



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Te Hiku Community Board Meeting

Tuesday, 26 January 2021

Time: 10:00 am

**Location: Conference Room, Te Ahu
Cnr Matthews Road and South Road
Kaitia**

Membership:

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

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

- (a) Represent, and act as an advocate for, the interests of its community;
- (b) Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board;
- (c) Maintain an overview of services provided by the territorial authority within the community;
- (d) Prepare an annual submission to the territorial authority for expenditure within the community;
- (e) Communicate with community organisations and special interest groups within the community;
- (f) Undertake any other responsibilities that are delegated to it by the territorial authority

Council Delegations to Community Boards - January 2013

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

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

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

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

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

8. To allocate names for previously unnamed local roads, reserves and other community facilities, and recommend to Council name changes of previously named roads, reserves, and community facilities subject to consultation with the community.
9. To consider the provisions of new and reviewed reserve management plans for recommendation to the Council in accordance with the Reserves Act 1977, and hear or participate in the hearing of submissions thereto, as considered appropriate by the Council.
10. To provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
11. Prohibit the use of skateboards in specified locations within their communities, in accordance with Council's Skating Bylaw 1998.
12. Recommend new bylaws or amendments to existing bylaws.
13. Prepare and review management plans for local cemeteries within budget parameters and in a manner consistent with Council Policy.
14. Exercise the following powers in respect of the Council bylaws within their community:
 - a. Control of Use of Public Spaces – Dispensations on signs
 - b. Mobile Shops and Hawkers – Recommend places where mobile shops and/or hawkers should not be permitted.
 - c. Parking and Traffic Control – Recommend parking restrictions, and areas where complying camping vehicles may park, and consider and grant dispensations in accordance with clause 2007.2
 - d. Public Places Liquor Control – Recommend times and places where the possession or drinking of alcohol should be prohibited.
 - e. Speed Limits – Recommend places and speed limits which should be imposed.
15. To appoint Community Board members to speak on behalf of their community in respect of submissions or petitions.
16. Specific to the Bay of Islands-Whangaroa Community Board – consider any recommendations of the Paihia Heritage Working Group and make appropriate recommendations to Council on the development of a draft Plan Change and a Section 32 analysis on heritage provisions for Paihia.
17. 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 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 Kaitaia 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			
Jaqi 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 Kaitaia	Managing Director	Produces some work for FNDC	Step aside for any decisions at the time
	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

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Property in Whatuwhiwi and Kaitaia			Step aside for any decisions at the time
John Stewart – Partner	Printing.com Kaitaia			
	Property in Whatuwhiwi and Kaitaia			Step aside for any decisions at the time
Felicity Foy	Shareholder – Northland Planning and Development 2020	A planning and development consultancy that is based in the far North and have two employees.		<p>I will abstain from any debate and voting on proposed plan change items for the Far North District Plan.</p> <p>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.</p> <p>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.</p>
	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.	

Name	Responsibility (i.e. Chairperson etc.)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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 Conference Room, Te Ahu, Cnr Matthews Road and
South Road, Kaitaia on:
Tuesday 26 January 2021 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

- | | |
|----------|--|
| 10.20 am | Representative from Houhora Big Game and Sports Fishing Club. |
| 10.25 am | Representative from Houhora Bowls and Sports Club. |
| 10.30 am | Representative from Saint Clements Anglican Māori Church, Ahipara. |

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3052763

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 meetings.

RECOMMENDATION

That the Te Hiku Community Board

- a) agrees that the minutes of the meeting held 17 November 2020 be confirmed as a true and correct record.
- b) agrees that the minutes of the Extraordinary meeting held 08 December 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 meetings are attached.

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

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

- 1. 2020-11-17 Te Hiku Community Board Unconfirmed Minutes - A3010381  
- 2. 2020-12-08 Te Hiku Community Board Unconfirmed Minutes - A3032356  

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 AHU, CNR MATTHEWS AVE AND SOUTH ROAD, KAITAIA
ON TUESDAY, 17 NOVEMBER 2020 AT 10:01 AM**

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

IN ATTENDANCE:

1 KARAKIA TIMATANGA – OPENING PRAYER

Darren Axe opened the meeting with a prayer.

2 APOLOGIES AND CONFLICTS OF INTEREST

Member John Stewart declared a conflict of interest for Item 7.14 – Funding Applications, specifically those applications received from IO Creatives Trust and Kaitaia and Districts A&P Association Inc, and will abstain from voting on these applications.

Member Felicity Foy declared a conflict of interest in relation to item 7.3 – Road Naming – 127 North Road, Kaitaia, and will abstain from voting on this item.

3 PUBLIC FORUM

Ian Palmer spoke in regards to Rangitoto Reserve, Mangonui and tabled a document for the need for a Reserve Management Plan.

Roger Ackers, Manager Strategy Development - Council has 500 to 700 reserves across the Far North that require a Reserve Management Plan. Currently working on the Reserve Management Policy which will then form the process for creating Reserve Management Plans to be rolled out by district.

Aya Morris representing Department of Internal Affairs, spoke in regards to the community funding/grants available through the Department of Internal Affairs.

Attachments tabled at meeting

- 1 Tabled Document - Case for Commissioning a Management Plan for the Rangitoto Recreation Reserve
- 2 Tabled Document - Letter of Support for Rangitoto Recreation Reserve from Heritage New Zealand

4 DEPUTATIONS

Kathryn O'Reilly, New Zealand Transport Agency will provide an update on the Mangamuka Gorge slip.

Attachments tabled at meeting

- 1 Presentation NZTA - SH1 Mangamuka Gorge Slip Repairs

5 SPEAKERS

Claire Gordon from Be Free Incorporated spoke to her Funding Application, Item 7.14 – Funding Applications (via Microsoft TEAMS).

Whina Te Whiu from IO Creative Trust spoke to her Funding Application, Item 7.14 – Funding Applications.

Bronnie Travers from Kaitaia and Districts A & P Association spoke to her Funding Application, Item 7.14 – Funding Applications.

Anna Dunford from Te Pokapu Tiaki Taiao o Te Tai Tokerau spoke to her Funding Application, Item 7.14 – Funding Applications.

The meeting was adjourned from 11.37 am to 11.49 am.

6 CONFIRMATION OF PREVIOUS MINUTES

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A2984748, pages 12 - 21 refers.

RESOLUTION 2020/60

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board

- a) agrees that the minutes of the meeting held 06 October 2020 be confirmed as a true and correct record.
- b) agrees that the minutes of the Extraordinary Te Hiku Community Board meeting held on 05 November 2020 be confirmed as a true and correct record.

CARRIED

7 REPORTS

7.1 CHAIRPERSON AND MEMBER REPORTS

Agenda item 7.1 document number A2984768, pages 22 - 32 refers.

RESOLUTION 2020/61

Moved: Member Darren Axe

Seconded: Member Jaqi Brown

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

CARRIED

MOTION

RESOLUTION 2020/62

Moved: Member John Stewart

Seconded: Member Sheryl Bainbridge

That the Te Hiku Community Board request that as part of the Long Term Plan consultation document, a question is included asking those that live in the Te Hiku Community Board ward for their thoughts on the consideration of divesting the Council owned halls.

CARRIED

7.2 SETTING OF MEETING DATES FOR 2021

Agenda item 7.2 document number A2990729, pages 33 - 38 refers.

RESOLUTION 2020/63

Moved: Member Jaqi Brown

Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board

a) adopt the following meeting dates for the Te Hiku Community Board

- 26 January 2021 - Te Ahu
- 2 March 2021 - Houhora
- 6 April 2021 - Te Ahu
- 1 June 2021 - Whatuwhiwhi
- 6 July 2021 - Te Ahu
- 24 August 2021 - Ahipara
- 5 October 2021 - Te Ahu
- 9 November 2021 - Mangonui
- 7 December 2021 - Te Ahu

b) adopt the following meeting dates for Kaitaia, Motutangi and Waiharara and Kaikino Drainage Area Committees

- 9 March 2021 – Te Ahu
- 21 September 2021 – Te Ahu

CARRIED

7.3 ROAD NAMING - 127 NORTH ROAD, KAITAIA

Agenda item 7.3 document number A2959387, pages 39 - 54 refers.

RESOLUTION 2020/64

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board, pursuant to Council's Road Naming and Property Addressing Policy #2125, name a private right-of-way, Rules Way, that is currently addressed at 127 North Road as per maps (A2959175 and A2959143).

CARRIED

Abstained: Cr Felicity Foy

7.4 KAITAIA DRAINAGE AREA 2019/2020 EXPENDITURE

Agenda item 7.4 document number A2999725, pages 55 - 58 refers

RESOLUTION 2020/65

Moved: Chairperson Adele Gardner

Seconded: Member William Subritzky

That Te Hiku Community Board

a) note the following financial summary for the past financial year 2019/2020:

Kaitaia	Budget
2018/2019 Residual funds (reserve funds available)	\$49,815
2019 Opening Balance (rated income)	\$70,021
2019/2020 Expenditure	\$73,190
2019/2020 Closing Reserve Balance	\$46,646

b) request the Drainage Committee Maps are added to the Far North District website.

c) request that the Kaitaia, Waiharara and Kaikino and Motutangi Drainage Area Committees are not to be included are part of the 3 Waters Alliance.

CARRIED

7.5 KAITAIA DRAINAGE AREA 2020/2021 PROGRAMME

Agenda item 7.5 document number A2999731, pages 59 - 66 refers.

RESOLUTION 2020/66

Moved: Member Darren Axe

Seconded: Member Jaqi Brown

That Te Hiku Community Board

a) approve the Kaitaia Drainage Area 2020/21 work programme.

b) approve that a letter be sent to the land owners included in Kaitaia Drainage area, reminding them of their requirements to comply with the Land Drainage Bylaw.

CARRIED

7.6 KAITAIA DRAINAGE AREA 2021/2022 PROGRAMME

Agenda item 7.6 document number A2999776, pages 67 - 72 refers.

RESOLUTION 2020/67

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board

a) receive the report “Kaitaia Drainage Area 2021/2022 Programme” for information.

b) request a report be provided to the next Kaitaia Drainage Area meeting on the total rated area and breakdowns.

CARRIED

Note: The Te Hiku Community Board acknowledges that without the work undertaken on the drains in this area, this would lead to more flooding in the area.

7.7 MOTUTANGI DRAINAGE AREA 2019/2020 EXPENDITURE

Agenda item 7.7 document number A2999972, pages 73 - 76 refers.

RESOLUTION 2020/68

Moved: Member Darren Axe

Seconded: Member Jaqi Brown

That Motutangi Drainage Area Committee recommends Te Hiku Community Board note the following financial summary for the past financial year 2019/2020:

Motutangi	Budget
2018/2019 Residual funds (reserve funds available)	\$44,840
2019 Opening Balance (rated income)	\$37,032
2019/2020 Expenditure to date	\$12,974
2019/2020 Correction (double up in 2018-19)	\$-2,698
2019/2020 Closing Reserve Balance	\$71,595

CARRIED

7.8 MOTUTANGI DRAINAGE AREA 2020/2021 PROGRAMME

Agenda item 7.8 document number A3000018, pages 77 - 82 refers.

RESOLUTION 2020/69

Moved: Member John Stewart

Seconded: Member Sheryl Bainbridge

That Hiku Community Board approve the Motutangi Drainage Area 2020/2021 work programme.

CARRIED

7.9 MOTUTANGI DRAINAGE AREA 2021/2022 PROGRAMME

Agenda item 7.9 document number A3000034, pages 83 - 87 refers.

RESOLUTION 2020/70

Moved: Member Jaqi Brown

Seconded: Member Darren Axe

That Te Hiku Community Board receive the Motutangi Drainage Area 2021/2022 Programme.

CARRIED

7.10 WAIHARARA AND KAIKINO DRAINAGE AREAS 2019/2020 EXPENDITURE

Agenda item 7.10 document number A3000052, pages 88 - 92 refers.

RESOLUTION 2020/71

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board note the following financial summary for the past financial year 2019/2020:

Waiharara	Budget
2018/2019 Residual funds (reserve funds available)	\$19,906
2019 Opening Balance (rated income)	\$9,997
2019/2020 Expenditure	\$7,953
2019/2020 Closing Reserve Balance	\$21,950

Kaikino	Budget
2018/2019 Residual funds (reserve funds available)	\$8,136
2019 Opening Balance (rated income)	\$9,000
2019/2020 Expenditure	\$4,263
2019/2020 Closing Reserve Balance	\$12,873

CARRIED

7.11 WAIHARARA AND KAIKINO DRAINAGE AREAS 2020/2021 PROGRAMME

Agenda item 7.11 document number A3000081, pages 93 - 98 refers.

RESOLUTION 2020/72

Moved: Member Jaqi Brown

Seconded: Member Darren Axe

That Te Hiku Community Board approve the Waiharara and Kaikino Drainage Area 2020/2021 work programme.

CARRIED

7.12 WAIHARARA AND KAIKINO DRAINAGE AREAS 2021/2022 PROGRAMME

Agenda item 7.12 document number A3000120, pages 99 - 103 refers.

RESOLUTION 2020/73

Moved: Member Darren Axe

Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board note the "Waiharara and Kaikino Drainage Areas 2021/2022 Programme".

CARRIED

The meeting was adjourned from 1.48 pm to 2.12 pm.

7.13 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 SEPTEMBER 2020

Agenda item 7.13 document number A2990190, pages 104 - 107 refers.

RESOLUTION 2020/74

Moved: Member Jaqi Brown

Seconded: Member Darren Axe

That the Te Hiku Community Board receives the report "Te Hiku Statement of Community Board Fund Account as at 30 September 2020".

CARRIED

7.14 FUNDING APPLICATIONS

Agenda item 7.14 document number A2861992, pages 108 - 113 refers

RESOLUTION 2020/75

Moved: Member Sheryl Bainbridge

Seconded: Member John Stewart

That Te Hiku Community Board approves the sum of \$2,720 (plus GST if applicable) be paid from the Board's Community Fund account to Be Free Inc for advertising and equipment hire for the Mangonui Waterfront Festival 2021 Youth Stage to support the following Community Outcomes:

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

CARRIED

RESOLUTION 2020/76

Moved: Chairperson Adele Gardner

Seconded: Member Jaqi Brown

That Te Hiku Community Board approves the sum of \$2,312 (plus GST if applicable) be paid from the Board's Community Fund account to CBEC Eco Solutions for costs towards Waste Wise schools programme to support the following Community Outcomes:

- i) Proud Vibrant Communities**
- ii) Communities that are healthy, safe, connected and sustainable**
- iii) A wisely managed and treasured environment that recognises the special role of tangata whenua as kaitiaki**

CARRIED

RESOLUTION 2020/77

Moved: Member Jaqi Brown

Seconded: Member Darren Axe

That Te Hiku Community Board approves the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Fund account to He Whanau Marama Charitable Trust for equipment hire for the Kaitia Christmas Events to support the following Community Outcomes:

- i) Proud Vibrant Communities**

ii) Communities that are healthy, safe, connected and sustainable**CARRIED****RESOLUTION 2020/78**

Moved: Member Sheryl Bainbridge

Seconded: Member Felicity Foy

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 IO Creatives Trust, for the stage hire at the Indigenous Arts and Cultural Festival to support the following Community Outcomes:

i) Proud Vibrant Communities**ii) Communities that are healthy, safe, connected and sustainable****CARRIED**Abstained: John Stewart**RESOLUTION 2020/79**

Moved: Member Jaqi Brown

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 Kaitaia and Districts A&P Association Inc for costs towards February 2021 Show to support the following Community Outcomes:

i) Proud Vibrant Communities**ii) Communities that are healthy, safe, connected and sustainable****CARRIED**Abstained: John Stewart**RESOLUTION 2020/80**

Moved: Member Jaqi Brown

Seconded: Chairperson Adele Gardner

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 Te Pokapu Tiaki Taiao o Te Tai Tokerau for costs towards Te Hiku Ward Tai Tokerau Timebank to support the following Community Outcomes:

i) Proud Vibrant Communities**ii) Communities that are healthy, safe, connected and sustainable****CARRIED****7.15 PROJECT FUNDING REPORTS**

Agenda item 7.15 document number A2861805, pages 158 - 164 refers.

RESOLUTION 2020/81

Moved: Member Sheryl Bainbridge

Seconded: Member William Subritzky

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

a) Friends of Rangikapiti

b) Te Pokapu Tiaki Taiao o Te Tai Tokerau Trust**CARRIED****8 INFORMATION REPORTS****8.1 LAKE OHIA COMMUNITY HALL - ASSET CONDITION REPORT**

Agenda item 8.1 document number A2985393, pages 165 - 189 refers.

RESOLUTION 2020/82

Moved: Chairperson Adele Gardner

Seconded: Member William Subritzky

That the Te Hiku Community Board

- a) receive the report Lake Ohia Community Hall - Asset Condition Report.**
- b) request the Lake Ohia Community Hall Committee come and update the Community Board on hall use/activities, usage/participants numbers over the next 6 months.**

CARRIED

Member Brown left the meeting at 3.11 pm.

8.2 TE HIKU HALL BUDGET INFORMATION FOR 2020-2021

Agenda item 8.2 document number A2984207, pages 190 - 191 refers

RESOLUTION 2020/83

Moved: Member William Subritzky

Seconded: Member John Stewart

That Te Hiku Community Board leave this item to lie on the table for consideration and request that staff provide further information to be brought to the next Te Hiku Community Board meeting.**CARRIED****8.3 TE HIKU STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 30 SEPTEMBER 2020**

Agenda item 8.3 document number A2981247, pages 192 - 192 refers

RESOLUTION 2020/84

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That the Te Hiku Community Board receives the report Te Hiku Statement of Financial Performance Activities by Ward for the period ending 30 September 2020.**CARRIED**

9 MEETING CLOSE

The meeting closed at 3.25 pm.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 26 January 2021.

.....
CHAIRPERSON

**MINUTES OF
EXTRAORDINARY TE HIKU COMMUNITY BOARD MEETING
HELD AT THE COMMITTEE ROOM, MEMORIAL AVENUE, KAIKOHE
ON TUESDAY, 8 DECEMBER 2020 AT 1.29 PM**

PRESENT: Chairperson Adele Gardner, Member Jaqi Brown (via phone), Member Darren Axe, Member Sheryl Bainbridge (via phone), Member John Stewart, Member William Subritzky, Member Felicity Foy

IN ATTENDANCE:

STAFF PRESENT:

1 APOLOGIES AND CONFLICTS OF INTEREST

Member Jaqi Brown declared a conflict of interest in relation to Item 5.1 – Amendment to Funding Granted to He Whanau Marama Charitable Trust.

2 PUBLIC FORUM

Nil

3 DEPUTATIONS

Nil

4 SPEAKERS

Nil

5 REPORTS

5.1 AMENDMENT TO FUNDING GRANTED TO HE WHANAU MARAMA CHARITABLE TRUST

Agenda item 6.1 document number A3025232, pages 12 - 15 refers

COMMITTEE RESOLUTION 2020/85

Moved: Chairperson Adele Gardner

Seconded: Member John Stewart

That Te Hiku Community Board approves an extension to the event timeframe provided by He Whanau Marama Charitable Trust to allow events originally planned to take place in December 2020 to now take place up to the end of January 2021 to support the following Community Outcomes:

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

CARRIED

6 MEETING CLOSE

The meeting closed at 1.36 pm.

The minutes of this meeting will be confirmed at the Te Hiku Community Board meeting to be held on 26 January 2021.

.....
CHAIRPERSON

7 REPORTS

7.1 CHAIRPERSON AND MEMBER REPORTS

File Number: A3052848

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 and Bainbridge.

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. Chairperson Gardner Report October 2020 - January 2021 - A3056358 [↓](#) 
2. Members Axe Report October 2020 - January 2021 - A3056369 [↓](#) 
3. Member Bainbridge Report November 2020 - January 2021 - A3057340 [↓](#) 

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	October 20 - January 21

REPORT

1) Meetings/Functions

- 27 Oct - Maori Participation workshop in Kaikohe
- 28 Oct - Online meeting with Mayor, FNHL & Kaitaia Business Association
- 29 Oct - Council meeting in Kaikohe
- 30 Oct - Te Hiku Ward Tour
- 1 Nov - Oruru Hall meeting in Taipa
- 2 Nov - Te Hiku Project Working Group workshop
- 3 Nov - Kaitaia Drainage meeting at Te Ahu
- 4 Nov - Long Term Plan workshop in Kaikohe
- 9 Nov - Te Hiku PWG workshop
- 10 Nov - LTP workshop - virtual
- 11 Nov - Attended Lake Ohia Hall meeting
- 12 Nov - Representational Review & LTP workshop in Kaikohe
- 13 Nov - Te Ahu Trust meeting
- 16 Nov - Te Hiku PWG workshop
- 17 Nov - Te Hiku Community Board meeting at Te Ahu
- 19 Nov - Te Hiku Ward Tour with the Community Board in the Far North
- 2 Dec - Infrastructure Committee meeting via Teams
- 7 Dec - Met with CBEC re quote on landscape gardens for Centennial Park
- 7 Dec - Te Hiku PWG workshop
- 8 Dec - Long Term Plan workshop in Kaikohe
- 10 Dec - Council meeting in Kaikohe
- 11 Dec - Te Ahu Trust meeting
- 15 Dec - Combined Community Board workshop in Kaikohe

- 16 Dec - Long Term Plan workshop in Kaikohe
- 21 Dec - Met with a ratepayer in Mangonui
- 11 Jan - Te Hiku PWG Meeting

2) Issues -

3) Resource Consents

RC2300265 - Lodestone Energy Ltd 588 Gill Road Kaitaia. Lot 1 DP172560 & Section 2 Block 1 Ahipara SD, Section 1 Block 1 Ahipara, Section 15 Block 1 Takahue and Section 1 SOP 462638. Land use consent to establish a Solar Farm on approx. 93hectares across two titles.

4) Request for Service

RFS4032215 - Ratepayer from Pekerau Road rang to say he was on the No Spray list; however his property frontage was still being sprayed. Good outcome and ratepayer is now happy.

RFS 182114 - Water Leak at 14 Grigg St Kaitaia

COMMUNITY BOARD MEMBERS REPORT

Report to Community Board:	Te Hiku
Members Name:	Darren Axe
Subdivision:	North Cape
Date:	14 October – 23 December

REPORT

1) Meetings/Functions

- 14 October – Tourism meeting at Houhora Fishing Club.
- 20 October – Met with Chris Galbraith, Reuben Murray and Heta Conrad to discuss new Houhora Commercial Wharf.
- 22 October – Combined Community Board meeting, Kaitaia.
- 30 October – Ward Tour.
- 31 October – Rang Henderson Bay residents, Brian Billingham and John Carter to talk about red clay on the road. Went to Henderson Bay to see the road for myself.
- 1 November – Went to meeting at Henderson Bay with Mate Radich and Ratepayers Action Group. Rang John Carter with proposal to delay road works.
- 3 November – Drainage meeting Te Ahu Centre.
- 5 November – Teams meeting online to discuss Lions Mangonui Fun Run funding.
- 6 November – DAG meeting – Teams meeting online. (Could not hear anything)
- 16 November – Went with Reuben Murray to look at vandalism at Rarawa Beach.
- 19 November - Te Hiku Community Board Far North Ward Tour.
- 26 November – Visited Croydon Thompson's property to help and advise on road renaming procedure.
- 27 November – Met with Eric Wagener to talk about public walking track around waterfront on Wagener land.
- 29 November – Visited Aaron Bainbridge, took photos of blocked drains and phoned Troy Smith to put him in contact with Aaron Bainbridge.
- 6 December – Went to Ngataki Marae to help form an Action Group for Rarawa Beach.
- 8 December – Combined Community Board meeting, Kaikohe.
- 13 December – Signed papers for Paula Matthews on tree planting application for Waterfront Road reserve, Pukenui.

15 December – Combined Community Board meeting, Kaikohe.

23 December – Erected a bird barrier at bird sanctuary on Rarawa Beach with a group of volunteers.

2) Issues - NIL

3) Resource Consents: 0

4) Request for Service: 2

TE HIKU COMMUNITY BOARD MEMBER'S REPORT

Member Name: Sheryl Bainbridge
Subdivision: Doubtless Bay
Date: to 12 January 2021

REPORT**1) Meetings**

6 November – Board meeting

28 November – Combined Community Board meeting. Same as October meeting Hopefully a positive way forward will result at some stage. Abundantly clear where there is a disconnect between management and elected members.

Doubtless Bay Promotions end of year function

Meetings with various community members and Board Chair regarding boating facilities and associated parking

2) Issues

Need for a footpath on Cable Bay Block Road due to significant development and the need to ensure pedestrian safety. I have had many approaches from members of the community. How do we get this on the matrix and how do we get the matrix changed to better incorporate pedestrian safety?

Northern Drainage – flood protection funded by rates imposed on locals and should not be in 3 Waters. Update required please.

Te Kao water – At our meeting in Te Kao prior to Christmas Board members were told that most of the community work, and in essential services such as food production – avocados, fishing, farming, berries etc., but the cost of providing water tanks would be an extra burden. What has the council decided to do to give this community a hand up? We all know what a precious resource water is becoming.

Rangitoto Reserve – the Board is still waiting for a report on what will be done to address the weed issue while protecting an historic pa site from further degradation. Has one-off funding of a management plan that will enable environmental groups to seek external funding been considered?

Funding for Mangonui Info Centre and Te Ahu. Bay of Islands-Whangaroa has 3 service centres, one i-site and 4 libraries. Kaikohe-Hokianga has 2 service centres, 2 libraries and 1 i-site. Te Hiku, with the second largest area and one of the fastest areas of development (Houhora and Doubtless Bay) has 1 service centre, 1 library and 1 i-site. The i-site is based in Te Ahu. Doubtless Bay is a destination where the Mangonui Information Centre statistics show that it has roughly the same number of visitors as Kaitia i-site does. It received a funding grant from council last financial year. An i-site review is to be done but until this takes place I believe the funding of \$10,000 per annum should continue, as should funding for Te Ahu.

Swamp Palace – I believe that Mayor Carter and staff are doing to help this committee as the targeted rate proposal was not successful. However halls are a Board delegation

and the Board has not been updated. Can we be advised of the present position please.

Failure of staff to provide reports or agenda items – obviously a culture that starts from the top and still needs changing. No reflection on staff who work within parameters set by management.

3) Resource Consents

One application for a restaurant/bar at Coopers Beach

4) Requests for Service

Several.

7.2 FUNDING APPLICATIONS

File Number: A3055176

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 26 January 2021 meeting.

EXECUTIVE SUMMARY

- Te Hiku Community Board has \$72,220 unallocated funding available for the 2020/21 financial year.
- Te Hiku 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 \$46,985.

RECOMMENDATION

That Te Hiku Community Board approves the sum of \$20,000 (plus GST if applicable) be paid from the Board's Community Fund account to Houhora Big Game and Sport Fishing Club for costs towards wharf repairs to support the following Community Outcomes:

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

RECOMMENDATION

That Te Hiku Community Board approves the sum of \$4,485 (plus GST if applicable) be paid from the Board's Community Fund account to Houhora Bowls and Sports Club for costs towards greenkeeper accommodation repairs to support the following Community Outcomes:

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

RECOMMENDATION

That Te Hiku Community Board approves the sum of \$20,000 (plus GST if applicable) be paid from the Board's Community Fund account to St Clements Anglican Maori Church Ahipara for costs towards church repairs to support the following Community Outcomes:

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

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
Houhora Big Game and Sports Fishing Club	Demolition and construction of a new wharf	\$20,000 (8%)	\$20,000 (8%)	This wharf is owned by the club but is utilised by the wider community. They are working with the construction team to minimise costs and have sourcing to other funding to assist in the project.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Infrastructure
Houhora Bowls and Sports Club	Improvement of greenkeeper accommodation	\$4,485 (50%)	\$4,485 (50%)	The club is continuing to fundraise for this project but requires assistance in order to get this completed before winter, due to a lack of available builders.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Infrastructure
St Clements Anglican Maori Church Ahipara	Church Restoration	\$22,500 (3%)	\$20,000 (3%)	This church is important to the local community. A large fundraising effort is underway, with significant sums secured from other funding sources.	i) Proud Vibrant Communities ii) Communities that are healthy, safe, connected and sustainable	Infrastructure

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 - Houhora Big Game and Sports Fishing Club - A3055192 [↓](#) 
2. THCB - Application - Houhora Bowls and Sports Club - A3055180 [↓](#) 
3. THCB - Application - St Clements Anglican Maori Church Ahipara - A3056220 [↓](#) 

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	Houhora Big Game + Sports Fishing Club Inc.		Number of Members	400
Postal Address	P.O.Box 20 - Houhora RD4		Post Code	0484
Physical Address	4036 Far North Road - Pukerui		Post Code	0484
Contact Person	Brian Bellingham	Position	Vice President	
Phone Number	09 408 1340	Mobile Number	021 848 098	
Email Address	bellingham.guany@xtra.co.nz.			

Please briefly describe the purpose of the organisation.

To encourage the sport of Fishing for all sections of the community and provide facilities, club, social, community and educational activities.

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	Demolition + construction of new wharf	Date	2021
------------------	--	------	------

Location	Hauhara Big Game + Sports Fishing Club	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.

Please refer to separate sheet.

Project Details Attachment.

The project needing urgent attention is the replacement of the wooden wharf constructed approximately 25 years ago. The wooden piles which are failing due to rot, the fixtures (bolts and nuts) also need replacing due to rust. There are piles which have broken below the low water mark due to sea worm and rot which is not unexpected considering the age of the structure which would normally have a maximum life of 20 years. Club members have made several attempts to repair the piles using plastic sleeves and pumped concrete with great difficulty and minimal success to try and keep the facility operational and avoid the jetty being condemned.

The funding will be used to construct a safe, fit for purpose wharf capable of servicing the needs of all boat users large and small, locals and visitors, as well as the public, young and old, who regularly use the wharf for fishing and swimming.

The key outcomes of the upgrade is rebuild using sealed steel piles so the club can continue to provide the local and wider community with a facility that will last another 25 to 30 years. The team from Heron Construction, including the managing director assessed the issues with existing wharf during a site visit to discuss and determine the best methods of practice to achieve an upgraded wharf that will meet the needs of the local community. Heron contractors as specialist marine contractors will be responsible for risk assessments, hazard management and safe operating procedures. The HBGSFC has its own fully qualified primary industry safety officer.

The wharf is a key part of the complex where people can safely load and unload gear and people onto launches and trailer boats, an important factor in a fishing and boating community.

A Northland Regional Council resource consent was granted for the wharf upgrade in February 2020.

It also compliments the boat ramp, boat trailer park, building, public toilets, St John ambulance station, rescue helicopter landing pad, electric car charging site and children's playground which forms a community hub for various activities and events.

The project cost is substantial, the club has focussed all its efforts to raise as much income as possible but will be applying for funding from various organisations including Foundation North and the Lotteries Grant Board.

At this time, we have \$28,000.00 allocated from club funds and have an application for \$220,220.00 pending with Foundation North.

In discussions with Heron construction highlighting the need to reduce the project cost has resulted in club volunteers to be able reduce the total cost of the original quote by donating labour and services which also giving the club some ownership we can be proud of at the completion of the project. The HBGSFC volunteer savings as quoted by Heron Construction is detailed on their quote at \$27,194.32.

We are seeking funding for items B8 and B9 on the Heron Construction price schedule attached for a total of \$20,670.00 so are officially requesting the maximum amount of \$20,000.00.

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)		
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) To remove and replace steel beams as quoted. Items B8 and B9	10,780-00 9,890-00	20,000-00
TOTALS	20670-00	20,000-00

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 53660177

How much money does your organisation currently have? 77,000-00

How much of this money is already committed to specific purposes? 72,000-00

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

Purpose	Amount
Wharf fund allocation	28,000-00
Fishing competition prizes	29,000-00
Wages, power, rates - operational costs	15,000-00
TOTAL	

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

Funding Source	Amount	Approved
Houhora Big Game + Sports Fishing Club	28,000-00	<u>Yes</u> / Pending
Foundation North	220,220-00	Yes / <u>Pending</u>
		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
Resealing Road Surface	31,000-00	March 2018	<u>Y</u> / N
			Y / N
			Y / N
			Y / N

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)

Houhora Big Game and Sports Fishing Club Inc.

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]

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

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(version Sept 2018)

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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.
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 TRACEY MOLD Position PRESIDENT

Postal Address 32B HARBOUR VIEW ROAD - RD4-KAITIA Post Code 0484

Phone Number Mobile Number 027 457 3458

Signature *Tracey Mold* Date 16/12/20

Signatory Two

Name BRIAN BELLINGHAM Position VICE PRESIDENT

Postal Address P.O. Box 144 - KAITIA Post Code 0441

Phone Number 09 408 1340 Mobile Number 021 848 098

Signature *B. Bellingham* Date 16/12/20

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Schedule of Supporting Documentation

Houhora Big Game and Sports Fishing Club – Demolition and Construction of new Wharf

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

1	ASB Transaction History Report from 01 November 2020 to 30 November 2020 – Society Cheque account (x 5 pages)
2	ASB Transaction History Report form 01 November 2020 to 30 November 2020 – Fast Saver account (x2 page)
3	ASB Transaction History Report from 01 November 2020 to 30 November 2020 – ORBIT Home Loan account
4	ASB Transaction History Report from 01 November 2020 to 30 November 2020 – Online Debit Card
5	Financial Statements for the year 2020
6	Profit and Loss Breakdown from July 2020 to June 2021
7	Project Details cover letter
8	Support Letter – Ngati Kuri Trust Board Inc
9	Quote – Total Marine Services Ltd
10	Quote / Letter - Heron Construction
11	Heron Construction - Plans
12	Heron Construction – Health and Safety Plan
13	Heron Construction – Replacement Wharf Proposal
14	Heron Construction – Scope of Works Appendix 1
15	Heron Construction – Design Drawings Appendix 2
16	Photo – Arial full scope
17	Photo – Removal of stairway and landing by volunteers

Local Grant Application Form

FNDC ADMIN
17 DEC 2020



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	Houhora Bowls & Sports Club Inc	Number of Members	28
Postal Address	PO Box 24 Houhora, RD4, Kaitia	Post Code	0484
Physical Address	3920 Far North Road, RD4, Kaitia	Post Code	0484
Contact Person	Joan Fletcher	Position	Treasurer
Phone Number	09 409 8280	Mobile Number	027 4629737
Email Address	lynda-joan@xtra.co.nz		

Please briefly describe the purpose of the organisation.

To foster and promote the sport of lawn bowls in the Far North of New Zealand at all levels, providing opportunities for recreation, competition and community participation and well-being

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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.

The greenkeeper's accommodation is unhealthy and needs improvement. The project is to add an extension to the sleep-out. This will provide a warm sleeping area, a shower, vanity and toilet. A plan is included with the quote.

In winter the sleep-out is very cold and damp causing the greenkeeper to move out and stay with relatives. He has indicated that he will leave the club if nothing is done to improve his living conditions.

We have a grass green and there are very few greenkeepers in the area. The green is vital to ensuring the club is able to provide the community with an activity that is very popular. It also means that members of other clubs come to play tournaments. Without the green we would have no club.

We have over 48 members of the community come to play Twilight bowls. They play bowls and enjoy an shared meal. The competition runs for 8 weeks before Christmas and has become so popular that another competition is run in the new year.

Houhora is a small community and the bowling club provides for community well-being and involvement.

We do not want to loose an excellent greenkeeper.

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)		
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) Accommodation extension	\$8970.00	4485
TOTALS	\$8970.00	4485

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
Contribution towards extension of accommodation	4485
Estimate of cost of shower, vanity and toilet	2000
TOTAL	6485

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

Funding Source	Amount	Approved
		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
			Y / N
			Y / N
			Y / N
			Y / N

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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)

Houhora Bowls and Sports 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 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

Joan Fletcher

Signatory Two

[Signature]

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Local Grant Application Form



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Signatory One

Name Position

Postal Address Post Code

Phone Number Mobile Number

Signature Date

Signatory Two

Name Position

Postal Address Post Code

Phone Number Mobile Number

Signature Date

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Schedule of Supporting Documentation

Houhora Bowls and Sports Club Inc – Greenkeepers accommodation improvement

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

1	Letter of explanation – Club Treasurer
2	ANZ Domestic Transactions AS AT 10 December 2020
3	ANZ Transaction Report from 31 October 2020 to 03 November 2020 (x 2 pages)
4	Assets as at 31 March 2020
5	Monthly Totals – Cheque Account 2019 - 2020
6	Monthly Working 2019 - 2020
7	Receipts and Payments as at 31 March 2020
8	Schedule of Assets as at 31 March 2020
9	Bar Stocktake as at 31 March 2020
10	Quote / Plans – Cox Contractors
11	Cox Contractors Health and Safety Plan

Local Grant Application Form

FAR NORTH DISTRICT

21 JUL 2020

KAITIA SERVICE CENTRE



Instructions

Please read carefully:

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- ☒ 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	St Clements Anglican Maori Church Ahipara	Number of Members	12
Postal Address	184 Roma Rd, Ahipara, RD1, Kaitia	Post Code	0481
Physical Address	40 Roma Rd, Ahipara, RD1 Kaitia	Post Code	0481
Contact Person	John Paitai	Position	Chairman
Phone Number	0275285373	Mobile Number	0275285373
Email Address	john.paitai@gmail.com		

Please briefly describe the purpose of the organisation.

We require funding for St Clement's urgent repair; we intend to restore our church to its original 19thC appearance, preserving a valuable historic reference site, providing an ongoing level of heritage conservation for future generations, and increasing and enriching mātauranga of St Clements and the region for both national and international interest.

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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.

We are requesting \$22,500 to replace doors, door frames and the porch at St Clements Anglican Māori, Ahipara, as part of our overall project to restore the church. After 146 years, St Clements requires significant repair. A May 2020 report from specialist

Heritage firm Salmond Reed Architects on the state, restoration and conservation needs of the church has detailed over \$700,000 of critical rebuilding work. NB: We have been informed that due to Covid 19, 2021 cost will increase.

The project timeline is 18 months; restoration building is planned to commence in June 2021 following a 12 month funding programme.

The proposed restoration works, when complete, will ensure the life of the building is significantly extended and require minimal future intervention. Our intention is to use the restoration to include and increase local community interaction:

First and foremost, we want to make the church and urupā safe and functional for future community and extended whānau services.

Second, we want to ensure the life of the church is significantly extended, requires minimal future building intervention, and church mātauranga is preserved.

Third, we want the church used more in the local and wider community, offering it as an ideal historical site for ceremony and study, and increasing local, national and international awareness of Ahipara and its surroundings.

Fourth, we aim to increase community knowledge and pride in its history and contribution to the development of early New Zealand.

Fifth, through traditional decoration we aim to contribute to the revivification of Māori Toi.

Finally, St Clements will position itself as an information marker for the NZ Northland Heritage and Te Araroa Trails, Ahipara Gumfields and Ahipara and Tauroa Conservation areas.

We aim to bring our communities together, enhancing skills and creativity and building a sense of pride in our diverse local whakapapa and rich history, the church and urupā. In doing so, improving overall wellbeing.

We aim to achieve this through the restoration, conservation and preservation of St Clements - a spiritual and historic focus point of our region.

Our project will connect local community and heritage professionals, restoring St Clements' historic position as a symbol of community peace, togetherness and concord.

Social changes we expect to contribute to are:

- increased inclusion and social cohesion, building connections between local, regional and national communities

- draw whānau (nationally and internationally) back to reclaim their place and connection with St Clements.

- recognise, celebrate and preserve our history and heritage- locally, nationally and internationally.

- accentuate not only our deep Māori whakapapa, also acknowledging and celebrating the cross-cultural heritage St Clements represents.

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A2696814

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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.

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- 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	NA	
Advertising/Promotion	NA	
Facilitator/Professional Fees ²		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe)		
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) Replace doors D1 & D4, replace doors & frame at D3 Upgrade porch at D4	\$10,000 \$12,500	\$22,500
TOTALS	\$22,500	\$22,500

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
Replace roof, including all battens, barge, cappings and flashings. Remove sarking and refit tighter together using existing timber, fit ply infill above sarking, fit new R2.2 batts in ceiling cavity, new spouting & downpipes, scaffold hire	\$75,000
Replace Belfry on main roof	\$40,000
8 new timber windows, sill & head flashings Remove asbestos-cement sheets and dispose	\$100,000
Replace all eaves linings with timber boards as original Misc. electrical, lighting	\$10,000
Please refer to the St Clements Restoration Info Pack for more information on our budget and income plan	
TOTAL	\$225,000

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

Funding Source	Amount	Approved
Foundation North Trust	\$100,000	Yes / Pending
Cooper Family Charitable Trust	\$100,000	Yes / Pending
Private Donations	\$25,000	Yes / Pending
Four Winds Foundation	\$18,000	Yes / Pending
DIA Lottery Environment & Heritage Fund	\$480,000	Yes / Pending

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

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

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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)

St Clements Anglican Maori Church Ahipara

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)
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 - Regular financial reporting to every full meeting of the governing body

Signatory One



Signatory Two



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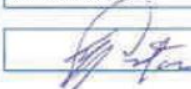
Local Grant Application Form



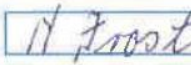
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10. To lay a complaint with the Police and notify the Far North District Council immediately if any of the funding is stolen or misappropriated.

Signatory One

Name	<input type="text" value="John Paitai"/>	Position	<input type="text" value="Chairman"/>
Postal Address	<input type="text" value="184 Roma Rd, Ahipara, RD1 Kaitaia"/>		Post Code <input type="text" value="0481"/>
Phone Number	<input type="text" value="0275285373"/>	Mobile Number	<input type="text" value="0275285373"/>
Signature			Date <input type="text" value="20/12/20"/>

Signatory Two

Name	<input type="text" value="Neta Frost"/>	Position	<input type="text" value="Treasurer"/>
Postal Address	<input type="text" value="121 Foreshore Rd, Ahipara"/>		Post Code <input type="text" value="0481"/>
Phone Number	<input type="text" value="09 4094 886"/>	Mobile Number	<input type="text"/>
Signature			Date <input type="text" value="20/12/20"/>

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Schedule of Supporting Documentation**St Clements Anglican Maori Church Ahipara**

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

1	ANZ Bank Statement as at 29 May 2020
2	ANZ Bank Deposit Slip
3	Performance Report for the year ended 31 August 2020
4	Restoration Report
5	Condition Report – Salmond Reed Architects Ltd
6	Site Health & Safety Plan 2021
7	Quote Support Letter – John Paitai
8	Quote – Kiwi Carpentry

8 INFORMATION REPORTS

8.1 TE HIKU HALL BUDGET INFORMATION FOR 2020/2021

File Number: A3016643

Author: Janice Smith, Chief Financial Officer

Authoriser: William J Taylor MBE, General Manager - Corporate Services

PURPOSE OF THE REPORT

Earlier in the year, the Te Hiku Community Board requested information on the costs associated with the halls within their ward.

EXECUTIVE SUMMARY

- This report provides operational and capital budgets for the current financial year 2020/2021.
- This report was presented to Te Hiku Community Board at the meeting on 17 November 2020. The Board choose to leave the item to lie on the table until further information and explanation on the attachment could be provided to the Board.

RECOMMENDATION

That the Te Hiku Community Board

- agree to uplift the item left to lie on the table 'Te Hiku Hall Budget Information for 2020/2021.**
- receive the report Te Hiku Hall Budget Information for 2020/2021.**

BACKGROUND

A resolution was passed earlier in the year requesting information on the budgets for the halls in the Te Hiku ward:

RESOLUTION 2020/34

Moved: Councillor Felicity Foy

Seconded: Member Jaqi Brown

That the Te Hiku Community Board

a)receives the report "Te Hiku Community Hall Annual Information Update".

b)requests that a report on the halls and the costs per hall, and accumulated depreciation costs per hall are provided to the Te Hiku Community Board, including options for the ongoing use of the Community Halls, to the August Community Board meeting, if not earlier.

DISCUSSION AND NEXT STEPS

A report (attached) has been prepared that identifies the operational and capital budgets for each hall for the current financial year. It also identifies the renewal funding allocated to each hall as at 30 June 2020.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications resulting from this report

ATTACHMENTS

1. **Te Hiku Halls Budgets 2020/2021 - A2984203** [↓](#) 

Te Hiku Ward - Halls

	Awanui	Mangonui	Herekino	Taipa	Peria
	Annual Plan 2020-21	Annual Plan 2020-21	Annual Plan 2020-21	Annual Plan 2020-21	Annual Plan 2020-21
Income					
Rates - Targeted	25,102	24,162	24,246	11,629	23,178
Total Comprehensive Income	25,102	24,162	24,246	11,629	23,178
Direct Costs					
Contractor & Professional Fees	2,783	9,278	5,888	2,320	4,196
Vehicle & Property Costs	7,310	3,859	2,990	1,919	2,974
Direct Costs Allocations	193	207	110	28	165
Corporate Costs	1,755	1,881	1,003	251	1,504
Provisions	150	160	86	21	128
Rating Costs	482	517	276	69	414
Depreciation	12,429	8,260	13,893	7,021	13,797
Total Direct Operating Expenditure	25,102	24,162	24,246	11,629	23,178
NET SURPLUS/(DEFICIT)	-	-	-	-	-
Capital Expenditure					
Total Capital Expenditure	-	-	-	-	-
Renewals funding	(96,337)	(144,244)	(265,670)	(148,309)	(106,809)

9 PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
9.1 - Update on the Procurement of the 2020/2021 New Footpaths Programme in the Te Hiku Ward	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

10 KARAKIA WHAKAMUTUNGA – CLOSING PRAYER

11 MEETING CLOSE