

AGENDA



Tuesday, 15 April 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 & 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, Kaitiāia on:
Tuesday 15 April 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

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5045153

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 March 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. 2025-03-18 Te Hiku Community Board Minutes - A5113766 [↓](#) 

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 March 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 MARCH 2025 AT 10:00 AM**

PRESENT: Chairperson Adele Gardner, Member Darren Axe, Member William (Bill) Subritzky, Member Rachel Baucke

STAFF PRESENT: Marysa Maheno (Democracy Advisor), Amber Wihongi-Alderton (Democracy Advisor), Beverly Mitchell (Community Board Coordinator), Kathryn Trewin (Funding Advisor)(online), Michelle Rockell (Property Management – Team Leader)(online).

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Baucke started the meeting with a karakia at 10:00AM

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

APOLOGY

RESOLUTION 2025/16

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

That the apology received from Deputy Chair John Stewart, Board Member Sheryl Bainbridge and Cr Hilda Halkyard Harawira be accepted and leave of absence granted.

CARRIED

4 NGĀ KAIKŌRERO / SPEAKERS

George Fa'alogo spoke to item 7.2, funding application for Graeme Dingle Foundation.

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

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5045161, pages 8 - 15 refers

RESOLUTION 2025/17

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board confirm the minutes of the meeting held 18 February 2025 to be a true and correct record.

CARRIED

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION 2025/18**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

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
8.1 - 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

CARRIED**6 NGĀ PŪRONGO / REPORTS****6.1 PROJECT FUNDING REPORTS**

Agenda item 7.1 document number A5097045, pages 16 - 21 refers

RESOLUTION 2025/19

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

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

- a) Graeme Dingle Foundation**
- b) Kaitaia Croquet Club**

CARRIED

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

6.2 FUNDING APPLICATIONS

Agenda item 7.2 document number A5097051, pages 22 - 36 refers

RESOLUTION 2025/20Moved: Member William (Bill) Subritzky
Seconded: Member Darren Axe

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.

CARRIED**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****7.1 TE HIKU COMMUNITY BOARD MARCH 2025 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5045155, pages 37 - 42 refers

RESOLUTION 2025/21Moved: Chairperson Adele Gardner
Seconded: Member Rachel Baucke

That Te Hiku Community Board receive the report Te Hiku Community Board March 2025 Open Resolution Report.

CARRIED**7.2 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.2 document number A5103479, pages 43 - 49 refers

RESOLUTION 2025/22Moved: Member Darren Axe
Seconded: Member Rachel Baucke

That Te Hiku Community Board note the February 2025 member reports from Chairperson Adele Gardner and members Darren Axe, Rachel Baucke and Bill Subritzky.

CARRIED**MOTION****RESOLUTION 2025/23**Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That Te Hiku Community Board request that official notification of the outcome of resolution 2024/75 from the 17 December 2024 Te Hiku Community Board meeting be sent to the Lake Ohia Hall Committee.

CARRIED

Page 3

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 11:26AM.

The minutes of this meeting will be confirmed at Te Hiku Community Board Meeting held on 15 April 2025.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 NEW GROUND LEASE TO WAIPAPAKAURI SPORTS COMPLEX INCORPORATED OVER 24 WAIPAPAKAURI DOMAIN ROAD

File Number: A5094862

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek Te Hiku Community Board recommendation to Council to initiate public consultation on the granting of a new ground lease over 24 Waipapakauri Domain Road, Waipapakauri recreation reserve under Section 54 Reserves Act 1977, being Section 34 Block X Rangaunu SD to Waipapakauri Sports Complex Incorporated.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Waipapakauri Sports Complex Incorporated have leased the Waipapakauri Domain from Far North District Council since 1981.
- The lease expired in 2014 and whilst a new Deed of Lease was drafted, it was never executed by either party.
- In 2024, the Waipapakauri Sports Complex Incorporated formally requested a new ground lease over the site occupied by the sporting facility.
- There is no existing Reserve Management Plan for Waipapakauri Domain Recreation Reserve.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve when no Reserve Management Plan is in place.
- On 18 February 2025, this report was left to lie on the table by the Te Hiku Community Board after requesting a reduced leased area and investigations into divestment of the site.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board recommend to Council:

- a) that the public consultation process is commenced on the granting of a new ground lease to Waipapakauri Sports Complex Incorporated over 24 Waipapakauri Domain Road, Recreation Reserve being Section 34 Block X Rangaunu SD, approximately 82,988 square metres, held in New Zealand Gazette 1952 page 1995.
- b) The terms of the proposed lease shall be:
 - Term: 30 Years (10+10+10)
 - Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule; and
- c) That the Te Hiku Community Board is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

1) TĀHUHU KŌRERO / BACKGROUND

On 18 February 2025, this report was left to lie on the table by the Te Hiku Community Board. Requests were made for Far North District Council staff to present a lease option with a reduced area and investigate if divestment of the site to the Waipapakauri Sports Complex Incorporated or to the Christian School is a viable option.

Updated information as of 25 March 2025

Divestment

A Schwarz report was carried out over the Waipapakauri Domain Reserve on 23 December 2009. The report shows that the land was obtained by the Crown via the Public Works Act 1928 on 2 May 1951 for Defence Purposes to extend the Waipapakauri Airfield.

In 1952, it was determined that the land was not required for that purpose and was declared Crown Land subject to the Land Act 1948 by NZ Gazette 1952p 368. In 1952, the section was set apart as a reserve for recreation purposes by NZ Gazette 1952 p 1995. The land was then vested in the Mangonui County Council on 4 March 1953 for recreation purposes, which was subsequently vested in the Far North District Council in 1989.

It is noted that to dispose of the land, Reserve revocation procedures will need to be implemented, unless the Office of Treaty Settlements include within the settlement legislation that the reserve status is revoked.

It is also noted that upon revocation of the reserve status, the ownership of the reserve will revert to the Crown together with sale proceeds (if any) because of the provisions contained in section 25.1 of the Reserves Act 1977. From here, should the Crown determine that the land is not required for public interest, it shall be offered back to the former owner.

Leased area

A meeting was held with the Waipapakauri Sports Complex and the Christian School on 25 March 2025 to discuss the leased area. The school will carry out a Geotech report over the pine block and the pony club as these are the preferred areas to develop. The outcome of this report will then determine which (if either) site is suitable to develop.

As the school are still yet to confirm the exact area they would like to lease, to prevent any further delays to the granting of the lease to Waipapakauri Sports Complex, it was agreed between all parties to lease the whole area to Waipapakauri Sports Complex and reduce the proposed leased area once confirmation by the school. This may occur during the lease granting process.

Lessee background

Waipapakauri Recreation Reserve is vested in Council and has been occupied by the Waipapakauri Sports Complex Incorporated since 1981. Their initial ground lease dated 25 June 1981 expired in 2014. Whilst a new Deed of Lease was drafted, this was never executed by either party.

In 2024, the Waipapakauri Sports Complex Incorporated approached Far North District Council staff formally seeking a new ground lease. Discussions occurred alongside the Kaitaia Campus – Villa Education Trust who were interested in leasing the rear of the section to construct a school. However, these plans have since fallen through and the Waipapakauri Sports Complex Incorporated has requested to be the sole lessee of the land.

The Waipapakauri Sports Complex Incorporated manage Waipapakauri Sports Complex Incorporated, which is a well-established group with 44 years of service to the local community located on the domain. Their main objective is to provide sport (primarily rugby and netball but not limited) to the community of Waipapakauri and surrounding areas.

Other local groups and organisations also utilise the space to provide activities for the community, including fund raising and social events.



Aerial view of proposed leased area in red.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Divesting of the property to the Crown does not present a benefit to the current occupants or the school.

The process to divest the land back to the Crown can take roughly a year to complete and does not guarantee desired outcome. If divested, the Crown would determine if it is in the public interest to keep the land or give back to the former owner.

The leased area will be varied once the Christian school have provided confirmation of which area they can build on (to be determined by Geotech report).

Delegation to Council

The 2013 Minister of Conservation Reserves Act Delegations provide for Local Authorities to wear the hat of the Minister for delegated actions over vested recreation reserves.

Section 54(1) of the Reserves Act 1977 ("the Act") provides for Council, with the prior consent of the Minister, to grant leases over recreation reserves. From 2013, prior consent of the Minister is delegated to Council.

Section 54(2) Reserves Act 1977 requires public notification of the proposed lease action where no current reserve management plan is in place for the vested recreation reserve. There is no current reserve management plan for the Waipapakauri Domain Recreation Reserve.

Council resolution to commence public consultation satisfies the prior consent of the Minister and the public notice requirements.

Council delegations: the role of the Board vs the role of the Council

Community Boards are delegated to provide recommendations to Council in respect to applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.

The Te Hiku Community Board is therefore now required to make a recommendation to Council in respect of the proposal.

The options for this site are:

Option 1: Recommended

That the Te Hiku Community Board recommends to Council that:

- a) **the public consultation process is commenced on the granting of a new ground lease to Waipapakauri Sports Complex Incorporated over 24 Waipapakauri Domain Road, Recreation Reserve being Section 34 Block X Rangaunu SD, approximately 82,988 square metres, held in New Zealand Gazette 1952 page 1995.**
- b) **The terms of the proposed lease shall be:**
 - **Term: 30 Years (10+10+10)**
 - **Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**
- c) **Te Hiku Community Board is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.**

Option 1 will allow the Waipapakauri Sports Complex Incorporated to continue providing their valued services to the community of Waipapakauri and surrounding areas and for the Christian School to apply for a lease over the remaining area.

Option 2:

- a. Decline Waipapakauri Sports Complex Incorporated request for a new ground lease
- b. Request that Waipapakauri Sports Complex Incorporated remove all existing building(s) and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reduction of the leased area allows for Waipapakauri Sports Complex Incorporated to continue their operations, whilst providing a space for the Christian School to also apply for a lease over part of the Reserve.

Whilst classified Recreation Reserve, the remaining portion can be reclassified to Educational Purposes (or similar) to accommodate for the Ministry of Education's requirements to allow the school to access the land. This is a lengthy process that would not be commenced until the school has the approval from Ministry of Education to occupy the land. Far North District Council can aid by providing a letter of support to the Ministry of Education.

Waipapakauri Sports Complex Incorporated provide a beneficial service to the community and requiring them to vacate the land will be detrimental to the Community, Whānau and Tamariki of the area.

As per the Reserves Act 1977, Council can grant exclusive leases to part or all of a reserve for a maximum term of 30 years.

Public Notice is a statutory requirement under Reserves Act for the leasing of a Recreation Reserve.

Public consultation will enable the Te Hiku Community Board and Council to assess the community's engagement with the Waipapakauri Sports Complex Incorporated's proposal. Public consultation gives the community the opportunity to put forward alternative options for the occupation of the building and/or the use of the site.

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space.

The lease will provide for the lessee to be responsible for the payment of all utility charges, rates and insurances.

All buildings and improvements are owned by the Waipapakauri Sports Complex Incorporated.

The annual rent will be in conjunction with Far North District Council Fees and Charges Schedule and amended annually.

Should a lease not be provided to Waipapakauri Sports Complex Incorporated and the land reinstated to reserve, Council will become responsible for any ongoing maintenance of the site.

ĀPITI HANGA / ATTACHMENTS

Nil

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	Medium
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<p>FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base.</p> <p>The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease</p>
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 does not have District wide relevance. Delegation to the relevant Community Board 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.
<p>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.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify tangata whenua in the Waipapakauri locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance.</p> <p>Should public consultation be approved, relevant Iwi/hapū will be notified via a separate letter to inform them of the requested lease. The letter will include brief summary of the lease and instructions of how to provide feedback should they wish to do so.</p>
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).	Public consultation and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow staff to identify any people or groups who may be affected or have interest in the matter.

State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Schedule.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.2 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS**File Number: A5128208****Author: Kathryn Trewin, Funding Advisor****Authoriser: Aisha Huriwai, Manager - Democracy Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2025 winter 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:**

Te Kura a Iwi o Pawarenga	\$250
Te Hapua Sports and Recreation Club	\$500
Pukenui School	\$200
Panguru RFC	\$600
Phoenix Netball	\$350
Muriwhenua Whai Repo	\$500
Mt Hobson UNISS Netball Team	\$150
Kaitaia United AFC	\$500
Kaitaia Pirates Sports Club	\$1,400
Kaitaia City Rugby Union Football Club	\$1,000
Eastern United RFC JMB/IMB	\$600
Coastal Homes Netball	\$370
Te Rarawa Rugby Club	\$1,100
	\$7,520

Notes:

Lesley Wallace, the Sport Northland Community Co-ordinator for Te Hiku, declared her conflict of interest when considering the applications for Te Rarawa JMB Rugby Club and Phoenix Netball club as a member. These applications were 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 2025 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?	\$29,363 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 is \$29,363. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. \$1,740 was allocated by the Board for the summer round of applications. The amount the board has available to grant for the Winter travel round is \$7,521, which includes unallocated funding from the summer travel round.

ĀPITIHANGA / ATTACHMENTS**1. THCB - Rural Travel Summary - A5131388**  **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.	Sport New Zealand and Far North District Council Funding Agreement.
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 is seeking a decision from the Board alongside advice from Sport Northland representatives
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 allocating funding.. Any implications on Māori arising from a particular application form should be raised during discussion while considering applications in accordance with the funding agreement.
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).	Sport Northland representatives and staff advertise funding with community sports groups, clubs and schools to seek applications from groups and clubs.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Name & Location Of Organisation Applying	Club Or School	Application Approved / Declined	Amount Requested (\$)	Amount Allocated (\$)	Purpose Of Travel Grant	Number of Young People Impacted (Primary & Secondary Aged)					Disabled Individuals - no. who received support from RTF	Benefits Of Receiving Funding
						Primary School Aged	Secondary School Aged	Total	No. of female applicants	No. of male applicants		
Te Kura a Iwi o Pawarenga	School		\$ 1,500.00	\$ 250.00	To attend training and competitions	11	9	20	3	0	0	Students able to attend and participate in physical activities
Te Hapua Sports and Recreation Club	Club		\$ 23,000.00	\$ 500.00	To attend training and competitions	30	15	45	10	35	0	Students able to attend and participate in physical activities
Pukenui School	School		\$ 2,990.00	\$ 200.00	To attend training and competitions	19	0	19	4	15	0	Students able to attend and participate in physical activities
Panguru RFC	Club		\$ 2,000.00	\$ 600.00	To attend training and competitions	55	12	67	35	32	0	Students able to attend and participate in physical activities
Phoenix Netball	Club		\$ 2,000.00	\$ 350.00	To attend training and competitions	20	10	30	28	2	0	Students able to attend and participate in physical activities
Muriwhenua Whai Repo	Club		\$ 13,040.00	\$ 500.00	To attend training and competitions	0	60	60	40	20	0	Students able to attend and participate in physical activities
Mt Hobson Uniss Netball Team	Club		\$ 600.00	\$ 150.00	To attend training and competitions	0	10	10	10	0	0	Students able to attend and participate in physical activities
Kaitaia United AFC	Club		\$ 11,000.00	\$ 500.00	To attend training and competitions	0	55	55	20	35	0	Students able to attend and participate in physical activities
Kaitaia Pirates Sports Club	Club		\$ 4,487.50	\$ 1,400.00	To attend training and competitions	130	20	150	10	140	5	Students able to attend and participate in physical activities
Kaitaia City Rugby Union Football Club	Club		\$ 2,000.00	\$ 1,000.00	To attend training and competitions	63	49	112	19	93	0	Students able to attend and participate in physical activities
Eastern United RFC JMB/IMB	Club		\$ 6,905.00	\$ 600.00	To attend training and competitions	0	60	60	0	60	0	Students able to attend and participate in physical activities
Coastal Homes Netball	Club		\$ 1,230.00	\$ 370.00	To attend training and competitions	20	20	40	40	0	0	Students able to attend and participate in physical activities
Te Rarawa Rugby Club	Club		\$ 2,143.00	\$ 1,100.00	To attend training and competitions	80	40	120	35	85	2	Students able to attend and participate in physical activities
			\$ 72,895.50	\$ 7,520.00		788						

THCB

Amount Available (Total)	7521
Granted	\$ 7,520.00
Balance	\$ 1.00
Number of participants	788
Request \$ divided by participants	92.51
Available \$ divided by participants	9.54

7.3 PROJECT FUNDING REPORTS

File Number: A5131937

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Momentum Charitable Trust

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. Project Report - Momentum Charitable Trust - A5131922  

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.

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

The Money&Me programme had six participants aged 26-54, comprising 82% Maori and 18% NZ/European. Participants experienced significant improvements in financial literacy and confidence, gaining knowledge in saving money, creating personal budgets, understanding spending habits, and the importance of retirement savings. They also enhanced their understanding of key financial terms, tax, financial statements, high-interest loans, and the value of wills and trusts. The clear explanations and practical advice provided were highly appreciated, with participants eager to apply their new skills to improve their financial habits and decision-making. The programme effectively engaged participants, providing them with essential financial skills and fostering a positive outlook on their financial futures.

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

The Money&Me programme had a profound impact on the community by empowering individuals with essential financial skills. By improving financial literacy and confidence among participants, the programme has contributed to:

Economic Stability: Participants are now better equipped to manage their finances, reduce debt, and save for the future, contributing to greater economic stability for themselves and their families.

Personal Empowerment: The programme has given individuals the tools and confidence to take control of their financial lives, leading to increased self-reliance and independence.

Community Well-being: Financial stress can have a detrimental effect on overall well-being. By alleviating some of this stress, the programme has contributed to the mental and emotional well-being of participants.

Future Planning: With a better understanding of financial planning, participants are more likely to make informed decisions that benefit their long-term financial health, including retirement planning and investing in their futures.

Ripple Effect: The knowledge and skills gained by participants are likely to be shared with family members and friends, spreading the benefits of the programme throughout the community.

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

The Local Board logo was prominently displayed when handing out the participant certificates, ensuring that the community was aware of the Local Board's support and contribution to the Money&Me programme.

Social media posts featured acknowledgements of the Local Board's support, including updates on the programme's progress, participant testimonials, and event highlights.

Members of the Local Board were invited to attend the programmes to see the activities in action, interact with participants, and hand out certificates. The debrief report sent to the Department of Corrections also highlighted that the Local Board funded the project, reinforcing their crucial role. We have attached the debrief report for the board's perusal, along with the social media post.

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

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

This report was completed by:

Date: 04/03/2025

7.4 FUNDING APPLICATIONS

File Number: A5132228

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

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 April 2025 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Five new applications have been received, requesting a total of **\$39,409**
- The Community Board has an available total of **\$51,653.28** 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 **\$1,652** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Tania Pomana for costs towards providing printing workshops in Te Hiku Libraries for Matariki 2025.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$1,666** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Jannine Pikari for costs towards providing rongoa workshops in Te Hiku Libraries for Matariki 2025.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$1,706** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Korari Enterprises for costs towards providing papermaking workshops in Te Hiku Libraries for Matariki 2025.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$792** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Medina Koni for costs towards providing raranga workshops in Te Hiku Libraries for Matariki 2025.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$1,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Momentum Charitable Trust for costs towards providing life skills and financial courses at Kaitaia Probation Centre

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	Recommended	Comments	Type
a) Tania Pomana - Printing	\$1,652	\$1,652	These applications are for a series of workshops to be run at the FNDC libraries over Matariki, showcasing Māori art and culture. The Board supported similar applications in 2024, and applications have been made to all three Boards for wananga in their area. This application is only for wananga in Te Hiku Ward. These applications meet community outcomes 1,2,3 and 5.	Art, culture and heritage
b) Jannine Pikari - Rongoa	\$1,666	\$1,666		
c) Korari Enterprises - Papermaking	\$1,706	\$1,706		
d) Medina Koni - Raranga	\$792	\$792		
e) Momentum Charitable Trust – Life and financial skills programmes	\$4,540	\$1,000	This is the third application from this organisation for the same project. They were granted \$2,270 in April 2024 and \$2,270 in November 2024 (50% of the total cost). This application meets community outcomes 3, 4, 5 and 6	Community

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The applicant/s is required to complete a standard application form and provide supporting information.

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

Each application has been assessed and meets the criteria of the Community Grant Policy, Community Outcomes as listed in the LTP, and the conditions listed on the application form.

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.

ĀPITIHANGA / ATTACHMENTS

1. **Tania Pomana - A5131919** [↓](#) 
2. **Jannine Pikari - A5131920** [↓](#) 
3. **Korari Enterprises - A5131923** [↓](#) 
4. **Medina Koni - A5131918** [↓](#) 
5. **Momentum Charitable Trust - A5131921** [↓](#) 

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) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM 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 *

Ms Tania Pomana

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024) (Version
2 of 2)**

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

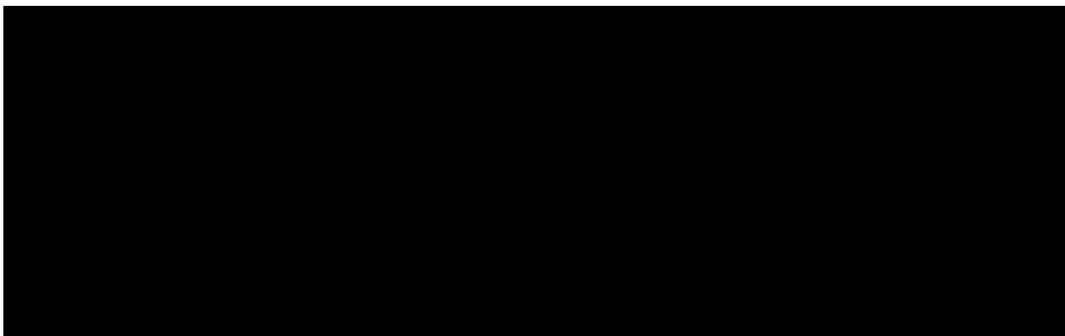
Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

Must be formatted correctly.

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

What sector do you/your organisation work in? *

Arts/Culture/Heritage



Website

Must be a URL.

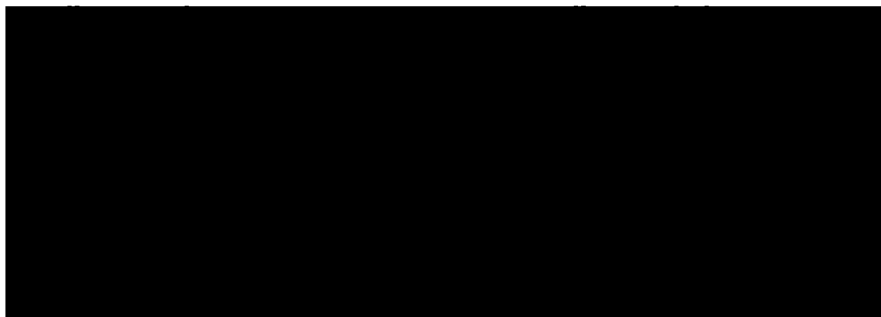
Facebook page

Creative Wahine

Contact details

Contact Person One:

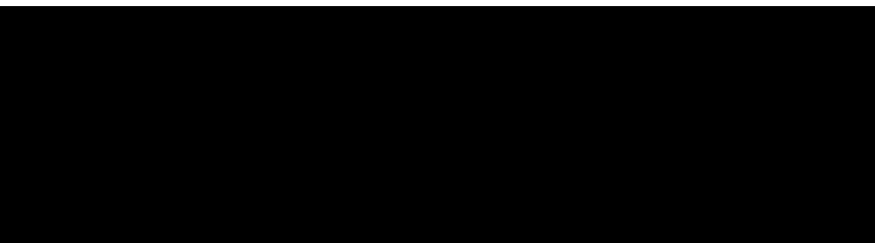
Contact Person Two:



Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT



Purpose of organisation

Please briefly describe the purpose of the organisation *

I am an individual artist, I operate as Creative Wahine.

My practice is multi-disciplinary.

I have run various workshops focussing on creativity as a mode to self healing/awareness.

My purpose as a facilitator is to encourage the reality that everybody is creative and creativity is important.

Must be no more than 50 words.

Number of Members *

1

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 *

Puanga/matariki workshop series FNDC Libraries Gelli Printing - Colour Flow

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

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

05/06/2025

Must be a date.

End Date:

Date:

27/06/2025

Must be a date.

Project Details

Location *

Te Ahu Library

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? *

2

Must be a number.

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

80

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
- No

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

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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? *

The project will be a part of the Matariki celebrations 2025, in the form of x4 creative workshops, that will take place at the Far North Libraries, (Kaikohe, Kaitaia, Kawakawa & Kāeo). Dates to be confirmed.

The workshops will be Geli-Printing workshops, that are inclusive of all ages. The activity itself is a nice easy application of paint, which is then turned into a monoprint. The kōrero behind the activity will be around Matariki, Wellbeing and how colours can represent each individuals understanding. I would like each participant to choose their favourite print for a photograph which will be turned into a photobook as a resource for the library.

Each person who participates in the workshops will walk away with their own prints, a fun time of creativity, a chance to connect with others and the opportunity to see their work in the library.

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? *

The project itself will be part of this years Matariki Celebrations, which is a tangata whenua practice, and therefore acknowledges and affirms tangata whenua's role of kaitiaki of Māori traditions and way of life.

The time spent with others in the workshops doing something new, and sharing that environment with people they may not know, helps create connection to others and the library environment.

Must be no more than 250 words.

Project Cost

* indicates a required field

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

- 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? *

\$4,956.00

Must be a dollar amount.

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

\$1,652.00

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.	
Travel	\$1,156.48	\$127.00	Filename: Travel Cost.pdf File size: 1.3 MB

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024) (Version 2 of 2)**

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

Accomodation	\$400.00	\$300.00	Filename: Screen Shot 2025-03-10 at 10.19.53 AM.png File size: 787.4 kB	
Photobooks	\$250.00	\$250.00	Filename: Screen Shot 2025-03-10 at 10.24.33 AM.png File size: 1.0 MB	
Art supplies	\$750.00	\$375.00	Filename: Screen Shot 2025-03-10 at 10.46.47 AM.png File size: 382.4 kB Filename: Screen Shot 2025-03-10 at 10.46.54 AM.png File size: 459.5 kB Filename: Screen Shot 2025-03-10 at 10.47.04 AM.png File size: 374.5 kB	
Facilitator	\$2,400.00	\$600.00	Filename: Creative inv.pdf File size: 934.9 kB	
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**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024) (Version 2 of 2)**

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

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			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Yes No

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount

Total Tagged Funds

Total Expenditure Amount

\$0.00

This number/amount is calculated.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

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.	
KHO CB	\$1,652.00	Pending
BOI Whangaroa	\$1,652.00	Pending
Kaimahi volunteer	\$200.00	Yes

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Creative communities	\$2,500.00	25/10/2023	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 *

Bank Statement

1 Supporting Financial document *

Filename: Screen Shot 2025-03-10 at 11.12.51 AM.png

File size: 315.9 kB

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

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**

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)

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) (Version 2 of 2)

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT

- 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 sperate entries in the cash book or as a note o the accounts
- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

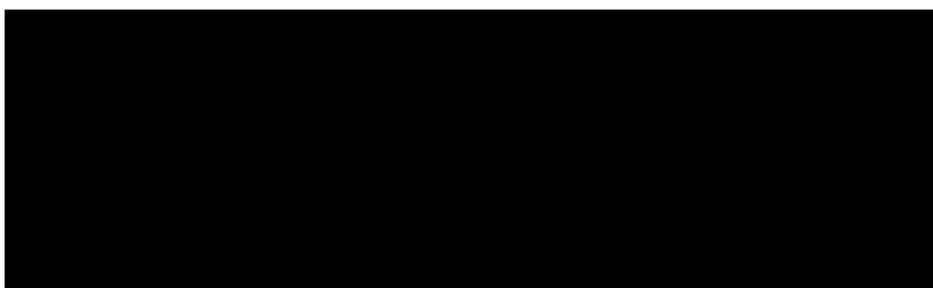
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

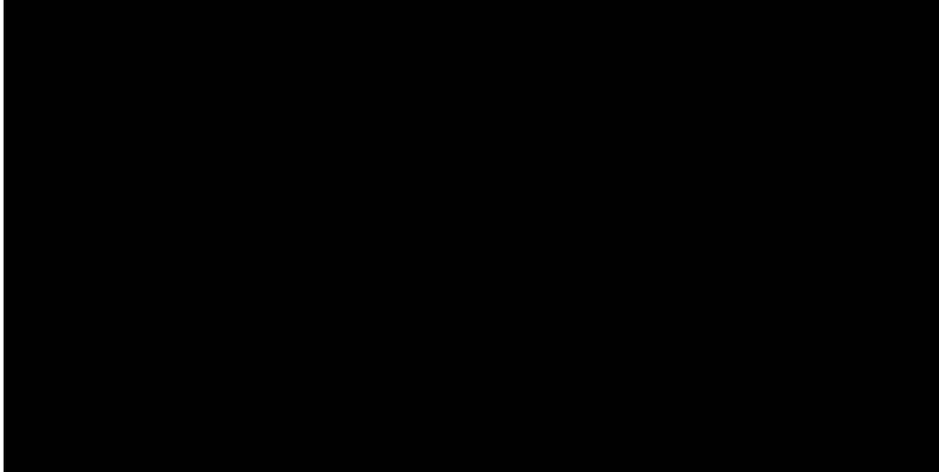


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**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024) (Version
2 of 2)**

Application No. THCB015 From Ms Tania Pomana

Form Submitted 18 Mar 2025, 4:22PM NZDT



Date

10/03/2025

Must be a date.

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@fnhc.govt.nz

1 Additional Supporting Document Name

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

Form Submitted 18 Mar 2025, 3:15PM 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 *

Jannine Pikari

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB021 From Jannine Pikari**

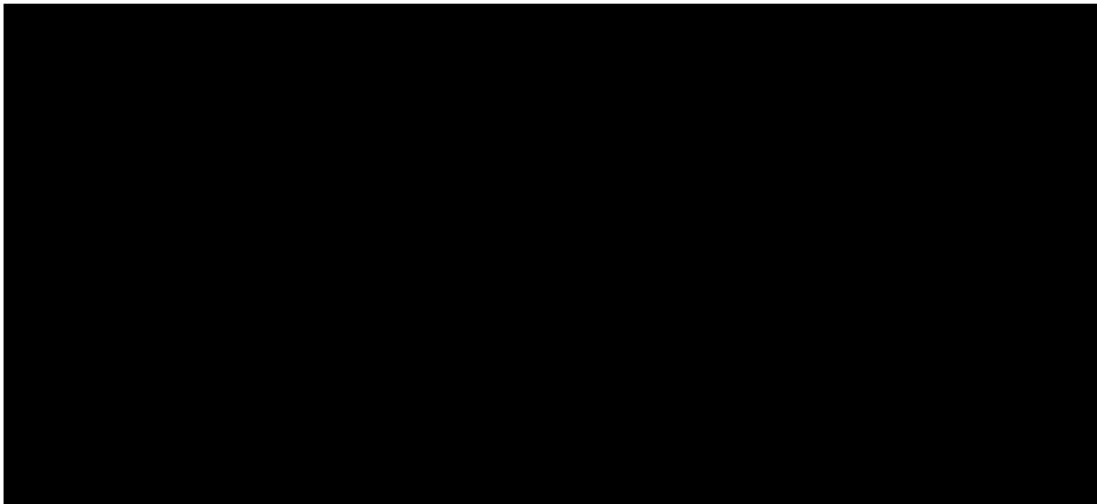
Form Submitted 18 Mar 2025, 3:15PM NZDT

Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

Must be formatted correctly.
If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

Other: Rongoa



Contact details

Contact Person One:

Applicant Project Contact *

Jannine Pikari

Position *

Individual

Phone Number

Contact Person Two:

Applicant Admin Contact

Maryn Ashby

Position

Phone Number

02102253301

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

Form Submitted 18 Mar 2025, 3:15PM NZDT

Purpose of organisation

Please briefly describe the purpose of the organisation *

To self empower ngā tangata katoa through the practice of rongoa Māori.

I help to create a safe place for people to reclaim, enhance and take responsibility for their hauora.

"Te toto o te tangata, he kai, te oranga o te tangata, he whenua"

Must be no more than 50 words.

Number of Members *

1

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 *

Puanga/Matariki workshop series FNDC Libraries

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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 \(fndc.govt.nz\)](#)

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

Form Submitted 18 Mar 2025, 3:15PM NZDT

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

End Date:

Date

Date:

01/06/2025

30/06/2025

Must be a date.

Must be a date.

Project Details

Location *

Te Ahu Library

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? *

60

Must be a number.

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

60

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
- No

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

Have you engaged with the community about your project? *

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Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

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- 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? *

All ages, ethnicities, capabilities in our community will find something to take away from our workshops. Over two hours participants will learn about releasing tension through rakau and kohatu work. We will explore the benefits of meditation hā ki roto, hā ke waho and how to connect to their own mana. Each participant will learn about some of the rongoa in our taiao and the relevance of Puanga and Matariki as we shift into the next phase of the maramataka. Participants will go away with free samples of Rongoa mirimiri and wai to aid with supporting their own Hauora.

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? *

Our rongoa Māori workshop will create a safe space for people to connect through the sharing of matauranga Māori. The workshop aims to help tangata take responsibility for their own hauora and empower our communities to find that collective strength so we can promote the wellbeing of everyone through the support rongoa Māori.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

- 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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

Form Submitted 18 Mar 2025, 3:15PM NZDT

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? *

\$13,333.00

Must be a dollar amount.

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

\$1,666.00

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.	
Labour	\$9,000.00	\$1,000.00	Filename: Invoice.jpg File size: 2.0 MB
Travel	\$509.00	\$130.00	Filename: Invoice.jpg File size: 2.0 MB
Rongoa	\$1,364.00	\$536.00	Filename: Invoice.jpg File size: 2.0 MB
			No files have been uploaded

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB021 From Jannine Pikari**

Form Submitted 18 Mar 2025, 3:15PM NZDT

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Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Yes No

GST Number

GST Number

45 137 546

Current Funding

How much money does your organisation currently have? *

\$42.00

Must be a dollar amount.

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

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\$42.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
business expenditure	\$42.00

Total Tagged Funds

Total Expenditure Amount

\$42.00

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.	
Kaimahi volunteer	\$1,500.00	Yes
KHC CB	\$1,666.00	Pending
BOI Whangaroa CB	\$3,333.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

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.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

Form Submitted 18 Mar 2025, 3:15PM NZDT

1 Name of supporting financial document *

Bank Statement

1 Supporting Financial document *

Filename: bank statement.jpg

File size: 2.4 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

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.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB021 From Jannine Pikari

Form Submitted 18 Mar 2025, 3:15PM NZDT

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 journal entry
 - regular financial reporting to every full meeting of the governing body

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

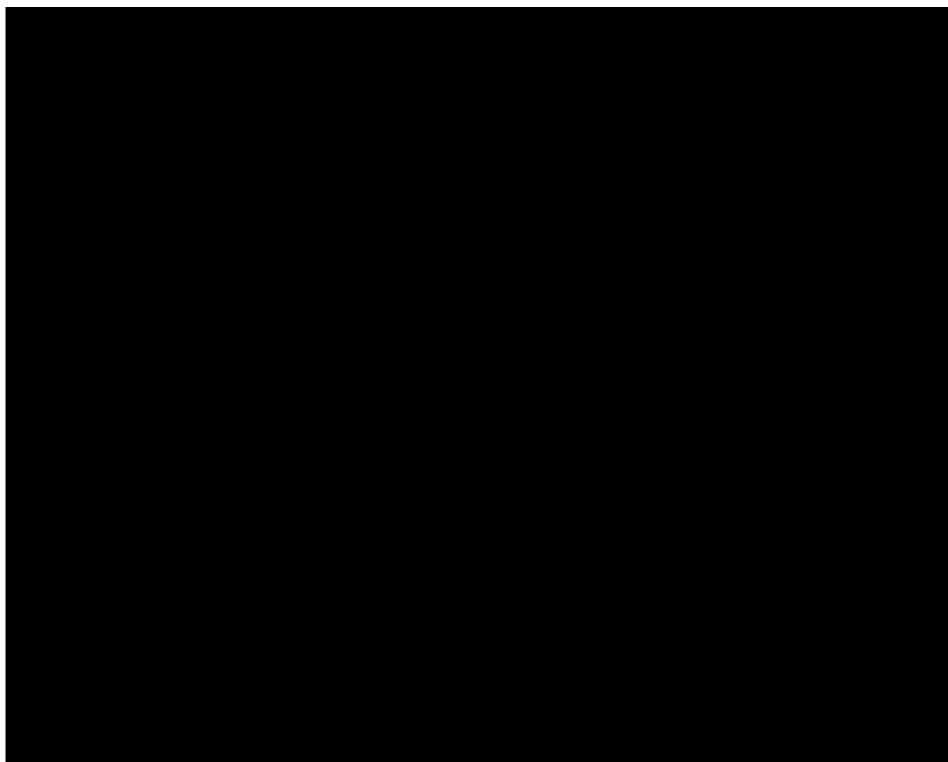
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month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

Signatures

Signatory One

Signatory Two

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB021 From Jannine Pikari**
Form Submitted 18 Mar 2025, 3:15PM 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

Images from previous workshop

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

Collaboration with Te Hauora o Ngapuhi

2 Additional Supporting Information

Filename: 480999958_995483335977885_7424957587229289153_n.jpg

File size: 11.1 kB

Filename: 481147494_995476975978521_2296420923124440903_n.jpg

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB021 From Jannine Pikari**

Form Submitted 18 Mar 2025, 3:15PM NZDT

File size: 209.1 kB

Filename: 481148862_995876105938608_6897993551456038483_n.jpg

File size: 32.4 kB

Filename: 481457235_995487395977479_8280381298261079750_n.jpg

File size: 10.8 kB

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM 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 *

Korari Enterprises

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB024 From Korari Enterprises**

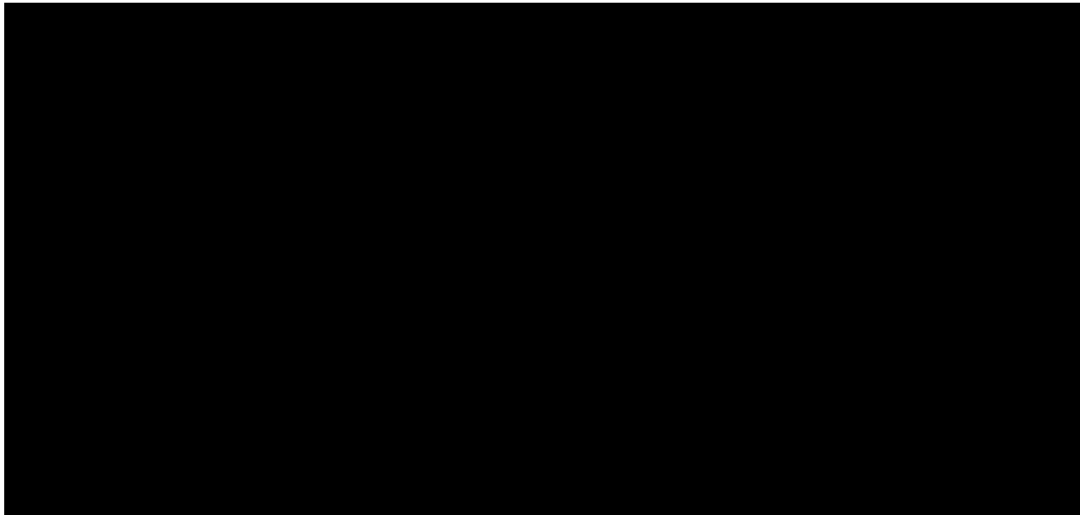
Form Submitted 18 Mar 2025, 3:41PM NZDT

Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

Must be formatted correctly.
If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

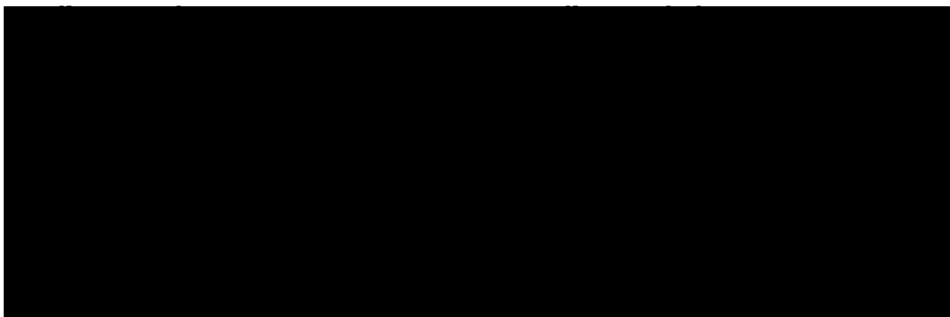
Other: Papermaking



Contact details

Contact Person One:

Contact Person Two:



Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

Purpose of organisation

Please briefly describe the purpose of the organisation *

'Korari Enterprises' is an organisation that has set up infrastructure for a paper mill with the aim to reignite the fibre/textile industry in Northland and nation wide. By blending tradition with innovation. Kōrari paper making becomes a symbol of cultural resilience and sustainability.

Must be no more than 50 words.

Number of Members *

4

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 *

Puanga/Matariki workshop series FNDC Libraries

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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 \(fndc.govt.nz\)](#)

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

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

End Date:

Date

Date:

01/06/2025

30/06/2025

Must be a date.

Must be a date.

Project Details

Location *

Te Ahu Library

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? *

3

Must be a number.

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

25

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
- No

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

Have you engaged with the community about your project? *

Page 4 of 12

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

- 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? *

The workshop series is aimed at all ages and capabilities. We aim to create accessibility to all of our community. It will be an opportunity for creativity, healing and connection. Participants will have 2hrs to complete a kōrari pukapuka that they can then use to tell their story. It will become a keepsake to mark their first step in contributing to the revitalisation of kōrari as a natural and sustainable resource. They will learn the process of paper making with this amazing fibre and be introduced to the endless possibilities and uses of korari.

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? *

Our series of workshops will highlight many of the community outcomes including - teaching participants about our treasured kōrari and how we as kaitiaki can play a vital role in the preservation and production of a useful textile. As part of learning about how we can play our part in preservation we will naturally create those connections with people and build proud and vibrant communities. The kōrari industry has so much potential to create prosperous communities supported by a sustainable economy for our Far North District that we aim to ignite the interest of all participants through these workshops.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

- 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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

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? *

\$10,238.00

Must be a dollar amount.

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

\$1,706.00

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.	
Labour	\$8,250.00	\$1,000.00	Filename: Invoice.pdf File size: 300.0 kB
Travel	\$358.00	\$119.00	Filename: Invoice.pdf File size: 300.0 kB
Resources	\$1,280.00	\$587.00	Filename: Invoice.pdf File size: 300.0 kB

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB024 From Korari Enterprises**

Form Submitted 18 Mar 2025, 3:41PM NZDT

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Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

Yes No

Current Funding

How much money does your organisation currently have? *

\$1.00

Must be a dollar amount.

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

\$1.00

Must be a dollar amount.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

Tagged Funds

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

Purpose	Amount
Personal expenditure	\$1.00

Total Tagged Funds

Total Expenditure Amount

\$1.00

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.	
kaimahi - volunteer	\$500.00	Yes
KHO CB	\$1,706.00	Pending
BOI Whangaroa CB	\$1,706.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

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 *

Bank statement

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

1 Supporting Financial document *

Filename: Bus_First_Oncall_Account.pdf
File size: 32.3 kB

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

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.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB024 From Korari Enterprises

Form Submitted 18 Mar 2025, 3:41PM NZDT

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 sperate entries in the cash book or as a note o the accounts
 - Tracking of different funding, e.g through a spreadsheet or journey entry
 - regular financial reporting to every full meeting of the governing body

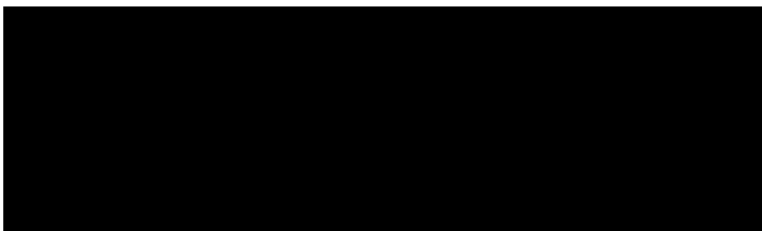
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

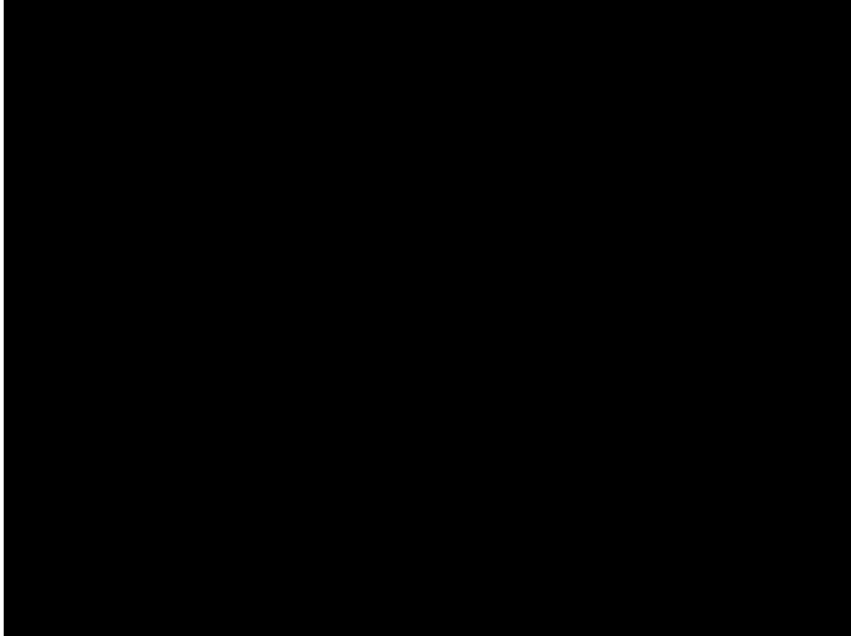
Signatory One

Signatory Two



**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB024 From Korari Enterprises**

Form Submitted 18 Mar 2025, 3:41PM 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

Kōrari Pukapuka

1 Additional Supporting Information

Filename: IMG_2145.jpg

File size: 3.7 MB

Filename: IMG_2146.jpg

File size: 3.2 MB

2 Additional Supporting Document Name

Kōrari

2 Additional Supporting Information

Filename: IMG_1392.jpg

File size: 1.9 MB

Filename: IMG_1403.jpg

File size: 3.3 MB

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB024 From Korari Enterprises**

Form Submitted 18 Mar 2025, 3:41PM NZDT

Filename: IMG_2168.jpg
File size: 1.4 MB

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB023 From Medina Koni

Form Submitted 18 Mar 2025, 3:35PM 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 *

Medina Koni

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB023 From Medina Koni**

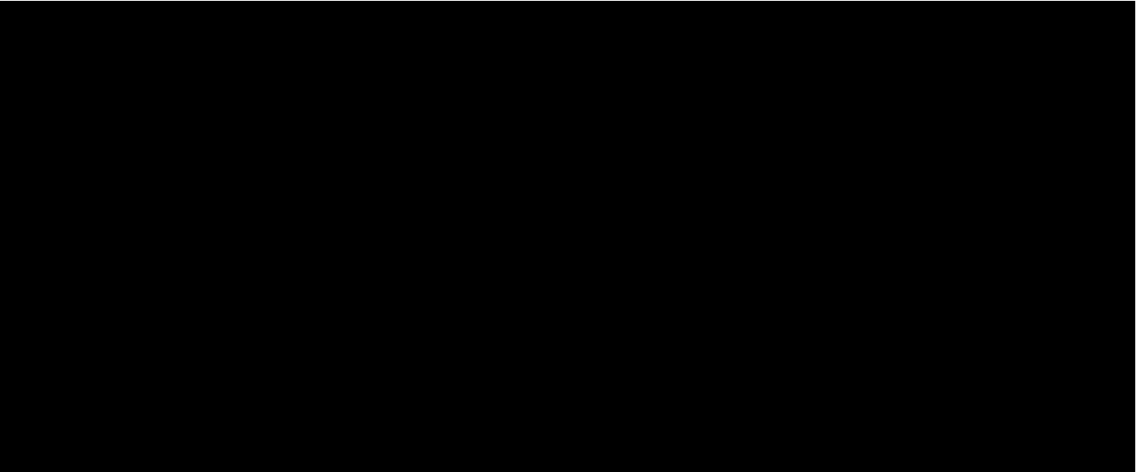
Form Submitted 18 Mar 2025, 3:35PM NZDT

Other Names
Reg Status
Charity's Street Address
Charity's Postal Address
Telephone
Fax
Email
Website
Reg Date

Must be formatted correctly.
If you are a registered charity, please enter your registration number.

What sector do you/your organisation work in? *

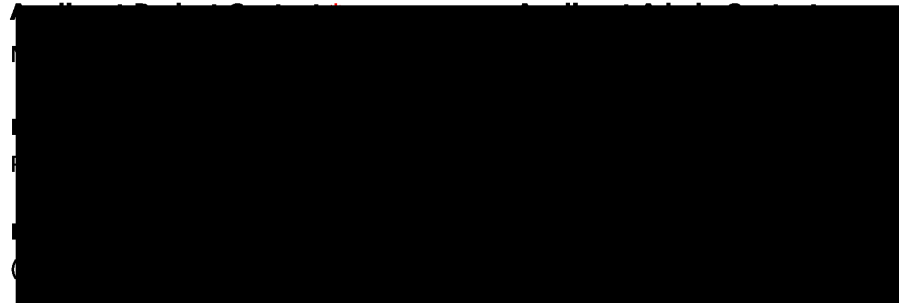
Other: Raranga



Contact details

Contact Person One:

Contact Person Two:



Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB023 From Medina Koni

Form Submitted 18 Mar 2025, 3:35PM NZDT

Purpose of organisation

Please briefly describe the purpose of the organisation *

To inspire others in the art of raranga, to understand it's significance and the responsibility of passing this matauranga on.

Weaving is more than a craft; it is a powerful act of connection and preservation. To continue and ensure the art of raranga and whatu will continue to thrive.

Must be no more than 50 words.

Number of Members *

1

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 *

Puanga/Matariki workshop series FNDC Libraries

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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 \(fndc.govt.nz\)](#)

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB023 From Medina Koni

Form Submitted 18 Mar 2025, 3:35PM NZDT

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

End Date:

Date

Date:

01/06/2025

30/06/2025

Must be a date.

Must be a date.

Project Details

Location *

Te Ahu Library

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? *

3

Must be a number.

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

25

Must be a number.

Have you engaged with tangata whenua about your project? *

- Yes
- No

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

Have you engaged with the community about your project? *

Page 4 of 12

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB023 From Medina Koni

Form Submitted 18 Mar 2025, 3:35PM NZDT

- 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? *

A workshop using traditional Māori whatu techniques to create a contemporary maukaki (neckpiece) that speaks to wellbeing based upon the stars of the Matariki cluster and their associated colours.

This workshop will focus on blending traditional Māori whatu (weaving) techniques with modern interpretations of cultural symbols, drawing inspiration from the Matariki star cluster.

The process will highlight the importance of wellbeing, emphasizing both the material and spiritual aspects of the craft. The workshop is aimed at all ages and abilities. Everyone who attends will be introduced to Te Ao Māori through raranga and whatu and will benefit from the healing properties of this practice

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? *

- Once completed, participants can reflect on how their work connects to their own journey towards wellbeing. Share the significance of their designs, what star or star cluster they chose, and how it resonates with them personally.
- Discuss how whatu (and weaving in general) has been a means of storytelling and maintaining connection to culture for Māori people, and how it serves as a spiritual practice for wellbeing.

The workshop is aimed at all ages and will be an opportunity for the communities of the district to connect,

This would be an enriching workshop that combines cultural education, hands-on weaving techniques, and personal expression through the symbolism of Puanga and Matariki and the significance in Te Ao Māori.

Must be no more than 250 words.

Project Cost

* indicates a required field

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB023 From Medina Koni**

Form Submitted 18 Mar 2025, 3:35PM NZDT

- 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? *

\$6,342.00

Must be a dollar amount.

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

\$792.00

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.	
Travel	\$302.00	\$75.00	Filename: Quote - Medina Koni 1 .pdf File size: 57.7 kB

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB023 From Medina Koni

Form Submitted 18 Mar 2025, 3:35PM NZDT

Synthetic cord	\$540.00	\$135.00	Filename: Cost of cord.jpg File size: 375.1 kB	
Labour	\$5,500.00	\$583.00	Filename: Quote - Medina Koni 1.pdf File size: 57.7 kB	
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Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

Yes No

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Current Funding

How much money does your organisation currently have? *

\$48.00

Must be a dollar amount.

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

\$48.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Personal funds	\$48.00

Total Tagged Funds

Total Expenditure Amount

\$48.00

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.	
Kaimahi - volunteer	\$500.00	Yes
KHCB	\$793.00	Pending
BOI Whangaroa	\$1,585.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

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Form Submitted 18 Mar 2025, 3:35PM NZDT

Yes No

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 *

Bank Statement

1 Supporting Financial document *

Filename: MK Bank account.jpeg
File size: 114.5 kB

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

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:

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB023 From Medina Koni

Form Submitted 18 Mar 2025, 3:35PM NZDT

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 journal entry
 - regular financial reporting to every full meeting of the governing body

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

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

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 TE HIKU COMMUNITY BOARD APRIL 2025 OPEN RESOLUTION REPORT

File Number: A5045151

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 April 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 - A5153640 [↓](#) 

8.2 TE HIKU COMMUNITY HALL ANNUAL INFORMATION 2023-2024

File Number: A5111383

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of the report is to present to the Te Hiku Community Board the 2023-2024 Annual General Meeting (AGM) minutes, financial statement and statistical data as provided by Kāingaroa Hall, Mangōnui Hall and Lake Ohia Hall Committees.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The 2016 Community Halls Policy requires Community Hall Committees that occupy Council owned halls to provide annual accounts and statistical information on the usage of the hall, income received, and any investments made in the hall.
- This report presents the information received from those Community Hall Committees in response to letters sent from Council staff.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board receive the report Te Hiku Community Hall Annual Information 2023-2024.

TĀHUHU KŌRERO / BACKGROUND

Several Council owned community halls are managed by community committees as per the Hall and Facilities Strategy dated June 2015 (attached) and the Community Halls Policy dated September 2016 (attached).

The Hall and Facilities Strategy notes Councils vision for community halls is “A network of fit for purpose, affordable community facilities that connect and support resilient, healthy and vibrant communities.”

The Community Halls Policy includes the following key statements:

- Ensure that the communities current and future needs for halls or similar facilities are met.
- Ensure that communities take active roles in facilitating the provision of an appropriate number of accessible, safe and well-maintained facilities.
- Adopt preferred frameworks for Councils involvement in community halls and for partnership arrangements.
- Encourage and enhance the capability of communities to improve their facilities.

The Policy also outlines the responsibilities between Council, Community Board and that of the Hall Committee.

The following table identifies the ownership details of the community halls per Ward:

	Council owned on Council land	Council owned on Crown land	Community owned on Council land	Community owned on Community land
Kaikohe – Hokianga Ward	Kaikohe War Memorial, Kohukohu, South Hokianga War Memorial, Kaikohe Senior Citizen's, Horeke, Okaihau, Rawene	Taheke Community Centre		Broadwood, Ngawha, Waimamaku, Umawera
Te Hiku Ward	Herekino, Mangōnui Oruru (remains Closed)	Lake Ohia, Kāingaroa	Whatuwhiwhi	Fairburn, Waiharara, Araiawa <i>Takahue – no longer exists</i>
Bay of Islands – Whangaroa Ward	Paihia, Russell, Totara North, Waipapa, Whangaroa Memorial (Kaeo), Whangaroa Village	Maromaku	Moerewa	Opuā, Pakaraka

In November each year Council staff contact the hall committees that occupy Council owned halls, reminding them of the need to provide Council with a copy of their AGM minutes, financial statements and usage data as per the letter and template attached.

It is the intention of Council staff to present the Community Hall Committee information to the appropriate Community Board around April/May annually.

At the time of writing this report, community hall information had not been received from Herekino Hall Committee. All other information reports are attached to this report. Below is a summary of the information contained in the reports:

Kāingaroa Hall

- Total number of bookings: 135
 - 113 Community bookings
 - 22 Casual bookings
- Improvements: continue to do regular repairs and maintenance. Replaced more windows.

- Maintenance completed: Fixed concrete in main entrance and outside. Lawns and spraying done regularly. Clean gutters and wash down exterior of building. Maintenance and repairs done as they arise.

Lake Ohia Hall

- Total number of bookings 110
 - 103 Community bookings
 - 4 Casual bookings
 - 3 Commercial bookings
- Improvements: Grounds upgrade with removal of pest plants. New water tank. Toilet replaced.
- Maintenance completed: Regular lawns, weed control, cleaning. General repairs to toilets, electricals.

Mangōnui Hall

- Total number of bookings not specified. Mix of Community and Casual.
- Improvements: Windows repaired. Lighting in kitchen redone. RSA sign outside hall replaced.
- Maintenance: Lawns mowed regularly. Back spouting cleaned. Curtains cleaned.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Board members will consider the content of the information received.

The Community Board will decide what steps to take with those Community Hall Committees who have yet to provide the information requested as per the 2016 Community Halls Policy.

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

The following asset information is current as of 16 October 2024.

Depreciation

Name	Replacement cost	Written down value	Annual depreciation	Annual depreciation actuals 2022/23
Herekino Hall	1,868,401	306,444	40,987	29,304
Hihi Fire Station (now a hall)	125,163	52,500	2,739	1,353
Kāingaroa Hall	1,891,792	853,649	36,995	26,775
Lake Ohia Hall	882,910	98,134	20,798	14,262
Mangōnui Hall	1,243,836	162,661	24,868	17,450
Oruru Hall	2,107,302	268,247	41,388	28,063
Total	8,119,404	1,741,635	167,775	117,207

Capital spend

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24	Forecast 2024/25
New works						
Disability access halls	-	17,399	-	(97)	-	-
	-	17,399	-	(97)	-	-
Renewals						
Halls renewals	-	(8,390)	-	-	-	-
Kāingaroa Hall	-	-	-	5,696	-	-
Lake Ohia Hall renewals	-	-	-	36,404	16,546	97,934
Oruru Hall	35,489	(69,912)	-	-	-	-
Total	35,489	(78,302)	-	42,099	16,546	97,934
Total capital spend	35,489	(60,903)	-	42,002	16,546	97,934










Depreciation fund reserve

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24	Projected 2024/25
Opening balance	(760,246)	(831,228)	(959,234)	(1,015,497)	(1,029,943)	(1,089,712)
Debt repayment - current	2,786	2,786	3,237	3,237	3,325	3,325
Renewals withdrawals	37,029	(78,718)	-	40,244	19,424	97,934
Depreciation	(110,797)	(104,151)	(119,000)	(115,854)	(165,036)	(165,034)
Unfunded depreciation funding (50%)	-	52,075	59,500	57,927	82,518	82,517
Closing balance	(831,228)	(959,234)	(1,015,497)	(1,029,943)	(1,089,712)	(1,070,970)

Operational costs

	Actuals 2019/20	Actuals 2020/21	Actuals 2021/22	Actuals 2022/23	Actuals 2023/24	LTP budgets Year 1 2024/25	LTP budgets Year 2 2025/26	LTP budgets Year 3 2026/27
Income								
Rates	(179,856)	(183,498)	(125,367)	(149,604)	(197,327)	(174,008)	(203,762)	(181,936)
Recoveries	-	-	-	-	-	-	-	-
Rental and hire charges	-	-	-	-	-	-	-	-
Total	(179,856)	(183,498)	(125,367)	(149,604)	(197,327)	(174,008)	(203,762)	(181,936)
Direct costs								
Asset costs - depreciation	112,028	104,151	119,000	115,854	165,036	165,034	166,684	168,533
Contractor and professional fees	3,785	84,119	7,185	6,771	17,361	8,413	34,185	5,862
Depreciation not funded	-	(52,075)	(59,500)	(57,927)	(82,518)	(82,517)	(82,517)	(82,517)
Interest cost	2,921	1,622	1,803	2,103	3,003	3,996	3,906	3,613
Personnel	-	-	-	-	-	-	-	-
Power	1,331	1,804	1,201	844	1,031	1,046	1,067	1,090
Total	120,064	139,620	69,689	67,644	103,914	95,972	123,325	96,581
Indirect costs								
Allocations	45,184	29,468	39,339	60,835	69,731	51,419	53,287	57,609
Cleaning	-	-	-	-	-	-	-	-
Doubtful debt and doubtful debt penalty	1,302	323	-	-	-	-	-	-
Insurance	7,668	11,987	14,452	17,127	18,341	14,364	14,651	14,973
Mobile	-	-	-	-	-	-	-	-
Rates expense	708	675	749	791	842	968	987	1,009
Repairs and maintenance buildings	3,599	168	612	2,157	2,077	5,450	5,559	5,681
Repairs and maintenance equipment	1,331	420	525	459	2,130	5,400	5,508	5,629
Security	-	-	-	-	-	-	-	-
Valuation fees	-	837	-	590	293	435	444	453
Water charges	-	-	-	-	-	-	-	-
Total	59,792	43,878	55,677	81,960	93,413	78,036	80,436	85,355
Net	-	-	-	-	-	-	-	-

ĀPITIHANGA / ATTACHMENTS

1. **Halls and facilities strategy 2015 - A5111385**  
2. **Community halls policy 2016 - A5111387**  
3. **2023-2024 Annual Hall Information & Statistics - Kaingaroa Memorial Hall - A5153416** 
4. **2023-2024 Annual Hall Information & Statistics - Lake Ohia Hall - A5153469**  
5. **2023-2024 Annual Hall Information & Statistics -Mangonui Memorial Hall - A5153470**  

8.3 DRAFT ALFRESCO DINING LICENCES FOR COMMENT.

File Number: A5119846

Author: Ken Ward, Team Leader - Monitoring

Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To allow the Te Hiku Community Board the ability to provide comment on the renewal alfresco dining applications from: Jesse's on the Waterfront Café, Beach Box Café and Gelato and Mussel Rock Café and Bar.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The above-named businesses have applied for renewal of their existing Alfresco Dining licences.

All businesses have paid the necessary application fee.

The Te Hiku Community Board has delegation over activities on reserves and can comment on alfresco dining applications.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku community board:

- a) **Pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from: Jesse's on the Waterfront Café, Beach Box café Gelato and Mussel Rock Café and Bar.**

TĀHUHU KŌRERO / BACKGROUND

On the 30 June 2022, Council passed a resolution that delegates authority to Community Boards to comment on alfresco dining applications.

Prior to 30 June 2022, alfresco dining applications were assessed against the "Alfresco Dining Policy 2014", and only applications that were declined were considered by the relevant Community Board. This Policy was revoked by Council on 30 June 2022.

On 19 May 2022, Council adopted the "Road Use Bylaw 2022". The purpose of this bylaw is to regulate or control the use of roads and adjoining land by –

- (a) vehicles; and
- (b) stands, stalls or mobile shops; and
- (c) animals; and
- (d) structures, vegetation or other things that may affect road safety or the environment.

Part 4, clause 13 of the "Road Use Bylaw 2022" requires a person to obtain written approval from Council to allow them to occupy any part of a road with structures for providing food or beverage services.

Part 7 of the "Road Use Bylaw 2022" outlines the application, assessment and approval process. In particular, clause 20 outlines the conditions that can be imposed on all approvals granted under Part 7 of the Bylaw.

Alfresco dining approvals expire 30 June each year. Approval holders are required to renew their approval before it expires each year. If an approval holder renews their approval before the approval

expires, their approval will continue to have effect until such time a decision is made on the renewal application.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

On 30 June 2022, Council delegated to Community Board authority to comment on alfresco dining applications.

The following options proposed for the Te Hiku Community Board to consider regarding the alfresco dining approvals:

Option no.	Option Description	Advantages	Disadvantages
1	Provide comment on the alfresco dining renewal approval applications from	Applications comply with the "Road Use Bylaw 2022".	There are no disadvantages.

Applicants have paid all necessary fees.

None of the premises have been subject to complaints.

The owners of premises have complied with approved dining plans and have applied for replication of existing seating requirements.

Copies of all draft approvals for the period 1/7/24 – 30/6/25 can be found in attachment A – W.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

There is only one option to enable the Te Hiku Community Board to provide comment on the renewal of alfresco dining approval and new alfresco dining approval which will contribute towards the final decision on the alfresco dining applications.

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. The applicants have paid the required application fee for the renewal of alfresco dining approval

ĀPITIHINGA / ATTACHMENTS

1. **Beach Box Cafe and Gelato - A5119154** [↓](#) 
2. **Jesse's on the Waterfront Cafe - A5119149** [↓](#) 
3. **Mussel Rock - A5119163** [↓](#) 

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 Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022. The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications or new alfresco dining application is considered low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.
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 Te Hiku Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.
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.	Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022. The Road Use Bylaw 2022 was adopted on 19 May 2022.
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).	Regulation of alfresco dining is of relevance to hospitality businesses, their employees, and all community members and visitors to the Far North District. However, the rules around licenses for alfresco dining have not changed in their effect, and therefore the level of significance of this decision is low.

State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications to this decision
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

8.4 CHAIRPERSON AND MEMBERS REPORTS

File Number: A5140865

Author: Beverly Mitchell, Community Board Coordinator

Authoriser: Aisha Huriwai, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the March 2025 member reports from Chairperson Adele Gardner and members Sheryl Bainbridge, Bill Subritzky, Darren Axe, John Stewart and Rachel Baucke.

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 2025-04-15 - A5141451  
2. Member Bainbridge report 2025-04-15 - A5141453  
3. Member Subritzky report 2025-04-15 - A5141458  
4. Member Axe Report - A5153349  
5. Member Stewart report 2025-04-15 - A5142823  
6. Member Baucke Report - A5153369  
7. All of Local Government and Rural and Provincial Sector Meeting Notes - A5113990  

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE