



**Far North  
District Council**



**Te Kaunihera o Te Hiku o te Ika**

# **AGENDA**

## **Te Hiku Community Board Meeting**

**Tuesday, 18 June 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 18 June 2024 at 10:00am**

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**Te Paeroa Mahi / Order of Business**

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

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

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

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

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

To be confirmed on the day.

**4 NGĀ TONO KŌRERO / DEPUTATION**

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

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Zoe Williams representing Action Education item 7.1, page 24 refers
- Hanna Rio da Silva representing Collaborative Team Covered Green Initiative item 7.1, page 33 refers.
- Mandi Lynn representing Everbody is a Treasure item 7.1, page 41 refers.
- George Vujcich representing Far North Cricchet Club Inc item 7.1, page 53 refers.
- Eddie Bellas representing Far North Torpedo Fishins Competition item 7.1, page 61 refers.
- Michel Pooley representing Mangonui Cemetery Committee item 7.1, page 77 refers.
- Margaret Aydon representing Doubtless Bay Promotions Inc item 7.1, page 83 refers.
- Eddie Aickin representing Mangonui Waterfront Working Group item 7.1, page 92 refers.
- Lesley Wallace representing Te Rarawa Rugby Club item 7.1, page 107 refers.
- Paula Ireland representing Waiharara Hall item 7.1, page 106 refers.

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4666767

**Author:** Marysa Maheno, 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 14 May 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. 2024-05-14 Te Hiku Community Board Minutes [A4704548] - A4704548  



**HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:**

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

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

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

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

14 May 2024

**MINUTES OF TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE CONFERENCE ROOM - TE AHU,  
CNR STATE HIGHWAY 1 AND MATHEWS AVENUE, KAITAIA  
ON TUESDAY 14 MAY 2024 AT 10:02AM**

**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:** Cr Hilda Halkyard-Harawira

**STAFF PRESENT:** Robin Rawson (Parks and Reserves Planner), Trinity Lane (Finance & Customer Service Administrator - NTA), Beverly Mitchell (Community Board Coordinator – Stakeholder Relationships), Kathryn Trewin (Funding Advisor - Stakeholder Relationships), Marysa Maheno (Democracy Advisor – Democracy Services), Fleur Beresford (Democracy Advisor – Democracy Services).

**STAFF (VIRTUAL):** Michelle Rockell (Team Leader – Property Management),

### 1 KARAKIA TIMATANGA / OPENING PRAYER

At 10.09 am Chairperson Adele Gardner commenced the meeting and Member Rachel Baucke opened with a karakia.

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

#### CONFLICTS OF INTEREST

#### RESOLUTION 2024/1

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

**That the following conflicts of interest and abstention from voting be noted:**

- a) **Member Sheryl Bainbridge declared a conflict of interest in regard to item 7.5 – Rangitoto Reserve – Reserves Act Classification Recommendation; and**
- b) **Member John Stewart declared a conflict of interest in regard to item 7.2 – Funding Application - Ahipara Aroha.**

**CARRIED**

### 3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Waikarere Gregory acknowledged the great work on the Te Hiku Footpath/Boardwalk and ongoing work on plantings for both visual enhancement and to provide kai.

### 4 NGĀ TONO KŌRERO / DEPUTATIONS

- Eric Wagener representing Houhora Ratepayers Association.
- Vicki Stevens representing Lake Ohia Hall.

**DOCUMENTS TABLED AT MEETING****Attachments tabled at meeting**

- 1 Tabled Doc 1 - Letter to Mayor and Councillors - Mr E Wagener
- 2 Tabled Doc 2 - Notes Community Board May 2024

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Lesley Wallace representing Ahipara Aroha Incorporated, item 7.2 Funding Applications refers.
- Lesley Wallace representing Te Rarawa Rugby Club, item 7.2 Funding Applications refers.
- Adriana Cotogni & Katrina Harman (on behalf of Donna Badorek) representing Donna Doolittle Animal Rescue, item 7.2 Funding Applications refers.

**7.4 ROAD RE-NAMING: 721- 745 RANGIPUTA ROAD, KARIKARI PENINSULA**

Agenda item 7.4 document number A4682106, pages 50 - 54 refer.

**RESOLUTION 2024/2**

Moved: Chairperson Adele Gardner  
Seconded: Member Rachel Baucke

**That Te Hiku Community Board, pursuant to Council's Naming Policy, re-name 721- 745 Rangiputa Road, Kohanga Place.**

**CARRIED**

**7.5 RANGITOTO RESERVE - RESERVES ACT CLASSIFICATION RECOMMENDATION**

Agenda item 7.5 document number A4654489, pages 55 - 60 refer.

**RESOLUTION 2024/3**

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

**That Te Hiku Community Board:**

- a) **receive the report Rangitoto Reserve – Reserves Act Classification Recommendation; and**
- b) **recommend that Council classify Rangitoto Reserve as a Historic Reserve per the Reserves Act 1977, further to a hearing held in accordance with Section 120 of the Act.**

Abstained: Member Sheryl Bainbridge

**CARRIED**

*NOTED: The Board wishes to receive costings for vegetation removal – Victoria Neki – Team Leader – Technical Operations.*









## 7 NGĀ PŪRONGO / REPORTS

### 7.1 FUNDING APPLICATIONS

**File Number:** A4731638

**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 June 2024 meeting.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Thirteen applications have been received, requesting a total of **\$95,842**
- The Community Board has an available total of **\$33,596.56** 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.
- Councils auditors have advised that for any funding to be carried over to the new financial year, there must be complete and accurate backing documents (including relevant timeframes) and that a resolution cannot be passed “subject to a funding application being received”. This overrides section 13 of the current community grant policy as it is a statutory requirement.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,658.95** (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Action Education for a series of poetry workshops with rangitahi.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$8,434** (plus GST if applicable) be paid from the Board’s Placemaking Fund account to Covered Green Collaborative Team for Geotech investigations at the Coopers Beach Bowling Club.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$1,847** (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Doubtless Bay Floral Art Society for hosting the 2024 Floral Art Designer of the Year.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Click Happy – Everybody is a Treasure for running the Finding Venus body positivity programme and art workshops for rangitahi in Te Hiku Ward.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$18,000** (plus GST if applicable) be paid from the Board’s Placemaking Fund account to Far North Cricket Club Inc for construction of a concrete cricket pitch at Te Ahu Sports Hub.



**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$3,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Far North Torpedo Fishing Competitions for running the 2024 competition in June 2024.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$1,387** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Building Safer Communities for running the graffiti wipeout programme in Kaitaia.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$5,736.39** (plus GST if applicable) be paid from the Board's Community Grant Fund account and **\$4,263.61** (plus GST if applicable) be paid from the Board's Placemaking Fund account to Mangonui Cemetery Committee for maintenance and operating costs for the 2024/25 financial year.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$15,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Mangonui Information Centre for costs towards operating the centre in the 2024/25 financial year, including the possibility of relocating or altering the current operating model.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$9,505** (plus GST if applicable) be paid from the Board's Placemaking Fund account to Mangonui Waterfront Working Group for installation of information signs along the Mangonui waterfront.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$2,440** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Building Safer Communities for repainting safety signage on footpaths in Kaitaia.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$6,903** (plus GST if applicable) be paid from the Board's Placemaking Fund account to Waiharara Hall Committee for expansion of the current carpark and securing the wider hall area.

**TŪTOHUNGA / RECOMMENDATION**

That Te Hiku Community Board approve the sum of **\$12,682** (plus GST if applicable) be paid from the Board's Placemaking Fund account to Te Rarawa Rugby Club for fencing and drainage.

**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**

<b>Applicant and Project</b>	<b>Requested</b>	<b>Recommend</b>	<b>Comments</b>	<b>Type</b>
Action Education – 12 workshops with rangitahi	\$3,000	\$2,658.95	The applicant is working with Shine On in Kaitaia to work with rangitahi at 12 workshops to help them express themselves through spoken work and poetry. They have an established track record in South Auckland with more than 11,000 participants in previous years.  This meets community outcomes 1, 3 and 6	Arts, culture and heritage
Collaborative Team Covered Green – Geotech investigations	\$8,434	\$8,434	The applicant is seeking funding to undertake Geotech investigations at the Coopers Beach Bowling Club. The group is looking to install an all-weather cover over the bowling green, with this application being the first step towards the project being able to seek further funding.  This meets community outcomes 1, 3 and 4	Infrastructure
Doubtless Bay Floral Art Society – 2024 Floral Art Designer of the Year	\$1,847	\$1,847	The applicant is seeking funding for hosting the 2024 Floral Art Designer of the Year competition, which involves floral art displays and workshops for visitors to attend.  This meets community outcomes 1, 3 and 6	Arts, culture and heritage
Click Happy – Everybody is a Treasure	\$3,000	\$3,000	The applicant is seeking funding to work with schools and run a body positive programme (Finding Venus) as well as running a wananga for Far North in association with local schools.  This meets community outcomes 1, 3 and 6	Arts, culture and heritage
Far North Cricket – Installation of a concrete cricket pitch	\$18,000	\$18,000	The applicant is seeking funding towards the construction of a concrete cricket pitch at Te Ahu Sports Hub. They have been working with the Hub management who support this application and acknowledge they are unable to financially assist with this project.  This meets community outcomes 1, 3 and 6	Infrastructure

Applicant and Project	Requested	Recommend	Comments	Type
Far North Torpedo Fishing Competition	\$3,000	\$3,000	<p>This applicant has successfully run this tournament for several years. Previously they have received funding from the Events Investment Fund. The tournament this year starts on 26 June, and is out of timing sequence for any events funding (if it is available in the new financial year). The Board has been supportive of this applicant in the past.</p> <p>This meets community outcomes 1, 2 and 3</p>	Event
Building Safer Communities - Graffiti Wipeout	\$1,387	\$1,387	<p>The applicant is seeking funding to continue operating the graffiti wipeout programme in Te Hiku, dealing with tagging and graffiti in the community. They have been supported by the Board in the past.</p> <p>This meets community outcomes 1, 2</p>	Community
Mangonui Cemetery Committee – grant for maintenance for 2024/25 FY	\$10,000	\$10,000	<p>The applicant applied for funding from the community board in March 2023 towards immediate maintenance of the fence and trees at the cemetery, as well as an ongoing grant towards maintenance costs. The Board granted \$5,280 at the time to cover the costs of the immediate maintenance, and the applicant subsequently went to Council to ask for funding to be allocated in the Annual Plan. The facilities team are working towards a contestable fund being available for Council parks, reserves, cemeteries and halls in the 2025/26 financial year. It is recommended that if the Board has funding available that it be granted to the committee in the interim for the 2024/25 financial year.</p> <p>This meets community outcomes 1 and 3</p>	Community

Applicant and Project	Requested	Recommend	Comments	Type
Mangonui Information Centre	\$15,644	\$15,000	<p>The Mangonui Information centre has been community owned and operated for a number of years. Council has provided funding in the past (one year only through a Long Term Plan, then subsequent funding through other budgets). Those budgets no longer exist, so no funding is available in this financial year. Staff are working with the applicant on options for the future, including the possibility of a mobile site, or (at worst) the shutting of the centre. It is recommended funding be granted for this financial year to allow a grace period for the centre to seek additional funding outside of Council for future operations.</p> <p>This meets community outcomes 1 and 3</p>	
Mangonui Waterfront Working Group – Signage	\$9,505	\$9,505	<p>The applicant is seeking funding to install signs along the Mangonui Boardwalk/waterfront similar to those installed along the Awanui River, so that users can learn about the history of the area and what they are viewing. They have been working with Far North Holding Limited and local iwi representatives are included in the working group.</p> <p>This meets community outcomes 1, 3, 6 and 5</p>	Infrastructure
Building Safer Communities - Safer Streets Kaitia	\$2,440	\$2,440	<p>The applicant is seeking funding to repaint pavement signage in Kaitia for pedestrian safety. They have been supported by the Board in the past.</p> <p>This meets community outcomes 1 and 3</p>	Infrastructure
Waiharara Hall	\$6,903	\$6,903	<p>The applicant is a community owned and operated hall in Kaimaumau. They have funded upgrades through fundraising and are seeking assistance to extend their carpark to make it accessible in all weather and to secure the wider hall grounds.</p> <p>This meets community outcomes 1, 3, 4 and 6</p>	Infrastructure

Applicant and Project	Requested	Recommend	Comments	Type
Te Rarawa Rugby Club, Fencing and drainage	\$12,682	\$12,682	<p>This application was left to lie at the May 2024 meeting.</p> <p>The applicant is applying for funding to undertake drainage and fencing at Ahipara Domain.</p> <p>Council staff advised that this project would not be covered under the renewals budget. It is recommended the Board fund this application in full from the placemaking fund. They further advise that under the conditions of the lease, the club have the approval to undertake these works.</p> <p>This meets community outcomes 1 and 3</p>	Infrastructure

### 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.

Each application must meet at least one community outcome from the Council's Long Term Plan.






The six community outcomes are as follows:

1. Proud, vibrant communities;
2. Prosperous Communities supported by a sustainable economy;
3. Communities that are safe, connected and sustainable;
4. Communities that are prepared for the unexpected;
5. A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki;
6. We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.

### 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. **Action Education - A4732605**  
2. **Collaborative Team Covered Green - A4732595**  
3. **Doubtless Bay Floral Art Society - A4732597**  

4. **Click Happy - Everybody is a Treasure - A4732594** [↓](#) 
5. **Far North Cricket Club - A4732592** [↓](#) 
6. **Far North Torpedo Fishing Competition - A4732600** [↓](#) 
7. **Building Safer Communities - A4732602** [↓](#) 
8. **Mangonui Cemetery Committee - A4732596** [↓](#) 
9. **Mangonui Information Centre - A4732593** [↓](#) 
10. **Mangonui Waterfront Waorking Group - A4732601** [↓](#) 
11. **Building Sfer Communities - A4732603** [↓](#) 
12. **Waiharara Hall - A4732599** [↓](#) 
13. **Te Rarawa Rugby Club - A4675378** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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









































































































































**Te Hiku Community Grants Fund 2023-2024**  
**Local Grant Application Form**  
**Application No. THCB00033 From Doubtless Bay Promotions Incorporated**  
 Form Submitted 14 May 2024, 10:52AM NZST

**Contact details**

Contact Person One:

Contact Person Two:

**Applicant Project Contact \***

**Applicant Admin Contact**

[Redacted]

**Position**

**Position \***

Chair

**Phone Number**

**Phone Number**

**Mobile Number**

**Mobile Number**

[Redacted]

**Email Address**

**Email \***

Must be an email address.

[Redacted]

**Purpose of organisation**

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

To co-ordinate, unite and provide direction for the promotion and development of business in the entire Doubtless Bay area for the benefit of members and the community. This is to be achieved by providing guidance and assistance in a fun and creative way and, where possible, by utilising the strength of our heritage and multicultural history

**Number of Members \***

100+

**Project Details**

\* indicates a required field

**Project Details**

Clearly describe the project or event:

**Name of Activity \***

Running of Information center in Manganui

**Location \***

Manganui Waterfront

































































## 7.2 PROJECT FUNDING REPORTS

**File Number:** A4731645

**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) Toi Tangata – Ngā Kai o te Māori
- b) Okaihau College – Tai Tokerau Festival 2024

### 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. Nga Kai a te Maori - A4732598 [↓](#) 
2. Tai Tokerau Festival 2024 - A4732604 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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









## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 TE HIKU COMMUNITY BOARD JUNE 2024 OPEN RESOLUTION REPORT

**File Number:** A4667356

**Author:** Marysa Maheno, 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 June 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. June Open Resolution Report - A4734288 [↓](#) 















## 8.2 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 APRIL 2024

**File Number:** A4732159

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

**Authoriser:** Jonathan Slavich, Chief Financial Officer

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 30 April 2024.**

### TĀHUHU KŌRERO / BACKGROUND

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

<b>Community Fund Account balance as at 01 July 2023</b>	<b>\$241,710.00</b>
• <b>Plus, unused funds from 2022-2023</b>	<b>\$81,670.95</b>
• <b>Less funds granted and uplifted to 30 April 2024</b>	<b>\$187,157.00</b>
• <b>Less funds not uplifted from previous community meetings (committed to projects)</b>	<b>\$26,612.00</b>
<b>Community Fund Account balance as at 30 April 2024</b>	<b>\$109,611.95</b>

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

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance in the Community Fund account as at 30 April 2024 is \$109,611.95.

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

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

The Far North District Council has delegated the allocation of relevant community board funds to the Te Hiku Community Board. The statement of the Community Fund account as at 30 April 2024 is attached.

### ĀPITIHINGA / ATTACHMENTS

1. **Statement of Te Hiku Community Fund Account as at 30 April 2024 - A4732128** [↓](#) 











### 8.3 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A4731057

**Author:** Beverly Mitchell, Community Board Coordinator

**Authoriser:** Kim Hammond, Community Board Coordinator

#### 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 May 2024 member reports from Chairperson Adele Gardner and Members Darren Axe, 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] - A4733770 [↓](#) 
2. Member Axe Report - A4733771 [↓](#) 
3. Member Subritzky report - A4733772 [↓](#) 















**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**