



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Te Hiku Community Board Meeting

Tuesday, 6 October 2020

Time: 10:00 am
Location: Mangonui Cruising Club
5 Silver Egg Road
Mangonui

Membership:

Member Adele Gardner - Chairperson
Member Darren Axe
Member Sheryl Bainbridge
Member Jaqi Brown
Member Felicity Foy - Councillor
Member John Stewart

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 & Kaitaia 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. 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.
18. 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.
19. 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.
20. 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 Maori.

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

Protocols

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

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

TE HIKU COMMUNITY BOARD MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Adele Gardner	N/A - FNDC Honorarium			
	The Far North 20/20, ICT Trust	Trustee		
	Te Ahu Charitable Trust	Trustee		
	ST Johns Kaitia Branch	Trustee/ Committee Member		
	I know many FNDC staff members as I was an FNDC staff member from 1994-2008.			
Partner of Adele Gardner	N/A as Retired			
Darren Axe	Wharf Warden at Far North Holding Limited	Council Controlled organisation		
Sheryl Bainbridge	Ex-employee of Far North District Council			There should be no conflict of interest if we are all heading in the same direction
	Property in Coopers Beach			
Jaqui Brown	Te Hiku Navigation	Manager		
	Whangape Marae	Maori Land Owner Trustee over Whangape School and marae		Will manage any potential interests/conflicts and it arises
	Te Rawawa Rugby Club Committee	TRRC Lease Ahipara Domain from FNDC		Will manage any potential interests/conflicts and it arises
	Property in Ahipara			
John Stewart	Printing.com Kaitia	Managing Director	Produces some work for FNDC	Step aside for any decisions at the time

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Zenstone N.Z Limited	Managing Director	N/A	N.A
	90 Mile Snapper Bonanza Limited	Shareholder / Organiser	May apply for event funding from FNDC	Step aside for any decisions at the time
	Property in Whatuwhiwi and Kaitia			Step aside for any decisions at the time
John Stewart – Partner	Printing.com Kaitia			
	Property in Whatuwhiwi and Kaitia			Step aside for any decisions at the time
Felicity Foy	Director - Northland Planning & Development	I am the director of a planning and development consultancy that is based in the Far North and have two employees. Property owner of Commerce Street, Kaitia		I will abstain from any debate and voting on proposed plan change items for the Far North District Plan.
				I will declare a conflict of interest with any planning matters that relate to resource consent processing, and the management of the resource consents planning team.
				I will not enter into any contracts with Council for over \$25,000 per year. I have previously contracted to Council to process resource consents as consultant planner.

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight, and Allen Bell Drive.	
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 7 dwellings on Church Road, Kaingaroa and 2 dwellings on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
Partner Felicity Foy	Director of Coastline Plumbing NZ Limited			
	Friends with some FNDC employees			

Far North District Council
Te Hiku Community Board Meeting
will be held in the Mangonui Cruising Club, 5 Silver Egg Road,
Mangonui on:
Tuesday 6 October 2020 at 10:00 am

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1 KARAKIA TIMATANGA – OPENING PRAYER**2 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 Team Leader Democracy Support (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.

3 PUBLIC FORUM**4 DEPUTATIONS**

No requests for deputations were received at the time of the Agenda going to print.

5 SPEAKERS

- Brian Page representing Whatuwhiwhi Ratepayers Association – Community Plan.
- Angela Phillips representing Far North Safer Community Council – Funding Application 7.6 refers.
- Tepora Kauwhata representing Te Tūhua ki Aotearoa Charitable Trust – Funding Application 7.6 refers.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A2957862

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The minutes are attached to allow the Te Hiku Community Board to confirm that the minutes are a true and correct record of the previous meeting.

RECOMMENDATION

That the Te Hiku Community Board agrees that the minutes of the meeting of the Te Hiku Community Board held 25 August 2020 be confirmed as a true and correct record.

1) 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) DISCUSSION AND OPTIONS

The minutes of the meeting 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".

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. 2020-08-25 Te Hiku Community Board Minutes [A2942053] - A2942053 [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This 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.	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.	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.

**MINUTES OF TE HIKU COMMUNITY BOARD MEETING
HELD AT THE TE RARAWA RUGBY FOOTBALL CLUB, 252 AHIPARA ROAD, AHIPARA
ON TUESDAY, 25 AUGUST 2020 AT 10:02 AM**

PRESENT: Chairperson Adele Gardner, Member Darren Axe, Member Sheryl Bainbridge, Member Jaqi Brown, Member John Stewart, Councillor Felicity Foy

1 KARAKIA TIMATANGA – OPENING PRAYER

Member Brown opened the meeting with a Karakia and welcomed all the Te Rarawa Rugby Club.

2 APOLOGIES AND CONFLICTS OF INTEREST

Nil

3 PUBLIC FORUM

There were no members of the Community to speak during public forum.

4 DEPUTATIONS

There were no requests for deputations.

5 SPEAKERS

Hari Bans Angell representing Far North Joyfest spoke in regards to Item 8.4 – Funding Applications.
Councillor Felicity Foy joined the meeting at 10.12 am.

Donna Badorek and Veronica HP representing Donna Doolittle Animal Rescue spoke in regards to Item 8.4 – Funding Applications.

Angela Phillipps representing Far North Safer Community Council spoke in regards to Item 8.4 – Funding Applications.

Diane Henderson representing Life Education Trust spoke in regards to Item 8.4 – Funding Applications.

6 NOTICE OF MOTION

**6.1 NOTICE OF MOTION - ADOPTION OF TE HIKU O TE IKA OPEN SPACES
REVITALISATION MASTER PLAN**

Agenda item 6.1 document number A2939455, pages 12 - 63 refers.

RESOLUTION 2020/44

Moved: Member Jaqi Brown
Seconded: Member Darren Axe

That the Te Hiku Community Board adopts the Te Hiku o te Ika Open Spaces Revitalisation Master Plan as its overarching document that will sit within the Te Hiku Community Board Strategic Plan (including guiding the Board in identifying, confirming and allocating funding to its strategic and community planning projects).

CARRIED

6.2 NOTICE OF MOTION - INVESTIGATION INTO DIVESTING RANGITOTO RESERVE, MANGONUI

Agenda item 6.2 document number A2939763, pages 64 - 68 refers.

RESOLUTION 2020/45

Moved: Member Darren Axe

Seconded: Member Sheryl Bainbridge

That the Te Hiku Community Board:

- a) requests that staff investigate the process of divesting the ownership of Rangitoto Recreation Reserve, Mangonui to the Crown.
- b) requests that a report be provided back to the Te Hiku Community Board with information and options.

CARRIED

7 CONFIRMATION OF PREVIOUS MINUTES

7.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 7.1 document number A2932220, pages 69 - 76 refers.

RESOLUTION 2020/46

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board agrees that the minutes of the meeting of the Te Hiku Community Board held 14 July 2020 be confirmed as a true and correct record.

CARRIED

8 REPORTS

8.1 ELECTION OF DEPUTY CHAIRPERSON

Agenda item 8.1 document number A2924333, pages 77 - 79 refers.

RESOLUTION 2020/47

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

That the Te Hiku Community Board let Item 8.1 Election of Deputy Chairperson to lie on the table until after the Whatuwhiwhi Subdivision By-election for consideration.

CARRIED

The meeting was adjourned from 11.01 am to 11.19 am.

8.2 CHAIRPERSON AND MEMBER REPORTS

Agenda item 8.2 document number A2926789, pages 80 - 88 refers.

RESOLUTION 2020/48

Moved: Chairperson Adele Gardner

Seconded: Member John Stewart

That the Te Hiku Community Board note the reports from Chairperson Gardner and Members Axe, Bainbridge and Stewart.

CARRIED

8.3 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 JUNE 2020

Agenda item 8.3 document number A2923905, pages 89 - 92 refers.

RESOLUTION 2020/49

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board receives the report “Te Hiku Statement of Community Board Fund Account as at 30 June 2020”.

CARRIED

8.4 FUNDING APPLICATIONS

Agenda item 8.4 document number A2861990, pages 93 - 149 refers.

RESOLUTION 2020/50

Moved: Member Sheryl Bainbridge

Seconded: Member Jaqi Brown

That Te Hiku Community Board approves the sum of \$1,427 (plus GST if applicable) be paid from the Board’s Community Fund account to Coopers Beach Christian Youth Camp for costs towards construction of a firepit to support the following Community Outcomes:

- i) Proud Vibrant Communities**
- ii) Communities that are healthy, safe, connected and sustainable**

CARRIED

RESOLUTION 2020/51

Moved: Councillor Felicity Foy

Seconded: Member Darren Axe

That Te Hiku Community Board

- a) approves the sum of \$15,049 (plus GST if applicable) be paid from the Board’s Community Fund account to Donna Doolittle’s Animal Rescue for costs towards installation of kennels and animal runs to support the following Community Outcomes:**

- i) Proud Vibrant Communities**
- ii) Communities that are healthy, safe, connected and sustainable**

- b) requests that Council investigate and considers allocating funding to Donna Doolittle’s Animal Rescue in the Long Term Plan.**

CARRIED

Note: Te Hiku Community Board agreed to fund the total project cost which exceeded the 50% eligible in the Community Grant Policy.

The reason for this is that the Community Board agreed that the services that Donna Doolittle delivers to the Te Hiku Community provides significant cost savings to ratepayers.

RESOLUTION 2020/52

Moved: Chairperson Adele Gardner
Seconded: Member Darren Axe

That Te Hiku Community Board approves the sum of \$3,000 (plus GST if applicable) be paid from the Board's Community Fund account to Far North Joyfest for costs towards Far North Joyfest 2021 to support the following Community Outcomes:

- i) **Proud Vibrant Communities**
- ii) **Communities that are healthy, safe, connected and sustainable**

CARRIED

Note: Te Hiku Community Board discussed that events need to work toward being self sufficient and signalled that recurring events will receive reduced funding each application. The Board also noted that the Funding Advisor will work with applicants to seek alternative funding.

RESOLUTION 2020/53

Moved: Member John Stewart
Seconded: Member Jaqi Brown

That Te Hiku Community Board approves the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Fund account to Far North Safer Community Council for costs towards Graffiti Guard operations to support the following Community Outcomes:

- i) **Proud Vibrant Communities**
- ii) **Communities that are healthy, safe, connected and sustainable**

CARRIED

RESOLUTION 2020/54

Moved: Member Jaqi Brown
Seconded: Member Darren Axe

That Te Hiku Community Board approves the sum of \$1,700 (plus GST if applicable) be paid from the Board's Community Fund account to Jacman Entertainment for costs towards Hullabaloo Children's Festival Outreach to support the following Community Outcomes:

- i) **Proud Vibrant Communities**
- ii) **Communities that are healthy, safe, connected and sustainable**

CARRIED

RESOLUTION 2020/55

Moved: Member Jaqi Brown
Seconded: Member Darren Axe

That Te Hiku Community Board approves the sum of \$5,002 (plus GST if applicable) be paid from the Board's Community Fund account to Life Education Trust Far North for costs towards refurbishment of the mobile classroom to support the following Community Outcomes:

- i) **Proud Vibrant Communities**
- ii) **Communities that are healthy, safe, connected and sustainable**

CARRIED

RESOLUTION 2020/56

Moved: Chairperson Adele Gardner

Seconded: Member John Stewart

That Te Hiku Community Board approves the sum of \$1,000 (plus GST if applicable) be paid from the Board's Community Fund account to Northland Area Floral Art for costs towards hosting Northland Floral Art Designer of the Year 2020 to support the following Community Outcomes:

- i) Proud Vibrant Communities**
- ii) Communities that are healthy, safe, connected and sustainable**

CARRIED

9 INFORMATION REPORTS**9.1 COMMUNITY AND CUSTOMER SERVICES ACTIVITIES 1 JANUARY - 30 JUNE 2020**

Agenda item 9.1 document number A2917802, pages 150 - 159 refers.

RESOLUTION 2020/57

Moved: Chairperson Adele Gardner

Seconded: Member Sheryl Bainbridge

That the Te Hiku Community Board receive the report Community and Customer Services Activities 1 January - 30 June 2020.

CARRIED

10 KARAKIA WHAKAMUTUNGA/CLOSING PRAYER

Member Brown closed the meeting with a Karakia.

11 MEETING CLOSE

The meeting closed at 12.38 pm.

The minutes of this meeting will be confirmed at the Te Hiku Community Board meeting to be held on 6 October 2020.

.....
CHAIRPERSON

7 REPORTS

7.1 MAKING AND ATTESTING OF DECLARATIONS

File Number: A2959848

Author: Marlema Baker, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

To set out the process for making and attesting of declarations.

BACKGROUND

Clause 14(1) & (2) Schedule 7 of the Local Government Act 2002 (The Act) states that no person shall be capable of acting as a member of any local authority until he or she has made an oral and written declaration as set out in Clause 14 (3) Schedule 7 of The Act, as set out below. Section 54 (2) of the Act states that these parts of Schedule 7 apply to Community Boards.

DISCUSSION AND NEXT STEPS

The Chairperson for the Te Hiku Community Board will witness the declaration of Te Hiku Community Board Member William (Bill) Subritzky.

The declaration that each member is required to take is set out in Clause 14(3) Schedule 7 of the Act and reads:

DECLARATION BY MEMBER

I, _____, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of Te Hiku the powers, authorities, and duties vested in, or imposed upon, me as Member of Te Hiku Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

DATED at Mangonui this 6th day of October 2020

Signature: _____

In the presence of: _____

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

Nil

7.2 ITEM LEFT TO LIE ON THE TABLE - ELECTION OF DEPUTY CHAIRPERSON**File Number: A2960557****Author: Marlema Baker, Meetings Administrator****Authoriser: Aisha Huriwai, Team Leader Democracy Services****PURPOSE OF THE REPORT**

The purpose of this report is to explain the procedure for the election of the Deputy Chairperson of the Board and to elect a Deputy Chairperson.

EXECUTIVE SUMMARY

- Lawrie Atkinson was elected as Deputy Chairperson at the Inaugural Te Hiku Community Board meeting on 5 November 2019.
- Lawrie Atkinson resigned as a member of the Te Hiku Community Board, which has created a vacancy for the Deputy Chairperson.
- This report was considered at the Te Hiku Community Board meeting on 25 August 2020 where it was decided that this report would be left to lie on the table.

RECOMMENDATION**That the Te Hiku Community Board:**

- a) use System ____ as the preferred voting system to elect a Deputy Chairperson.**
- b) elect _____ as Deputy Chairperson for the remainder of the triennium, in accordance with Standing Orders.**

1) BACKGROUND

Lawrie Atkinson was appointed as the Deputy Chairperson of the Te Hiku Community Board at the Inaugural Te Hiku Community Board meeting on 5 November 2020.

Due to illness, Lawrie Atkinson resigned from the Te Hiku Community Board on 5 June 2020 and a new member of the Te Hiku Community Board will need to be elected as the Deputy Chairperson.

Te Hiku Community Board considered this report at their meeting on 25 August 2020 where it was resolved to leave this item on the table until after the completion of the Whatuwhiwhi Subdivision by-election.

The Chairperson of the Board will call for nominations for Deputy Chairperson, who will then be elected using the preferred voting system.

2) DISCUSSION AND OPTIONS

Schedule 7, 21(5)(e) of the Local Government Act 2002 provides for the election of a Deputy Chairperson. Section 54 (2), states that Schedule 7 (excluding clauses 15 and 33 to 36) applies to Community Boards.

A Deputy Chairperson of a Community Board shall be elected from among its members at its first meeting following the election of the Community Board. When electing a Deputy Chairperson the community board must resolve to use one of the following two voting systems as set out in Standing Orders 5.2.

Option 1

System A -

The candidate will be elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee who are present and voting. This system has the following characteristics:

- (a) there is a first round of voting for all candidates;*
- (b) if no candidate is successful in the first round, there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and*
- (c) if no candidate is successful in the second round, there is a third round, and if necessary subsequent rounds, of voting from which, each time, the candidate with the fewest votes in the previous round is excluded.*

In any round of voting, if two or more candidates tie for the lowest number of votes, the person to be excluded from the next round is resolved by lot.

Option 2

System B -

- (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and*
- (b) has the following characteristics:*
 - (i) there is only one round of voting; and*
 - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.*

Option 2 is the recommended option. This is the system used by Council and Committees as per their Standing Orders.

Reason for the recommendation

To elect a Deputy Chairperson in accordance with Standing Orders.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

Nil

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This report 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.	Te Hiku Community Board Standing Orders.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report is of local 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.	Not applicable.
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).	Not applicable.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or budgetary provision required as a result of this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

7.3 CHAIRPERSON AND MEMBER REPORTS

File Number: A2957865

Author: Kim Hammond, Meetings Administrator

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The reason for the recommendation is to note the reports from the Chairperson and Members. The reports provide feedback to the community on matters of interest or concern to the Community Board and how the Community Board has communicated with community organisations and special interest groups within the community.

RECOMMENDATION

That the Te Hiku Community Board note the reports from Chairperson Gardner and Members Axe, Bainbridge and Stewart.

1) 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.

2) DISCUSSION AND OPTIONS

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 reports from the Chairperson and Members are attached.

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.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **Chair Gardner Report - A2957711**  
2. **Member Axe Report - A2957712**  
3. **Member Bainbridge Report - A2957713**  
4. **Member Stewart Report - A2957714**  

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Not applicable.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable.
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 is a Community Board report.
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.	Not applicable.
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.	Yes.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

COMMUNITY BOARD CHAIRPERSON'S REPORT

Report to Community Board	Te Hiku
Chairperson's Name	Adele Gardner
Subdivision	Kaitaia – Te Hiku
Date	August – 14 Sept 2020

REPORT

- 1) Meetings/Functions
- 4 Aug - LTP Workshop Roding and Footpaths in Kaikohe
 - 5 Aug - Awanui Ratepayers Monthly meeting
 - 7 Aug - Events & Infrastructure Funding Meeting – Virtual
 - 11 Aug - LTP workshop Shovel Ready Projects in Kaikohe
 - 12 Aug - District Plan workshop – Virtual
 - 13 Aug - Council Meeting
 - 14 Aug - Te Ahu Trust Meeting
 - 17 Aug - Iwi Consultation on Te Hiku o te Ika Open Space Plan - Virtual
 - 18 Aug - LTP Workshop and 3 Waters Update - Virtual
 - 19 Aug - Council Mark and Creating & Enabling workshop - Virtual
 - 20 Aug - Iwi Consultation on Te Hiku o te Ika Open Space Plan - Virtual
 - 25 Aug - Te Hiku Community Board Meeting at Ahipara
 - 25 Aug - Workshop re Funds for Drought Resilience & 3 Waters – Virtual
 - 25 Aug - Council Meeting - Virtual
 - 25 Aug - Whatuwhiwhi Ratepayers meeting at Karikari Peninsula
 - 26 Aug - Kaitaia Business Association monthly meeting
 - 27 Aug - Maori Participation workshop – Virtual
 - 27 Aug - LTP Workshop – Road Safety – Virtual
 - 28 Aug - 3 Chairs workshop with the Mayor – Virtual
 - 31 Aug - Te Hiku Sports Hub meeting
 - 2 Sept - 3 Chairs workshop with the Mayor and Councillors – Virtual
 - 2 Sept - Te Hiku Master Plan Open Spaces Steering Group Meeting
 - 2 Sept - Ahipara Community Plan Meeting

- 7 Sept - Te Hiku Master Plan Open Spaces Steering Group Meeting**
 - 8 Sept - Strategy & Policy Meeting – Virtual**
 - 8 Sept - Regulatory Meeting – Virtual**
 - 9 Sept - 3 Chairs Mayor & Councillors – Virtual**
 - 9 Sept - Infrastructure Meeting – Virtual**
 - 9 Sept - Audit Risk & Finance – Virtual**
 - 10 Sept - LTP – Infrastructure & Parks and Reserves workshop – Virtual**
 - 11 Sept - Te Ahu Trust Meeting**
 - 14 Sept - THMP Steering Group Meeting**
-
- 2) Issues - Lake Ohia Hall – A report on the hall is now received, staff to Organise a meeting with the hall committee.**
 - 3) Resource Consents: - RC2300055 – Z Energy 140-146 Commerce St Kaitaia Part lot 85-86 DP 10009. To operate the existing service station on a 24/7 basis and on a several/self serviced basis. Resource Consent required for the associated and future additional vehicle movements.**

RMALUC 2300056 – Northland Regional Council-Lot 2 Church Road. To undertake various works associated with the upgrading of the Awanui Flood Scheme.
 - 4) RFS 4018144 - Jaycee Park landscape planting plan**

RFS 4020944 – Houhora Sports Hub – concerns around fence to be erected, possible media release and naming of the reserve.

RFS4005655 – Ratepayer concerned re Allen Bell Park playground apparatus around safety

RFS 4021123 – Reported a slip on Kimberley Road

RFS 3974829 – Follow up for ratepayer re dust on Puketiti Drive Mangonui

RFs 4023423 - Korora Park issue raised by a neighbourly ratepayer

COMMUNITY BOARD MEMBERS REPORT

Report to Community Board: Te Hiku
Members Name: Darren Axe
Subdivision: North Cape
Date: 1 August – September 12 2020

REPORT

1) Meetings/Functions

22 August – Met with John Stewart in Houhora. We walked the area for proposed Harbour Walkway.

25 August – Attended the Te Hiku Community Board Meeting at Ahipara.

8 September – Attended Houhora Ratepayers AGM. Discussed naming the new Sports Complex – Northwood Park

2) Issues - NIL

3) Resource Consents: 0

4) Request for Service: 0

TE HIKU COMMUNITY BOARD MEMBER'S REPORT

Member Name: Sheryl Bainbridge
Subdivision: Doubtless Bay
Date: to 12 September 2020

REPORT**1) Meetings**

4 August – I was invited to attend tree planting on Rangikapiti Reserve by children from Mangonui School.

8 August – attended the presentation from Minister Shane Jones regarding funding for Mangonui.

11 August – attended Mangonui Development group meeting.

25 August – Te Hiku Community Board Meeting at Ahipara

Strategic Plan workshops

2) Issues

Email and phone enquiries.

Richmond Road extension proposed footpath. I queried the wisdom of including a footpath along an unformed road in the matrix but have not heard whether it was taken on board. RFS4015252

Rangitoto Reserve – ongoing

Request to include a small reserve in Mangonui on the mowing schedule. No response received.

3) Resource Consents

Nil

4) Requests for Service

As above.

COMMUNITY BOARD MEMBERS REPORT

Report to Community Board

Te Hiku

Members Name

John Stewart

Subdivision

Kaitaia

Date

August 3 – 14 Sep 2020

REPORT

1) Meetings/Functions

25 Aug - Te Hiku Community Board Meeting

14 Aug – Meeting with Chris Galbraith re: Pukenui wharf/boardwalk

29 Aug - Re: Pukenui/ WIP

Met with Member Darren Axe and three community active locals. Walked waterfront road at low tide taking a lot of photos trying to work out the best plan for future walkways. Drove to May Road to see how footpath could continue from school to Aruthusia Reserve walk. Identified a solution to creating a loop walk.

Then went to lamb bridge reserve inlet. Investigated the best level for boardwalk from commercial wharf. It had been suggested the walkway go over the reserve and not around the cliff just above high-water line.

All parties agreed to continue to have walkway constructed as per original plan, so that the walkway is part of the environment, is out of sight from the houses on the reserve, its foundations will support further erosion, and will end up a major attraction for visitors.

27 Aug - Visited TKKM o Pukemiro with Andrea Panther to mentor their YES team who are creating a bilingual comic.

2) Issues

Need to discuss with board Waipap ramp toilets need some sort of bollard to stop the cars from driving up the bank what can we do? How we go about it?



3) Resource Consents:

4) Request for Service:

7.4 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 31 AUGUST 2020

File Number: A2954901

Author: Sam Chapman, Accounting Support Officer

Authoriser: Janice Smith, Chief Financial Officer

PURPOSE OF THE REPORT

The Community Fund account provides information on financial matters relating to the Te Hiku Community Board's Community Fund which is allocated in accordance with the Community Grant Fund Policy.

RECOMMENDATION

That the Te Hiku Community Board receives the report "Te Hiku Statement of Community Board Fund Account as at 31 August 2020".

BACKGROUND

The statement is attached for the Board's information and to provide sufficient information to enable the Board to allocate funds in accordance with the funds available. In accordance with the Community Grant Policy, section 10, "*applications in excess of \$3,000 may require the applicant to attend a Board meeting, subject to the Chairperson's discretion*".

Community Fund Account balance as at 01 July 2020	\$146,701.00
<ul style="list-style-type: none"> • Less funds not uplifted from 14 July 2020 for Goodlife Projects Charitable Trust and allocation of funds to XCape Design Limited 	\$39,550.00
<ul style="list-style-type: none"> • Less funds not uplifted from 25 August 2020 for Coopers Beach Christian Youth Camp, Donna Doolittle's Animal Rescue, Far North Joyfest, Far North Safer Community Council, Jacman Entertainment, Life Education Trust Far North and Northland Area Floral Art 	\$32,178.00
Community Fund Account balance as at 31 August 2020	\$74,973.00

DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance in the Community Fund account as at 31 August 2020 is \$74,973.00

Recent amendments to the Community Grant Fund Policy allow the Community Board to allocate, by resolution, funding directly to key projects identified in their strategic plan to the maximum amount of \$20,000 in any financial year.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

The Far North District Council has delegated the allocation of relevant community board funds to the Te Hiku Community Board. The statement of the Community Fund account as at 31 August 2020 is attached.

ATTACHMENTS

- Statement of Te Hiku Community Board Fund Account as at 31 August 2020 - A2954877**



Far North District Council
Te Hiku Community Board
Statement of the Community Fund Account as at 31 August 2020

Allocation Grants & Donations Annual Budget 2020-21	113,368.00	
Community Board Placemaking Fund	<u>33,333.00</u>	
		<u>146,701.00</u>
Less Expenditure 2020/21 (Funds Uplifted)		
Balance as at 31 August 2020		<u><u>\$146,701.00</u></u>
Less Commitments 2020/21 (Funds not yet uplifted)		
Meeting 14.07.20		
Goodlife Projects Charitable Trust costs towards purchasing a shipping container for equipment storage	2,400.00	
Allocation of \$26,000 from Community Grants Fund and \$11,150 from Placemaking fund to Xcape Design Limited for the following projects: Allen Bell Park \$7,250, Awanui \$11,800, Korora Park Ahipara \$9,850 and Unahi Wharf \$8,250	37,150.00	
Meeting 25.08.20		
Coopers Beach Christian Youth Camp costs towards construction of a firepit	1,427.00	
Donna Doolittle's Animal Rescue costs towards installation of kennels and animal runs	15,049.00	
Far North Joyfest for costs towards Far North Joyfest 2021	3,000.00	
Far North Safer Community Council costs towards Graffiti Guard operations	5,000.00	
Jacman Entertainment costs towards Hullabaloo Children's Festival Outreach	1,700.00	
Life Education Trust Far North costs towards refurbishment of the mobile classroom	5,002.00	
Northland Area Floral Art costs towards hosting Northland Floral Art Designer of the Year 2020	1,000.00	
		<u>71,728.00</u>
Balance 31 August 2020 Uncommitted/(Overcommitted)		<u><u>\$74,973.00</u></u>
Prior Year Commitments (Funds not yet uplifted)		
Meeting 02.06.20		
Mangonui Cemetery Committee for costs towards spraying and clearing of felled trees	6,100.00	
Meeting 04.02.20		
Centennial Park planting project in Kaitaia	17,000.00	
Meeting 10.12.19		
2020	50.00	
Meeting 01.10.19		
2020 Anzac Day Te Ahu Service Expenses	500.00	
Association and the Awanui Community	33,333.00	

7.5 RURAL TRAVEL FUNDING - APPLICATIONS SUMMER 2020/21**File Number: A2959628****Author: Kathryn Trewin, Funding Advisor****Authoriser: Ana Mules, Team Leader - Community Development and Investment****PURPOSE OF THE REPORT**

To allocate Rural Travel Funding for the 2020/21 Summer sporting season.

RECOMMENDATION

That Te Hiku Community Board allocates Rural Travel Grant funding of \$1500, in accordance with the recommendations received from Sport Northland, to Pamapurua School.

1) BACKGROUND

The Rural Travel Fund (RTF) was developed in response to concerns raised by Councils throughout the country about the lack of participation in sport by young people living in rural communities. The Fund was introduced as an interim measure until a rural participation strategy was fully developed and implemented. The strategy is yet to be developed.

Kiwisport was launched in 2009 by Prime Minister John Key and funding is given to Sport Northland to achieve three objectives (More Kids; more Opportunities; Better Skills). One of the barriers identified in Northland was the cost of travel. Sport Northland therefore agreed to give part of its Kiwisport funding to the Far North District Council to combine with the Rural Travel Fund to help address the travel barrier and achieve the three Kiwisport objectives.

Council receives RTF funding based on a per capita basis. The three Community Boards have delegated authority to allocate RTF funding. Each Board receives a sum based on the number of people between ages five and nineteen living in their respective areas. Figures are based on the 2013 census results. This funding round is the second of two funding rounds for the current financial year. It is for sporting activities taking place in winter, or until November 2020 when the next round of funding is allocated.

Council advertises that funding is available approximately one month before applications close in local newspapers and on Council's Facebook page. Sport Northland representatives also target the fund to clubs and schools that they work.

2) DISCUSSION AND OPTIONS

It is each Community Board's role to determine which applications best meet the criteria and will have the most positive impact in their communities. The following table is a guide to the funding criteria.

Funding is available for activities taking place within the district. In some cases, competitions do not exist within the district and travel is required in which case the Community Boards may use their discretion.

Project reports for any previous grants have been received from all the current applicants. Further detailed information provided by Sport Northland regarding their recommendations has been distributed to Board Members separately.

	Sport Northland (Kiwisport)	Sport New Zealand (Rural Travel)
--	------------------------------------	---

What are the Objectives?	1. Increase the number of children participating in sport 2. Increase the availability and accessibility of sport for children 3. Support the development of skills to enable effective participation.	Subsidise travel for junior teams participating in local sport competition.
How much is available?	\$25,000.00 across the Far North District.	\$25,080.30 across the Far North District.
Funding is not available for	Coaches, referees, children playing in Regional or District rep teams, club/school sport administration.	Activities taking place during school hours, coaches, referees, club/school sport administration, travel to training.
Who can apply?	Schools, clubs or individuals.	Schools, clubs or individuals.
What age group is funding for?	Funding is available for school aged children. This is understood to be ages 5 - 18 years of age.	Funding is available for youth/children aged 5 - 19 years of age.
Eligible Sports	Team or individual organised sporting activities such as volleyball, netball, rugby; hockey, football, orienteering, waka ama, basketball, ki-o-rahi, shooting, athletics, swimming.	Sports that have regular grass roots competitions such as netball, hockey, rugby, rugby league, softball, football, touch rugby, basketball.

Applicants are advised, when granted funds, that the funds are to be uplifted within three months and that a project report form is required if they wish to be eligible to apply for future funding.

a	Pamapurua School	\$1500
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Reason for the recommendation

To fulfil the requirements of the Sport NZ Rural Travel Fund agreement with Sport New Zealand and the Kiwisport agreement with Sport Northland to increase participation in sport by young people living in rural communities.

The Community Connector for Sport Northland has been in contact with all applicants and the recommendations above are based on revised seasons and programmes that are likely to take place in the current Covid-19 situation. The amount recommended leaves \$2183.10 unallocated for this financial year.

Sport Northland have requested a resolution be passed to allow funding to be declined/decreased should the situation change and seasons either not take place or be reduced further.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Council receives two grants annually that make up this funding budget - \$25,080.30 from Sport New Zealand and \$25,000 (plus GST) from Sport Northland.

The total budget for rural travel funding for the 2019/20 financial year is \$50,080.30. The percentage of youth throughout the district is translated into percentages to calculate the percentage of funding each Board can allocate. It is recommended that only 40% of the total funding be allocated for summer activities and the remainder allocated for the busier winter sporting season.

The total available funds to grant is \$6,245.40.

%	Board	40% Summer	60% Winter	Total
31.5%	Te Hiku Community	\$6,245.40	\$9,368.10	\$15,613.50
28%	Kaikohe-Hokianga Community	\$5,551.47	\$8,327.20	\$13,878.67
40.5%	Bay of Islands-Whangaroa Community	\$8,029.80	\$12,044.70	\$20,074.50

ATTACHMENTS

1. RTF -THCB - Application - Pamapurua School - A2957219 [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This report is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Council promotes a vibrant and thriving economy that encourages a wide range of sporting activities and a safe a healthy district where young people are valued.
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 is delegated to Community Boards to consider.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are none that affect Maori any greater than other residents of the District.
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.	Anyone in the district participating in organised sporting activities could be eligible for funding. To try and capture everyone the funding is advertised a month in advance in newspapers, social media and word of mouth
State the financial implications and where budgetary provisions have been made to support this decision.	Funding is provided by Sport Northland (Kiwisport) and Sport New Zealand (Rural Travel).
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



FAR NORTH RURAL TRAVEL FUND APPLICATION FORM 2020-2021

Schools, clubs or other sporting/activity organisations can apply for this funding. Funding is specifically to subsidise travel to and from sporting competitions/practices within the Far North District for school aged children (between ages 5 - 19 years) with the aim of increasing the number of children participating in sport, provide additional opportunities for participation in organised sport and to improve the development of skills to enable effective participation.

All applications are considered by the Community Boards, and advice is given from Sport Northland Representatives.

Priority will be given to those applications with a focus on providing sporting opportunities to - the appropriate age group, travel to regular sporting competition; competition within the District; funding for the upcoming season; applicants not seeking more than 50% of their total travel cost; applicants that have provided Project Reports for previous funds granted.

A. Details

Name of organisation: Pamapurua School

Contact person: Cheryl Bamber

Postal address: RD2, KAITAIA, 0482

PO Box address:

Telephone: 094084294 Email: principal@pamapurias.school.nz

B. Contact Names

Please provide

- | | | | |
|----|--------------------|-------|-----------|
| 1. | Name Cheryl Bamber | Phone | 094084035 |
| 2. | Name Tina Travers | Phone | 094084294 |

C. Organisation Details

Are you a club or a school? School

1. How many members belong to your club/school? 100 tamariki
2. How many participants aged between 5 & 19 will this travel subsidy benefit? Between 30-40
3. How many participants are aged between 5-11 yrs Between 25-35

4. How many participants are aged between 12-19 yrs Approximately 5 Y8 students, the rest will be Y7

5. Please detail how many applicants are female Approximately 10-15

6. Please detail how many applicants are male Approximately 25-30

7. Does your application involve a partnership with a local school / club YES/ NO

8. What is this funding going to be used for? (Briefly explain)

Petrol vouchers for transport to allow tamariki to play in the touch rugby summer module run by Perry Hariara in T4. 80% of our tamariki are from our catchment area out here (Takahue, Diggers Valley, Fairburns, Pamapurua and Victoria Valley) and 20% from Kaitia

9. Do you have any disabled individuals who are being supported by this fund?

No we do not have any disabled tamariki in our kura

a. If yes, how many will receive support from the RTF _____

10. What percentage of your members live in the vicinity of the local authority you are applying to for the rural travel fund?

100%

D. Financial Details

The intention of this fund is to **subsidise** expenses. Applicants need to show they have made a partial financial contribution towards the travel costs. Our decision makers look more favourably on applicants who have made an effort to obtain funding through other avenues, be that fundraising, applying for other grants, parent contributions.

1. Are you registered for GST? YES / NO

(If yes please write your GST Number in the space provided below)

GST NO.

5	1	2	8	2	0	8	6
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2. How much money are you applying for?

\$1500.00 Sport NZ funding

\$ _____ other funders

\$ 1500.00 your contribution

\$ 1500.00 TOTAL

3. If you have applied for funding from other organisations please supply details - *refer to Table 1 below.* No

Table 1

Organisation - (including other councils)	Amount requested (\$)	Results date (if known)

4. Do you have endorsement from your local affiliated club/school for this application for funding? (this is only relevant if the group applying is the regional body). *N/A*

YES/ NO (briefly explain and attach evidence of this)

E. Declaration

We hereby declare that the information supplied here on behalf of our organisation is correct?

We consent to Far North District Council collecting the personal contact details and information provided in this application, retaining and using these details and disclosing them to Sport NZ for the purpose of review of the rural travel fund. This consent is given in accordance with the Privacy Act 1993.

1. Name: Tina Travers

Position in organisation / title: Administrator

Signature: *Tina Travers*

Date: 11/09/20

2. Name: Cheryl Bamber

Position in organisation / title: Principal

Signature: *Cheryl Bamber*

Date: 11/09/20

Checklist:

1. If you have applied for funding in the past, please ensure a **Project Report Form** has been completed and returned (this can affect your eligibility)
2. Have you answered every question?
3. Have you attached the relevant documents with your application?
 - ✓ Latest financial statements from your organisation (i.e. P&L, financial statement)
 - ✓ Deposit Slip (in case your application is approved)
 - ✓ Draft travel calculation breakdown (refer to your Sport Northland representative)
 - NA ○ Evidence of your endorsement from your local affiliated club/school (if required)
4. Send your application form with the relevant documents to your local authority by the date on the website.
 - Summer sport applications are due 9 September 2020.
 - Winter sport applications will be due in March 2020 (date TBC).

Schedule of Supporting Documentation**Pamapuria School**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Annual Report year ended 31 December 2019
2	Travel Breakdown for Rural Travel Fund
3	ASB Bank Deposit Slip

7.6 FUNDING APPLICATIONS

File Number: A2861991

Author: Kathryn Trewin, Funding Advisor

Authoriser: Ana Mules, Team Leader - Community Development and Investment

PURPOSE OF THE REPORT

This report summarises applications for Local Community Grant funding to enable Te Hiku Community Board to determine which application/s will receive funding at the 6 October 2020 meeting.

EXECUTIVE SUMMARY

- Te Hiku Community Board has \$78,790 unallocated funding available for the 2020/21 financial year. This does not include the funds carried over from the previous financial year – the finance team has advised they will show this amount on the report for the next Community Board meeting.
- The Kaikohe-Hokianga Community Board has \$22,183 remaining of its annual placemaking funding for the 2020/21 financial year.
- Three applications for funding have been received, requesting a total of \$6,660.
- An email has been received from the Eddie Trust, who were granted funds by the Board in August of 2019, advising that they have \$1,843.96 left of the grant and asking if they may use it for another round of NZSL classes, starting 19 October 2020, rather than returning the funding to the Board. The funds were left over as costs reduced because of Covid-19 due to changes in classes.

RECOMMENDATION

That Te Hiku Community Board approves the sum of **\$1380** (plus GST if applicable) be paid from the Board's Community Fund account to Mangonui Lions Club for costs towards a memorial picnic table and seats to support the following Community Outcomes:

- Proud Vibrant Communities
- Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Te Hiku Community Board approves the sum of **\$2280** (plus GST if applicable) be paid from the Board's Community Fund account to Far North Safer Community Council for costs towards repainting pavement signage in Kaitia to support the following Community Outcomes:

- Proud Vibrant Communities
- Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Te Hiku Community Board approves the sum of **\$3000** (plus GST if applicable) be paid from the Board's Community Fund account to Te Tūhura ki Aotearoa Charitable Trust for costs towards hosting the Aotearoa Māori National Surfing Title to support the following Community Outcomes:

- Proud Vibrant Communities
- Communities that are healthy, safe, connected and sustainable

RECOMMENDATION

That Te Hiku Community Board approves the sum of **\$1,843.96** (plus GST if applicable) remaining from funds granted in August 2019 be retained by the Eddie Trust and used towards a second eight-week course of New Zealand Sign Language Classes to be held in Kawakawa/Kerikeri/Kaeo from 19 October 2020 to support the following Community Outcomes:

- i) Communities that are healthy, safe, connected and sustainable
- ii) Proud, vibrant communities

1) BACKGROUND

Each application has been checked by staff for completeness and complies with the conditions of the Community Grant Policy, Community Outcomes as stated in the LTP and all provisions listed on the application form.

2) DISCUSSION AND OPTIONS

The applicant was 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

Reason for the recommendation

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.

Applicant	Project	Requested	Recommended	Comments	Community Outcome(s)	Type
Mangonui Lions Club	Memorial picnic table and seats	\$1380 (50%)	\$1380	This is equipment that is in memory of a recently passed local who was respected in the community and will be well utilised. Staff are clarifying if all required permits have been obtained for this project.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Infrastructure
Far North Safer Community Council	Repainting of pavement signage in Kaitia	\$2280 (77%)	\$2280	Although the application appears to be for more than 50% of the funding required, the applicant has not included a volunteer contribution. If this had been included, the application would have complied with the 50% requirement. Staff are clarifying if further permissions are required prior to funding being granted.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Community Development
Te Tūhura ki Aotearoa Charitable Trust	Hosting the Aotearoa Māori National Surfing Title	\$3000 (7%)	\$3000	The national organisation gave the go-ahead for this event on 21 September. The group is likely to host for the next three years and will apply for Events Investment Funding in 2021 for the 2021 event	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Event
Eddie Trust	NZ Sign language classes	\$1,843.96	\$1,843.96	This funding was granted in September 2019. Due to Covid-19, the applicant had funds remaining and is asking if the Board will let them retain the funds and use them for additional classes that they will run from October 2020.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Community Development

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. THCB - Application - Mangonui Lions Club - A2957296 [↓](#) 
2. THCB - Application - Far North Safer Communities Footpath Markings - A2957295 [↓](#) 
3. THCB - Application - Te Tuhua Ki Aotearoa Charitable Trust - A2962643 [↓](#) 
4. Eddie Trust - NZSL Request - A2957467 [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report does not have district-wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	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.

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- 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.
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

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

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☒ Most recent bank statements and (signed) annual financial statements
- ☒ Programme/event/project outline
- ☐ A health and safety plan
- ☐ Your organisation's business plan (if applicable)
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	<u>Mangonui Lions Club</u>	Number of Members	<u>34</u>
Postal Address	<u>P.O. Box 34 Mangonui.</u>	Post Code	<u>0442</u>
Physical Address		Post Code	
Contact Person	<u>Alan Moros</u>	Position	<u>Lions Member</u>
Phone Number	<u>027 2424696</u>	Mobile Number	
Email Address	<u>a.moros@extra.co.nz</u>		

Please briefly describe the purpose of the organisation.

The lions motto is 'We Serve'. We work to improve our Community & the environment. We are part of Lion International.

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Local Grant Application Form



Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

☒ Te Hiku ☐ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity In Memory of David Shalders Date

Location Hill Bay Rd/ St Hwy 10 Coopers Beach Reserve Time

Will there be a charge for the public to attend or participate in the project or event? ☐ Yes ☒ No

If so, how much? N/A

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

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

This project is in memory of David Shalders who passed away some 18 months ago. Dave was an outstanding contributor to the Community via his involvement with Lions International & on a personal basis. Born & bred in Karanga we see this as a fitting acknowledgement to the great local.

Our proposal is to site a Bush Concrete picnic table & seats in the Lions Park that overlooks Coopers Beach. The Reserve is located at the top of the hill between Mangonui & Coopers Beach. There are already three rickety wooden tables in place, we propose replacing one with a Concrete table & seat with a small plaque in memory of Dave Shalders.

The Reserve is a popular spot for tourists & locals alike to enjoy the lookout over Coopers Beach & the greater Dargaville Bay. A place to rest. This proposal would be viewed as an improvement and upgrade to the Reserve, benefiting all who stop to rest.

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Purch Concrete Lifter & Spot \$1350.00 Freight Wairarapa/Manawatu \$600.00 Total to set table \$1950.00	2730.00 + GST	\$1350.00 exd. GST
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
TOTALS	\$2730.00 + GST	\$1350.00 exd. GST

² If the application is for professional or facilitator fees, a job description or scope of work must be attached.

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have?

How much of this money is already committed to specific purposes?

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

Purpose	Amount
1x Picnic Table ex Bush with seat - Sealer applied	\$1380.00 + GST
1x Concrete Table Base 2500x2500x100mm deep	\$750.00 + GST
1x Freight to Mangonui	\$600.00 + GST
TOTAL	\$2730.00 + GST

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

Funding Source	Amount	Approved
N/A		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
Fun Run Expenses	\$270.00	26/2/19	Y / N
	\$311.00	11/10/18	(Y) / N
	\$382.00	5/10/17	(Y) / N
	\$800.00	20/4/15	(Y) / N
	\$300.00	7/10/14	(Y)

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Local Grant Application Form



Important 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 or 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 Information

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.

On behalf of: (full name of organisation)

Mangonui Lions Club

We, the undersigned, declare the following:

In submitting this application:

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

Signatory One

Signatory Two





Local Grant Application Form



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 on 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 Far North District Council unless written approval for a change of purpose(s) is obtained **In 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 Governance Support 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.

Signatory One

Name: Alan Dow Position: Treasurer
 Postal Address: P O Box 109, Mangonui Post Code: 0442
 Phone Number: 09 406 0136 Mobile Number: 021 217 0366
 Signature: [Signature] Date:

Signatory Two

Name: John Joseph Matthews Position: Secretary
 Postal Address: P O Box 34, Mangonui Post Code:
 Phone Number: 027 568 2188 Mobile Number: 09 406 1423
 Signature: [Signature] Date: 20/8/20



Schedule of Supporting Documentation**Mangonui Lions Club**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Bank Account List
2	Cashbook Summary 01/07/19 – 30/06/20
3	Quote – Busck Prestressed Concrete Ltd
4	Property Smarts Land Valuation
5	Letter – Approval Process to place a concrete picnic table and bench in Council Reserve
6	Photo of Concrete Table

Local Grant Application Form



Instructions

Please read carefully:

- Read this application form in full before you start filling it in. It is easier to complete an application if you have the information you need at your fingertips.
- Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
- All applications are to be submitted 15 clear working days prior to the Community Board meeting where the application will be considered. Deadlines dates are on Council's website www.fndc.govt.nz
- **Incomplete, late, or non-complying** applications will not be accepted.
- 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.

- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☒ Most recent bank statements and (signed) annual financial statements
- ☒ Programme/event/project outline
- ☐ A health and safety plan
- ☐ Your organisation's business plan (if applicable)
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	Far North Safer Community Council		Number of Members	
Postal Address	PO Box 540, Kerikeri		Post Code	0410
Physical Address	Unit 4, 5 Puckey Avenue, Kerikeri		Post Code	0410
Contact Person	Angela Phillips	Position	Operations Manager	
Phone Number	(09) 408 3030	Mobile Number	021 229 5577	
Email Address	admin@building Safercommunities.co.nz			

Please briefly describe the purpose of the organisation.

Creating a safe community to live, work and play through collective impact

Local Grant Application Form



Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

☒ Te Hiku ☐ Kaikohe-Hokianga ☐ Bay of Islands-Whangaroa

Clearly describe the project or event:

Name of Activity Kaitiara footpath markings Date 02/09/2020

Location Commerce Street, Kaitiara Time N/A

Will there be a charge for the public to attend or participate in the project or event? ☐ Yes ☒ No

If so, how much?

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

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

Commerce Street Kaitiara currently has twelve "no skateboards, scooters and bicycles" and four "ATM queue here" footpath markings.

These markings are for the safety of pedestrians using Commerce Street. Currently the footpath markings are faded and almost unrecognisable, therefore the purpose is not met. The faded markings make commerce street look as if it is uncared for and unsafe.

Our aim is to restore the footpath markings so they look nice and tidy and they are able to meet their purpose of creating safe walking paths for pedestrians of Commerce Street, Kaitiara.

Restoring the footpath markings will be of benefit to all people who use Commerce Street Kaitiara, such as elderly, those with disabilities (mobility scooters etc), & encouraging our youth to be more courteous when riding.

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Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire		
Advertising/Promotion		
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)	\$50	\$0
Equipment Hire		
Equipment Purchase (describe)		
Utilities	\$200	\$0
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments		
Travel/Mileage		
Volunteer Expenses Reimbursement		
Wages/Salary	\$400	not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)	Sign writing - see quote (\$2,200)	\$2,200
TOTALS	\$2,850	

² If the application is for professional or facilitator fees, a job description or scope of work must be attached.

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☒ Yes ☐ No GST Number 077-522-115

How much money does your organisation currently have? \$274,059

How much of this money is already committed to specific purposes? \$255,500

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

Purpose	Amount
Graffiti Guard	\$6500
Auto Motivate	\$90,000
Indigo house	\$50,000
Youth Innovations	\$110,000
TOTAL	\$255,500

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

Heavily discounted rate given for the community project from supplier

Funding Source	Amount	Approved
Kaitiaki Business Association	\$650	Yes / <u>Pending</u>
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
Wipe out	\$1175	November 2015	<u>Y</u> / N
Youth expo	\$2000	May 2016	<u>Y</u> / N
Graffiti Guard	\$5000	August 2020	Y / <u>N</u>
			Y / N

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Local Grant Application Form



Privacy Information

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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.

On behalf of: (full name of organisation)

Far North Safer Community Council

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 organisation's most recent statement of income and expenditure, annual accounts, or other financial documents that demonstrate its ability to manage a grant.
4. Individuals associated with our organisation will not receive a salary or any other pecuniary gain from the proceeds of any grant money arising from this application.
5. The details given in all sections of this application are true and correct to the best of our knowledge, and reasonable evidence has been provided to support our application.
6. We have the following set of internal controls in place:
 - Two signatories to all bank accounts (if applicable)
 - A regularly maintained and current cashbook or electronic equivalent
 - A person responsible for keeping the financial records of the organisation
 - A regularly maintained tax record (if applicable)
 - A regularly maintained PAYE record (if applicable)
 - The funding and its expenditure shown as separate entries in the cash book or as a note to the accounts
 - Tracking of different funding, e.g. through a spreadsheet or journal entry
 - Regular financial reporting to every full meeting of the governing body

Signatory One

[Signature]

Signatory Two

[Signature] Keri Jones

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Local Grant Application Form



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 on the letter of agreement. Failure to do so will result in loss of the grant money.
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4. To return to the Far North District Council any portion of the funding that we do not spend. If our payment includes GST we will return the GST component of the amount to be returned.
5. To acknowledge the receipt of Community Board funds as a separate entry in our accounts, or in a note to our accounts, in our organisation's annual report.
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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.

Signatory One

Name Angela Phillipps Position Manager
 Postal Address P.O. Box 540, Kaitiaki Post Code 0410
 Phone Number 094083030 Mobile Number 0212295577
 Signature [Signature] Date 10.9.2020

Signatory Two

Name Rawera Jones Position Board Chair
 Postal Address 15 Redan Road, Kaitiaki Post Code 0410
 Phone Number 0211915985 Mobile Number 7
 Signature [Signature] Date 10/09/2020

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Schedule of Supporting Documentation**Far North Safer Communities – Kaitaia Footpath Markings**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Performance Report year ended 30 June 2019
2	ASB Bank Deposit Slip
3	Project Outline
4	Quote - Signs Designs & Prints
5	Photo – Footpath markings

Local Grant Application Form



Instructions

Please read carefully:

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- ▮ Please see Section 1 of the [Community Grant Policy](#) to ensure you are eligible.
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- ▮ **If there's anything on this form you're not sure of**, please contact the Community Development team at funding@fndc.govt.nz – we're happy to help. [freephone 0800920029](tel:0800920029), or
- **Send your completed form** to funding@fndc.govt.nz or to any Council service centre

The following must be submitted along with this application form:

- ☒ Quotes (or evidence of costs) for all items listed as total costs on pg 3
- ☒ Most recent bank statements and (signed) annual financial statements
- ☐ Programme/event/project outline
- ☒ A health and safety plan
- ☐ Your organisation's business plan (if applicable)
- ☐ If your event is taking place on Council land or road/s, evidence of permission to do so
- ☒ Signed declarations on pgs 5-6 of this form

Applicant details

Organisation	Te Tūhūa ki Aotearoa Charitable Trust	Number of Members	200
Postal Address	195 McLennan Road Whangarei	Post Code	0182
Physical Address	as above	Post Code	
Contact Person	Tepora Kauwhata	Position	Secretary
Phone Number	0221609074	Mobile Number	
Email Address	tepora.tetuhua@gmail.com		

Please briefly describe the purpose of the organisation.

Te Tūhūa ki Aotearoa Charitable Trust was registered in 2018. The primary purpose of the Trust is to promote the wellbeing of people from all age groups. To empower them to achieve their full potential, through education, culture, social and physical well-being, by providing opportunities and resources to experience and practice skills to enhance their every-day lives

Te Tūhūa is a sharp obsidian tool cutting away the barriers to support the community in activities promoting growth and wellbeing.

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Local Grant Application Form



Project Details

Which Community Board is your organisation applying to (see map Schedule A)?

☒ Te Hiku

☐ Kaikohe-Hokianga

☐ Bay of Islands-
Whangaroa

Clearly describe the project or event:

Name of Activity Date

Location Time

Will there be a charge for the public to attend or participate in the project or event? ☒ Yes ☐ No

If so, how much?

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

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

Te Tūhū ki Aotearoa Charitable Trust is currently seeking sponsorship to host **The Aotearoa Māori National Surfing Titles 2020** Ahipara – Te Taitokerau labour weekend.

The titles were first held in Taranaki 1993 before being held in a number of regions throughout New Zealand. The National surfing body **Surfing New Zealand** supports and professionally runs this event.

Our Te Tūhū Pūhi te Aewa surf team have been travelling to Taranaki for the last 3 titles and each time we put in a *tono* (put in a request) and finally last year Taranaki allowed these titles to come to the North.

This is the first time **The Aotearoa Māori National Surfing Titles** will be held in Te Taitokerau.

In February this year our team travelled to Wainui Marae Ahipara to meet with all the Marae and Takiwā reps to ask if we could hold this event in their area. They were honored and grateful that we went to see them first. The community is in full support offering two Marae and Te Kohanga Campground to host. Te Runanga o Te Rarawa are in full support and believe it is a great opportunity to bring the community together after Covid 19.

Approximately 100 Māori surfers and their whānau from the North and South Islands, from numerous Iwi the length of the country will participate and join for the clash of the Iwi. This has in the past unearthed a number of the nations' elite surfing talent and has been a pathway to National and International representation.

These titles are a waka for a celebration of Māori surfing and whanaungatanga over three awesome days. Surfing New Zealand professionally judge all events from junior's through to senior divisions as well as long board and stand up paddle boarding with the Open Men and Women's grade topping rank. There will also be an amateur novice grade for inclusivity.

Our aim for **The Aotearoa Māori National Surfing Titles** is to hold them here in Te Taitokerau for the next three years moving them around so that all our surfing communities and especially the young gromets can have the opportunity to surf up against experienced top National and International surfers.

It is our vision to staircase these titles so that these titles can have representation at the Pacific and Oceanic International Surfing competitions.

We are aware of the current COVID-19 restrictions placed on the country at the present time and have attached **Te Tūhū** Covid-19 procedures for the weekend and **Surfing New Zealand** current Level 2 Covid-19 Event processes from

Local Grant Application Form



Project Cost

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

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

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

Please Note:

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

Expenditure	Total Cost	Amount Requested
Rent/Venue Hire	3,000	
Project Development Operational Costs	15,000	
SNZ Judges/Professional Fees ²	7,900	3,000
Administration (incl. stationery/copying)		
Equipment Hire	1,900	
Environment Waste Management Plan	5,000	
Utilities – Round the rock transport	2 500	
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Cultural Tikanga Manaakitanga - Food	2,500	
Travel/Mileage		
Security Parking Management	1,500	
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
Comms – Health and Safety	3,000	
TOTALS		3 000

²if the application is for professional or facilitator fees, a job description or scope of work must be attached.

Local Grant Application Form



Financial Information

Is your organisation registered for GST? ☐ Yes ☒ No GST Number

How much money does your organisation currently have?

How much of this money is already committed to specific purposes?

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

Purpose	Amount
NZ Surfing Sanctioning including endorsements, public liability insurance	\$500.00
Official Event Permits	\$1,200.00
Consumables - Heat sheets - Banner Ties - Stationary	\$100.00
Professional Officials Services - 11 staff including judges,	\$ 500.00
Official Event Equipment Hire (transport of equipment, computer scoring system, generator, Pa System	\$1,900.00
Uniform Branding - Rashies (Health & Safety) competitors to use in the water	\$1 400
TOTAL	\$7,000.00

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

Funding Source	Amount	Approved
Oxford Funding Trust	\$7,000.00	Yes / Pending
Pub Charities	\$10,000.00	Yes / Pending
Te Puni Kokiri	\$10,000.00	Yes / Pending
		Yes / Pending
		Yes / Pending

Please state any previous funding the organisation has received from Council over the last five years:

Purpose	Amount	Date	Project Report Submitted
			Y / N
			Y / N
			Y / N
			Y / N

www.fndc.govt.nz | Memorial Ave, Kaikohe 0440 | Private Bag 752, Kaikohe 0440 | funding@fndc.govt.nz | Phone 0800 920 029

Local Grant Application Form



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 or 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.

On behalf of: (full name of organisation)

Te Tūhura ki Aotearoa Charitable Trust

We, the undersigned, declare the following:

In submitting this application: ✓

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

Signatory One

R. Kaurhaki

Signatory Two

David Egan

Local Grant Application Form



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 on 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 Far North District Council unless written approval for a change of purpose(s) is obtained **in 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 Governance Support 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.

Signatory One

Name	Deborah Kauwhata	Position	Sec
Postal Address	179 Puhipuhi Road Whakapara	Post Code	0182
Phone Number		Mobile Number	0221609074
Signature		Date	25/09/2020 23/9/2020

Signatory Two

Name	Dale van Engelen	Position	Chair
Postal Address	195 McLennan Rd	Post Code	0182
Phone Number	094337026	Mobile Number	0277337026
Signature		Date	23/9/2020

Schedule of Supporting Documentation**Te Tuhua ki Aotearoa Charitable Trust**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Performance Report
2	Westpac Bank Statement from 18 May 2020 to 17 July 2020
3	Westpac Transactions as at 17 July 2020
4	Health & Safety Plan
5	Covid19 Overview
6	Quote – Te Houtaewa Maori Charitable Trust
7	Quote – Surfing New Zealand
8	Registration Form

Kathryn Trewin

From: Kim Robinson <nzsl.eddie@gmail.com>
Sent: Sunday, 6 September 2020 10:58 PM
To: Funding
Subject: Update of Far North NZSL classes funding

Kia ora Kathryn,

I am writing in advance of our final report on the Far North NZSL Outreach project Learn NZSL with Eddie Trust undertook to deliver.

As a result of covid19 disrupting the Far North NZSL Outreach course, the Trust has decided to reduce the project costs.

The Trust has completed delivering the 10 week Beginners NZSL course partly funded by a NZSL Board grant which involved:

8 classes
 4 locations (Kaitiaki, Kaikohe, Kerikeri, Pahiia)
 160 hours tuition
 200+ volunteer hours
 6,400kms driving
 47 students completing the 10 week beginners NZ Sign Language and Maori Rotarota courses.

We note there's enough funds combined to do another round of NZSL courses in the Far North.

Therefore we would like to ask Far North District Council Community Boards if it's possible for Learn NZSL with Eddie Trust to use the listed portions (along with other funders portions) to run another series of NZSL classes - 8 week NZSL Course (Level 1 (units 1-3, 4-6) , Maori Rotarota Level 1 (units 1-3, 4-6) in Kaitiaki, Kaikohe, Kawakawa, Kerikeri/Kaeo starting 19th October 2020.

Te Hiku Community Board \$1,843.96
 Kaikohe-Hokianga Community Board \$160.96
 Bay of Islands - Whangaroa Community Board \$1,174.41
 (NZ Sign Language Board \$6,396)

Total grants being returned: \$9,575

The completed project final cost is \$12,507.31

We are in discussions with Kaikohe based NZSL students to obtain shortfall funding for Kaikohe-Hokianga region to make up the remaining funds(\$3,000).

Ngā mihi
 Kim Robinson MNZM
 Administrator/Trustee
 Learn NZSL with Eddie Trust

On 24/03/2020 8:03 am, Funding wrote:

Kia ora Kim

Thank you for letting us know - please stay safe in these uncertain times.

Ngā mihi

Kathryn Trewin

Funding Advisor
Strategic Planning & Policy, Far North District Council
+6494015775 | Kathryn.Trewin@fndc.govt.nz
www.fndc.govt.nz
-----Original Message-----
From: Kim Robinson <nzsl.eddie@gmail.com>
Sent: Monday, 23 March 2020 5:57 PM
To: Funding <Funding@fndc.govt.nz>
Subject: Suspension of Far North NZSL Classes

Dear Kathryn,

In the light of the current circumstances, we have suspended all NZSL classes in each of the 3 Community Boards we have funding for this from until it's safe to resume.

Regards

Kim Robinson
Learn NZSL with Eddie Trust

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Address. Memorial Avenue, Private Bag 752, Kaikohe 0440, New Zealand

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7.7 PROJECT FUNDING REPORTS

File Number: A2861799

Author: Kathryn Trewin, Funding Advisor

Authoriser: Ana Mules, Team Leader - Community Development and Investment

PURPOSE OF THE REPORT

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

RECOMMENDATION

That Te Hiku Community Board note the project reports received from Kaitaia Sport and Leisure.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no financial implications or budgetary requirements.

ATTACHMENTS

1. THCB - Project Report - Kaitaia Sport & Leisure - A2957259 [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Community Grant Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each Community Board to confirm the funding that they allocated has been spent correctly.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in confirming the project reports. Any implications on Māori arising from matters included in project reports should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the project reports to be approved, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



Far North
District Council

**Project Report
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor
Far North District Council
Private Bag 752
KAIKOHE 0440

Name of organisation: KAITIAI SPORT AND LEISURE TRUST
Name & location of project: Kaitiaia Invitational Event - Kaitiaia
Date of project/activity: 29th February 2020

Which Community Board did you receive funding from?



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

Amount received from the Community Fund: \$500.00 GST - \$2075.00

Board meeting date the grant was approved: 10th December 2020

Please give details of how the money was spent:

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

Supplier/Description	Amount	Receipt/s attached (please tick)
Te Ahu - Venue	\$ 1740.00	B/S
Printing.com - Tickets	\$ 324.30	B/S
Northline Marquee	\$ 700.00	B/S
	\$	
Total:	\$ 2764.30	

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

We were pleased with our 2nd Darts event for the Te Hiku Board. We had 250+ attending plus 90 staff. Only 2 providers engaged from out of area. Rest were local businesses. We engaged 8 players through NZ. They all enjoyed the hospitality we provide in the North. This event gives our community to see a national style event in their own surrounds.

Private Bag 752, Wairoa Rd, Kaitiaia 0440, New Zealand, Telephone: 09 401 2137, Email: info@fndc.govt.nz, Website: www.fndc.govt.nz

1

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

The community to see a high standard of event that is the only type north of Auckland. The club players acknowledge and support this event and are always eager to return. Attendees who have never seen this type of sport enjoy the event we share. It is also a reasonable cost effective event to attend.

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

We attach a flyer we used to promote by email for Table sales.

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

Kaitia Boxing Club

This report was completed by:

Name: Shirley Williams
 Address: Shop 8 - 2 Bank St Kaitia 0410
 Phone: 09 408 2426 mob: 021 027 09896
 Email: shirleywilliams@aia.co.nz
 Date: 20/03/20

Schedule of Supporting Documentation**Kaitaia Sport & Leisure Trust**

The following supporting documentation has been provided in support of the grant application and is emailed under separate cover.

1	Letter from Secretary – Shirley Williams
2	Table Sales Breakdown
3	Tax Invoice – Printing.Com
4	Tax Invoice – Te Ahu Charitable Trust
5	Tax Invoice – North Hire Marquees
6	ASB Bank Statement as at 17 March 2020
7	ASB Bank Statement as at 4 February 2020
8	Photo's x2

8 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

9 MEETING CLOSE