



**Te Kaunihera
o Te Hiku o te Ika**
Far North District Council



AGENDA



Tuesday, 5 August 2025

Time: 10:00 AM
Location: Conference Room - Te Ahu
Cnr State Highway 1 and Mathews
Avenue
Kaitiāia

Membership:

Chairperson Adele Gardner
Deputy Chairperson John Stewart
Councillor Felicity Foy
Member Darren Axe
Member Sheryl Bainbridge
Member William (Bill) Subritzky
Member Rachel Baucke

The Local Government Act 2002 states the role of a Community Board is to:

- A. Represent, and act as an advocate for, the interests of its community.
- B. Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board.
- C. Maintain an overview of services provided by the territorial authority within the community.
- D. Prepare an annual submission to the territorial authority for expenditure within the community.
- E. Communicate with community organisations and special interest groups within the community.
- F. Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

The "civic amenities" referred to in these delegations include the following Council activities:

- Amenity lighting
- Cemeteries
- Drainage (does not include reticulated storm water systems)
- Footpaths/cycle ways and walkways.
- Public toilets
- Reserves
- Halls
- Swimming pools
- Town litter
- Town beautification and maintenance
- Street furniture including public information signage.
- Street/public Art.
- Trees on Council land
- Off road public car parks.
- Lindvart Park – a Kaikohe-Hokianga Community Board civic amenity.

Exclusions: *From time to time Council may consider some activities and assets as having district wide significance and these will remain the responsibility of Council. These currently include: The roading network, Hundertwasser toilets, District Library Network, Baysport, the Kerikeri, Kaikohe & Kaitia Airports, Hokianga Vehicle Ferry, i-Site network, Far North Community Centre, Kerikeri Domain, Kawakawa Heated Swimming Pool, Kaikohe Cemetery, Kerikeri Sports Complex, The Centre at Kerikeri, the Bay of Islands/Hokianga Cycle Trail.*

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

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

8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a) Control of Use of Public Spaces – Dispensations on signs
 - b) Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c) Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d) Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e) Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. Specific to Te Hiku Community Board – the Kaitaia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee.
18. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
19. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
20. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.
21. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

Terms of Reference

In fulfilling its role and giving effect to its delegations, Community Boards are expected to:

1. Comment on adverse performance to the Chief Executive in respect of service delivery.
2. Assist their communities in the development of structure plans, emergency management community response plans, and community development plans.
3. Assist their communities to set priorities for Pride of Place programmes.

4. Have special regard for the views of Māori.
5. Have special regard for the views of special interest groups, e.g. disabled, youth, aged, etc.
6. Actively participate in community consultation and advocacy and keep Council informed on local issues.
7. Seek and report to Council community feedback on current issues by:
 - a) Holding a Community forum prior to Board meetings
 - b) Varying the venues of Board meetings to enable access by members of the community
8. Monitor and make recommendations to Council to improve effectiveness of policy.
9. Appoint a member to receive Annual Plan\Long Term Council Community Plan submissions pertinent to the Board area, attend hearings within the Board area, and attend Council deliberations prior to the Plan adoption.

Protocols

In supporting Community Boards to fulfil their role, the Council will:

1. Provide appropriate management support for the Boards.
2. Organise and host regular workshops with the Community Boards I to assess the 'State of the Wards & District' to establish spending priorities.
3. Prior to decision-making, seek and include 'Community Board views' in Council reports in relation to:
 - a) the disposal and purchase of land
 - b) proposals to acquire or dispose of reserves
 - c) representation reviews
 - d) development of new maritime facilities
 - e) community development plans and structure plans
 - f) removal and protection of trees
 - g) local economic development initiatives
 - h) changes to the Resource Management Plan
4. Organise and host quarterly meetings between Boards, the CEO and senior management staff.
5. Prepare an induction/familiarisation process targeting new members in particular early in the term.
6. Support Board members to arrange meetings with local agencies and service clubs to place more emphasis on partnerships and raising profile of the Boards as community leaders.
7. Permit Board chairperson (or nominated member) speaking rights at Council meetings.
8. Help Boards to implement local community projects.
9. Arrange for Infrastructure and Asset Management Staff to meet with the Community Boards in September each year to agree the capital works for the forthcoming year for input into the Annual or Long Term Plan.
10. Provide information.

Far North District Council
Te Hiku Community Board Meeting
will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and
Mathews Avenue, Kaitiāia on:
Tuesday 5 August 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: A5285783

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 08 July 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. 2025-07-08 Te Hiku Community Board Minutes - A5257166 [↓](#) 

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

8 July 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, 8 JULY 2025 AT 10:00 AM**

PRESENT: Chairperson Adele Gardner, Deputy Chairperson John Stewart, Councillor Felicity Foy, Member Darren Axe, Member Sheryl Bainbridge, Member William (Bill) Subritzky, Member Rachel Baucke.

IN ATTENDANCE: Fiona King (Kaitāia, Kaikino & Waiharara Drainage Area Committee Chairperson)

STAFF PRESENT: Beverly Mitchell (Community Board Coordinator), Ryan Bath (Infrastructure Support Officer), Jonnina Jackson (Customer Service Administrator), Trinity Lane (Finance and Customer Services Administrator – Infrastructure Support), Marysa Maheno (Democracy Advisor), Hinekaa Mako (Manager – Te Ahu Museum & Archives), Ruben Garcia (Group Manager – Delivery & Operations), Trent Blakeman (Manager – Building Services), Mike McMurtrie (Manager – Compliance), Trish Routley (Manager – Resource Consents), Johnathan Fairclough (Manager – Property & Facilities Management), Katie Waiti-Dennis (Manager – Quality).

1 KARAKIA TIMATANGA / OPENING PRAYER

Marysa Maheno (Democracy Advisor) commenced the meeting with a karakia at 10:00 AM.

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

APOLOGY

RESOLUTION 2025/60

Moved: Member William (Bill) Subritzky
Seconded: Deputy Chairperson John Stewart

That the apology received from Cr Hilda Halkyard-Harawira be noted and the apology for lateness received from Member Rachel Baucke be accepted.

CARRIED

3 NGĀ KAIKŌRERO / SPEAKERS

- John Drew and Garry Lees spoke to agenda item 7.3b, funding application for the Mangonui Cemetery Committee.
- Ian Davis spoke to agenda item 7.3f, funding application for the Houhora Gold Club.

Member Rachel Baucke joined online at 10:10 AM.

- Jackie Sanders spoke to item 7.3g, funding application for Jacman Entertainment.

Hinekaa Mako - Te Ahu Museum and Archives Manager, spoke to the Community Board about Te Ahu Museum and gave an update on works and events they have planned.

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Te Hiku Community Board Meeting Minutes

8 July 2025

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

Agenda item 6.1 document number A5045137, pages 8 - 14 refers

RESOLUTION 2025/61

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

That Te Hiku Community Board confirm the minutes of the meeting held 10 June 2025 to be a true and correct record.

CARRIED**5 NGĀ PŪRONGO / REPORTS****5.1 NEW LEASE TO HIHI BEACH HOLIDAY PARK OVER 63 & 53 HIHI BEACH ROAD, HIHI**

Agenda item 7.1 document number A5122147, pages 15 - 21 refers

RESOLUTION 2025/62

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

That Te Hiku Community Board recommends that Council:

- a) **approve a new lease to Hihi Beach Holiday Park over Local Purpose (Esplanade) Reserve being Lot 1 DP 53180, approximately 2145 square metres, held in title MX-3308970**

The terms of the proposed lease shall be:

- **Term: 30 (5 + 5 + 5 + 5 + 5 + 5) years**
 - **Annual Rental: CPI rent review annually, and every three years a Market rent review to be determined by a registered valuer.**
- b) **authorise the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.**
- c) **approve the initiation of public consultation on the granting of a new lease over Recreation Reserve being 10 DP 53180, approximately 2314 square metres, held in title MX-3308964. The terms of the proposed lease shall be:**
- **Term: 30 (5 + 5 + 5 + 5 + 5 + 5) years**
 - **Annual Rental: CPI rent review annually, and every three years a Market rent review to be determined by a registered valuer.**
- d) **authorise the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.**

CARRIED

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5.2 NEW ROAD NAME: LOT 1-9 PAIRATAHI ROAD, KAINGAROA

Agenda item 7.2 document number A5228005, pages 22 - 28 refers

RESOLUTION 2025/63

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

That Te Hiku Community Board name the right of way "Stuarts Rise," that is located at Lot 1-9 Pairatahi Road, Kaingaroa.

CARRIED**6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

The Group Manager and all Tier 3 Managers of the Delivery & Operations Department gave a quarterly update on each of their areas.

Deputy Chairperson John Stewart left the meeting at 11:19 AM and returned at 11:24 AM.

Member Rachel Baucke left the meeting at 11:38 AM.

The meeting adjourned at 12:14 PM and resumed at 12:41 PM.

6.1 DELIVERY & OPERATIONS QUARTERLY UPDATE

Agenda item 8.2 document number A5212099, pages 125 - 131 refers

RESOLUTION 2025/64

Moved: Chairperson Adele Gardner

Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board receive the report Delivery & Operations Quarterly Update.

CARRIED**5 NGĀ PŪRONGO / REPORTS****5.3 PROPOSED AMENDED LAND DRAINAGE BYLAW**

Supplementary Agenda Item 7.4 document number A5258031, pages 4-87

RESOLUTION 2025/65

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

Te Hiku Community Board recommend that Council:

- a) approve the draft proposal in attachment 4 to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002.
- b) approve the period for making written submissions on the proposal will be a minimum of 4 weeks.
- c) request that a process for written approvals for drain connections be included.
- d) delegate authority to the Mayor to decide on the date of oral presentation/s of

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submissions.

- e) **authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the proposal to correct errors or omissions, or to reflect the decisions made by the Council prior to final publication and public release.**

Note: The board requested that a monitoring regime also be put in place.

CARRIED**5.4 FUNDING APPLICATIONS**

Agenda item 7.3a document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/66

Moved: Member Darren Axe
Seconded: Councillor Felicity Foy

That Te Hiku Community Board approve the sum of \$7,500 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitaia Business Association for costs towards CCTV monitoring for 2025/26.

CARRIED**5.4 FUNDING APPLICATIONS**

Agenda item 7.3b document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/67

Moved: Member Sheryl Bainbridge
Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$10,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Mangonui Cemetery Committee for maintenance costs for the 2025/26 financial year.

CARRIED**5.4 FUNDING APPLICATIONS**

Agenda item 7.3c document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/68

Moved: Deputy Chairperson John Stewart
Seconded: Member Darren Axe

That Te Hiku Community Board decline the funding application from Toi Oho Creative Activators.

CARRIED

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5.4 FUNDING APPLICATIONS

Agenda item 7.3d document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/69Moved: Member Darren Axe
Seconded: Member Sheryl Bainbridge**That Te Hiku Community Board decline the funding application from Writers & Poets Doubtless Bay & Kaitaia.**Abstained: Cr John Stewart**CARRIED****5.4 FUNDING APPLICATIONS**

Agenda item 7.3e document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/70Moved: Member Sheryl Bainbridge
Seconded: Member Darren Axe**That Te Hiku Community Board approve the sum of \$500 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Wahanui Productions for costs towards lighting.****CARRIED****5.4 FUNDING APPLICATIONS**

Agenda item 7.3f document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/71Moved: Member Sheryl Bainbridge
Seconded: Deputy Chairperson John Stewart**That Te Hiku Community Board approve the sum of \$15,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Houhora Golf Club for costs towards replacement of the bore and pump.****CARRIED****5.4 FUNDING APPLICATIONS**

Agenda item 7.3g document number A5249121, pages 29 - 119 refers

RESOLUTION 2025/72Moved: Chairperson Adele Gardner
Seconded: Member William (Bill) Subritzky**That Te Hiku Community Board approve the sum of \$4,025 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Jacman Entertainment for costs towards promoting Te Hiku participants in Savour Northland 2025.**

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Abstained: Cr John Stewart

CARRIED

6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

6.2 TE HIKU COMMUNITY BOARD DECEMBER 2024 OPEN RESOLUTION REPORT

Agenda item 8.1 document number A5045133, pages 120 - 124 refers

RESOLUTION 2025/73

Moved: Chairperson Adele Gardner
Seconded: Deputy Chairperson John Stewart

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

CARRIED

6.3 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 8.3 document number A5247599, pages 132 - 138 refers

RESOLUTION 2025/74

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

That Te Hiku Community Board note the July 2025 member reports from Chairperson Adele Gardner and Member Sheryl Bainbridge.

Note: Deputy Chair Stewart, Member Axe, Member Subritzky and Cr Foy gave verbal updates.

CARRIED

7 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 1:42 PM with a karakia by Member Darren Axe.

The minutes of this meeting will be confirmed at Te Hiku Community Board Meeting held on 5 August 2025.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 PROJECT FUNDING REPORTS

File Number: A5249124

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 reports received from:

- a) Ahipara Takiwa
- b) Kaitaia Knights Chess Club
- c) Te Tai Tokerau Kapa Haka Festival

1) TĀHUHU KŌRERO / BACKGROUND

Clause 15 of the Community Grant Policy states that: "At the completion of a project that received community funding, recipients are required to complete a Project Report. These reports must be received no later than two months after the completion of the project, or, if the activity is ongoing, within two months of the funding being spent. Recipients who do not complete this form are ineligible for Council funding for a period of five years."

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Copies of the project reports are attached for the Board's information. Should Board members have concerns or issues with these reports, these should be discussed at this part of the meeting.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

To receive the project reports from funding applicants in accordance with the Community Grant Policy.

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

There are no financial implications or budgetary requirements.

ĀPITIHINGA / ATTACHMENTS

1. Ahipara Takiwa - A5286731 [!\[\]\(629de1f952f956ad4883bd15cf2972f3_img.jpg\) !\[\]\(2ff9b7d856f37b8128da5a0debf03ec7_img.jpg\)](#)
2. Kaitaia Knights Chess - A5286728 [!\[\]\(1c758704621a95ec1c1f1f12fe109260_img.jpg\) !\[\]\(b8dc897f90207b2f122dd90f51c71835_img.jpg\)](#)
3. Te Tai Tokerau Kapa Haka Festival - A5286729 [!\[\]\(fa7badeb1c23e433054ad4a2fbd75f83_img.jpg\) !\[\]\(45153e72a099b84c9d01a88cfe6cf2b3_img.jpg\)](#)

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Board Funding 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.



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: **Ahipara Kaitiaki (Rangers) (umbrellaed by Te Runanga o Te Rarawa)**. _____

Name & location of project: **Ahipara Kaitiaki (Rangers) Ahipara**. _____

Date of project/activity: **Dec 2024/2025 Dec January and long weekends 2025**. _____

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: **\$10,000** _____

Board meeting date the grant was approved: **5/12/2025** _____

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)
QR code labels (nettle Kaitaia)	\$876.30	v
Uniforms (90tee Mile)	\$1,276	v
Signs (signs of life)	\$1,863	v
QR site 60euro's	\$115.00	v
Petrol (purchased vouchers) (vouchers were purchased over summer).	\$1,500	
Kaitiaki (part-time employment payment) 2024 Dec to Kings Birthday 2025	\$8,123,63	v
Total:	\$13,753.93	

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:

8 part-time employed over the Summer.

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

See Report

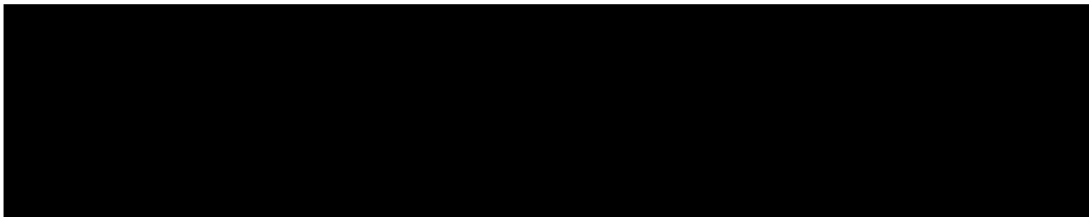
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

FDNC messaging is in the QR site. We overlooked specifically mentioning the Community Board. This will be something we address in our next application.

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

<https://www.facebook.com/groups/1395236060802178>

This report was completed by:



Te Hiku Community Grants Funding January - June 2025 — THCB018 — Kaitaia Knights Chess Club, Annual Tournament

This grant round has now closed. The round closed at 3 June 2025, 4:00pm New Zealand Standard Time

Review Form

Your form has not been submitted yet. Please review and correct any errors you find.

Click the **Submit** button when you're ready to submit this form.

This form must be submitted before **30 July 2025, midnight (end of day) New Zealand Standard Time.**

Some changes to your application are required before it can be submitted. Check the highlighted items and fix them before the application is submitted.

Project Report - Community Grant Fund

Project Report

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.

Name

Kaitaia Knights Chess club

Name and Location of Project/Activity

Te Ahu Centre, Kaitaia

Date of Project/Activity

28/06/2025

Which Community Board did you receive funding from?

Te Hiku
 Kaikohe-Hokianga
 Bay of Islands-Whangaroa

Amount received from the Community Board

510
 Must be a number.

When was the funding approved?

20/05/2025
 Must be a date.

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

Expenditure

Maximise

Supplier/Description	\$	Receipts/bank statement showing expense
Te Ahu facility *	\$510.00	No files have been uploaded *

Response required.
[Go to page](#)

No files have been uploaded
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 No files have been uploaded
 No files have been uploaded
 No files have been uploaded
 No files have been uploaded
 No files have been uploaded

Must be at least 1 rows

Project Information

Give a brief description of the highlights of your project/activity

Format : Knockout i.e. guaranteed 2 games, to progress further players have to win every game before final 2 play off in the grand final.

Purpose : The Kaitaia Knights chess club held their 3rd annual chess tournament, an inclusive tournament open to all ages, gender, skill level and ethnicities. A total of 28 participants.
 We benefitted as a community by coming together, utilising a beautiful community facility i.e. The Atrium and Banquet room, Te Ahu Centre.
 We acknowledged faith and culture by starting our tournament with karakia/mihimihi and closing with karakia.

The kaupapa promoted the following :

Socialisation

Community spirit and collaboration, approx. 75 whanau and community members attended throughout the day

Involvement of students from local schools i.e. Kaitaia primary, Pompallier, Kaitaia college, Pukemiro

Whanau involvement i.e. preparation and donation of kai

A fun, vibrant and whanau friendly event

Support from other chess clubs i.e. Kerikeri and Whangarei

The winners and runners up in the championship and plate rounds were given trophies and we also had a number of spot prizes awarded.

Feed back from participants, parents, and other community members has been positive. The Kaitaia Knights committee thank the Te Hiku Community Grants Funding agency for their support, we look forward to the club's regular club days and planning for next years tournament.

How many participants/volunteers took part? *

40

Must be a number.

How many visitors/audience members took part? *

75

Must be a number.

What Community Outcome(s) did 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

Describe how your project benefited the community, met the outcome(s) indicated above and your evaluation of the project results *

As above.

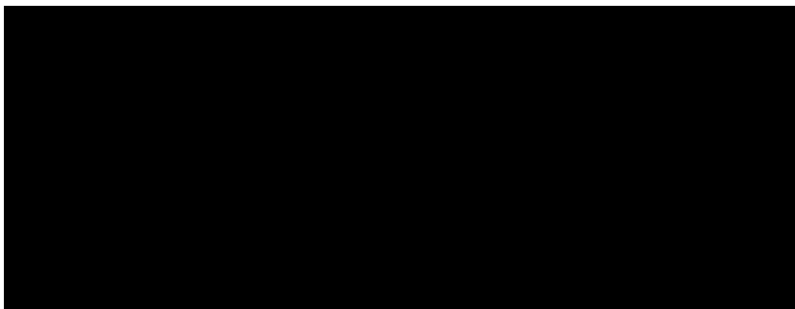
Include how your project met the Council outcomes

Please provide details of how you acknowledged the funding you received from the Board (including any photos or marketing collateral) *

The Far North District Council logo was displayed on our registration desk.

The council was also acknowledged when starting our tournament with a welcome and also when thanking sponsors.

If you have a website or Facebook page that we can link to, please provide details





**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: Te Kura Takiwa o Opononi - OPONONI AREA SCHOOL

Name & location of project: *2025 Te Tai Tokerau Secondary School Kapa Haka Festival and 50th Golden Jubilee Celebration (OAS 263 Hokianga Harbour Dr, Omapere)*

Date of project/activity: 9 – 11 April 2025

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: BOI-Whangaroa \$7500 +GST

Te Hiku \$7300 + GST

TOTAL \$17,020 GST incl.

Board meeting date the grant was approved: February 2025

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)
Hato Hone St Johns / First aid on-site services	\$5,715.49	
Manu, Kotare Coffee Shop / Day 3 of 3 catering Kuia Kaumatua Dignitaries	\$ 2,500	
JRT Custom Print / Kaituao shirts	\$2,620	
Nathan Dick / Security Weekend 11/04/2025-13/04/2025	\$2,170	
Hokianga Alpha Cubs / Security Weekdays 07/04/2025-10/04/2025	\$5,130	
Total:	\$18,135.00	

Invoices listed above are those covered by Te Hiku-Whangaroa Community Board Funding. See attached Financial Report for more expenditure details.

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

- Pre-festival coordination: Established a steering committee (including kura staff, Loyal volunteers, kura senior leaders) to oversee planning from October 2024 onwards.
- Venue preparation: The kura successfully transformed school facilities into a fit-for-purpose performance venue, including stage construction, seating, and accessibility considerations.
- Performer and school coordination: Managed registration, logistics, and communications for 28 participating in kura, ensuring smooth arrival, accommodation, and scheduling of performances.
- Health and safety compliance: Developed and implemented a full health and safety plan in partnership with local authorities, with zero reportable incidents during the event.
- Cultural and community engagement: Integrated pōwhiri, kaihaukai, and community-led initiatives (Para kore, Rawene composts) into the programme to ensure inclusive, mana-enhancing experiences for all attendees.

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

1. Economic Development and Local Business Growth
 - Increased revenue for local businesses: Accommodation, food vendors, transportation services, and retail saw increased activity, potentially measured by sales receipts or occupancy rates.
 - Pop-up markets and local artisan exposure: Local producers and craftspeople had stalls during the event, promoting whānau-owned businesses and stimulating microeconomic growth.
 - Job creation: The event required logistical, catering, cleaning, and security support, providing short-term employment opportunities.
2. Youth Development and Education
 - Enhanced student engagement and attendance: Preparation for and participation in kapa haka often improves school engagement, pride, and attendance, measured by school data before and after the event.
 - Improved cultural leadership and confidence: Rangatahi who performed or took on leadership roles developed transferable skills like public speaking, event management, and teamwork.
 - Strengthened links with tertiary and vocational providers: The presence of education partners (e.g., Te Kura, Te Wānanga o Aotearoa and The Moko Foundation) at the festival likely encouraged pathway planning for school leavers.
3. Cultural Revitalisation and Identity
 - Increased te reo Māori use: The event reinforced intergenerational language use, helping to meet local iwi goals for te reo Māori revitalisation.
 - Whakapapa and iwi pride: Performing and hosting in the rohe of Te Kura Takiwa o Opononi gave mana to local iwi and hapū, reconnecting youth to ancestral stories and tikanga.
 - Whānau and iwi participation rates: These could be measured through audience surveys, or whānau engagement reports.
4. Community Cohesion and Wellbeing
 - High whānau and community turnout: Attendance data and participant feedback would show strong community involvement, a key indicator of social cohesion.
 - Positive health and wellbeing outcomes: Engaging in kapa haka contributes to hauora — physical fitness, emotional expression, and connection to identity.
 - Volunteerism and intergenerational collaboration: The festival involved kaumātua, parents, and alumni, enhancing intergenerational knowledge transfer.
5. Regional Promotion and Manaakitanga
 - Media and online engagement metrics: Social media reach, Te Hiku Media and livestream viewership, and local/national media coverage (Te Karere) helped raise the profile of Te Kura Takiwa o Opononi and the Hokianga region.
 - Visitor numbers to the region: Tourism impact could be measured by travel bookings and local tourism operators' feedback.
 - Strengthened regional identity: Hosting the 50th anniversary gave Opononi a place of honour in the cultural history of Te Tai Tokerau.

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Phone: (09) 405 2750, Fax: (09) 401 2137, Email: ask.us@fndc.govt.nz, Website: www.fndc.govt.nz

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

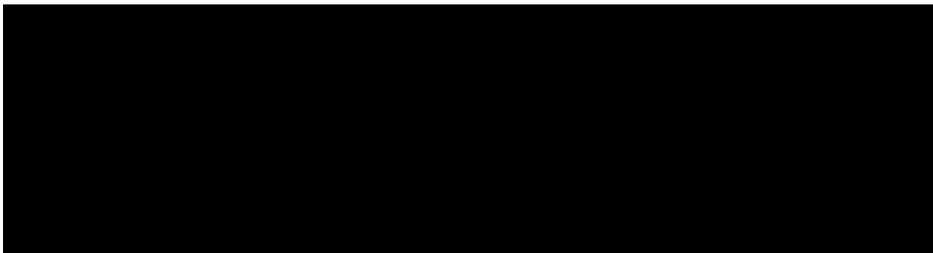
<https://jalbum.net/a/2141156> - photography
<https://www.facebook.com/profile.php?id=61574587181133> - photography

See booklet attached to email communications

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

<https://www.facebook.com/OpoArea/> - school FB page
<https://jalbum.net/a/2141156> - photography
<https://www.facebook.com/profile.php?id=61574587181133> - photography

This report was completed by:



7.2 FUNDING APPLICATIONS

File Number: A5287104

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 this meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One new application has been received, requesting a total of **\$6,312**
- The Community Board has an available total of **\$110,786** in **Community Grant** Funding for the 2025/26 financial year.
- The Community Board has an available total of **\$100,000** in **Pride of Place** Funding for the 2025/26 financial year.
- Due to the local body elections taking place in October 2025, community groups who want funding for Christmas events are being asked to submit their applications by 5 August 2025 so that they are considered at the September meeting and they have a decision in time for their event.

TŪTOHUNGA / RECOMMENDATION

- a) That Te Hiku Community Board approve the sum of **\$6,312** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Broadwood Mosaic Project for costs towards the relocation and installation of the mosaic tiles to Broadwood.

TŪTOHUNGA / RECOMMENDATION

- b) That Te Hiku Community Board approve the Graeme Dingle Foundation utilising the funds granted in the sum of **\$6,000** (plus GST if applicable) in March 2024 (Resolution 2025/20) for Term 3 and 4 KiwiCan costs be allowed to be used towards costs in delivering the programme in terms 1 and 2.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments
a) Jen Gay - Broadwood Mosaic Project	\$6,312	\$6,312	<p>This project involves relocating the mosaics that were removed when the Kaitaia town centre was redeveloped and placing them in Broadwood on a roading reserve that has previously had picnic tables. The community have agreed to the ongoing maintenance and any repairs, and this project has wide community support.</p> <p>The applicant has also applied to Kaikohe-Hokianga Community Board for funding to help with the costs of reinstalling the tiles in Broadwood. They were successful in an application for \$2,460 from Creative Communities.</p> <p>This meets community outcomes 1, 2, 3, and 5</p>
b) Graeme Dingle Foundation	\$6,000	N/A	<p>In March 2024, the Board granted the Graeme Dingle Foundation \$6,000 towards costs of their KiwiCan Project for terms 3 and 4 in Te Hiku Ward.</p> <p>They have advised that they are ending this programme as they are unable to resource it. They have requested that they be able to use the funding granted by the Board for outstanding costs from term 1 and 2, as they did not receive the funding they were expecting to cover everything.</p> <p>While usually this would be ineligible as the terms have already passed, the funding was granted in time that it was eligible, do the request can be considered by the Board.</p>

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

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

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

The six community outcomes are as follows:

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

5. Communities that are safe, connected and sustainable;
6. Communities that are prepared for the unexpected;

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Broadwood Mosaic Project - A5286730** [↓](#) 

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 Board Funding Policy and Te Pae o Uta.
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 Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

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 Jen Gay

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Board Grants July 2025 - June 2026
 Community Board Funding Application Form (Dec 2024)
 Application No. THCB05 From Ms Jen Gay**
 Form Submitted 17 Jun 2025, 12:16PM NZST

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

Postal Address *
 1062 Broadwood Rd
 Broadwood Kohukohu 0491 New Zealand
 Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

Physical Address *
 1062 Broadwood Rd
 Broadwood Kohukohu 0491 New Zealand
 Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

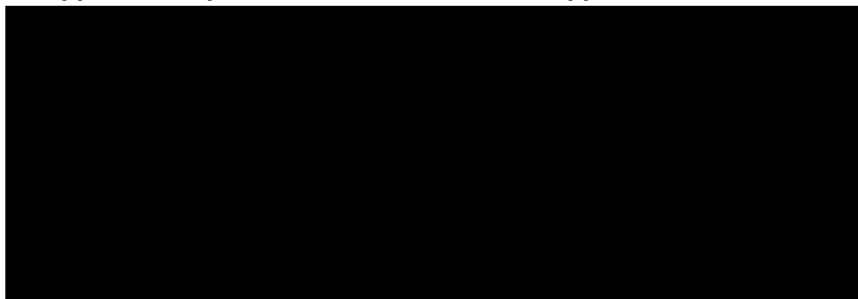
Website
 Must be a URL.

Facebook page

Contact details

Contact Person One:
Applicant Project Contact *

Contact Person Two:
Applicant Admin Contact



Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

Purpose of organisation

Please briefly describe the purpose of the organisation *

The mosaic tiles from the former Kaitaia mosaic wall have an opportunity to be rehomed in Broadwood. This project is to reinstate them in a new home with community workshops to support.

Must be no more than 50 words.

Number of Members *

2

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 *

Mosaic Wall Project

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 Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

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:

01/10/2025

31/01/2026

Must be a date.

Must be a date.

Project Details

Location *

Broadwood (road reserve)

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? *

200

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 Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

- 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 wider community and visitors to the area who would stop at the reserve to rest and recover while visiting the North Hokianga. The Kaitia community would also benefit as their previous artwork will be reinstated for them to visit.

It is planned that planter boxes will be installed and fruit trees planted on the site if possible, which will allow the local garden society and wider community to showcase their talents and provide sustenance for visitors.

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 is an art piece created by the members of Te Hiku Community that was valued for a significant period of time before having to be renewed. It celebrates the culture and heritage of Te Hiku, with workshops to create new tiles in Broadwood adding to the heritage amenity. It will connect the two communities in a shared artwork.

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

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

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? *

\$14,546.00

Must be a dollar amount.

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

\$6,312.00

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.	
FNR Concrete	\$770.00	\$770.00	Filename: FNR Concrete.pdf File size: 375.8 kB
FNR Quarry	\$431.00	\$431.00	Filename: FNR Quarries.pdf File size: 357.0 kB
Placemakers	\$4,277.00	\$4,277.00	Filename: Placemakers.pdf File size: 79.9 kB

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

Stonecraft - Cartage	\$1,880.00	\$0.00	Filename: Stonecraft.pdf File size: 150.4 kB	
Mosaic Wangan-ga	\$5,500.00	\$0.00	Filename: Wangan-ga Quotes.pdf File size: 569.3 kB	
Bunnings	\$833.00	\$833.00	Filename: Bunnings.pdf File size: 150.7 kB	
The Garden Centre	\$854.00	\$0.00	Filename: The Garden Centre.pdf File size: 17.2 kB	
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Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

Yes No

Current Funding

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB05 From Ms Jen Gay**

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How much money does your organisation currently have? *

\$2,460.00

Must be a dollar amount.

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

\$2,460.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Costs towards wananga	\$2,460.00

Total Tagged Funds

Total Expenditure Amount

\$2,460.00

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.	
Creative Communities	\$2,460.00	Yes
Kaikohe-Hokianga Community Board	\$3,895.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

Yes No

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

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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 *

Bank account details

1 Supporting Financial document *

Filename: Bank Statement.pdf

File size: 227.8 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:

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB05 From Ms Jen Gay

Form Submitted 17 Jun 2025, 12:16PM NZST

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

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

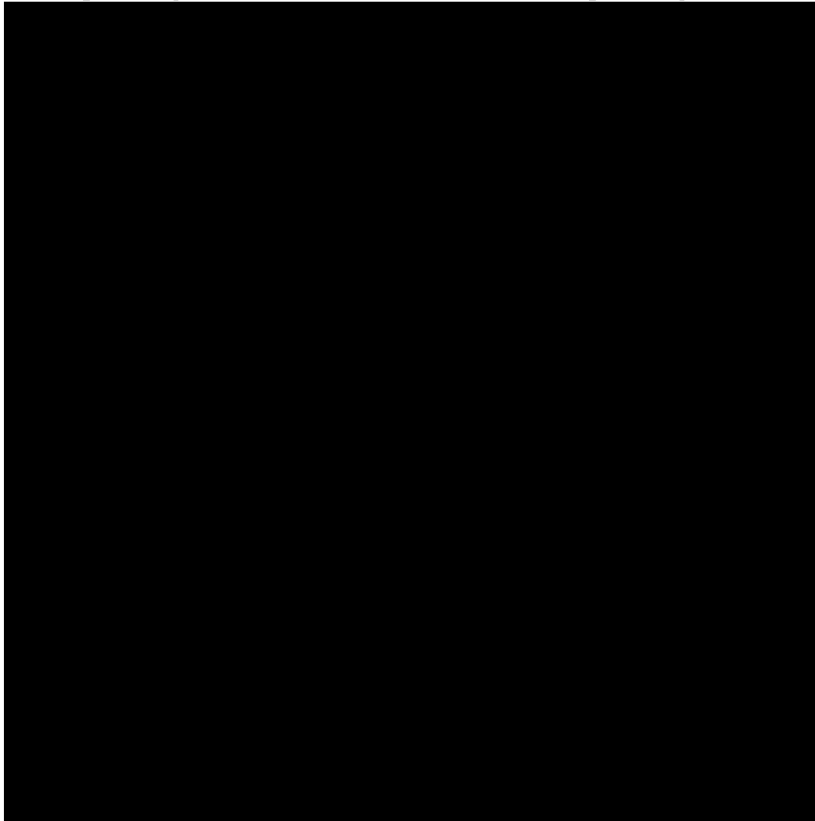
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month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

**Te Hiku Community Board Grants July 2025 - June 2026
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Signatures

Signatory One

Signatory Two



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

Artists Rendition

1 Additional Supporting Information

Filename: Artists Rendition of Plan.pdf
File size: 935.1 kB

2 Additional Supporting Document Name

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
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Letter and petition of support

2 Additional Supporting Information

Filename: Letter of Support.pdf
File size: 5.6 MB

3 Additional Supporting Document Name

Photos of site and state of tiles

3 Additional Supporting Information

Filename: Photographs of site and current state of tiles.pdf
File size: 4.1 MB

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 CHAIRPERSON AND MEMBERS REPORTS

File Number: A5277996

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 August 2025 member reports from Chairperson Adele Gardner and member Bill Subritzky.

TE TĀHUHU KŌRERO / BACKGROUND

The Local Government Act 2002 Part 4 Section 52 states that the role of a Community Board is to represent, and act as an advocate for the interests of its community.

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Boards are required to consider and report on any matters of concern or interest to the Community Board, maintain an overview of services provided to the community and communicate with community organisations and special interest groups within the community.

The reports from the Chairperson and Members provide information to community on these requirements. They also provide Request for Service (RFS) information on issues of interest or concern to the Community Board, providing a reference for further enquiry on the progress of the matters raised. The report from the Chairperson and members are attached.

Resource Consents have been emailed to community board members. Members have five days to send feedback in relation to a resource consent. Members will be expected to include these details in their member reports going forward.

REASON FOR THE RECOMMENDATION

The reason for the recommendation is to provide information to the Community on the work that has been undertaken by the Chairperson and Members on its behalf.

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

There are no financial implications or the need for budgetary provision as a result of this report.

NGĀ ĀPITIHINGA / ATTACHMENTS

1. **Members Report - Chair Adele Gardner - A5282108** [↓](#) 
2. **Member Subritzky Report - A5296505** [↓](#) 



Te Hiku Community Board Chairperson Report

Name: Adele Gardner

Subdivision: Te Hiku

Date: July 2025

Meetings Attended

Date	Meeting	Comment
25 June	Extraordinary Council Meeting	
1 July	Museum Trust	
3 July	Council Meeting	
8 July	Te Hiku Community Board Meeting	
18 July	Te Ahu Trust Meeting	

Community Issues

Issue name	Comment
	There has been a lot of concern with regards to the 10.95% rates rise from the Community in Te Hiku.

Requests for Service (RFS)

RFS number	Date	Comment
4260472		Stormwater issue in Okahu Road Kaitaia
4260620		Rememberence Park plaque for replacement on the War Memorial/Cenotaph.


**Te Hiku
Community Board** **Member Report**

Name: Bill Subritzky
 Subdivision: Whatuwhiwi, Awanui
 Date: 22 June 2025

Meetings Attended

10/06/25	THCB meeting
11/06/25	Tokerau beach meeting with some residents to check repaired beach ramp
24/06/25	Meeting Unahi Wharf to finalise revised position of Waka storage
02/07/25	APR inc meeting
08/07/25	THCB meeting
12/07/25	Whatuwhiwi, checking areas after heavy rain. Ie Marreiene Place, Tokerau beach sewerage lines and holding tanks, road damage old Whatuwhiwi Road, Rangiputa Hillside

Requests for Service (RFS)

RFS number	Date	Comment
4257218	24/06/2025	Remove fallen tree Awanui Reserve
4257219	24/06/2025	Replace stolen bollard rope around reserve car park
4261267	21/07/2025	Re attach artificial grass on pump track Awanui playground (new)

Other Issues

Full report on Whatuwhiwi issues in September Report

8.2 TE HIKU COMMUNITY BOARD AUGUST 2025 OPEN RESOLUTION REPORT

File Number: A5285861

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 August 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 Resolution Report - A5298061**  

OPEN RESOLUTION REPORT		Printed: Wednesday, 30 July 2025 2:33:50 pm
Division:	Te Hiku Community Board	Date From: 1/01/2025
Committee:		Date To: 30/07/2025
Officer:		

Meeting	Title	Resolution	Notes
Te Hiku Community Board 8/07/2025	Proposed Amended Land Drainage Bylaw	<p>RESOLUTION 2025/65</p> <p>Te Hiku Community Board recommend that Council:</p> <ul style="list-style-type: none"> a) approve the draft proposal in attachment 4 to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002. b) approve the period for making written submissions on the proposal will be a minimum of 4 weeks. c) request that a process for written approvals for drain connections be included. d) delegate authority to the Mayor to decide on the date of oral presentation/s of submissions. e) authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the proposal to correct errors or omissions, or to reflect the decisions made by the Council prior to final publication and public release. <p><i>Note: The board requested that a monitoring regime also be put in place.</i></p> <p style="text-align: right;">CARRIED</p>	<p>22 Jul 2025 2:33am – Planning & Policy</p> <p>The draft Land Drainage Bylaw is on the agenda for the 31 July Council meeting for approval to go out for consultation as required under the Local Government Act.</p>
Te Hiku Community Board 10/06/2025	Motion	<p>RESOLUTION 2025/73</p> <p>That Te Hiku Community Board</p> <ul style="list-style-type: none"> a) allocate \$57,000 funding from the Te Hiku Town Beautification fund to its footpath budget; and b) request a report to its July meeting on the amount of funds available in the footpath budget so that it can allocate funds as prioritised in its meeting of 21.11.2023 as follows: 	<p>30 Jul 2025 2:30pm - Infrastructure</p> <p>Awaiting implementation of restructured Rooding delivery function.</p>

OPEN RESOLUTION REPORT		Printed: Wednesday, 30 July 2025 2:33:50 pm
Division:	Te Hiku Community Board	Date From: 1/01/2025
Committee:		Date To: 30/07/2025
Officer:		

Meeting	Title	Resolution	Notes
		<p>RESOLUTION 2023/114 That Te Hiku Community Board a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan.</p> <p>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.</p> <p style="text-align: right;">CARRIED</p>	
Te Hiku Community Board 10/06/2025	Motion	<p>RESOLUTION 2025/75 That Te Hiku Community Board request that a report come to Te Hiku Community Board July meeting to finalise a formal lease between Far North District Council and the Far North Regional Museum Trust for the Pioneer House.</p> <p><i>Note: A report came to the December 2024 board meeting and there has been no progress since.</i></p> <p style="text-align: right;">CARRIED</p>	<p>18 Jun 2025 11:06am - Infrastructure We have a draft lease that has been reviewed by legal and we are in the process of negotiations. We also have a project for repairs to building and we are waiting on a NTF from building compliance so we can ensure we can provide a legal and safe building to lease before we sign up with further lease agreements. The current tenants are happy and have been communicated with. The lease is holding over while we work to ensure the buildings future.</p>
Te Hiku Community Board 15/04/2025	Motion	<p>RESOLUTION 2025/36 That Te Hiku Community Board request that Far North District Council prioritise Allen Bell Drive traffic calming.</p> <p><i>Note: The Board is aware that traffic calming is not encouraged in the GPS, but after the horrific results of the speed trailer and multiple RFS requests from residents, the board believe this has to be escalated.</i></p> <p style="text-align: right;">CARRIED</p>	<p>30 Jul 2025 2:29pm – Infrastructure Budget provision was moved out of LTP 24/27 Lite and is currently in Year 1 of the next LTP programme.</p>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE