

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 Kaitia 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 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 2025/20

Moved: 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 2025/21

Moved: 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 2025/22

Moved: 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.

WHAKARĀPOOTO 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 Kaitia 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.	FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease
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.
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.	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. 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.
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.

ĀPITI HANGA / 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.

ĀPITI HANGA / 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.



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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

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

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

Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Momentum Charitable Trust

Name & location of project: Money&Me Financial Skills Programme at the Kaitaia Probation Centre

Date of project/activity: Friday 28th February 2025

Which Community Board did you receive funding from?

☒

Te Hiku

☐

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$2,270.00

Board meeting date the grant was approved: November 2024

Please give details of how the money was spent:

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Life 101 'Money&Me' one-day programme	\$2,270.00	✓
Total:	\$2,270.00	

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

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

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:

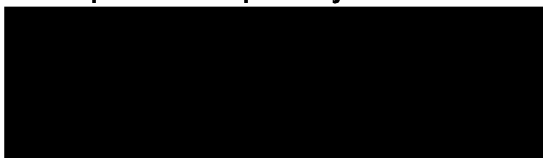
The Local Board logo was prominently displayed when handing out the participant certificates, ensuring that the community was aware of the Local Board's support and contribution to the Money&Me programme.

Social media posts on 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

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

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.	Art, culture and heritage
b) Jannine Pikari - Rongoa	\$1,666	\$1,666	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.	
c) Korari Enterprises - Papermaking	\$1,706	\$1,706		
d) Medina Koni - Raranga	\$792	\$792	These applications meet community outcomes 1,2,3 and 5.	
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

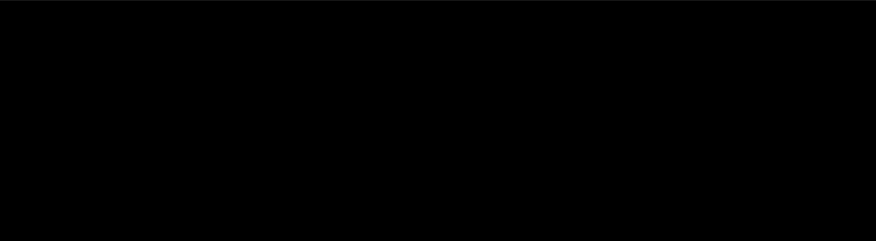
Contact Person One:

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 \(fndc.govt.nz\)](https://www.fndc.govt.nz/what-is-your-event/)

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

Form Submitted 18 Mar 2025, 4:22PM NZDT

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

Accommodation	\$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	
			No files have been uploaded	
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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 separate entries in the cash book or as a note to the accounts
- Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

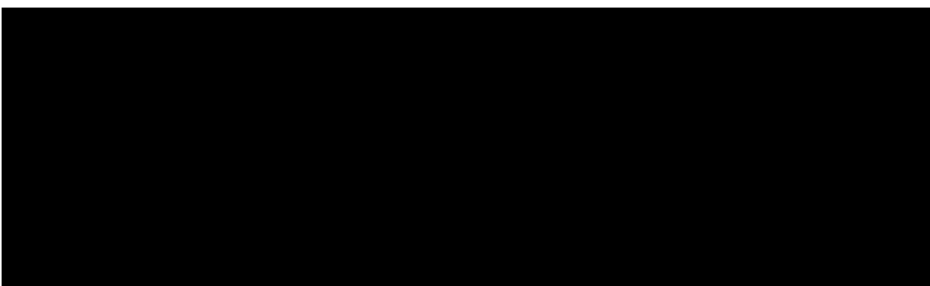
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

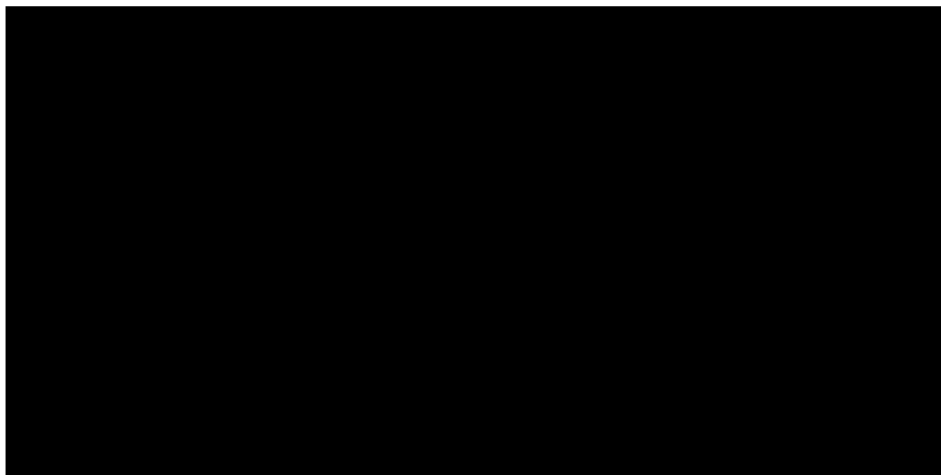
Signatory Two



Page 11 of 12

**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

Date

01/06/2025

Must be a date.

End Date:

Date:

30/06/2025

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? *

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? *

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

☒ 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**

Form Submitted 18 Mar 2025, 3:15PM NZDT

\$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 agency, 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:

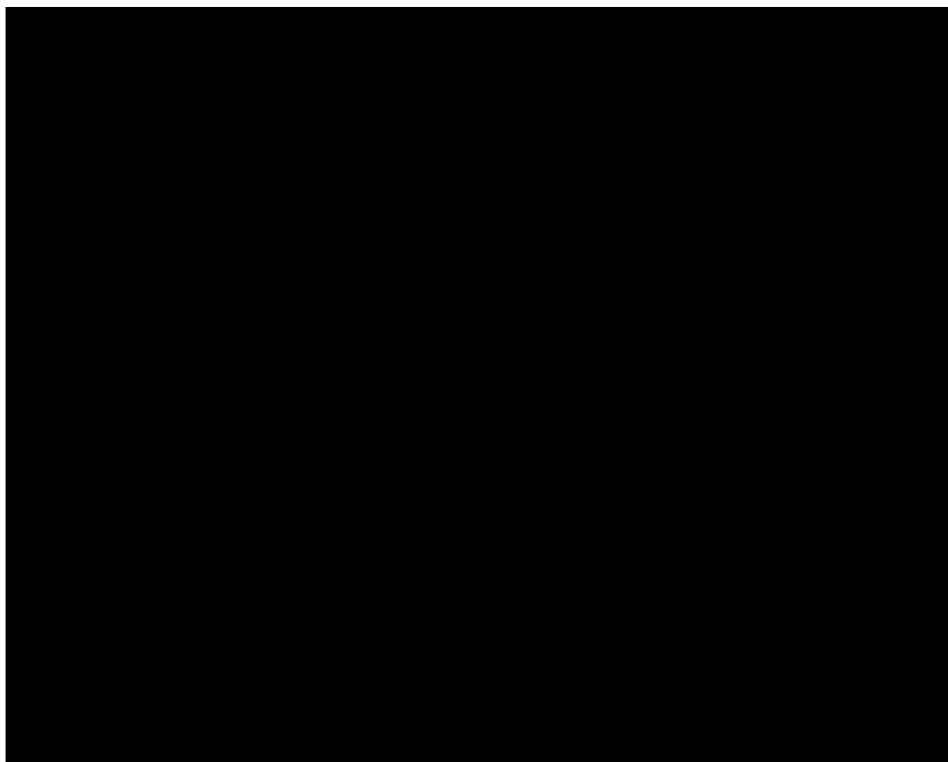
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month 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

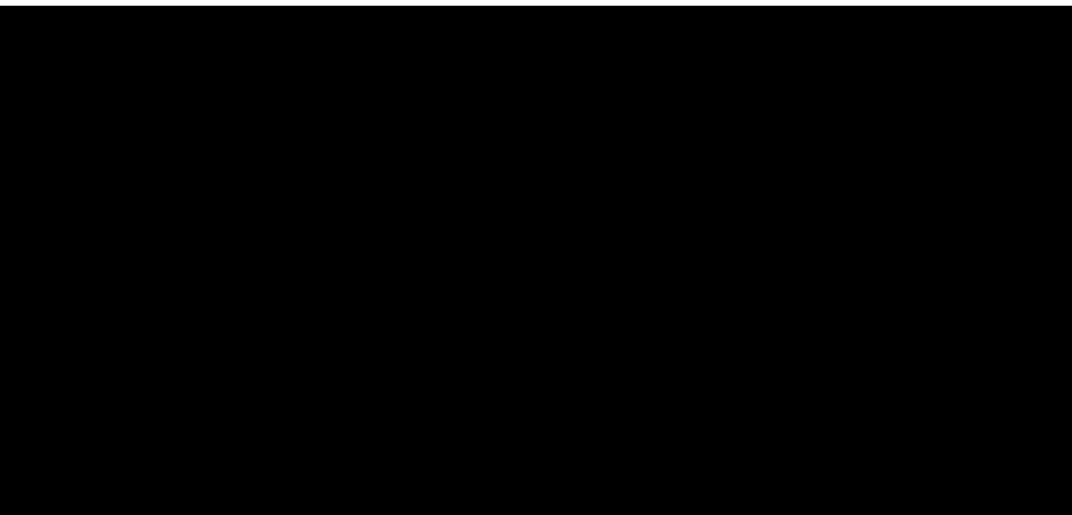
Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

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

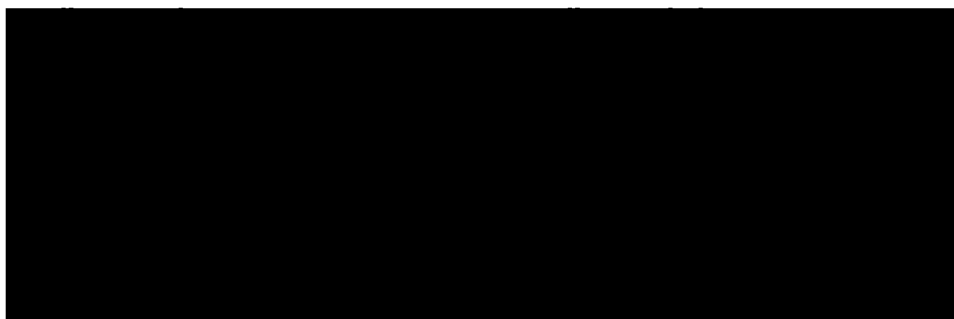
What sector do you/your organisation work in? *

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

Date

01/06/2025

Must be a date.

End Date:

Date:

30/06/2025

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? *

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
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 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
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 - Tracking of different funding, e.g through a spreadsheet or journey entry
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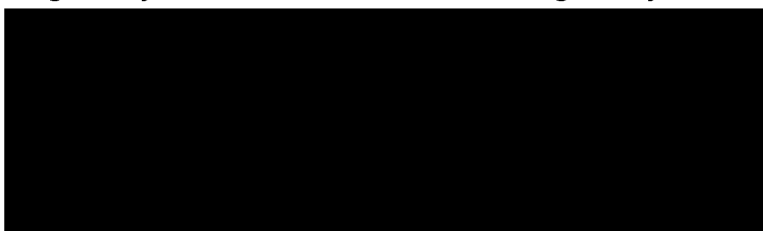
We agree to the following conditions if we are funded by Local Community Grant Funding:

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).
- 10To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures

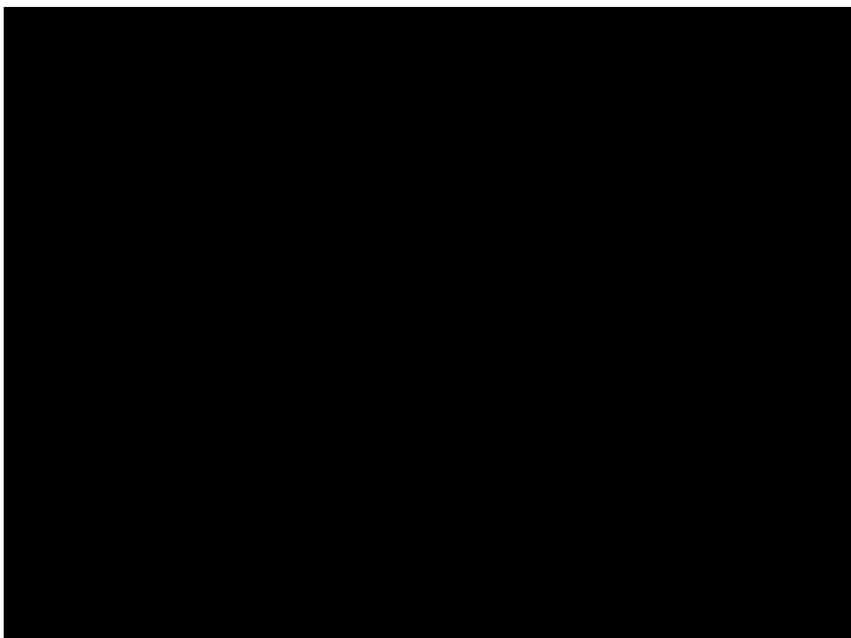
Signatory One

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

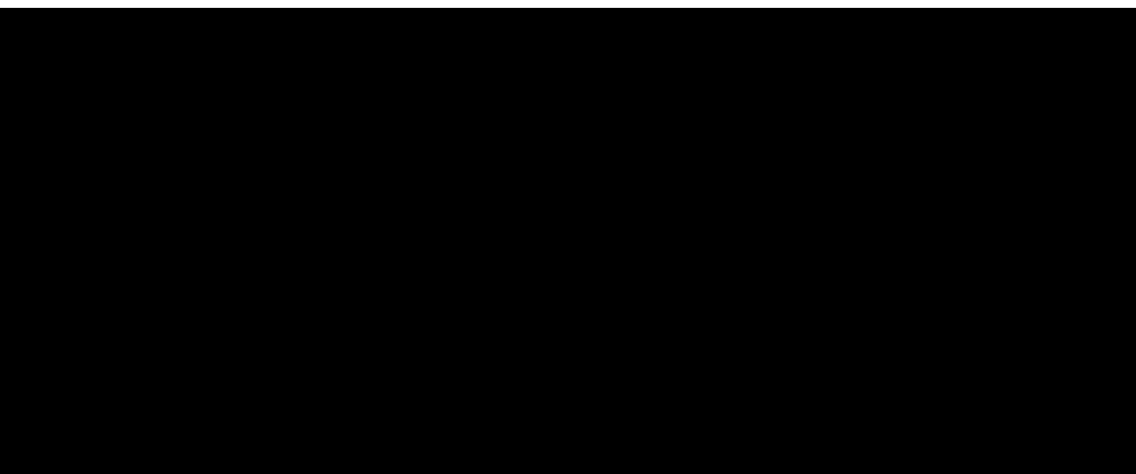
Other Names**Reg Status****Charity's Street Address****Charity's Postal Address****Telephone****Fax****Email****Website****Reg Date**

Must be formatted correctly.

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

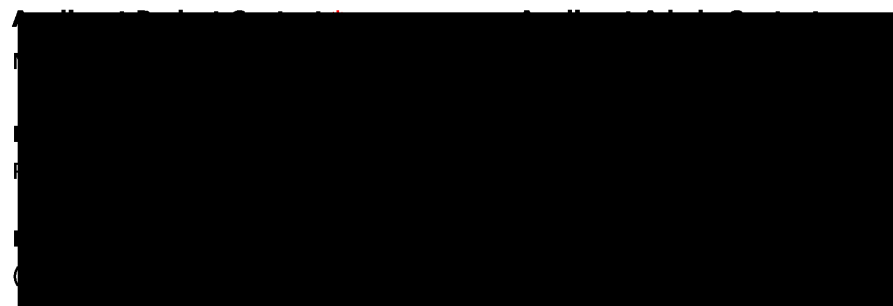
What sector do you/your organisation work in? *

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? *

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	
			No files have been uploaded	
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			No files have been uploaded	
			No files have been uploaded	
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Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

**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

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? ***

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

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

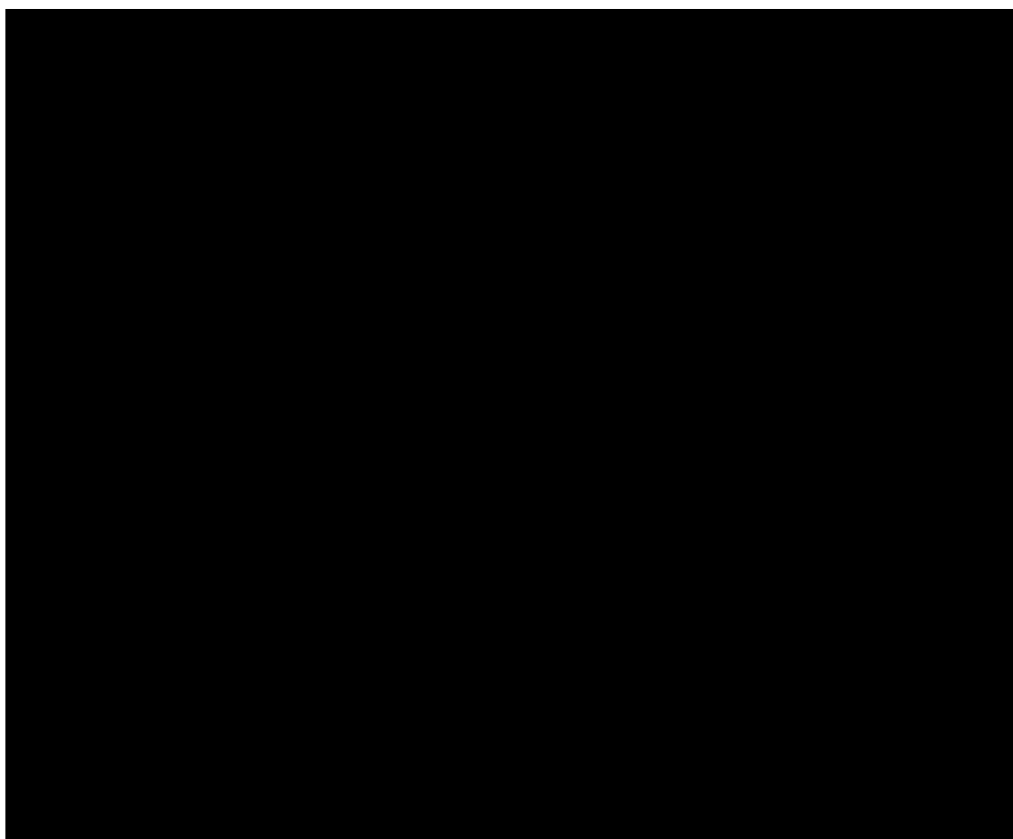
We agree to the following conditions if we are funded by Local Community Grant Funding:

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 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).

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10To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

Signatures



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

examples of maukaki

1 Additional Supporting Information

Filename: maukaki jpeg.jpeg

File size: 828.4 kB

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

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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. THCB016 From Momentum Charitable Trust
Form Submitted 10 Mar 2025, 12:00PM 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 *

Momentum Charitable Trust

NZ Charity Registration Number (CRN)

CC55772

New Zealand Charities Register Information	
Reg Number	CC55772
Legal Name	Momentum Charitable Trust

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB016 From Momentum Charitable Trust**

Form Submitted 10 Mar 2025, 12:00PM NZDT

Other Names	Momentum
Reg Status	Registered
Charity's Street Address	30 Meiklejohn Way RD 6 Omaha Warkworth
Charity's Postal Address	0986 30 Meiklejohn Way RD 6 Omaha Warkworth
Telephone	0986 021800985
Fax	
Email	info@momentum.org.nz
Website	https://www.momentum.org.nz
Reg Date	12:00am on 26 Apr 2018

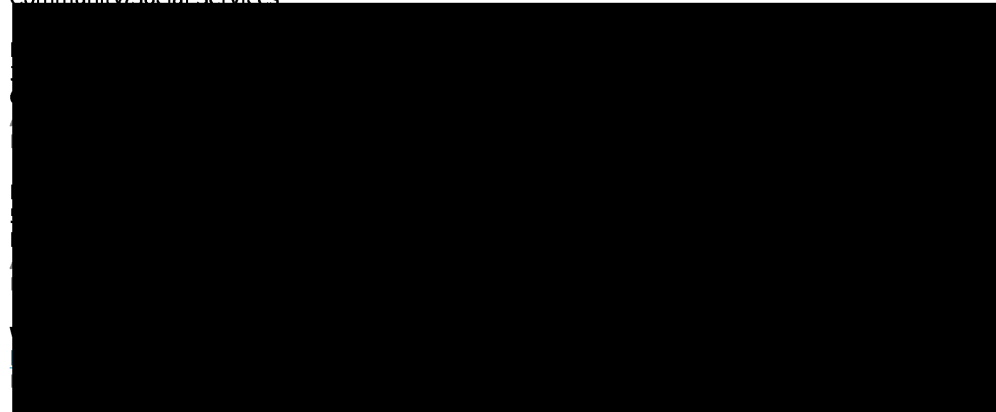
Information retrieved at 11:50am on 19 Mar

Must be formatted correctly.

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

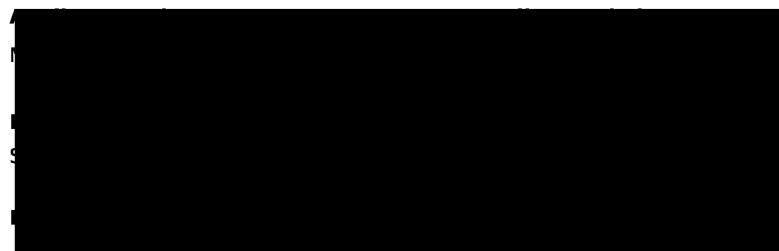
What sector do you/your organisation work in? *

Community/Social Services

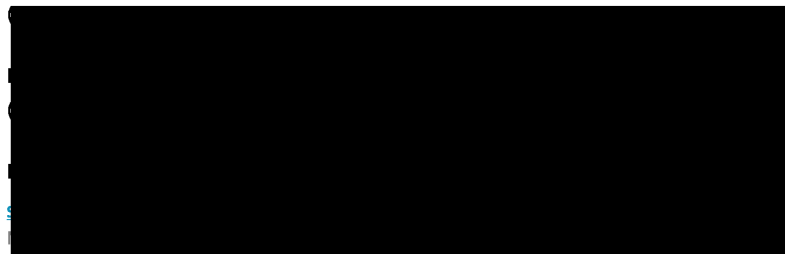
**Facebook page**<https://www.facebook.com/momentumcharitabletrust/>**Contact details**

Contact Person One:

Contact Person Two:



**Te Hiku Community Grants Funding January - June 2025
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Purpose of organisation

Please briefly describe the purpose of the organisation *

Momentum provides education and support for people in prison, on probation, or serving community-based sentences, equipping them with life skills for reintegration. Through tailored programmes, we address systemic barriers and empower participants to build stable, law-abiding lives, reducing reoffending and easing pressure on the justice system. Must be no more than 50 words.

Number of Members *

5

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 *

Life and financial skills programmes at Kaitaia Probation Centre.

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

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

01/05/2025

Must be a date.

End Date:

Date:

30/06/2025

Must be a date.

Project Details



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? *

40

Must be a number.

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

0

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☐ Yes
☒ No

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

Have you engaged with the community about your project? *

☒ Yes

☐ No

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

Project Outline

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

Who will benefit from your project and how? *

Momentum Charitable Trust, in partnership with Life101, will deliver two one-day life and financial skills programmes at the Kaitaia Probation Centre in May - June 2025. These interactive workshops will provide participants with practical skills in:

- Employment readiness – C.V. writing, job applications, interview preparation, and workplace expectations.
- Financial literacy – Budgeting, saving, managing a bank account, and financial goal-setting.
- Personal development – Self-worth, emotional intelligence, communication, and goal-setting.

Up to 40 individuals on probation or recently released from prison will benefit, gaining essential skills to secure employment, manage finances, and reintegrate positively into their communities. This programme supports Te Hiku Community Board's priorities by fostering vibrant, prosperous, safe, and connected communities. Participants will develop confidence, resilience, and independence, reducing reoffending and strengthening community well-being.

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? *

This project aligns with Te Hiku Community Board's priorities by empowering participants with life and financial skills that strengthen their independence, employment prospects, and community connections.

1. Proud, Vibrant Communities

- Participants build self-worth, confidence, and a sense of purpose, enabling them to contribute positively to their whānau and community.
- The programmes foster personal growth and resilience, encouraging participants to engage positively with society.

2. Prosperous Communities Supported by a Sustainable Economy

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB016 From Momentum Charitable Trust

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- Employment readiness training (C.V. writing, interview skills) increases job opportunities, reducing reliance on social services.
- Financial literacy education (budgeting, saving, goal-setting) equips participants to manage money responsibly, leading to long-term financial stability.
- 3. Healthy, Safe, Connected, and Sustainable Communities
 - Providing practical skills and support reduces reoffending, creating safer communities.
 - Strengthening communication and interpersonal skills helps participants rebuild relationships and stay connected to their communities.

By equipping individuals with tools for success, this project creates safer, more vibrant, and economically sustainable communities in Kaitia.

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

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? *

\$4,540.00

Must be a dollar amount.

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

\$4,540.00

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB016 From Momentum Charitable Trust

Form Submitted 10 Mar 2025, 12:00PM NZDT

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.		
1 x one-day 'Work- Ready, World-Ready' programme at Kaitaia Probation Centre for up to 20 individuals.	\$2,270.00	\$2,270.00	<div>Filename: Letter of Explanation.pdf</div> <div>File size: 259.7 kB</div> <div>Filename: Quote .pdf</div> <div>File size: 74.1 kB</div>	
1 x one-day 'Money&Me' programme at Kaitaia Probation Centre for up to 20 individuals.	\$2,270.00	\$2,270.00	<div>Filename: Letter of Explanation.pdf</div> <div>File size: 259.7 kB</div> <div>Filename: Quote .pdf</div> <div>File size: 74.1 kB</div>	
			No files have been uploaded	
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Application No. THCB016 From Momentum Charitable Trust**

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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

GST Number

GST Number

126095929

Current Funding

How much money does your organisation currently have? *

\$4,731.55

Must be a dollar amount.

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

\$4,731.55

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
1-day life and financial skills programmes at Auckland Probation Centres.	\$4,731.55

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Total Tagged Funds

Total Expenditure Amount

\$4,731.55

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.	
We would apply to Oxford Sports Trust for the remainder needed to complete the project.	\$2,270.00	Pending

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.	
Life and financial skills programmes at Kaitaia Probation Centre.	\$2,270.00	19/03/2024	Yes
Life and financial skills programmes at Kaitaia Probation Centre.	\$2,270.00	18/10/2024	Yes

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB016 From Momentum Charitable Trust
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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 *

Audited financial report

1 Supporting Financial document *

Filename: Accounts.pdf
 File size: 206.1 kB

2 Name of supporting financial document

Bank Statement

2 Supporting Financial Document

Filename: Bank Statement.pdf
 File size: 184.7 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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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.
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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.

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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

Must be a date.

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@fndc.govt.nz

1 Additional Supporting Document Name

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Cover Letter

1 Additional Supporting Information

Filename: Cover Letter.pdf
File size: 109.9 kB

2 Additional Supporting Document Name
Debrief Reports

2 Additional Supporting Information

Filename: Kaitaia Probation Debrief Reports.pdf
File size: 1.8 MB

3 Additional Supporting Document Name
Information Sheets

3 Additional Supporting Information

Filename: Programme Information Sheets.pdf
File size: 528.9 kB

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 [↓](#) 

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Te Hiku Community Board	
		Printed: Wednesday, 9 April 2025 12:13:00 pm Date From: 1/01/2021 Date To: 9/04/2025	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 18/03/2025	Motion	RESOLUTION 2025/23 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	09 Apr 2025 12:11pm Following the December board meeting the secretary of the Hall committee contacted staff wanting to know who the Project Manager would be and what the process is moving forward. At that time, she was given the relevant information to share with the hall committee.
Te Hiku Community Board 18/02/2025	New Ground Lease to Waipapakauri Sports Complex Incorporated over 24 Waipapakauri Domain Road	RESOLUTION 2025/6 That Te Hiku Community Board <u>leave to lie</u> the New Ground Lease to Waipapakauri Sports Complex Incorporated Over 24 Waipapakauri Domain Road report. CARRIED	24 Feb 2025 4:22pm Report to be presented on various options next month: reduced leased area and potential divestment options 21 Mar 2025 1:46pm report changed to April due to not meeting deadline
Te Hiku Community Board 18/02/2025	Confirmation of Previous Minutes	RESOLUTION 2025/1 That Te Hiku Community Board confirm the minutes of the meeting held 17 December 2024 to be a true and correct record. <i>Note: Member Bill Subritzky requested that staff follow up on the hillside slips over the main access road into Rangiputa Settlement. A suggestion was also made for this to be referred to Kōwhiri-Deputy Mayor Kelly Stratford as she attends all Civil Defence meetings.</i> CARRIED	10 Mar 2025 9:15am Rough timeline, 1st year, Capital project went to tender as a Design and Construct project delivered by the Footpath engineer at the time., Far North Roading (FNR)were successful in their bid as both designer and construction contractor, Shortly after construction an over slip occurred block the path., 2nd year, FNDC approached the FNR to discuss shortfalls in the design which resulted in a timber wall being installed on the high side of the footpath to retain the sandstone material at as well as a type of "rockfall" barrier accomplished by have the top to the wall higher than the level of the ground directly behind it. , The height difference varies along the length of the wall., However regular instances of material ending up on the footpath continued to occur., 3rd year, FNDC Footpath engineer then engaged a consultant to investigate options to improve the stability of the exposed sandstone face above the footpath.

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Wednesday, 9 April 2025 12:13:00 pm Date From: 1/01/2021 Date To: 9/04/2025	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 22/10/2024	Taipa Placemaking	RESOLUTION 2024/55 That Te Hiku Community Board adopts the 2024 Taipa Placemaking Plan subject to a variation that provides adequate parking spaces for trailers at Taipa Point and costings of items for stage 3. CARRIED	05 Nov 2024 11:37am Currently exploring whether there is space for trailer parking without adding cost to the project. Taipa Placemaking is currently being worked on to include high level costings for the uncosted outcomes. Once complete it will be back on the agenda for the Community Board. 29 Jan 2025 3:35pm Working with the community board on options to give effect to the requested boat trailer parking. Feedback has been sought on two options. Costings are still in progress. 25 Mar 2025 9:09am staff are working to obtain costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board
Te Hiku Community Board 17/09/2024	Halls Policies	RESOLUTION 2024/51 Members request that a report come to Te Hiku Community Board for Hall Policies as well as a report for Hall Financials. CARRIED	08 Oct 2024 9:00am A report is coming to the November meeting. 04 Nov 2024 11:12am A report will be finalised and ready to take to Te Hiku Community Board once the Annual Plan and Annual Report Summary has been adopted by Council. It is more likely for the Halls report to be expected for the December Community Board meeting. 31 Jan 2025 8:31am A Property Asset Information booklet was provided at the end of the year that got sent out to Councillors and CB Chairs which included financial and non-financial information and Accounting policies.
Te Hiku Community Board 16/07/2024	Motion	RESOLUTION 2024/30 That Te Hiku Community Board request a report on; a) Operational budget and timelines for regular maintenance of channels, culverts, and floodgates in the Kaitaia area, i. Are those assets insured and is there public liability insurance if they fail and private property is damaged.	09 Sep 2024 9:50am Update will be provided at October meeting. 13 Nov 2024 10:18am The Drainage Committee meetings from October were rescheduled in agreement with the Drainage Committee Chairpersons. The information will be provided to Drainage Committee members in the first week of December before coming to a formal Community Board meeting. 29 Jan 2025 12:54pm Updates were provided to the December Drainage Area Committee meetings.

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Te Hiku Community Board	
		Printed: Wednesday, 9 April 2025 12:13:00 pm Date From: 1/01/2021 Date To: 9/04/2025	
Meeting	Title	Resolution	Notes
		b) Wastewater resource consents and discharge to land noting there is nothing in the LTP for Kaitaia. <i>Note: Also a request for timeframes for when reports are expected to be received.</i> CARRIED	
Te Hiku Community Board 13/02/2024	Deferral of North Park Toilet Construction	RESOLUTION 2024/4 That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table. CARRIED <i>Note: The Board request further enquiry by staff into alternative locations for the toilet.</i>	19 Jul 2024 9:40am Maheno, Marysa Investigations to locate the North Park toilet at the end of the cul-de-sac in North Way have occurred and staff requested input and a License to Occupy the road reserve from our Transport team and this was declined for the following reasons;, <ul style="list-style-type: none"> Safety issue as it is situated at end of cul-de-sac, where do people park?; Lack of access for both pedestrians and vehicles. If we are going to establish parking at the end of the cul-de-sac also, it will require reversing out/across track of heavy vehicles. , Safety issue being installed by entrance/exit used by trucks into Pak n Save., No footpaths accessing toilets., OK if built 3m away from the edge of kerb in any location as below but it might encroach into the esplanade strip area. This would require an agreement/ coordination with Pak n Save for use of the strip. 26 Jul 2024 1:05pm Nothing further at this time. Still working on identifying a suitable location. This project has now been moved out to yr 4 at this time. 29 Aug 2024 9:38am No further update at this time 23 Sep 2024 9:03am Ongoing investigations for a suitable location, DF Asset Manager will revisit prior to year 4 of current LTP. 02 Dec 2024 4:11pm Status Quo 09 Jan 2025 9:19am No further update at this time.

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Wednesday, 9 April 2025 12:13:00 pm Date From: 1/01/2021 Date To: 9/04/2025	
Meeting	Title	Resolution	Notes
			24 Feb 2025 2:04pm John has been working with the Kaitāia business association to reopen discussions with Gull, so action with him.
Te Hiku Community Board 13/02/2024	Funding Applications	RESOLUTION 2024/9 That Te Hiku Community Board leave the application from John Haines for the construction of a boardwalk at Paewhenua to lie on the table pending further information from staff regarding the consent requirements of a boardwalk, to support the following Community Outcomes: a) Proud, vibrant communities. b) Communities that are healthy, safe, connected and sustainable. CARRIED	02 Apr 2024 10:14am Request by Board to include this resolution in report to oversee progress. 02 Apr 2024 10:15am Meeting had by Funding staff, Board members and FNHL staff. Waiting for an update from FNHL staff.
Te Hiku Community Board 21/11/2023	Te Hiku Community Board 2024-2027 Footpath Programme Priority	RESOLUTION 2023/114 Moved: Member Sheryl Bainbridge Seconded: Member William (Bill) Subritzky That Te Hiku Community Board a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan. i) Mill Bay Road - SH10 to Rangakapiti, Mangonui ii) SH 1@ Gill, Awanui iii) Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto iv) Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia CARRIED	26 Jul 2024 1:11pm Footpath priorities will be dependent on funding from NZTA – final share amount will be known by the end of September. 20 Aug 2024 10:37am Final funding levels will be known at the end of September, on hold until that time. 05 Nov 2024 8:35am No funding received from Waka Kotahi for active modes (footpaths). Council to consider level of unsubsidised funding for each community board at December meeting 03 Dec 2024 7:42am Council will consider unsubsidised funding for the footpath programme at their December meeting. When funding levels are known staff will work with Board on the 24-27 footpath programme of works. 17 Jan 2025 3:24pm Te Koukou will be workshopping a range of projects including footpaths at the February meeting. At this time no funding has been allocated to the footpath programme.

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Wednesday, 9 April 2025 12:13:00 pm Date From: 1/01/2021 Date To: 9/04/2025	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme	RESOLUTION 2023/34 That the Te Hiku Community Board; a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000. c) approve the use of other local spray contractors in the area. d) request the proposed rate change for Waiharara \$35,525 and Kaikino \$34,413, including drone hireage and machine cleaning, be reported back to the Drainage Committees. e) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description. f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. CARRIED	03 May 2024 8:13am Preferred supplier confirmed. Contracts to be drafted for award by 30 June for FY24/27., Spraying complete in Kaikino. One remaining drain to be sprayed in Waiharara. Machine cleaning completed., Budgets confirmed and submitted to Finance for rating purposes. 28 May 2024 1:54pm Finalising contract details to be awarded by 30/06 05 Jul 2024 8:04am Currently in the last stages of Contract finalisation. 09 Sep 2024 9:49am Status Quo
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme	RESOLUTION 2023/35 That the Te Hiku Community Board; a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme. b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund.	28 May 2024 1:54pm Finalising contract details to be awarded by 30/06 05 Jul 2024 8:03am Currently in the last stages of Contract finalisation. 09 Sep 2024 9:47am Status Quo

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Te Hiku Community Board	
		Printed: Wednesday, 9 April 2025 12:13:00 pm	
		Date From:	1/01/2021
		Date To:	9/04/2025

Meeting	Title	Resolution	Notes
		<p>c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees.</p> <p>d) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description.</p> <p>e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</p> <p style="text-align: right;">CARRIED</p>	

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.

WHAKARĀPOOTO 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	-	-	-	-	-	-	-	-

ĀPITIHINGA / 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  

Halls and Facilities Strategy

June 2015



Foreword

A discussion document was adopted for consultation in conjunction with the draft 2015-2025 Long Term Plan by Council in December 2014.

It was amended to reflect the feedback from Hall Committees, Community Boards and the general public and presented, as a strategy, to the Strategy and Governance Committee, which recommended its adoption to Council.

This strategy was adopted by Council on 5 June 2015. It was subsequently (14 September 2015) updated with the Council, vision, mission and objectives as adopted by Council as part of the Long Term Plan and with the District Vision (as per the 5 June 2015 resolution).

At the same time the reference to ASB was updated to Foundation North and Appendix 1 – **Policy #5003 – Community Facilities/Community Halls** (which is to be reviewed as a result of this strategy) was attached.

A table of contents was also added, and minor typographical errors corrected.



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Executive Summary

Council signalled in its 2012-2022 Long Term Plan that it would develop a sustainable approach to management and provision of community halls and buildings.

To do this Council needed to clarify what Council’s future role might be. To determine this Council developed a discussion document and sought, in conjunction with the development of the 2015-2025 Long Term Plan, the community’s views on various options for ownership, management, governance, and funding of existing and new facilities.

Feedback from hall committees, Community Boards and the general public has been considered and has influenced Council’s strategy.

The following principles of the strategy provide the foundation and a reference point for future decision making:

- **Integrated Network**
- **Efficient Use**
- **Hierarchy**
- **Affordability**
- **Agreed Standard**
- **Support Resilient Communities**

Council’s vision for community halls is:

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities.

The Council’s strategic objectives are to:

- Ensure that 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 the Council’s involvement in community halls and for partnership arrangements.
- Encourage and enhance the capability of communities to improve their facilities.



Integrated network and hierarchy

Council recognises an integrated network and hierarchy of private, community and Council owned facilities providing a range of types, sizes and configurations. The network and hierarchy will guide Council’s decisions on the ownership, including divestment of management, governance and funding of existing and new facilities.

The hierarchy is:

- **Facilities of Local Importance**
These facilities are local halls and facilities that are fit for purpose and serve a local community catchment.
- **Facilities of Local Significance**
War Memorial Halls/Heritage buildings – these local facilities are fit for purpose and are more significant as they were either built as a war memorial or have heritage status.
- **Facilities of District Importance**
These are facilities of District importance that serve a larger catchment that will cross ward boundaries. They are multi-functional in nature and deliver a wider range of events that include regional events, events of a commercial nature as well as community events. These facilities provide economic benefit to the District by attracting visitors. These facilities must also provide affordable and accessible venue options for community use and are generally on Council land. Turner Centre and Te Ahu will be recognised as Facilities of District Importance.

Funding

Local facilities will be funded locally (through the community rate either directly or through grants from the Community Board).

Facilities of District Importance will be funded from the district wide general rate directly or indirectly through a Contract for Services and agreed Key Performance Indicators (KPIs).

Council will investigate further a contestable fund for works and operational subsidies for community owned facilities.

Ownership and Management models

The strategy sets out Council’s policy for managing Council owned halls that is an enhanced status quo. The strategy also provides alternative options that will be considered on a case by case basis that include:

1. Community empowered management (with a greater role in managing the facility including prioritising what repairs and maintenance or renewal work might be scheduled).
2. Community led divestment (effectively selling the building but not the land).
3. Council led divestment of non-strategic facilities.

Council’s vision for community halls is:

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities

Introduction

In the Far North there are 32 community halls; 20 are owned and funded by Council and 12 are owned and managed by their respective communities without any direct funding from the Council.

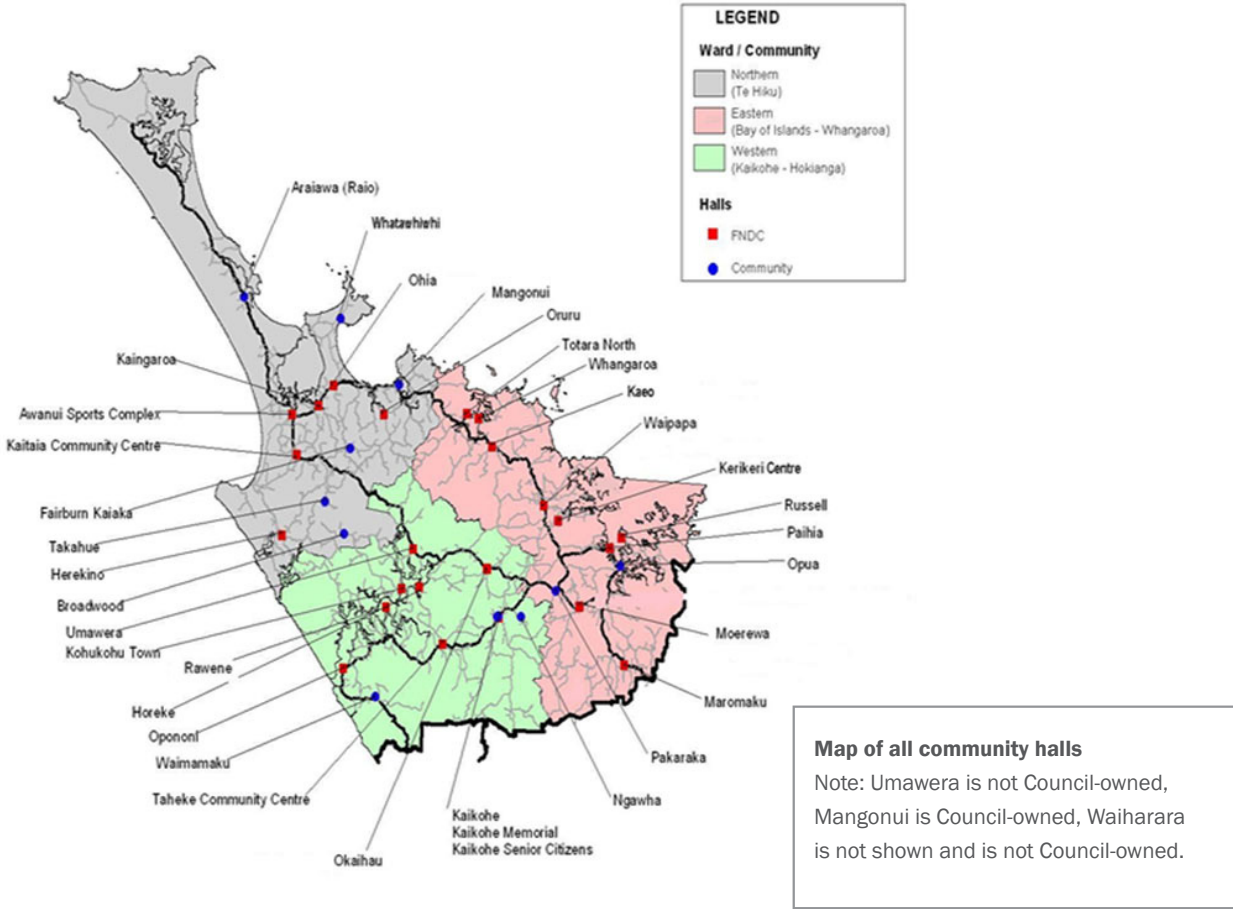
Some of these facilities are fit for purpose. Some of them are not and require substantial investment to make them fit for purpose.

Two communities have told Council they want to take ownership of their local hall facilities and our current policy does not permit this.

Council highlighted through the Long Term Plan 2012-2022 its intention to undertake a fundamental reappraisal of Council's role in owning, maintaining and promoting Council owned community halls.

Council wanted to develop a framework for determining what its future role might be, acknowledging that should Council's role change this will need to be signaled to the community and may require a change to **Policy #5003 – Community Facilities/Community Halls**.

Council developed a discussion document setting out the current situation, issues and possible options for consideration for funding, managing, and supporting an appropriate number of strategically located community halls in the District, both directly and indirectly. It sought community, hall committee and Community Board feedback and adopted this strategy in June 2015.



Current Situation

Activity Rationale

Council has traditionally had a role in the provision of community halls as they “recognise the importance to the community of providing a range of public spaces strategically located where they can meet exchange information and hold events.”

Council owned halls have generally been inherited from previous territorial authorities. The only exception is the Horeke hall that was transferred to Council from the community in 2000. Some halls in small communities were originally schools that were closed in the last 60 years. Some halls have historic and/or memorial value as well as providing places for the community to gather.

Council’s objective for this activity is:

“Council provides and supports a range of accessible, affordable, safe and well maintained community and civic buildings strategically located around the district”.

Ownership and Management

Ownership of the halls, the facilities and the land, is varied and complex, which reflects historic circumstances.

Of the 32 community halls:

- Ten halls are community owned buildings on community owned land: Opuia, Pakaraka, Ngawha, Waimamaku, Broadwood, Takahue, Fairburn, Umawera, Waiharara and Araiawa.
- Two halls are community owned on Council land: Whatuwhiwhi and Moerewa.
- Sixteen are Council owned on Council land: Herekino, Kaikohe, Kohukohu, South Hokianga, Paihia, Russell, Kaikohe Senior Citizens, Mangonui, Horeke, Okaihau, Oruru, Rawene, Totara North, Waipapa and Whangaroa Memorial Hall [Kao].
- Four are Council-owned on Crown land: Taheke Community Centre, Maromaku, Kaingaroa and Lake Ohia.

Council's management approach is set out in **Policy #5003 – Community Facilities/Community Halls**. This policy was adopted by Council in 2004 and a copy is attached in Appendix 1.

Council takes responsibility for the maintenance of the external envelope of the building, building compliance [BWO], insurance and maintenance of effluent fields, water supplies, car parks and fences of any hall that it owns.

Local hall committees take responsibility for the day-to-day management of the facility, the interior maintenance, interior refurbishments and purchase of replacement equipment such as stoves etc. The hall committee is also responsible for insurance of the hall committee's chattels such as chairs, tables and crockery. This is generally funded from user fees, local fundraising, community grant fundraising or other funders.

The exception to this is the Kaikohe Memorial Hall which is booked directly through Council's District Office, Kaikohe and Council officers manage the day to day issues. Council also employs a cleaner/custodian and this position is funded through the community rate.

Council is embarking on proactive asset management to provide appropriately timed and suitably funded renewal programs based on the condition of the asset.

Funding and Renewal program

The Council is required by legislation to collect sufficient revenue to fund the long term replacement (renewal) of assets it may own including halls and community buildings. For community halls this a significant cost funded from the community rate.

Community hall assets are renewed at the end of their useful life, which is when their condition is such that they are unserviceable or it is considered that the condition of the asset causes an unacceptable level of risk to health and safety, security or the environment.

Remission of Rates on land Owned or Used by a Charitable or Community Organisation

Council provides rating relief to certain charitable and community organisations including those that

provide community halls. Council may agree to remit up to 100% of the rates payable, however this does not apply to rates for the supply of services such as water or sewerage etc.

Demographics/Geography

The Far North doesn't have the rural to urban drift that may have happened in other areas of the country and our rural areas are not depopulating.

Up until 2008 the Far North townships were growing more rapidly therefore the percent of people in towns grew more than rural areas. But during this period the Far North had a relatively stable rural usually resident population.

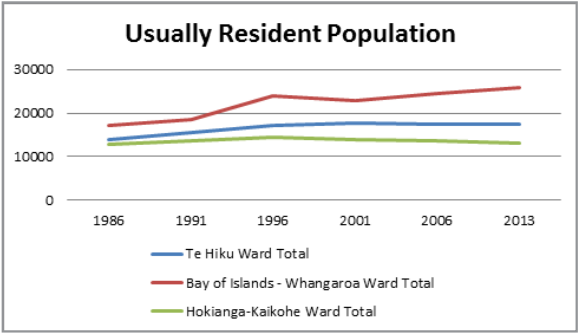
This past decade though, the Far North District has seen small town decline and in the last half of this decade even the bigger townships have declined as most new developments have been in the rural hinterland outside the larger townships (in both the Eastern and Northern Wards).

The population of the Far North has declined slightly from 55,848 residents (Census 2006), down to 55,734 based on September 2013 statistics (these figures have since been revised). This decline is against the trend of our neighbours in Whangarei, Auckland and in the Kaipara. It is also a significant change to the growth rate in the preceding inter-Census period (2001–2006).

Population growth and decline has not been even throughout the District. The following graph illustrates how the resident population has changed across the Wards since 1986.

Nearly half, 46%, of the District's residents live in 6 settlement areas. These areas are Kaitaia, Kaikohe, Kawakawa–Moerewa, Kerikeri, the Bay of Islands crescent [Russell, Opua, Te Haumi, Paihia, Waitangi and Haruru Falls] and the ribbon development from Mangonui to Taipa and extending around Doubtless Bay up the Karikari Peninsular to Whatuwhiwhi.

Another 12.5% residents live within the smaller townships of Awanui, Ahipara, Kaeo-Whangaroa, Kohukohu, Rawene, Omapere, Opononi, Okaihau and Ohaeawai.



More than 40% of the District's residents do not reside within a township of any kind, but rather on a rural or coastal lifestyle property.

Maori comprise the majority in most parts of the District, with the exception of the Eastern Ward. In the West and Northern Wards, numerous communities are comprised of 70-90% Maori. The majority of Maori residing in the Far North are affiliated to local Iwi/hapu. For iwi/hapu Maori, the first choice for a community gathering is more likely to be their local marae than a community hall.

Nearly half of all community halls (Council and non-Council) are outside the urban settlements and small townships. However, 70% of Council owned halls are in urban settlements. Council owned halls that are the exceptions to this are Herekino, Taheke Community Centre, Oruru, Maromaku, Kaingaroa and Lake Ohia.

Kaikohe-Hokianga Ward with the smallest portion of the District's population at 23% and a declining population has 38% of all community halls. It also has the highest number of Council owned community halls that are predominantly located in small townships with the exception of Taheke Community Centre.

Te Hiku Ward, with 31% of the District's population has a third of all community halls. Of these, eight are in rural areas and only two are in townships. There are five Council owned community halls in the ward and Mangonui is the only one in a township.

The Bay of Islands-Whangaroa Ward has 46% of the Districts population and 30% of all community halls. Council owns seven halls with only one located in a rural area (Maromaku).

Analysis of the problems or issues for Council

Current State of Council Halls

Most of Council's halls are over 50 years old, and in some cases are no longer fit for purpose. Many do not meet current building standards that require disability compliant toilets and barrier free access.

Kitchens are often old and need to be upgraded to comply with current health standards for food preparation.

Structural issues have been identified in two halls; Oruru and Horeke that require major investment to remedy. Even if they were made structurally sound they may not be fit for purpose and still require further modernisation. Council has signaled in the Long Term Plan that prior to undertaking this work, Council will consult with the community to determine if this is value for money in terms of the investment required.

Maintenance and energy costs for these older buildings are high compared with modern facilities.

Council has stated it needs to balance future maintenance and upgrade costs of community halls and buildings with the level of use and what the community can afford.

Additionally, the cost of funding for asset renewal is a significant cost that Council must provide for. Community or private owned halls do not need to fund depreciation in the same way.

War Memorial or Heritage Status

Some halls have significance beyond their simple facility, such as having War Memorial status or heritage status. This significance is an important aspect of the hall and why it is valued by the community. Accessing war memorial funding has changed the ownership of some facilities e.g. South Hokianga War Memorial Hall was transferred to Council to enable access to post WWII funding to build war memorials. Decisions about the future of halls that contain war memorials will need to be done in consultation with the Returned Services Association.





Hierarchy of Community Facilities

More recently Council has elected to support Te Ahu in Kaitaia and the Turner Centre in Kerikeri being community facilities that attract visitors from a wider catchment than what a traditional community hall might. These venues can host regional cultural events of a commercial nature.

These facilities are also multi-functional and are expected to provide a range of affordable and accessible venue options for community use as well. Getting the balance right between commercial return and community use is a challenge for both those managing these facilities and for Council to identify the appropriate balance in community of district rate funding.

The development of these two facilities has created a de-facto community facility hierarchy. Council support for these facilities is from the district rate and is based on the premise that these facilities provide economic benefit to the region by attracting visitors to and locals from across the District.

Council is also considering, as one of a number of options to achieve building compliance and increase accommodation capacity for the organisation the re-development of the Kaikohe Service Centre/Memorial Hall/Library. This could create another District facility hub that may require a mix of community/district funding.

Greater Range of Options

There is now a competing range of more modern privately or community owned meeting venues available for hire in the District such as the Order of St John in Rawene, Kerikeri and Kawakawa, Red Cross, Rarawa Rugby Clubrooms and the Doubtless Bay Tennis Clubrooms.

Also it is common for school halls to be available for wider community use rather than just be used as educational facilities. Additionally, some schools have accessed community grants funds such as Foundation North grants on the understanding that these community facilities are to be available for the wider community (such as Taipa Area School Marae or Kawakawa Primary school hall).

The greater choice of venues that are fit for purpose i.e. easy to heat, modern kitchen, offers a range of sizes has lead to a decline in the use of Council owned halls - particularly in rural locations.

Potential Second Life/Retrofitting

There is potential for other community uses to be made of some community halls such as recreation centres or community centres. Community centres are open normal business hours or potentially longer. They would have a different layout, including space for semi-permanent recreation or social services. They could have hot desks for visiting agencies or community use. The community is best placed to determine if this is a future option.

Demographics and Supply

Low population and low usage of halls is an indicator that community resilience is in decline in some areas such as Lake Ohia, Kaingaroa, Oruru and Takahue.

In particular the Kaikohe-Hokianga ward has a small and declining population and yet it is supporting a higher number of Council owned halls then other wards. These halls are generally well used and are meeting the needs of small urban settlements.

Over time a trend has developed whereby Council has retained ownership in community halls that are generally located in urban settlements. The exception to this is in the Te Hiku ward where four rural halls are retained in communities with very small and declining populations in Lake Ohia, Kaingaroa, Oruru and Takahue.

Community owned versus Council owned

There are a number of examples of well-maintained halls that are community owned. An advantage of this ownership model is that they can access grant funding that Council is ineligible for. A further advantage is that the community ownership model requires a level resilience to be in place to provide for the long term governance and maintenance of these facilities. The responsibility for the facility may initiate the resilience and corresponding community pride and connections.

The flip side to this is that there needs to be a level of resilience and a local desire to take on community ownership of facilities. Oruru community and the South Hokianga RSA (Opononi) want to take on the ownership of their local halls.

Discussion document feedback

In February 2015 as part of the pre-consultation, Community Boards and Hall Committees were asked for feedback on the draft Halls and Facilities Strategy - Discussion Document 2015.

The document was also consulted on simultaneously with the 2015-2025 Long Term Plan.

Feedback was received from Whangaroa, Waipapa, Totara North, Russell, Herekino, Kaingaroa, Okaihau, Paihia, Rawene and Kohukohu Hall Committees. In summary:

Majority support the status quo and added:

- There was appreciation for Council's investment in their halls and they considered they had a good relationship with Council staff.
- If Council changed the responsibility for maintenance (Council external Committee interior) this would cause rents to increase significantly.
- They would like to be in a position to be able to access external funding (i.e. non-Council funding).
- When Council is financially constrained this is generally reflected in communities and therefore there is no capacity for communities to take on more financial responsibility.
- Some committees believe they were already empowered in the current arrangements.

There was also support for:

- Retaining strategic facilities especially those used for civil defense purposes.
- Facilitating community ownership if there is a desire.
- Looking at alternative ownership arrangements if there was no local support or future demand for a hall. However, this option would need to involve consultation with community and special interest groups e.g. RSA and the community given the option of purchasing the hall.

- A hierarchy including heritage and war memorial classification.
- Consideration of new facilities (Bledisloe Domain pavilion and a further low-cost facility in Kerikeri were given as examples).

Feedback was received from the Kaikohe-Hokianga Community Board:

- Future options for management would need to provide benefits to the community that outweigh the additional workload for the community.
- More information would be required about a contestable fund especially if there was a change in the responsibility of the hall committee. E.g. would they be responsible for insurance, or rates? Would the fund include depreciation?).
- Smaller communities have limited financial and human resources and would need to prioritise what would be supported and this could be at the expense of halls.
- Community empowered management had some support.
- Another option put forward was a town council committee that had an overview of all community facilities e.g. sewerage scheme, water and hall.
- Mixed support for district funding of Turner Centre/Te Ahu.

In summary, there was strong support for the status quo however if communities wanted alternative management arrangements these should be considered on a case by case basis.

Two submissions were received from the general public:

- Financial support should be given to the Oruru Hall Committee as it is an important local infrastructure asset meeting a community need.
- Turner Centre is an important asset that will become a liability if not supported by Council.

Strategy development

Guiding principles

The guiding principles of the strategy provide the foundation and a reference point for future decision making. They guide the choices and tradeoffs that have been considered. They also need to be consistent with Council’s vision, mission statement, values and strategic objectives.

Council consulted on a draft vision for the District in the 2015-2025 Long Term Plan:

“The place where people love to be.”

This has subsequently been amended to reflect the outcome of the district wide visioning process. (The District Vision was adopted by Council in August 2015.)

“HE WHENUA RANGATIRA - A DISTRICT OF SUSTAINABLE PROSPERITY AND WELL BEING.”

Council's vision for itself is:

Council will be a capable, trusted and innovative civic leader, serving and inspiring people, maximising opportunities to empower communities and meet their changing needs; while creating great places.

A mission statement tells people how the Council will achieve their vision. Council’s mission statement in the 2015-2025 Long Term Plan is:

“Working together to enable culturally strong, healthy, vibrant, resilient, prosperous, connected people and communities.”

Council's strategic objectives for the next three years that relate to this strategy are:

- **Prudent financial management within long term strategic planning**
- **Safe, healthy, resilient places and people**
- **Sustainable, affordable, equitable infrastructure that contributes to the economic progress and social wellbeing of the District**

It is proposed that the principles of the strategy be:

Integrated network – Council owned facilities are only part of the network of halls, community centres and meeting spaces that are available to the community.


Hierarchy – Council will support a range of halls and community facilities in a community, district and regional context.

Agreed standard – Council owned facilities will be accessible to all members of the community regardless of age or physical ability, be well maintained and comply with building, fire and health regulations applicable to the community, district and regional context of the facility.

Efficient use – Council will encourage alternative management and ownership arrangements of Council owned halls that make more efficient use of existing facilities.

Affordable – Council will consult with communities to determine the level of support for funding upgrades of Council owned facilities.

Support resilient vibrant communities – Facilities should be retained where they are in the right place to support strong vibrant communities.



Council's vision for itself is:

Council will be a capable, trusted and innovative civic leader, serving and inspiring people, maximising opportunities to empower communities and meet their changing needs; while creating great places

Vision for Community Halls

A key part of developing strategy and setting strategic direction is articulating a vision for the desired state of the future. A vision is a concise summary statement describing the world as it would ideally exist if current issues could be fully addressed.

Council's vision for community halls is:

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities.

Strategic Objectives

The vision needs to be supported by strategic objectives as these define those things that need to be achieved to bring about our desired future.

The Council's strategic objectives based on the agreed principles are to:

- Ensure that 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 the Council's involvement and for flexible partnership arrangements.
- Encourage and enhance the capability of communities to improve their facilities.

How do we get there/ Solutions

Council will achieve its vision for community halls by implementing the following:

Integrated Network and Hierarchy

Council will recognise an integrated network and hierarchy of private, community and Council district and local community facilities so that a range of facility types, sizes, configurations are available to meet the needs of the district's communities. This network and hierarchy will be used to guide Council's decisions on the ownership, management and governance and funding of existing and new facilities.

Facilities of Local Importance - these facilities are local halls and facilities that are fit for purpose and serve a local community catchment and provide opportunities for events or to provide local services.

Facilities of Local Significance - War Memorial Halls/Heritage buildings – these facilities are fit for purpose and are more significant as they were either built as a war memorial or have heritage status. These serve a local community catchment and provide opportunities for the community to hold events or provide local services

Any change proposed to a War Memorials Hall will need to be done in consultation with the Returned Services Association. Any change to a heritage building needs to recognise the constraints of the heritage status and will require input from Heritage New Zealand.

Facilities of District Importance – these are facilities of District importance that serve a larger catchment that will cross ward boundaries. They are multi-functional in nature and deliver a wider range of events that include regional events, events of a commercial nature as well as community events. These facilities provide economic benefit to the District by attracting visitors. These facilities must also provide affordable and accessible venue options for community use.

These are not always Council owned facilities although they are generally on Council land,

e.g. Turner Centre and Te Ahu. Getting the balance right between commercial return and community use is a challenge for these facility owners. These facilities often require Council support for them to be sustainable and provide for the care of their assets.

Council may invest in these facilities through a Contract for Service with agreed key performance indicators consistent with **Policy #3213 - Community Assistance**.

Council's Funding

Facilities of Local Importance or Local Significance will be funded from the community rate either directly or through grants from the Community Board.

Facilities of District Importance will be funded from the district wide general rate directly or indirectly through a Contract for Service and agreed Key Performance Indicators. They could also apply to Community Board – Local Grants to offset costs for providing for community use at non-commercial rates. The Community Board would consider the merits of any application.

Contestable Fund

Alternative management or ownership options would be made more attractive to the community if Council sets up a contestable fund in each ward.

Council will investigate further the establishment of a contestable fund for works and operational subsidies for community owned facilities.

This contestable fund would need to be consistent with the principles of **Policy #3213 - Community Assistance** to enhance access to facilities, to broaden the range of facilities, to enhance volunteer capability to provide services and supplement the resources of Council from external sources (a minimum of 50% funding for projects from sources other than Council).

The fund could be applied to for either work programs or for an operational subsidy.



Ownership and Management

Council’s policy on the management and operation of community halls is:

- 1. Council will take responsibility for the maintenance of the external envelope of the building, building compliance [BWOF], insurance and maintenance of effluent fields, water supplies, car parks and fences of any halls that it owns.
- 2. Local hall committees take responsibility for the day-to-day management of the facility, the interior maintenance, interior refurbishments and purchase of replacement equipment such as stoves etc.
- 3. Local hall committees will be responsible for insurance of chattels such as chairs, tables and crockery. This will be funded from user fees, local fundraising or grant applications to community grant funds or other funders.
- 4. Hall committees will become not-for-profit legal entities or under the umbrella of one to ensure there is a high level of accountability and transparency and to maximise the opportunity to access external funding.
- 5. Hall Committees will report annually to Community Boards on the level of facility use, income received and any investment they may have made in the facility.

Council will consider on a case by case basis the ownership and management options below. When considering these proposals Council will need to consider **Policy #2124 – Significance and Engagement** and determine which proposals and decisions are significant and Council’s community engagement strategy.

1. Community empowered management

Council would consider proposals from the community to take on a greater role in managing the facility including prioritising repairs and maintenance, renewal work or re-development. This arrangement would be formalised through an agreement with Council. This would require a not-for-profit entity being established. The proposal may come from:

- A hall committee
- A community group
- A primary or main user

The agreement would require the following roles to be undertaken:

- i. Determine the communities current and future needs.
- ii. Provide the facility to meet the needs.
- iii. Ensure the building is compliant for its intended use.
- iv. Monitor and provide to Council usage records.
- v. Manage income and expenditure and report to Council.
- vi. Put forward repairs and maintenance/renewal schedules for Council consideration.
- vii. Make applications for external funding for re-development .

The organisation would need to demonstrate to Council it had the skills and capacity to undertake this role. The organisation would be able to apply to external funders.

2. Community led divestment (effectively selling the building but not the land)

Council would consider proposals from the community to take on a greater role in managing and re-developing their facility. This would require a not-for-profit entity being established and the transfer of the ownership of a hall building[s] and a license to occupy for the land to:

- A community group
- A primary or main user
- Private entity

The transfer would be subject to entering into an agreement to undertake the following roles:

- i. Determine the communities current and future needs.
- ii. Provide the facility to meet the needs.
- iii. Ensure the building is compliant for its intended use.
- iv. Monitor and provide to Council usage records.



- v. Manage income and expenditure and report to Council.
- vi. Put forward applications to secure sufficient funding.

The organisation would need to demonstrate to Council it had the skills and capacity to undertake this role. They could apply to other funders such as Foundation North or Lotteries.

3. Council led divestment of non-strategic facilities

The following principles would be used to determine non-strategic facilities:

- Integrated network/Hierarchy – Determine if existing non-Council facilities are capable of meeting current and projected demand. The measure will be within 20 minutes distance to nearest similar facility.
- Affordable/Agreed standard/Support resilient communities – A facility which has significant deferred maintenance or needs a major upgrade to meet an agreed standard and this work could not be justified because of the low level of use the building will not be retained. The measure may be usage verses cost to upgrade to agreed standard.

Non-strategic facilities will be divested to the community. This would be a Council led divestment process and if there is no identified community demand or likely future demand or community interest the properties would be made available for a non-community use or sold.

Developing New Facilities

If the community demand indicates the need for a new facility, further detailed analysis will be undertaken. This analysis will look at the community facility needs and opportunities in a particular geographical area (a local community or ward). It will take into account verified community needs and all potential opportunities for meeting those needs.

Community Boards will consider developing a new community facility when:

- i. The community has demonstrated a need and demand.
- ii. A more detailed analysis of the criteria used for the level of provision confirms the local need for a new facility.
- iii. The supply of existing facilities (Council and non Council) is unable to meet local demand (current and projected supply and demand).
- iv. A facility in a particular area is at the end of its useful life. This could be a Council or non-Council owned community facility.
- v. Existing Council facilities are not fit for their intended purpose and are unsuitable for redevelopment.
- vi. No viable partnership or brokerage opportunities for meeting community demand have been identified.

If Council confirms there is an identified need for a new facility it may be included in a Long Term Plan for public feedback.

Implementation plan,
monitoring and evaluation

Actions:

- 1. Review **Policy #5003 – Community Facilities/Community Halls** to align with the strategic plan.
- 2. Develop a Schedule for inclusion in **Policy #5003 of Halls of Local Importance, Local Significance and Facilities of District Importance** and their funding sources.
- 3. Investigate further the contestable fund concept.
- 4. Work with Hall Committees to assist them to become a not-for-profit legal entity, determine reporting requirements and provide opportunities to learn more about accessing non-Council funding sources.
- 5. Consider alternative ownership and/or management arrangements on a case by case basis.

Policy #5003 – Community
Facilities/Community Halls

1. BACKGROUND

Each Community Board has a number of facilities on their asset register, mostly halls, that provide a focus point for communities to gather together for both social and community activities. At the present time, these facilities are being managed in an ‘ad hoc’ way. This does not mean that facilities are being run inefficiently and well on behalf of Council and the community, but rather that there is a large divergence in the management styles. This divergence confuses management committees and often inhibits the communication required for communities to make proactive decisions on their facility requirements.

This policy shall:

- i. Clarify the types of arrangements Community Boards have for their facilities.
- ii. To set procedures in place to ensure effective management of these facilities.
- iii. To give more control of long-term decision making to communities.

Styles of Management and Ratings Liability

There are four distinct types of management:

- i. Community elected committees manage the hall operation on behalf of the Community Board. This includes all operational charges unless expressly remitted by the Community Board and the Community Board has budgeted for these amounts annually. As of July 1, 2003 all public halls owned or used by Council, apart from applicable service charges, are non-rateable. In this instance, Council is responsible for the external envelope and building compliance issues only. Examples of this style are the Waipapa, Herekino and Rawene Halls.
- ii. Once again, community elected committees manage the hall operation on behalf of the Community Board, but Council Customer Services Liaison staff manage bookings, bonds and other payments including invoicing and/or receipting customers. An example in this case would be Whangaroa Memorial Hall, Kaeo.

- iii. Halls and other facilities are either leased or sold to community groups who have a mandate to offer the facility for public use or in some instances the public good. The community may dictate the level of service required and the facility may have a predominant designated purpose. In instances where the facility is used exclusively for sports and the arts, 50% of the normal rate will apply. An example is Awanui Sports Complex.
- iv. The hall or facility is for the exclusive use of a single charitable or community organisation. In this instance, Council may consider an application for a rates remission. Examples are Plunket Rooms, the Order of St Johns and the New Zealand Scouts.

Types of Facilities

Community centres

The term ‘community centre’ covers facilities that provide opportunities for social interaction, activities, recreation, events, programmes, interest-based courses and meeting spaces that benefit the local community. In their operation, community centres may employ paid staff and volunteers, who are proactive and innovative in meeting local community needs, open to all groups in the community, non competitive and complement other resources in the community. Community Centres are owned by Council and funded through Community Rates.

Community halls

The term ‘community hall’ covers facilities that provide opportunities for social interaction, activities, recreation, events, programmes, interest-based courses and meeting spaces that benefit the local community. A community hall may be hired for private purposes. To meet operational costs, secure new equipment and fund internal maintenance expenses or renewals, hall management committees use hall income. Council provides planned maintenance and renewal of the exterior envelope through depreciation funds.

Community leases

The Council leases land, buildings or land and buildings to community groups for a wide range of activities.

Partnerships

Wherever possible and appropriate, Council will take a partnership approach in its community facility asset management, development and divestment (Council in all partnerships must be guided by the Policy on Partnership with the Private Sector).

This means that:

- i. If Council is building a new facility or developing an existing facility, it will actively seek opportunities to do so in partnership with other organisations and agencies (e.g. schools or churches).
- ii. If divesting of a community facility, Council will consider any proposals by a third party to manage and develop it as a community facility.
- iii. Council will actively encourage and seek ways to support schools and other organisations to provide community access to venues such as school halls and church meeting spaces. Such spaces will then form part of the district- wide network of facilities.

New types of facilities

In response to the District’s increasingly diverse communities and changing trends in community and leisure activities, Council will consider innovative and different types of facilities. These could include multi-purpose facilities and facilities as part of commercial, retail or residential developments. They could include dedicated or purpose-build facilities (e.g. for young people or for performing arts).

Community Boards may in the first instance, support communities in achieving their goals in regards to new facilities by providing expertise, supporting the establishment of a Community Trust and if appropriate, contribute funds. Ownership of new facilities would remain with the community, usually managed by a Community Trust.

War memorials

Council recognises the special value of War Memorial Halls and will not seek to divest or lease the facility without the direct support of

the RSA. If the Memorial is removed to another special purpose facility, then the hall will revert to Community Hall status.

District wide level of provision

Council aims to have a network of community venues across the District so people can meet and participate in the life of their communities. The network will consist of both Council and non-Council owned facilities. It is important that the community has access to a variety of spaces and venues. Who owns those facilities is secondary to their existence and function.

A catalogue of facilities

From a planning perspective, there is a need to catalogue all facilities along with specified use and contact persons. All non-Council facility ‘owners’ will be given the opportunity to list on Council’s web site along with appropriate details.

Developing new facilities

If Community demand indicates the need for a new facility, further detailed analysis will be undertaken. This analysis will look at the community facility needs and opportunities in a particular geographical area (a local community or ward). It will take into account verified community needs and all potential opportunities for meeting those needs.

Community Boards will consider developing a new community facility when:

- i. A need has been demonstrated through the development of the Long Term Community Plan.
- ii. A more detailed analysis of the criteria used for the level of provision confirms the local need for a new facility (an example is the recreation plan).
- iii. The supply of existing community facilities (Council and non-Council) is unable to meet local demand (current and projected supply and demand).
- iv. A facility in a particular area is at the end of its useful life. This could be a Council or non-Council owned community facility.
- v. Existing Council facilities are not fit for their

intended purpose and are unsuitable for redevelopment.

- 6. No viable partnership or brokerage opportunities for meeting community demand have been identified.

Redevelop existing facilities

If monitoring indicates the need to redevelop an existing facility, further detailed analysis will be undertaken. This analysis will look at the community facility needs and opportunities in a particular geographical area (a local community or ward). It will take into account verified community needs and all potential opportunities for meeting those needs. However, the primary focus will be on the facility in question and how best to develop it to meet changing needs and demands.

Council will consider redeveloping an existing facility when:

- i. A more detailed analysis of the criteria used for indicating the appropriate ward/district - wide level of provision confirms a local need for a change or development of a particular.
- ii. There are relatively high levels of facility use and the facility cannot meet demand (usage data).
- iii. There is demand or pressure for facilities to meet different or greater levels of needs than are currently addressed (supply and demand, needs assessment, demographic trends).
- iv. The physical design and size of the facility is unsuitable for preferred community use, is unable to meet demand or is better suited to another use (supply and demand, needs assessment).
- v. The condition of the building is good and warrants redevelopment to meet changing demand.
- vi. There is relatively high customer satisfaction with this current facility.
- vii. The building is of historical or War Memorial status.
- viii. There are no viable partnership or brokerage

opportunities to meet different or increased needs.

- ix. There are major operational issues affecting the viability of the operation (e.g. conflict between commercial use and community use).

Divestment

Community Boards may indicate that it would be appropriate to divest a particular facility.

Divestment options could include:

- i. Selling the facility.
- ii. Council using the facility for non-community purposes (e.g. commercial use/lease).
- iii. Using the facility as leverage for community based partnership. A number of issues may indicate that divestment is a good option to explore. Examples include: Close proximity of similar facilities (geographical spread), very low usage and/or an apparent over supply of community facilities (usage data, supply and demand), a change in demographics resulting in a community which does not match user profiles (community and user demographics).
- iv. Planned community facility developments (Council or non-Council) that would meet community demand.
- v. A facility design that is no longer suitable for the community and cannot easily be rectified.
- vi. A facility which requires major work, but this work could not be justified because of the poor condition of the building.

If divestment is an option, then a detailed analysis will be undertaken. The analysis will focus on a particular geographical location. Within this context, it will explore whether or not it was appropriate to divest of the particular community facility.

In particular, the analysis will cover: current and projected demand; the ability of existing and any planned facilities to meet the projected demand; the condition of the facility in question and its potential for redevelopment; opportunities to use the facility as leverage for a community partnership to operate.

Community Halls Policy

Adopted: 8 September, 2016

Background

Each Community Board has delegated responsibility for community buildings that provide a space for social interaction. These facilities (hereafter referred to as 'halls') may be used for leisure, arts, cultural, educational, sporting and other community activities. They may accommodate community groups and organisations.

The policy gives effect to the **Far North District Council - Halls and Facilities Strategy 2015**. It provides additional guidance on the management of community halls either owned by the Council or situated on Council land.

As at May 2016, there were 16 Council owned halls on Council land, 4 Council owned halls on Crown land and 2 community owned halls on Council land. See Appendix 1 for a schedule of facilities.

Objective

A network of fit for purpose affordable community facilities that connect and support resilient, healthy and vibrant communities.

Policies

1. Ensure that communities' current and future needs for halls or similar facilities are met.
 - a. Council aims to have a network of community venues across the district so people can meet and participate in the life of their communities. The network consists of both Council and non-Council owned facilities. It is important that the community has access to a variety of spaces and venues. Who owns those facilities is secondary to their existence and function.
 - b. Halls will not be acquired unless it can be demonstrated that they are fit for purpose, with affordable facilities to meet current and projected community needs.
2. Ensure that communities take active roles in facilitating the provision of an appropriate number of accessible, safe and well maintained facilities.
 - a. Community Boards support communities in achieving their goals for facilities by providing expertise, supporting establishment of a Community Trust, and, if appropriate, contributing funds. Ownership of new facilities may remain with the community, usually managed by a community not-for-profit entity.
 - b. Council will actively encourage and support organisations to provide community access to existing venues, such as school halls and church meeting spaces.
 - c. Council will consider innovative types of facilities in response to diverse community needs and to changing trends in community and leisure activities. These could include multi-purpose facilities and facilities as part of commercial, retail, or residential developments.
3. Adopt preferred frameworks for the Council's involvement in community halls and for partnership arrangements.
 - a. The Council leases land, buildings, or land and buildings to community groups for a wide range of activities. It may transfer ownership of a hall to a community not-for-profit organisation where the community wants to take a greater role.
 - b. Council has a partnership approach to community facilities consistent with [the Community Grant Policy](#).

- c. If Council is building a new facility or developing an existing facility, it will actively seek opportunities to do so in partnership with other organisations, such as schools or churches.
 - d. Where no community organisation or committee can be formed within the community, the facility may be managed by the Community Board (or by the Council in exceptional instances, such as the Kaikohe Memorial Hall).
 - e. Community Boards, through consultation with their community, may retain ownership and have a Hall Committee under delegated authority to oversee the hall's operation.
4. Encourage and enhance the capability of communities to improve their facilities.
- a. The Council will consider community-empowered management and community-led divestment.
 - b. Communities will be encouraged to upgrade halls by their own resources, including through seeking external funding and voluntary work.

Procedures for Hall Committees

1. When Community Boards have a Hall Committee under delegated authority to oversee the hall's operation, the following procedures will apply:
- a. The Committee will have a minimum of 5 elected members. In addition, a Community Board Member will be seconded to the committee to provide a liaison and advisory role, but shall not hold an office on the Committee.
 - b. The Committee will hold an Annual General Meeting every 12 months; this meeting must be publicly notified. Elections will take place at the Annual General Meeting. As Council's financial year starts in July, this is the suggested month for elections.
 - c. The Committee will produce annual audited accounts and statistical information on the usage of the hall, income received and any investments made in the hall.
 - d. The Committee is responsible for all bookings, fee collections and resolving any operational issues.
 - e. The Committee is responsible for all operational expenditure, including water, pan charges, power, phone, and cleaning.
 - f. Public halls owned by Council are non-rateable, except for water and sewerage charges.
 - g. The Committee is responsible for internal maintenance, refurbishments, and purchase of replacement equipment, but not for building renewals.
 - h. The Committee is responsible for insurance of the hall committee's chattels, such as chairs, tables, and crockery. Council will insure the facility, which will include fixtures such as stoves and zip water heaters.
 - i. Where fee income does not meet expenses, an approach can be made through the Community Board for a one-off grant or for the Community Board to fund a specific shortfall each financial year. The Committee's Community Board Member will advise if fees may need to be increased or if a hall may no longer meet the community's needs.

The table below gives a summary of the relative responsibilities of Council, Community Board and Hall Committee:

Council Responsibility	Community Board Responsibility	Hall Committee Responsibility
Asset management	Governance	Operation
Delegations	Appointment of Committee Advisor	AGM & appointment of Committee and Officers
Renewals and upgrades planning and delivery	Reporting of income, expenditure & usage	Bookings management
To maintain the external building envelope		Internal maintenance of building and equipment
Water & wastewater infrastructure provision and maintenance		Replacement of internal equipment
Insurance payments		Water & wastewater rates
Car park & grounds control, maintenance and upgrades		Services & utilities payments
Fences control, maintenance and upgrades		Cleaning

2023-24 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	Kaingaroa Memorial Hall		
Physical address:	Cnr S H 10 and Mill Road Kaingaroa Far North		
Postal address:	NA c/- marlyn_bend@xtra.co.nz		
Booking Officer Name	(Booking Officer will be added to our website) Lynne McDonald		
Booking Officer Contact Info	Ph.: 09 4087837	Mobile: 027 4082145	Email:
Afterhours Contact Name	Martin & Lynne McDonald		
Afterhours Contact Info	Ph.: As Above	Mobile: As Above	Email:
Emergency Contact Name	Tony Cusack		
Emergency Contact Info	Ph.: 09 4087147	Mobile:	Email:

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	Mark Atkinson	Duncan Road Kaingaroa		
Secretary	Lynne McDonald	Church Road Kaingaroa		
Treasurer	Martin McDonald	Church Road Kaingaroa		
Committee Member	Tony Cusack	Champion Road Kaingaroa		
Committee Member	Lois Sandle	Duncan Road Kaingaroa		
Committee Member				
Committee Member				

Please feel free to add any further updates on the reverse of form or on an additional sheet of paper

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	11
How often did the Committee meet in the year?	11
Date of the last AGM?	10/07/2024

HALL INFORMATION	
Usage Data	
Number of bookings:	135
Number of estimated users:	135
Type of use	
Community (regular users):	113
Casual (one off):	22
Commercial:	
Hire rates (per hour)	
Community:	Depends on the booking – i.e. considering length of time, type of function – a cleaning fee is added but reimbursed if the hall is left clean and tidy.
Casual:	
Commercial:	
Other:	
2023/2024 Financial Statement	Attached: Yes
Building Warrant of Fitness	Photo attached as display in the hall : No
Evacuation Plan	Photo attached as display in the hall : Yes
Insurance - Contents	No Value: Have Public Liability
Improvements completed	Continue to do regular repairs and maintenance. Replaced more windows.
Maintenance completed	Fixed concrete in main entrance and outside. Just maintain and repairs as they come along. Lawns and spraying done regularly Clean gutters regularly and wash down exterior of building.
Other:	

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 PP	Main Hall seats 80 comfortably at tables Supper Room 30 comfortably at tables
Kitchen facilities	Two Stoves, two Fridges, one micro wave, dishwasher, gas hot water and electric Cali font
Toilets	Male and Female
Disabled access	Double opening doors and ramp.
Parking	30
Furniture available	Tables and approximately 100 chairs. Some trestles and forms
Other facilities / assets available e.g.: stage, lighting, heating	Stage Oil Heaters

Checklist:

Yes	Form fully completed
No	Photo of BWOF on display
Yes	Photo of Evacuation procedure on display
No	Copy of Audited Financial Accounts if relevant
Yes	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
Yes/No	Other (funding report, funding requests) NA
Yes	Invite to attend the Community Board meeting – often in contact with our Community Board Member

Thank you for your co-operation.

**KAINGAROA MEMEORIAL HALL
FINANCIAL REPORT 2023- 2024**

Opening Balance	ASB Chq A/c 01/06/23	6,064.49
Hall Hire	3,408.00	
Community Functions		
Equipment Hire		
Hall Income		<u>3,408.00</u>
		9,472.49
Less Hall Expenses		
• Hall Painting & Maintenance	2,079.27	
• R & M		
• Disposables	296.26	
• Insurance	416.82	
• Advertising	126.28	
• Hire Refunds	60.00	
	<u>2,978.63</u>	<u>2,978.63</u>
Closing Balance	ASB Chq A/c 30/06/2024	6,493.86

Hall Usage 2023 – 2024

Spinners and Weavers	19
Bridge Club	49
Kaingaroa Bowls Club	26
Casual Hire	22
Yoga	19
Total Usage	<u>135</u>

Martin McDonald
Treasurer
Kaingaroa Memorial Hall Committee

Financial Report Notes

10/07/2023

The Committee spent \$451 on window replacements in the store room and supper room, with Tony fitting them, and Martin spent \$61 replacing the window in the mens toilet. None of these were vandalised, just worn out! We replaced the water pump, as parts were not available for repair. This cost was \$619 and fitting was \$182. We had to replace 1 fluoro light in the main hall, also because parts weren't available for the old one, this cost \$304. We approached the FNDC to bring drainage up to standard, as plumbers advised they weren't up to standard, and also flooded in heavy rains. Have not notified that they did anything about it, but looks like they have recently altered the overflow pipe from the septic tank. We'll see what happens in the next heavy rain.

the hall is looking nice and we don't appear to have any maintenance problems at the moment, and is used regularly, with good comments from users.

The accounts are for 12 months and show an increase in the bank account of \$429.17.

The hall was used on 135 occasions.

Martin McDonald

Treasurer

Kaingaroa Memorial Hall







2023-2024 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	Lake Ohia Community Hall		
Physical address:	Corner of SH10 and Pekerau Road.		
Postal address:			
Booking Officer (name):	Vicki Stevens		
Booking Officer (contact.):	Ph.:	0278468537	lakeohiahall@gmail.com
Afterhours contact (name):			
Emergency Contact (name):	John Templeton 027886297		
Afterhours (contact):	Ph.:	Mobile:	Email:
Other:			

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
Chairperson	John Templeton			
Secretary	Vicki Stevens		lakeohiahall@gmail.com	
Treasurer	Vicki Stevens			
Committee Member	Haina Tamahere			
Committee Member	Raymond Jurlina			
Committee Member	Eileen Schluter			
Committee Member	Margaret Timmer-Arends			
Committee Member	Kim Walker			



Committee Member	Eric Foster			
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Please feel free to update on the reverse of this or add another piece of paper

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	10 (about monthly)
How often did the Committee meet in the year?	10

HALL INFORMATION	
Usage Data	
Number of bookings:	110
Number of estimated users:	Community events have between 20-120 Lake Ohia locals attend. Rural support evenings have upto 80 people attend some the same some different. Homeschool meetings from 10 – 30 people attend mainly different from above. Have had private functions with an estimated 100 people attend from local and family from afar. The film crew had about 300 (inside and out) people all from out of area. Table tennis club has about 40 members who use it at different times. Plus the quilters and yoga make another 25 people. Plus the farmer meetings, and other events. Have upto 30 people each. So would be about 500+ people at a guess.
Type of use	
Community (regular users):	Cards Club, Table Tennis Club, Quilting Club, Rural support Evenings, Committee Meetings, Community Meetings, Community Get Togethers, Home Schoolers.
Casual (one off):	4

Commercial:	3	
Hire rates (per hour)		
Community:	Donation (ranges from \$12 – 1200) some use it for fundraisers for hall.	
Casual:	\$50 for small events \$100 medium and \$150 for large events	
Commercial:	\$150 but negotiable depending on actual event.	
Other:	If providing an event to bring community together then rates can be waived. As we want to encourage community get togethers.	
2023/24 Financial Statement	Attached: yes	
BWOF	Attached: yes / No	Expiry Date:
Insurance - Contents	No	Value:
Improvements completed	Grounds Upgrade with removal of pest plants New water tank purchased by community and installed by volunteers Weed removal Toilet replaced	

Maintenance completed	Regular lawns, weed control, cleaning, general repairs to toilets, electricals.			
Other:	Most work on the hall is completed by volunteers from our community, many of whom are local trades people.			
Check list (cross out as provided)	 AH / emergency	Copy of BWOFF certificate	Copy of Evacuation Plan	 Form fully completed

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 pp	100 people
Kitchen facilities	Older facilities. Microwave, pie warmer, basic cutlery, plates, etc.
Toilets	2
Disabled access	No
Parking	Yes
Furniture available	Tables and chairs.
Other facilities / assets available e.g.: stage, lighting, heating	Hall is fully fenced in to ensure safety of children at events.

We would like an invitation to attend the community board meeting please.

Copy of annual financial reports attached – presented and accepted at AGM.

Issues with building certificate and evacuation plan as we are currently going through a building process with council so these are not completed.

Checklist:

Yes/No	Form fully completed
Yes/No	Photo of BWOFF on display (not available as waiting on council upgrades)
Yes/No	Photo of Evacuation procedure on display (no as only the one proper exit – waiting on upgrades to get done)
Yes/No	Copy of Audited Financial Accounts if relevant

Yes/No	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
Yes/No	Other (funding report, funding requests)
Yes/No	Invite to attend the Community Board meeting

Lake Ohia Hall - 2023 - 2024 Accounts										
Date	Amount	Other Party	Hall Hire	Fund-raisers	Donations	R&M	Consumables	Electricity	Capital Purchases	Term Deposit
June 2023 - May 2024	-110.55	CONTACT ENERGY L						-110.55		
02/08/2023	-38.58	CONTACT ENERGY L						-38.58		
31/08/2023	100	D/C FROM L T H & R F JURLINA	100							
04/09/2023	-98.89	CONTACT ENERGY L						-98.89		
16/09/2023	80	D/C FROM FOSTER K E	50							
07/09/2023	50	Esther Stone - Masonic Lodge	80							
02/10/2023	1960	Meat Raffle		1960						
03/10/2023	20	Meat Raffle		20						
03/10/2023	-101.46	CONTACT ENERGY L						-101.46		
15/10/2023	100	D/C FROM FOSTER K E	100							
23/10/2023	144.2	ASB BANK - INTEREST	144.2							
30/10/2023	8000.08	Term Deposit								8000.08
30/10/2023	-12000	Into Term Deposit								-12000
02/11/2023	-95.08	CONTACT ENERGY L	-95.08							
03/11/2023	50	Halloween Disco		50						
03/11/2023	20	Raffle		20						
14/11/2023	50	Transfer	50							
16/11/2023	200	Schluter			200					
29/11/2023	-200	Reimburse for Christmas purchases					-200			
04/12/2023	-98.18	CONTACT ENERGY L						-98.18		
13/12/2023	200	D/C FROM JURLINA N L	200							
21/12/2023	-345	BILL PAYMENT TO Mangonui Hau Water Delive					-345			
21/12/2023	-148.28	Reimbursement - JT Repairs				-148.28				
21/12/2023	-4499	BILL PAYMENT TO FARMLANDS Promax Tank							-4499	
22/12/2023	3900	OKD PRODUCTION LIMIT	3900							
03/01/2024	-107.66	CONTACT ENERGY L						-107.66		
31/01/2024	1000	OKD PRODUCTION LIMIT	1000							
02/02/2024	-89.6	CONTACT ENERGY L						-89.6		
07/02/2024	3000	D/C FROM Ryan N J (Fish Auction)		3000						
08/02/2024	-145.55	Reimbursemen				-145.55				
08/02/2024	-219.65	repai				-219.65				
12/02/2024	350	Prezzie Card Promotion							350	
29/02/2024	150	D/C FROM WELLS J M (Table Tennis)	150							
04/03/2024	-165.07	CONTACT ENERGY L						-165.07		
31/03/2024	120	D/C FROM WELLS J M (Table Tennis)	120							
02/04/2024	-101.75	CONTACT ENERGY L						-101.75		
20/04/2024	80	Esther Stone Hall Hire	80							
26/04/2024	100	Cards Koha	100							
30/04/2024	120	D/C FROM WELLS J M (Table Tennis)	120							
03/05/2024	-97.51	CONTACT ENERGY L						-97.51		
10/05/2024	80	Shannon Hall hire	80							
30/05/2024	150	D/C FROM WELLS J M (Table Tennis)	150							
Totals:	1362.47	0	6329.12	5050	200	-513	-545	-1009.25	-4149	-3999.9
Date	Amount	Other Party	Hall Hire	Fundraisers	Donations	R&M	Consumables	Electricity	Capital Purchases	

Lake Ohia Hall - 2023 - 2024 Accounts																																		
Lake Ohia Community Centre Accounts																																		
June 2023 - May 2024																																		
<table><tr><th colspan="2">Income</th></tr><tr><td>Hall Hire</td><td>6329.12</td></tr><tr><td>Fundraisers</td><td>5050</td></tr><tr><td>Donations</td><td>200</td></tr><tr><td colspan="2"> </td></tr><tr><td>Total Income:</td><td>\$11,579.12</td></tr></table>	Income		Hall Hire	6329.12	Fundraisers	5050	Donations	200			Total Income:	\$11,579.12	<table><tr><th colspan="2">Expenses</th></tr><tr><td>Electricity</td><td>-1009.25</td></tr><tr><td>Consumables</td><td>-545</td></tr><tr><td>R&M</td><td>-513.48</td></tr><tr><td colspan="2"> </td></tr><tr><td>Total Expenses:</td><td>-\$2,067.73</td></tr></table>	Expenses		Electricity	-1009.25	Consumables	-545	R&M	-513.48			Total Expenses:	-\$2,067.73	<table><tr><th colspan="2">Capital Development</th></tr><tr><td>Capital Costs</td><td>-4149</td></tr><tr><td colspan="2"> </td></tr><tr><td>Total Capital:</td><td>-\$4,149.00</td></tr></table>	Capital Development		Capital Costs	-4149			Total Capital:	-\$4,149.00
Income																																		
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Capital Development																																		
Capital Costs	-4149																																	
Total Capital:	-\$4,149.00																																	
<table><tr><td>Total Profit/Loss for year:</td><td>\$5,362.39</td></tr></table>			Total Profit/Loss for year:	\$5,362.39																														
Total Profit/Loss for year:	\$5,362.39																																	
<table><tr><th colspan="2">Assets as of 30th May 2024:</th></tr><tr><td>Term Deposit:</td><td>\$12,548.65</td></tr><tr><td>Bank Account:</td><td>\$12,618.69</td></tr></table>		Assets as of 30th May 2024:		Term Deposit:	\$12,548.65	Bank Account:	\$12,618.69	<table><tr><th colspan="2">Position Last Year (May 2023)</th></tr><tr><td>Term Deposit:</td><td>\$8,000.00</td></tr><tr><td>Bank Account:</td><td>\$11,256.22</td></tr></table>	Position Last Year (May 2023)		Term Deposit:	\$8,000.00	Bank Account:	\$11,256.22																				
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Term Deposit:	\$8,000.00																																	
Bank Account:	\$11,256.22																																	
Prepared by Vicki Stevens																																		

2023-24 Hall Information and Statistics

HALL DETAILS			
Name of Hall:	Mangonui War Memorial Hall		
Physical address:	130 Waterfront Drive		
Postal address:	P.O. Box 158 Mangonui 0442		
Booking Officer Name	(Booking Officer will be added to our website) Lynn Pooley		
Booking Officer Contact Info	Ph.: 4060170	Mobile: 0212168025	Email: lynpoolley13@gmail.com
Afterhours Contact Name	Lorraine Wilson		
Afterhours Contact Info	Ph.: 4061360	Mobile:	Email:
Emergency Contact Name	Lynn Pooley		
Emergency Contact Info	Ph.: as above	Mobile: as above	Email: as above

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone n
Chairperson	L. Wilson			
Secretary	L. Pooley			
Treasurer			lynpoolley13@gmail.com	
Committee Member				
Committee Member				
Committee Member				
Committee Member				

COMMITTEE MEETING DETAILS	
How often does the Committee meet annually?	N/A
How often did the Committee meet in the year?	N/A
Date of the last AGM?	N/A

HALL INFORMATION	
Usage Data	
Number of bookings:	Numerous -
Number of estimated users:	See below - regular users are weekly library - Spills out of 7
Type of use	
Community (regular users):	Mg. Mkts, Artisan Mkt, Taichi, Move it or lose it, Circability, Library
Casual (one off):	FNDC, Business Assoc.
Commercial:	-
Hire rates (per hour)	
Community:	} \$7 per hour - if not for profit - Nil
Casual:	
Commercial:	
Other:	Library pay \$400 per year
2023/2024 Financial Statement	Attached <input checked="" type="radio"/> Yes / No
Building Warrant of Fitness	Photo attached as display in the hall : Yes <input checked="" type="radio"/> No Expires Apr Council Hall.
Evacuation Plan	Photo attached as display in the hall : Yes <input checked="" type="radio"/> No
Insurance - Contents	Yes <input checked="" type="radio"/> No <input type="radio"/> Library have own insurance. Value:
Improvements completed	FNDC - repaired sash window " " replaced radiator to let window surrounds " " interior wall. Lighting in kitchen redone - by Hall Committee
Maintenance completed	R.S.A. Sign outside Hall replaced - R.S.A. rep
Other:	Lawns mowed regularly + back spout cleaned. Cleaned fortnightly. Curtains been cleaned.

Council is also improving its website content, and we would like to provide a basic description of what the hall booked for and how to make a booking etc. If you could provide information about the following, which we believe v potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall – 250 pp	100 Library attached
Kitchen facilities	1 stove 1 microwave 1 5ml fridge cups plates 2 HW Urns.
Toilets	1 ladies 1 mens 1 urinal council toilets underne
Disabled access	N/A Has been investigated by FNI cannot be done
Parking	Wherever available
Furniture available	1 Piano 100 chairs 15 trestles
Other facilities / assets available e.g.: stage, lighting, heating	stage Fans Heaters

Checklist:

<input checked="" type="radio"/> Yes <input type="radio"/> No	Form fully completed
<input checked="" type="radio"/> Yes <input type="radio"/> No	Photo of BWOF on display
<input checked="" type="radio"/> Yes <input type="radio"/> No	Photo of Evacuation procedure on display
<input checked="" type="radio"/> Yes <input type="radio"/> No	Copy of Audited Financial Accounts if relevant
<input checked="" type="radio"/> Yes <input type="radio"/> No	Copy of Annual Financial Accounts for period 1 July 2023 to 30 June 2024
<input checked="" type="radio"/> Yes <input type="radio"/> No	Other (funding report, funding requests)
<input checked="" type="radio"/> Yes <input type="radio"/> No	Invite to attend the Community Board meeting

Thank you for your co-operation.

MANGONUI WAR MEMORIAL HALLANNUAL FINANCIAL REPORTFrom 1st April 2023-31st March 2024

Cash in Bank 1.04.2023 4254.30

Receipts

Tai Chi	546.50
Z.Love	42.00
Community Library	400.00
Move it or lose it	129.00
Circability	224.00
Markets	2215.00
Capoeira	378.00
Misc meetings	262.00
MVIBC	325.00
AF Toothill	2278.50
TTJ Henry	271.00
	7070.50

Payments

Contact	2269.40
Repairs	658.63
Cleaning Materials	912.73
Cleaning Wages	1150.00
Keith Jackson-lawns	740.00
Statement fees	8.00
	5738.76

Opening Balance 4254.30

11324.80

Less Expenditure 5738.76

Bank Statement Balance 5586.04 as @ 31.3.2024

Investment Account

7413.71 @ 1.04.2023

7734.06 @ 31.03.2024

320.35

I have examined the records of this committee and according to the information presented in the Financial Statement presented is a true and fair review of the committee for the 2023/2024 Financial Year.

Signed.

M.J.Pooley JP

Your statement Tō pūrongo pūtea

Kiwibank Limited, Private Bag 39888, Wellington 5045, New Zealand Kiwibank.co.nz Phone:

MANGONUI WAR MEMORIAL HALL COM
PO BOX 158
MANGONUI 0442

Statement number 107

Access Number 262982

Account balance(s) as at 25 January 2025

(Account(s) held with Kiwibank Limited)

Account	Account Number	Balance
MANGONUI WAR MEMORIAL HALL COM		

Kiwibank PIE Unit Value(s) as at 25 January 2025

(Units in the Kiwibank PIE Unit Trust issued by Kiwibank Investment Management Limited)

Unit Holder(s)	Account Number	Unit Value
MANGONUI WAR MEMORIAL HALL COM		

Receiving your statements by post?

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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 dinning 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	<p>The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022.</p> <p>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.</p>
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.
<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>Māori had an opportunity to contribute during the consultation process on the new Road Use Bylaw 2022.</p> <p>The Road Use Bylaw 2022 was adopted on 19 May 2022.</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).	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.



12 June 2024

Beachbox Limited
31 Coopers Drive
Coopers Beach 0420

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Kaikohe 0440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-85
Trading Name: Beach Box Coffee And Gelato
Trading Location: 31 Coopers Drive, Coopers Beach 0420

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at compliance.admin@fndc.govt.nz.

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email compliance.admin@fndc.govt.nz or on our free phone number 0800 920 029.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "R Deane".

Rochelle Deane
Manager – Compliance, Delivery and Operations



Email: ask.us@fnhc.govt.nz
Website: www.fnhc.govt.nz

Private Bag 752, Memorial Avenue
Kaikohe 6440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Road Use Bylaw 2022". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Beachbox Limited
Registration of: Beach Box Coffee And Gelato
Site Address: 31 Coopers Drive, Coopers Beach 0420
Approval Number: ALF-85

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2025**.

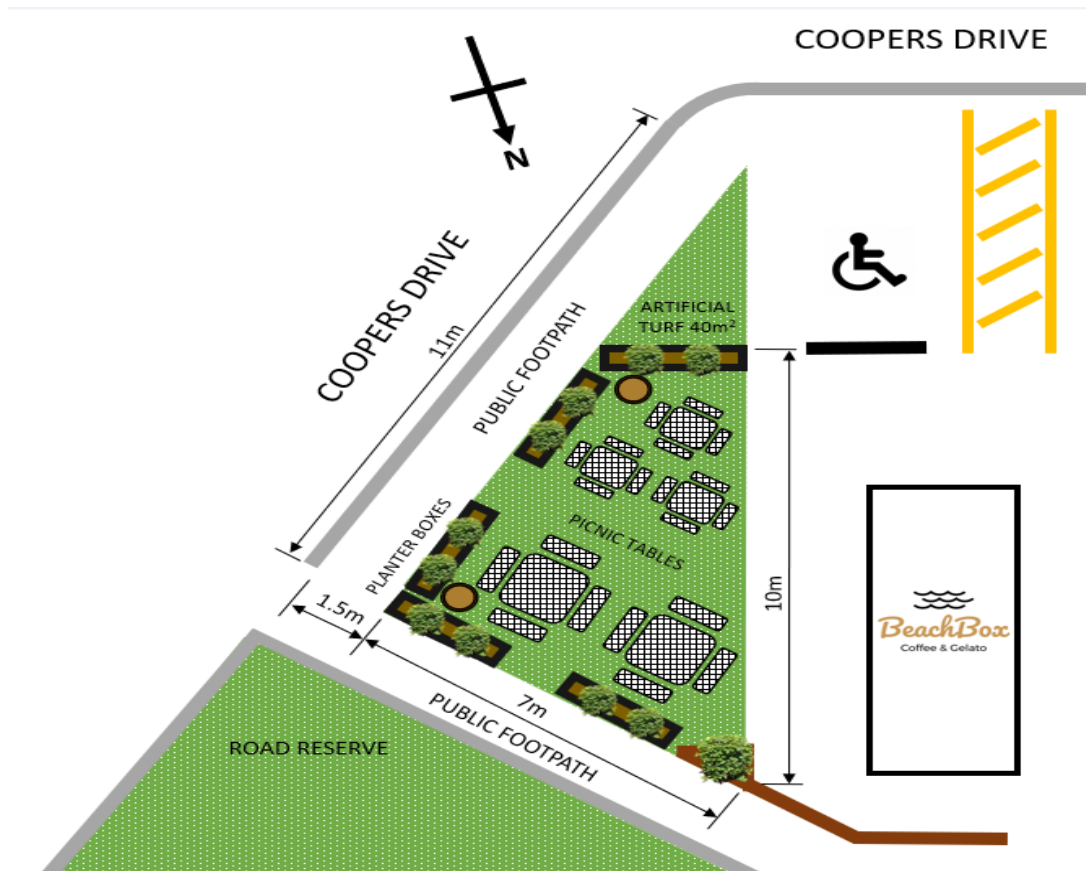
Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for five tables and chairs
2	Trading is limited to the designated area; As per the Te Hiku Community Board resolution passed on 16 August 2022, the Licensee has approval to keep the furniture out in the designated area at all times
3	The maximum area in which the extended operation can take place must comply with the approved plan and its designated area
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their "a Person Conducting a Business or Undertaking – PCBU" and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	As per the Te Hiku Community Board resolution passed on 16 August 2022, The Licensee has approval to demarcate the designated area with planter boxes
8	If approval is revoked the Licensee is required to make good and return the land to its original state it was in prior to the issue of this approval
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	As per the Te Hiku Community Board resolution passed on 16 August 2022, The Licensee has approval to install 40m2 of temporary artificial turf in the designated area
11	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
12	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
13	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
14	Public liability Insurance of \$500,000 must be carried by the Licensee
15	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this "Road Use Bylaw 2022" will not automatically imply compliance with any other regulatory issue.

ALFRESCO APPROVED PLAN





4 July 2024

Jesse Danny Rogers Pere
PO Box 90
Mangonui 0442

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ALFRESCO DINING LICENCE

Alfresco Approval Number: ALF-100
Trading Name: Jesse's On The Waterfront Cafe & Bar
Trading Location: 1 Thomas Street, Mangonui 0420

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at compliance.admin@fndc.govt.nz.

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email compliance.admin@fndc.govt.nz or on our free phone number 0800 920 029.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "RDeane", is positioned above the printed name and title.

Rochelle Deane
Manager – Compliance, Delivery and Operations



Email: ask.us@fnhc.govt.nz
Website: www.fnhc.govt.nz

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Kaikohe 6440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Road Use Bylaw 2022". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Jesse Danny Rogers Pere
Registration of: Jesse's On The Waterfront Cafe & Bar
Site Address: 1 Thomas Street, Mangonui 0420
Approval Number: ALF-100

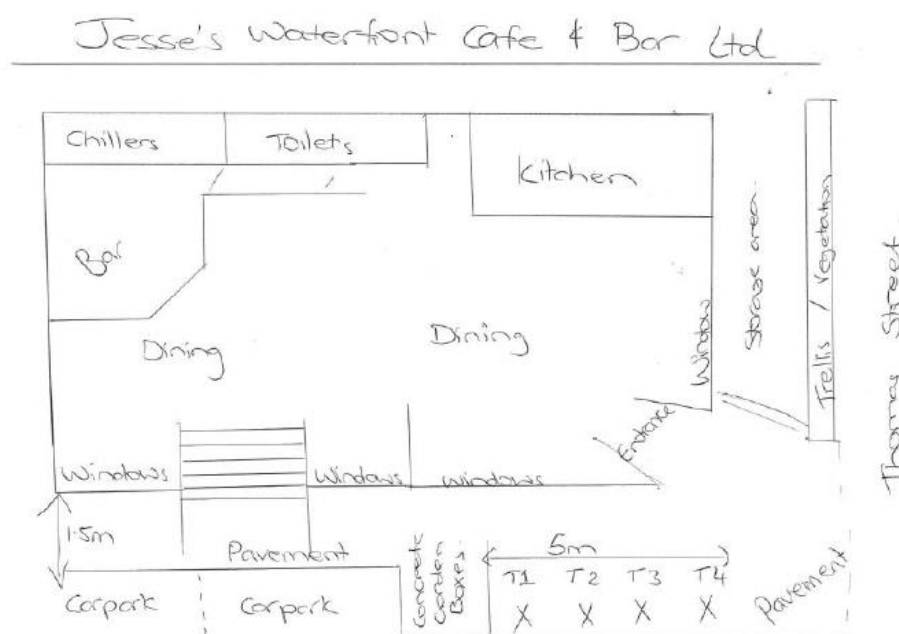
Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2025**.

.....
Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for 3-4 tables with chairs
2	Trading is limited to the area designated on the approved plan; the Licensee is required to remove all items used for alfresco dining by 10pm each day unless otherwise specified in writing
3	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres clear access for pedestrian traffic and must maintain both pedestrian and vehicular traffic flow in a sensible and safe manner. Patrons will not allow guide dogs, prams, or personal items to obstruct the walkway zone
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their "a Person Conducting a Business or Undertaking – PCBU" and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	The activity will not obstruct or interfere with the use of Council Street furniture or rubbish bins. No existing street element or asset may be moved, relocated, or modified without the written consent of Council
8	Where smoking is permitted, each table in an alfresco dining area must be supplied with a windproof ashtray at all times and the business be responsible for the litter generated by patrons. Council promotes the identification of smoking and non-smoking areas within alfresco dining where practical
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	No tables or chairs or displays are permitted where the proposed area is adjacent to a bus stop, taxi stand or pedestrian crossing
11	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
12	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
13	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
14	Public liability Insurance of \$500,000 must be carried by the Licensee
15	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this "Road Use Bylaw 2022" will not automatically imply compliance with any other regulatory issue.

ALFRESCO APPROVED PLAN



3 July 2024

Harminder Singh
75 Commerce Street
Kaitaia 0410

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Website: www.fndc.govt.nz

Private Bag 752, Memorial Avenue
Kaitaia 0440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING LICENCE

Alfresco Approval Number: ALFRES-3
Trading Name: Mussel Rock
Trading Location: 75 Commerce Street, Kaitaia 0410

Dear Sir / Madam,

Please find below your "Alfresco Dining Approval" to occupy a public space, pursuant to the Council's "Road Use Bylaw 2022". Please ensure your approval and approved plan is on display within the premises for public viewing. With the Council's move to a timelier digital operating method, and a focus on minimising increases in operating costs, approvals can now be provided digitally, and lamination is no longer a requirement. If you have any questions regarding this, please contact our Compliance Administration team at compliance.admin@fndc.govt.nz.

If you have any queries or concerns, please do not hesitate to contact our Compliance Administration team via email compliance.admin@fndc.govt.nz or on our free phone number 0800 920 029.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "R Deane".

Rochelle Deane
Manager – Compliance, Delivery and Operations



Email: ask.us@fnhc.govt.nz
Website: www.fnhc.govt.nz

Private Bag 752, Memorial Avenue
Kaikohe 6440, New Zealand
Freephone: 0800 920 029
Phone: (09) 401 5200

ALFRESCO DINING APPROVAL

Alfresco Dining Approval to occupy a public space, pursuant to Council's "Road Use Bylaw 2022". This approval is granted under delegated authority to the Licensee for the purposes scheduled below under any conditions stated.

Licensee: Harminder Singh
Registration of: Mussel Rock
Site Address: 75 Commerce Street, Kaitiāia 0410
Approval Number: ALFRES-3

Unless sooner surrendered or revoked this licence shall remain in force until **30 June 2025**.

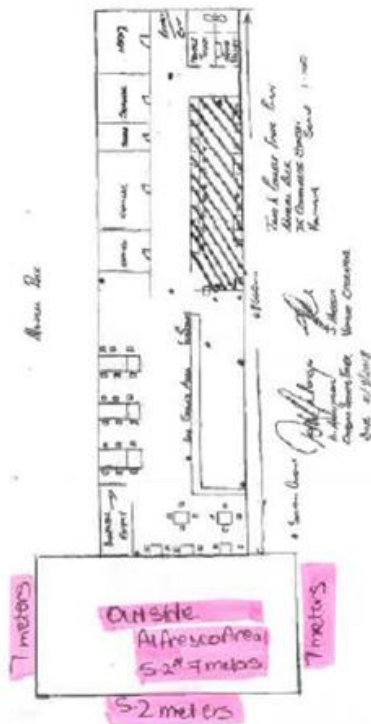
.....
Signed on behalf of the Far North District Council

This approval allows the Licensee to occupy the public space in the designated area shown on the attached plan and on the following conditions:

CONDITIONS:

1	Annual inspection is required. Approval and approved plan must be on display at all times of trading. Approval is for 4 tables with chairs
2	Trading is limited to the area designated on the approved plan; the Licensee is required to remove all items used for alfresco dining by 10pm each day unless otherwise specified in writing
3	The maximum area in which the extended operation can take place must leave a minimum of 1.5 metres clear access for pedestrian traffic and must maintain both pedestrian and vehicular traffic flow in a sensible and safe manner. Patrons will not allow guide dogs, prams, or personal items to obstruct the walkway zone
4	If you are serving alcohol in the alfresco dining area for which this approval pertains to, you cannot serve alcohol in the designated area unless your alcohol licence includes the designated area. The Alfresco dining approval does not override your responsibilities under the Sale & Supply of Alcohol Act 2012
5	The designated area and facilities provided must be cleaned and maintained to a standard acceptable to Council
6	The Council accepts no responsibility for any damage or physical injury caused by the Licensees operation. The Licensee ensures they meet their "a Person Conducting a Business or Undertaking – PCBU" and Health & Safety requirements in particular consideration to safety of their staff and their customers within the public space
7	The activity will not obstruct or interfere with the use of Council Street furniture or rubbish bins. No existing street element or asset may be moved, relocated, or modified without the written consent of Council
8	Where smoking is permitted, each table in an alfresco dining area must be supplied with a windproof ashtray at all times and the business be responsible for the litter generated by patrons. Council promotes the identification of smoking and non-smoking areas within alfresco dining where practical
9	No noise or other disturbance creating a nuisance or causing detriment to the amenity of the neighbourhood in the opinion of Council are allowed
10	No tables or chairs or displays are permitted where the proposed area is adjacent to a bus stop, taxi stand or pedestrian crossing
11	Approval is not transferrable, if there is a change in ownership the new owner must apply for approval
12	The Licensee for which this approval is granted must abide by the direction of authorized Council Officers
13	Council can revoke the approval if any conditions are not being met or any problem cannot be resolved
14	Public liability Insurance of \$500,000 must be carried by the Licensee
15	Owners must comply with their resource consents and other licences (e.g. alcohol licence) and seek at their own expense any additional approvals regarding the extension of their premises. Any approval granted by Council to use public space in accordance with this "Road Use Bylaw 2022" will not automatically imply compliance with any other regulatory issue.

ALFRESCO APPROVED PLAN



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 ĀPITI HANGA / 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  



Te Hiku Community Board Chairperson's Report

Name: Adele Gardner

Subdivision: Kaitaia Te Hiku

Date: 31 March 2025

Meetings Attended

Date	Meeting
05/03/2025	Local waters done well workshop – Kaikohe
05/03/2025	Animal bylaw oral submissions
11/03/2025	Development contributions workshop
13/03/2025	Council
14/03/2025	Te Ahu Trust
18/03/2025	Te Hiku Community Board
19/03/2025	Extraordinary Council
19/03/2025	Transport & Infrastructure meeting and workshop
20/03/2025	Te Hiku project working group meeting
24/03/2025	Stage 2 Taipa stormwater upgrade – Taipa
31/03/2025	Drainage workshop with staff

Resource Consents

RMA: RC 2250340 - FNDC 3 Korimako Lane Kaitaia. A proposal for stormwater upgrades - being in a rural production zone and is a discretionary activity.

RMA2250349 - Whakawhiti Ora Pai - 6652 Far North Road Te Kao, Land use consent - alterations to existing Health Clinic, in a rural production zone as a discretionary activity.



Te Hiku Community Board Member Report

Name: Sheryl Bainbridge

Subdivision: Doubtless Bay

Date: 31 March 2025

Meetings Attended

Date	Meeting
14/03/2025	Te Ahu Charitable Trust

Community Issues

Issue name	Comment
	<p>A follow up from last August - Mr Eric Wagener presented a petition about ongoing issues including the need for stormwater etc. and better planning rules for Houhora. The Board asked that this be referred to the council for a response. What happened?</p> <p><i>The district plan is following a process that now sits with commissioners – and what is raised is outside of council control.</i></p> <p>Also from last year -There has still been no reply to our request for a response to the largely ignored LTP submission the Board made.</p> <p><i>04/09/2025 response sent to the board:</i></p> <p><i>-The board's submission came in via the submission inbox.</i></p> <p><i>-Verbal submission timeslot was allocated – Bill and Rachel presented at Te Ahu 1 May</i></p> <p><i>-All submissions were processed and put online</i></p> <p><i>Chair Gardner and Councillor Foy were present for pre-deliberations workshop and deliberations meetings.</i></p> <p><i>The videos (available on the day here) (including the pre-deliberations workshop). Those in attendance were also sent the links.</i></p> <p><i>Throughout the entire LTP process, this LTP was about the recovery from the severe weather events and fixing our roads as the main priority. The EM's focus was also to ensure that rates were kept to a minimum increase, which meant that a lot of non-core business projects were put on the back burner until the next LTP as well as a lot of cuts to operational budgets. The key projects that were identified in the communities' boards strategic plans, have been included in the capital works programme, but do not show until years 4-10.</i></p>

Madagascar Ragwort or Gravelly Groundsel:

After the February meeting I sent this to Felicity:

Hi Felicity. As you heard, when I spoke to this report today, Adele asked that I include a paper copy of the report in the Board's April agenda (I will not be at the March meeting), and I will do that so that the Board can formally ask that NRC take the lead to:

- Establish a multi-agency working group to develop a coordinated MR strategy.
- Fast-track NRC classification of MR to enable regulatory control measures.
- Ensure fair representation of private farmers in future discussions.
- Increase DOC accountability for invasive weed control on conservation land.
- Launch an education and awareness campaign led by NRC.

In the meantime thank you very much for saying that you will lead a delegation to NRC, and I have attached a copy of Julianne's report as requested. She has a lot of other information if required and has spoken about this highly invasive plant that is a real threat to our farming industry on the radio and in farming papers. Please don't hesitate to contact her if you require further information.

A copy of the report is attached. I request the Board's support in moving a resolution about the above bullet points.

Hihi Roding RFS:4241870

Members of the Hihi community have requested a reduction in the 100kph speed limits on Hihi Road, as it is considered unsafe. The Roding Department has advised that the government's direction on speed limits is as yet unclear, there is no budget for pursuing speed limit reductions and the council has no policy on speed reductions. ***Can the Board request that the council develop a policy on speed reductions and also ask the Communications Department to get something in the public arena so that communities are in no doubt about what the situation is.***

Northern Drainage:

Board members have been beating their heads against a brick wall for at least six years and there is still no updated bylaw, no monitoring of breaches of the existing bylaw and no management plans. The farmers have been badly served by the council. Is there likely to be any improvement any time soon?

Insulation Requirements in Housing and Other Buildings

A television news item and a NZ Herald report seemed to indicate that the government was not taking the council's request for reduced insulation requirements sufficiently seriously. This will cause huge costs to our communities. Every mayor, every councillor, every developer and every person who is considering building should perhaps approach local MPs to lobby for this. The Herald article stated that delegations rested with the CEO of MBEI. If the delegations aren't working, then perhaps they should be re-issued to someone with common sense who understands economic values. Reconfirming the government's position will simply add unnecessary costs to our communities and will not achieve positive outcomes.

Submission to the Council Annual Plan

A draft is attached. I have amended it to include Member Baucke's points, but we can discuss it further at the meeting before sending it to the council.

As a Board we are mandated under the LGA to represent and act as advocate for our communities. The above issues are all important, but we have not had the courtesy of any media exposure from the local paper other than to report on grants allocated. Neither has the NZME Democracy reporter taken the trouble to take any interest in our meetings. I hope the community board that is appointed at the next election receives a better level of interest.

Meeting Report on Madagascar Ragwort

Date: 04/02/2025

Location: Rangiputa Station, Northland

Prepared by: Julianne Bainbridge For: Te Hiku Community Board

Attendees:

- Minister Andrew Hoggard – Minister of Biosecurity and Food Safety, Associate Minister of Agriculture (Animal Welfare, Skills) and Environment
- Mark Cameron – ACT List MP, Northland-based, Chair of the Primary Production Select Committee
- Pāmu (Landcorp) Management and Staff
- Jenny Dymock – Entomologist working on biocontrol
- Department of Conservation (DOC)
- Ministry for Primary Industries (MPI) – On-Farm Support
- Two Beef Farmers
- Local Iwi Representatives
- Total Attendance: 26

Key Discussion Points and Concerns:**1. Classification and Control Measures for Madagascar Ragwort (MR)**

MR remains unclassified both nationally and regionally, leaving landowners with no formal support or strategy for management.

NRC must urgently list MR in the Sustained Pest Control category within its Pest Management

A Controlled Area Notice (CAN) for Northland was discussed to limit the spread of MR seeds. However, this requires MR to first be classified under NRC's PMP. Can NRC fast-track this process?

Farmers raised concerns that NRC must enforce the Good Neighbour Rule to ensure all

Should MR be classified at a higher level than sustained control? Progressive Containment would require landowners to implement structured management plans. NRC are currently revising their Pest Management Plan and should be encouraged to take this action.

2. Need for Collaboration and Landowner-Led Initiatives

Multi-agency collaboration is essential. Discussions lacked a proposal for a coordinated working group between Central Government, NRC, DOC, industry, and landowners.

Landcare groups were not mentioned, yet they are critical for community-driven solutions. Farmers should lead local initiatives, working alongside agencies.

3. Awareness Campaign. NRC, as the lead agency, should release a one-page information brochure for industry distribution.

Education and awareness must be prioritised, ensuring farmers, landowners, and local authorities understand the threat MR poses and the steps needed to manage it.

4. Funding for Biocontrol and Research Biocontrol funding is crucial - both plant pathogens and insects should be explored. Soil health and environment was not discussed which should be included in trials.

New Zealand should leverage Australia's existing research to avoid unnecessary duplication of effort.

Could Sustainable Food and Fibre Futures (SFFF) funding be accessed for MR control?

TB levies were discussed—since Northland is TB-free, could these funds be redirected to MR management? I personally think some or all of the Northland TB-free levies should stay as they are as regular testing still needs to take place and immediate action taken should TB be detected.

5. The Cost of Spraying and Its Limitations Chemical control is costly and has significant negative impacts on pasture quality (e.g., clover/legume reduction).

Current MR spray kill rates are 90-95%, raising concerns about resistance development in remaining plants.

Pāmu quoted spraying costs at \$100 per hectare (requiring two applications per year) with an estimated 35% loss in pasture productivity. Of note is the estimated 5% which did not respond to two, triple application sprays.

6. Lack of a Central Government Plan The Government needs to urgently address: Regional and predicted national economic losses from MR spread, Current and potential future locations of MR and its transfer pathways, A structured management and control plan, which was notably absent from discussions.

Concerns Raised and Next Steps: Government agencies, particularly DOC, need to be held accountable —DOC, as a major landowner, is currently not taking action, despite its role in protecting native biodiversity.

Farmers do not want money thrown at them —they seek a sustainable, community-driven approach where all landowners contribute to the solution.

Engagement with private farmers is essential - Pamu does not represent the financial realities of ordinary farmers. The Minister should be meeting with affected neighbours, not just corporate farms.

Recommendation:

- Establish a multi-agency working group to develop a coordinated MR strategy.
- Fast-track NRC classification of MR to enable regulatory control measures.
- Ensure fair representation of private farmers in future discussions.
- Increase DOC accountability for invasive weed control on conservation land.
- Launch an education and awareness campaign led by NRC.
- This issue has been growing, and I have personally been advocating for rapid action for over two years, and it is frustrating to see little progress despite repeated efforts to raise awareness. It is critical that we move beyond discussion and into actionable solutions before MR spreads further across New Zealand.

Subject: Submission on the FNDC Annual Plan 2025/26 and Fees & Charges Consultation

Te Hiku Community Board appreciates the opportunity to submit its views on the Far North District Council's (FNDC) Annual Plan 2025/26 and Fees & Charges consultation. Our ratepayers are deeply concerned about the council's spending priorities and the ongoing financial burden placed on residents.

1. Prioritisation of Critical Infrastructure Over Non-Essential Spending FNDC must focus its spending on essential infrastructure that ensures the long-term resilience of our district. Investment in roading, water supply, stormwater, and wastewater infrastructure should take precedence over discretionary or "nice-to-have" projects. These services are the backbone of our community and require urgent upgrades and futureproofing. The community as a whole will benefit from resilient infrastructure, as opposed to short-term aesthetic or community amenity projects that serve only a limited portion of residents. Our communities have strongly recommended that the council drop the rubbish around the Climate change which they have now renamed Climate Resilience. While the Board is happy to spend money on making communities more resilient to normal unpredictable weather occurrences, this emissions rubbish and restrictions on farming etc isn't in the best interests of the ratepayer.

The Council also needs to urgently get a grip on spending money on projects like roading etc where we are choosing tenders that are 2-3 times more than local contractors are quoting. This is millions of dollars! What checks and balances are in place?

2. Reducing Spending on Corporate Services and Bureaucracy There needs to be a fundamental shift in council spending, ensuring that ratepayers' money is directed toward tangible, community-benefiting projects rather than excessive administrative or corporate services expenses. The FNDC must operate efficiently and with fiscal discipline, reducing overhead costs and avoiding unnecessary expenditure on internal operations.

3. Expanding the Rating Base for Fairer Contributions The current rating system places a disproportionate burden on some landowners while allowing other land parcels to contribute little or nothing. More land should be contributing to the rates to ensure fairness and reduce the excessive financial strain on current ratepayers. This approach would also help mitigate the need for continuous rate hikes while ensuring the necessary revenue is available for infrastructure projects.

4. Rates Must Deliver Value Without Creating Long-Term Debt Rates are a form of taxation, and as such, taxpayers—both current and future—must receive good value for money. Council must demonstrate fiscal responsibility by ensuring that spending delivers measurable benefits, rather than creating debt that will burden future generations. Borrowing should be minimised, and any new debt should be strictly limited to funding critical infrastructure projects that provide long-term, region-wide benefits.

5. Opposition to Rate Increases and Borrowing The Board strongly opposes any significant rate increases or new borrowing unless they are strictly tied to essential services. Ratepayers are already struggling with the cost of living, and any additional financial strain must be justified with clear, tangible improvements to core infrastructure rather than discretionary spending. Added to the anticipated 9% power increase, the proposed 11.3% rate increase will cause undue hardship for some

Conclusion The council must refocus its financial strategy to prioritise resilient infrastructure, cut unnecessary expenditures, and create a fairer rating system that expands the contribution base. Ratepayers deserve prudent financial management that delivers lasting value without saddling future generations with debt.

The Board expects a response to the points raised in this submission. This has not happened in previous years.



**Te Hiku
Community Board**

Member Report

Name: Bill Subritzky
Subdivision: Whatuwhiwhi, Awanui
Date: 31 March 2025

Meetings Attended

Date	Meeting Topic
27/02/25	Meeting Rangiputa Inc chair. Awanui
28/02/25	Check RFS work progress Whatuwhiwhi
07/03/25	Meeting Lake Ohia Hall Chair, Awanui
13/03/25	APR Inc meeting
14/03/25	Council Aurere meeting 11am to 2pm
14/03/25	Council Haititai Maragai Marae meeting, 3pm to 6.30pm
18/03/25	THCB meeting
18/03/25	APR Inc executive meeting
19/03/25	Meeting Waka groups at Unahi Reserve. Measure waka storage layout
19/03/25	Lake Ohia Hall committee meeting
20/03/25	APR inc meeting. Unahi Wharf issues
21/03/25	Meeting Rangiputa inc chair meeting. Awanui
25/03/25	Meeting Unahi wharf to level waka storage sight
25/03/25	Zoom meeting. CBEC
25/03/25	General Awanui Community Meeting

Requests for Service (RFS)

RFS number	Date	Comment
4243458	16/03/25	<p>Slip on Old Whatuwhiwhi Road, between Perehepe Beach and the Perehepe Reserve. Roadside slip is now eroding under road seal. And could collapse with heavy traffic weight.</p> <p>RFS is currently open:</p> <p><i>From: Far North District Council Complaints-Requests - Fulton Hogan</i> <i>Sent: Monday, 17 March 2025 11:27 am</i> <i>To: 'bill.subritzky@fndc.govt.nz' <bill.subritzky@fndc.govt.nz></i> <i>Subject: RFS 4243458</i></p> <p><i>Thank you for contacting us regarding road maintenance on Whatuwhiwhi road.</i></p> <p><i>Please be advised that the inspector has been on site and work is programmed to repair the drop out. They are currently just finalising designs and resources before work can begin.</i></p>



Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 8 April 2025

Meetings Attended

Date	Meeting
18/03/2025	Te Hiku Community Board – Te Ahu
07/04/2025	AG meeting – online

Requests for Service (RFS)

RFS number	Date	Comment
4246123	04/04/2025	Metal roll and grade Burnage Road, Pukenui <i>Assigned to Fulton Hogan</i>
4246697	08/04/2025	Te Ahu Road, Te Kao metal, roll and grade road <i>Assigned to Fulton Hogan</i>



Te Hiku Community Board Member Report

Name: John Stewart

Subdivision: Kaitaia/Ahipara

Date: 1 April 2025

Meetings Attended

Date	Meeting	Comment
26/03/2025	KBA	
27/03/2025	CBEC	
31/03/2025	Far North Forest Trust	Annual Charities Audit filled out and filed with accountant

Requests for Service (RFS)

RFS number	Date	Comment
4232627	19/12/2025	<p>Request for signage, and bollards to be erected at both entrances of Naumi Park by Kaitaia Croquet Club Matthews Ave, and Te Runanga O Ngaitakoto to stop late-night car gatherings, parties, people driving onto the reserve drinking, smoking, freedom camping, toileting, dumping of rubbish and rotten fish.</p>   <p>16 Matthews Ave</p> <p>10 Matthews Ave</p>

4221270	24/09/2024 - reopened	<p><u>Speed of vehicles driving along Allen Bell Drive</u></p> <p>Far North REAP put a speed trailer out on Allen Bell Drive as a reminder to drivers to slow down. The data below is not a good look and it's worse when the trailer is not there. <i>How do we get this on future funding radar?</i></p> <p>Monday 10th Feb 10am to 3pm Out of 914 cars, 96 (11%) exceeded the speed limit. 50-55 km/h: 52 car(s) 55-60 km/h: 25 car(s) 60-65 km/h: 5 car(s) 65-70 km/h: 6 car(s) 70-75 km/h: 4 car(s) 75-80 km/h: 1 car(s) 80-85 km/h: 2 car(s) 100-105 km/h: 1 car(s)</p> <p>Tuesday 11th Feb 8.20am to 3.20pm Out of 1519 cars, 155 (10%) exceeded the speed limit. 50-55 km/h: 97 car(s) 55-60 km/h: 30 car(s) 60-65 km/h: 10 car(s) 65-70 km/h: 6 car(s) 70-75 km/h: 4 car(s) 75-80 km/h: 3 car(s) 80-85 km/h: 4 car(s) 85-90 km/h: 1 car(s)</p> <p>As you can see the data paints a grim picture given that its normal working hours and early in the week so you can imagine how it would be later in the day and throughout the week. We witnessed school bus drop offs where we watched kids run out in large groups and would cross the road with drivers not slowing down to 20km/hr. We had a local also come out concerned about the number of cars and motorbikes that speed through this section of the road. I hope this data helps; we are looking to monitor it further amongst other school zones.</p> <p>Unfortunately, traffic calming is not encouraged in the GPS during this funding cycle (2024-2027) and we received no funding for traffic calming (speed bumps) in this period. We can ask FN REAP to put up the occasional speed trailer to try and help slow traffic but at this time I don't have a funded, long-term solution.</p>
4242810	11/03/2025	<p>Heavy traffic has fallen into habit of using North Road, Kaitaia in preference to traffic bypass of Mathews Ave, Kaitaia</p> <p>This has been closed - Elizabeth Stacey was very helpful. <i>Thanks for your RFS regarding heavy truck use on North Road. Council cannot preclude trucks from using this route however, the customer asks about raised crossings and speeds around schools. The one traffic calming project subsidised by NZTA during this LTP period is a raised crossing at Kaitaia Intermediate – effectively creating a speed hump just prior to the roundabout at North Road and Mathews Ave. The project is programmed for year 3 (2027) of the LTP.</i></p>



Te Hiku Community Board Member Report

Name: Rachel Baucke

Subdivision: Kaitaia

Date: 5 April 2025

Meetings Attended

Date	Meeting	Comment
27/02/2025	All of Local Government Meeting	Wellington (report attached)
28/02/2025	Rural and Provincial Sector Meeting	Wellington
14/03/2025	Te Ahu Board Meeting	Te Ahu Centre
18/03/2025	Te Hiku Community Board Monthly Meeting	Te Ahu Centre
25/03/2025	Community Boards Network Zoom	Zoom
28/03/2025	Governor Generals Visit/Powhiri	Te Ahu Centre Photo Attached

Other Issues

School

Discussions with Community groups and business on how to support the Christian school find suitable site etc for high school as an alternative to Kaitaia College. The Community feels our area and large capture should be able to support an alternative to Kaitaia College and have asked me to investigate support options etc.

Update: Charter application has been deferred to 2026 due to number of applications. School is seeking funding to continue during 2025 and is looking to move to town in suitable location.

Update: Discussions with Michelle Rockell regarding council land and purpose of use requirements. What is involved to update the purpose of use to education and how would that impact the site and community etc.

Attached: Report/Notes on All of Local Government Meeting & Rural and Provincial Sector Meeting 27th and 28th February 2025

Photo:

Governor General - Dame Cindy Kiro (Ngāti Hine, Ngāti Kahu, Ngāpuhi), Rachel Baucke - Te Hiku CB Member and Far North REAP Chief Executive - David Aydon.



All of Local Government MeetingWellington – Thursday 27th February 2025**Simon Court – Parliamentary Under Secretary to the Minister for Infrastructure and to the Minister Responsible for RMA Reform**Key points:

- Current RMA is not fit for purpose
- Current Consenting process is like quicksand, Stops growth and pushes prices up.
- New RMA – Based on Property Rights, Clear Clarifications and tools for Councils, Spatial planning feature and Land uses.
- Common sense approach to outside parties being able to interfere into what the property owners want to do with their properties. Still allows people to have their say at the planning stage but not take over or boycott projects.
- Simplified systems while upgrading accountability systems.

Mike Wakefield Partner Simpson Grierson**Overview of the Government's reform programme**Key Points:

- Lots of positives with Government reforms. Government end game is economic growth, but not always possible
 - LGA Reform – Back to Basics, Core Services, Streamlining processes
 - Housing Growth – RMA and Building act intended to encourage developing and help speed this up
 - Concerned Fasttrack may become a tool for corporates as the \$400k entry fee makes it difficult for smaller companies to apply.
 - Water done well needs more direction.
 - Public Works Act Review – No longer a Short Sharp review – Now an overhaul
- Areas of Reform:
- Delegation of land acquisition responsibilities
 - Enhanced inter-agency collaboration
 - Enable infrastructure relocation
 - Refining Environment Courts
 - Compulsory mediation

Simon Watts / Minister for Local Government**His priorities for local government, how he'd like to work with the sector,**

Opportunities to strengthen the partnership between local and central government.

Needs to be better crossing over from central government to Local Government

Tangi Utikere / Address from the Opposition**Transport Spokesperson, Labour**

Offers his reflection on how we ensure greater accountability to local communities around transport infrastructure decisions and discuss the role he can play to foster cross party collaboration.

Laura Cannon / Acting Assistant Auditor-General - Local Government,**Office of the Auditor-General****Andrew McConnell / Deputy Auditor-General - Office of the Auditor-General**

A view from OAG on good practice in being transparent and accountable to communities. Discussed insights from their audits of Annual Reports and LTPs, how effective current performance measures are and how are they being used.

Accountability through media - Sinead Boucher / CEO and Joanna**Norris / Managing Director Stuff, Masthead Publishing, Stuff**

Key Points:

The media play a vital role in holding councils accountable.

Councils better tell their stories and build trust with communities by having good relationships with media. Changing world and the number of staff in media is diminishing as online platforms grow.

Panel discussion: Views from other sides of the council table**Nick Leggett / Chief Executive, Infrastructure New Zealand****Peter Matcham / Grey Power,****Catherine Beard / Director of Advocacy, Business NZ**

Key Points:

Meet Business and Iwi where they are, Go to Marae or on site and get to know the

community.

Partnership is key to successful outcomes.

Need effective solutions, not necessarily efficient

LGNZ update - Mayor Sam Broughton / President, Susan Freeman-Greene / Chief Executive, LGNZ

LGNZ has been looking into local government revenue statistics, comparing them to other measures of change within the economy and within central government's accounts.

**Case study: The power of partnerships - Philippa Fourie / Manager Local Government & External Affairs, Fonterra
Mayor Grant Smith / Palmerston North City Council**

Discussion on how Palmerston North City Council have created real value through a collaboration with the private sector.

Lessons from across the ditch - Clinton Jury / Chief Executive Officer, Local Government South Australia

Discussion on how South Australia avoided rates capping through successfully navigating the political environment and by putting in supporting measures that increased council financial transparency. This also built a stronger relationship with government in the process.

Key point:

- Do not fall for Rate capping – engage with media with a campaign to educate and get in front of the debate.

So instead of rate capping, consultation with communities shewed that ratepayers want the following:

- Increase transparency and accountability on local government spending
- Legislative reforms to ensure councils abide within strong accountability frameworks (better fiscal reporting)
- Improvements to ensure elected members behave in a manner reflective of their influential roles in communities and receive appropriate sanctions if they fail to do so.

RURAL AND PROVINCIAL SECTOR MEETING
Wellington – Friday 28th February 2025

Roundtable discussion: Mayor Alex Walker / Rural Sector Chair Mayor Neil Holdom / Provincial Chair

What's top of mind in rural and provincial communities.

Key points:

- Healthcare is a big issue, hospitals understaffed, long travel times for rural communities
- Education
- NZTA and roading

New wastewater standards - Allan Prangnell / CEO, Taumata Arowai

Update on the draft national wastewater standards being prepared for consultation in early 2025.

Rationale for change – Around 60% of public wastewater infrastructure will require re consenting in the next decade. Of this number, 20% of plants are currently operating on expired resource consents. Standards to be launched once bill is enacted August 2025.

The standards will cover:

- Discharges to Water
- Discharges to Land
- Beneficial reuse of biosolids
- Overflows and bypasses

Local Water Done Well: Michael Lovett / Deputy Secretary for Policy and Te Tiriti

The successful implementation of LWDW in our communities is one of the Government's priorities.

Timeline:

- **Financial Viability Assessments** - September – October 2024 Councils assess their standalone financial positions.
- **Financial sustainability and delivery model** - November 2024 – January 2025 Councils consider their preferred delivery model and explore alternative models

- **Community Consultation** – February – April 2025 – Councils decide on their preferred delivery models and consult their communities.
- **Finalise plans for submission** – May – July 2025 – councils finalise plans for submission.
- **Department review and acceptance of plans** – Councils submit their final plan. The department reviews plans and works with councils who are required to do further work on their plan.

Rural health: Dr Grant Davidson (PhD) / Chief Executive, Hauora Taiwhenua Rural Health Network, Bill Eschenbach / CEO, Waitaha Primary Health, Mark Eager / CEO, Mobile Health

How can we tackle the growing challenge of access to primary health care in rural and provincial communities, together.

Paramedics can help at GP Clinics to assist with volumes. Telehealth can help in rural areas.

Transport kōrero: Scott Necklen / Deputy Chief Executive, LGNZ Andrew McKillop / Programme Director, Road Efficiency Group Te Ringa Maimoa Dawn Inglis / General Manager, Waipā District Council

In response to the GPS 2024, Road Efficiency Group (REG) has developed new performance measures and enhanced the Transport Insights tool so councils can monitor and benchmark their performance. The REG team shared insights and case studies of enhanced sector performance because of this reporting.

Cyclone recovery: Katrina Casey / Chief Executive, Cyclone Recovery Unit, DPMC
Significant natural hazard events and recovery settings – consultation.

Minister's address: Hon Chris Bishop / Minister for Infrastructure, Housing and Urban Development and Transport

Minister Bishop He talked about the three pillars of Going for Housing Growth programme and provide an insight into his approach to the transport portfolio. He wants to flood the market with Urban areas for development to stop the prices soaring due to scarcity of available land. Growth should pay for growth. RMA reform should help. Legislation by September 2025 and implementation 2026.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE