



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA

Te Hiku Community Board Meeting

Tuesday, 22 October 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 & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

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

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

8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a) Control of Use of Public Spaces – Dispensations on signs
 - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. Specific to Te Hiku Community Board – the 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 22 October 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.

[Elected Member - Register of Interests](#)

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

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

5 NGĀ KAIKŌRERO / SPEAKERS

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4666795

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow Te Hiku Community Board to confirm that the minutes are a true and correct record of the previous meetings.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board confirm the minutes of the meeting held 17 September 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. 2024-09-17 Te Hiku Community Board Minutes [A4885884] - A4885884 [↓](#) 

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.

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

17 September 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, 17 SEPTEMBER 2024 AT 10:00AM**

PRESENT: Chairperson Adele Gardner, Deputy Chairperson John Stewart, Councillor Felicity Foy (online), 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)(online), Maria Bullen (Democracy Advisor), Marysa Maheno (Democracy Advisor), Beverly Mitchell (Community Board Coordinator), Tanya Proctor (Head of Infrastructure)(online), Briar Macken (Manager – Strategy & Policy)(online), Roger Ackers (Group Manager – Policy and Planning)(online), Kevin Johnson (Group Manager – Delivery and Operations)(online), Lizzie Graham (Policy Advisor)(online),

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Baucke commenced the meeting with a karakia at 10:00am.

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

APOLOGY AND CONFLICTS OF INTEREST

RESOLUTION 2024/40

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the apology received from Cr Felicity Foy attending online and conflicts of interests listed below be accepted;

- **Member John Stewart – Item 7.2a, Doubtless Bay Fishing Competition**
- **Cr Hilda Halkyard-Harawira – Item 7.2d, Te Kupenga Reo 2024**

CARRIED

3 NGĀ KAIKŌRERO / SPEAKERS

- Nick Ryan spoke in relation to item 5.2a, funding application for Doubtless Bay Fishing Competition.
- Craig Seuseu spoke in relation to item 5.2c, funding application for SMC Events.
- George Fa'alogo spoke in relation to item 5.2b, funding application for Graeme Dingle Foundation.
- Fiona King spoke about Drainage Bylaws and items in the open resolution report.

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17 September 2024

4 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4666793, pages 8 - 9 refers

RESOLUTION 2024/41

Moved: Chairperson Adele Gardner
 Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board confirm the minutes of the meeting held 13 August 2024 to be a true and correct record.

CARRIED**5 NGĀ PŪRONGO / REPORTS****5.1 REVIEW OF COMMUNITY GRANT POLICY 2018**

Agenda item 7.1 document number A4866445, pages 14 - 36 refers

RESOLUTION 2024/42

Moved: Chairperson Adele Gardner
 Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board recommend to Council;

- a) **Revoke the Community Grant Policy 2018**
- b) **Adopt the Community Board Funding Policy and;**

Request that the below change be made to the policy;

- **Section 3.2, bullet point three be worded as “Provide evidence that they have actively involved local community in the proposal”.**

CARRIED**5.2A FUNDING APPLICATIONS**

Agenda item 7.2 document number A4865358, pages 41 - 49 refers

RESOLUTION 2024/43

Moved: Member Darren Axe
 Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board approve the sum of **\$6,500 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Doubtless Bay Fishing Competition for the 2025 Fishing Competition.**

CARRIED

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5.2B FUNDING APPLICATION

Agenda item 7.2 document number A4865358, pages 50-58

RESOLUTION 2024/44

Moved: Deputy Chairperson John Stewart

Seconded: Member Darren Axe

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 Graeme Dingle Foundation for costs towards the Kiwi Can Mentoring Programme.

CARRIED**5.2C FUNDING APPLICATION**

Agenda item 7.2 document number A4865358, pages 59-67

RESOLUTION 2024/45

Moved: Member Sheryl Bainbridge

Seconded: Deputy Chairperson John Stewart

That Te Hiku Community board approve the sum of \$2,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to SMC Events for costs towards Sanitarium Weet-Bix Kids Try Challenge in Te Hiku ward.

CARRIED**5.2D FUNDING APPLICATION**

Agenda item 7.2 document number A4865358, pages 68-73

RESOLUTION 2024/46

Moved: Member Darren Axe

Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board approve the sum of \$1,000 (including GST if applicable) be paid from the Board's Community Grant Fund account to Kupenga Reo 2024 for costs towards venue hire of Te Ahu centre.

CARRIED**5.3 PROJECT FUNDING REPORTS**

Agenda item 7.3 document number A4865366, pages 74 - 91 refers

RESOLUTION 2024/47

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

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

- a) Aupouri Rugby Club Fishing Tournament**
- b) Coast to Coast Cat Rescue**

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- c) Road Safety Education
- d) SMS Events
- e) Te Punawai

And that the Kaitaia Business Association report be left to lie until the October Board meeting for further information to be provided.

CARRIED**6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****6.1 ELECTED MEMBER CONFERENCE ATTENDANCE REPORT - 2024 COMMUNITY BOARD CONFERENCE**

Agenda item 8.1 document number A4859571, pages 92 - 97 refers

RESOLUTION 2024/48

Moved: Chairperson Adele Gardner
 Seconded: Member Rachel Baucke

That Te Hiku Community Board note the report entitled 'Elected Member Conference Attendance Report – 2024 Community Boards Conference'.

CARRIED**6.2 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.2 document number A4855819, pages 98 - 108 refers

RESOLUTION 2024/49

Moved: Deputy Chairperson John Stewart
 Seconded: Member Darren Axe

That Te Hiku Community Board note the September 2024 member reports from Chairperson Adele Gardner and Members Bill Subritzky, John Stewart, Rachel Baucke, Darren Axe and Sheryl Bainbridge.

CARRIED

At 11:52 am, Deputy Chairperson John Stewart left the meeting.

6.3 TE HIKU COMMUNITY BOARD SEPTEMBER 2024 OPEN RESOLUTION REPORT

Agenda item 8.3 document number A4667379, pages 109 - 117 refers

RESOLUTION 2024/50

Moved: Chairperson Adele Gardner
 Seconded: Member Darren Axe

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

CARRIED

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6.4 HALLS POLICIES

RESOLUTION 2024/51

Members request that a report come to Te Hiku Community Board for Hall Policies as well as a report for Hall Financials.

CARRIED

*The meeting was adjourned from 11:56am for FNHL Staff Jason Cauvain to speak to the Board
The meeting resumed at 12:28pm.*

7 TE KAPINGA HUI / MEETING CLOSE

Member Baucke closed the meeting with a karakia at 12:43pm.

The minutes of this meeting will be confirmed at Te Hiku Community Board Meeting held on 22 October 2024.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 TAIPA PLACEMAKING

File Number: A4873769

Author: Andrea Panther, Senior Strategic Planner

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To support Te Hiku Community Board to adopt the 2024 Taipa Placemaking Plan.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Taipa Placemaking Plan has been completed and is ready for Community Board adoption.
- Consultation with hapū, tamariki, community board representatives and local residents took place to determine the aspirations and goals for the publicly owned land at Taipa Point. This has resulted in the development of the Taipa Placemaking Plan (Attachment 1).
- The project and development of the Placemaking Plan have been undertaken in partnership with a mandated representative of Hapū o Matākairiri.
- The Placemaking Plan breaks the outcomes into three implementation stages, both funded and unfunded. Stage 1 has been completed through Tourism Infrastructure Funding (TIF).

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board adopts the 2024 Taipa Placemaking Plan.

1) TĀHUHU KŌRERO / BACKGROUND

The Taipa Placemaking project (the Plan) was initiated in response to requests from the community to address parking and drainage issues. At that time, staff identified the need to consider the required roading and drainage needs in a wider placemaking context, which would enable public feedback to be obtained on improvements to the road corridor and the adjoining public reserve land.

The purpose of the Plan is to identify placemaking outcomes that are important to the Taipa community and prioritise them to support future funding opportunities to implement the Plan. In partnership with a representative of Matākairiri hapū, staff have undertaken community consultation including targeted engagement with students from Taipa Area School to identify the placemaking outcomes for publicly owned land at Taipa Point. Members of Te Hiku Community Board (the Board) have also participated in the development of this Plan.

The implementation plan has been broken into three stages; Stage 1, which was fully TIF funded, has resulted in a carpark opposite the Taipa Resort with a metal pathway and general tidy-up which has mitigated the drainage concerns in this area. Stage 2, is in procurement stage with Council, which will result in the following at Taipa Point: upgrading the eastern Taipa Point carpark, rectifying drainage issues adjacent the eastern Taipa Point carpark, and protecting Pohutukawa trees. Stage 2 will be funded partly by TIF awarded for this work and partly via Long Term Plan Y1 District Facilities capital funding. Stage 3, includes a number of community aspirations that are not currently funded, such as a playground and extra seating. The Plan has supported the inclusion of unfunded projects to allow for potential funding in future Council annual and long-term plans and to support other non-Council funding opportunities.

The plan acknowledges the Toi Mana 2024-2034 and Te Tai Tokerau Regional Accessibility Strategy 2024. The Plan also seeks to support the overarching vision of the wider Te Hiku Concept Improvement Plans.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Staff recommend that the Plan is adopted on the basis that it has been developed with the support of the Board and represents the aspirations of the Taipa community. The alternative option is that the Plan is not adopted for reasons either that the Board decides the Plan does not need to be a Board document, or, further work may be requested to support the Plan being adopted at a future Board meeting.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

To have the Plan adopted by Board and used to support applications for future funding streams to implement the currently unfunded placemaking outcomes identified in the Plan.

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

The Plan has been completed therefore the decision will not result in funding requirements. However, the Plan is anticipated to be used by the Board to support future funding decisions for placemaking in Taipa.

ĀPITIHINGA / ATTACHMENTS

- 1. Placemaking Plan for Taipa Reserve 2024 - A4916116** [↓](#) 

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	The Plan is of low significance. Once the community board have adopted it, future implementation works is low significance as we have a relationship with Matakairiri hapū for cultural monitoring of physical works in the area.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<ul style="list-style-type: none"> • Toi Mana 2024-2034 • Te Tai Tokerau Regional Accessibility Strategy 2024 • Parks and Reserves Policy 2022 • Art and Memorials in Public Places Policy 2017 • Accessibility Policy 2022 • Community Gardens Policy 2013 • Dog Management Bylaw: • Parks and Reserves Policy 2022 • Far North District Plan
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.	The Plan does not have district wide relevance and the views of the Board have been sought during the development of this plan.
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.	A mandated representative of Hapū o Matakairiri has worked in partnership with staff to develop this placemaking plan and a Cultural Impact Assessment has been prepared to support the Plan.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Council held a workshop with year nine students at Taipa Area School involving the students creating a street survey and presenting the findings (captured in Appendix C of the Plan). Residents at community meetings included retirees. A “have your say” survey online was distributed for residents and reserve users to comment and make suggestions which are captured in the Plan.

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Costs associated with the Plan development are being funded by the Growth Planning and Placemaking team budget.</p> <p>The Board / Council will make decisions on what stage 3 projects they are willing to fund. No funds are currently committed nor are they obligated to fund this placemaking plan.</p>
<p>Chief Financial Officer review.</p>	

Taipā Foreshore and Reserve

Placemaking Plan

“Placemaking uplifts the mana of communities, to make them stronger and healthier: environmentally, culturally, socially and economically.”





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Placemaking in Taipā

Plan in brief

The Taipā Placemaking Plan (the plan) results from a partnership between Far North District Council (FNDC) and Matakairiri te hapū, to incorporate cultural identity of place through storytelling within placemaking design elements. Engagement with the community and Taipā Area School has also informed the development of this plan. Delivery (i.e. implementation) of this plan will directly support the long term cultural, social and economic wellbeing of Taipā residents and visitors.

Introduction

The Far North local Taipā community has dealt with a growing influx of visitors, especially over what are becoming longer seasonal tourist peak periods. A key driver for placemaking in Taipā and what the community initially sought was the assistance from FNDC to upgrade the foreshore and reserve area and fix roading and parking problems. Public feedback further identified the need for the Taipā foreshore and reserve to be an open space for public enjoyment, which provides for a feeling of safety, areas to relax, socialise and exercise.

To realise the full potential of Taipā Foreshore and Reserve for all the community to use, a design plan for the project area was prepared which illustrates where components (aspirations from the community) can be placed. This plan supports the Design Plan (attached to this report as Appendix A) detailing the background information and discussion.



24 Actions
6 Funded
3 Possibly funded
15 As yet, unfunded



7 Key outcomes sought by the community



Fix the drainage & stormwater issues

The sitting water on and along the roads has created problems for years. Improvements are planned, such as catchpits, sumps, concrete channels, kerbs and grading of the swale.



Mitigate unsafe driving behaviour

Unsafe driving puts not only their passengers, but other drivers, bicyclists and pedestrians in danger. Infrastructure improvements, speed management, use of surveillance/CCTV & improved lighting are ways to promote road safety in Taipā.



Create good road markings and designated parking areas, including for boats

The foreshore at Taipā is a popular area for day trippers and boat users. The high traffic volumes have led to poor parking habits and additional potholing and drainage damage, all of which are addressed in this plan.



Develop a safe and attractive Taipā Foreshore and Reserve area

Perception of safety is an important part of a reserve's quality and appeal and its ability to attract people for the right reasons. If people feel safe in Taipā, they are more likely to use, enjoy and benefit from the Taipā foreshore and reserve spaces which then will have a knock-on effect on the community health & wellbeing. There is also economic benefit, as tourists will use the area and spend money at local business in this area if they feel welcome and relaxed enough to stay longer.



Promote recreational/wellbeing activities

Taipā Reserve will gain accessible recreational activities to encourage people (students, visitors, locals) and their whanau to get out and get active. This includes options for disabled access to the beach.



Improve the ecological habitat

Extra plantings in the sand dunes are needed to protect sensitive avifauna habitat, and the Pōhutukawa trees on the foreshore need protection from damage by parked cars/ other pressing problems.



Develop access for all community members

Easier access is needed for disabled community members, via a shared path and ramp to the beach.

2 Focus areas

Improve the recreational amenity of the Taipā Foreshore and Reserve Point

To make the space safer, more pleasant and to enhance the value of visitor experiences, so that people stay longer while improving the sense of community in the public space.

To improve a tradition of deep connection and visibility to Māori culture to this place

This plan includes elements in which Māori narratives are expressed creatively and appropriately in new developments, including to promote businesses/tourism ventures in and around the foreshore area that will help capitalise on the local community's assets.

Purpose

Placemaking is a participatory process for shaping a public space that harnesses the ideas and assets of the people who use it. The best placemaking turns a public place into an interactive space in ways that are unique and authentic. "Everyone in a neighbourhood benefits when a local place is improved, with participation and leadership from the community. Placemaking uplifts the mana of communities, to make them stronger and healthier: environmentally, culturally, socially and economically".²

'Placemaking is an approach where people work together to make places better, not only for themselves but for others and for the place itself'

(Placemaking Aotearoa)

Placemaking is a process, involving multiple steps to transform a place out of a space, as it needs to consider design, location, infrastructure, logistics,

service and the needs of the people who use the space. In the same way, this placemaking project, which relates to the Foreshore and Reserve area of Taipā, involves steps (stages) with various components subject to funding approval.

To realise the full potential of Taipā Foreshore and Reserve Point for all the community to use, a design plan for the project was prepared which illustrates where components (aspirations from the community) can be placed. This placemaking plan accompanies the design plan, recording the placemaking process that has been undertaken, and setting out the implementation plan for the components identified in the plan.

Te Hiku Community Board has been progressing a long-term aim to provide connectivity between council reserves in the Te Hiku 'Beautification' project which includes Taipā. This placemaking plan not only aligns with that wider objective, but it has also expanded further with ideas from the public to create more opportunities in Taipā and focusing on public space activation.

Everyone in a neighbourhood benefits when a local place is improved, with participation and leadership from the community.

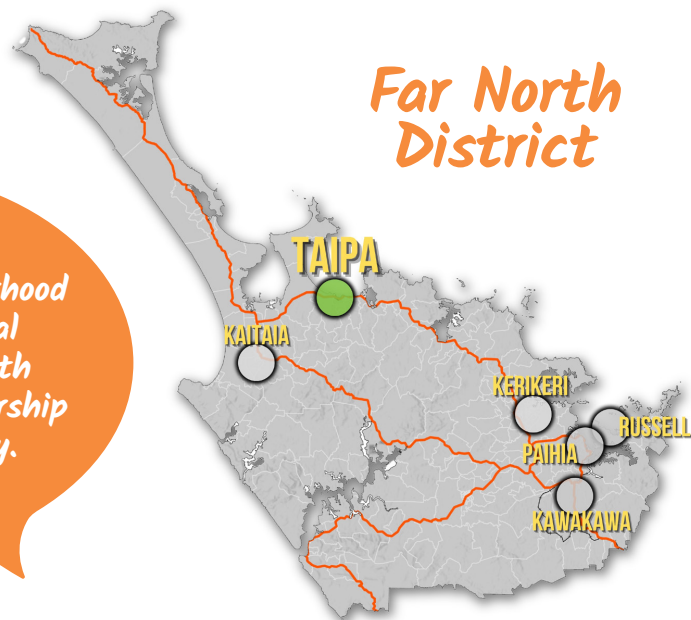


Figure 1: Location of Taipā

² Ryan Reynolds, 2024 Good Practice Placemaking Guide.

Project location



Figure 2: Map of project area.

Taipā is located along the southern shore of Doubtless Bay in the Far North District (figure 1 above), and home to an estimated population of 180 permanent residents³. The area consists of a mixture of holiday and permanent homes whose open spaces, sandy beaches and proximity to the sea attracts many domestic / international tourists yearly. Taipā amenities include an area school, kindergarten, kohanga reo, petrol station, pub, dairy, fishing supplies store, bridge, sailing club, beach resort and a café. The area is also a place of historical importance to Ngāti Kahu, te Iwi and the mana whenua hapū, Matakairiri, and the wider community as a place of physical sustenance and joy.

The placemaking project area (figure 2 below) is a flat beachfront area of approximately 5 hectares. It is bordered to the south by (west to east) private residences, council and crown reserves, the Taipā Beach Resort, and a large, grassed area that adjoins the Taipā River made up of land that is owned (and/or managed) by the FNDC. Much of this area is grassed

or bare ground, which is very rough in places. Several picnic areas are delineated by a series of low wooden posts. Pōhutukawa trees of varying sizes, and a low timber fence, separate the project area from the beach.

The project area includes the Taipā village, Foreshore Road, which borders Doubtless Bay and the Taipā River, and several of the FNDC reserves at Taipā Point. State Highway 10 runs approximately 200-250 meters to the south, parallel to Foreshore Road, and crosses the Taipā River bridge to the east of the project area. The specific sites within the project area are the Foreshore Road Reserve and adjoining portions of Adamson Road, Flame Tree Lane, and Taipā Point Road, and several reserves owned by the Council. Refer to appendix G for the legal description of these sites.

The soils of the project area are Whananaki sand (WD), which develops on stabilised former dunes. This substrate is prone to erosion, is excessively drained, and generally contains low organic matter (Northland Regional Council, 2023).

³ "Subnational population estimates (RC, SA2), by age and sex, at 30 June 1996-2023 (2023 boundaries)". Statistics New Zealand.

Background

Taipā cultural history

The project area includes the Taipā village, Foreshore Road, which borders Doubtless Bay and the Taipā River, and several of the FNDC reserves at Taipā Point. State Highway 10 runs approximately 200-250 meters to the south, parallel to Foreshore Road, and crosses the Taipā River bridge to the east of the project area. The specific sites within the project area are the Foreshore Road Reserve and adjoining portions of Adamson Road, Flame Tree Lane, and Taipā Point Road, and several reserves owned by the Council. Refer to appendix G for the legal description of these sites.

Key driver for placemaking in Taipā

The Far North local Taipā community has dealt with a growing influx of visitors, especially over what are becoming longer seasonal peak periods. A key driver for placemaking in Taipā and what this community sought⁶ was the assistance from FNDC to upgrade the foreshore and reserve area and alleviate roading and parking problems⁷.
(16 August 2022, Te Hiku CB meeting).

⁶ 16 Aug 2022, Te Hiku Community Board Meeting Minutes, file nr A3804119 & residents' petition, file: A3842220

⁷ Beachfront Remedial Works_TIF R7 application



Consultation process: How we engaged and what we learned

As Placemaking is synonymous for community-driven projects and a people-centred approach, public engagement with the residents and the collective users of the space, provides guidance for what are the present-day issues and how the public area could be revitalised to become more a heart of their community, to strengthen their connection with this space they share, and how to manage and maintain this area in the future.

How we engaged

In January 2023, FNDC, partnering with mana whenua and supported by consultants (Haigh Workman, Hawthorn Architects, and representatives from the Northland Transport Alliance, now FNDC Roding) held a visioning workshop attended by members of the public, Iwi and Te Hiku Community Board to enable constructive discussions about issues and community aspirations for Taipā Reserve. The presentation included draft concept landscape drawings that were part of earlier planning work (a subregional Beautification Improvement Project⁸ for the whole Te Hiku area commissioned by Te Hiku Community Board) which had not previously gone out to the public for feedback.

To ensure appropriate engagement with tangata whenua, Matakairiri te hapū put forward a representative to give guidance in the development of this placemaking plan and to share whakaaro/ideas, aspirations and recommendations. Project information (including archaeological assessments) has been shared with Iwi in determining whether proposed placemaking components and work will be acceptable.

There is considerable potential for successful outcomes of this Placemaking Plan, in collaborating with the community of Maheatai/Taipā, Matakairiri and the rest of Ngāti Kahu, and the wider community of Te Hiku o Te Ika. Mana Whenua in Maheatai have aspirations to develop Māori tourism and trade ventures in and around the foreshore area that will help capitalise on the local community's assets, inspirations and potential, as well as to share their hapū and tauwiwi/ community rich historical history, Improving the safety

and attractiveness of the Taipā foreshore area can, in turn, support the future development of tourism and trade ventures in the area.

To engage the youth of this area in this project, FNDC held a second workshop with year nine Taipā Area School students (a focus rangatahi roopu), for not only an engagement exercise, but for their education and learning, as these students can apply their learnings on real projects which will be part of this plan and develop a sense of ownership in the space. As a result of this engagement, the students held a street survey to help identify specific issues and aspirations by the younger generation for the Taipā foreshore and reserve area. The results of this public survey were presented by the students in April 2023, which can be found in Appendix C, and partially captured in figure 3 below.

Placemaking creates the capacity for people to connect better to a place within their community; it is proposed as ongoing learning. The same students attended an archaeological site visit on this project site, and they shall continue to be involved in the implementation process, such as hands-on experience in the dune and other plantings.

It has also been suggested (correspondence with the Taipā Area School Physical Education Director) that the trade students of Taipā Area School could be involved in constructing the volleyball courts that are proposed in this placemaking plan, under the guidance of the Trades teacher. In this way, everybody can gain from making spaces better.

⁸ Hawthorne Landscaping was commissioned to identify council reserves and connectivity (walking tracks, cycle trails) for the whole Te Hiku area, Te Hiku Concept Improvement Plans Far North District Council (fndc.govt.nz),

It has also been suggested (correspondence with the School PE Director) that the trade students of the Taipā school could be involved in constructing the volleyball courts that are proposed in this Placemaking plan, under the guidance of the Trades teacher. In this way, everybody can gain from making spaces better.

Finally, to reach more of the public, FNDC also provided a FNDC online “Have Your Say” consultation page (April 2023) for the “Taipā Upgrade Improvement Project” where residents and reserve users could make comments and suggestions about this area.

What we learned

The collective feedback (quotes from public submissions below) indicated the following issues:



Figure 3:
Perception of Taipā Reserve through street survey participants.

The primary reason for FNDC’s involvement has been the drainage and stormwater issues at Foreshore Road in the Taipā Reserve. These issues are a result of having no formal drainage system in place, where ponding is caused largely by the laying of gravel over time. All surface soakage of the road reserve goes into swales which, over time, have become filled

with gravel from the dirt coming off the road and clogging soils which results in obstruction of flow and excessive ponding as can be seen in figures 4a & 4b. This reduced permeability has been exasperated by cars owners driving often at high speeds on the straight road, compacting the soils even further as well as causing an unsafe situation.



Figure 4a & 4b: Storm water & drainage issues.

"To repair the drainage along the Foreshore to the highest quality to avoid constant flooding."

"When it rains heavily, the huge puddles of water sit on the road berms washing away" concrete, access ways etc."

Stormwater & drainage issues

"Drivers - sometimes originating from gatherings at Taipā Point at all hours of the day and night, along Foreshore Road, using excessive speeds through puddles and uneven roading."

"Speed bumps on Taipā Point Road - to avoid the road being used as a race track."

"Drivers doing excessive speed along Foreshore Road and wheel spins (burnouts, donuts) within sealed, gravelled and grassed areas."

Unsafe driving behaviour typified by

"I am also aware of the speed of many cars, travelling past the kindergarten as it seems that drivers like to see how fast it takes them to get to the main road."

"Cars have historically used the waterfront road as a hoon track way back in the 60s and 70s."

"Upgrading the carparks with more controlled parking, although special care required to prevent bollard vandalism."

Poorly designed road markings and boat parking

The foreshore at Taipā is a popular area for day trippers and boat users. However, the parking area has been damaged by both high traffic volume and recent weather events. The high traffic volumes have led to poor parking habits and additional potholing and drainage damage.

"Footpaths on both sides of Taipā Point Road and future planning for boat parking needs to be made."

"Improve/extend trailer parking for boats at boat ramp - eliminate planting of native trees in this area."

“This is in light of long ongoing anti-social behaviour and a more recent escalation in dangerously destructive and violating incidents within the immediate area of the Club.”

“Currently [security] does not exist. Drinking/ Drug-fuelled Aggressive behaviour is common – day and night.”

“The road floods, there’s drug deals every day down at the beach, people doing skids keeps me up at night.”

Intimidating, antisocial behaviour in this area

“Less convenient for those who typically park under the trees next to their picnic – we may find the bollards are vandalised by those who still want that ability.”

“If you close access to under the trees it better be with steel buried deep in concrete. Destruction is high. Vandalism has been happening since the 70s when our young pōhutukawa were run over or axed.”

Deteriorating ecological habitat

Initiatives are necessary to protect and encourage the sand dunes where the habitat of the avifauna (protected dotterels) requires preservation and where pōhutukawa trees along the beaches need conservation from cars parking on their roots.

“Real place-making could help with passive surveillance, while adding recreational amenity, and turning this underused area around.”

“Allow more access to the grass (on the beach side closest to where the estuary meets the sea).”

“The goal is to bollard off all grass areas except for where we provide designated parking to keep cars off the grass and away from the pōhutukawa trees.”

Limited recreational opportunities and the need for an extra toilet block

“Playground for children including a half basketball court, toilet block at Ngāti Kahu Road end of foreshore”

“If you want to add a pump track, then do it at the southern end of the beach so the amenities are concentrated in one place, and also have access to the toilets and shops and better parking.”



Outcomes outside the scope of this plan

Seawall protection

Feedback from the public included seawall protection: *“Request the construction of a sea wall along Taipā riverbank and the edge of Oruru Road. Taipā is situated on the coast, making it particularly vulnerable to the effects of climate change and sea level rise. Over the years there has been an increase in severe weather events which are causing significant damage to the riverbank, road and infrastructure.”*

The existing timber seawall is authorised by Northland Regional Council. FNDC holds a consent that protects both the reserve and private property. A separate project is underway to investigate altering the consent to change the timber seawall. This outcome sought by the public falls outside of this placemaking plan.

For more information on the Taipā seawall, please refer to Appendix F.



“Over the years there has been an increase in severe weather events which are causing significant damage to the riverbank, road and infrastructure.”

Businesses/tourism ventures

Although outside the scope of a placemaking plan, the following aspirations are for the whenua in Maheatai to develop businesses/tourism ventures in and around the foreshore area that will help capitalise on the local community's assets, inspirations and potential, as well as to share their hapū and tauwi/community rich historical history.

Aspirations

Other business ventures which involve ngā hapū o Ngāti Kahu and the community are proposed:

Waka charters/tours: There are currently two local Ngāti Kahu waka in Taipā which could enable waka tours up the estuary as an extension of historic storytelling. At the moment, a centrally located boat shed (Waka House) is required for (and to showcase) these waka to be used at the Taipā Reserve Point.

- a. Other water activities: kayaking, paddle boards, eco tricycle water bikes, boat charters and yachting. Running these water activities will need the support of the community in Taipā e.g. the Yachting Club, residents through to the local kura.
- b. Creating a Cultural I-Site: to promote local history (Māori and Tauwi) and business ventures.
- c. Develop a museum in Taipā: Ngāti Kahu has a collection of archaeology findings/toanga that require a building (museum and/or civic centre) in Taipā for factual historical accounts and storytelling.

- d. Tour guiding in the area could add to the visitor experiences.
- e. Marae wananga/workshops for students, tourists, locals and organisations to experience:
 - Waiata
 - Poi
 - Weaving
 - - Carving
 - - Rongo/Natural local medicine
 - - Matuaranga practices
 - - Marae tikanga.

Through realising and contributing to the mentioned business ventures in the Taipā area, mana whenua can also feel pride and responsibility to be custodians of the Taipā foreshore and reserve area, as well as to help in providing extra "eyes on the street". This is all a win-win for the Taipā foreshore and reserve and the whole community.

7.2 NEW ROAD NAME: 60 AND 62 GRIGG STREET, KAITAIA 0410

File Number: A4910332

Author: Trinity Lane, Finance and Customer Services Administrator

Authoriser: Tanya Proctor, Head of Infrastructure Strategy

TAKE PŪRONGO / PURPOSE OF THE REPORT

That the Te Hiku Community Board name the new private road currently addressed at 60 and 62 Grigg Street, Kaitaia.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A road naming application was received on the 18th June 2024 to name a new private road addressed at 60 and 62 Grigg Street, Kaitaia.
- Community Boards have the delegated authority to allocate names for previously unnamed private roads, reserves and other community facilities.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board name a new Private Road, “Hūrepo Place” that is currently addressed at 60 and 62 Grigg Street, Kaitaia.

1) TĀHUHU KŌRERO / BACKGROUND

An application was made by Ahaus Ltd on the 18th of June 2024 to name a new private road in which 17 new dwellings will be built.

The applicant originally proposed the road name “Paulo Place” as this is a nickname of the applicants.

The original proposed names were sent to Land Information New Zealand for approval. A response was received confirming 3 out of 4 proposed road names are acceptable for use in this area and can be approved as per the Addressing Standards 2011.

The applicant consulted with Te Rarawa to obtain feedback on the chosen road names. Te Rarawa consulted and decided to proceed with the name “Hūrepo Place”, meaning Brown Bittern which is a rare type of bird. The applicant is happy to proceed with this road name.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed name is: Hūrepo Place

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council’s Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. **Map - A4910310**  

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 the naming of a Private Road and is 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.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance and the Community Board have the delegated authority to approve road names.
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.	Hapu/Iwi were asked for their feedback by the applicant. Te Rarawa have chosen the road name.
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 is a new development, Ahaus Ltd own both lots of land.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer as not reviewed this report.



7.3 SUMMER 2024 RURAL TRAVEL FUNDING APPLICATIONS

File Number: A4916152

Author: Kathryn Trewin, Funding Advisor

Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allocate Rural Travel Funding for the 2024/25 summer sporting season.

TŪTOHUNGA / RECOMMENDATION

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

a) Far North Junior and Youth Darts League	\$740
b) Te Rarawa Rugby Club	\$1,000

Note:

Lesley Wallace, the Sport Northland Community Co-ordinator for Te Hiku, declared her conflict of interest when considering the application from Te Rarawa Rugby Club as a member. This application was considered by the other members of the recommendation panel.

1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

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

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

	Sport New Zealand (Rural Travel)
What are the Objectives?	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$29,400 across the Far North District
Funding is not available for	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools and clubs.
What age group is funding for?	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

The total budget for rural travel funding for the 2024/25 financial year for the whole of the Far North District is \$29,400. The percentage of youth throughout the district is translated into percentages to calculate the amount of funding each Board can allocate.

A total of \$9,261 is available to this Board for funding across the two seasonal rounds (summer and winter). The summer round is 30% of this funding, as it is generally less busy than the winter round. This means that \$2,778.30 was available for allocation for summer season 2024/25, with a balance of \$6,482.70 for the winter 2025 season.

ĀPITIHINGA / ATTACHMENTS

1. Far North Junior Darts - A4917056 [!\[\]\(32b3140000635d85b5fcc7ce37a1b40f_img.jpg\) !\[\]\(a2709e896f70a15af1b75ddfa7236315_img.jpg\)](#)
2. Te Rarawa Rugby Club - A4917055 [!\[\]\(6a35e7fc1cc98abd5e41a848bc25419c_img.jpg\) !\[\]\(e0126de17aa398db1485154954d0ead9_img.jpg\)](#)

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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.

7.4 FUNDING APPLICATIONS

File Number: A4916176

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 Te Hiku Community Board to determine which application/s will receive funding at the September 2024 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Four applications have been received, requesting a total of **\$12,188**
- The Community Board has an available total of **\$101,069.66** in **Community Grant** Funding for the 2024/25 financial year.
- The Community Board has an available total of **\$93,486** in **Placemaking** Funding for the 2024/25 financial year.

TŪTOHUNGA / RECOMMENDATION

- a) That Te Hiku Community Board approve the sum of **\$3,299.50** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ahipara Aroha Inc for Movies in the Park.
- b) That Te Hiku Community Board approve the balance of **\$2,457.50** (plus GST if applicable) remaining from funds granted in resolution 2024/6 be permitted to be used by the applicant for the Movies in the Park

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 Bald Angels Charitable Trust for costs towards Angel Kai Boxes.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$944** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitaia A&P Association for costs towards the Spring Fair.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,487** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitaia College for costs towards the purchase of safety harnesses and volleyball nets.

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 Inc – Movies in the Park	\$5,757	\$3,299.50	<p>This applicant is seeking funding towards the costs of running a series of movie nights in the park at Ahipara. Entry will be by koha.</p> <p>The applicant also received funding for events at Matariki and advise that their traffic management costs were over-quoted and they have \$2,457.50 remaining. They have asked if this amount can be used for this event instead of being returned.</p> <p>This would allow the applicant to have the full amount requested of \$5,757.</p> <p>This meets community outcomes 1 and 3</p>	Event
Bald Angels Charitable Trust – Angel Kai Boxes	\$3,000	\$3,000	<p>The applicant is applying to all three Community Boards for funding towards boxes that will be distributed to more than 400 whanau across the district over the Christmas period. Families are identified through partner agencies and support is provided along with the contents of the boxes.</p> <p>This meets community outcomes 1, 3, 6</p>	Community Development
Kaitaia & Districts A&P Association – Spring Fair	\$944	\$944	<p>The applicant is planning a family fun day to take place at Labour Weekend. They are seeking funding to cover the cost of live music and wristband purchase.</p> <p>There will be a fee for visitors to enter, which has been kept as low as possible to allow as many families as possible to attend.</p> <p>This meets community outcomes 1 and 3</p>	Event
Kaitaia College – Year 10 Camp	\$2,487	\$2,487	<p>The applicant is seeking assistance to purchase safety harnesses and volleyball nets to use (initially) at their annual year 10 camp and then for other school activities. They are covering the other costs through donations and contributions from attendees, but are struggling to cover these two items.</p> <p>This meets community outcomes 1, 3 and 6</p>	

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. **Ahipara Aroha - A4917054**  
2. **Bald Angels - A4917053**  
3. **Kaitaia A&P Association - A4917057**  
4. **Kaitaia College - A4917058**  

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.

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 TE HIKU COMMUNITY BOARD OCTOBER 2024 OPEN RESOLUTION REPORT

File Number: A4667381

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Te Hiku Community Board with an overview of outstanding 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 October 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 THCB - A4920997  

8.2 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4913685

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 October 2024 member reports from Chairperson Adele Gardner and Members John Stewart, Darren Axe, Rachel Baucke 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 Gardner report 2024-10-22 - A4915571 [↓](#) 
2. Member Stewart report 2024-10-22 - A4915573 [↓](#) 
3. Member Axe report 2024-10-22 - A4915575 [↓](#) 
4. Member Baucke report 2024-10-22 - A4926545 [↓](#) 
5. Member Subritzky report 2024-10-22 - A4927185 [↓](#) 

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE