

AGENDA



Tuesday, 8 July 2025

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

Membership:

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

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

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

Council Delegations to Community Boards - January 2013

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

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

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

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

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

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

Terms of Reference

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

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

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

Protocols

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

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

Far North District Council
Te Hiku Community Board Meeting
will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and
Mathews Avenue, Kaitiāia on:
Tuesday 8 July 2025 at 10:00 AM

Te Paeroa Mahi / Order of Business

1	Karakia Tīmatanga / Opening Prayer	7
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Conflicts of Interest	7
3	Te Wāhanga Tūmatanui / Public Forum	7
4	Ngā Tono Kōrero / Deputation	7
5	Ngā Kaikōrero / Speakers	7
6	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	8
	6.1 Confirmation of Previous Minutes	8
7	Ngā Pūrongo / Reports	15
	7.1 New Lease to Hihi Beach Holiday Park over 63 & 53 Hihi Beach Road, Hihi	15
	7.2 New Road Name: Lot 1-9 Pairatahi Road, Kaingaroa	22
	7.3 Funding Applications	29
8	Ngā Pūrongo Taipitopito / Information Reports	120
	8.1 Te Hiku Community Board December 2024 Open Resolution Report	120
	8.2 Delivery & Operations Quarterly Update	125
	8.3 Chairperson and Members Reports	132
9	Karakia Whakamutunga / Closing Prayer	139
10	Te Kapinga Hui / Meeting Close	139

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: A5045137

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 10 June 2025 to be a true and correct record.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

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

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

ĀPITIHINGA / ATTACHMENTS

- 1. 2025-06-10 Te Hiku Community Board Minutes - A5227408** [↓](#) 

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

10 June 2025

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITĀIA
ON TUESDAY, 10 JUNE 2025 AT 10:00 AM**

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

STAFF PRESENT: Beverly Mitchell (Community Board Coordinator), Robin Rawson (Parks and Reserves Planner), Marysa Maheno (Democracy Advisor).

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Rachel Baucke commenced the meeting with a karakia at 10:00 AM.

2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**APOLOGY****RESOLUTION 2025/60**

Moved: Deputy Chairperson John Stewart

Seconded: Member Darren Axe

That the apology received from Cr Hilda Halkyard-Harawira be noted.

CARRIED**3 NGĀ KAIKŌRERO / SPEAKERS**

- Catherine Langford spoke to agenda item 7.2a, funding application for R. Tucker Thompson Youth Sailing Trust.
- Mark Osborne spoke to agenda item 7.2g, funding application for Te Hiku Sports Hub.
- Ken Smith spoke to agenda item 7.2b, funding application for Coopers Beach Bowling Club.
- Angela Phillips-Harris spoke to agenda item 7.2h, funding application for Kaitaia Business Association.
- Tracey Mold and Mark Thompson spoke to agenda item 7.2e, funding application for Houhora Big Game and Big Game Fishing Club Inc.

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

Agenda item 6.1 document number A5045143, pages 8 - 16 refers

RESOLUTION 2025/61

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board confirm the minutes of the meeting held 13 May 2025 to be

Page 1

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

10 June 2025

a true and correct record.**CARRIED****5 NGĀ PŪRONGO / REPORTS****5.1 PROJECT FUNDING REPORTS**

Agenda item 7.1 document number A5207839, pages 17 - 18 refers

RESOLUTION 2025/62

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

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

- a) Kaitaia MetalFest 4**
- b) Kaitaia Primary School**
- c) Mangonui Cemetery Committee**

CARRIED**5.2a FUNDING APPLICATIONS****RESOLUTION 2025/63**

Moved: Councillor Felicity Foy
Seconded: Chairperson Adele Gardner

That Te Hiku Community Board approve the sum of \$19,769.28 (plus GST if applicable) be paid from the Board's Grant Fund account to Te Hiku Sports Hub for costs towards health and safety improvements.**CARRIED****5.2b FUNDING APPLICATIONS**

Agenda item 7.2 document number A5207841, pages 27 - 31 refers

RESOLUTION 2025/64

Moved: Deputy Chairperson John Stewart
Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$4,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to R Tucker Thompson Youth Sailing Trust for costs towards two Te Hiku rangatahi attending voyages.**CARRIED****5.2c FUNDING APPLICATIONS****RESOLUTION 2025/65**

Moved: Member Darren Axe
Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board approve the sum of \$17,000 (plus GST if applicable) be paid from the Board's Pride of Place Grant Fund account to Coopers Beach Bowling Club for

Page 2

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

10 June 2025

costs towards completing the cementing of the entranceway to the carpark.**CARRIED****5.2d FUNDING APPLICATIONS****RESOLUTION 2025/66**

Moved: Member Rachel Baucke

Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board leave to lie the funding application for Mangonui Cemetery Committee.**CARRIED****5.2e FUNDING APPLICATIONS****RESOLUTION 2025/67**

Moved: Member Rachel Baucke

Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$2,500 (plus GST if applicable) be paid from the Board's Community Grant Fund account account to Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust (Eco Centre Kaitaia) for costs towards Tuituia te Kaunuku and food resilience programmes.**CARRIED****5.2f FUNDING APPLICATIONS****RESOLUTION 2025/68**

Moved: Member Rachel Baucke

Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board approve the sum of \$15,697 (plus GST if applicable) e paid from the Board's Pride of Place Grant Fund account to Houhora Big Game and Big Game Fishing Club Inc for costs towards slip repairs.**CARRIED****5.2g FUNDING APPLICATIONS****RESOLUTION 2025/69**

Moved: Member Rachel Baucke

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board approve the sum of \$2,700 (plus GST if applicable) be paid from the Board's Community Grant Fund account account to Waipapakauri JMB Rugby Club for costs towards venue and sound hire for fundraiser.**CARRIED****5.2h FUNDING APPLICATIONS****RESOLUTION 2025/70**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

Page 3

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

10 June 2025

That Te Hiku Community Board leave the application to lie for the sum of \$7,500 (plus GST if applicable) from Kaitaia Business Association for costs towards CCTV monitoring for 2025/26 to the new financial year.

CARRIED**5.3 COMMUNITY FRUIT TREE PLANTING IN AHIPARA**

Agenda item 7.3 document number A5215680, pages 128 - 130 refers

RESOLUTION 2025/71

Moved: Member Darren Axe

Seconded: Deputy Chairperson John Stewart

That Te Hiku Community Board approves the planting of six fruit trees at Ahipara reserves on Foreshore Road and Takahe Road.

CARRIED**6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****6.1 TE HIKU COMMUNITY BOARD JUNE 2025 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5045141, pages 131 - 131 refers

RESOLUTION 2025/72

Moved: Member William (Bill) Subritzky

Seconded: Member Rachel Baucke

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

CARRIED**ALLOCATION OF TOWN BEAUTIFICATION FUNDS TO FOOTPATHS****RESOLUTION 2025/73**

Moved: Chairperson Adele Gardner

Seconded: Councillor Felicity Foy

That Te Hiku Community Board

- a) allocate \$57,000 funding from the Te Hiku Town Beautification fund to its footpath budget; and
- b) request a report to its July meeting on the amount of funds available in the footpath budget so that it can allocate funds as prioritised in its meeting of 21.11.2023 as follows:

RESOLUTION 2023/114 That Te Hiku Community Board a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan.

- i) ***Mill Bay Road - SH10 to Rangakapiti, Mangonui***
- ii) ***SH 1 @ Gill, Awanui***
- iii) ***Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto***
- iv) ***Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia.***

CARRIED

Page 4

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

10 June 2025

6.2 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 8.2 document number A5207634, pages 139 - 139 refers

RESOLUTION 2025/74

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

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

CARRIED**FAR NORTH REGIONAL MUSEUM TRUST****RESOLUTION 2025/75**

Moved: Member Sheryl Bainbridge

Seconded: Chairperson Adele Gardner

That Te Hiku Community Board request that a report come to Te Hiku Community Board July meeting to finalise a formal lease between Far North District Council and the Far North Regional Museum Trust for the Pioneer House.

Note: A report came to the December 2024 board meeting and there has been no progress since.

CARRIED**7 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 12:25 PM with a karakia by Member Rachel Baucke.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 8 July 2025.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 NEW LEASE TO HIHI BEACH HOLIDAY PARK OVER 63 & 53 HIHI BEACH ROAD, HIHI

File Number: A5122147

Author: Brooke Taylor, Team Leader - Property Management

Authoriser: Ruben Garcia, Acting Group Manager – Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek Te Hiku Community Board recommendation to Council on the granting of a new lease over Local Purpose (Esplanade) Reserve being 63 Hihi Beach Road, Hihi, being Lot 1, DP 53180 and the recommendation to Council to initiate public consultation on the granting of a new lease over Recreation Reserve being 53 Hihi Beach Road, Hihi, being Lot 10, DP 53180 to Hihi Beach Holiday Park.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Hihi Beach Holiday Park is located at 60 Hihi Beach Road, Hihi and has recently been purchased by new owners for the purpose of operating a holiday park.
- The prior owners of 60 Hihi Beach Road, Hihi, utilised 63 Hihi Beach Road, Hihi, Local Purpose (Esplanade) Reserve and 53 Hihi Beach Road, Hihi, Recreational Reserve unbeknown to Council as an expansion to the holiday park.
- The new owners wish to legalise this occupation and have formally requested long term leases of these sections.
- The Reserves Act 1977 section 54 requires public consultation on the issuing of a lease over a Recreation Reserve.

TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board recommends that Council:

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

The terms of the proposed lease shall be:

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

1) TĀHUHU KŌRERO / BACKGROUND

The Hihi Beach TOP 10 Holiday Park is privately owned and is located at 60 Hihi Beach Road, Hihi described as Lot 1, DP 56536 held in Record of Title NA9C/130 that is situated between Local Purpose (Esplanade) Reserve under the Reserves Act 1977 being 63 Hihi Beach Road, Hihi, and over Recreational Reserve being 53 Hihi Beach Road, Hihi.

The Hihi Beach Holiday Park has been operating since 1997 on private land under previous ownership. However, unknown to FNDC, the previous owners have extended the campground onto reserve land. On the 1st July 2024 the new family owners, purchased the holiday park with the goal to improve the park and make changes to assist the guests and locals. The current owners have a long track record of running successful holiday parks including Ahipara, Waihi Beach, Beach Haven and Ōhope Holiday Parks.

Hihi Beach Holiday Park has a wide range of accommodation available from traditional campsites, powered sites, standard cabins to cozy motel rooms with excellent amenities such as laundry facilities, communal bathrooms and large shared kitchen to free gas BBQ areas, and boat parking.

Since taking ownership of the Hihi Beach Holiday Park on 1st July 2024, the owners have added a playground, trampoline, completed cabin linen in every room and established a kids activity club for over long weekends and summer holidays. The onsite shop is stocked and open all year round for the guests and the community. Installation of an EV vehicle charger and also a brand new card operated washer and dryer facility for public use. The more recent achievement on the 1st October 2024 was joining the established Top 10 Holiday Parks Group.

The most important factor for the new owner is to legalise the investments future and provide stability to the community. Part of the plan forward for Hihi holiday camps current owners is to complete the legal occupation of all the land required to operate the camp. To operate at its full potential, it is essential for the new owners to prioritize the maintenance and improvement of the reserve land surrounding the property—land that had previously been encroached upon by former owners. The cost to maintain this land to the same high standard of the surrounding holiday park would be extensive and the new owners are prepared to care for this whenua.

The owners have a high priority to be enriched in our Māori community as they hail from Ngāti awa, Tuhoe, and Ngāti Rangatihi in the Bay of Plenty. They originate from whānau land in Ōhope, surrounded by culture. Caring for people, the land, and the sea are core values for the owners and this is implemented in the everyday goals and running of the Hihi camp. They will incorporate te ao māori into the park by working with the local iwi while celebrating and sharing with guests, the rich history that comes with the whenua.

Tiaki Promise

Care for Land, Sea and Nature treading lightly and leaving no trace, travel safely, showing care and consideration for all. Respect culture, travelling with an open heart and mind.

Hihi Beach Holiday Park owners are requesting to have a lease granted over 63 & 53 Hihi Beach Road, Hihi to formalise the prior expansions of the holiday park and to allow more of the Far North community, national and international visitors to enjoy the breathtaking Hihi coast in the Far North. The beachfront holiday park provides unparalleled access to the pristine white sands and crystal-clear waters of Hihi Beach. Hihi Beach Holiday Park is the ultimate seaside escape with direct access to the natural beauty and serenity of our stunning location. To have members care for this location with aroha is an achievement for our community.



Aerial view of proposed leased area in cyan blue.

63 Hihi Beach Road, Hihi outlined in Cyan (Top) MX-3308970

53 Hihi Beach Road, Hihi outlined in Cyan (Bottom) MX- 3308964

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

As per the Reserves Act 1977 section 54, public consultation is required on the granting of a lease over local purpose reserve.

Public Notification

Sections 119 and 120 of the Act require that before granting a lease the proposal must be publicly notified and all submissions/objections to the proposal are to be in writing and where requested, a submitter must be given the opportunity to appear before Council or a committee of Council, to speak to their objection/submission. Every submission/objection in relation to the proposal must be considered before proceeding with the proposal.

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

Council's delegations to Community Boards authorise the Boards 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.

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

The options available for this site are:

Option 1: Recommended

That the Te Hiku Community Board:

- a) recommends to Council that the public consultation process is commenced on the granting of a new ground lease to Hihi Beach Holiday Park over Local Purpose (Esplanade) Reserve Vested ML 15291 being Lot 1 DP 53180, approximately 2145 square metres, held in title MX-3308970 at 63 Hihi Beach Road. Also over Recreational Reserve being lot 10 DP 53180, approximately 2314 square metres held in title MX-3308964, 53 Hihi Beach Road, Hihi.

The terms of the proposed lease shall be:

- e) Term: 30 (5 + 5 + 5 + 5 + 5 + 5) years
- f) Annual Rental: CPI rent review annually and every three years a Market rent review to be determined by a registered valuer.
- b) is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

Option 1 will allow the Hihi Beach Holiday Park to continue providing their service to the community, this provides services in a small community that is required and appreciated by locals. The camp brings people and revenue to the community along with employment and additional care of our Hihi whenua. The current owners are leading by example in the community to create a safe environment and to care for the land with honesty by legalising this occupation that benefits Hihi and provides plenty of positives for the future.

Option 2:

- a. Decline the Hihi Beach Holiday Park request for a new ground lease
- b. Ask the Hihi Beach Holiday Park to remove any existing building(s) and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Hihi Beach Holiday Park provides tourist destination for local and has a following of regular visitors from all over New Zealand proving a safe and enjoyable space for families to enjoy. The owners provide income for locals in the employment they offer, the campground is a community welcome space that offers services to assist locals and a friendly space to support the community. The owners have an investment in this district and have a priority to see the area cared and maintained.

The lease agreement will provide a market rent income to FNDC and mitigate the outgoing maintenance care cost that has not been included in the budget and is not available.

As per the FNDC Parks and Reserves Policy 2022, council can grant exclusive leases to part or all of a reserve for a maximum term of 30 years.

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

Public consultation will enable Council to assess the community's engagement with the Hihi Beach Holiday Park proposal. Public consultation gives the community the opportunity to put forward alternative options for the use of the site.

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

Should a lease not be provided to the Hihi Beach Holiday Park, Council will become responsible for any ongoing maintenance of the site, this includes extensive tree works, ground works and the rates, placing more pressure on the reserve's maintenance budget and ongoing rate payments.

Lot 1 DP 53180, approximately 2145 square metres, held in title MX-3308970 at 63 Hihi Beach Road, has total yearly rates charge of \$3,517.89. If a lease is approved this cost will be transfers from FNDC to the lessee.

Recreation Reserve being lot 10 DP 53180 currently has no rate charges.

The saving on the rates combined with the commercial market valuation rent income will result in a positive gain for FNDC.

ĀPITI HANGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy .	Medium
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This does not have District wide relevance. Delegation to the relevant Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify tangata whenua in the Hihi locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance. Local Hihi, Doubtless Bay hapū is Ngāti Ruaiti of Ngati Kahu iwi and we have contacted the local Hapu representatives to advise them of the proposed leases. At the time of completing the report, we have not received a response. When the lease goes out to public consultation Ngāti Ruaiti will be advised once again, on how they can contribute.

Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Public consultation and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow staff to identify any people or groups who may be affected or have interest in the matter.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The annual rent will be determined by a registered market valuation (commercial value). This will be reviewed annually in accordance with our lease management processes.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.2 NEW ROAD NAME: LOT 1-9 PAIRATAHI ROAD, KAINGAROA**File Number: A5228005****Author: Trinity Lane, Finance and Customer Services Administrator****Authoriser: Tanya Proctor, Head of Infrastructure****TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A road naming application was received on the 14th March 2024
- Community Boards have the delegated authority to allocate names for previously unnamed private roads, reserves, and other community facilities.

TŪTOHUNGA / RECOMMENDATION

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

1) TĀHUHU KŌRERO / BACKGROUND

Pairatahi Holdings Ltd submitted a road naming application on the 14th March 2024 to Council to name a right of way located at Lot 1-9 Pairatahi Road, Kaingaroa.

This development has created 9 lots. As part of Stage two of their subdivision and their resource consents - due to the number of lots serviced by the unnamed paper road, a road name is required.

The applicant proposed “Stuarts Rise,” as Stage one of the development has used the names of people closely associated with the history of the development, much like Ronas Place and Bobs Way off Mangatete Heights. To maintain this common theme, the preference is to name the new right of way after the late Stuart Leslie, proprietor of Oruaiti Farms Ltd, the original developer.

The proposed road names were forwarded to Land Information New Zealand for approval. Land Information New Zealand confirmed all three proposed road names are acceptable for use and can be approved as per the Addressing Standards 2011.

Council sought feedback from Ngāti Kahu Iwi. A response was received stating that Ngāti Kahu Iwi oppose the chosen road names and enquired why a cultural impact report was not completed. Further involvement from the resource consents team was requested. The following response was received.

“2220610-RMASUB was lodged in March 2022 and was subsequently issued in July of 2022. At the time, unfortunately our database of iwi & hapū contacts for each was not as detailed and accurate as it is today. At the time, the rūpū we had listed for this area was Ngai Takoto Iwi. The planner did their due diligence by sending this application to Ngai Takoto and welcomed their feedback. As no comments were put forward, and no cultural impact assessment requested, the planner went ahead with issuing the decision.

The subdivision has now been completed with the s224 certificate being issued in March of this year.

Rest assured, we have since updated our database and have been working closely with various hapū and iwi to ensure the correct rūpū are invited to make comments for every application received. Any other Resource Consent applications made within the Kaingaroa area will be sent to Ngāti Kahu where they are more than welcome to make comments, and should it be warranted, request a cultural impact assessment be carried out.”

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed road names are:

- Stuarts Rise
- Garys Glade
- Josephs Lane




TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The road names recommended in this report are not duplicates of any other road names in the district, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

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

There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. Iwi-Hapu Feedback - Pairatahi Road - A5228001 [↓](#) 
2. Pairatahi Map - A5256605 [↓](#) 
3. LINZ Email Response - A5253234 [↓](#) 

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.

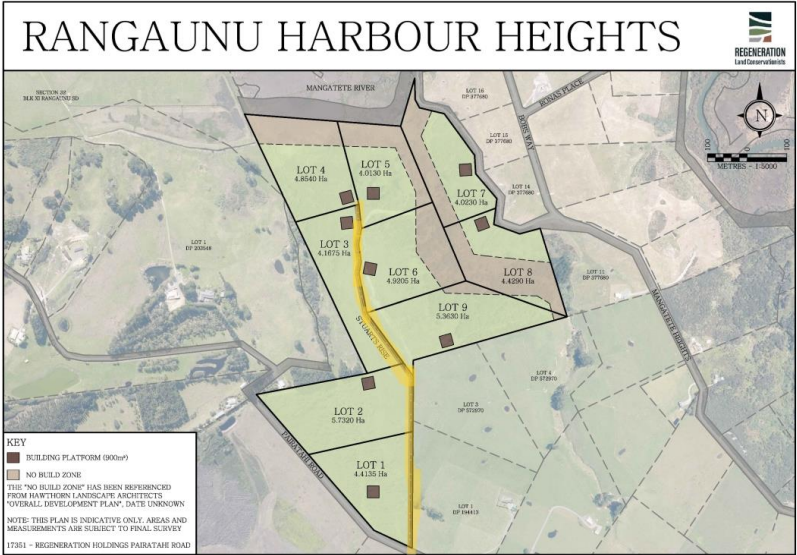
He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a right of way and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance; and the Community Board have the delegated authority to approve road names.
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.	Ngāti Kahu Iwi were consulted for feedback. Ngāti Kahu Iwi oppose the use of the proposed road names.
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 is a new subdivision.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

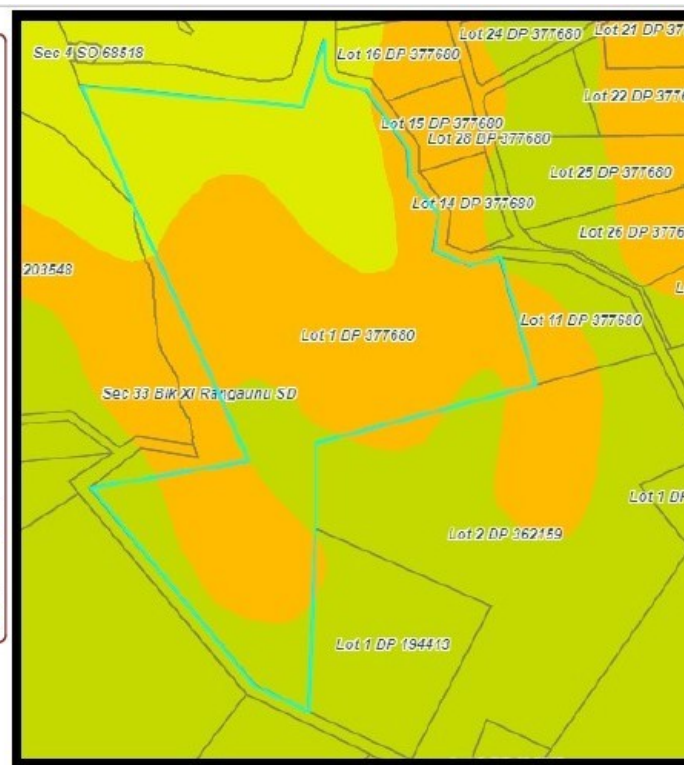
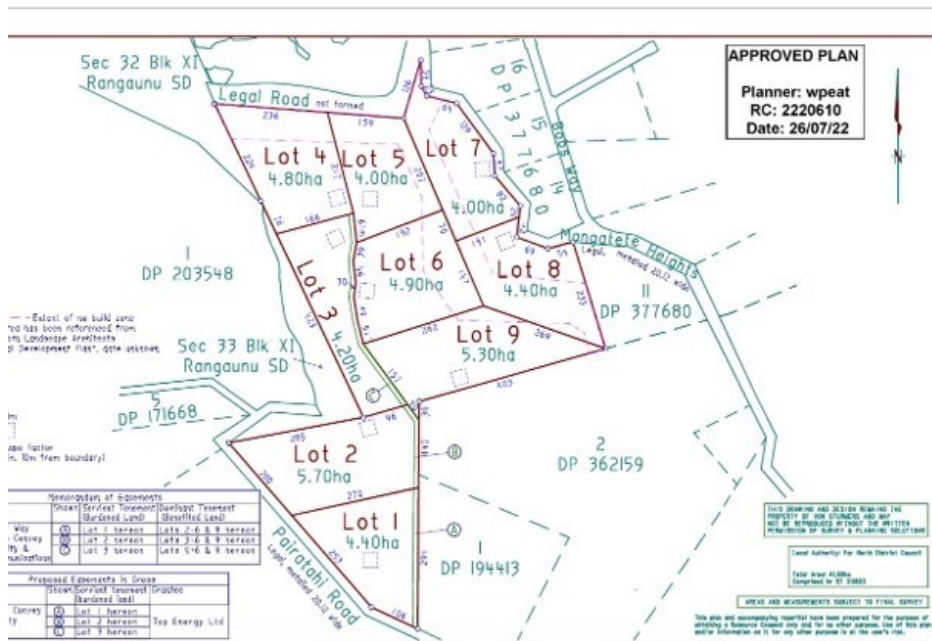


Road Naming Application for Hapu Consultation –

Applicant Pairatahi Holdinds LTD
Address NOT YET ADDRESSED- (Next door to 170 Pairatahi Road, Kaingaroa)
Proposed Names
1. Stuarts Rise
2. Garys Glade
3. Josephs Lane
Road Type Right of Way
Subdivision information Subdivison creating 9 new lots of land

Other important information Stage 1 of the development has used the names of people closely associated with the history of the development, see Mangatete Heights ROW's Ronas Place and Bobs Way. To stay with the common theme, as recommended, the developers preference is to name the new ROW after the late Stuart Leslie, proprietor of Oruait Farms Ltd, the original developer.





Marysa Maheno

Sent: Friday, 27 June 2025 1:25 pm
Subject: FW: URGENT: New Road Name: Lot 1-9 Pairatahi Road

From: Addresses <addresses@linz.govt.nz>
Sent: Friday, 27 June 2025 12:23 pm
To: Trinity Lane <Trinity.Lane@fndc.govt.nz>
Subject: RE: URGENT: New Road Name: Lot 1-9 Pairatahi Road

CAUTION: This email originated from outside Far North District Council.
Do not click links or open attachments unless you recognise the sender and know the content is safe.

UNCLASSIFIED

Hi Trinity,

Thanks for that.

I checked our system and Stuart Leslie Road is **not acceptable** to use for this site. Leslie Road, in Cable Bay, is within 21kms.

Kind regards,
Ngahi

Ngahi Marks – She/Her

Mātanga Tatai Wāhi – Geospatial Specialist
Property Data Squad
Location Information
addresses@linz.govt.nz |



Wellington Office, Level 7, 155 The Terrace
PO Box 5501, Wellington 6145, New Zealand
www.linz.govt.nz | data.linz.govt.nz



From: Trinity Lane <Trinity.Lane@fndc.govt.nz>
Sent: Thursday, 26 June 2025 1:26 pm
To: Addresses <addresses@linz.govt.nz>
Subject: URGENT: New Road Name: Lot 1-9 Pairatahi Road
Importance: High

Kia Ora,

Apologies for the urgency. I submitted some names to be checked for the above address but the councillors for the Te Hiku Community Board have requested the following name for it instead.

Can you please confirm if this name is suitable for use?

- Stuart Leslie Road

Trinity Lane



Finance and Customer Services Administrator - Infrastructure Support
M 273897144 | P 6494015194 | Trinity.Lane@fndc.govt.nz

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

Pokapū Kōrero 24-hāora | 24-hour Contact Centre 0800 920 029
fndc.govt.nz



This message contains information, which may be in confidence and may be subject to legal privilege. If you are not the intended recipient, you must not peruse, use, disseminate, distribute or copy this message. If you have received this message in error, please notify us immediately (Phone 0800 665 463 or customersupport@linz.govt.nz) and destroy the original message. LINZ accepts no responsibility for changes to this email, or for any attachments, after its transmission from LINZ. Thank You.

7.3 FUNDING APPLICATIONS

File Number: A5249121

Author: Kathryn Trewin, Funding Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for the Local Community Grant funding to enable Te Hiku Community Board to determine which application/s will receive funding at the July 2025 meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Five new applications have been received and two applications have been carried over from the previous meeting, requesting a total of **\$48,924**
- The Community Board has an available total of **\$146,811** in **Community Grant** Funding for the 2025/26 financial year.
- The Community Board has an available total of **\$100,000** in **Pride of Place** Funding for the 2025/26 financial year.
- Due to the local body elections taking place in October 2025, community groups who want funding for Christmas events are being asked to submit their applications by 5 August 2025 so that they are considered at the September meeting and they have a decision in time for their event.

TŪTOHUNGA / RECOMMENDATION

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

TŪTOHUNGA / RECOMMENDATION

- b) That Te Hiku Community Board approve the sum of **\$7,500** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Mangonui Cemetery Committee for CCTV maintenance and monitoring costs for the 2025/26 financial year

TŪTOHUNGA / RECOMMENDATION

- c) That Te Hiku Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Toi Oho Creative Activators for costs towards holding three wananga and a spoken word event.

TŪTOHUNGA / RECOMMENDATION

- d) That Te Hiku Community Board approve the sum of **\$559** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Writers & Poets Doubtless Bay & Kaitaia for costs towards publishing an anthology book.

TŪTOHUNGA / RECOMMENDATION

- e) That Te Hiku Community Board approve the sum of **\$1,800** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Wahanui Productions for costs towards the show Tangihanga at Te Ahu Centre.

TŪTOHUNGA / RECOMMENDATION

- f) That Te Hiku Community Board approve the sum of **\$11,520** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Houhora Golf Club for costs towards replacement of the bore and pump.

TŪTOHUNGA / RECOMMENDATION

- g) That Te Hiku Community Board approve the sum of **\$4,025** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Jacman Entertainment for costs towards promoting Te Hiku participants in Savour Northland 2025.

1) TĀHUHU KŌRERO / BACKGROUND

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

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments
a) Kaitaia Business Association – CCTV monitoring 2025/26	\$7,500	\$7,500	<p>The applicant is seeking funding to cover the costs of CCTV monitoring for Kaitaia and environs. The Board has previously made a two year grant for this purpose. This grant would cover the 2025/26 financial year</p> <p>The applicant has already had funding for this financial year and it is recommended the application be left to lie to the new financial year..</p> <p>This application meets community outcomes 2, 3, 4, 5 and 6</p>
b) Mangonui Cemetery Committee – maintenance costs for 2025/26	\$10,000	\$7,500	<p>The applicant is seeking funding to maintain the Mangonui Cemetery. In February 2024, the Board granted \$5,280 to this applicant for a similar application. A Community Facility fund is in development at present and it is expected that it will open for applications such as this in the 26/27 financial year. At this time, the applicant is not able to secure additional funding from Council except through the Community Board.</p> <p>This application meets community outcomes 3, 5 and 6</p>

Applicant and Project	Requested	Recommend	Comments
c) Toi Oho Creative Activators – Wananga and Spoken Word Event	\$2,000	\$2,000	The applicant is seeking funding to run a series of workshops, followed by a spoken word event at Pipsqueak Café. They are unable to apply to Creative Communities, as they have fallen between cycles. This application meets community outcomes 1, 2, 3 and 5
d) Writers and Poets Doubtless Bay and Kaitaia	\$559	\$559	The applicant is seeking funding to help publish an anthology with contributions from the Writers and Poets of Doubtless Bay and Kaitaia. They were unsuccessful in their application to Creative Communities. This application meets community outcomes 1, 2, and 3.
e) Wahanui Productions – Tangihanga	\$1,800	\$1,800	The applicant is seeking funding to bring a nationally toured solo theatre show grounded in te ao Māori to Te Ahu centre. This application meets community outcomes 3, 5 and 6
f) Houhora Golf Club – Bore and pump replacement	\$23,040	\$11,520	The applicant is seeking funding to assist with the cost of replacing their bore and pump, as without this being done they will not have water. They are a social hub for the community, as well as assisting in time of civil defence emergencies. The amount recommended is 50% of the total cost. This application meets community outcomes 2, 3, 4, 5 and 6
g) Jacman Entertainment – Savour Northland	\$4,025	\$4,025	The applicant is seeking funding to help the Savour food festival in Te Hiku. The festival has venues from Whangarei north, with the funding requested here being used to specifically promote the venues participating in Te Hiku ward, particularly in Doubtless Bay. The previously received funding from Northland Inc towards this project, but were unsuccessful this year. This application meets community outcomes 2, 3, and 4

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

Option 1 Authorise funding for the full amount requested

Option 2 Authorise partial funding

Option 3 Decline funding

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

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








The six community outcomes are as follows:

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

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

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

ĀPITI HANGA / ATTACHMENTS

1. **Kaitaia Business Association - A5250227** [↓](#) 
2. **Mangonui Cemetery Committee - A5250230** [↓](#) 
3. **Toi Oho Creative Activators - A5250233** [↓](#) 
4. **Writers and Poets Doubtless Bay and Kaitaia - A5250229** [↓](#) 
5. **Wahanui Productions - A5250232** [↓](#) 
6. **Houhora Golf Club - A5250231** [↓](#) 
7. **Jacman Entertainment - A5250228** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Kaitaia Business Association

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB051 From Kaitaia Business Association**

Form Submitted 22 May 2025, 2:42PM NZST

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

Must be formatted correctly.

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

What sector do you/your organisation work in? *

Community/Social Services

Contact details

Contact Person One:

Contact Person Two:

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB051 From Kaitaia Business Association
Form Submitted 22 May 2025, 2:42PM NZST

Purpose of organisation

Please briefly describe the purpose of the organisation *

Kaitaia Business Association is a registered Incorporated Society made up of local businesses. It's a 'not for profit' volunteer group which benefits local businesses and the wider community by driving projects.

Must be no more than 50 words.

Number of Members *

240

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

Kaitaia CCTV Monitoring and Repairs

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

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

Type of Activity *

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

Project Dates

Start Date

Date

01/07/2025

Must be a date.

End Date:

Date:

30/06/2027

Must be a date.

Project Details

Location *

Kaitaia

Must be no more than 10 words.
(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

\$0.00

Must be a whole dollar amount (no cents).

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

0

Must be a number.

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

0

Must be a number.

Have you engaged with tangata whenua about your project? *

☐ Yes

☒ No

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

Have you engaged with the community about your project? *

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

☐ Yes

☒ No

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

Project Outline

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

Who will benefit from your project and how? *

We are seeking funding support to replace critical infrastructure outside the scope of normal CCTV maintenance in Kaitaia. The network, which is monitored in real-time during peak periods, is a valuable tool supporting local police to deter unwanted behaviour and maintain public safety.

The continued success of the system depends on regular maintenance, timely upgrades, and the ability to restore offline cameras. The KBA is requesting support to maintain and monitor the network over the next two financial years.

Businesses with connected cameras continue to show their commitment by maintaining their own systems and contributing to monitoring costs. This funding will strengthen a vital safety network and reinforce the shared responsibility between local businesses, community groups, and law enforcement to keep our town safe and connected.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

This project directly contributes to creating a safer, more connected, and vibrant community by maintaining and upgrading essential components of the existing CCTV infrastructure. The ongoing maintenance is critical for ensuring uninterrupted, high-quality monitoring and coverage across key public areas in our township.

These improvements support the wellbeing and safety of both residents and visitors, enhancing our collective sense of security and community pride. Upgraded technology also ensures quicker response times from emergency services, reduces antisocial behaviour, and helps protect local businesses and community assets. In turn, this encourages a more vibrant local economy and fosters confidence among community members and tourists alike.

By investing in this infrastructure, we continue to build a connected and future-ready community that values safety, shared responsibility, and local resilience.

Please note that we have only supplied a quote from one supplier as they are the developers of the specialised network that the CCTV runs off. The supplier has ensured that they use local installers where able.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$7,500.00

Must be a dollar amount.

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

\$7,500.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes
-------------	------------	------------------	--------

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

	Must be a dollar amount.	Must be a dollar amount.		
Maintenance and Monitoring	\$7,500.00	\$7,500.00	No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB051 From Kaitaia Business Association**

Form Submitted 22 May 2025, 2:42PM NZST

GST Number

066987299

Current Funding**How much money does your organisation currently have? ***

\$161,321.00

Must be a dollar amount.

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

\$90,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
KBA Co-ordinator	\$25,000.00
Beautification Project	\$10,000.00
CCTV monitoring	\$10,000.00
Networking and Events	\$10,000.00
Flag Project	\$20,000.00
Operating Expenses	\$12,000.00
Town Square and Market Square management	\$5,000.00

Total Tagged Funds**Total Expenditure Amount**

\$92,000.00

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.	

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB051 From Kaitaia Business Association**

Form Submitted 22 May 2025, 2:42PM NZST

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.	
CCTV monitoring and maintenance	\$15,000.00	01/07/2023	No
Kaitaia Master Plan	\$37,860.97		Yes

Supporting Financial Information

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

1 Name of supporting financial document *

Kaitaia profit and loss Statement

1 Supporting Financial document *

Filename: KBA Profit and Loss as at 22 March 2025.pdf

File size: 55.8 kB

2 Name of supporting financial document

Audited Accounts

2 Supporting Financial Document

Filename: 02. Financial Statements Kaitaia Business Association Incorporated FINAL.pdf

File size: 2.4 MB

3 Name of supporting financial document**3 Supporting Financial Document***No files have been uploaded*

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

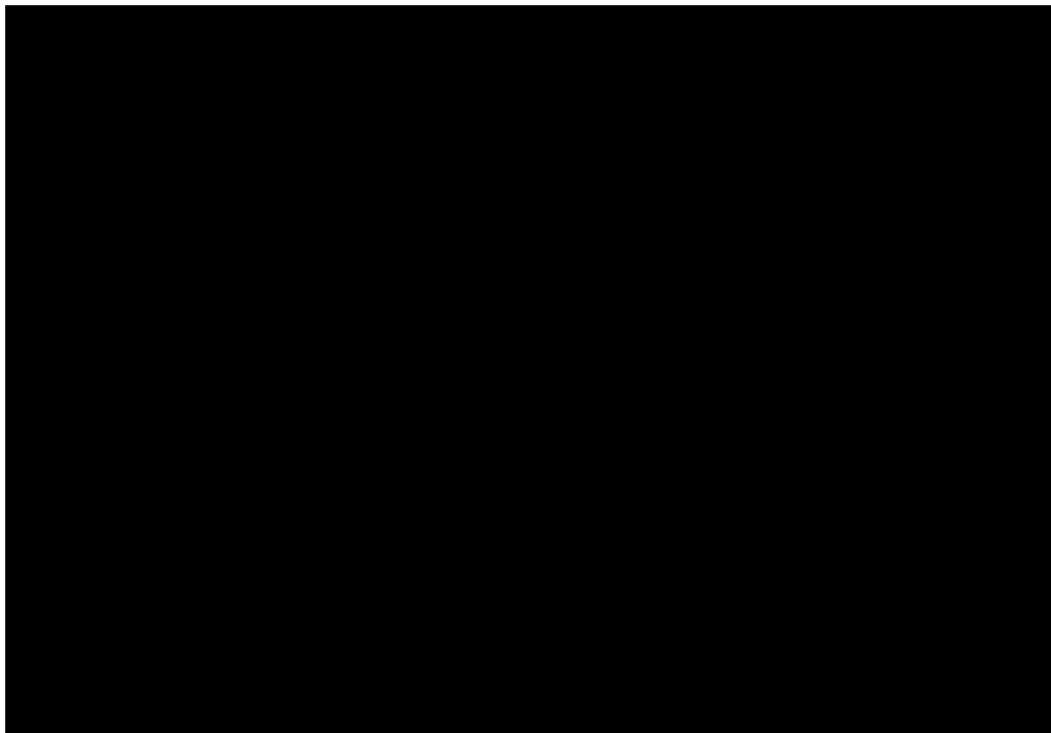
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB051 From Kaitaia Business Association

Form Submitted 22 May 2025, 2:42PM NZST

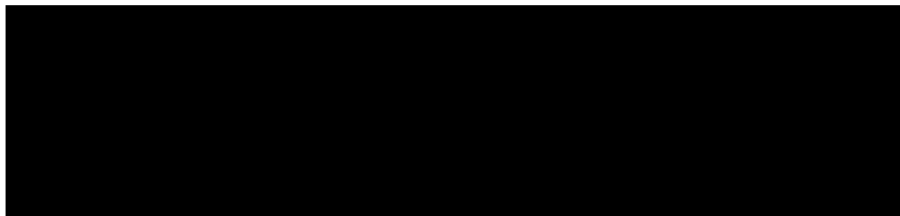
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of 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



Page 11 of 12

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB051 From Kaitaia Business Association
Form Submitted 22 May 2025, 2:42PM NZST



Any other supporting documentation

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

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

1 Additional Supporting Document Name

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Mangonui Cemetery Committee

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB052 From Mangonui Cemetery Committee**

Form Submitted 23 May 2025, 3:28PM NZST

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

Must be formatted correctly.

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

What sector do you/your organisation work in? *

Other: Cemetery

Website

Must be a URL.

Facebook page**Contact details**

Contact Person One:

Contact Person Two:

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB052 From Mangonui Cemetery Committee**
Form Submitted 23 May 2025, 3:28PM NZST

Purpose of organisation

Please briefly describe the purpose of the organisation *

Sale of plots and ongoing management and beautification of our local public cemetery providing a safe and secure environment for members of the public visiting graves and/or attending interment of loved ones.

Must be no more than 50 words.

Number of Members *

4

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

☒ Te Hiku (Northern)
Community Board

☐ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Mangonui Public Cemetery

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

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

Type of Activity *

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

Project Dates

Start Date

End Date:

Date

Date:

01/06/2025

30/06/2026

Must be a date.

Must be a date.

Project Details

Location *

28 Wrathall Road, Mangonui, 0420

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

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

4

Must be a number.

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

100

Must be a number.

Have you engaged with tangata whenua about your project? *

☐ Yes

☒ No

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

Have you engaged with the community about your project? *

Page 4 of 12

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

☐ Yes

☒ No

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

Project Outline

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

Who will benefit from your project and how? *

Ongoing management and beautification of our local public cemetery; provides a safe and secure environment for members of the public visiting graves and/or attending interment of loved ones. The Committee takes great pride in overseeing all projects in the entire Reserve, including the "Old Cemetery" on Wrathall and Turvey Roads. Continued maintenance includes: Mowing and spraying; Fencing; Planting; Pruning and felling of trees; Roadside clearance (the responsibility of FNDC but never carried out); Regrowth containment; Car Park maintenance.

All consideration is needed also when dealing with adjoining properties.

In the coming year, existing concrete paths will require maintenance and new paths are planned to tie in the existing and the new areas of the Cemetery and culverts will be a consideration in filling in drains.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

Providing a safe and secure environment for members of the public visiting graves and/or attending interment of loved ones.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

is not done

Funding Request Amount

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

What is the total cost of your project? *

\$10,000.00

Must be a dollar amount.

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

\$10,000.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
10,000	\$10,000.00	\$10,000.00	Filename: community-fund-project-report-form-word-typable.docx File size: 55.3 kB	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

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

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$3,913.00

Must be a dollar amount.

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

\$4,360.00

Must be a dollar amount.

Tagged Funds

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

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

Purpose	Amount
Audit Fee	\$360.00
Annual mowing & maintenance	\$4,000.00

Total Tagged Funds

Total Expenditure Amount

\$4,360.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Development of Cemetery Reserve	\$6,100.00	25/06/2020	
Tree Felling	\$4,900.00	10/10/2022	

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

Annual maintenance Grant	\$10,000.00	02/07/2024	

Supporting Financial Information

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

1 Name of supporting financial document *

Project Report

1 Supporting Financial document *

Filename: community-fund-project-report-form-word-typable.docx

File size: 55.3 kB

2 Name of supporting financial document

Bank Statement

2 Supporting Financial Document

Filename: 2025-May-01_Personal.pdf

File size: 202.8 kB

3 Name of supporting financial document

Treasurers Financial Statement

3 Supporting Financial Document

Filename: Treasurers Financial Report.jpg

File size: 961.6 kB

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB052 From Mangonui Cemetery Committee

Form Submitted 23 May 2025, 3:28PM NZST

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB052 From Mangonui Cemetery Committee**
Form Submitted 23 May 2025, 3:28PM NZST

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

Any other supporting documentation

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

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

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB052 From Mangonui Cemetery Committee**

Form Submitted 23 May 2025, 3:28PM NZST

1 Additional Supporting Document Name

Covering Letter

1 Additional Supporting Information

Filename: Mangonui Cemetery Trustees letter FNDC 22 05 25.docx
File size: 17.9 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB055 From Toi Oho Creative Activators Ltd

Form Submitted 30 May 2025, 4:42PM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Toi Oho Creative Activators Ltd

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd
Form Submitted 30 May 2025, 4:42PM NZST

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

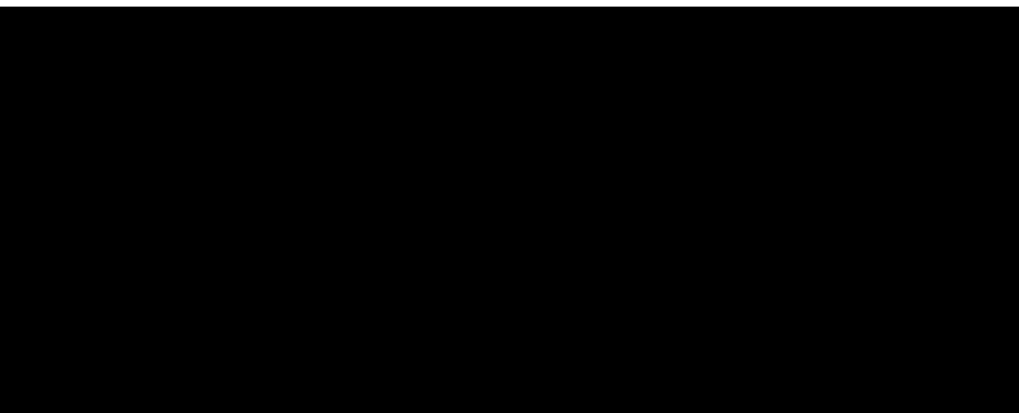
Reg Date

Must be formatted correctly.

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

What sector do you/your organisation work in? *

Community/Social Services

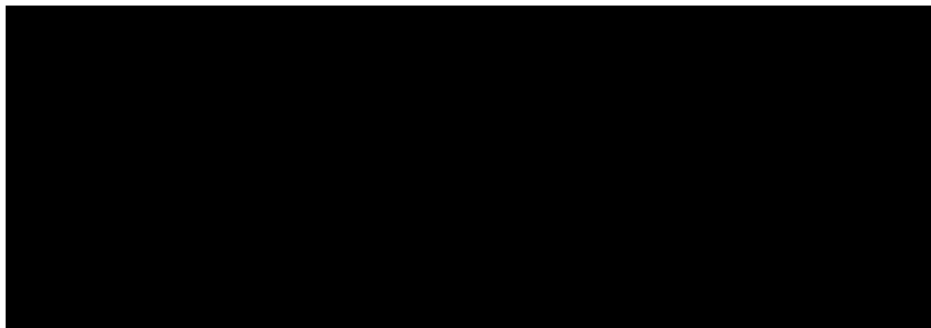
A large black rectangular box redacting the content of the form.

Facebook page

Contact details

Contact Person One:

Contact Person Two:

A large black rectangular box redacting the contact details.

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd
Form Submitted 30 May 2025, 4:42PM NZST

Purpose of organisation

Please briefly describe the purpose of the organisation *

Our mission is to use creativity in the arts and health principles to stimulate a persons internal energy, generating positive experiences, through sharing stories, engagement and fun, creating a safe space to be open and lively for unique creative outcomes.

Must be no more than 50 words.

Number of Members *

4

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

Spoken Word - bars, poetry & raps

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB055 From Toi Oho Creative Activators Ltd

Form Submitted 30 May 2025, 4:42PM NZST

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

Type of Activity *

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

Project Dates

Start Date

Date

01/08/2025

Must be a date.

End Date:

Date:

22/08/2025

Must be a date.

Project Details

Location *

Kaitaia Digital Hub & Peek a Boo Backyard Eatery

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

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

10

Must be a number.

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

50

Must be a number.

Have you engaged with tangata whenua about your project? *

☒ Yes

☐ No

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

Have you engaged with the community about your project? *

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB055 From Toi Oho Creative Activators Ltd

Form Submitted 30 May 2025, 4:42PM NZST

☒ Yes

☐ No

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

Project Outline

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

Who will benefit from your project and how? *

This is a series of 3 creative writing workshops and a Spoken Word event to celebrate national poetry week. An opportunity for Kaitia's creative writers to whakawhanaunga, grow skill sets, share work, hone their craft and build confidence, community and identity. By creating a safe space to share intimate thoughts and experiences, and develop creative ideas as expressed through written bars, poetry and raps.

We have supported Kura-Rose in the past, and co-produced Spoken word events in Kaitia, she has handed the mauri to us. There has been positive feedback from the poets and audience, and everyone asked when's the next one? From these events we heard that there are many writers in our community, but limited opportunities connect and perform their work. This will benefit creative writers & story tellers, and the extended Kaitia whanau and surrounding community who will be inspired by the live Spoken Word event.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

- We give karakia and Mihi to local tangata whenua before we start our mahi, we extend an invitation to the tangata whenua Te Tahaawai to participate, we have knowledge and are a tikanga based organisation, we are tangata whenua.

- Our organisational principles include culture and heritage at the forefront, our tikanga and kawa respect all cultures and are inclusive of nature and this is woven into the way we hold our workshops creating an inclusive space, we support and encourage the use of Te Reo and Māori concepts in peoples work

- The articulation of complex ideas that can be expressed through Spoken Word is empowering for the poet and the audience who can resonate with the concepts, which builds a sense of connection and pride. Honing skills in a safe space first and building a vibrant community with other poets in the workshops, before sharing with an audience allows a sense of accomplishment amongst the collective, which in turn strengthens the individual

- Through the expression of writing your thoughts to paper and belief through spoken word and poetry, we have seen that sharing in a safe community space to be vulnerable and confident to be who a person is, this creates confidence, independence, joy, relief and many

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB055 From Toi Oho Creative Activators Ltd

Form Submitted 30 May 2025, 4:42PM NZST

more self-development skills that enhances pride in the community in a safe and healthy way which in turn creates stronger connectivity and the desire to participate in future events.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$4,645.00

Must be a dollar amount.

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

\$2,000.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd**

Form Submitted 30 May 2025, 4:42PM NZST

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Venue hire	\$345.00	\$300.00	Filename: Quote QU0007 (1).pdf File size: 72.9 kB	
Food for work-shops	\$300.00	\$300.00	No files have been uploaded	
DJ services and audio engineer	\$300.00	\$300.00	No files have been uploaded	
Event host MC	\$300.00	\$300.00	No files have been uploaded	
Guest performer fee and travel	\$250.00	\$250.00	No files have been uploaded	
Guest facilitator workshops fee and travel	\$250.00	\$250.00	No files have been uploaded	
Food for performers at Peek a Boo	\$300.00	\$300.00	No files have been uploaded	
Administration, organisation and promotion	\$1,000.00	\$0.00	No files have been uploaded	
Workshop facilitation	\$900.00	\$0.00	No files have been uploaded	
Equipment hire for workshops	\$200.00	\$0.00	No files have been uploaded	
Sound system hire, set up and pack down	\$500.00	\$0.00	No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd
Form Submitted 30 May 2025, 4:42PM NZST

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

134-936-584

Current Funding

How much money does your organisation currently have? *

\$15,000.00

Must be a dollar amount.

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

\$13,000.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
Wages	\$10,000.00
Resources	\$1,000.00
Office expenses	\$1,000.00
Vehicle expenses	\$1,000.00

Total Tagged Funds

Total Expenditure Amount

\$13,000.00

This number/amount is calculated.

Other Funding

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

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd**

Form Submitted 30 May 2025, 4:42PM NZST

Funding Source	Amount	Decision
	Must be a dollar amount.	
Toi Oho in kind	\$1,645.00	
Te Hiku Hauora	\$1,000.00	

Previous Funding from FNDC**Have you previously received funding from FNDC? ***☐ Yes ☒ No**Supporting Financial Information**

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

1 Name of supporting financial document *

Toi Oho Bank Statement as of 30_05_25.pdf

1 Supporting Financial document *

Filename: Toi Oho Bank Statement as of 30_05_25.pdf
File size: 42.7 kB

2 Name of supporting financial document**2 Supporting Financial Document***No files have been uploaded***3 Name of supporting financial document****3 Supporting Financial Document***No files have been uploaded***Applicant Declaration***** indicates a required field****Privacy Information**

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB055 From Toi Oho Creative Activators Ltd

Form Submitted 30 May 2025, 4:42PM NZST

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

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

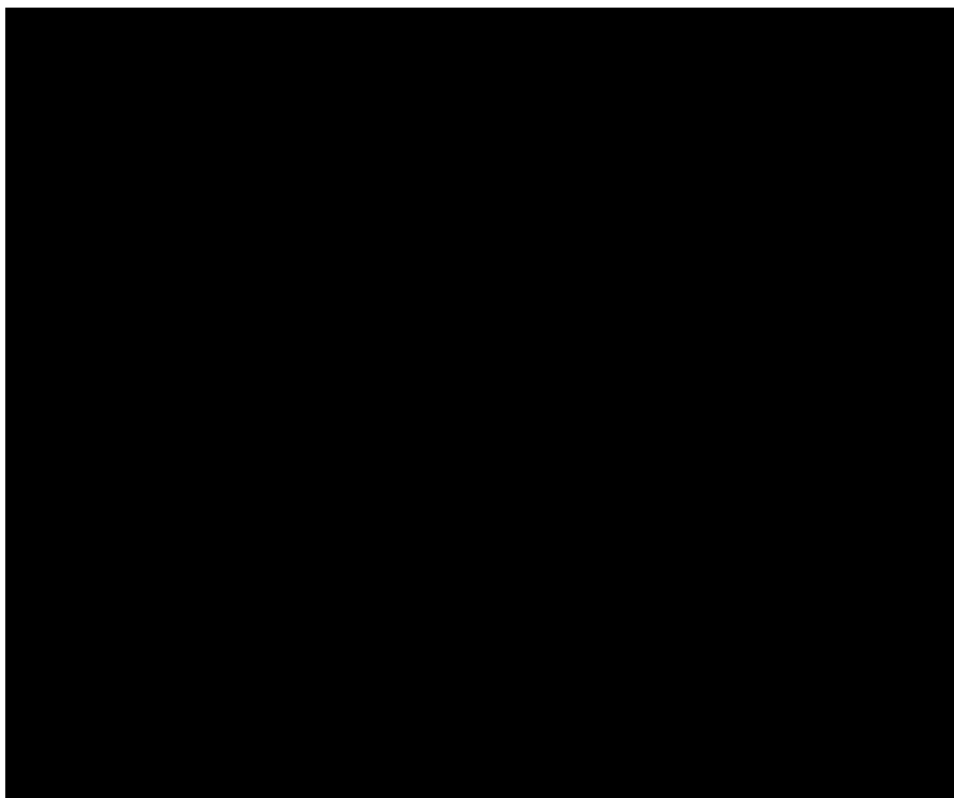
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd
Form Submitted 30 May 2025, 4:42PM NZST

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



**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB055 From Toi Oho Creative Activators Ltd**

Form Submitted 30 May 2025, 4:42PM NZST

30/05/2025

Must be a date.

30/05/2025

Must be a date.

Any other supporting documentation

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

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

1 Additional Supporting Document Name**1 Additional Supporting Information***No files have been uploaded***2 Additional Supporting Document Name****2 Additional Supporting Information***No files have been uploaded***3 Additional Supporting Document Name****3 Additional Supporting Information***No files have been uploaded*

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

*** indicates a required field**

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Writers & Poets Doubtless Bay & Kaitaia

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information
Reg Number
Legal Name

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

Must be formatted correctly.

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

What sector do you/your organisation work in? *

Arts/Culture/Heritage

Postal Address *

66 Spicer Rd

Cable Bay Cable Bay 0420 New Zealand

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

Physical Address *

66 Spicer Rd

Cable Bay Cable Bay 0420 New Zealand

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be New Zealand

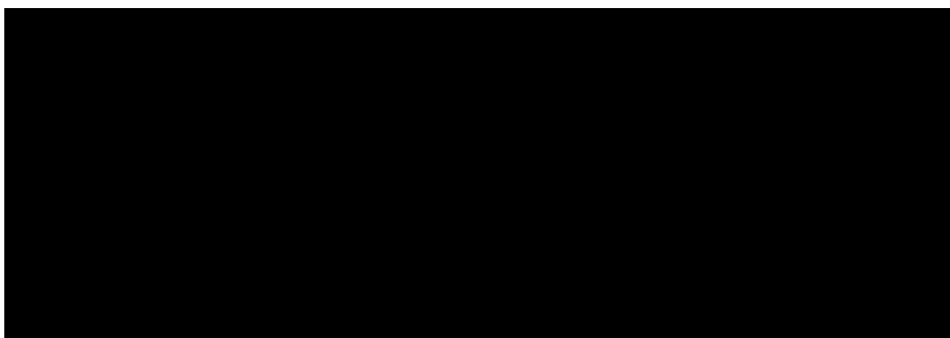
Website

Must be a URL.

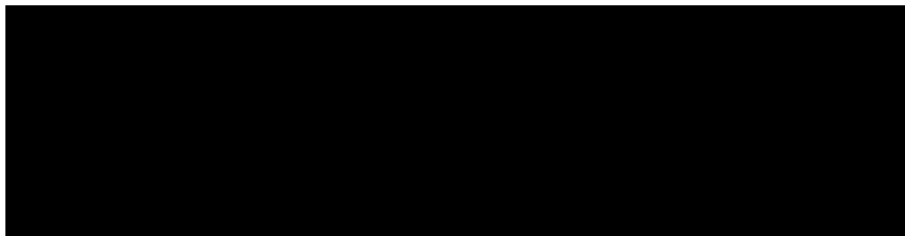
Facebook page

<https://www.facebook.com/groups/992603708382931/>

Contact details



Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST



Purpose of organisation

Please briefly describe the purpose of the organisation *

To create, encourage, share and improve our own written works. This comes in the form of fiction, nonfiction, poetry, prose and song lyrics. A place to share knowledge.

Must be no more than 50 words.

Number of Members *

150

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

☒ Te Hiku (Northern)
Community Board

☐ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Writers & Poets Doubtless Bay & Kaitaia Anthology

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST

lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

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

Project Dates

Start Date

Date

01/07/2025

Must be a date.

End Date:

Date:

31/10/2025

Must be a date.

Project Details

Location *

Doubtless Bay & Kaitaia

Must be no more than 10 words.

(Town or area)

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

- ☒ Yes ☐ No

If yes, how much?

\$20.00

Must be a whole dollar amount (no cents).

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

30

Must be a number.

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

200

Must be a number.

Have you engaged with tangata whenua about your project? *

☐ Yes

☒ No

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

Have you engaged with the community about your project? *

☒ Yes

☐ No

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
 Form Submitted 10 Jun 2025, 1:16PM NZST

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

Project Outline

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

Who will benefit from your project and how? *

To improve writing ability. Build confidence amongst the participants. Promoting the existence of the writers' group and showcasing local talent. Adding literary history and voices to the area. Our members will learn the process of submitting, proof-reading, editing and formatting for the purposes of creating the book. This is a sharing of knowledge amongst the group.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

Sharing stories about Northland. Bringing a diverse range of people together to share skills and knowledge. Encouraging people to write their stories down and giving them a safe and encouraging space to share and perform. Encouraging people to work together to meet goals. To Showcase the amazing talent, we have in the Far North.

As a group we have found a number of our members have suffered from trauma either physically or mentally/emotionally and the process of writing has been very healing for them. Finding their voice has been empowering. Bringing attention to ourselves as a group that is inviting, encouraging and supportive.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia**
Form Submitted 10 Jun 2025, 1:16PM NZST

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? *

\$1,118.00

Must be a dollar amount.

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

\$559.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
1118	\$1,118.00	\$559.00	Filename: funding top print.pdf File size: 89.6 kB	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
 Form Submitted 10 Jun 2025, 1:16PM NZST

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

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☐ Yes ☒ No

Current Funding

How much money does your organisation currently have? *

\$0.00

Must be a dollar amount.

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

\$0.00

Must be a dollar amount.

Tagged Funds

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

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
 Form Submitted 10 Jun 2025, 1:16PM NZST

Purpose	Amount

Total Tagged Funds

Total Expenditure Amount

\$0.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Social Media work-shop	\$625.00	13/02/1924	Yes

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST

--	--	--	--

Supporting Financial Information

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

1 Name of supporting financial document *

We do not have any funds or bank account

1 Supporting Financial document *

Filename: Book1.xlsx
File size: 8.7 kB

2 Name of supporting financial document

We do not have any funds or bank account

2 Supporting Financial Document

Filename: Book1.xlsx
File size: 8.7 kB

Filename: Book1.xlsx
File size: 8.7 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
 Form Submitted 10 Jun 2025, 1:16PM NZST

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants

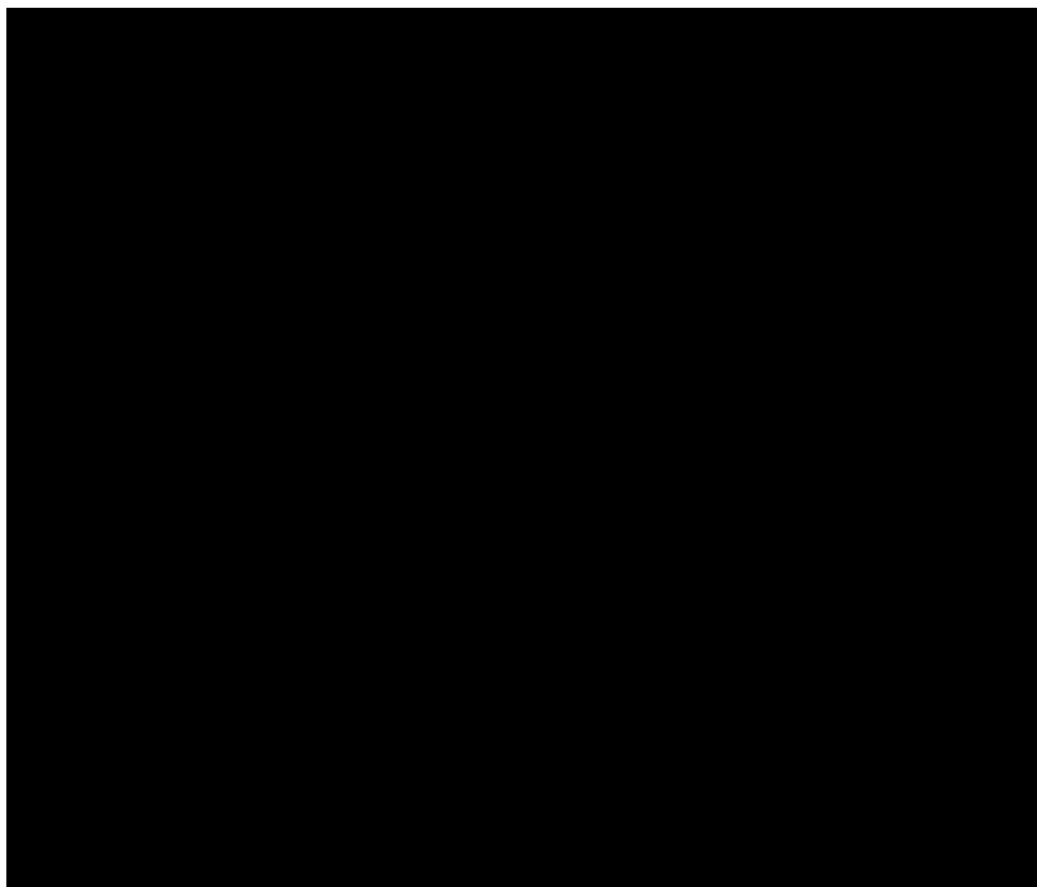
Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST

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



Any other supporting documentation

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

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

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB02 From Writers & Poets Doubtless Bay & Kaitaia
Form Submitted 10 Jun 2025, 1:16PM NZST

1 Additional Supporting Document Name

Second quote from out of area business, would prefer to use local.

1 Additional Supporting Information

Filename: Quote-Q149631.pdf

File size: 404.8 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Wahanui Productions

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB053 From Wahanui Productions**

Form Submitted 1 Jun 2025, 3:15PM NZST

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

Must be formatted correctly.

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

What sector do you/your organisation work in? *

Arts/Culture/Heritage

Contact details

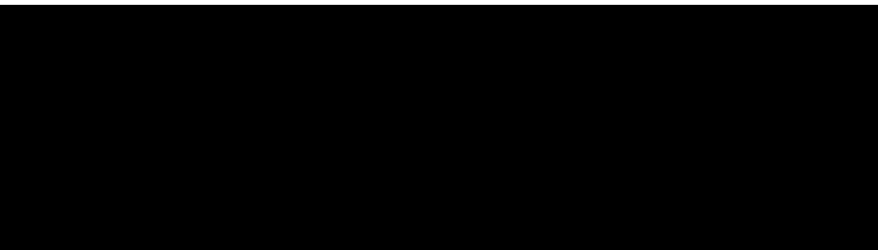
Contact Person One:

Contact Person Two:

Applicant Project Contact ***Applicant Admin Contact**

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST



Purpose of organisation

Please briefly describe the purpose of the organisation *

Wahanui Productions exists to create, produce, and tour original Māori-led theatre, film and performance works that amplify indigenous voices, empower communities, and foster cultural pride. We focus on storytelling that challenges, inspires, and uplifts, while supporting Māori artists to thrive locally, nationally, and internationally through meaningful, high-impact creative projects.

Must be no more than 50 words.

Number of Members *

3

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

☒ Te Hiku (Northern)
Community Board

☐ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Tangihanga

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

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

Type of Activity *

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

Project Dates

Start Date

Date

21/10/2025

Must be a date.

End Date:

Date:

22/05/2025

Must be a date.

Project Details

Location *

Kataia

Must be no more than 10 words.
(Town or area)

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

- ☒ Yes
- ☐ No

If yes, how much?

\$10.00

Must be a whole dollar amount (no cents).

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

5

Must be a number.

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

120

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes

- ☐ No

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

Have you engaged with the community about your project? *

Page 4 of 12

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

☒ Yes

☐ No

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

Project Outline

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

Who will benefit from your project and how? *

This project will benefit the Te Hiku community by bringing Tangihanga, a nationally toured solo theatre shows grounded in te ao Māori, to Te Ahu Theatre in Kaitia. The show explores tangihanga, grief, aroha, identity, and whānau, delivered with humour, heart, and deep cultural connection. Tamariki to kaumātua will see their reo, stories, and lived experiences reflected on stage. This is a region that may not necessarily have regular access to Māori-led theatre. This performance is a rare opportunity to bring high-quality, culturally relevant work directly to the community. While we will retain a portion of box office income, our priority is to keep ticket prices affordable for whānau. Funding support allows us to cover essential costs and ensure the show remains accessible while still supporting our team and delivering a powerful kaupapa that strengthens cultural pride, healing, and community connection.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

1. We embrace and celebrate our unique culture and heritage:

The show is a celebration of te ao Māori, tangihanga traditions, and the strength of whānau. With over 30 characters brought to life by one performer, the production showcases the depth and richness of Māori storytelling and lived experience.

2. Proud, vibrant communities:

This project uplifts and empowers communities through storytelling. By touring into rural and regional areas, it brings high-quality Māori theatre to whānau who may not otherwise access such works. It invites reflection, laughter, and healing—fuel for resilient, connected, and expressive communities.

3. Connected communities prepared for the unexpected:

Through themes of grief, reconciliation, and whānau dynamics, Tangihanga creates a safe and humorous space to explore serious issues. The show encourages whānau to kōrero, reconnect, and prepare emotionally for life's challenges. It's a proactive, culturally safe way of strengthening whānau wellbeing.

Must be no more than 250 words.

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$3,600.00

Must be a dollar amount.

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

\$1,800.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

Accommodation	\$1,334.00	\$667.00	Filename: Screenshot_20250601_135720_Bookingscom.jpg File size: 385.6 kB	
Artist Fees	\$1,000.00	\$500.00	No files have been uploaded	
Lighting	\$500.00	\$250.00	No files have been uploaded	
Printing	\$100.00	\$50.00	No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

Financial Information

* indicates a required field

Financial Information

If your organisation registered for GST *

☒ Yes
 ☐ No

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB053 From Wahanui Productions**

Form Submitted 1 Jun 2025, 3:15PM NZST

GST Number**GST Number**

142-748-843

Current Funding**How much money does your organisation currently have? ***

\$5,899.00

Must be a dollar amount.

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

\$5,899.00

Must be a dollar amount.

Tagged Funds

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

Purpose	Amount
APAX	\$4,935.00
Rose Centre	\$900.00

Total Tagged Funds**Total Expenditure Amount**

\$5,835.00

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.	

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

--	--	--

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☐ Yes ☒ No

Supporting Financial Information

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

1 Name of supporting financial document *

Profit & Loss

1 Supporting Financial document *

Filename: Wahanui Productions Limited - ProfitAndLossReport.pdf

File size: 46.9 kB

2 Name of supporting financial document

Support Letter

2 Supporting Financial Document

Filename: Te Hiku Community Tangihanga 2025.docx.pdf

File size: 172.9 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

* indicates a required field

Privacy Information

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

Applicant Declaration

Te Hiku Community Grants Funding January - June 2025 Community Board Funding Application Form (Dec 2024) Application No. THCB053 From Wahanui Productions

Form Submitted 1 Jun 2025, 3:15PM NZST

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants

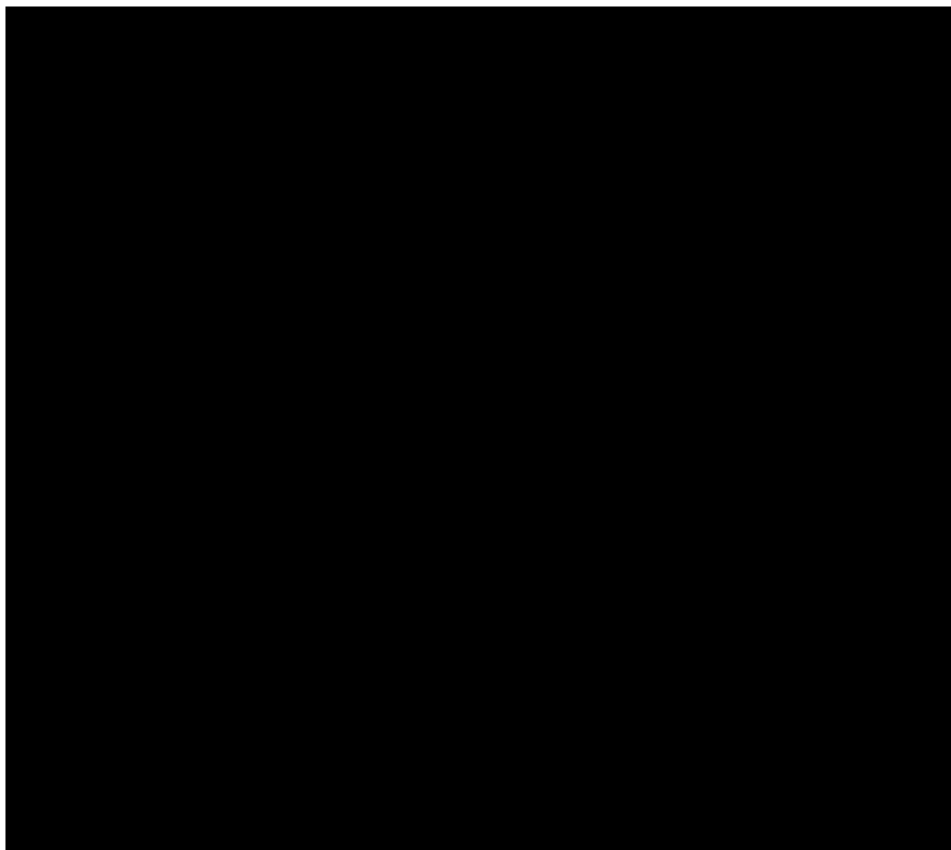
**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB053 From Wahanui Productions**

Form Submitted 1 Jun 2025, 3:15PM NZST

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

Must be a date.

Any other supporting documentation

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

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

**Te Hiku Community Grants Funding January - June 2025
Community Board Funding Application Form (Dec 2024)
Application No. THCB053 From Wahanui Productions**

Form Submitted 1 Jun 2025, 3:15PM NZST

1 Additional Supporting Document Name

1 Additional Supporting Information

Filename: Letter of Support - Wahanui Productions.docx
File size: 32.5 kB

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB04 From Houhora Golf Club Inc

Form Submitted 17 Jun 2025, 10:39AM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Houhora Golf Club Inc

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB04 From Houhora Golf Club Inc**

Form Submitted 17 Jun 2025, 10:39AM NZST

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

Must be formatted correctly.

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

What sector do you/your organisation work in? *

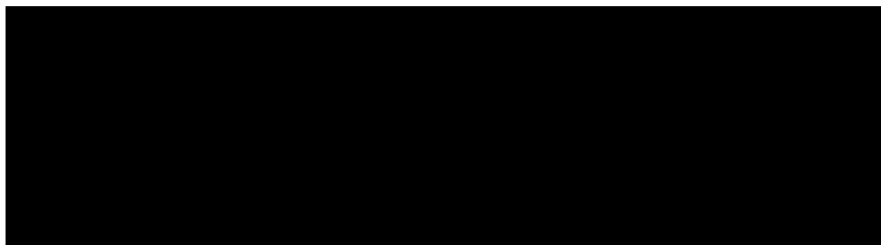
Sport/Recreation

Website

Must be a URL.

Facebook page**Contact details**

Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB04 From Houhora Golf Club Inc
Form Submitted 17 Jun 2025, 10:39AM NZST



Purpose of organisation

Please briefly describe the purpose of the organisation *

We are a sports club (golf, darts, pool) and a social hub for the community where people come in times of evacuations and emergencies.

Must be no more than 50 words.

Number of Members *

80+

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

☒ Te Hiku (Northern)
Community Board

☐ Bay of Islands-Whangaroa
(Eastern) Community Board

☐ Kaikohe-Hokianga
(Western) Community Board

Project name *

Bore Renewal

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

If you are proposing building or creating a physical item to go on Council property, or an item become the responsibility of Council, please contact the Funding Advisor before you

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB04 From Houhora Golf Club Inc

Form Submitted 17 Jun 2025, 10:39AM NZST

lodge an application to find out more information on what is needed before an application can be accepted. Your application may be delayed going to the Board while this process is worked through.

Type of Activity *

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

Project Dates

Start Date

Date

31/07/2025

Must be a date.

End Date:

Date:

31/08/2025

Must be a date.

Project Details

Location *

4803 Far North Road

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes
- ☒ No

If yes, how much?

Must be a whole dollar amount (no cents).

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

5

Must be a number.

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

1500

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☐ Yes
- ☒ No

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

Have you engaged with the community about your project? *

- ☐ Yes
- ☒ No

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB04 From Houhora Golf Club Inc

Form Submitted 17 Jun 2025, 10:39AM NZST

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

Project Outline

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

Who will benefit from your project and how? *

Local Te Aupouri and community and their tamariki, many of whom are members of our club, outlying community members and tourists. As the Councils is aware, our clubrooms are a civil defence emergency evacuation centre. Our current bore has run dry and we need a new bore to maintain our clubs kitchen, sanitation and irrigation.

Must be no more than 150 words.

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

- ☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki
- ☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride
- ☒ Proud, vibrant communities
- ☒ Prosperous communities supported by a sustainable economy
- ☒ Communities that are healthy, safe, connected and sustainable
- ☒ Connected communities that are prepared for the unexpected
- At least 1 choice must be selected.

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

We are a civil defence evacuation centre, a tourist attraction (as the northernmost club in New Zealand). We host weddings and community events, as well as inter-club tournaments.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB04 From Houhora Golf Club Inc

Form Submitted 17 Jun 2025, 10:39AM NZST

\$23,040.00

Must be a dollar amount.

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

\$23,040.00

Must be a dollar amount.

Completing your budget

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

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

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

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

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Aquadrill	\$10,800.00	\$10,800.00	Filename: Aquadrill.pdf File size: 59.0 kB	
Argon Distributors Ltd	\$5,379.00	\$5,379.00	Filename: Argon Distributors.pdf File size: 21.2 kB	
Denis Musson Electrical	\$2,040.00	\$2,040.00	Filename: Musson.pdf File size: 293.9 kB	
W M Brown	\$4,821.00	\$4,821.00	Filename: WM Brown.pdf File size: 26.6 kB	
			No files have been uploaded	
			No files have been uploaded	

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB04 From Houhora Golf Club Inc

Form Submitted 17 Jun 2025, 10:39AM NZST

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

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

42-389-897

Current Funding

How much money does your organisation currently have? *

\$26,749.00

Must be a dollar amount.

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

\$26,747.00

Must be a dollar amount.

Tagged Funds

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB04 From Houhora Golf Club Inc**

Form Submitted 17 Jun 2025, 10:39AM NZST

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

Purpose	Amount
Course Restoration	\$13,147.00
Working Capital (weekly accounts/wages)	\$13,600.00

Total Tagged Funds**Total Expenditure Amount**

\$26,747.00

This number/amount is calculated.

Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	

Previous Funding from FNDC**Have you previously received funding from FNDC? ***☐ Yes ☒ No**Supporting Financial Information**

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

1 Name of supporting financial document *

ASB Bank Statements

1 Supporting Financial document *

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB04 From Houhora Golf Club Inc

Form Submitted 17 Jun 2025, 10:39AM NZST

Filename: Bank Statements.pdf
File size: 2.5 MB

2 Name of supporting financial document

2 Supporting Financial Document

No files have been uploaded

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

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

We, the undersigned, declare the following:

In submitting this application:

1. We have the authority to commit our organisation to this application and we have been duly authorised by our governing body.
2. We acknowledge and agree that the Far North District Council may disclose or obtain information related to the funding of the organisation from any other government department or agenda, private person, or organisation.
3. We have attached our organisations most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.

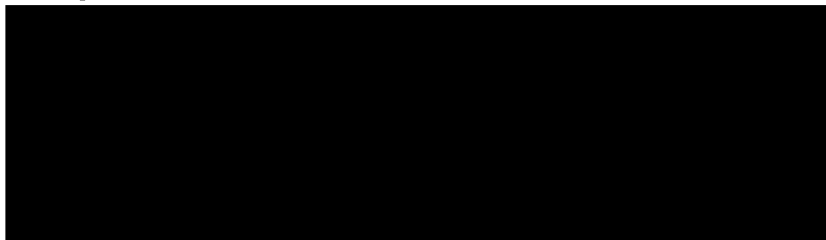
Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB04 From Houhora Golf Club Inc
 Form Submitted 17 Jun 2025, 10:39AM NZST

5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
- Two signatories to all bank accounts (if applicable)
 - a regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as sperate entries in the cash book or as a note o the accounts
 - Tracking of different funding, e.g through a spreadsheet or journey entry
 - regular financial reporting to every full meeting of the governing body

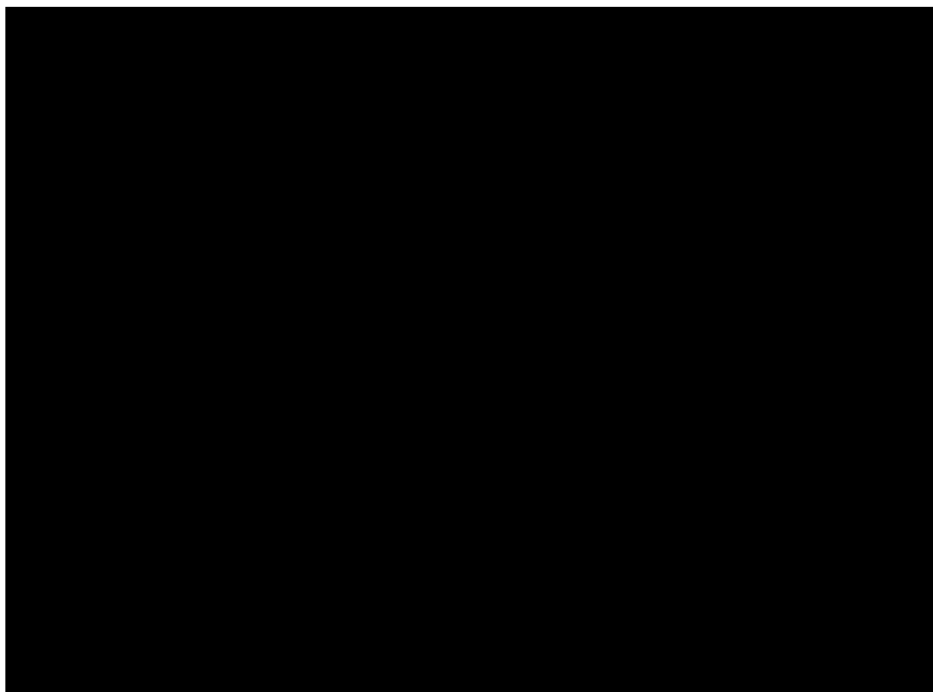
We agree to the following conditions if we are funded by Local Community Grant Funding:

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

Signatures



**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB04 From Houhora Golf Club Inc**
Form Submitted 17 Jun 2025, 10:39AM NZST



Any other supporting documentation

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

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

1 Additional Supporting Document Name

1 Additional Supporting Information

No files have been uploaded

2 Additional Supporting Document Name

2 Additional Supporting Information

No files have been uploaded

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB04 From Houhora Golf Club Inc**

Form Submitted 17 Jun 2025, 10:39AM NZST

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

Before you Begin

Instructions

Please read carefully:

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

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

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

Applicant Details

* indicates a required field

Fund Type

Which fund are you applying for? *

☒ Community Grant Fund

☐ Pride of Place Fund

Applicant details

Applicant *

Jacman Entertainment Ltd on behalf of Savour Northland

NZ Charity Registration Number (CRN)

New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

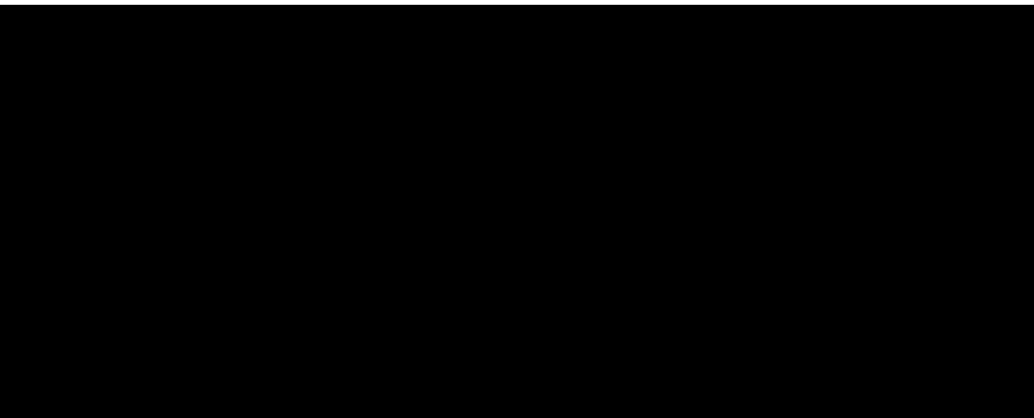
Reg Date

Must be formatted correctly.

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

What sector do you/your organisation work in? *

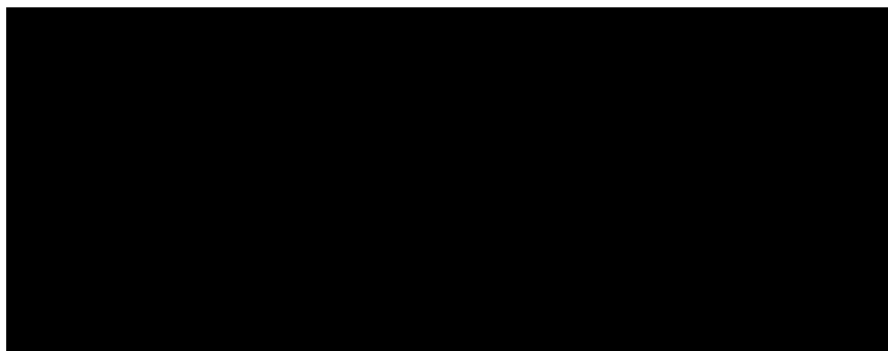
Events

A large black rectangular box redacting the content of the form.

Facebook page

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

Contact details

A large black rectangular box redacting the contact details section of the form.

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

Purpose of organisation

Please briefly describe the purpose of the organisation *

1. Position Northland as a must-visit culinary destination.
2. Support local hospitality, producers and artisans.
3. Increase off-peak visitor traffic and spend.
4. Foster collaboration across food, beverage, producer and tourism sectors.
5. Develop an annual event framework with long-term regional ownership.

Must be no more than 50 words.

Number of Members *

8 inc Advisory Board

Project Details

*** indicates a required field**

Community Board

Community Board Priorities

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

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

Which Community Board are you applying to? *

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

Project name *

Savour Northland

Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

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

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

Type of Activity *

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

Project Dates

Start Date

Date

01/10/2025

Must be a date.

End Date:

Date:

31/10/2025

Must be a date.

Project Details

Location *

Northland wide. Application is for support in Te Hiku area

Must be no more than 10 words.

(Town or area)

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

- ☒ Yes
- ☐ No

If yes, how much?

\$25.00

Must be a whole dollar amount (no cents).

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

30

Must be a number.

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

600

Must be a number.

Have you engaged with tangata whenua about your project? *

- ☒ Yes
- ☐ No

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

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

Have you engaged with the community about your project? *

☒ Yes

☐ No

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

Project Outline

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

Who will benefit from your project and how? *

Savour Northland 2025 is a month long region wide food and beverage festival running throughout October, celebrating the region's rich culinary identity. It shines a light on local producers, hospitality businesses, and artisans through curated experiences and the popular Savour Challenge, where venues create dishes inspired by regional flavours and paired with Northland beverages. Events span tastings, chef-led experiences, and cultural storytelling, highlighting Māori heritage, subtropical produce, and Northland's relaxed, coastal lifestyle.

The festival offers participating businesses marketing support, promotional tools, and collaborative opportunities. A coordinated media campaign will drive awareness, visitation, and off-peak tourism growth, with a strong focus on sustainability and long-term regional resilience.

The wider community benefits through increased exposure for local enterprises, seasonal income, job creation, and cultural celebration. Visitors are treated to unique, place-based food experiences that strengthen their connection to the region making Savour Northland a celebration of taste, identity, and shared stories.

Must be no more than 150 words.

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

☐ A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki

☒ We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride

☒ Proud, vibrant communities

☒ Prosperous communities supported by a sustainable economy

☐ Communities that are healthy, safe, connected and sustainable

☐ Connected communities that are prepared for the unexpected

At least 1 choice must be selected.

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

Savour Northland meets several key community outcomes by fostering connection, pride, and economic opportunity through the lens of food, culture, and regional storytelling.

Proud, vibrant communities:

The festival celebrates Northland's unique identity by showcasing local producers, chefs, and artisans. Events such as the Savour Challenge and chef-led experiences provide a platform for communities to share their stories, skills, and regional flavours. By highlighting Māori heritage, local ingredients, and the relaxed lifestyle of the region, the festival offers a sense of belonging and regional pride among residents, while also offering an authentic experience for visitors.

Prosperous communities supported by a sustainable economy:

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

Savour Northland drives off-peak visitation, bringing economic benefit to local hospitality and tourism operators. It encourages collaboration across sectors, from growers to restaurateurs to accommodation providers, strengthening the local food ecosystem. Participating businesses receive marketing support and tools to amplify their reach.

We embrace and celebrate our unique culture and heritage:

Food is a powerful medium for storytelling. Through curated events that integrate kai, culture, and kōrero, the festival honours the rich traditions of tangata whenua and promotes deeper understanding of Northland's cultural fabric.

In essence, Savour Northland is more than a food event, it's a community celebration that uplifts identity, supports business, and cultivates pride in the place we call home.

Must be no more than 250 words.

Project Cost

*** indicates a required field**

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

Funding Request Amount

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

What is the total cost of your project? *

\$98,163.00

Must be a dollar amount.

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

\$4,025.00

Must be a dollar amount.

Completing your budget

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

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

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

- You need to provide quotes (or evidence of costs) for everything listed in the total costs column

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

- If your organisation is GST registered, all requested amounts must be GST exclusive.
- Do not enter cents - round the values up or down to the nearest dollar
- Do not use the dollar sign (\$), just enter the dollar value

Budget

Expenditure	Total Cost	Amount Requested	Quotes	
	Must be a dollar amount.	Must be a dollar amount.		
Printed Booklet	\$7,994.00	\$1,500.00	Filename: A5 Programme Booklet Quote - Q001979.pdf File size: 907.1 kB	
Flags For Info Hubs	\$5,385.00	\$1,000.00	Filename: Speedy Signs Tear Drops and Footpath Signs QT-005017.pdf File size: 100.4 kB Filename: Tear Drop Flags Quote - Q001980.pdf File size: 907.0 kB	

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

Posters	\$630.00	\$125.00	<p>Filename: Posters Quote - Q001978.pdf File size: 907.1 kB</p> <p>Filename: Top Print QUOTE 26711_Savour Northland_A3 Poster_3 types.PDF File size: 102.5 kB</p> <p>Filename: Top Print QUOTE 26712_Savour Northland_A4 Poster_2 types.PDF File size: 102.5 kB</p>	
Billboards	\$2,199.00	\$500.00	<p>Filename: Billboards Quote - Q001977.pdf File size: 907.1 kB</p> <p>Filename: Fusion Graphics Poster and Billboard Quote (Via Email).docx File size: 14.3 kB</p>	
Footpath Signs	\$3,585.00	\$900.00	<p>Filename: Footpath Signs Quote - Q001981.pdf File size: 907.0 kB</p> <p>Filename: Speedy Signs Tear Drops and Footpath Signs QT-005017.pdf File size: 100.4 kB</p>	
			No files have been uploaded	
			No files have been uploaded	

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

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

Financial Information

*** indicates a required field**

Financial Information

If your organisation registered for GST *

☒ Yes ☐ No

GST Number

GST Number

100-228-378

Current Funding

How much money does your organisation currently have? *

\$20,000.00

Must be a dollar amount.

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

\$20,000.00

Must be a dollar amount.

Tagged Funds

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

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

Purpose	Amount
NZME Radio, print and digital media partnership	\$11,250.00
Website development	\$3,000.00
Digital tech - website hosting, fees, database mgnt etc	\$2,370.00
Design - creative elements, digital and print	\$3,000.00
Social Media - towards overall costs	\$380.00

Total Tagged Funds

Total Expenditure Amount

\$20,000.00

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.	
Whangarei District Council		Pending
Sponsorships	\$15,000.00	Yes
Impact Fund	\$20,000.00	Yes
Registration Fees	\$5,000.00	Pending

Previous Funding from FNDC

Have you previously received funding from FNDC? *

☒ Yes ☐ No

Previous Funding from FNDC

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Matariki Pewhairangi Festival	\$10,000.00	01/07/2023	Yes
BOI Music Festival	\$9,950.00	01/07/2020	Yes

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

Kerikeri Street Party	\$7,475.00	01/08/2020	Yes
Hullabaloo Childrens Festival	\$1,700.00	25/08/2020	Yes
Hullabaloo Childrens Festival	\$1,955.00	18/08/2020	Yes

Supporting Financial Information

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

1 Name of supporting financial document *

Proof of accounts

1 Supporting Financial document *

Filename: Jacman Entertainment Account Details.docx
File size: 140.7 kB

2 Name of supporting financial document

Savour Northland Marketing Budget

2 Supporting Financial Document

Filename: SAVOUR NORTHLAND 2025 Marketing Budget.pdf
File size: 135.0 kB

3 Name of supporting financial document

3 Supporting Financial Document

No files have been uploaded

Applicant Declaration

*** indicates a required field**

Privacy Information

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

Applicant Declaration

Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour Northland

Form Submitted 23 Jun 2025, 4:41PM NZST

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

We, the undersigned, declare the following:

In submitting this application:

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

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

1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month period ends.
3. To spend the funding only for the purpose(s) approved by the Far North District Council unless written approval for a change of purpose(s) is obtained **an advance** from the Community Board.
4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
6. To acknowledge any financial contribution from Far North District Council on signage and in any publicity relating to the project. Contact the Funding Team for digital imagery.
7. To make available any files or records that relate to the expenditure of this funding for inspection if requested by the Far North District Council or its auditors.
8. To complete and return a Project Report within **two months** of the end of the project, or, if the activity is ongoing, within two months of the funding being spent. applicants

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

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

Any other supporting documentation

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

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

**Te Hiku Community Board Grants July 2025 - June 2026
Community Board Funding Application Form (Dec 2024)
Application No. THCB08 From Jacman Entertainment Ltd on behalf of Savour
Northland**

Form Submitted 23 Jun 2025, 4:41PM NZST

1 Additional Supporting Document Name

Savour Northland Business Plan 2025

1 Additional Supporting Information

Filename: SAVOUR NORTHLAND 2025 Business Plan FNDC.pdf

File size: 205.9 kB

2 Additional Supporting Document Name

Participants 2024 in Te Hiku Community

2 Additional Supporting Information

Filename: SN Event Listings 2024 Te Hiku Community Board.pdf

File size: 89.7 kB

3 Additional Supporting Document Name

3 Additional Supporting Information

No files have been uploaded

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 TE HIKU COMMUNITY BOARD DECEMBER 2024 OPEN RESOLUTION REPORT

File Number: A5045133

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 July 2025 Open Resolution Report.

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. Open Resolutions Report - A5254581 [↓](#) 

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Tuesday, 1 July 2025 3:26:12 pm Date From: 1/01/2021 Date To: 1/07/2025	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 10/06/2025	Community fruit tree planting in Ahipara	RESOLUTION 2025/71 That Te Hiku Community Board approves the planting of six fruit trees at Ahipara reserves on Foreshore Road and Takahe Road. CARRIED	24 Jun 2025 9:32am The location of 4 fruit trees at Foreshore Road Ahipara was marked out last week for Sunday planting. Planting at Taheke Road required a higher level of planning because of services and parking issues and may be considered for next year.
Te Hiku Community Board 15/04/2025	Motion	RESOLUTION 2025/36 That Te Hiku Community Board request that Far North District Council prioritise Allen Bell Drive traffic calming. <i>Note: The Board is aware that traffic calming is not encouraged in the GPS, but after the horrific results of the speed trailer and multiple RFS requests from residents, the board believe this has to be escalated.</i> CARRIED	
Te Hiku Community Board 10/06/2025	Motion	RESOLUTION 2025/75 That Te Hiku Community Board request that a report come to Te Hiku Community Board July meeting to finalise a formal lease between Far North District Council and the Far North Regional Museum Trust for the Pioneer House. <i>Note: A report came to the December 2024 board meeting and there has been no progress since.</i> CARRIED	18 Jun 2025 11:06am We have a draft lease that has been reviewed by legal and we are in the process of negotiations. We also have a project for repairs to building and we are waiting on a NTF from building compliance so we can ensure we can provide a legal and safe building to lease before we sign up with further lease agreements. The current tenants are happy and have been communicated with. The lease is holding over while we work to ensure the buildings future.
Te Hiku Community Board 10/06/2025	Motion	RESOLUTION 2025/73 That Te Hiku Community Board a) allocate \$57,000 funding from the Te Hiku Town Beautification fund to its footpath budget; and b) request a report to its July meeting on the amount of funds available in the footpath budget so that it can	

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Tuesday, 1 July 2025 3:26:12 pm Date From: 1/01/2021 Date To: 1/07/2025	
Meeting	Title	Resolution	Notes
		allocate funds as prioritised in its meeting of 21.11.2023 as follows: RESOLUTION 2023/114 That Te Hiku Community Board a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan. i) Mill Bay Road - SH10 to Rangakapiti, Mangonui ii) SH 1@ Gill, Awanui iii) Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto iv) Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia. CARRIED	
Te Hiku Community Board 15/04/2025	Motion	RESOLUTION 2025/31 That Te Hiku Community Board: a) request again that a letter be sent to all land drainage rate payers explaining their obligations under the Land Drainage Bylaw, b) request that staff progress the draft Land Drainage Management Plan; and c) request that a workshop be held for Land Drainage Bylaws. CARRIED	03 Jun 2025 9:20am Amendments to the Land Drainage Bylaw have been completed and are currently with Legal Services to review., Schedules are maps are also currently being reviewed and updated the Water Services Team Leader. Currently working on getting concise dates on when the actions above will be completed to allow for a workshop to happen. 24 Jun 2025 2:29pm The draft amended Land Drainage Bylaw is ready for consultation and the proposal for consultation will be presented to the 31st July Council meeting.
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.	28 May 2024 1:54pm Finalising contract details to be awarded by 30/06 05 Jul 2024 8:03am Currently in the last stages of Contract finalisation. 09 Sep 2024 9:47am Status Quo

OPEN RESOLUTION REPORT			
Division: Committee: Te Hiku Community Board Officer:		Printed: Tuesday, 1 July 2025 3:26:12 pm Date From: 1/01/2021 Date To: 1/07/2025	
Meeting	Title	Resolution	Notes
		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 the Delivery & Operations Group 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. CARRIED	
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme	RESOLUTION 2023/34 That the Te Hiku Community Board; a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000. c) approve the use of other local spray contractors in the area. d) request the proposed rate change for Waiharara \$35,525 and Kaikino \$34,413, including drone hireage and machine cleaning, be reported back to the Drainage Committees. e) request a briefing from the Delivery & Operations Group Manager about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description.	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			
Division: Committee: Te Hiku Community Board Officer:		Printed: Tuesday, 1 July 2025 3:26:12 pm Date From: 1/01/2021 Date To: 1/07/2025	
Meeting	Title	Resolution	Notes
		f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils. CARRIED	
Te Hiku Community Board 22/10/2024	Taipa Placemaking	RESOLUTION 2024/55 That Te Hiku Community Board adopts the 2024 Taipa Placemaking Plan subject to a variation that provides adequate parking spaces for trailers at Taipa Point and costings of items for stage 3. CARRIED	29 Jan 2025 3:35pm Working with the community board on options to give effect to the requested boat trailer parking. Feedback has been sought on two options. Costings are still in progress. 25 Mar 2025 9:09am staff are working to obtain costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board 23 Jun 2025 8:46pm Staff are continuing work to obtain costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board.
Te Hiku Community Board 13/02/2024	Deferral of North Park Toilet Construction	RESOLUTION 2024/4 That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table. CARRIED <i>Note: The Board request further enquiry by staff into alternative locations for the toilet.</i>	26 Jul 2024 1:05pm Nothing further at this time. Still working on identifying a suitable location. This project has now been moved out to yr 4 at this time. 29 Aug 2024 9:38am No further update at this time 23 Sep 2024 9:03am Ongoing investigations for a suitable location, DF Asset Manager will revisit prior to year 4 of current LTP. 02 Dec 2024 4:11pm Status Quo 09 Jan 2025 9:19am No further update at this time. 24 Feb 2025 2:04pm John has been working with the Kaitiāia business association to reopen discussions with Gull, so action with him. 05 May 2025 11:33am This action is back with the board (John) to work with KBA. No further action for staff at this time

8.2 DELIVERY & OPERATIONS QUARTERLY UPDATE

File Number: A5212099

Author: Tania George, Executive Assistant to Group Manager - Delivery and Operations

Authoriser: Ruben Garcia, Acting Group Manager – Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

This quarterly update has been introduced to give Te Hiku Community Board a clear, concise view of Delivery & Operations' activities and performance. By moving from monthly GM-level catch-ups to a structured quarterly report, we aim to provide data-rich insights, highlight emerging issues early, and focus discussion on matters squarely within the Delivery & Operations portfolio—building services, compliance, resource consents, property & facilities, solid waste, and quality systems. The intent is to improve transparency, make better use of the Board's meeting time, and ensure our managers can respond directly to operational questions that matter most to Te Hiku communities.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

Overall, the Delivery & Operations Group is tracking well against its key performance measures for the first half of 2025. Building Services is exceeding CE targets, aided by new BI dashboards that sharpen compliance visibility and cost-effective inspections. Compliance teams have lifted dog-registration rates to 87.5 %, reduced wandering-dog call-outs, and maintained strong food- and alcohol-licensing standards, while two successful prosecutions underscore a firmer stance on irresponsible ownership. Resource Consents has largely internalised processing, issuing 49 decisions and shepherding several sizeable papakāinga and subdivision developments despite a softer economy. Property & Facilities continues to improve cemetery data integrity, street-cleaning regimes, and tree-maintenance planning, although legacy track-safety issues will require targeted remediation. Waste-minimisation plans are now ready for public consultation, and quiet winter volumes are being used to accelerate site maintenance. Finally, both the BCA and FVA retain low-risk accreditation status after recent IANZ assessments, confirming our quality systems remain robust. Collectively, these results indicate steady service delivery, proactive risk management, and a renewed focus on data-driven improvement across all business units.

TŪTOHUNGA / RECOMMENDATION

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

TĀHUHU KŌRERO / BACKGROUND

Delivery & Operations (D&O) is Council's principal operational arm, responsible for translating policy into safe, reliable and customer-focused services across the district. The Group brings together five complementary business units—Building Services, Compliance, Resource Consents, Property & Facilities, and Quality—each with a distinct legislative mandate yet closely inter-linked day-to-day.

Building Services oversees the full building-control lifecycle. Its Territorial Authority (TA) function deals with public-facing duties such as issuing Project Information Memoranda, Certificates for Public Use and Notices to Fix, as well as monitoring swimming-pool safety, dangerous-building risks, and annual Building Warrants of Fitness. Alongside, the Building Consent Authority (BCA) function assesses and approves building-consent applications, conducts onsite inspections, and

issues Code Compliance Certificates and Compliance Schedules, ensuring every consented project meets the standards of the Building Act 2004.

Compliance safeguards community wellbeing through three specialist teams. Animal Management promotes responsible dog ownership and responds to roaming-dog and safety incidents; Environmental Health delivers food-safety verifications and administers liquor-licensing to reduce alcohol-related harm; and Monitoring investigates breaches of bylaws, the District Plan, and parking regulations, encouraging voluntary compliance before taking enforcement action.

Resource Consents carries Council's statutory duties under the Resource Management Act 1991 and Local Government Act 2002. Two planning teams, an engineering team and an RMA-support hub now process almost all consent applications internally, engaging external specialists only for conflicts or complex peer reviews. This model enables faster decision-making and stronger local oversight of subdivision, land-use and infrastructure-related proposals.

Property & Facilities manages the assets and public places that underpin liveability—from cemeteries and pensioner housing to parks, playgrounds, public toilets, town-centre streetscapes and leased community buildings. Its Property Management and Technical Operations teams focus on proactive maintenance, asset renewals and customer service so that residents and visitors have safe, inviting spaces to live, work and play.

Quality provides the assurance layer that keeps the Group's statutory functions accredited and continuously improving. It maintains the systems that support IANZ accreditation for the BCA and recognition for the Food Verification Agency, undertakes internal audits, and steers corrective-action programmes so that all operations remain compliant, efficient and transparent.

Together, these five units form an integrated delivery platform designed to protect public health and safety, enable sustainable development, and maintain the district's essential facilities—while remaining accountable to Te Hiku communities through regular performance reporting and open dialogue.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Building Services

Territorial Authority (TA) Operations Update

The TA team is currently familiarizing itself with the new Business Intelligence (BI) dashboards. These tools are significantly enhancing the efficiency and cost-effectiveness of swimming pool inspections and Building Warrant of Fitness (BWOF) audits. While some data cleansing is still underway, the dashboards are already providing the best visibility to date into the condition and safety levels of buildings in our community. This improved insight will support long-term compliance with MBIE requirements during TA audits.

Application compliance from Jan 1st to May 31st, 2025:

- Certificate of Acceptance 4 at 100%
- Exemption 30 at 100%
- Certificate of public use 48 at 100%
- Change of use 1 at 100%

Audits/Inspections/Investigations:

- Pool inspections 109 at 64%
- Building warrant of fitness audits 127 at 70%, Backlog to clear 184.

- Notice to fix 166 issued.

Building Consent Authority (BCA) Performance

The BCA is performing well and is on track to exceed the CEO's KPIs for the year. Efforts are ongoing to enhance reporting capabilities to meet MBIE's data collection standards. This will also allow us to report to both leadership and the community on:

- The value of work consented by ward.
- The ratio of application fees to project value.

Application compliance from Jan 1st to May 31st, 2025:

- Building consents 387/1 at 99.74%
- Code Compliance Certificate 476 at 100%

Inspections total 2743 pass rate of 79%.

Economic Outlook and Market Trends

Although building consent applications have been down, the current environment of lower interest rates and inflation is expected to boost customer confidence. This should lead to an increase in consent applications, which will positively impact the financial health of our communities.

Workforce and Recruitment

Lower work volumes have made the job market more competitive, resulting in a recent uptick in high-quality applicants for open positions.

Compliance

The **Animal Management Team** work tirelessly to ensure dog owners in the Far North District are responsible and held accountable for their actions.

Over the 2024-2025 period the Animal Management Team have:

- Pushed registration compliance to 87.5% (at May 2025) with 1000 more known dogs than the previous year.
- Improved impounding processes to ensure dogs are reunited with responsible owners sooner.
- Pushed to achieve a <93% compliance rate to requests for service in June 2025.
- School education programmes are being implemented throughout June/July/August across the district.
- Held irresponsible dog owners to account through a variety of enforcement measures including 2 prosecutions, 645 infringements and other notices.
- Increase in proactive patrols resulting in a significant reduction in requests for wandering dogs in public. (68 stray requests in April 2025 and 39 in May 2025)

The **Environmental Health Team** cover Liquor Licensing, Food Verifications and other Health Act related queries. The team processes administrative related queries for licensing purposes as well as conducting physical checks for compliance. Non-compliance can have serious consequences for the licensee and impact public safety.

Some notable points of the Environmental Health Services team over 2024-2025 include:

- Consistent levels of service to the community with all LTP targets of ≥95% of Food Control Plans being assessed.
- All licensed premises being visited every 4 years with the EHS team visiting 75% annually.

- Hosting of Northland TA meeting in Kaikohe in May with Councils, FENZ, Police, MoH resulting in Police using our model as the benchmark across the Country.
- Hairdressing regulations are being revoked by Central Government.
- DLC hearing for Remarkables Wines Ltd resulting in refusal of a new on-licence after significant breach of the Sale and Supply of Alcohol Act 2012.
- ARLA hearing for Carrington Resort resulting in temporary suspension of their off-licence after irresponsible advertising of alcohol sales.

The **Monitoring team** have gone through a leadership change over the last 6 months after the departure of their long time Team Leader – we welcomed Harirewa into the role after a successful secondment.

The team conducts a variety of work across the district including:

- Bylaw and district plan breaches
- Encroachments onto Council land
- Monitoring of some resource consent conditions
- Parking enforcement

The team approaches each breach with the VADE model and seeks voluntary compliance before enforcement. Unfortunately, their work is almost completely in response to somebody breaching a rule or regulation in some way.

Their current focusses are:

- Clearing a backlog of resource consents that need monitoring and Encroachments across the District.
- Moving vehicle crossings in house to save costs and transfer the responsibility into the Resource Consents team.
- Ensuring all district plan or bylaw breaches are responded to and an investigation started within 3 days.

Resource Consents

The Resource Consents Team reports on the three wards. The commentary provided is specifically for **Te Hiku Ward**.

RMA Applications Received in Te Hiku Ward

- Resource consent administration has received and lodged 117 applications since January 2025.

RMA Decisions Issued

- The Resource Consents team issued 49 decisions under the RMA and LGA and issued 31 decisions in relation to Certificates (13 of these were subdivision completions).

Location of Subdivisions Completed

- A total of 13 subdivision completion (s224) certificates were issued from January 2025 – May 2025 in Te Hiku ward.

Housing and Major Developments

Despite the slowed economy, the Far North District remains a hot pot of development activity. The Resource Consents Team has handled around 15 large-scale applications for Te Hiku ward, including three Papakāinga developments, with projects ranging from 5 to 140 lots. Most of these large scaled development projects are still being actively managed.

Overview – What's up in FNDC consenting space in 2025

Over the past six months, we continue to have a focus on reviewing and enhancing our internal processes. Many of these processes include updating our practice and guidance notes and updating internal software. From the customers point of view, we are focused on streamlining our processes to bring renewed effort into value for money. This means invoices that are more affordable for the customer.

Te Hiku Community Board Input

We continue to seek input from the community board on resource consents that have community interest. These have included larger scale and non-complying projects such as solar farms, Large scale earthworks, papakāinga applications, community projects like skate parks, anything in and near community infrastructure and anything with affects outside of a property's boundary. Please let us know if we need to expand the types of consents that you would like to assess and provide comment on.

Property & Facilities**Technical Operations****Burials**

Burials have been steady, and collaboration between staff and the contractor City Care has seen our processes improve.

A large piece of work to review our burial processing and applications as well as how our data is stored is underway. Surveying of our cemeteries is underway to ensure the information we have on record is accurate.

Street Cleaning

Daily street cleaning of town centres is progressing as planned. Regular pavement cleaning is being conducted periodically. We are actively monitoring service delivery and expect further improvements through contractor audits, ensuring ongoing efficiency and quality of service.

Furniture Cleaning

A new cleaning regime for town and park furniture is under development. This approach aims to optimize cleaning efficiency by reducing travel time and improving resource allocation, ultimately enhancing overall service delivery.

Tree Maintenance on Reserves and in the community

Unresolved tree work across several reserves and council land. Improved communication with City Care and contacted arborists to resolve outstanding works and an effective proactive assessment program will improve the status over time. The "Redwoods" forest is subject to significant project management planning with pertinent details to be communicated with key stakeholders in a timely fashion over the next few weeks.

Track and Cycle Maintenance

There are known issues that require attention to maintain safe use. However, it is the unknown issues that are arguably of greater concern. Resolution will require dedicated resources including navigating a potential minefield with some contractors around accountability for defective works and making good. There is the prospect that some tracks may be temporarily closed to the community.

Playground Equipment

Playground maintenance and upgrades are proceeding smoothly, with minimal disruption to users.

Graffiti and Illegal Dumping

Total cost of graffiti and illegal dumping across all facilities this financial year to date is provided in the attachment.

Housing for the Elderly

We currently have 32 vacant pensioner units. Details are in the attachment.

Property Management

Leases and licences to Occupy are subject to a planned approach of review. Buildings and building sites similarly but with escalations currently in reactive mode. A systems review and reset is underway including cleaner more timely data, one source of truth, live updates all to contributing to quality information and supporting more efficient and effective ways of working and consequently better outcomes for the community.

Customer Requests (Requests for Service)

We have had many Requests for Service received for the year, with a total of 1,967 request being raised between Jan - May. Our team continue to focus on closing the gap on open requests - we currently have 360 open, and are actively working on, with works varying from illegal dumping, tree maintenance, building maintenance and general queries about the many parks & reserves we are responsible for maintaining.

Solid Waste Update - Minimisation and Sustainability

Six- and 25-year Waste minimisation and sustainability plans have been developed, submitted to Council and will now go out for public consultation.

There has been a significant change in weather coming into winter, with some sites noticing customer volumes have dropped, as well as highlighting areas of required maintenance.

Our contractor Northland Waste Limited are taking the opportunity during this quiet time to evaluate and prioritise the maintenance and upgrade requirements over all the sites. NWL will work with the Far North District Council to plan repairs, maintenance, and improvements.

The recent wet weather has also highlighted areas that are prone to water build up.

Local sponsored events from Northland Waste:

- Ngāti Kahu Whanau Day – Sponsored wheelie bins for refuse and recycling.

Quality

Building Consent Authority (BCA)

In October 2024, the accreditation body (IANZ) conducted an assessment of the BCA. The assessment determined that the BCA is considered to pose a Low Risk (normal risk) meaning the BCA is likely to remain substantially compliant over the next two years. IANZ confirmed the BCA continues to comply with the regulations and accreditation would be continued. The next assessment is scheduled for October 2026.

Internal audits are regularly conducted to assess the BCA's compliance against the regulations. These internal audits include checking whether the BCA has the minimum policies, procedures and systems that a BCA must have, and that these are consistently and effectively implemented.

Food Verification Agency (FVA)

In June 2024, the accreditation body (IANZ) conducted a surveillance assessment of the FVA. IANZ confirmed that the FVA continues to meet the requirements to be a recognised agency to conduct food verification services. The next assessment is scheduled for December 2025.

Internal audits are regularly conducted to assess the FVA's compliance against the regulations. These internal audits include checking whether the FVA has the minimum policies, procedures and systems that an FVA must have, and that these are consistently and effectively implemented.

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

Nil

ĀPITIHINGA / ATTACHMENTS

Nil

8.3 CHAIRPERSON AND MEMBERS REPORTS

File Number: A5247599

Author: Beverly Mitchell, Community Board Coordinator

Authoriser: Aisha Huriwai, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

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

NGĀ TŪTOHUNGA / RECOMMENDATION

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

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

REASON FOR THE RECOMMENDATION

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

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

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

NGĀ ĀPITI HANGA / ATTACHMENTS

1. Member Report - Chair Adele Gardner - A5256616  
2. Member Report - Sheryl Bainbridge - A5256617  



Te Hiku Community Board Chairperson's Report

Name: Adele Gardner

Subdivision: Kaitaia Te Hiku

Date: 16 June 2025

Meetings Attended

Date	Meeting
27/05/2025	Lake Ohia Hall
28/05/2025	Annual Plan Workshop
28/05/2025	Direction on Proposed Community Adaption Programme
05/06/2025	Council meeting
07/06/2025	Te Hiku Revitalisation Group workshop
10/06/2025	Te Hiku Community Board
12/06/2025	AI Tools online workshop
13/06/2025	Te Ahu Trust
17/06/2025	Transport & Infrastructure Committee
18/06/2025	Extraordinary Council

Note: The AI online zoom workshop was interesting. AI can help restore the balance between elected representatives and professional staff, strengthening rather than weakening democratic accountability. The next steps are:

1. Pilot programmes in willing councils
2. Build shared resources and expertise
3. Engage communities in the conversation
4. Develop ethical frameworks and guidelines
5. Training elected member



Te Hiku Community Board Member Report

Name: Sheryl Bainbridge
Subdivision: Doubtless Bay
Date: 18 June 2025

Meetings Attended

Date	Meeting
11/06/2025	Te Hiku CB Meeting

Community Issues

Issue name	Comment
18/06/2025	<p>Feedback from Julianne Bainbridge on NRC Response regarding Madagascar Ragwort</p> <p>Thank you for the opportunity to provide feedback on the Northland Regional Council's formal response to the Te Hiku Community Board regarding the Madagascar ragwort issue.</p> <p>While it is encouraging to see some movement — including the recent pest designation and stated intent to form a multi-agency working group — the overall tone of NRC's reply is still deeply unsatisfactory. The emphasis on industry co-leadership and co-funding continues to place the burden back on farmers and industry bodies, despite the fact that it has been NRC's slow response and lack of leadership that has enabled the issue to become as widespread and entrenched as it now is.</p> <p>I have personally been raising concerns with NRC for over three years, well before Madagascar ragwort had established the density of infestation we now see in the Far North. This delay has placed unnecessary pressure on landowners and communities, many of whom are still without any meaningful support or clear guidance.</p> <p>The letter also characterises the problem as still somewhat localised or "patchy," yet the scale of spread is plainly visible from the road across wide parts of the region. If any NRC representatives would like to drive north, they would see it firsthand. Personally, I had never seen this weed fifteen years ago. Now, every time I drive out my driveway, I feel sick looking at neighbouring paddocks and roadsides knowing that 70,000 seeds per plant are on the move — many of them heading our way. It is not just a land management issue; it is affecting people's mental wellbeing and sense of helplessness.</p> <p>I welcome the formation of a working group — but I urge NRC to be proactive, not passive, in reaching out to those with lived experience on the ground. Ian Sizer, who initiated the petition to Parliament, is willing to be involved and should be invited directly. His contact email is iansizer@icloud.com.</p> <p>Depending on time constraints and the degree of real action being taken, I may also be interested in contributing. My contact is anjbainbridge@outlook.com. Vicki Stevens has also been active in both awareness and field-level engagement and should be approached as well: piscofarms@gmail.com.</p>

Finally, while the regional pest classification is a small step forward, it is not nearly enough without immediate enforcement by NRC directly — without neighbours having to risk already delicate relationships and mental health — as well as adequate funding and a region-wide education campaign. NRC must stop waiting for perfect inter-agency alignment or industry sign-off and instead take the lead, as the public body tasked with protecting Northland's land and biodiversity. Farmers and rural families have carried the weight of this alone for far too long.



11 June 2025

Adele Gardner
Chairperson
Te Hiku Community Board of Te Kaunihera o te Hiku o te Ika
Via email: Governance@fndc.govt.nz

Tēnā koe Adele

FORMAL REQUEST FOR LEADERSHIP ROLE IN MADAGASCAR RAGWORT RESPONSE

Thank you for your letter and your interest in the Madagascar ragwort issue. I have provided a response to your specific requests below.

1. Establish a Multi-agency Working Group

Since meeting with Minister Hoggard in November 2024 to seek support for the Madagascar ragwort issue, we have been actively pursuing the establishment of a working group. We share the Ministers view that the response should be co-led with industry. To that end we have had several meetings and discussions with key industry representatives regarding the multi-agency working party approach and the potential financial commitments needed to progress the response. We are currently awaiting confirmation from senior officials in Beef & Lamb, and Dairy New Zealand that they will cost share the development of an action plan. Pamū Farms are playing a lead role in helping to engage industry and their CFO Will Burrett has advised they also wish to assist in preparing that plan and there may be others. This plan would seek input from working group representatives, iwi/hapū and other stakeholders to evaluate the options and resources required.

We have other regional sector and central government representatives confirmed for the working group and would welcome nominations from the Te Hiku Community Board or the Far North District Council to participate in development of the action plan once we have the commitment from the industry.

2. Fast-track Classification of Madagascar Ragwort

Following a minor amendment approved by council on the 27th May, Madagascar ragwort is now a designated pest in Northland under the Northland Regional Pest and Marine Pathways Plan 2017-2027. This provides for rules within our region aimed at slowing the spread. Further to our council's decision to improve regional regulation the Council Chair and myself are meeting in person with industry sector representatives in the next week to press the case for industry co-funding.

In regard to having a national classification we are also enquiring with the Ministry for Primary Industries to request that they progress the designation of Madagascar ragwort as an Unwanted Organism. This status will provide for improved nationwide regulation aimed at slowing the spread.

📞 0800 002 004

🌐 www.nrc.govt.nz

✉️ info@nrc.govt.nz

Private Bag 9021, Te Mai, Whangarei 0143

**3. Ensure Fair Representation of Private Farmers**

For the multi-agency working group we have been seeking membership from agencies like Federated Farmers, Beef and Lamb and Dairy NZ to represent the primary sectors views and priorities and contribute to the resources required. We agree that those agencies may not fully reflect the perspectives and challenges of individuals and private farms and will seek to capture that through the consultation work undertaken as part of the development of the action plan.

We would welcome nominations for private farmers who may be able to represent smaller private farm holdings on the working group, or who would like to be involved in the consultation as part of the action plan development.

4. Increase DOC Accountability.

We share your desire to see increased focus on and resources for invasive weed management on the DOC estate. We recognise that as a major public landholder they will have a role to play in demonstrating responsible land management with regard to Madagascar ragwort, as will territorial and road and rail authorities, and in particular industries such as Forestry, and we will be advocating for this.

5. Launch an Education and Awareness Campaign

We agree that a targeted campaign throughout Northland and beyond is essential. This will be a key focus of the action plan and working group. To ensure its effectiveness, we are seeking the support and collaboration of industry partners. Their involvement will help ensure that the messages are well-targeted, widely shared, and amplified through various industry channels and voices.

We appreciate your initiative and look forward to collaborating with the Te Hiku Community Board to address this issue. Please feel welcome to contact our Group Manager for Biosecurity Don McKenzie, or Joanna Barr, Biosecurity Manager Pest Plants for further discussions.

Nāku noa nā

Jack Crow
Chair of Biodiversity and Biosecurity Working Party
Northland Regional Council

Cc Will Burrett, CFO Pāmu Farms



0800 002 004



www.nrc.govt.nz



info@nrc.govt.nz

Private Bag 9021, Te Mai, Whangarei 0143

From 31 March 2025 Te Hiku Community Board from Sheryl Bainbridge:**Madagascar Ragwort or Gravelly Groundsel:**

After the February meeting I sent this to Felicity:

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

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

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

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

Meeting Report on Madagascar Ragwort

Date: 04/02/2025

Location: Rangiputa Station, Northland

Prepared by: Julianne Bainbridge for: Te Hiku Community Board

Attendees:

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

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

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

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

A Controlled Area Notice (CAN) for Northland was discussed to limit the spread of MR seeds.

However, this requires MR to first be classified under NRC's PMP. Can NRC fast-track this process?

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

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

2. Need for Collaboration and Landowner-Led Initiatives

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

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

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

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

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

New Zealand should leverage Australia's existing research to avoid unnecessary duplication of effort. Could Sustainable Food and Fibre Futures (SFFF) funding be accessed for MR control?

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

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

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

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

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

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

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

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

Recommendation:

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

This issue has been growing, and I have personally been advocating for rapid action for over two years, and it is frustrating to see little progress despite repeated efforts to raise awareness. It is critical that we move beyond discussion and into actionable solutions before MR spreads further across New Zealand.

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE