



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA



Te Hiku Community Board Meeting

Tuesday, 19 November 2024

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

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

Protocols

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

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

Far North District Council
Te Hiku Community Board Meeting
will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and
Mathews Avenue, Kaitaia on:
Tuesday 19 November 2024 at 10:00am

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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: A4666801

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 22 October 2024 to be a true and correct record.

1) TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

The Te Hiku Community Board Standing Orders Section 27.3 states that no discussion may arise on the substance of the minutes at any succeeding meeting, except as to their correctness.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to confirm the minutes as a true and correct record of the previous meetings.

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

There are no financial implications or the need for budgetary provision.

ĀPITIHINGA / ATTACHMENTS

1. 2024-10-22 Te Hiku Community Board Minutes - A4939987 [↓](#) 

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

22 October 2024

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITAIA
ON TUESDAY, 22 OCTOBER 2024 AT 10:03 AM**

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

STAFF PRESENT: Marysa Maheno (Democracy Advisor), Kim Hammond (Community Board Coordinator)(online)

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:03 am, Member Rachel Baucke commenced the meeting with a karakia.

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

APOLOGIES AND CONFLICTS OF INTEREST

RESOLUTION 2024/52

Moved: Member William (Bill) Subritzky

Seconded: Member Rachel Baucke

That the apologies received from Crs Felicity Foy and Hilda Halkyard-Harawira be accepted and leave of absence granted. Also that the conflict of interest from member John Stewart for the Ahipara Aroha funding application be noted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Xian Koid spoke about placemaking in Kaitāia.

4 NGĀ KAIKŌRERO / SPEAKERS

- Therese Wickbom spoke in relation to item 7.4b, funding application for Bald Angels Charitable Trust.
- Lesley Wallace spoke in relation to item 7.4a, funding application for Ahipara Aroha Inc.

At 10:33 am, Deputy Chairperson John Stewart left the meeting.

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

22 October 2024

5 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4666795, pages 8 - 15 refers.

RESOLUTION 2024/53Moved: Member Darren Axe
Seconded: Member Rachel Baucke**That Te Hiku Community Board confirm the minutes of the meeting held 17 September 2024 to be a true and correct record.****CARRIED***At 10:36 am, Deputy Chairperson John Stewart returned to the meeting.***6 NGĀ PŪRONGO / REPORTS****6.1 NEW ROAD NAME: 60 AND 62 GRIGG STREET, KAITAIA 0410**

Agenda item 7.2 document number A4910332, pages 68 - 70 refers.

RESOLUTION 2024/54Moved: Chairperson Adele Gardner
Seconded: Member William (Bill) Subritzky**That Te Hiku Community Board name a new Private Road, "Hūrepo Place" that is currently addressed at 60 and 62 Grigg Street, Kaitāia.****CARRIED****6.2 TAIPA PLACEMAKING**

Agenda item 7.1 document number A4873769, pages 16 - 67 refers.

RESOLUTION 2024/55Moved: Chairperson Adele Gardner
Seconded: Member Rachel Baucke**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***Meeting adjourned from 11:15 am to 12:15 pm.*

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Te Hiku Community Board Meeting Minutes

22 October 2024

6.3 SUMMER 2024 RURAL TRAVEL FUNDING APPLICATIONS

Agenda item 7.3 document number A4916152, pages 71 - 85 refers.

RESOLUTION 2024/56

Moved: Member Darren Axe
 Seconded: Deputy Chairperson John Stewart

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

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

CARRIED**6.4 REVOCATION OF A PREVIOUS RESOLUTION****RESOLUTION 2024/57**

Moved: Chairperson Adele Gardner
 Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board:

- a) revoke resolution 2024/34 of 13 August approving the sum of \$7,095.49 (plus GST if applicable) be paid from the Board Community Grant Fund account to Kaitaia Business Association for Kaitāia Street cleanup and \$5,719.51 (plus GST if applicable) being remainder for funds allocated by resolution 2022/51 on June 2022, for use by the applicants towards the Kaitāia Street Cleaning project; and
- b) approve the sum of \$8666.03 (plus GST if applicable) being part remaining of the unspent funds by resolution 2022/51 on June 2022, for use towards the Kaitāia Street Cleaning project; and
- c) that the unspent funds remaining, if any, go towards the tidy up of gardening and graffiti in the Kaitāia township of the resolution 2022/51 on June 2022.

CARRIED**6.5a FUNDING APPLICATIONS**

Agenda item 7.4 document number A4916176, pages 86 - 95 refers.

RESOLUTION 2024/58

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

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

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Te Hiku Community Board Meeting Minutes

22 October 2024

used by the applicant for the Movies in the ParkAbstained: Member John Stewart**CARRIED****6.5b FUNDING APPLICATIONS**

Agenda item 7.4 document number A4916176, pages 96 - 105 refers.

RESOLUTION 2024/59

Moved: Member Rachel Baucke

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Bald Angels Charitable Trust for costs towards Angel Kai Boxes.Against: Member Sheryl Bainbridge**CARRIED****6.5c FUNDING APPLICATIONS**

Agenda item 7.4 document number A4916176, pages 106 - 111 refers.

RESOLUTION 2024/60

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board approve the sum of \$944 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitaia A&P Association for costs towards the Spring Fair.**CARRIED****6.5d FUNDING APPLICATIONS**

Agenda item 7.4 document number A4916176, pages 112 - 120 refers.

RESOLUTION 2024/61

Moved: Deputy Chairperson John Stewart

Seconded: Member Darren Axe

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

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

22 October 2024

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**7.1 TE HIKU COMMUNITY BOARD OCTOBER 2024 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A4667381, pages 121 - 130 refers.

RESOLUTION 2024/62

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

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

CARRIED**7.2 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.2 document number A4913685, pages 131 - 139 refers.

RESOLUTION 2024/63

Moved: Member Darren Axe
 Seconded: Member Sheryl Bainbridge

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

CARRIED

At 1:03 pm, Deputy Chairperson John Stewart left the meeting.

7.3 STATE HIGHWAY 1 AND RUAROA ROAD**RESOLUTION 2024/64**

Moved: Member Rachel Baucke
 Seconded: Chairperson Adele Gardner

That Te Hiku Community Board request the corner of State Highway 1 and Ruaroa Road no longer be a rubbish drop off/pick up site and a sign be erected at this spot to indicate this.

CARRIED**8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 1:06 pm with a karakia by Member Rachel Baucke.

The minutes of this meeting will be confirmed at Te Hiku Community Board Meeting held on 19 November 2024.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 ALFRESCO DINING RENEWALS

File Number: A4931234

Author: Ken Ward, Team Leader - Monitoring

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

At present there are 23 alfresco dining approval holders.

The following table provides a list of all current alfresco dining approval holders:

	Approval Number	Description	Expiry	Ward
1	ALF-104	El Cafe	2025	Bay of Islands-Whangaroa
2	ALF-103	Rocksalt Restaurant & Bar	2025	Bay of Islands-Whangaroa
3	ALF-102	Spice Grill	2025	Bay of Islands-Whangaroa
4	ALF-100	Jesse's on the Waterfront Café & Bar	2025	Te Hiku
5	ALF-99	A New Era Cafe	2025	Kaikohe-Hokianga
6	ALF-98	Letz Café	2025	Bay of Islands-Whangaroa
7	ALF-93	29 THE STRAND LIMITED T/A SEASIDE	2025	Bay of Islands-Whangaroa
8	ALF-88	Kaikohe Bakehouse Cafe	2025	Kaikohe-Hokianga
9	ALF-85	Beach Box Coffee and Gelato	2025	Te Hiku
10	ALF-83	Konnie's Kafe Limited	2025	Bay of Islands-Whangaroa
11	ALF-65	Kerikeri lunchbox	2025	Bay of Islands-Whangaroa
12	ALF-63	Avo Sushi	2025	Bay of Islands-Whangaroa
13	ALF-50	Sushi Gallery	2025	Bay of Islands-Whangaroa
14	ALF-49	Duke of Marlborough Business Limited	2025	Bay of Islands-Whangaroa
15	ALF-39	He Gables Restaurant	2025	Bay of Islands-Whangaroa
16	ALF-37	Jimmy Jacks Rib Shack	2025	Bay of Islands-Whangaroa
17	ALF-3	Fishbone Cafe	2025	Bay of Islands-Whangaroa
18	ALFRES-4	Cellini's Gelateria Ice-cream Ltd	2025	Bay of Islands-Whangaroa
19	ALFRES-3	Mussel Rock Cafe and Bar	2025	Te Hiku
20	ALFRES-2	Paihia Bakery	2025	Bay of Islands-Whangaroa
21	ALFRES-1	Third Wheel Coffee Co	2025	Bay of Islands-Whangaroa
22	ALF-96	Burger Fiasko	2025	Bay of Islands-Whangaroa
23	ALFRES-5	Butterfish Restaurant	2025	Bay of Islands-Whangaroa

The three applications for renewal of Alfresco Dining in Te Hiku Board area arise from end of year (30/6/24) expiry.

Applicants have paid all necessary fees.

None of the premises have been subject to complaints.

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

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

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 Te Hiku Community Board to consider in regard to the alfresco dining approvals:

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

There is only one option which is to enable 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. **Mussel Rock - A4965028**  
2. **Beach Box - A4965030**  
3. **Jesse's on the Waterfront Cafe & Bar - A4965029**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The Alfresco Dining Policy 2014 was revoked on 30 June 2022. Regulation of alfresco dining is outlined in the Road Use Bylaw 2022. The rules around approvals for alfresco dining are essentially unchanged, and therefore the level of significance for the recommendation to comment on the renewal of alfresco dining applications or new alfresco dining application is considered low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	2022 – Part 4 clause 13 and Part 7.

<p>State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.</p>	<p>Te Hiku Community Board have delegation over activities on reserves but also has delegation to comment on alfresco dining applications.</p>
<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>
<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).</p>	<p>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.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>There are no financial implications to this decision</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>



3 July 2024

Harminder Singh
75 Commerce Street
Kaitaia 0410

HE ARA TĀI
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Email: ask.us@fndc.govt.nz
Website: www.fndc.govt.nz

Private Bag 752, Mem
Kaitaia 0410, N

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 black ink, appearing to read "R Deane".

Rochelle Deane
Manager – Compliance, Delivery and Operations



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

Private Bag 752, Meme
Kaikohe 0440, I

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, Kaitaia 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.



12 June 2024

Beachbox Limited
31 Coopers Drive
Coopers Beach 0420

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

Private Bag 752, Marama
Kaikohe 0440, NZ

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 black ink, appearing to read "R Deane".

Rochelle Deane
Manager – Compliance, Delivery and Operations

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**.



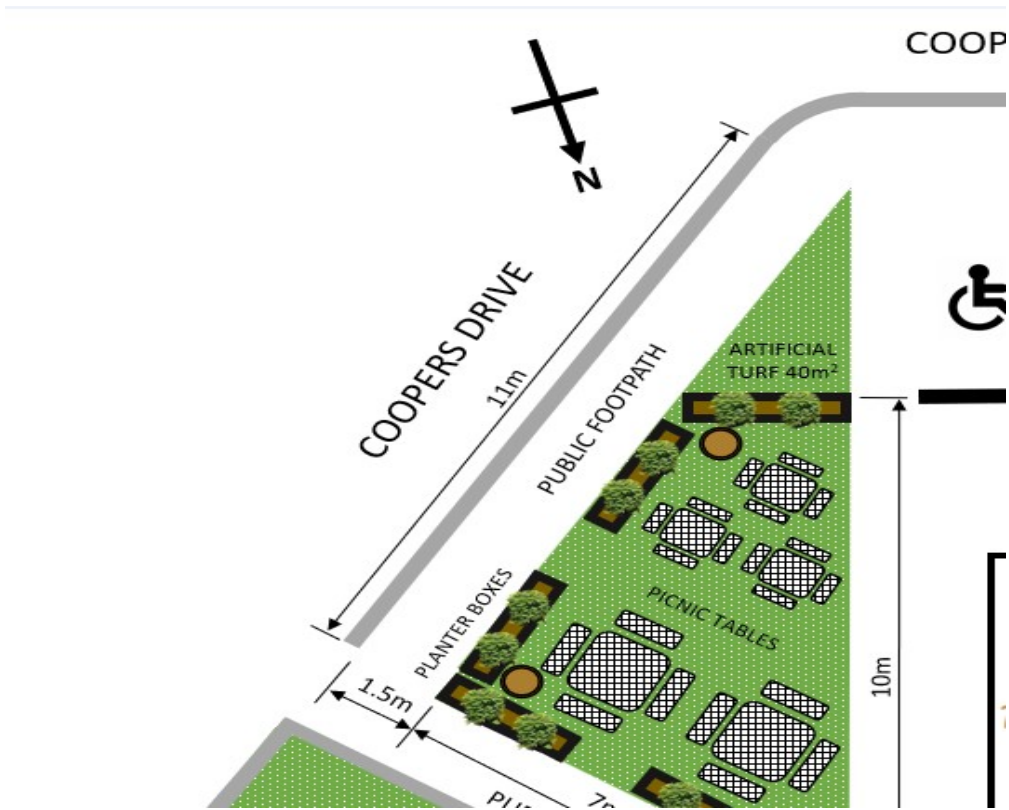
.....
Signed on behalf of the Far North District Council

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

Private Bag 752, Meme
Kaikohe 0440, I

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 black ink, appearing to read "R Deane".

Rochelle Deane
Manager – Compliance, Delivery and Operations

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**.



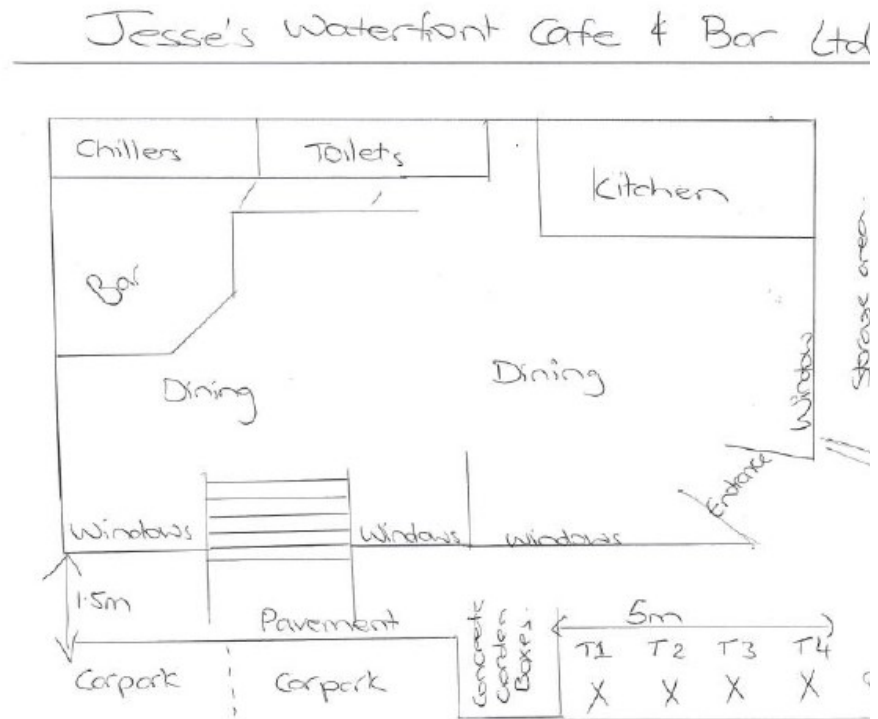
.....
Signed on behalf of the Far North District Council

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



7.2 FUNDING APPLICATIONS

File Number: A4939758
Author: Kathryn Trewin, Funding Advisor
Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for the Local Community Grant funding to enable Te Hiku Community Board to determine which application/s will receive funding at the September 2024 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Two applications have been received, requesting a total of **\$14,540**
- A refund of \$932.12 has been received from Te Whakaora Tangata as they are unable to use funds granted.
- The Community Board has an available total of **\$109,097.27** in **Community Grant** Funding for the 2024/25 financial year, including the amounts noted above.
- The Community Board has an available total of **\$93,486** in **Placemaking** Funding for the 2024/25 financial year.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$10,000.00** (plus GST if applicable) be paid from the Board's Placemaking Grant Fund account to Doubtless Bay Tennis Club Inc for the building of pickleball courts.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,270** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Momentum Charitable Trust for costs towards life and financial education at the 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	Recommend	Comments	Type
Doubtless Bay Tennis Club Inc – Pickleball Court	\$10,000	\$10,000	This applicant is seeking funding towards the cost of constructing pickleball courts for the community to use. This meets community outcomes 1 and 3	Placemaking (Infrastructure)
Momentum Charitable Trust – life and financial education	\$4,540	\$2,270	The applicant is applying for funding to run a second series of life and financial education classes at the Kaitaia Probation Centre. They have applied for the full amount of the programme costs. The Board previously granted them \$2,145 in May 2024. This meets community outcomes 1 and 3	Community Development

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

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

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

The six community outcomes are as follows:

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. **Doubtless Bay Tennis Club Inc - A4939754**  
2. **Momentum Charitable Trust - A4939756**  

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 Fund 2024-2025 Local Grant Application Form Application No. THCB00003 From Doubtless Bay Tennis Club Inc Form Submitted 14 Oct 2024, 4:02PM NZDT

Applicant Details

* indicates a required field

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 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 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:

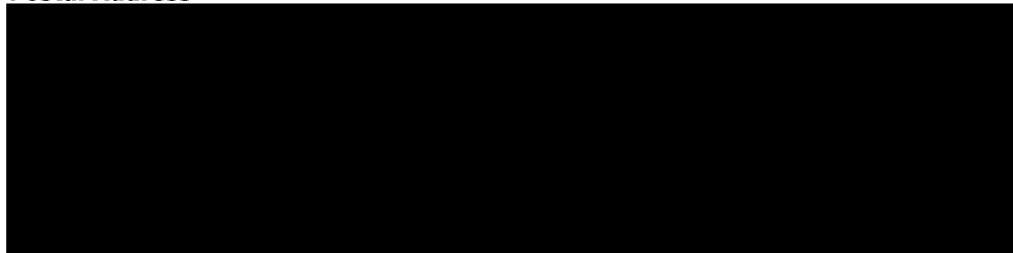
- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Doubtless Bay Tennis Club Inc

Postal Address *

A large black rectangular box redacting the postal address information.

Website

Must be a URL.

Facebook page

DoubtlessBayTennisClub

**Te Hiku Community Grants Fund 2024-2025
Local Grant Application Form
Application No. THCB00003 From Doubtless Bay Tennis Club Inc**
Form Submitted 14 Oct 2024, 4:02PM NZDT

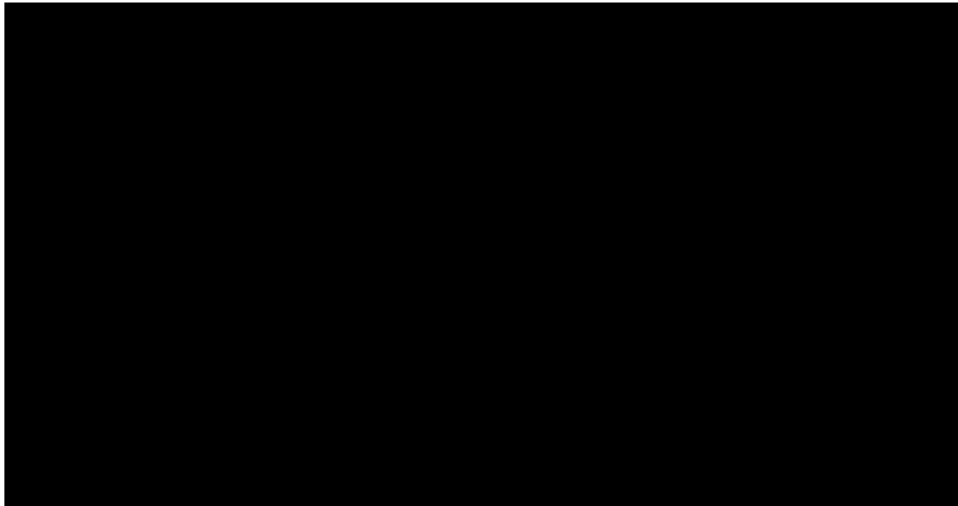
Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact *

Applicant Admin Contact



Purpose of organisation

Please briefly describe the purpose of the organisation *

To provide the community of Doubtless Bay and the far north access to tennis courts for the enjoyment of playing tennis within a club supported environment. This includes coaching, organised club days, key access to three courts, junior tennis and competitive opportunities through local and national affiliations.

Number of Members *

66

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

The establishment of two Pickleball Courts

Location *

Doubtless Bay Tennis Club

Te Hiku Community Grants Fund 2024-2025 Local Grant Application Form

Application No. THCB00003 From Doubtless Bay Tennis Club Inc
Form Submitted 14 Oct 2024, 4:02PM NZDT

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

- Yes No

Project dates:

Start Date

End Date:

Date

Date:

01/02/2025

29/03/2025

Must be a date.

Must be a date.

Project Outline

Outline your activity and the services it will provide. Tell us:

- **Who will benefit from the activity and how; and**
- **How it will broaden the range of activities and experiences available to the community.**

Project outline: *

The development of two pickleball courts on one tennis court will immediately provide the opportunity for the public to engage in this fast growing racquet sport. The game appeals to all age groups as well as past tennis players. The pickleball courts will be painted onto the one court which has a concrete surface. The three main courts have astro turf surfaces. Two pickleball courts fit onto one tennis court.

The uptake of pickleball in many centres around the country has been strong. For eg, over 100 new players now play at the Kerikeri Tennis Club which has created 8 courts. Ages range from young people to those well into retirement. The tennis club will organise player days as well as coaching opportunities for new players. A notice on facebook advertising a meeting for those wanting to play pickleball at the club generated over 30 interested players from the general public on the 19th May.

Project Cost

*** indicates a required field**

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

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

Amount Requested - provide (against the item) the amount the Board is being requested to contribute.

Please Note:

- 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.

Te Hiku Community Grants Fund 2024-2025
Local Grant Application Form
Application No. THCB00003 From Doubtless Bay Tennis Club Inc
 Form Submitted 14 Oct 2024, 4:02PM NZDT

- Do not enter cents - round values up or down to the nearest dollar
- Do not use the dollar sign (\$) - just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Rent/Venue Hire	\$	\$	<i>No files have been uploaded</i>
Advertising/Promotion	\$	\$	<i>No files have been uploaded</i>
Facilitator/Professional Fees	\$	\$	<i>No files have been uploaded</i>
Administration (inc. stationery/copying)	\$	\$	<i>No files have been uploaded</i>
Equipment Hire	\$	\$	<i>No files have been uploaded</i>
Equipment Purchase (describe)	\$7,100.00	\$3,000.00	Filename: Business Plan for pickleball courts.docx File size: 60.9 kB
Utilities	\$	\$	<i>No files have been uploaded</i>
Hardware (e.g cement, timber, nails, paint)	\$	\$	<i>No files have been uploaded</i>
Consumable materials (craft supplies, books)	\$	\$	<i>No files have been uploaded</i>
Refreshments	\$	\$	<i>No files have been uploaded</i>
Travel/Mileage	\$	\$	<i>No files have been uploaded</i>
Volunteer Expenses Reimbursement	\$	\$	<i>No files have been uploaded</i>

**Te Hiku Community Grants Fund 2024-2025
Local Grant Application Form
Application No. THCB00003 From Doubtless Bay Tennis Club Inc**
Form Submitted 14 Oct 2024, 4:02PM NZDT

Surface devlopment	\$20,424.00	\$7,000.00	Filename: Coastline Markers Pickleball quote.pdf File size: 163.6 kB Filename: Plexipave Pickleball quote.pdf File size: 172.2 kB
court surrounds	\$1,350.00	\$	<i>No files have been uploaded</i>
	\$	\$	<i>No files have been uploaded</i>

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? *

\$32,850

Must be a dollar amount.

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

\$10,000

Must be a dollar amount.

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

Yes No

GST Number

GST Number

98-595-430

Current Funding

How much money does your organisation currently have? *

\$43,658.00

Must be a dollar amount.

**Te Hiku Community Grants Fund 2024-2025
Local Grant Application Form
Application No. THCB00003 From Doubtless Bay Tennis Club Inc**
Form Submitted 14 Oct 2024, 4:02PM NZDT

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

\$35,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Contingency fund for tennis court resurfacing and general maintenance on buildings	\$35,000.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Expenditure Amount

\$35,000.00

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.	
Oxford Charitable Sports Trust	\$10,000.00	Pending
	\$	
	\$	
	\$	
	\$	

Previous Funding from FNDC

Have you previously received funding from FNDC?

Yes No

[Last page](#)

Te Hiku Community Grants Fund 2024-2025

Local Grant Application Form

Application No. THCB00003 From Doubtless Bay Tennis Club Inc
Form Submitted 14 Oct 2024, 4:02PM NZDT

* 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)
 - 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.

Te Hiku Community Grants Fund 2024-2025
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3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that e do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North district Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants who fail to provide a project report within this timeframe will not be considered for funding for stand-down period of five years.
9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

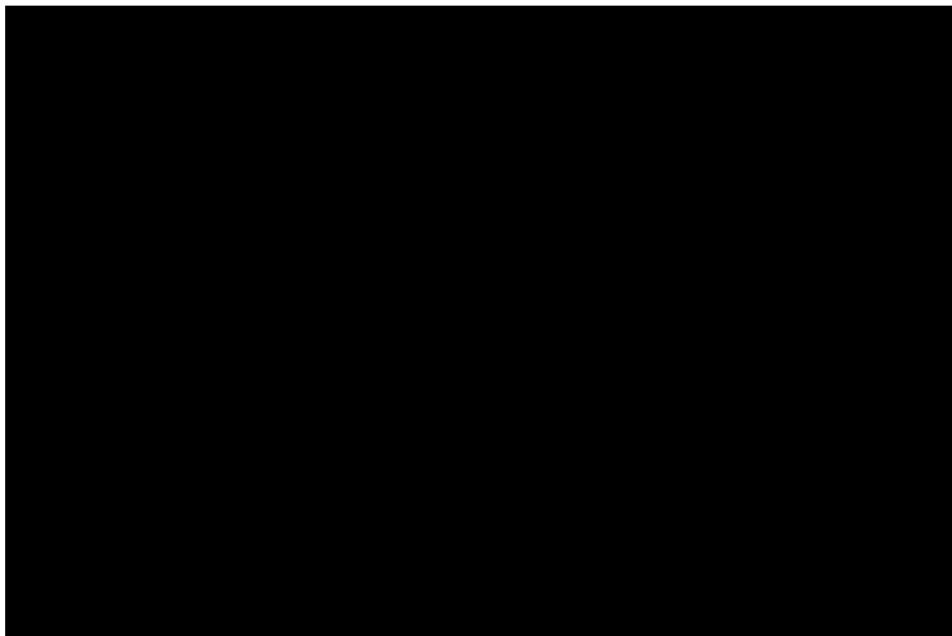
Signatures

Signatory One

Signatory Two

Name *

Name



Te Hiku Community Grants Fund 2024-2025
Local Grant Application Form
Application No. THCB00003 From Doubtless Bay Tennis Club Inc
Form Submitted 14 Oct 2024, 4:02PM NZDT

Must be an email address.

Date

Date

16/10/2024

16/10/2024

Must be a date.

Must be a date.

Te Hiku Community Grants Fund 2024-2025 Local Grant Application Form Application No. THCB00013 From Momentum Charitable Trust Form Submitted 14 Oct 2024, 1:29PM NZDT

Applicant Details

* indicates a required field

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 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 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:

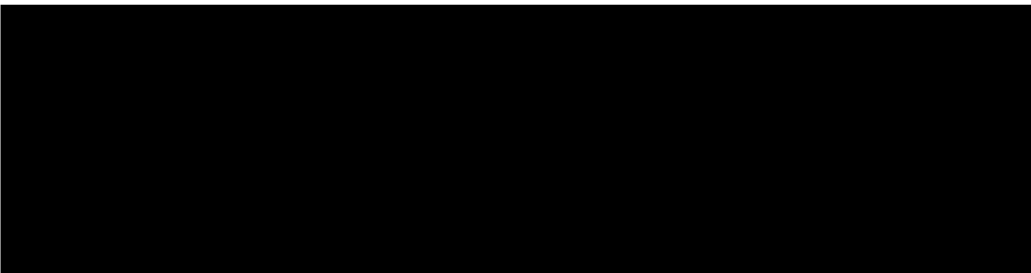
- Two quote for purchases where practicable, **or** evidence of expected purchases
- Business plan (including project costs)
- Details of all other funding secured or pending approval for this project (minimum 50%)
- Programme outline (if applying for operating costs)
- A health and safety plan.

Applicant details

Applicant *

Momentum Charitable Trust

Postal Address *

A large black rectangular box redacting the postal address information.

Website

<http://www.momentum.org.nz>

Must be a URL.

Facebook page

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

Te Hiku Community Grants Fund 2024-2025
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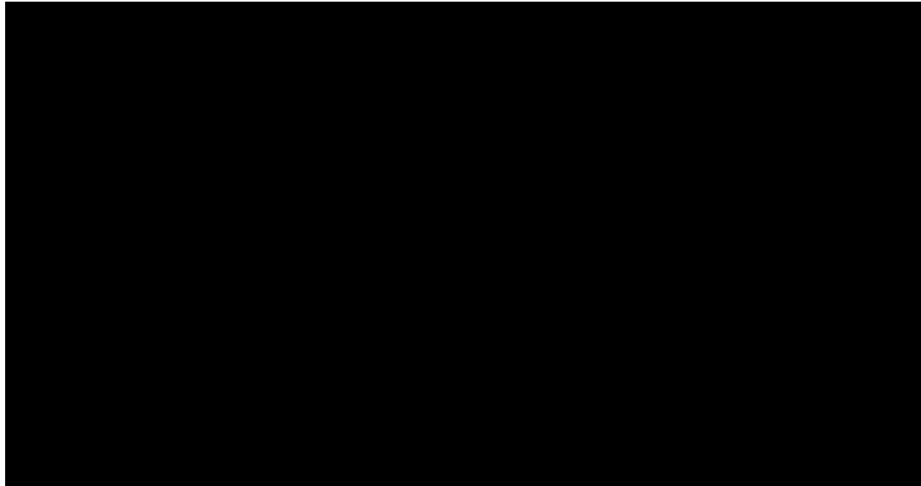
Contact details

Contact Person One:

Contact Person Two:

Applicant Project Contact *

Applicant Admin Contact



Purpose of organisation

Please briefly describe the purpose of the organisation *

Momentum was established to provide support, education and social integration initiatives for people in prison, on probation, or serving a community-based sentence. Our philosophy is that everyone deserves a fair shot at life. People in the criminal justice system have often not had a fair shot due to systemic issues like poverty, racism, violence or abuse, and they are stigmatised by wider society after they leave prison. We work to address this by empowering people in prison or people serving a community-based sentence with essential life skills to live a fulfilling and law-abiding life. In the programmes, participants learn tools and strategies to face real-world challenges effectively. Momentum has also developed a mentor programme that connects people leaving prison with a volunteer from their community to walk alongside them in their journey out of prison. This programme is being piloted across three prison sites this year. By equipping people with a life skills education, as well as emotional and practical support through the time of release and beyond, Momentum aims to create a clear pathway for people out of prison. In time, we hope to ease the pressure on the probation system and eventually reduce reoffending rates in Aotearoa.

Number of Members *

5

Te Hiku Community Grants Fund 2024-2025 Local Grant Application Form Application No. THCB00013 From Momentum Charitable Trust

Form Submitted 14 Oct 2024, 1:29PM NZDT

Project Details

*** indicates a required field**

Project Details

Clearly describe the project or event:

Name of Activity *

Life and financial skills programmes at Kaitaia Probation Centre.

Location *

51 North Park Drive, Kaitaia

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

Yes

No

Project dates:

Start Date

End Date:

Date

Date:

02/12/2024

28/02/2025

Must be a date.

Must be a date.

Project Outline

Outline your activity and the services it will provide. Tell us:

- **Who will benefit from the activity and how; and**
- **How it will broaden the range of activities and experiences available to the community.**

Project outline: *

Momentum is seeking funding of \$4,540.00 for two one-day life and financial skills programmes, facilitated by Life101, to be run at the Kaitaia Probation Centre in December 2024 - February 2024. These programmes address many of the barriers that people recently released from prison and serving community sentences face, including underemployment, financial uncertainty or mismanagement, negative self-talk, and lack of trust or engagement with institutions (like banks, IRD etc), by building participants' confidence, competence, and ability to make their own choices through a life skills education. Up to 40 people will benefit from this initiative.

Since 2018, Momentum has partnered with Life101 – a notable and leading provider in the Northern Region's prisons and probation centres – to deliver these life and financial skills programmes. Life101 employ specialised facilitators who have experience working in the criminal justice system and have high levels of engagement and respect among people in prison and on probation.

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The Department of Corrections has confirmed with us that most – if not all – people on probation at the Kaitaia Probation Centre (51 North Park Drive, Kaitaia) come from their local area, meaning participants of our programmes will take their improved skills and motivation directly back into their local community.

These programmes meet three key areas of need for people serving community-based sentences and those recently released from prison:

1. Employment and work-readiness skills, like C.V. writing, role-play job interviews, how to apply for a job, how to cope with nerves and what to wear to an interview.
2. Money skills, like creating budgets, saving techniques, how to set up a KiwiSaver, teaching your children good savings habits, and how to get started in investing.
3. Self-value and interpersonal skills, like identifying personal strengths and values, building emotional intelligence and conscious communication, strategies for dealing with difficult emotions and difficult people, and goal-setting.

One of the unique points of these programmes is that participants are able to share stories and have normal conversations with both the facilitator and with each other. The programmes don't dwell on participants' deficits or past mistakes but instead encourage them to see the potential they have to make positive changes in their lives. Life101 also supply participants with workbooks that include helpful information that they can refer back to at any time following the programmes' end.

On an outcomes level, after completing the programmes, participants will be confident to engage with potential employers and be better equipped to navigate the job market – a task made more difficult for those facing the stigma of having been in prison or on probation. Participants will be able and motivated to manage and save their money. They will also have increased self-esteem and deeper empathy for others. In the longer term, we have noticed that participants are more motivated to consider further education. Many will be actively working towards financial goals like saving for a car, a rental bond, or an emergency fund. A life skills education also helps people on probation to participate in society in an active and constructive way, bringing benefits to the wider community. By being able to effectively deal with the demands and challenges of everyday life, people who have experienced prison and/or probation will be able to make positive choices and avoid risky behaviours, alleviating stress from their whānau, support people and community.

Knowing our impact and evaluating these programmes is core to Momentum's approach. Taking into account the unique needs of the people we work with, the facilitators undertake informal, conversational evaluation with participants as a group throughout the programmes. They also ask participants to complete pre and post-programme evaluation surveys to anonymously collect feedback on how they learned, what worked well and what didn't. With this information, Life101 creates debrief reports showing both quantitative and qualitative data for higher management and corrections staff to show the unique points of insight that participants have gained. This data is also key to informing Momentum's development of the mentor programme.

Being released from prison or serving a community sentence can be a challenging time. We want to see people in prison and on probation get a fair shot at life, we hope to make

Te Hiku Community Grants Fund 2024-2025 Local Grant Application Form Application No. THCB00013 From Momentum Charitable Trust

Form Submitted 14 Oct 2024, 1:29PM NZDT

the transition into the community a more positive one. We would be incredibly grateful to once again receive support from the Te Hiku Community Board for this initiative.

Project Cost

*** indicates a required field**

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

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

Amount Requested - provide (against the item) the amount the Board is being requested to contribute.

Please Note:

- 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 values up or down to the nearest dollar
- Do not use the dollar sign (\$) - just enter the dollar value
- If you are applying for operating costs of a programme, please attach a programme outline

Budge

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
Refreshments	\$0.00	\$0.00	<i>No files have been uploaded</i>
Travel/Mileage	\$0.00	\$0.00	<i>No files have been uploaded</i>
1 x one-day 'Work-Ready, World-Ready' programme at Kaitaia Probation Centre for up to 20 individuals.	\$2,270.00	\$2,270.00	Filename: Letter of Explanation.pdf File size: 259.7 kB Filename: Quote.pdf File size: 73.8 kB
1 x one-day 'Money&Me' programme at Kaitaia Probation Centre for up to 20 individuals.	\$2,270.00	\$2,270.00	Filename: Letter of Explanation.pdf File size: 259.7 kB Filename: Quote.pdf File size: 73.8 kB

Te Hiku Community Grants Fund 2024-2025
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Other (describe)	\$0.00	\$0.00	No files have been uploaded
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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

Must be a dollar amount.

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

\$4,540

Must be a dollar amount.

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? *

\$6,384.00

Must be a dollar amount.

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

\$6,384.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount

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1-day life and financial skills programmes at Auckland Probation Centres.	\$6,384.00
	\$
	\$
	\$
	\$

Total Tagged Funds

Total Expenditure Amount

\$6,384.00

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.	
Not applicable.	\$0.00	
	\$	
	\$	
	\$	
	\$	

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.	
1 x 1-day 'Money&Me' programme at the Kaikohe Probation Centre for up to 20 individuals.	\$2,145.00	07/05/2024	Yes

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1 x 1-day 'Work-Ready, World-Ready' programme at the Kaitaia Probation Centre for up to 20 individuals.	\$2,270.00	07/05/2024	Yes
	\$		
	\$		

Last page

* indicates a required field

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We, the undersigned, declare the following:

In submitting this application:

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

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- A person responsible for keeping the financial records of the organisation
- A regularly maintained tax record (if applicable)
- A regularly maintained PAYE record (if applicable)
- The funding and its expenditure shown as sperate entries in the cash book or as a note o the accounts
 - Tracking of different funding, e.g through a spreadsheet or journey entry
- regular financial reporting to every full meeting of the governing body

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

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

Signatures

Signatory One

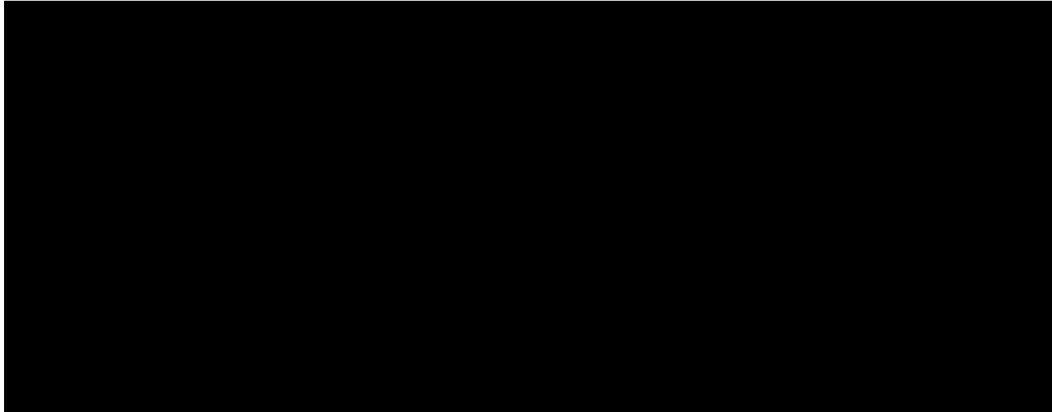
Signatory Two

Name *

Name


 A large black rectangular redaction box covers the area where the names of the signatories would be entered.

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Date
14/10/2024
Must be a date.

Date
14/10/2024
Must be a date.

7.3 PROJECT FUNDING REPORTS

File Number: A4939760
Author: Kathryn Trewin, Funding Advisor
Authoriser: Scott May, Manager - Stakeholder Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

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

- a) Ahipara Aroha – Matariki 2024
- b) Artisans Affair 2024
- c) Houhora Big Game and Sport Fishing Club
- d) Kaitaia Business Association
- e) R Tucker Thompson Youth Sailing Trust
- f) Te Whakaora Tangata
- g) TPTToTTTT – Nature Craft Workshops
- h) TPTToTTTT – Regenerative Green Spaces
- i) Volunteering Northland

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 Aroha - A4939750 [↓](#) 
2. Artisans Affair - A4939740 [↓](#) 
3. Houhora Big Game and Sport Fishing Club - A4939746 [↓](#) 
4. Kaitaia Business Association - A4939752 [↓](#) 
5. R Tucker Thompson - A4939748 [↓](#) 

6. **Te Whakaora Tangata - A4939737** [↓](#) 
7. **TPTToTTTT - Nature Craft Workshops - A4939742** [↓](#) 
8. **TPTToTTTT - Regenerative Green Spaces - A4939744** [↓](#) 
9. **Volunteering Northland - A4939738** [↓](#) 

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: Ahipara Aroha Incorporated _____

Name & location of project: Matariki ki Ahipara _____

Date of project/activity: 27-29 June 2024 _____

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$8117 _____

Board meeting date the grant was approved: May 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)
Rent/Venue Hire and cleaning	\$620.00	Bank Statement
Advertising/Promotion - signage	\$257.60	✓
Facilitator/Professional Fees - Security	\$1176.59	✓
Equipment Hire	\$2198.00	✓
Traffic Management Plan (Please see note at end of this report)	\$1322.50	✓
Total:	\$5574.69	

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

Over the course of the weekend, we had many activities happening – from the opening dawn ceremony to the closing church service. The different art exhibitions and workshops were attended by many people. Hundreds of people attended the Stars of Matariki Festival on Saturday night.

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

We had very positive feedback from members of the community and from visitors who attended events. It meant that our local community were able to attend events locally and didn't have to travel very far.

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

I also want to acknowledge our sponsors, funders & contractors who all contributed to our weekend:

- Te Hiku Community Board
- Jo Murray & Te Rarawa
- Waimarie Cassidey & Te Hiku Okoro
- Pam Mitcalfe & Stonecraft
- Pak n Save Kaitaia
- FN Roding
- Northland Waste
- T8 Traffic Control
- Onsite Access
- Te Rarawa Rugby Club
- Te Rarawa Soccer Club
- Carol Shutt & FN Security
- Kaitaia Golf Club
- Maid In NZ
- Cliff Wallace & Kaitaia Civil Construction

And lastly to our Ahipara Aroha Inc Committee especially Lennox, Jess & Jaqi who went above and beyond to make our event the best one yet. Keep an eye out for our event feedback form so that you all can let us know how we can make next years event even better.

If I happened to accidentally forget to mention you please know that I appreciate everyone who had a hand in our event, no matter how big or small it would not have happened without you all.

Mānawatia a Matariki

Lesley Wallace

Ahipara Aroha Inc Chairperson

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

Matariki ki Ahipara

- Ahipara Aroha Inc received \$3780 (quoted by T8) from THCB for a TMP at our Matariki Event in June. The actual cost were \$1322.50 and we paid that invoice. That left us with \$2457.50 difference. We have just submitted an application to the Community Board for Movie Nights in Ahipara. If possible we would like to use the funds to help with the TMP required for our Movie Nights. We feel that instead of returning the funds and then reapplying for them from THCB again that this might be an easier option. However, if required to return the funds and reapply we will be more than happy to do so.

Private Bag 752, Memorial Ave, Kaitake 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



**Project Report
COMMUNITY GRANT FUND - LOCAL**

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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: Annie Tohill- Organiser _____

Name & location of project: ARTISAN AFFAIR 2024 _____

Date of project/activity: 6 and 7 September 2024 _____

Which Community Board did you receive funding from?

Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund:\$1800 _____

Board meeting date the grant was approved:13.8.24 _____

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)
Hire of Te Ahu Centre	\$1500.00	Attach A
Graphic Design	\$300.00	Attach A
REFER SCREEN SHOT of bank account activity attached.	\$	
	\$	
Total:	\$1800.00	

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

- *35 separate exhibitions with more than 40 exhibitors participating. (Attachment B)
 - *Half had never participated in this event before. (Attachment C -Question 11)
 - *All exhibitors met criteria, "Exhibitors must have made and/or designed or transformed substantially through their own creative efforts the items they plan to exhibit and sell."
 - *Introducing and enforcing criteria helped to achieve the stated outcomes of this event.
- Enforcing criteria meant that some regulars(importers) could not attend, which created more opportunity for others who did meet the criteria.
- *Increase in diversity of exhibits.
 - *Resisted over filling the venue resulting in space for visitors to fully participate, attend and remain for some time to fully appreciate the event and exhibits.
 - *Anecdotal feedback from visitors was very positive.
 - *Catering team was a fund raiser for waka ama with tamariki actively participating-summarised as "Tamariki got so much out of the whole experience"-email 9.9.24 from parent. Satisfaction score for catering from exhibitors was 91%
 - *Positive media coverage leading up to event.

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

- *Anecdotal evidence feedback from community was positive.
- *Positive feedback and affirmation via Facebook posts.
- *A good number of first-time exhibitors had the chance to put themselves out there for the first time and by all accounts had a positive and empowering experience and are now looking for other opportunities to participate in other events.
- *Formal Evaluation outcome attached as C: Participants had very high satisfaction levels across statements on value, exposure, space, layout, timing, organization, diversity, catering with scores showing 88-96% satisfaction rate.
- *Evaluation return was 76.5% which was a high participation immediately after this event when exhibitors were packing up and heading off.
- *Description of the events atmosphere demonstrates this was a **real local Artisan community event** described as friendly, helpful, creative, casual, diverse, fun, buzzing, invigorating.
- *Culling exhibitors who were just importers reduced the presence of global exploitation and increased local participation, empowerment and ownership. There were high levels of excitement

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prior and during the event.

*Exhibitors participated in organisation and marketing. They received weekly updates of progress leading up to the event. This helped to increase ownership and participation.

*Regular updates also demystified some of the organisation detail and helped to calm exhibitors anxiety.

*Several current exhibitors and others who did not participate on this occasion are immediately wanting to register for the 2025 Artisan Affair. This is testimony to how much local Artisans value this event.

*This group of local artisans (and caterers) are hard-working, creative and passionate about what they do and had this opportunity to celebrate those special qualities.

*The lack of funding reduced some of the extras (like a paid clean-up crew) available in previous years, however everyone pitched in, taking ownership/responsibility and the venue was totally restored within an hour of the event closing.

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

Te Hiku Community Boards decision to fund was immediately acknowledged in The Northland Age article of 15.8.24. Facebook posts from that point acknowledged this support also.

LINK

https://www.nzherald.co.nz/northland-age/news/popular-far-north-artisans-fair-saved-from-cancellation/DLIEW3VLCNEKPB5GPUGWTH2BIY/?fbclid=IwY2xjawFMD_hleHRuA2FibQixMQABHargLSdb5C0uL-FWFSVWUfUmkqo3FwHiyUGIISduOXipweocxGD4rVaCQw_aem_sfk2kqt4aRaJvkyZqJVSSg#google_vignette

An interview with Te Hiku Media again acknowledged funding and support from Te Hiku Community Board.

LINK

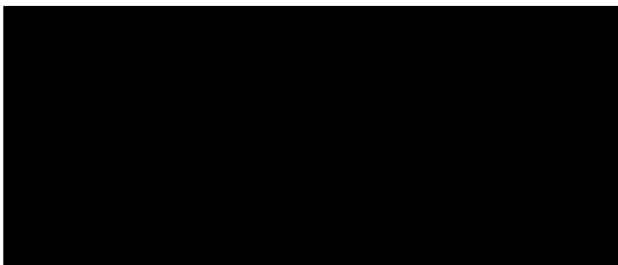
https://tehiku.nz/te-hiku-radio/kuaka-marangaranga/49405/upcoming-artisan-affair-at-te-ahu?fbclid=IwY2xjawFMED1leHRuA2FibQixMQABHccTuZDQY1w6ZO7LXsPWkzpYjosthWt4R6P_q1iEJKz6rP30Q74Tfd_yqA_aem_W0gZU5Ti-DF2GpTCvo1qNw

Te Hiku Community Boards funding was again acknowledged in the Exhibitors "pre-event briefing" at 11.30am on 6.9.24.

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

<https://www.facebook.com/profile.php?id=100085403741702>

This report was completed by:



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

The project went to plan with club volunteers and the contractors working together to complete the job in very quick time.

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

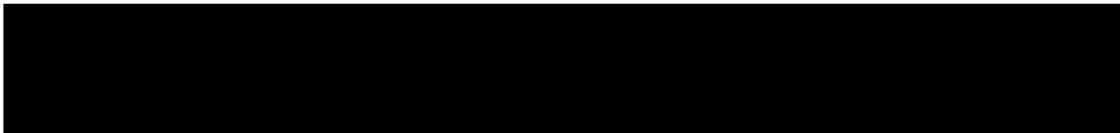
The photographs show a smart new ramp with handrail located in the center of the ramp to enable the public and club members to safe walk up or down the ramp in any weather. The ramp has no steps at either end to allow wheel chair access.

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 club appreciates the continued support for Te Hiku Community Board with several applications being sort in previous years and has permanent signage over the main door of the building and on the weigh station of the new wharf. Recognition of the continued financial support was made in the clubs newsletter which is emaile4d to every member and also posted on the clubs face book page.

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

<http://www.facebook.com/onebasenz>

This report was completed by:

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



**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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

Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: **Kaitaia Business Association** _____

Name & location of project: **Kaitaia Master Planning** _____

Date of project/activity: **2022 - 2024** _____

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: **\$120,000** _____

Board meeting date the grant was approved: **June 2022** _____

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)
First Retail	\$34,400	
Eclipse	\$25,985.92	
Jasmax	\$15,000	
Arcline	\$7,845	
Haigh Workman	\$20,959.57	
Signs of Life	\$90	
Total:	\$104,280.49	

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

The reports allow Kaitaia CBD to have a strategic retail plan that can guide future works and allow planning for development to benefit the business sector. The next steps would be to prioritise and socialise the reports so that the community can decide where they want and where they want to see the next improvements for the town. At least 600 residents participated in the research that contributed to the Retail Strategy and Kaitaia Masterplan. This research included input from businesses, students at Kaitaia College, network meetings, Kaitaia Business Association committee meetings, individual business visits, and an online survey.

This is the first time a master plan has been created for the CBD area, intended to guide decision-making by all stakeholders, including FNDC staff. Following the creation of these documents, feedback indicated a concern about car parking availability. In response, a car parking analysis was conducted in late 2023, revealing that the peak occupancy rate is generally below 70%, indicating ample parking availability. However, the redevelopment of the PaknSave site has changed the nature of the current car park road painting outside Farmers (no Parking due to previous turn in space) which we would like returned to car spaces and allow better access to nearby retail stores. The pedestrian crossings are also faded along Commerce Street so a line remarking would be beneficial to our town.

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

Due to the wide range of contributors, the master plan should in theory benefit the entire community if it is referred to in the future and not left on a shelf or in computer filed documents!

The findings are that we require young professionals to make use of urban developments in or near the centre of town to generate more business.

The fear the community has is the type of resident that may be attracted to inner town living due to the reputation of Kainga Ora housing developments.

The plan has been carried out over an 18-month period and will be useful and beneficial if it is referred to in the decision-making processes in our community.

It would be an advantage if these three documents were able to be available to the public via the FNDC website as the current "Kaitaia plan" is very out of date.

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

These three big reports are accessible through your FNDC internal database system.

Link to Retail Strategy plan

fndc.sharepoint.com/teams/electedmembers/CommunityBoards/Forms/AllItems.aspx?id=%2Fteams%2Felectedmembers%2FCommunityBoards%2FTHCB%2F2%2EKaitaiaTownCentreRetailStrategy%2FKaitaiaRetailStrategyDraft260822byKaitaiaBusinessAssociation%2Epdf&parent=%2Fteams%2Felectedmembers%2FCommunityBoards%2FTHCB%2F2%2EKaitaiaTownCentreRetailStrategy

Link to car parking plan

[OneDrive \(sharepoint.com\)](#)

Link to Kaitaia Master plan

fndc.sharepoint.com/teams/electedmembers/CommunityBoards/Forms/AllItems.aspx?id=%2Fteams%2Felectedmembers%2FCommunityBoards%2FTHCB%2F2%2EKaitaiaTownCentreRetailStrategy%2FKaitaiaMasterPlanbyJasmax%2Epdf&parent=%2Fteams%2Felectedmembers%2FCommunityBoards%2FTHCB%2F2%2EKaitaiaTownCentreRetailStrategy

It is important moving forward that we prepare our town for the Mangamuka opening just before Christmas to ensure our town looks its best for the expected influx of visitors with SH1 opening. On that note KBA

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would like permission from the THCB to use the remaining funds to do a one-off water blast clean of the awning and hanging signs in Commerce Street up to Melba Street and payment of the next Wahine Wild invoice who we engage monthly to work on gardens and the PaknSave corner round about within the CBD area. To date we have paid Wahine Wild to do the gardens monthly but have run out of funds for this year to complete. We appreciate consideration of this in preparation for Christmas.

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

[Facebook](#)

This report was completed by:



NB: Please note we are still trying to track down previous invoices that in the past, were emailed directly to our late Treasurer, Stewart Russell who passed away in January this year. As our treasurer he was a chartered accountant who took care of our payments and invoices. As soon as the Eclipse invoices are emailed through I will forward to Kathryn to complete this report. A positive from this is that we now require every invoice to be uploaded to our xero accounts to avoid this situation happening again.



**Far North
District Council**

**Project Report
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Funding Advisor
Far North District Council Private
Bag 752
KAIKOHE 0440

Name of organisation: R. Tucker Thompson Sail Training Trust

Name & location of project: Opuia, Bay of Islands

Date of project/activity: 25 June-1 July and 13-19 July

Which Community Board did you receive funding from?

Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund: \$4000

Board meeting date the grant was approved: April 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)
Sophia Keoghan	\$2000	
Te Paea Rameka	\$2000	
Total:	\$4000	

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

Please see attached voyage report that profiles the two trainees who were the recipients of the funding.

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

Please see attached voyage report that profiles the two trainees who were the recipients of the funding.

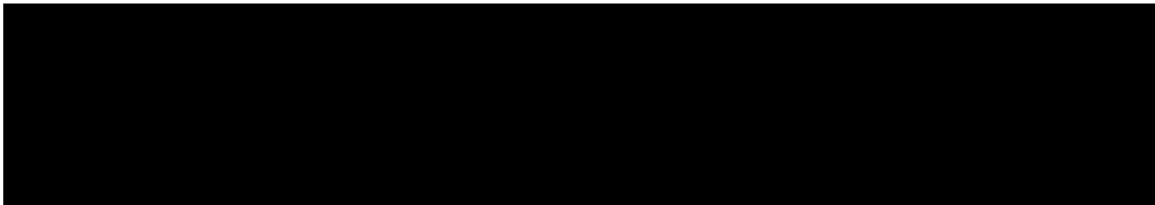
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

Please see attached voyage report that profiles the two trainees who were the recipients of the funding.

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

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

This report was completed by:





**Far North
District Council**

**Project Report
COMMUNITY GRANT FUND - LOCAL**

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Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Te Whakaora Tangata

Name & location of project: Life Restoration Course for Far North Whanau – Te Hiku Sports Hub, Kaitaia

Date of project/activity: 12-21 August 2024

Which Community Board did you receive funding from?



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund: \$434.00

Board meeting date the grant was approved: 19 February 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)
VENUE HIRE for Life Restoration Programme (August) - Te Hiku Sports Hub 74 South Road Kaitaia – Program Room and Kitchen Hire (12 August, 14 August, 16 August, 19 August, 21 August)	\$467.50	✓
GST	60.97	
Total:	\$406.53	

Give a brief description of the highlights of your project including numbers participating:**Far North Restoration Programme 2024:****Life Restoration Course: Restoring Emotional wellbeing, Resilience and Relationships**

Te Whakaora Tangata has been supporting high-risk whānau through our unique three-stage process, beginning with our Life Restoration Course and Graduation.

This course consists of five 3-hour sessions held over two weeks but can also be delivered in a condensed format and tailored to specific communities (Mobile Delivery). The course addresses the root causes of dysfunction (e.g. emotional and behavioural responses to childhood trauma), laying a foundation for family stability and emotional resilience.

At the conclusion of each course, we hold a graduation celebration for whānau and community stakeholders.

Graduation is a highlight for all participants, many of whom have never been honoured before. Guests enjoy a delicious catered lunch, followed by graduates' speeches and the presentation of framed certificates.

We delivered two Life Restoration Courses in Kaitaia during 2024, in March and August – plus a mobile delivery condensed 2-day programme for 84 community leaders in February.

March Life Restoration Course (held at Kaitaia Christian Fellowship Hall): 17 Graduates

August Life Restoration Course, held at Te Hiku Community Sports Hub: 42 Graduates – funding was used to cover for venue hire costs for our August Life Restoration course.

We also provided follow-up and support to whānau after each course, resourcing whānau with tools to live well and create stable homes:

One-on-One Counselling: Following completion of the Life Restoration Course, we provide an intensive One-on-One full-day counselling session to investigate past sources of trauma, i.e. sexual abuse, neglect and abandonment; begin the work to see emotional healing begin to take place.

24-hour Crisis Intervention: We are available for crisis call-outs at any time for high-risk clients in situations such as domestic violence or suicide. We often work with Police on site to positively resolve the immediate crisis and then provide additional follow-up counselling support.

Whānau Coaching: Our Whānau Coaches offer a range of support from in-home visits to small group support.

Couples Counselling: A series of counselling sessions to help couples improve communication, deal positively with conflict and reduce domestic violence.

Describe the main findings in your evaluation of the project/event; describe how your project/event benefited the community:**Far North Restoration Programme – Life Restoration Courses**

We delivered two Life Restoration courses in the Far North in 2024, as well as one 2-day condensed version delivered to community leaders. In total 139 whānau attended our Life Restoration Courses this year. Our March course was delivered to 17 attendees; our 2-day condensed course was delivered to 80 community leaders; our August course was delivered to 42 attendees.

Te Whakaora has had incredible success in seeing whānau become well and experience significant improvements in mental health and social connectedness indicators. This is due to our community-based, relational approach where we build connection and relationship with individuals and walk alongside them and their whānau, with shared vulnerability to create a safe space where whānau feel comfortable talking about their struggles, challenges, thoughts and feelings.

Our process addresses the root causes of dysfunction (e.g. emotional and behavioural responses to early childhood trauma) in order to build emotional wellness and resilience and break free from negative cycles that have people trapped in intergenerational cycles of poverty, addiction and abuse.

We know that our work is highly effective at moving people from high-risk to low-risk of negative outcomes as they work with us.

- As clients have engaged with us, their capacity for personal growth has increased, and their confidence grew as they discovered abilities and strengths they didn't know they had. Their mental and emotional resilience improved,

so they could push through obstacles and disappointments. When they were ready, we supported clients to access work or study opportunities, supporting and mentoring them until they are firmly established and “on their feet” in every area of wellbeing – physical, social, mental and spiritual.

Over the past year, we surveyed clients before and after our Life Restoration Course - the first stage of their journey with us. 89%* of our clients experienced an improvement in at least one of the following indicators:

- Crucial Relationship indicators: Relationship with Kids, Partner, Wider Family, Friends.
- Stability in the Home indicators: Oranga Tamariki Involvement, Alcohol/Drug use, Food Shortage, Domestic Violence, Gambling.
- Mental Health indicators: Depression, Anxiety, Suicide, Anger, Stress in the home.

Data analytics confirm that our results represent statistically significant positive change. We have also recorded observational and qualitative data for reporting to key stakeholders and for course refinement. (Data independently evaluated by Impact Lab)

Far North Restoration Programme – Helping Families Break the Cycle

Because of Te Whakaora’s support, the families we worked with have experienced decreased rates of offending, addiction and family violence, along with increased financial stability and employment and improved mental health. Long term, we have seen whānau become low-risk for family violence, child maltreatment, suicide, addiction, family breakdown, gang involvement, crime and unemployment. Parents have moved into full-time employment or study with a reduced reliance on benefits. **Data independently analysed by Impact Lab.*

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

Feedback from Programme Participants:

“I’m ready to look for a job this week. I know this course has helped, is helping and will help thousands of people to heal. What an experience! I think anyone suffering from past traumatic experiences and need healing from it need this course to heal fully”

“I want to stop substance abuse as an outlet to cope when times get tough. Change the way I drink, my drinking patterns.”

“[This course has helped me] To build good relationships with my babies and for me to express myself better”

“I think it’s fantastic, in the way it is going to effect my life and future. AMAZING!”

“[I am looking forward to] Being Tika (right), being Pono (truth) and all done with love.”

“I believe it is a gr8 course ... it gives clarity.... and i wish for this course to go worldwide...”

“[After the course I have been] Acknowledging my past hurts and learning to live with forgiveness and appreciation”

“This course was extremely eye-opening. A much-needed realisation about forgiveness. I struggled with forgiveness before this course. I hope I can continue to be forgiving in the future.”

“Every human being needs to complete this course. Very powerful programme through the testimonies of Cliff & Indranee. Well presented. I hope for emotional healing in my family”

“The course is wonderful. I have learned so much, especially about myself. It was really eye-opening. I hope that by understanding my brokenness that the curse of lust is broken for myself and my generations that follow”

“It was an excellent course, we attended at a perfect moment for where life is at for us. very grateful for the hospitality and information. Hope is for a better marriage and better parenting”

“Course is great to bring awareness of long held trauma. My hope is for my children and mokopuna to be free of trauma early in their lives rather than later.”



**Far North
District Council**

**Project Report
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Funding Advisor

Far North District Council Private

Bag 752

KAIKOHE 0440

Name of organisation: Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust _____

Name & location of project: Nature Craft Workshops in Te Hiku Community _____

Date of project/activity: June 2023 to August 2024 _____

Which Community Board did you receive funding from?

Te Hiku

Kaikohe-Hokianga

Bay of Islands-Whangaroa

Amount received from the Community Fund: \$960 _____

Board meeting date the grant was approved: December 2022 _____

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)
Workshop Supplies	\$967.98	Attached
	\$	
	\$	
	\$	
Total:	\$960.00	

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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:

This has been one of most successful series of workshops from the point of view of engaging children.

Seasonally aligned workshops were taken to the community to enable everyone to experience how the seasons affected the environment around us. Traditional skills were taught using mainly natural materials or repurposed / upcycled materials, part of the process was learning how to responsibly forage for these materials in our environment.

In addition to learning new crafts and experiencing the environment around us, participants were able to participate in traditional story telling with many legends from around the world being told and compared.

By specifically targeting many of these workshops for children and taking them to schools etc in the region, we were able to reach many participants (often 10-20 in a group), including children, their teachers and their parents.

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

The workshops provided an opportunity for individuals to learn about their environment, oral histories, and traditional skills in a fun and active way.

Some children became so interested in some of the skills that they were introduced to that they have continued to participate in workshops at AnoAno, particularly in areas such as whittling and sewing. Home schooled kids in Peria have regular active outdoor sessions where they learn about their environment, hear oral histories and create their own stories, participate in role playing, and craft their own props for their games.

Benefits to the community include:

- Oral histories are preserved and shared between the generations
- A greater understanding and valuation of the local environment is developed
- Individuals, including, but not solely, children get to learn while being active
- Less impact on land fill as items are repurposed, or made from natural resources
- Individuals develop social skills and become more confident relating to each other by being encouraged to tell their own stories, or helping others, while learning new skills
- Individuals from all geographical backgrounds feel included by being encouraged to share their own seasonal traditions

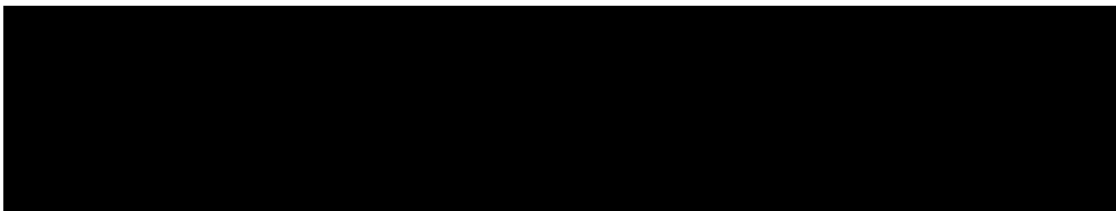
Please provide details and attach or email photos and/or any marketing collateral that was produced for your event/project acknowledging the Community Board:

The Community Board was acknowledged in the following ways:

- On email footers
- Facebook Page
- Website
- Newsletters
- Event promotional material, eg posters
- Annual report

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

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

This report was completed by:

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 Pokapu Tiaki Taiao O Te Tai Tokerau Trust** _____

Name & location of project: **Regenerative Green Spaces (Tuituia Te Kahunuku) and Traditional Crafts Workshops – Te Hiku** _____

Date of project/activity: **Ongoing, start date: 1 Dec 2023** _____

Which Community Board did you receive funding from?

Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund: **\$2,500** _____

Board meeting date the grant was approved: **November 2023** _____

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)
Mitre 10 – Equipment Purchases	\$449.78	Y
Macpac – Equipment Purchases	\$990.34	Y
Hercules Instant Shelter – Advertising Valance	\$179.00	Y
Bunnings – Cooler: hydrating volunteers / workshop participants	\$68.70	Y
Te Ahu Charitable Trust – Kitchen Hire	\$65.22	Y
The Garden Centre – Potting Mix	\$62.61	Y
Advance Landscape Supplies – Erosion Control Weed Matting (Total Cost \$1435.00)	\$385.03	Y
Contractor Fees: Merryn; Waikarere, Anna, Cassandra all contribute to Tuituia Te Kahunuku and Traditional Crafts Workshops (exceeds \$18,000)	\$300.00	Y
Volunteers		
All \$amounts shown GST Exclusive		
Total:	\$2,500.68	

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

To date 9 wānanga have been held in the Tuituia Te Kahunuku project, covering a number of areas, starting with the foraging elements of our project, in particular the collection and processing of karaka berries; then moving on to site preparation and planting (as the weather dictated); then the making of rat traps for pest control. Over 90 participants have been involved, including drivers stopping to enquire what is happening and individuals on walks going past the restoration sites.

The tale of the karaka was told in the earlier wānanga, and ideas collated on what different areas could look like in the future, what plants could be grown, and what pests threaten the areas. Seeds and over 200 seedlings have been harvested from various sites, including back yards within the community, for future planting.

Over 200 larger plants for immediate planting have been purchased for the planting workshops, to coincide with ideal planting conditions. Clearing and stump poisoning of Privet currently underway, was undertaken by contractors, prior to the wānanga based around site preparation, and ultimately planting.

Traditional Crafts Workshops

These have been held both in conjunction with Tuituia Te Kahunuku and separately, for example with the 'Free Range Kids', a homeschool group in Peria.

Crafts have included: whittling; weaving; manu kite making; Polish egg painting; Beltane mask making; beeswax dipped candles; Rongoa making, and more. These sessions all include story telling and a discussion on how the traditional crafts and beliefs may have come about, how there are similarities between different cultures and how these are relatable to us today.

These craft sessions are always well attended with between 5 to 20 participants in each of the sessions, both children and adults becoming fully involved in the sessions. Everyone is encouraged to share their prior knowledge of the crafts being explored, and to contribute to the storytelling on the day.

<https://www.tiaki-taiaroa.org/the-tuituia-te-kahunuku>

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

This project has been successful in bringing people together to achieve a common goal. This has included individuals of diverse backgrounds and ages, including three generations of one family.

Tuituia Te Kahunuku is truly a project that encapsulates the meaning "together binding the strands to clothe Papatuanuku".

At the heart of the project is the process of replanting under utilized areas around Te Hiku with native plants, and some food resilience areas. Along the way, individuals are taught how to care for these plants and how to sustainably share in the bounty so that both native flora and fauna can flourish in the region.

Traditional crafts, such as: weaving; making Rongoa; harvesting and processing Karaka berries into Maori peanuts; are taught alongside pest control techniques, including making rat traps. Interwoven amongst this are traditional storytelling, planting, and shared kai (including foraged ingredients).

The community benefits from:

- Social connections being made and/or strengthened over a common undertaking
- Traditional stories and skills are shared and preserved for future generations
- The local environment is valued and protected by community members
- Flora and Fauna native to the area are supported and helped to thrive via the creation of wildlife corridors, and pest control measures
- Unused, or under utilized areas are restored and are less likely to become dumping grounds for rubbish
- Pest flora and fauna are removed
- Food resiliency is supported through the planting of some pockets of fruit trees etc
- Riparian planting to help with flood prevention
- Rongoa plantings being restored for future use by the community
- Community members feel positive about the improvements to their environment
- Individuals can benefit from being outdoors and participating in a physical activity with the companionship of others

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

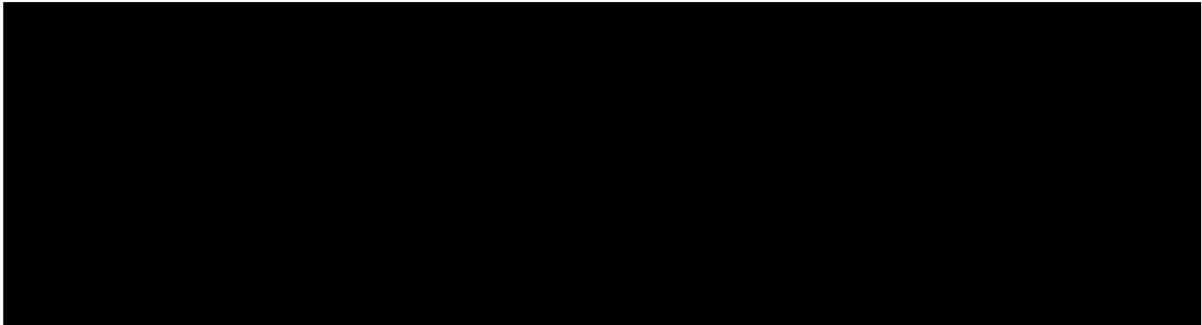
The FNDC Community Board has been recognized via:

- Footers on marketing material
- On Facebook posts
- Within the Annual Reports

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

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

This report was completed by:





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: Volunteering Northland

Name & location of project: Costs for Volunteering Northland

Date of project/activity: July 2023 - June 30, 2024.

Which Community Board did you receive funding from?

- Te Hiku Kaikohe-Hokianga Bay of Islands-Whangaroa

Amount received from the Community Fund: \$4000

Board meeting date the grant was approved: June 2023 -

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)
	\$	
<u>Profit + Loss attached</u>	\$	
	\$	
	\$	
Total:	\$	

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:

Highlights of the Project

- **First Aid Training:**
 - Trained 12 people in first aid in the Te Hiku and Kaikohe-Hokianga areas.
- **Role Advertisements:**
 - Advertised volunteer roles in both regions through NZME, Te Hiku newsletter, at events and social media
- **Community Engagement:**
 - Attended various events and networking meetings.
 - Set up pop-up stalls to engage directly with the community.

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

The project/event yielded several positive outcomes that have significantly benefited the community:

1. **First Aid Training:**
 - A total of 12 individuals received first aid training, enhancing the health and safety capabilities of the organisations they volunteer or work at.
 - This training contributes to better health and safety outcomes across the community and increases the capability of the organisations involved.
2. **Volunteer Engagement:**
 - There was a noticeable increase in the number of organisations listing volunteer roles, indicating a growing interest and trust in our services.
 - We saw a rise in referrals of individuals wanting to volunteer, suggesting heightened community engagement and willingness to contribute.
3. **Securing Funding:**
 - The growing interest in our services in both regions enabled us to secure funding for strategic planning workshops.
 - We also obtained funding for volunteer appreciation events, recognizing and valuing the contributions of volunteers.
4. **Ongoing Support:**
 - Our community connections coordinator regularly visits the region, providing consistent support both in-person and via telephone and online.

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

On our website and our newsletters
<https://volunteeringnorthland.nz/about#funders>

We will also put it in our annual report at the end of this year (July 31st is year end)

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

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

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 SETTING OF 2025 MEETING SCHEDULE

File Number: A4960884

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

PURPOSE OF THE REPORT

To allow the Community Board to set their meeting dates for the 2025 calendar year.

EXECUTIVE SUMMARY

- Each Community Board is responsible for setting their own meeting dates.
- The report recommends that the Te Hiku Community Board meet 4-weekly.
- The Community Board meetings will be held on Tuesdays.

RECOMMENDATION

That the Te Hiku Community Board:

a) adopt the following meeting dates for the 2025 calendar year:

- 21 January 2025
- 18 February 2025
- 18 March 2025
- 15 April 2025
- 13 May 2025
- 10 June 2025
- 8 July 2025
- 5 August 2025
- 2 September 2025

1) BACKGROUND

The Local Government Act (LGA) requires a local authority to hold meetings that are necessary for the good governance of its region or district. The Local Government Official Information and Meetings Act (LGOIMA) promotes the open and public transaction of business at meetings. Neither the LGA or LGOIMA requires a local authority to schedule meetings a year in advance, however it is considered good practise throughout New Zealand.

Council reserve 28 October of each year, as a non-Council meeting day, in recognising the signing of He Whakaputanga o te Rangatiratanga o Nu Tirenī – Declaration of Independence of the United Tribes of New Zealand.

Community Boards are required to set their own meeting dates.

2) DISCUSSION AND OPTIONS

This report recommends that Te Hiku Community Board meet on Tuesdays, 4 weekly when possible.

The 2025 formal meeting calendar proposed to Council is that Council and Committee meetings would be held on a 4 weekly rotation and that Te Miromiro – Assurance, Risk and Finance would be

held 6 weekly. As part of the Formal Meeting Calendar adoption by Council reserve dates have been set aside for workshops.

The proposed Community Board meeting dates are considered in the Council 2025 formal meeting calendar. The proposed meeting dates ensures minimal meeting event conflicts and sufficient time for report escalation to the following Council meeting.

Please note, additional time may be required from time to time for unexpected or unanticipated matters. This should however be minimal. Staff are committed to providing as much notice as possible and making sure that business where possible, is restricted to the days adopted as part of this schedule.

Community Boards are also encouraged to meet informally outside of the formal meeting schedule to touch base or conduct workshops to discuss various matters.

Reason for the recommendation

To adopt a schedule of Te Hiku Community Board meetings for the 2025 calendar year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There is a cost in supporting meetings, and these are covered within operational budgets.

ATTACHMENTS

1. **Draft 2025 Meeting Calendar - A4954376**  

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.

Compliance requirement	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 matter is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The relevant legislation as referenced in the report is the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.
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.	Community Boards are responsible for setting their own meeting schedule. Similar reports will be written suggesting alignment with Council and Committee meetings.
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 particular implications for Māori. Meetings are not scheduled on significant dates ie Waitangi Day, Matariki or He Whakaputanga.
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 does not have any implications on persons identified in legislation.
State the financial implications and where budgetary provisions have been made to support this decision.	Financial implications are covered within operational budgets.
Chief Financial Officer review.	The CFO has not reviewed this report.

2025 Formal Meeting Calendar																												
	January	February	March	April	May	June	July	August	September	October	November	December																
Sat		1	1																									Sat
Sun		2	2					1																				Sun
Mon		3	3					2	KINGS BIRTHDAY				1															Mon
Tue		4	4	RESERVE DAY	1	RESERVE DAY		3	RESERVE DAY	1	RESERVE DAY		2	THCB														Tue
Wed	1	NEW YEARS	5	5	RESERVE DAY	2	RESERVE DAY		4		2		3		1													Wed
Thu	2	NEW YEARS	6	WAITANGI DAY	6	THERC	3	THERC	1	THERC	5	COUNCIL	3	COUNCIL														Thu
Fri	3		7	7		4		2		6		4	1		5	KHCB	3	KHCB										Fri
Sat	4		8	8		5		3		7		5	2		6										1			Sat
Sun	5		9	9		6		4		8		6	3		7										2			Sun
Mon	6		10	10		7		5		9		7	4		8										3			Mon
Tue	7		11	THERC	11	RESERVE DAY	8	TMARFC	6	RESERVE DAY	10	THCB	8	THCB	5	THCB	9	TKTIC	7	TKTIC					4			Tue
Wed	8		12		12		9		7		11		9		6	TMARFC	10	RESERVE DAY	8	RESERVE DAY					5			Wed
Thu	9		13	COUNCIL	13	COUNCIL	10	COUNCIL	8	COUNCIL	12	BOIWCB	10	BOIWCB	7	BOIWCB	11	TKTAMC (TBC)	9	TKTAMC					6			Thu
Fri	10		14		14		11		9		13	KHCB	11	KHCB	8	KHCB	12								7			Fri
Sat	11		15		15		12		10		14		12		9											8		Sat
Sun	12		16		16		13		11		15		13		10											9		Sun
Mon	13		17		17		14		12		16		14		11											10		Mon
Tue	14		18	THCB	18	THCB	15	THCB	13	THCB	17	TKTIC	15		12	TKTIC	16	TMARFC	14						11			Tue
Wed	15		19	TMARFC	19		16	KHCB	14	TMARFC	18	RESERVE DAY	16		13	RESERVE DAY	17	RESERVE DAY	15						12			Wed
Thu	16		20	BOIWCB	20	BOIWCB	17	BOIWCB	15	BOIWCB	19	TKTAMC	17		14	TKTAMC	18	THERC	16						13			Thu
Fri	17		21	KHCB	21	KHCB	18	GOOD FRIDAY	16	KHCB	20	MATARIKI	18		15		19								14			Fri
Sat	18		22		22		19		17		21		19		16		20								15			Sat
Sun	19		23		23		20		18		22		20		17		21								16			Sun
Mon	20		24		24		21	EASTER MONDAY	19		23		21		18		22								17			Mon
Tue	21	THCB	25	TKTIC	25	TKTIC	22		20	TKTIC	24	TMARFC	22	TKTIC	19	RESERVE DAY	23	RESERVE DAY	21						18			Tue
Wed	22	RESERVE DAY	26	RESERVE DAY	26	RESERVE DAY	23		21	RESERVE DAY	25	RESERVE DAY	23	RESERVE DAY	20	RESERVE DAY	24								19			Wed
Thu	23	BOIWCB	27	TKTAMC	27	TKTAMC (TBC)	24		22	TKTAMC (TBC)	26	THERC	24	TKTAMC	21	THERC	25	COUNCIL	23						20			Thu
Fri	24	KHCB	28		28		25	ANZAC DAY	23		27		25		22		26								21			Fri
Sat	25		29		29		26		24		28		26		23		27								22			Sat
Sun	26		30		30		27		25		29		27		24		28								23			Sun
Mon	27	NORTHLAND ANNIVERSARY		31			28		26		30		28		25		29								24			Mon
Tue	28						29	TKTIC	27	RESERVE DAY			29	THERC	26	RESERVE DAY	30	THCB	28	HE WHAKAPUTANGA					25			Tue
Wed	29						30	TKTAMC	28	RESERVE DAY			30		27		29								26			Wed
Thu	30						31	THERC					31	COUNCIL	28	COUNCIL									27			Thu
Fri	31						31								29										28			Fri
Sat															30										29			Sat
Sun															31										30			Sun

COMMUNITY BOARDS
THCB - Te Hiku Community Board
BOIWCB - Bay of Islands-Whangaroa Community Board
KHCB - Kaikohe-Hokianga Community Board
COMMITTEES
THERC - Te Huia-Executive Review Committee
TKTAMC - Te Kuaka-Te Ao Māori Committee
TMARFC - Te Miromiro-Assurance, Risk and Finance Committee
TKTIC - Te Koukou-Transport and Infrastructure Committee
RESERVE DAYS (26)

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 TE HIKU COMMUNITY BOARD NOVEMBER 2024 OPEN RESOLUTION REPORT

File Number: A4667383

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 November 2024 Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

Any resolution or decision from a meeting is compiled on an open resolution status report to capture actions triggered by Board decisions. Staff provide updates on progress against tasks that are not yet completed.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Community Board coordinators assist in following up outstanding resolutions with staff where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings following the printing of an agenda.

The outstanding tasks are often multi-facet projects that take longer to fully complete.

Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

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

There are no financial implications or need for budgetary provision in receiving this report.

ĀPITIHINGA / ATTACHMENTS

1. November Open Resolutions Report - A4974933  

OPEN RESOLUTION REPORT			
		Division: Committee: Te Hiku Community Board Officer:	Printed: Wednesday, 13 November 2024 10:19:57 am Date From: Date To:
Meeting	Title	Resolution	Notes
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme	RESOLUTION 2023/35 That the Te Hiku Community Board; a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme. b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund. c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees. d) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description. e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. <p style="text-align: right;">CARRIED</p>	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
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	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

OPEN RESOLUTION REPORT		Printed: Wednesday, 13 November 2024 10:19:57 am Date From: Date To:
Division: Committee: Officer:	Te Hiku Community Board	

Meeting	Title	Resolution	Notes
		machine cleaning, be reported back to the Drainage Committees. e) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description. f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. <p style="text-align: right;">CARRIED</p>	
Te Hiku Community Board 9/05/2023	Kaitaia Drainage Area 2022/2023 Programme	<p>RESOLUTION 2023/33</p> <p>That the Te Hiku Community Board;</p> a) approve the reviewed Kaitaia Drainage Area 2023/2024 work programme. b) approve the proposed 2023/24 Spraying Programme. c) request the proposed rate change for \$133k, including drone hireage and machine cleaning, be reported back to all Drainage Committees. d) and submit to Council a request for a Public Good component in the rates to be reviewed for the Long-Term Plan. 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.	<p>02 Feb 2024 12:29pm The contract is due to be signed week starting 5 February 2024</p> <p>06 Mar 2024 12:20pm EOI closes on 11 March, recruitment closed with no suitable candidates and will need to be re-advertised. Work has been carried out and contract has been paid</p> <p>05 Apr 2024 1:11pm Kaitaia drains sprayed. Hobson Drain to Kaikino drain has also been priced and awarded. Yet to receive invoice confirming work has been done., EOI completed with 4 interested contractors., Drainage role reviewed to include compliance and tradewaste. To be readvertised.</p> <p>03 May 2024 8:13am Preferred supplier confirmed. Contracts to be drafted for award by 30 June for FY24/27., Kaitaia spraying completed., Budgets confirmed and submitted to Finance for rating purposes.</p> <p>28 May 2024 1:53pm Finalising contract details to be awarded by 30/06</p> <p>05 Jul 2024 8:04am Currently in the last stages of Contract finalisation.</p> <p>09 Sep 2024 2:14pm Status Quo.</p>

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Wednesday, 13 November 2024 10:19:57 am Date From: Date To:	
Meeting	Title	Resolution	Notes
		f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. <i>Note: Thank you to Fiona King and Blair King</i> <p style="text-align: right;">CARRIED</p>	
Te Hiku Community Board 21/11/2023	Te Hiku Community Board 2024-2027 Footpath Programme Priority	RESOLUTION 2023/114 That Te Hiku Community Board a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan. i) Mill Bay Road - SH10 to Rangakapiti, Mangonui ii) SH 1 @ Gill, Awanui iii) Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto iv) Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia <p style="text-align: right;">CARRIED</p>	27 Jun 2024 2:37pm No further update since 30 May - still on hold until September 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
Te Hiku Community Board 12/12/2023	Support of Pedestrian Crossing	RESOLUTION 2023/126 That Te Hiku Community Board supports the petition from Pukenui residents for a pedestrian crossing on State Highway 1, at 4133 Far North Road. <p style="text-align: right;">CARRIED</p>	30 May 2024 12:27pm Elizabeth Stacey: The work for a pedestrian crossing is the responsibility of NZTA Waka Kotahi. This petition has been communicated to Tim Elliot and we have conducted a site visit and reported back to council. It is on the list of NZTA's projects for consideration for next LTP. No further work for council staff at this time. 27 Jun 2024 2:38pm

OPEN RESOLUTION REPORT	Printed: Wednesday, 13 November 2024 10:19:57 am Date From: Date To:
Division: Committee: Te Hiku Community Board Officer:	

Meeting	Title	Resolution	Notes
			No further update since 30 May - still on hold until September 26 Jul 2024 1:11pm The Pukenui crossing sits with NZTA Waka Kotahi to fund, can be closed for Council staff response. 20 Aug 2024 10:38am The Pukenui crossing sits with NZTA Waka Kotahi to fund, can be closed for Council staff response. 05 Nov 2024 8:36am The Pukenui crossing sits with NZTA Waka Kotahi to fund, action can be closed for Council staff response.
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. <p style="text-align: right;">CARRIED</p>	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 13/02/2024	Deferral of North Park Toilet Construction	RESOLUTION 2024/4 That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table. <p style="text-align: right;">CARRIED</p> <i>Note: The Board request further enquiry by staff into alternative locations for the toilet.</i>	03 Jul 2024 12:27pm Licence to Occupy the reserve at the end of the cul-de-sac has been declined by NTA. Staff will revisit the Gull site and also investigate alternatives. 19 Jul 2024 9:40am 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;; • Safety issue as it is situated at end of cul-de-sac, where do people park?,

OPEN RESOLUTION REPORT	Printed: Wednesday, 13 November 2024 10:19:57 am Date From: Date To:
Division: Committee: Te Hiku Community Board Officer:	

Meeting	Title	Resolution	Notes
			<ul style="list-style-type: none"> • 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. <p>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.</p> <p>29 Aug 2024 9:38am No further update at this time</p> <p>23 Sep 2024 9:03am Ongoing investigations for a suitable location, DF Asset Manager will revisit prior to year 4 of current LTP.</p>
Te Hiku Community Board 16/07/2024	Motion	<p>RESOLUTION 2024/30</p> <p>That Te Hiku Community Board request a report on;</p> <p style="padding-left: 40px;">a) Operational budget and timelines for regular maintenance of channels, culverts, and floodgates in the Kaitaia area,</p> <p style="padding-left: 80px;">i. Are those assets insured and is there public liability insurance if they fail and private property is damaged.</p> <p style="padding-left: 40px;">b) Wastewater resource consents and discharge to land noting there is nothing in the LTP for Kaitaia.</p> <p><i>Note: Also a request for timeframes for when reports are expected to be received.</i></p>	<p>09 Sep 2024 9:50am Update will be provided at October meeting.</p> <p>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.</p>

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Meeting	Title	Resolution	Notes
		CARRIED	
Te Hiku Community Board 16/07/2024	Kaitaia Airport Update	RESOLUTION 2024/28 That Te Hiku Community Board request a regular update report on the Kaitaia Airport. CARRIED	29 Jul 2024 8:47am FNHL manage on behalf of FNDC and updates go through Council meetings. 26 Aug 2024 2:58pm Kaitaia Airport Workshop Wednesday 28 August 2024 with Councillors and CB Chairs
Te Hiku Community Board 16/07/2024	New Ground Lease to Te Rarawa Rugby Club Incorporated over Rarawa Memorial Domain Recreation Reserve	RESOLUTION 2024/18 That Te Hiku Community Board recommends that Council: a) approve a new ground lease to Te Rarawa Rugby Club Incorporated over part of the Rarawa Memorial Domain Recreation Reserve being Section 151 Block IV Ahipara SD, approximately 40,468 square metres, held in New Zealand Gazette 1979, page 1202 and Recreation Reserve held in Record of Title 308444, being of Lot 4 DP 366836, approximately 6010 square metres. The terms of the proposed lease shall be: <ul style="list-style-type: none"> • Term: 30 Years (15+15); • Rental: As per FNDC Fees and Charges Schedule for a Community Lease; • \$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule; 	01 Aug 2024 8:24am An update will be provided after Council meeting 8 August 2024. 20 Aug 2024 3:06pm Council granted the new lease on 8th August 2024. Lease is now being prepared and will be sent to the club for review 30 Oct 2024 11:21am Currently being reviewed by the club

OPEN RESOLUTION REPORT			
		Division: Committee: Te Hiku Community Board Officer:	Printed: Wednesday, 13 November 2024 10:19:57 am Date From: Date To:
Meeting	Title	Resolution	Notes
		b) with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Te Rarawa Rugby Club Incorporated CARRIED	
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.
Te Hiku Community Board 17/09/2024	Review of Community Grant Policy 2018	RESOLUTION 2024/42 That Te Hiku Community Board recommend to Council; a) Revoke the Community Grant Policy 2018 b) Adopt the Community Board Funding Policy and; Request that the below change be made to the policy; <ul style="list-style-type: none"> • <u>Section 3.2, bullet point three be worded as “Provide evidence that they have actively involved local community in the proposal”.</u> CARRIED	05 Nov 2024 8:22am A report is going to the November Council meeting that recommends that Council, revoke the Community Grant Policy 2018 and adopt the Community Board Funding Policy 2024.

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Division: Committee: Officer:	Te Hiku Community Board	

Meeting	Title	Resolution	Notes
Te Hiku Community Board 22/10/2024	Taipa Placemaking	<p>RESOLUTION 2024/55</p> <p>That Te Hiku Community Board adopts the 2024 Taipa Placemaking Plan subject to a variation that provides adequate parking spaces for trailers at Taipa Point and costings of items for stage 3.</p> <p style="text-align: right;">CARRIED</p>	<p>05 Nov 2024 11:37am</p> <p>Currently exploring whether there is space for trailer parking without adding cost to the project. Taipa Placemaking is currently being worked on to include high level costings for the uncosted outcomes. Once complete it will be back on the agenda for the Community Board.</p>

8.2 CHAIRPERSON AND MEMBERS REPORTS

File Number: A4958498

Author: Beverly Mitchell, Community Board Coordinator

Authoriser: Scott May, Manager - Stakeholder Relationships

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the November 2024 member reports from Chairperson Adele Gardner and Member Darren Axe.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. Chair Gardner Report 2024-11-19 - A4958508  
2. Member Darren Axe report 2024-11-19 - A4958510  



Te Hiku Community Board Chairperson's Report

Name: Adele Gardner
 Subdivision: Kaitaia Te Hiku
 Date: 30 October 2024

Meetings Attended

Date	Meeting
03/10/2024	Attended the Wairoa/Ahipara Waste Water Upgrade Hui
08/10/2024	Attended the 25/26 Annual Plan Workshop in Kaikohe
15/10/2024	Developing a Local Alcohol Policy workshop - online
16/10/2024	Delivery & Operations Monthly catchup - online
17/10/2024	Council Meeting in Kaikohe
22/10/2024	Te Hiku Community Board Meeting
22/10/2024	Citycare introduction to our Board
29/10/2024	Transport and Infrastructure committee meeting - online
29/10/2024	Transport & Infrastructure workshop - online
30/10/2024	Extraordinary Te Miromiro subcommittee meeting

Requests for Service (RFS)

RFS number	Date	Comment
4213694	05/08/2024	Shade sail clean for Centennial/Jaycee Park <i>Routine maintenance of the shade sails is included in the new Community Facilities Contract.</i>



Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 24 October 2024

Meetings Attended

Date	Meeting
29/09/2024	Check Tsunami alarms in Houhora all okay
22/10/2024	Te Hiku Community Board Meeting – Te Ahu
21/09/2024	DAG - Kerikeri

Requests for Service (RFS)

RFS number	Date	Comment
4223153	09/10/2024	Clear debris off footpath along SHW1 outside both ends of Harbour View Road
4222297	02/10/2024	<i>Graffiti at Houhora toilets now completed</i>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE