



Far North District Council



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



Tuesday, 18 March 2025

Time: 10:00 AM

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

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, Kaitāia on:
Tuesday 18 March 2025 at 10:00 AM

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1 KARAKIA TĪMATANGA / 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

- George Fa'alogo speaking in relation to item 7.2, funding application for the Graeme Dingle Foundation.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5045161

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 18 February 2025 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. **2025-02-18 Te Hiku Community Board Minutes - A5076086** [↓](#) 

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

18 February 2025

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITĀIA
ON TUESDAY, 18 FEBRUARY 2025 AT 10:03AM**

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: Beverly Mitchell (Community Board Coordinator), Marysa Maheno (Democracy Advisor), Kathryn Trewin (Funding Advisor)(online), Michelle Rockell (Team Leader – Property Management)(online), Trinity Lane (Finance and Customer Services Administrator)

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:03am the meeting commenced with a karakia by Cr Hilda Halkyard-Harawira.

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

Chair Adele Gardner noted the lateness of Member Rachel Bacuke.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There is one item not on the agenda that will be discussed later in the meeting. The item is Setting of Land Drainage Committee Meeting Dates 2025. This item was not on the ordinary agenda due to the delay in collating appropriate dates with the Committee chairs. This report can not be delayed as it will not give enough time for the Committees to have their two per-year meetings.

4 NGĀ KAIKŌRERO / SPEAKERS

- Delwynne Stevenson spoke on behalf of Kaitāia Primary School in relation to item 7.6c.

At 10:06am Member Rachel Baucke arrived to the meeting.

- Anastasia Potter spoke on behalf of Youthline Auckland Charitable Trust in relation to item 7.6f.
- Sharon Norman spoke on behalf of Te Hapua Sports Recreation Club in relation to item 7.6e.
- Teia Witehira spoke on behalf of Ōpononi Area School in relation to item 7.6d.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5045096, pages 8 - 9 refers

RESOLUTION 2025/1

Moved: Chairperson Adele Gardner

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

Seconded: Member Rachel Baucke

That Te Hiku Community Board confirm the minutes of the meeting held 17 December 2024 to be a true and correct record.

Note: Member Bill Subritzky requested that staff follow up on the hillside slips over the main access road into Rangiputa Settlement. A suggestion was also made for this to be referred to Kōwhiri-Deputy Mayor Kelly Stratford as she attends all Civil Defence meetings.

CARRIED**6 NGĀ PŪRONGO / REPORTS****7.1 SETTING OF LAND DRAINAGE COMMITTEE MEETING DATES 2025****RESOLUTION 2025/2**

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

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

- 3 April 2025
- 18 August 2025

CARRIED**7.1 NEW ROAD NAME: 5 FREYJA CRESENT, COOPERS BEACH**

Agenda item 7.1 document number A5020299, pages 15 - 18 refers

RESOLUTION 2025/3

Moved: Member Darren Axe
Seconded: Member Rachel Baucke

That Te Hiku Community Board name a private road currently located at 5 Freyja Crescent, Coopers Beach "Heimdal Way".

CARRIED**7.2 NEW ROAD NAME: 65 FOSTERS ROAD, MANGŌNUI**

Agenda item 7.2 document number A5003136, pages 21 - 24 refers

RESOLUTION 2025/4

Moved: Member Rachel Baucke
Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board name a private road located at 65 Fosters Road, Mangōnui, as "Harbour View Rise".

CARRIED

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18 February 2025

7.3 NEW ROAD NAME: LOT 2, MOREY ROAD, CABLE BAY

Agenda item 7.3 document number A5028429, pages 26 - 29 refers

RESOLUTION 2025/5

Moved: Chairperson Adele Gardner

Seconded: Member Rachel Baucke

That Te Hiku Community Board name a private right of way, "Stoney Bay Lane" that is currently located at Lot 2, Morey Road, Cable Bay.

CARRIED**7.4 NEW GROUND LEASE TO WAIPAPAKAURI SPORTS COMPLEX INCORPORATED OVER 24 WAIPAPAKAURI DOMAIN ROAD**

Agenda item 7.4 document number A5039489, pages 31 - 36 refers

RESOLUTION 2025/6

Moved: Chairperson Adele Gardner

Seconded: Member Rachel Baucke

That Te Hiku Community Board leave to lie the New Ground Lease to Waipapakauri Sports Complex Incorporated Over 24 Waipapakauri Domain Road report.

CARRIED**7.5 PROJECT FUNDING REPORTS**

Agenda item 7.5 document number A5066796, pages 39 - 40 refers

RESOLUTION 2025/7

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

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

- a) Coopers Beach Bowling Club**
- b) Friends of Rangikapiti Reserve**
- c) Northland Floral Art Society**
- d) Waiharara Hall Society**

CARRIED**7.6a FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/8

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board

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18 February 2025

- a) approve the sum of \$1,948 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitāia and Districts Agricultural and Pastoral Association for costs towards the 2025 A&P Show; and
- b) approve the balance of \$396.05 granted to the Association for the 2024 Spring Fair but not spent be used for the 2025 show instead.

CARRIED

Deputy Chair John Stewart declared his conflict of interests for items 7.6b and 7.6c.

7.6b FUNDING APPLICATIONS

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/9

Moved: Member Sheryl Bainbridge
 Seconded: Councillor Felicity Foy

That Te Hiku Community Board approve the sum of \$1,500 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Frank Malley for costs for 2025 Kaitāia MetalFest subject to providing further quotes for the PA system.

Abstained: Deputy Chairperson John Stewart

CARRIED**7.6c FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/10

Moved: Member Rachel Baucke
 Seconded: Member Darren Axe

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 Kaitāia Primary School for marquee hire costs for the 150th anniversary celebrations.

Abstained: Deputy Chairperson John Stewart

CARRIED**7.6d FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/11

Moved: Member Sheryl Bainbridge
 Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board:

- a) approve the sum of \$7,300 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ōpononi Area School for costs towards hosting the 50th Te Tai Tokerau Kapa Haka Festival; and

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b) note that the approved funds go towards the St John quotes and entry fees of all schools that are participating from Te Hiku area.

CARRIED**7.6e FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/12

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$17,250 (plus GST if applicable) be paid from the Board's Pride of Place Fund account to Te Hapua Sports and Recreation Club for costs towards drainage works.

CARRIED**7.6f FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

MOTION

That Te Hiku Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust costs towards providing Youthline call centre services.

LOST**AMENDMENT**

That Te Hiku Community Board approve the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust costs towards providing Youthline call centre services subject to

CARRIED

The amendment became the substantive motion.

RESOLUTION 2025/13

Moved: Member William (Bill) Subritzky

Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board approve the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust costs towards providing Youthline call centre services with the condition that Youthline Auckland Charitable Trust provide reporting on outcomes in the Te Hiku area.

CARRIED

UNCONFIRMED

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7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**8.1 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.1 document number A5068829, pages 124 - 124 refers

RESOLUTION 2025/14

Moved: Deputy Chairperson John Stewart

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board note the January 2025 member reports from Chairperson Adele Gardner and member Bill Subritzky.*Note: Verbal reports were received from Deputy Chair John Stewart, Members Darren Axe, Bill Subritzky, Rachel Baucke, Sheryl Bainbridge and Crs Felicity Foy and Hilda Halkyard-Harawira.***CARRIED****8.2 TE HIKU COMMUNITY BOARD FEBRUARY 2024 OPEN RESOLUTION REPORT**

Agenda item 8.2 document number A5045102, pages 129 - 129 refers

RESOLUTION 2025/15

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board receive the report Te Hiku Community Board February 2024 Open Resolution Report.**CARRIED****8 TE KAPINGA HUI / MEETING CLOSE****The meeting closed at 12:57pm with a karakia by Member Baucke.****The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 18 March 2025.**

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CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 PROJECT FUNDING REPORTS

File Number: A5097045

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) Graeme Dingle Foundation
- b) Kaitaia Croquet Club

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. Graeme Dingle Foundation - A5097195 [↓](#) 
2. Kaitaia Croquet Club - A5097194 [↓](#) 

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.



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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

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

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

Funding Advisor
Far North District Council Private
Bag 752
KAIKOHE 0440

Name of organisation: Graeme Dingle Foundation Far North _____

Name & location of project: Kiwi Can Programme Delivery costs – Te Hiku Kura

Date of project/activity: Term 4 2024 _____

Which Community Board did you receive funding from?

Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund: \$3000 _____

Board meeting date the grant was approved: 27 September 2024 _____

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Staff Mileage	\$3000	Yes
	\$	
	\$	
	\$	
Total:	\$3000	

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

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

Kiwi Can delivery in Term 4 enabled us to support over 800 tamariki across the Far North with life skills development for some of our most isolated tamariki. Each week our Kiwi Can Leaders travelled hundreds of kilometers to engage, enable and empower tamariki through high energy Kiwi Can lessons involving life skills development like resilience, respect for themselves, each other and their community, integrity and taking accountability for their actions, and fostering positive relationships.

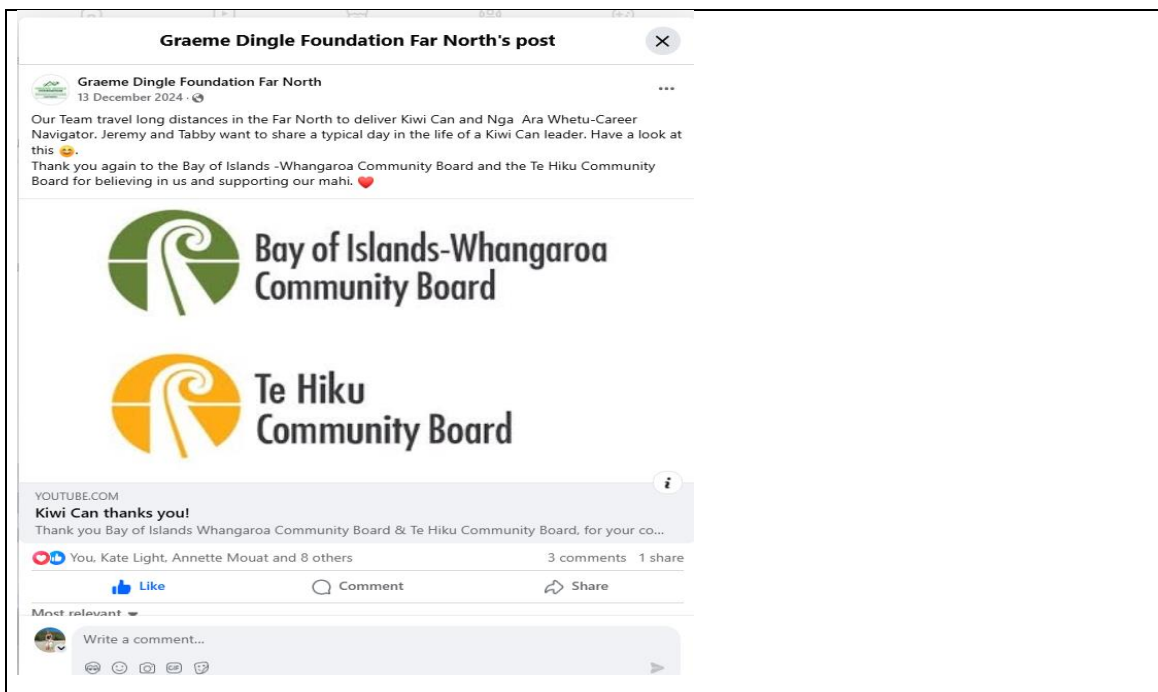
Describe the main findings in your evaluation of the project/event; describe how your project/event benefited the community:

In Term 4 our Research and Evaluation team produced an outcomes report from surveys carried out at Ngataki School and Te Hapua School, the two most Northern Schools in the region, and in Aotearoa. These two kura have some of our most isolated tamariki in New Zealand, but Kiwi Can enables them to develop life skills to help them reach their full potential and thrive, regardless of their backgrounds. Some of the findings from the surveys included:

- 91% of ākongā said Kiwi Can taught them to feel more confident in themselves
- 87% of ākongā said Kiwi Can helped them get on better with other ākongā, even when they do not agree with them
- 82% of ākongā said Kiwi Can helped them to do the right thing, even when no one is looking
- 86% said the Kiwi Can Leaders make them feel like they can try new things
- 91% of ākongā said Kiwi Can taught their classmates to speak nicely to each other and not fight

"I learnt grow to be a role model and be nice to other people."
"(I learnt) To be kind to other people and respect them."

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



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



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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

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

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

Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Kaitaia Croquet Club _____

Name & location of project: Kaitaia Croquet Club Centenary, 8 Matthews Ave, Kaitaia.

Date of project/activity: 7/8 December 2024. _____

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$1730.00 _____

Board meeting date the grant was approved: July 2024 _____

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Centennial cake ingredients and decorations	\$89.46 +20.50(109.96)	√
Flag-Centennial expenses	\$81.20	√
Lunch-Sunday Fun day	\$267.17	√
New Club T shirts	\$265.20	√
Orana Centennial Dinner	\$1138.50	√
Prizes both days	\$250	
Stationary/Pins/Stationery/Invitations	71.15+58.93(130.08)	
Design of New Club Shirts	89.04	√
Total:	\$2351.98	√

Less income received for dinner (subsidy) \$620.00

Total spent \$1731.98

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

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

Saturday 7th, we had an All Day Tournament, that was attended by People, followed by a Centenary Afternoon Tea, which was attended by current members, Adine Gardener our local Council member and invited guests, including past members. A wonderful day and afternoon, with a special centenary cake made by Ros O'Malley of the Doubtless Bay Club. Comments were made that people looked out and saw a sea of blue shirts, all club members wore their new club shirts, they were much cooler to wear and made us all look very much a proud club. Saturday night we had a lovely dinner with 24 people attending from Kaitaia and Whangarei clubs. Sunday 8th, was a fun day tournament, people were encouraged to dress up and there was with competitions involving old mallets and lots of laughs. We provided a catered lunch and prizes also for best dress and participation in the various games.

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

On Saturday 7th, KCC opened the weekend of celebrations with a speech from the President; Pene Bruncker, speech also from Darla Blake, representative from Croquet New Zealand. The first day was a All Day Tournament with 28 players from all of the clubs in Northland.

A Special Centennial Afternoon tea followed the days play, with invited guests and old Players, including Adine Gardiner.

This was followed by a Dinner at the Orana Motor Lodge that was attended by 24 people.

On Sunday, the focus was a Fun Day with a variety of skills games and this was enjoyed again by 28 players from various clubs. There was a catered lunch on this day, and further activities in the afternoon.

The club received a range of accolades from visiting players: They were impressed with the new Shirts of the club members, the standard of the grounds, clubrooms and the efforts made to keep players hydrated, well fed and shade available, as both days were hot. One club, said they were taking notes on the organization of the celebrations for their own centenary in a couple of years.

Prize winners were happy with their cash prizes.

KCC players : they found both days very enjoyable, they liked the chance to mingle with players on a more social level and meet older, past members. The new Shirts are cooler to wear and it felt we were more connected through what we were wearing, previously there has been two or three versions of the Shirts worn on club days. The players also appreciated the catered lunch, a break from having to bring food on the Sunday.

Overall the Centenary was a good way of promoting the club to the community, we have had new players come since this event.

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

Please find attached photos of the events, organizing committee, afternoon tea. One of two newspaper articles in the Northland Age. Invitations.

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

Kaitaia Croquet club facebook page, available

7.2 FUNDING APPLICATIONS

File Number: A5097051
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 March 2025 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One new application has been received, requesting a total of **\$6,000**
- The Community Board has an available total of **\$57,653.28** in **Community Grant** Funding for the 2024/25 financial year.
- The Community Board has an available total of **\$71,236** in **Placemaking** Funding for the 2024/25 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$6,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Graeme Dingle Foundation for costs towards providing KiwiCan to Te Hiku area schools in term 3 and 4.

1) TĀHUHU KŌRERO / BACKGROUND

The applications have been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the Long-Term Plan (LTP) and all provisions listed on the application form.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
Graeme Dingle Foundation – KiwiCan delivery	\$6,000	\$6,000	The applicant is seeking funding for costs associated with running the KiwiCan programme to seven Te Hiku area schools in terms 3 and 4 of 2025. The Board has previously supported this programme with a grant in September 2024 and October 2023, each for \$3000 towards mileage. This meets community outcome 2, 3 and 5.	Community Development

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

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

Budgetary Provision has been made and the grant is allocated in accordance with the Community Grant Policy.

ĀPITIHINGA / ATTACHMENTS

1. **Graeme Dingle Foundation - A5097087** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB011 From Graeme Dingle Foundation Far North

Form Submitted 11 Feb 2025, 1:03PM NZDT

Before you Begin

Instructions

Please read carefully:

- Read this application in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 2 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 20 clear working days prior to the Community Board meeting where the application will be considered. Deadline dates are on the Council's website.
- Incomplete, late or non-complying applications will not be considered.
- Applicants who have failed to complete a Project Report for previous funding granted within the last five years are not eligible for funding.
- If there's anything on this form you're not sure of, please contact the Community Development team at freephone 0800 920 029 or funding@fndc.govt.nz - we're happy to help.

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

- Two quotes for purchases where practicable, **or** evidence of expected purchases. If you are unable to provide quotes, a written explanation as to why this is not possible should be provided
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Financial details - this can be a profit and loss statement or simple statement of account
- Programme outline or Business Plan (if applying for operating costs)
- Written permission should be provided for activities taking place on Council land, public roads or private property not owned by the applicant

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

- Community Grant Fund Pride of Place Fund

Applicant details

Applicant *

Graeme Dingle Foundation Far North

NZ Charity Registration Number (CRN)

CC22961

New Zealand Charities Register Information

Reg Number	CC22961
Legal Name	Graeme Dingle Foundation Far North

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Other Names	Whangaroa Kiwi Can Charitable Trust
Reg Status	Registered
Charity's Street Address	30 Leigh Street Kaeo 0478 Kaeo 0478
Charity's Postal Address	114 State Highway 10 Coopers Beach 0420
Telephone	022 6297386
Fax	
Email	george.faalogo@dinglefoundation.org.nz
Website	https://www.dinglefoundation.org.nz
Reg Date	12:00am on 14 Apr 2008

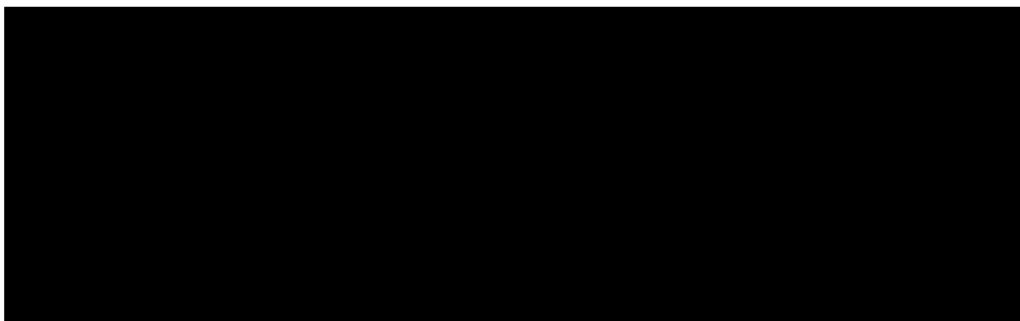
Information retrieved at 1:34pm yesterday

Must be formatted correctly.

If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Education



Website

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

Must be a URL.

Facebook page

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

Contact details

Contact Person One:

Contact Person Two:



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Mobile Number

Mobile Number

Email *

Email Address

Purpose of organisation

Please briefly describe the purpose of the organisation *

For the last 17 years Graeme Dingle Foundation Far North has been supporting tamariki and rangatahi throughout the Far North with life skills youth development programmes. Each week our team provide two life skills programmes; Kiwi Can, and Nga Ara Whetu to over 1200 tamariki and rangatahi across 14 schools.

Must be no more than 50 words.

Number of Members *

1200

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

If you are applying for funding across more than one ward, you need to make a separate application to each Board.

Each community board has their own priorities. You can view them at [Community Board Plans | Far North District Council](#)

Which Community Board are you applying to? *

Te Hiku (Northern) Community Board Bay of Islands-Whangaroa (Eastern) Community Board Kaikohe-Hokianga (Western) Community Board

Project name *

Kiwi Can programme delivery costs Term 3 & 4

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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If you are holding an event, it is recommended that you also look at the guidance for what permits may be required and the timeframes for applications - information can be found at: [What is your event? | Far North District Council \(fndc.govt.nz\)](#)

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

- Art/Culture/Heritage
- Event
- Infrastructure
- Community
- Environmental
- Sport and Recreation

Project Dates

Start Date

Date

30/06/2025

Must be a date.

End Date:

Date:

19/12/2025

Must be a date.

Project Details

Location *

Te Hiku Schools

Must be no more than 10 words.

(Town or area)

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

- Yes
- No

If yes, how much?

Must be a whole dollar amount (no cents).

How many active participants (including volunteers) are taking part? *

675

Must be a number.

How many visitors/audience members/clients do you expect? *

0

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
- No

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If yes, please provide evidence of any engagement you have undertaken

Have you engaged with the community about your project? *

- Yes
 No

If yes, please provide evidence of any engagement you have undertaken

Project Outline

Outline your activity and the services/experiences it will provide.

Who will benefit from your project and how? *

We are seeking funding to cover the delivery costs of our early intervention programme, Kiwi Can, in seven Te Hiku schools: Te Hapua School, Nga Taki School, Kaingaroa School, Peria School, Taipa School, Mangonui School, and Oruariti School. Kiwi Can provides tamariki with a safe and supportive environment to develop essential life skills, guided by our trained Kiwi Can Leaders, who serve as positive role models. We believe all tamariki should have the opportunity to reach their potential and thrive.

The remote locations of some of our schools result in significant mileage costs each term. To ensure consistent and reliable support, it is crucial that our Kiwi Can Leaders are on the ground, delivering hands-on, experiential learning activities. This funding will specifically contribute to Kiwi Can mileage costs during Term 3 and 4.

Must be no more than 150 words.

What Community Outcome(s) does your project meet? *

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

At least 1 choice must be selected.

How does your project meet the Community Outcome(s) you have selected above? *

Kiwi Can delivers four key life skills across the school year; resilience, respect, positive relationships and integrity. These life skills are fundamental pathing the way for positive life pathways for our tamariki, and being from more isolated communities, they may not always have the same opportunities as tamariki from more urban areas to develop these skills.

We want our tamariki to celebrate their individuality and have confidence and resilience to reach their full potential so they can become contributing members to their communities.

Must be no more than 250 words.

Project Cost

* indicates a required field

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- When applying for funding from your community board, the amount requested should generally be less than 50% of the total cost of the project. If you are requesting more than 50% of the total cost of the project, you must speak with the Funding Advisor before submitting your application.
- A minimum of two quotes should be provided for each item funding is requested for. If this is not possible, a letter should be provided with the application explaining why this is not done

Funding Request Amount

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

What is the total cost of your project? *

\$30,840.00

Must be a dollar amount.

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

\$6,000.00

Must be a dollar amount.

Completing your budget

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

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

Amount Requested Column - provide (against the item) the amount you are requesting from the Board. This may be the same amount as shown in the Total Cost Column.

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Regional Manager Support	\$60,000.00	\$0.00	No files have been uploaded
Kiwi Can Leader Salaries (x4)	\$151,424.00		No files have been uploaded

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Admin Costs (Accounting, comms etc)	\$9,284.00		No files have been uploaded	
Programme Operational Expenses	\$30,461.00		No files have been uploaded	
Mileage	\$30,840.00	\$6,000.00	No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
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			No files have been uploaded	
			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Yes No

GST Number

GST Number
090-697-846

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Current Funding

How much money does your organisation currently have? *

\$24,909.00

Must be a dollar amount.

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

\$24,909.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Operational running costs	\$24,909.00

Total Tagged Funds

Total Expenditure Amount

\$24,909.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

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Yes No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Kiwi Can programme costs (Te Hiku)	\$3,000.00	30/09/2024	Yes
Nga Ara Whetu (BOI College)	\$5,000.00	30/09/2024	No
Nga Ara Whetu Programme Delivery Costs (Northland College)	\$3,000.00	25/06/2024	Yes

Supporting Financial Information

When applying for funding, you need to provide us with a profit and loss statement, an audited financial report or a copy of your bank statement.

1 Name of supporting financial document *

2023 Audited Accounts

1 Supporting Financial document *

Filename: 2023 Accounts.pdf
File size: 5.0 MB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

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Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.

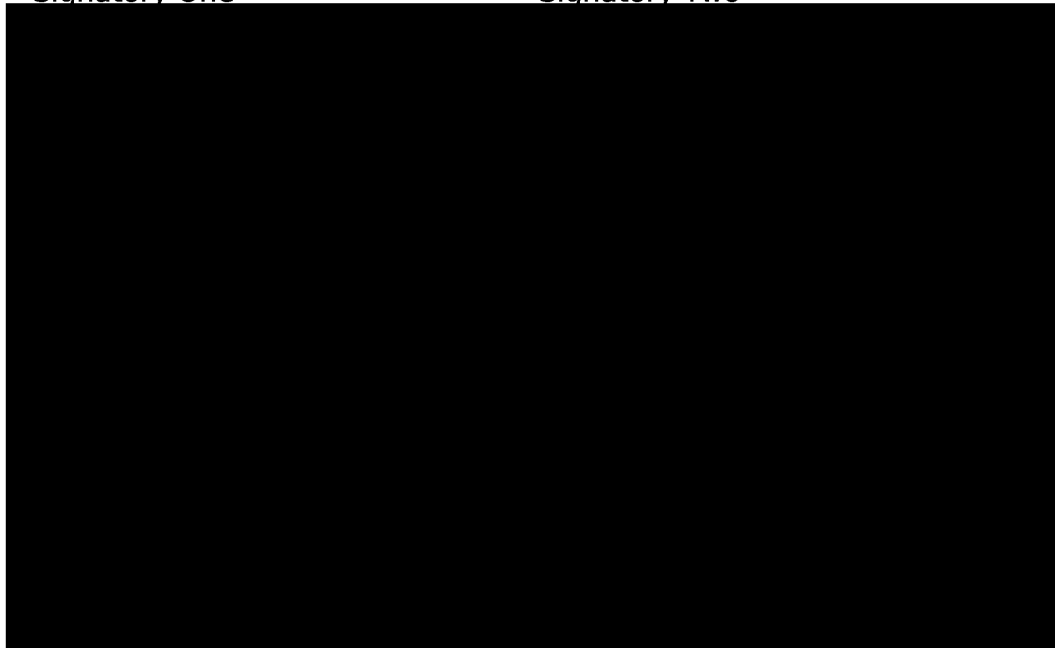
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4. To return to the Far North District Council any portion of the funding that e do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate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

Signatures

Signatory One

Signatory Two



Date

11/02/2025

Must be a date.

Date

11/02/2025

Must be a date.

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB011 From Graeme Dingle Foundation Far North**

Form Submitted 11 Feb 2025, 1:03PM NZDT

Any other supporting documentation

If you have any other documents you would like us to consider with your application that you have not attached elsewhere in this application, please attach them below. If possible, please attach as pdf documents.

If you have more than three additional supporting information documents, please contact funding@fndc.govt.nz

1 Additional Supporting Document Name

1 Additional Supporting Information

Filename: Kiwi Can student feedback Far North 2024.pdf
File size: 107.8 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

Filename: Supporting Document .pdf
File size: 1.7 MB

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 TE HIKU COMMUNITY BOARD MARCH 2025 OPEN RESOLUTION REPORT

File Number: A5045155

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 March 2025 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 Resolutions Report - Draft - A5094216 [↓](#) 

OPEN RESOLUTION REPORT		Printed: Tuesday, 25 February 2025 8:25:54 am
Division: Committee: Te Hiku Community Board Officer:		Date From: Date To:

Meeting	Title	Resolution	Notes
Te Hiku Community Board 13/02/2024	Deferral of North Park Toilet Construction	RESOLUTION 2024/4 That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table. <p style="text-align: right;">CARRIED</p> <i>Note: The Board request further enquiry by staff into alternative locations for the toilet.</i>	26 Jul 2024 1:05pm Nothing further at this time. Still working on identifying a suitable location. This project has now been moved out to yr 4 at this time. 29 Aug 2024 9:38am No further update at this time 23 Sep 2024 9:03am Ongoing investigations for a suitable location, DF Asset Manager will revisit prior to year 4 of current LTP. 02 Dec 2024 4:11pm Status Quo 09 Jan 2025 9:19am No further update at this time. 24 Feb 2025 2:04pm Darren has been working with the business association to reopen discussions with Gull, so action with him.
Te Hiku Community Board 18/02/2025	Confirmation of Previous Minutes	RESOLUTION 2025/1 That Te Hiku Community Board confirm the minutes of the meeting held 17 December 2024 to be a true and correct record. <i>Note: Member Bill Subritzky requested that staff follow up on the hillside slips over the main access road into Rangiputa Settlement. A suggestion was also made for this to be referred to Kōwhai-Deputy Mayor Kelly Stratford as she attends all Civil Defence meetings.</i> <p style="text-align: right;">CARRIED</p>	
Te Hiku Community Board 16/07/2024	Motion	RESOLUTION 2024/30 That Te Hiku Community Board request a report on; <p style="text-align: center;">a) Operational budget and timelines for regular maintenance of channels, culverts, and floodgates in the Kaitaia area,</p>	09 Sep 2024 9:50am Tanya Proctor: Update will be provided at October meeting. 13 Nov 2024 10:18am The Drainage Committee meetings from October were rescheduled in agreement with the Drainage Committee Chairpersons. The information will be provided to Drainage Committee members in the first week of December before coming to a formal Community Board meeting. 29 Jan 2025 12:54pm

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Te Hiku Community Board	Printed: Tuesday, 25 February 2025 8:25:54 am Date From: Date To:
Meeting	Title	Resolution	Notes
		i. Are those assets insured and is there public liability insurance if they fail and private property is damaged. b) Wastewater resource consents and discharge to land noting there is nothing in the LTP for Kaitaia. <i>Note: Also a request for timeframes for when reports are expected to be received.</i> <p style="text-align: right;">CARRIED</p>	Updates were provided to the December Drainage Area Committee meetings.
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme	RESOLUTION 2023/35 That the Te Hiku Community Board; a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme. b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund. c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees. d) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description.	05 Apr 2024 1:12pm EOI completed with 4 interested contractors., Variation , Drainage role reviewed to include compliance and tradewaste. To be readvertised. 03 May 2024 8:14am Preferred supplier confirmed. Contracts to be drafted for award by 30 June for FY24/27., Motutangi accessible drains sprayed., Budgets confirmed and submitted to Finance for rating purposes. 28 May 2024 1:54pm Finalising contract details to be awarded by 30/06 05 Jul 2024 8:03am Tanya Proctor: Currently in the last stages of Contract finalisation. 09 Sep 2024 9:47am Tanya Proctor: Status Quo

OPEN RESOLUTION REPORT			
		Division: Committee: Te Hiku Community Board Officer:	Printed: Tuesday, 25 February 2025 8:25:54 am Date From: Date To:
Meeting	Title	Resolution	Notes
		e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. <p style="text-align: right;">CARRIED</p>	
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme	RESOLUTION 2023/34 That the Te Hiku Community Board; a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000. c) approve the use of other local spray contractors in the area. d) request the proposed rate change for Waiharara \$35,525 and Kaikino \$34,413, including drone hireage and machine cleaning, be reported back to the Drainage Committees. e) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description. f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. <p style="text-align: right;">CARRIED</p>	28 May 2024 1:54pm Finalising contract details to be awarded by 30/06 05 Jul 2024 8:04am Tanya Proctor: Currently in the last stages of Contract finalisation. 09 Sep 2024 9:49am Tanya Proctor: Status Quo

OPEN RESOLUTION REPORT		Printed: Tuesday, 25 February 2025 8:25:54 am Date From: Date To:
Division: Committee: Officer:	Te Hiku Community Board	

Meeting	Title	Resolution	Notes
Te Hiku Community Board 18/02/2025	New Ground Lease to Waipapakauri Sports Complex Incorporated over 24 Waipapakauri Domain Road	RESOLUTION 2025/6 That Te Hiku Community Board <u>leave to lie</u> the New Ground Lease to Waipapakauri Sports Complex Incorporated Over 24 Waipapakauri Domain Road report. CARRIED	24 Feb 2025 4:22pm Report to be presented on various options next month: reduced leased area and potential divestment options
Te Hiku Community Board 21/11/2023	Te Hiku Community Board 2024-2027 Footpath Programme Priority	RESOLUTION 2023/114 That Te Hiku Community Board a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan. i) Mill Bay Road - SH10 to Rangakapiti, Mangonui ii) SH 1@ Gill, Awanui iii) Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto iv) Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia CARRIED	05 Nov 2024 8:35am No funding received from Waka Kotahi for active modes (footpaths). Council to consider level of subsidised funding for each community board at December meeting 03 Dec 2024 7:42am Council will consider subsidised funding for the footpath programme at their December meeting. When funding levels are known staff will work with Board on the 24-27 footpath programme of works. 17 Jan 2025 3:24pm Te Koukou will be workshopping a range of projects including footpaths at the February meeting. At this time no funding has been allocated to the footpath programme.
Te Hiku Community Board 17/09/2024	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	08 Oct 2024 9:00am A report is coming to the November meeting. 04 Nov 2024 11:12am A report will be finalised and ready to take to Te Hiku Community Board once the Annual Plan and Annual Report Summary has been adopted by Council. It is more likely for the Halls report to be expected for the December Community Board meeting. 31 Jan 2025 8:31am

OPEN RESOLUTION REPORT		Printed: Tuesday, 25 February 2025 8:25:54 am Date From: Date To:
Division: Committee: Officer:	Te Hiku Community Board	

Meeting	Title	Resolution	Notes
			A Property Asset Information booklet was provided at the end of the year that got sent out to Councillors and CB Chairs which included financial and non-financial information and Accounting policies.
Te Hiku Community Board 13/02/2024	Funding Applications	<p>RESOLUTION 2024/9</p> <p>That Te Hiku Community Board leave the application from John Haines for the construction of a boardwalk at Paewhenua to lie on the table pending further information from staff regarding the consent requirements of a boardwalk, to support the following Community Outcomes:</p> <ul style="list-style-type: none"> a) Proud, vibrant communities. b) Communities that are healthy, safe, connected and sustainable. <p style="text-align: right;">CARRIED</p>	<p>02 Apr 2024 10:14am Request by Board to include this resolution in report to oversee progress.</p> <p>02 Apr 2024 10:15am Meeting had by Funding staff, Board members and FNHL staff. Waiting for an update from FNHL staff.</p>
Te Hiku Community Board 22/10/2024	Taipa Placemaking	<p>RESOLUTION 2024/55</p> <p>That Te Hiku Community Board adopts the 2024 Taipa Placemaking Plan subject to a variation that provides adequate parking spaces for trailers at Taipa Point and costings of items for stage 3.</p> <p style="text-align: right;">CARRIED</p>	<p>05 Nov 2024 11:37am Currently exploring whether there is space for trailer parking without adding cost to the project. Taipa Placemaking is currently being worked on to include high level costings for the uncosted outcomes. Once complete it will be back on the agenda for the Community Board.</p> <p>29 Jan 2025 3:35pm Working with the community board on options to give effect to the requested boat trailer parking. Feedback has been sought on two options. Costings are still in progress.</p>

8.2 CHAIRPERSON AND MEMBERS REPORTS

File Number: A5103479

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 February 2025 member reports from Chairperson Adele Gardner and members 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 2025-03-18 - A5104595**  
2. **Member Axe Report 2025-03-18 - A5104597**  
3. **Member Baucke Report 2025-03-18 - A5104599**  
4. **Member Subritzky Report 2025-03-18 - A5104601**  



Te Hiku Community Board Chairperson's Report

Name: Adele Gardner

Subdivision: Kaitaia Te Hiku

Date: 2 March 2025

Meetings Attended

Date	Meeting
10/02/2025	Annual Plan workshop - Kaikohe
11/02/2025	Local Waters done well workshop - online
13/02/2025	Council
14/02/2025	Te Ahu Trust meeting
17/02/2025	Chairs catchup with Mayor
18/02/2025	Te Hiku Community Board – Te Ahu
24/02/2025	Te Hiku Sports Hub
25/02/2025	Transport & Infrastructure and workshop
26/02/2025	Chairs workshop with operations
26/02/2025	Election workshop

Resource Consents

RMA 2250315 - 6670 SH1 Kaitaia. Land Use proposal to establish and operation of a clean fill site within an indigenous wetland where fill activities exceed 5000m³ and 1.5m in height. This is an overall discretionary activity.

2250314 - RMA. 69 Victoria Valley Road Kaitaia. Land Use proposal and operations to establish and operation of a clean fill site within an indigenous wetland where fill activities exceed 5000m³ and 1.5m in height. This is an overall discretionary activity.

Requests for Service (RFS)

Rangiputa footpath – refer to Bill Subritzky report.



Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 3 March 2025

Meetings Attended

Date	Meeting
18/02/205	Te Hiku Community Board – Te Ahu

Requests for Service (RFS)

RFS number	Date	Comment
4240943	27/02/25	Grade Ngataki Road. Dispatched to inspector 27/2/25
4239851	19/02/25	Requesting smart bin moved away from coastguard building to northern side of car park to stop rat problem. With District Facilities team
4236357	24/01/25	Take care of vegetation/weeds at Houhora head walking track. With District Facilities team
4235505	20/01/25	'No camping' sign outside the reserve at 50 Waterfront Road, Pukenui has been vandalised. Closed: 17/2/25 Sign reinstated
4233731	07/01/25	Customer queried recycling rubbish. Closed: We collect recycling as mixed and run over sorting belt. Invitation for CB members to visit
4231673	12/12/24	Phoenix palms to be trimmed in Waterfront Road Pukenui fronds becoming dangerous to small children some injuries recently. With District Facilities team
4232544	18/12/24	Citycare to tidy rubbish around petrol pump at Houhora commercial wharf. With District Facilities team
4231898	13/12/24	Toilets blocked Houhora Wharf Completed 13/12/24

9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - New lease request over part 6 South Road, Kaitaia - Far North Community Foodbank Trust	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

11 TE KAPINGA HUI / MEETING CLOSE