>c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees.</p> <p>d) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description.</p> <p>e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</p> <p align="right">CARRIED</p>	<p>18 Jul 2023 4:50pm Budget confirmed- recruitment of resource to deliver work programme underway.</p> <p>08 Nov 2023 8:25am Appointment of Drainage District Specialist progressing. EOI for 3 year spraying contract being prepared. Tanya Proctor progressing drain spraying work this year.</p> <p>15 Dec 2023 11:00am Action reassigned to Proctor, Tanya by Greenwood, Ellie</p> <p>02 Feb 2024 12:31pm The purchase order is soon to be approved</p> <p>6 March 24 EOI closes on 11 March, recruitment closed with no suitable candidates and will need to be re-advertised</p>
Te Hiku Community Board 21/11/2023	Te Hiku Community Board 2024-2027 Footpath Programme Priority	<p>RESOLUTION 2023/114</p> <p>That Te Hiku Community Board</p> <p>a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report.</p> <p>b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan.</p> <p> i) Mill Bay Road - SH10 to Rangakapiti, Mangonui</p> <p> ii) SH 1@ Gill, Awanui</p> <p> iii) Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto</p> <p> iv) Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia</p> <p align="right">CARRIED</p>	<p>13 Dec 2023 11:42am The footpath prioritisation list is included in the draft 2024-2027 LTP and a request for this to be published on the FNDC website has been sent through to Ken Lewis - Manager of Communications and Engagement</p> <p>12 Jan 2024 12:44pm Elizabeth Stacey: Te Hiku's footpath programme priority has been presented to the Te Koukou Transport Committee and included in the draft 2024-2027 LTP. No further information on the LTP funding levels, Waka Kotahi subsidy is available at this time. We anticipate further information on funding to be available to the Board by July 2024.</p>

OPEN RESOLUTION REPORT

Printed: Friday, 1 March 2024 9:45:32 AM

Division:
Committee: Te Hiku Community Board
Officer:

Date From: 1/01/2021
Date To: 1/03/2024

Meeting	Title	Resolution	Notes
Te Hiku Community Board 12/12/2023	Support of Pedestrian Crossing	<p>RESOLUTION 2023/126</p> <p>That Te Hiku Community Board supports the petition from Pukenui residents for a pedestrian crossing on State Highway 1, at 4133 Far North Road.</p> <p align="right">CARRIED</p>	<p>12 Jan 2024 12:45pm NTA staff will share the community petition with the Waka Kotahi Safety Engineer as improvement is proposed for the state highway. We will compose a joint response for both the Board and Petitioners by March, 2024.</p> <p>1 Mar 2024 Information report provided in 19 March THCB meeting</p>
Te Hiku Community Board 13/02/2024	Deferral of North Park Toilet Construction	<p>RESOLUTION 2024/4</p> <p>That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table.</p> <p align="right">CARRIED</p> <p><i>Note: The Board request further enquiry by staff into alternative locations for the toilet.</i></p>	<p>1 Mar 2024 Staff are conducting further enquiry</p>

8.3 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4598781

Author: Beverly Mitchell, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

The report provides feedback to the community on matters of interest or concern to the Community Board.

NGĀ TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the March 2024 member report from Chairperson Adele Gardner, and Members Darren Axe, Rachel Baucke, Sheryl Bainbridge, and Bill Subritzky

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.

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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 report from the Chairperson and members are attached.

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.











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.

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. Chair Report [Adele Gardner] - A4599435  
2. Member Report [Darren Axe] - A4599442  
3. Member Report [Rachel Baucke] - A4599444  
4. Member Report [Sheryl Bainbridge] - A4599450  
5. Member Report [Bill Subritzky] - A4599452  



Te Hiku Community Board Chairperson's Report

Name: Adele Gardner

Subdivision: Kaitaia Te Hiku

Date: 31 January 2024 – 28 February 2024

Meetings Attended

Date	Meeting
31/01/2024	Attended the blessing of the picture boards in Awanui - this is the final project for Awanui
08/02/2024	Council - Kaikohe
13/02/2024	Pre Community Board with Northern Transport Alliance re footpaths - online
13/02/2024	Te Hiku Community Board – Te Ahu
13/02/2024	Te Hiku Recreation Centre workshop - online
14/02/2024	Housing for the elderly – online
16/02/2024	Te Ahu Trust
19/02/2024	Te Hiku Community Board Extraordinary meeting to set dates for the Drainage Committee - 13 March and 26 September 2024
19/02/2024	Te Hiku Sports Hub - at the new Hub
20/02/2024	Transport Committee Meeting - online
20/02/2024	Transport Committee workshop - online
21/02/2024	Financial Contributions workshop - online
21/02/2024	Drainage Districts workshop - Te Ahu
22/02/2024	NRC Freshwater discussion - RSA Kaitaia
22/02/2024	Solid Waste Services workshop - online
24/02/2024	Kaeo Bridge opening
26/02/2024	Waitangi 2024 feedback online

28/02/2024	Monthly Kaitaia Business Association
28/02/2024	Assurance Risk & Finance Committee online

Report:

Kaitaia Town Square Update

The Project continues to be held up by the engineers on the engineered designs for the waka; also waiting for the cradle and the legs to be finalised as the engineers now want testing done on the waka's strength and this is being priced up. Once the foundations are poured then Stonecraft will be able to start on the water feature.

There are approximately 27 pots to be planted and the contractor has been selected to do this from quotes that were provided.

All furniture is on site (some still securely packed in pallets).

We are also waiting patiently for parklet design and quotes which we had expected a month ago.

The pricing of the book exchange and wrap is due by the end of the week.

We have also held two hui with local hapu around the waka and its design with korero and the naming being Tahiwai ki Kaitaia and they will be involved in the unveiling. This will be the final blessing and celebration of the Te Hiku o te Ika Revitalisation project so will be a big one with entertainment, food stalls etc and a date will be advised soon.

Hosking Civil (Project Managers) are keeping MBIE/Kanoa in the loop as the contract is supposed to end on 31 March.

Resource Consents:

RMA2240270 - 71 South Road Kaitaia to create a 2 lot subdivision and extend an existing residential care facility.

RMA2240252 - 60 Grigg Street Kaitaia to create a development for residential housing.

Requests for Service (RFS)

RFS number	Date	Comment
4191131	02/02/2024	Redan Road Kaitaia, Police have advised me that the property is overgrown (causing a fire hazard), rubbish that needs to be addressed and dogs rushing at people passing the property. This is a joint approach with FNDC environmental health officer inspecting the property and owner being directed to remove the rubbish. Fire Emergency NZ assess fire risk and overgrown properties.



Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 26 February 2024

Meetings Attended

Date	Meeting
02/02/2024	Traffic calming for Pukenui School to help make it safe to cross the road (attended by Houhora Police, Petitioner and NTA)
13/02/2024	THCB monthly meeting – Te Ahu
21/02/2024	Extraordinary THCB meeting re: setting of drainage committee meeting dates 2024 – Te Ahu

Requests for Service (RFS)

RFS number	Date	Comment
4192575	14/02/2024	Pot hole in the middle of Houhora tip entrance Closed: pot hole has been filled.



Te Hiku Community Board Member Report

Name: Rachel Baucke

Subdivision: Kaitaia

Date: 28 February 2024

Meetings Attended

Date	Meeting
13/02/2024	Te Hiku Community Board monthly meeting – Te Ahu

Community Issues

Issue name	Comment
Rubbish at Ruaroa Road – with Northland Waste	<p>Seeking Residents feedback about whether the refuse pick up remains at end of the road.</p> <p>A residence Poll has been conducted and strong vote to not have the pickup point any more as its causing too much mess and abuse. We have requested a caged bin from Northland Waste, however if they refuse, we will request the facility be withdrawn.</p> <p>Sent email to follow up – no response and have followed up.</p>

Requests for Service (RFS)

RFS number	Date	Comment
4181445 with NTA	07/11/2024	<p><i>Request from Ahipara Aroha group to follow up on the RFS.</i></p> <p>Awaiting response to determine if council is wanting to install and then maintain new parking lines, and whether the works described below fit within the remit of the Road Maintenance as ordered works i.e.:</p> <p>b) outside the dairy/post office/gas station area Takahe Road, Ahipara c) outside Bidz takeaways 4, 6 and 9 Takahe Road,</p> <p>I am following up on the maintenance request and will report back to them.</p>



Te Hiku Community Board Member Report

Name: Sheryl Bainbridge

Subdivision: Doubtless Bay

Date: 28 February 2024

Meetings Attended

Date	Meeting
13/02/2024	THCB monthly meeting – Te Ahu
16/02/2024	Te Ahu Charitable Trust meeting
22/02/2024	Draft Freshwater plan meeting
24/02/2024	Kaeo 2-lane bridge opening

Community Issues

Issue name	Comment
Financial contributions workshop 21 February 2024	I was unable to attend. What has been decided?
Drainage	What is happening here please. Affected farmers are sick of paying rates and having the council do little.
Freshwater Plan – NRC livestock setback proposal	About 30 people attended, mostly concerned farmers who are unsure if they can afford to continue to operate if these plan changes go through. Obviously, this will impact on supporting businesses, schools, clubs, volunteers etc.
Draft Regional Land Transport Plan review	To take place on 12 March. I will give a verbal update.
Hihi Bridge	The council was going to put in a long diversion but after community outrage have decided they will look at options including a temporary bridge. Cr McNally suggested making the bridge 2-lane while they were on the job but no doubt that would result in requirements for resource consents meaning further delays. Time to look at making things simpler.

Joint CB meeting	The agenda should be set by the Chairs and relevant to our concerns and issues.
Northland Age article 10 August (from my 13/08/23 report)	Ratepayers who have talked to me want to see resilience and repairs to existing council assets done now so that they can see what their rates are paying for. Perhaps the 'lite LTP' will take this into consideration.
Proceeds of Crime Fund Proceeds of Crime Fund New Zealand Ministry of Justice	In November 2022 we were advised by the Justice Department that the Proceeds of Crime Fund had paused and that Covid had a major impact on revenue flows. The letter from the Justice Department said that it anticipated progress in the new year (2023) It is now 2024 and crime has not reduced. Can we follow up please on the status of this fund. I believe that proceeds of crime funding would go a long way to paying for street lighting that would make people feel safer.
CEO discussion	Prior to the Board's December meeting we had a discussion with the CEO that covered several topics including the value of and cost to ratepayers regarding climate change and cultural enhancement when the council should instead by looking at the resilience of its core infrastructure and services. A response would be good please. Also noted in a more recent email was the proposal to set up a new Infrastructure group within FNDC. Once again can the benefit/cost ratio be explained please.

Requests for Service (RFS)

RFS number	Date	Comment
Various		There have been an unprecedented number of RFS for vegetation control and several approaches re. roading.



Name: Bill Subritzky
Subdivision: Whatuwhiwhi, Awanui
Date: 28 February h2024

Meetings Attended

31/01/2024	Meeting Kareponia Marae Tenants
01/02/2024	Meeting Kareponia Marae Trust board and Tenants
06/02/2024	Awanui Progressive meeting
06/02/2024	Lake Ohia meeting
13/02/2024	Te Hiku e Hiku Board Community Board (THCB) – Te Ahu
15/02/2024	Measuring waaka,(lake Ngatu) and proposed storage area at Unahi Wharf reserve
19/02/2024	Extraordinary THCB meeting re: setting of drainage committee meeting dates 2024 – Te Ahu

Community Issues

Issue name	Comment
Lake Ohia RFS:4184169	<p>At Te Hiku Community Board meeting of 13/2/2024, I tabled my concern about how the Lake Ohia Hall committee was led to believe that work on the hall was in the process of delivery.</p> <p>The funds for this work were relocated and confirmed for the Lake Ohia Hall by the Asset Manager in 2023 and plans were drawn up prior to the Christmas break with the Lake Ohia Committee exec involved throughout these stages.</p> <p>Since this time there has been no further feedback on what was happening until I was informed at the THCB meeting. I understand that funding was withdrawn however why was Lake Ohia committee not informed at the earliest date possible. This is one of the many examples where we as an organisation let ourselves down thus adding to the discontent of the communities, we serve.</p>

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Confirmation of Public Excluded Previous Minutes	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE