



**Far North  
District Council**



**Te Kaunihera o Tai Tokerau ki te Raki**

# **AGENDA**

## **Te Hiku Community Board Meeting**

**Friday, 18 November 2022**

**Time: 10:00 am**

**Location: Te Ahu Conference Room  
Cnr State Highway 1 and Mathews  
Avenue  
Kaitaia**

**Membership:**

Chairperson Adele Gardner  
Deputy Chairperson John Stewart  
Member Darren Axe  
Member Sheryl Bainbridge  
Member William (Bill) Subritzky  
Member Rachel Baucke  
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. Specific to Te Hiku Community Board – the Kaitia Drainage Area Committee, Waiharara and Kaikino Drainage Area Committee and Motutangi Drainage Area Committee.
18. To set schedule of meeting dates, times and venues, subject to the meetings not conflicting with meetings of the Council and satisfying the provisions of the Local Government Official Information and Meetings Act 1987.
19. To review all proposed public art projects on a project-by project basis to ensure they comply with policy #5105 Art in Public Places, including approval of the aesthetic appearance, maintenance programme, insurance and appropriate location, and to agree to their installation.
20. In respect of applications from food establishments for permission to establish tables and chairs on a public place, i.e. Alfresco dining in accordance with Policy 3116, to consider and decide on any application which does not meet all criteria of the policy, and any application which staff recommend to be declined.
21. Subject to a report from the appropriate managers and the appropriate budgetary provision, to make decisions in respect of civic amenities including the levels of service, and the provision or removal of an amenity not provided for elsewhere in these delegations.

### Terms of Reference

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

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

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

## Protocols

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

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



**Far North District Council**  
**Te Hiku Community Board Meeting**  
**will be held in the Te Ahu Conference Room, Cnr State Highway 1 and**  
**Mathews Avenue, Kaitia on:**  
**Friday 18 November 2022 at 10:00 am**

**Te Paeroa Mahi / Order of Business**

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**1 KARAKIA TIMATANGA / OPENING PRAYER****2 NGA WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND CONFLICTS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Community Board and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the 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 TE WĀHANGA TŪMATANUI / PUBLIC FORUM****4 NGĀ TONO KŌRERO / DEPUTATION**

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

**5 NGĀ KAIKŌRERO / SPEAKERS**

## **6 CONFIRMATION OF PREVIOUS MINUTES**

### **6.1 CONFIRMATION OF PREVIOUS MINUTES**

**File Number:** A3915462

**Author:** Rhonda-May Whiu, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### **TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

#### **TŪTOHUNGA / RECOMMENDATION**

**That Te Hiku Community Board agrees that the minutes of the meeting held 20 October 2022 be confirmed as a true and correct record.**

#### **1) TĀHUHU KŌRERO / BACKGROUND**

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

#### **2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

The minutes of the meetings are attached.

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

#### **Take Tūtohunga / Reason for the recommendation**

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

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

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

#### **ĀPITIHINGA / ATTACHMENTS**

- 1. 2022-10-20 Te Hiku Community Board Minutes - A3933470** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications on Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for the minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Te Hiku Community Board Meeting Minutes- **UNCONFIRMED**

20 October 2022

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE FAR NORTH REAP, 33 PUCKEY AVE, KAITAIA  
ON THURSDAY, 20 OCTOBER 2022 AT 3:00 PM**

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

**IN ATTENDANCE:** Mayor elect Moko Tepania and Councillors elect Kelly Stratford, Babe Kapa, Hilda Halkyard-Harawira and Felicity Foy

**STAFF PRESENT:** Caroline Wilson (Chief Executive Officer's Appointed Officer), Rhonda-May Whiu (Democracy Advisor), Beverly Mitchell (Community Board Co-ordinator), Shayne Storey (Acting Team Leader Community Development and Investment), Inna Shibalova (Senior Solicitor)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chief Executive appointed officer started the meeting and Mayor Elect Moko Tepania opened the meeting with a karakia.

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

Nil

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

No public forum for the inaugural meeting.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

No deputations for the inaugural meeting.

**5 NGĀ KAIKŌRERO / SPEAKERS**

No speakers for the inaugural meeting.

**6 REPORTS**

**6.1 MAKING AND ATTESTING OF DECLARATIONS**

Agenda item 6.1 document number A3912810, pages 8 - 9 refers.

**The Chief Executive Officer's Appointed Officer – Caroline Wilson, witnessed the Attestation and Declaration of Community Board Members:**

- Member Adele Gardner,
- Member Darren Axe,
- Member John Stewart,
- Member Rachel Baucke,
- Member Sheryl Bainbridge,
- Member William (Bill) Subritzky.

**6.2 ELECTION OF CHAIRPERSON**

Agenda item 6.2 document number A3912833, pages 10 - 12 refers

**RESOLUTION 2022/92**

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

**That the Te Hiku Community Board:**

- a) use System B as the preferred voting system to elect a Chairperson.**

**CARRIED**

Moved: Member Sheryl Bainbridge  
Seconded: Member Darren Axe

**That the Te Hiku Community Board.**

- b) elect Adele Gardner as Chairperson for the triennium October 2022 to October 2025, in accordance with Standing Orders.**

**CARRIED**

Member Adele Gardner accepted the role of Chairperson and presided over the

**6.3 ELECTION OF DEPUTY CHAIRPERSON**

Agenda item 6.3 document number A3912979, pages 13 - 15 refers

**RESOLUTION 2022/93**

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

**That the Te Hiku Community Board:**

- a) use System B as the preferred voting system to elect a Deputy Chairperson.**

**CARRIED**

Moved: Member Sheryl Bainbridge  
Seconded: Member Darren Axe

**That the Te Hiku Community Board:**

- b) elect John Stewart as Deputy Chairperson for the triennium October 2022 to October 2025, in accordance with Standing Orders.**

**CARRIED**

**6.4 EXPLANATION OF LAWS AFFECTING ELECTED MEMBERS**

Agenda item 6.4 document number A3912967, pages 16 - 17 refers

**RESOLUTION 2022/94**

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

**That the Te Hiku Community Board note the report "Explanation of Laws Affecting Elected Members", and the advice provided at this meeting.**

**CARRIED**

Te Hiku Community Board Meeting Minutes- **UNCONFIRMED**

20 October 2022

**6.5 NOTING OF TE HIKU COMMUNITY BOARD STANDING ORDERS**

Agenda item 6.5 document number A3912952, pages 18 - 19 refers

**RESOLUTION 2022/95**

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

**That the Te Hiku Community Board note the Te Hiku Community Board Standing Orders.****CARRIED****6.6 TE HIKU COMMUNITY BOARD SCHEDULE OF MEETINGS**

Agenda item 6.6 document number A3913014, pages 20 - 20 refers

**RESOLUTION 2022/96**

Moved: Member Adele Gardner

Seconded: Member William (Bill) Subritzky

**That the Te Hiku Community Board receive the report "Te Hiku Community Board Schedule of Meetings".****CARRIED****6.7 TE HIKU COMMUNITY BOARD STRATEGIC PLAN**

Agenda item 6.7 document number A3932370, pages 21 - 24 refers

**RESOLUTION 2022/97**

Moved: Member Sheryl Bainbridge

Seconded: Member Adele Gardner

**That the Te Hiku Community Board receive the Te Hiku Community Board Strategic Plan.****CARRIED****8 TE KAPINGA HUI / MEETING CLOSE**

Councillor elect Kelly Stratford closed the meeting with a karakia.

The meeting closed at 3:38 pm.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 18 November 2022.

.....  
**CHAIRPERSON**



## 7 REPORTS

### 7.1 MAKING AND ATTESTING OF DECLARATIONS

**File Number:** A3959058

**Author:** Rhonda-May Whiu, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

#### PURPOSE OF THE REPORT

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

#### BACKGROUND

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

#### DISCUSSION AND NEXT STEPS

The Community Board Chair will witness the declaration of the newly appointed Councillor to the Te Hiku Community Board.

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

#### **DECLARATION BY MEMBER**

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

**DATED** at Kaitia this 18th day of November 2022

**Signature** \_\_\_\_\_

*In the presence of:* \_\_\_\_\_

#### **And/Or**

Ko ahau, ko \_\_\_\_\_, ka oati ai ki runga i te pono me te tika ka mutu ki te taumata o tōku atamai me āku whakataunga. Ka mahi ai mō te painga o Te Hapori o Te Hiku, haere tonu ki ngā ihi me ngā herenga mahi, ka pā ki roto, ka uruhi ki runga i ahau hei mema o Te Poari o Te Hapori o Te Hiku, e ai ki te Ture Kāwanatanga ā-Rohe rua mano ma rua. Te Ture Kāwanatanga ā-Rohe mō ngā Kōrero Whakamōhio me ngā Huihuinga Kōrero kotahi mano iwa rau waru tekau ma whitu, me tāpiri atu ki ērā atu o ngā Ture raini.

He mea whakaū tēnei i Kaitaia i tēnei rā tekau mā waru o Whiringa-ā-rangi i te tau rua mano rua tekau mā rua.

**Waitohu** \_\_\_\_\_

*Ki mua i te aroaro o:* \_\_\_\_\_

#### **FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

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

#### **ATTACHMENTS**

**Nil**

## 7.2 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A3964881

**Author:** Rhonda-May Whiu, Democracy Advisor

**Authoriser:** Aisha Huriwai, Team Leader Democracy Services

### TE TAKE PŪRONGO / 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.

### NGĀ TŪTOHUNGA / RECOMMENDATION

That the Te Hiku Community Board note the reports from Chairperson Adele Gardner, Deputy Chairperson John Stewart, Members Darren Axe, Bill Subritzky and Sheryl Bainbridge.

### 1) TE TĀHUHU KŌRERO / BACKGROUND

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

### 2) TE MATAPAKI ME NGĀ KŌWHIRINGA / 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.






### Te Take Tūtohunga / 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) NGĀ PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

### NGĀ ĀPITI HANGA / ATTACHMENTS

1. Chairperson Report [Adele Gardner] - A3967514 [↓](#) 
2. Deputy Chairperson Report [John Stewart] - A3968173 [↓](#) 
3. Member Report [Darren Axe] - A3967607 [↓](#) 
4. Member Report [Bill Subritzky] - A3971150 [↓](#) 
5. Member Report [Sheryl Bainbridge] - A3967602 [↓](#) 

**Te Hōtaka Take Ōkawa / Compliance schedule:**

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

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

<b>He Take Ōkawa / Compliance requirement</b>	<b>Te Aromatawai Kaimahi / Staff assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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 (for example – youth, the aged and those with disabilities).	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.



## Te Hiku Community Board Chairperson's Report

Name: Adele Gardner

Subdivision: Kaitāia

Date: 2 November 2022

### **Meetings Attended**

Date	Meeting
07/09/22	Infrastructure Committee Meeting online
16/09/22	Te Ahu Trust Meeting
19/09/22	Te Hiku Project Working Group Meeting online
20/09/22	Te Hiku Community Board final triennium meeting
20/09/22	Discuss options for school children crossing on Norman Senn Drive and Redan Road
27/09/22	Site meeting at Rangiputa Re reserve
05/10/22	Pukenui Boardwalk Concept online
14/10/22	Te Ahu Trust Meeting
17/10/22	Te Hiku PWG meeting online
19/10/22	Attended the Waitangi celebrations for all elected meetings
20/10/22	Te Hiku CB inaugural Meeting at REAP
25/10/22	Attended strengthening Whanaungatanga at Kaikohe
26/10/22	Attended FNDC Expo at Turner Centre Kerikeri
27/10/22	Attended the FNDC Inaugural Council

### **Community Issues/RFS or other Issues**

Nil



Te Hiku  
Community Board

## Deputy Chairperson's Report

Name: John Stewart

Subdivision: Kaitaia/Ahipara

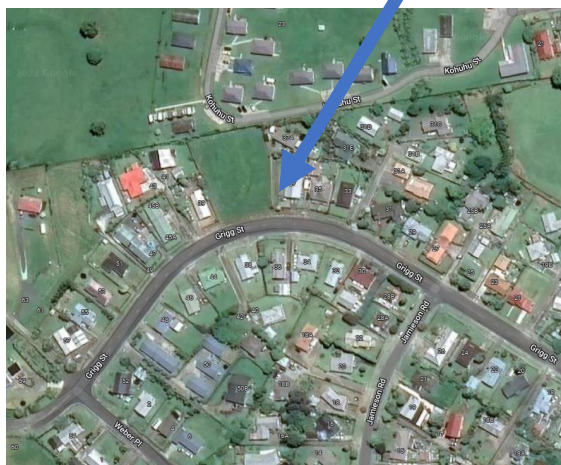
Date: 04/11/22

### Meetings Attended


Date	Meeting
05/10/22	Pukenui Boardwalk Concept online
10/11/22	KBA AGM
20/10/22	Te Hiku Community Board Inaugural Meeting at REAP
26/10/22	Attended FNDC Expo at Turner Centre Kerikeri
02/11/22	Te Hiku Community Board handover / induction/training

### Community Issues

Issue name	Comment
Gary Rush	Gary asked me to look up (photo attached) wondering who owns this piece of land thinks its council as they mow it, what is it for can we utilise it for the youth? 37 and 39 Grigg Street



**Requests for Service (RFS)**

RFS number	Date	Comment
4130724	12/10/2022 10:00:03 AM	Awanui toilets roof needed painting, questioned why the contractors would paint the walls etc. and not do the roof at the same time. Request was responded too efficiently and job is now complete
4133705	4/11/22	<p>Request Location: 19 North Road, Kaitia Northland 0410 request tell us about the issue. Answer: this vehicle has to be removed it is probably a Waka Kotahi job please advise them, ASAP also I believe FNDC should send a letter to police or parking wardens this block of flats continue to park half on footpath and half on road, some days there can be 3 vehicles doing this and the people in mobility scooter or wheelchairs have to go around the vehicle using the road.</p> 

**Other Issues**

Nil



## Te Hiku Community Board Member Report

Name: Darren Axe

Subdivision: North Cape

Date: 2 November 2022

### **Meetings Attended**

Date	Meeting
20/09/22	Te Hiku Community Board final triennium meeting
05/10/22	Pukenui Boardwalk Concept online
19/10/22	Attended the Waitangi celebrations for all elected meetings
20/10/22	Te Hiku CB inaugural Meeting at REAP
02/11/22	Te Hiku Community Board handover / induction/training at REAP

### **Requests for Service (RFS)**

RFS number	Date	Comment
4131354	17/10/22	Road slip erosion Waterfront Road, Pukenui between No. 64-66  Mark Greenall from Fulton Hogan came and looked at it with me – said it was not a roading job and told me to ring Gareth Oien at FNDC. Now Garreth is looking at this.
4131355	17/10/22	Request for 12 bollards SHW1 on main road Houhora between playground and footpath to stop cars straddling footpath and blocking pedestrian access.
4132753	20/09/22	Raised at THCB Meeting 20/9/22 to Elizabeth Stacey, NTA re: Ngataki school and Ngataki Waiora Marae and Potahi Marae in TeKao speed limit reduction to at least 60kmh in these sections and perhaps a variable speed zone that encompasses the two maraes as well  <i>October update: I rang Wairoa Marae to get a letter with signatures to support speed limit change outside marae and Ngataki School.</i>  <i>Also asked school for letters and signature.</i>

### **Community & Other Issues**

Nil





## Te Hiku Community Board Member Report

Name: Bill Subritzky

Subdivision: Te Hiku

Date: 6 November 2022

### **Meetings Attended**

Date	Meeting
07/9/22	Infrastructure Committee online
13/9/22	Councillor presentation Taipa Barn
14/9/22	Kaingaroa Hall
20/9/22	Te Hiku Community Board final triennium meeting
21/9/22	Lake Ohia Hall meeting
25/9/22	Lake Ohia Hall fundraising
27/9/22	Whatuwhiwhi Ratepayers meeting
29/9/22	Rangiputa Reserve visit
05/10/22	Pukenui Boardwalk Concept online
12/10/22	Kaingaroa Hall meeting
18/10/22	Whatuwhiwhi Ratepayers meeting
19/10/22	Attended the Waitangi celebrations for all elected members
20/10/22	Te Hiku CB inaugural Meeting at REAP
21/10/22	Gillies Road visit with residents
26/10/22	Attended FNDC Expo at Turner Centre Kerikeri
27/10/22	Attended the FNDC Inaugural Council
28/10/22	Marreine Place meeting local community
2/11/22	THCB Handover/Induction

**Community Issues**

Issue name	Comment
Marreine Place	A proposal to address the flooding at Marreine Place has been established.
Sewage problems at Northern pump station	Currently being investigated.
Residents at the end of Gillies Road	A meeting with residents at the end of Gillies Road was held to inspect the damage to the paper road caused by the recent heavy rainfall. A follow-up visit will be required to see if this has been cleared.
Clearing Reserve at Rangiputa	Due to workloads, Far North Roding is unable to start the scheduled clearing of the reserve at Rangiputa.

**Requests for Service (RFS)**

RFS number	Date	Comment
4131194	16/10/22	Clear large tree branch protruding over the footpath running down the hillside entry to the Rangiputa settlement.  <i>25/10/22 Fulton Hogan: Inspector has been on site and found that there is a slip- Programmed to clear the tree stump and slip.</i>

**Other Issues**

Nil



## Te Hiku Community Board Member Report

Name: Sheryl Bainbridge

Subdivision: Doubtless Bay

Date: 2 November 2022

### **Meetings Attended**

Date	Meeting
20/9/22	Te Hiku Community Board final triennium
05/10/22	Pukenui Boardwalk Concept online
10/10/22	Far North Holdings and Mangonui Cruising Club re: Mill Bay issues
12/10/22	Museum at Te Ahu Transitional Board
14/10/22	Te Ahu Charitable Trust
20/10/22	Te Hiku Community Board Inaugural Meeting at REAP
25/10/22	Mangonui Waterfront working party
26/10/22	Attended FNDC Expo at Turner Centre Kerikeri <i>Informative and well run.</i>
02/11/22	Te Hiku Community Board handover / induction/training <i>Informative and well run, a huge improvement on those held 3 years ago.</i>

### **Community Issues**

Issue name	Comment
Proposed District Plan Submission	Completed the Te Hiku Community Board's submission
Antisocial behaviour at Maori Point Mangonui	4/11/22 I have just had a (23 minute) call from a man regarding this. I'm also going to ask him if he wants to address the Board at its meeting.

**Requests for Service (RFS)**

RFS number	Date	Comment
4105392	11/04/22	Urgent repairs needed to footpath adjoining Coopers Beach bridge. I have been told that NZTA are going to be carrying out work on the bridge but that the council will do some temporary repairs to access by pedestrians (27/07/2022). NZTA needs to have a good look at this bridge given the increased traffic including heavy traffic caused by the closure of Mangamuka. There is no option for a diversion if this point becomes unusable. Update required please.
4132757	20/09/22	Need for traffic calming, repairs to potholes and drainage work at Taipa plus discussion on concept plans – Meeting to be held on 9 November.
Action Item on THCB Agenda		Rangitoto Point and Northern Drainage – update please. What are the meaningful outcomes of the considerable discussions that have taken place over the past three years?

**Other Issues**

**Disc Golf:** When in Ohakune recently I found that they had a disc golf course on one of their reserves. Disc golf is becoming increasingly popular throughout the country with courses in Queenstown, Taupo, Auckland, and Wanaka, but the northernmost course is in Dargaville.

The game is played by throwing frisbee-like discs of various grades into metal baskets. Called easy to play but hard to master, it takes about half an hour to walk around a course as opposed to golf's half a day and has other benefits including: it is free to play in public parks and spaces, fits in seamlessly to existing park spaces, requires minimal maintenance once installed, is a multigenerational physical activity, the whole family can play, it is relatively cheap to install compared to other sports facilities, is the perfect gentle exercise for sedentary adults, gets adults away from the TV, and children away from their phones, can be a pastime, family fun, recreation, a game, and a serious sport, all at the same time, courses can become destinations for tourist players – there is an app that shows the sites of courses.

What I liked about it in talking to the disc golf guy in Ohakune was that dads who didn't know how to play with their kids, for example, were turning up to play, they had a regular twilight competition like twilight cricket, schools were starting to give discs as rewards for good behaviour, so anyone had an opportunity to 'win' discs regardless of their financial situation. I would like us to look at installing a course on one of our reserves as I think it would be something that fits our 'social' wellbeing.



### 7.3 TE HIKU STATEMENT OF COMMUNITY BOARD FUND ACCOUNT AS AT 30 SEPTEMBER 2022

**File Number:** A3957042

**Author:** Segun Rotimi, Accounting Support Officer

**Authoriser:** Janice Smith, Acting General Manager - Corporate Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board receive the report Te Hiku Statement of Community Board Fund Account as at 30 September 2022**

#### TĀHUHU KŌRERO / BACKGROUND

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

<b>Community Fund Account balance as at 01 July 2022</b>	<b>\$241,710.00</b>
• <b>Plus, unused funds from 2020-2022</b>	<b>\$72,294.83</b>
<b>Less funds granted and uplifted to 30 September 2022</b>	<b>\$227,916.94</b>
• <b>Less funds not uplifted from previous community meetings (committed to projects)</b>	<b>\$16,212.90</b>
<b>Community Fund Account balance as at 30 September 2022</b>	<b>\$69,874.99</b>

#### MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Board members will consider the applications on the agenda and decide on what level of funding to allocate. The balance in the Community Fund account as at 30 September 2022 is \$69,874.99.

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

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

The Far North District Council has delegated the allocation of relevant community board funds to the Te Hiku Community Board. The statement of the Community Fund account as at 30 September 2022 is attached.

#### ĀPITIHINGA / ATTACHMENTS

1. **Statement of Te Hiku Community Fund Account as at 30 September 2022 - A3956625** [↓](#)







Far North District Council

**Te Hiku Community Board**

Statement of Community Fund Account as at 30-September-2022

<b>Far North District Council</b>		
<b>Te Hiku Community Board</b>		
Allocation Grants & Donations Annual Budget 2022-23	141,710.00	
Community Board Placemaking Fund	100,000.00	
<b>Community Fund Account Balance as at 30 September 2022</b>		<b>\$ 241,710.00</b>
Unused funds from 2021/22 - Te Ahu Museum/Far North Regional Museum Trust for the purchase of display walls, exterior signs and a donations box	8,034.00	
Unused funds from 2021/22 - Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri	5,000.00	
Unused funds from 2021/22 - Living Theatre Charitable Trust for the purchase of 120 tickets for the Matariki Show which will be given to Bald Angels to distribute	1,788.70	
Unused funds from 2021/22 - Pamapurua School for the purchase of basketball poles from Basketball Northland	1,200.00	
Unused funds from 2021/22 - Te Hapua Sports Recreation Club for the costs of fixing the roof and septic drainage at Te Hapua Sports Recreation Club	20,000.00	
Unused funds from 2021/22 - Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitaia) for facilitator fees and materials for the Community Upcycling for the Environment (CUE) programme	5,000.00	
Unused funds from 2021/22 - Kaitaia Business Association for the Town Centre Retail Strategy	20,000.00	
Unused funds from 2021/22 - Removal of a Monkey Apple Tree in the Coopers Beach Shopping Centre	2,000.00	
Unused funds from 2021/22 - Hawthorne Landscape Architects for Placemaking Consultation	7,150.00	
Unused funds from 2021/22 - Far North Safer Communities for graffiti removal	2,122.13	
Rescinded Resolution - Unused funds of \$2,720 allocated to Be Free Inc Mangonui Festival 2021 at 17 November 2020 meeting be returned to the available balance for reallocation	2,720.00	
Rescinded Resolution -Unused funds of \$7,711.46 allocated to the Jaycee Park Picnic Tables at the 1 June 2021 meeting be returned to the available balance for reallocation	7,711.46	
Rescinded Resolution - Unused funds of \$2,055 allocated to Rosemary Archibald at 7 December 2021 meeting be returned to the available balance for reallocation	2,055.00	
<b>Plus, unused funds from 2020-22</b>		<b>\$ 72,294.83</b>



		<b>\$ 314,004.83</b>
<b>Less Expenditure 2022/23 (Funds Uplifted)</b>		
<b>July 22</b>		
Unused funds from 2021/22 - Pamapurua School for the purchase of basketball poles from Basketball Northland	1,200.00	
Living Theatre Charitable Trust for the purchase of 120 tickets for the Matariki Show which will be given to Bald Angels to distribute	1,788.70	
Te Pokapu Tiaki Taiao O Te Tai Tokerau Trust (Eco Centre Kaitaia) for facilitator fees and materials for the Community Upcycling for the Environment (CUE) programme	5,000.00	
Far North Land Search and Rescue for the lease of 218 Wiroa Road, Kerikeri	5,000.00	
Te Hapua Sports Recreation Club for the costs of fixing the roof and septic drainage at Te Hapua Sports Recreation Club	20,000.00	
<b>August 22</b>		
Xcape Design Ltd for Houhora Heads / Pukenui concept plans and foreshore reserves plan	9,600.00	
Xcape Design Ltd for Houhora Pukenui landscape design services and public consultation	2,730.61	
Hawthorn Landscape Architects for Te Hiku Community Board Landscape Concept Planning	24,612.50	
Kaitaia Business Association Incorporated for Te Hiku Community Board CCTV Funding/Contribution	6,000.00	
<b>September 22</b>		
Far North Safer Communities for graffiti removal	2,122.13	
Kaitaia Business Association for the Town Centre Retail Strategy	120,000.00	
Kaitaia College for the hire of Te Ahu and equipment for the Kaitaia College Arts Expo 2022	1,829.00	
Te Ahu Museum/Far North Regional Museum Trust for the purchase of display walls, exterior signs and a donations box	8,034.00	
Bay of Islands Animal Rescue Trust for the community vaccination and desexing programme, and education	15,000.00	
Life Education Trust Far North, for consumable materials for annual visits to schools in the Te Hiku Community Board area	5,000.00	

<b>Less funds granted and uplifted to 30 September 2022</b>		<b><u>\$ 227,916.94</u></b>
<b>Balance as at 30 September 2022</b>		<b>\$ 86,087.89</b>
<b>Less funds not uplifted from previous community meetings at 30 September 2022</b>		
<b>Meeting 21.06.22</b>		
Removal of a Monkey Apple Tree in the Coopers Beach Shopping Centre	2,000.00	
Hawthorne Landscape Architects for Placemaking Consultation	7,150.00	
<b>Meeting 16.08.22</b>		
Kaingaroa Memorial Hall for the purchase of paint and creation of artwork	3,970.90	
Kaitaia Sport and Leisure Trust for the hire of Te Ahu, ticket/security and purchase of decorations for the 2022 Kaitaia Charity Boxing Event	3,092.00	
<b>Less funds not uplifted from previous community meetings (committed to projects)</b>		<b><u>\$ 16,212.90</u></b>
<b>Community Fund Account balance as at 30 September 2022</b>		<b>\$ 69,874.99</b>

## 7.4 PROJECT FUNDING REPORTS

**File Number:** A3938452

**Author:** Kim Hammond, Funding Advisor

**Authoriser:** Shayne Storey, Community Development Advisor

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board note the project reports received from

- a) R. Tucker Thompson Sail Training Trust – Youth Development Voyage.
- b) Te Whakaora Tangata - Family Restoration Programme Graduations - Far North

### 1) TĀHUHU KŌRERO / BACKGROUND

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

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

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

#### Take Tūtohunga / Reason for the recommendation

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

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

There are no financial implications or budgetary requirements.

### ĀPITI HANGA / ATTACHMENTS

- 1. Project Report - R. Tucker Thompson Sail Training Trust - A3945389 [↓](#) 
- 2. Interim Project Report - Te Whakaora Tangata copy - A3938466 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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



**Far North  
District Council**

**Project Report  
COMMUNITY GRANT FUND - LOCAL**

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

<b>Name of organisation:</b>	R. Tucker Thompson Sail Training Trust
<b>Name &amp; location of project:</b>	Youth Development Programme
<b>Date of project/activity:</b>	1 to 7 September 2022

**Which Community Board did you receive funding from?**

☒

Te Hiku

☐

Kaikohe-Hokianga

☐

Bay of Islands-Whangaroa

**Amount received from the Community Fund:** \$2,140 plus gst

**Board meeting date the grant was approved:** March 2022

**Please give details of how the money was spent:**

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
This funding supported one trainee onto our 7-day Youth Development Voyage	\$2,140.00	
	\$	
	\$	
	\$	
Total:	\$2,140.00	

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

Report below

Private Bag 752, Memorial Ave, Kaitake 0400, New Zealand, Freephone: 0800 920 029,  
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: [ask.us@fndc.govt.nz](mailto:ask.us@fndc.govt.nz), Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)

1

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

As above

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


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

<a href="https://www.facebook.com/rtuckert">www.facebook.com/rtuckert</a>
---

**This report was completed by:**

Name:	<input type="text" value="Jo Lynch"/>		
Address:	<input type="text" value="PO Box 42 Opuia"/>		
Phone	<input type="text" value="09 4028430"/>	mob:	<input type="text" value="027 577 3336"/>
Email:	<input type="text" value="Jo.lynnch@tucker.co.nz"/>		
Date:	<input type="text" value="18 October 2022"/>		

**Schedule of Supporting Documentation****R. TUCKER THOMPSON SAIL TRAINING TRUST****(Youth Development Programme)**

**The following supporting documentation has been provided in support of the project report and is emailed under separate cover.**

<b>1</b>	<b>Sponsorship Report 2022</b>
<b>2</b>	<b>Breakdown of costs</b>



**Far North  
District Council**

**Project Report  
COMMUNITY GRANT FUND - LOCAL  
INTERIM REPORT**

F0080402

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

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

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

Funding Advisor

Far North District Council

Private Bag 752

KAIKOHE 0440

<b>Name of organisation:</b>	Te Whakaora Tangata
<b>Name &amp; location of project:</b>	Family Restoration Course Graduation (February 2022); "Free Woman" Emotional Healing workshop (April 2022 - Te Ahu Community Centre)
<b>Date of project/activity:</b>	FRC Course Grad: 23 Feb 2022; Free Woman workshop: 29 April setup; 30 April EVENT

**Which Community Board did you receive funding from?**



Te Hiku



Kaikohe-Hokianga



Bay of Islands-Whangaroa

<b>Amount received from the Community Fund:</b>	\$ 1304.00
<b>Board meeting date the grant was approved:</b>	October 2021

**Please give details of how the money was spent:**

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

Supplier/Description	\$amount	Receipt/s attached (please tick)
Te Ahu Community Centre - February Graduation (one day) VENUE NOT USED DUE TO COVID	\$ -	n/a
Te Ahu Community Centre - April Women's event (two days)	\$ 907.82	✓
Te Ahu Community Centre - September Graduation POSTPONED to FEB 2023	\$	
<b>Total:</b>	<b>\$ 907.82</b>	

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

**Family Restoration Course – February 2022:** In February, under Covid "RED" restrictions, we held our Term One Family Restoration Course in Kaitaia, for 23 "high-risk" attendees. Our graduation was smaller than usual, with limited numbers able to attend but was made special by our amazing team for those who graduated. Many testimonials were shared, of the changes already taking place in families.

**'Free Woman' Emotional Healing Workshop - April 2022.** Targeted at women who have experienced sexual abuse and domestic violence. 73 women attended. The 'Free Woman' workshop has been held in place of our previously planned Family Restoration Course, as the demand for help for women in the Far North needed us to take an innovative approach in order to meet the needs of Far North women.

**Family Restoration Course – September 2022:** Due to the workload supporting the 73 women who attended the 'Free Woman' workshop our September Course and Graduation has been POSTPONED to Term One 2023. Our team are currently working with more than 110 Far North high-risk families providing free counselling, whanau coaching, mentoring, crisis intervention, advocacy and support to families, benefitting 413 vulnerable children.

Private Bag 752, Memorial Ave, Kaitaia 0440, New Zealand, Freephone: 0800 920 029,  
Phone: (09) 405 2750, Fax: (09) 401 2137, Email: [ask.us@fndc.govt.nz](mailto:ask.us@fndc.govt.nz), Website: [www.fndc.govt.nz](http://www.fndc.govt.nz)

1



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

Having this funding has helped us deliver our Family Restoration programmes - including Emotional Healing courses/workshops - to some of the most marginalised families in the Far North.

We see families move from high-risk to low-risk of negative outcomes, as they work with us. After 12-24 months we see the following positive impact for whānau:

- At low risk for family violence, child maltreatment, suicide, addiction, family breakdown, gang involvement, crime, unemployment, and a corresponding increase in protective factors
- Work-ready or in full-time employment and/or part-time or full-time study toward a realistic career goal
- Reduced reliance on benefits
- Independently setting and achieving goals
- Safer, more nurturing homes for children

By targeting the most at-risk members of the community, our work benefits the wider community through decreased crime and anti-social behaviour; increased work-ready candidates and improved work performance; a lesser social burden on schools and social services; and a reduced financial burden on the welfare system.

From Far North clients, Lionel & TeMaria: *"Now that we're doing well, we've been able to reunite with our children, and for them to be so happy and proud of us and to be in their life now as sober, present parents, it makes it all worth it. It makes so much sense in life to live and not just to exist, but we're actually living now and it's just great. We're dry now, we've been drug free for five months now and have a stable job. We have a car, we've got money in the bank! Which is so cool because that wasn't ever the case, that was a big issue before. We have peace within ourselves. Yeah, there's still challenges. We still go through challenges on a daily basis, but they're minor and they are things that we can fix in a flash. Back then you know, we would make a five minute issue go on for days, but now, now we just stay connected, we communicate with each other. It's awesome."*

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

Please see attached update report with photos and video links

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

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

**This report was completed by:**

Name:

Address:

Phone:  mob:

Email:

Date:

**Schedule of Supporting Documentation****TE WHAKAORA TANGATA****(Family Restoration Programme Graduation – interim report)**

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

<b>1</b>	<b>Letter from Te Whakaora Tangata – x 4 pages</b>
<b>2</b>	<b>Spend Breakdown – 1 page</b>
<b>3</b>	<b>Bank Statement showing payment – x 1 page</b>
<b>4</b>	<b>Invoice from Te Ahu – x 1 page</b>
<b>5</b>	<b>Bank Statement showing payment to Te Ahu – x 1 page</b>

## 7.5 FUNDING APPLICATIONS

**File Number:** A3935306

**Author:** Kim Hammond, Funding Advisor

**Authoriser:** Shayne Storey, Team Leader Community Development and Investment

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report summarises applications for the Local Community Grant funding to enable the Te Hiku Community Board to determine which application/s will receive funding at the November 2022 meeting.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Three applications were received for funding, requesting a total of \$37,921.20.
- The Community Board has a total of \$132,818 for the Community Fund and \$100,000 to allocate towards place-making applications for the 2022/23 financial year.
- To date, the Community Board has allocated \$28,891.90 in grants, leaving a balance of \$103,926.10 to allocate for the remainder of the 2022/23 financial year.
- To date, the Community Board has allocated the total \$100,000 for place-making activities for the 2022/2023 financial year.

### TŪTOHUNGA / RECOMMENDATION

**That Te Hiku Community Board**

- |    |   |
|----|---|
| a) | approves the sum of \$4,000 (plus GST if applicable) to be paid from the Board's Community Fund account to SMC Events Limited on behalf of Sanitarium for the Te Hiku Sanitarium WeetBix Kids TRY Challenge and specifically the event kit, to support the following Community Outcomes: <ul style="list-style-type: none"> <li>i) Proud, vibrant communities.</li> <li>ii) Communities that are healthy, safe, connected and sustainable.</li> </ul> |
| b) | approves the sum of \$20,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Houhora Big Game and Sports Fishing Club Incorporated for the purchase and installation of a commercial oven, to support the following Community Outcomes: <ul style="list-style-type: none"> <li>i) Proud, vibrant communities.</li> <li>ii) Communities that are healthy, safe, connected and sustainable.</li> </ul>                   |
| c) | approves the sum of \$3,000 (plus GST if applicable) to be paid from the Board's Community Fund account to Paparore School for equipment hire for the Paparore School Whanau Open Day, to support the following Community Outcomes: <ul style="list-style-type: none"> <li>i) Proud, vibrant communities.</li> <li>ii) Communities that are healthy, safe, connected and sustainable.</li> </ul>  |

### 1) TĀHUHU KŌRERO / BACKGROUND

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

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Applicant and Project	Requested	Recommend	Comments	Type
SMC Events Ltd – Sanitarium Weet-Bix Kids TRY Challenge	\$4,000	\$4,000	<p>The applicant has applied to the Bay of Islands-Whangaroa and Kaikohe-Hokianga Community Board for activities taking place in their community board area.</p> <p>Northland will not have a Sanitarium TRYathlon this year, instead Northland will be having TRYchallenge which will be hosted by a chosen schools in each of the community board areas. It is hoped that 1000 plus students take part in the TRYchallenge over the 3 schools across the district. The benefit of the TRYchallenge is that removes barriers to participation e.g. travel to Paihia, having borrow or purchase a bike for the previous TRYathlon event.</p>	Sport and Recreation
Houhora Big Game and Sports Fishing Club Incorporated – Replacement Commercial Oven	\$28,921.20	\$20,000	<p>The club recently upgraded the wharf for the use of the community, which used the majority of the clubs reserved funds. They no longer are able to cover the costs to purchase a commercial oven.</p> <p>The commercial oven provides an income for the club as well as an important service to the local community.</p>	Sport and Recreation
Paparore School	\$5,000	\$3,000	<p>Under the Community Grant Policy, organisations that receive the majority of their income from Central Government are ineligible for funding. However as this is an open event to the community and taking place outside of school hours – this application is deemed eligible.</p>	Events

### Take Tūtohunga / Reason for the recommendation

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

For each application, the Board has three options.

**Option 1** Authorise funding for the full amount requested

**Option 2** Authorise partial funding

**Option 3** Decline funding

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

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

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

**ĀPITI HANGA / ATTACHMENTS**

1. Application - Sanitarium Weet-Bix Kids Tryathlon - A3967289 [↓](#) 
2. Application - Houhora Big Game and Sports Fishing Club Incorporated - A3967154 [↓](#) 
3. Application - Paparore School - A3967171 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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

## 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.

- **Send your completed form** to [funding@fndc.govt.nz](mailto: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	SMC Events Ltd on behalf of Sanitarium		Number of Members	10
Postal Address	PO Box 132 027, Sylvia Park, Auckland		Post Code	1060
Physical Address	500 Mount Wellington Highway, Mount Wellington, Auckland		Post Code	1060
Contact Person	Craig Seuseu	Position	Series Manager	
Phone Number		Mobile Number	0276 777 033	
Email Address	craig@smcevents.co.nz			

**Please briefly describe the purpose of the organisation.**

To provide a non-competitive sporting event for 7-15yr olds, delivered in a fun way to encourage physical activity, and a sense of achievement.

## 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: Location/Date/Time TBC, in collaboration with Te Hiku Board & Sport Northland

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 Sanitarium Weet-Bix Kids TRY CHALLENGE is a 3-week, nationwide programme that encourages Kiwi kids aged 5 – 15 years old to get active, and have fun, as they work towards achieving a physical activity goal and earning their Champions medal and TRYathlon t-shirt.

The goal for our Northland TRY Challenge in School events is to successfully hold a school event across each of the 3 boards, working alongside Sport Northland and its Healthy Active Learning team to identify one school from each of the three wards as recipients for 2023. With a combined total attendance of 1,000 plus students. Free of charge to the schools.

TRY Challenge In Schools sees the TRYathlon delivery team planning and delivering an event for a Host school and guest schools it may invite. Healthy Active learning teams from Regional Sports Trusts in most regions work alongside the TRYathlon team to engage and plan the event day with the host school.

Participation helps to build resilience and a balanced hauora; vital for the personal development of our tamariki. Participants feel a sense of achievement, boost in self-esteem and confidence, inspire others, achieve personal growth, form positive physical activity habits, and connect the school community.

"TRY SEASON" defined as October 2022 until May 2023.



## 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	1167	
Facilitator/Professional Fees <sup>2</sup>	300	
Administration (incl. stationery/copying)		
Equipment Hire	767	
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)	125	
Refreshments		
Travel/Mileage	592	
Volunteer Expenses Reimbursement		
Wages/Salary	5250	not applicable
Volunteer Value (\$20/hr)	333	not applicable
Other (describe) Security	400	
TRY Challenge Kit, plus shirt, medal etc x 400 @ \$15/child	6000	4000
<b>TOTALS</b>	14934	4000

<sup>2</sup> 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
TOTAL	

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)**

Sanitarium Weet-Bix Kids TRYathlon

**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**

*C Jensen*

**Signatory Two**

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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	<input type="text" value="Craig Seuseu"/>	Position	<input type="text" value="Series Manager"/>
Postal Address	<input type="text" value="PO Box 132 027, Sylvia Park, Auckland"/>		Post Code <input type="text" value="1060"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text" value="0276 777 033"/>
Signature	<input type="text" value="CJ Seuseu"/>	Date	<input type="text" value="7/10/22"/>

### Signatory Two

Name	<input type="text"/>	Position	<input type="text"/>
Postal Address	<input type="text"/>		Post Code <input type="text"/>
Phone Number	<input type="text"/>	Mobile Number	<input type="text"/>
Signature	<input type="text"/>	Date	<input type="text"/>

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**Schedule of Supporting Documentation****SMC EVENTS LTD ON BEHALF OF SANITARIUM****(Sanitarium Weet-Bix Kids TRY Challenge)**

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

<b>1</b>	<b>Further information – x 22 pages</b>
<b>2</b>	<b>Health and Safety Plan – x 1 page. The plan is 164 pages, if you would like to see it, we can email it through to you.</b>

## Local Grant Application Form

FNDC ADMIN  
12 OCT 2022



### 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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 RD 4		Post Code	0484
Physical Address	4036 FAR NORTH RD - PUKENUI		Post Code	0484
Contact Person	TRACEY MOLD	Position	PRESIDENT	
Phone Number	406 7400	Mobile Number	021 457 3458	
Email Address	president.houhora@gmail.com			

#### Please briefly describe the purpose of the organisation.

To encourage the sport of fishing for all sections of the community, while providing facilities, club, social, community and educational activities

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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

REPLACEMENT COMMERCIAL OVEN

Date

Location

HOUHORA BIG GAME & SPORT FISHING

Time

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

☐ Yes

☒ No

If so, how much?

N/A

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

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

Please see separate sheet.

#### Replacement Commercial Oven Request.

The Houhora Fishing Club generate essential income need to pay club overheads through fishing competitions, membership registrations but primarily through the bar and kitchen catering.

The facility provides meals to club members and the public regularly on Friday and Saturday evenings cooking up to 130 meals on club nights. The club also caters for weddings, funerals, meetings and various events throughout the year. The larger fishing competitions attract people from outside the area including the popular Houhora One Base Tournament. The NZ Sport Fishing Council which includes representation of delegates from around the country have nomination the Houhora Big Game and Sports Fishing Club to host their annual conference in September 2023.

The commercial oven currently used has been in use longer than anyone can remember and has served us well, but now needs to be upgraded as replacement parts are not available so cannot be repaired. The oven has no fan bake operation leading to the staff and volunteers in the kitchen to continually open the oven to rotate and turn the hot food baking trays every 10 - 15 mins to try and get an even temperature without burning them, also a safety concern when reaching into an oven set at 90 degrees C.

Weddings, winter and Christmas meals are restricted to only two meat options using the old oven where other meat dishes must be cooked off licence and brought to the club to provide the meals requested by large paying groups. Hot finger foods such as sausage rolls are prone to burning unless someone is constantly monitoring the oven temperature.

In considering the increased patronage and workload from the kitchen, it would be better prepared if two type 7 ovens were installed rather than one type 10 oven. This would enable the club kitchen to produce multiple hot dish options when both the main dining room and Port Viewing Lounge (PVL) have functions running at the same time and allow for large volume meats to be cooked simultaneously e.g., roast chicken, lamb shanks, leg hams, pasta bakes.

Although the club is asset rich with the recent completion of the new wharf, the financial position of the club has been challenged with two years of uncertainty and interruptions from the pandemic lockdowns, which ceased the club's normal income stream.

At the request members and the public, the club has broadened its community status by recently organising the PVL to operate as a sports bar by viewing various sports events on television.

The club's committee recognises the potential for the club facility to expand its products and services in catering to the local and wider community, so respectfully request funding from the Te Hiku Community Board for \$28,921.20 to purchase two seven tray commercial ovens with stands to give the Fishing Club complex the capability to meet an increasing demand for quality catering.

#### Pricing details.

The club has received two separate quotes, the cheaper units from Southern Hospitality are Turbofan EC40D7 Digital Electric Combi Ovens for \$13,513.50 each with SK40A stainless steel stands at \$947.10 for a total price of \$28,921.20 excluding GST.



## 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 <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire		
Equipment Purchase (describe) Turbo fan combi oven with stainless stands x2	\$28,921 - 20 + GST	\$28,921 - 20
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)		
<b>TOTALS</b>		

<sup>2</sup> 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? No club funds available

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

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

Purpose	Amount
The HBG SFC operating expenses of a minimum of \$150,000.00 including, Insurance, Electricity, Wages, NZSFC membership fees Rates	\$150,000.00 min.
TOTAL	\$150,000.00 min.

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

Funding Source	Amount	Approved
None at this time		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
Resealing entrance/Heli pad	31,000	March 2018	Y / N
New wharf project	20,000	January 2021	Y / N
			Y / N
			Y / N

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A2686814

(version Sept 2018)

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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 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**

*Freddie Doherty*

**Signatory Two**

*Brian Bellamy*

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A2686814

(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 33B HARBOUR VIEW ROAD - R4 HOUHORA Post Code 0484

Phone Number Tracey Mole Mobile Number 027 457 3458

Signature [Signature] Date 3/10/22

### Signatory Two

Name BRIAN BELLINGHAM Position CLUB MEMBER

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

Phone Number 09 4081 340 Mobile Number 021 848 098

Signature [Signature] Date 3/10/22

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A2686814

(version Sept 2018)

Page 6

**Schedule of Supporting Documentation****HOUHORA BIG GAME AND SPORTS FISHING CLUB INCORPORATED****Replacement Commercial Oven**

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

<b>1</b>	<b>Picture of current oven x 1 page</b>
<b>2</b>	<b>Quote: Southern Hospitality x 1 page</b>
<b>3</b>	<b>Quote: Nisbets x 1 page</b>
<b>4</b>	<b>Balance Sheet as at October 2022</b>



## 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](http://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](mailto:funding@fndc.govt.nz) – we're happy to help.
- **Send your completed form** to [funding@fndc.govt.nz](mailto: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	<input type="text" value="Paparore School"/>	Number of Members	<input type="text" value="470"/>
Postal Address	<input type="text" value="157 West Coast Road, RDL, Awanui"/>	Post Code	<input type="text" value="0486"/>
Physical Address	<input type="text" value="157 West Coast Road, Lake Ngatu, Awanui"/>	Post Code	<input type="text" value="0486"/>
Contact Person	<input type="text" value="John Windleborn"/>	Position	<input type="text" value="Principal"/>
Phone Number	<input type="text" value="09 4067360"/>	Mobile Number	<input type="text" value="027 632 7279"/>
Email Address	<input type="text" value="principal@paparore.school.nz"/>		

**Please briefly describe the purpose of the organisation.**

## 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 Paparore School Whanau Open Day' [Gala] Date 19/11/2022

Location Paparore School Time 10am - 2pm

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

If so, how much? Varied - \$1 - \$4

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.

Paparore School is pro-active in 'Porihanga' - Community & Partnerships. It is one of our 5 school values. The Whanau Open Day is now one of the largest community events in Te Hiku with an estimated 1000+ people who attend. It attracts the wider community, not just Paparore whanau. With the A&P Show now reduced in its activities for children, this event is probably the best available for children's entertainment. It's also a great event for young & old. Our Kura & Kaumatua sit & relax under the marquees enjoying a Kōrero, catching up with others. In terms of hāwara, this event is beneficial! The crowds stay right through the day.

As well as the children's rides and activities, we have food available, music, art, we have a large adventure playground and a host of volunteers, a few that have had children attend the school in past years but have long since left.

Our Kura is truly a community asset. The courts, field and playground are utilised extensively during weekends, school holidays and after school by the wider public!



## 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 <sup>2</sup>		
Administration (incl. stationery/copying)		
Equipment Hire	5 250.00 + 3 000.00	3 000
Equipment Purchase (describe)		
Utilities		
Hardware (e.g. cement, timber, nails, paint)		
Consumable materials (craft supplies, books)		
Refreshments	300.00	
Travel/Mileage	4 320.00	2 000
Volunteer Expenses Reimbursement		
Wages/Salary		not applicable
Volunteer Value (\$20/hr)		not applicable
Other (describe)		
<b>TOTALS</b>	12 870	5 000

<sup>2</sup> 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 526 378 64

How much money does your organisation currently have? 597 185.00

How much of this money is already committed to specific purposes? 597 000.00

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

Purpose	Amount
Salaries and wages / relievers	280 000
Heat, light and water - power, communications	35 000
Teaching Resources	95 000
Property - capital works and purchases	135 000
Insurance/audits/misc.	52 000
<b>TOTAL</b>	<b>597 000</b>

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

Funding Source	Amount	Approved
n/a		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending
		Yes / Pending

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

Purpose	Amount	Date	Project Report Submitted
n/a			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)**

Paparore School

**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**



**Signatory Two**



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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  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****PAPARORE SCHOOL****(Paparore School Whanau Open Day)**

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

<b>1</b>	<b>Cover Letter – x 1 page</b>
<b>2</b>	<b>Quotes – x 3 pages</b>
<b>3</b>	<b>Flyer – x 1 page</b>
<b>4</b>	<b>Health and Safety Plan – x 4 pages</b>
<b>5</b>	<b>Annual Report – x 27 pages</b>

## 7.6 TE HIKU COMMUNITY BOARD PROPOSED DISTRICT PLAN SUBMISSION

**File Number:** A3948550

**Author:** Beverly Mitchell, Community Board Coordinator

**Authoriser:** Sheryl Gavin, Manager - Corporate Planning & Community Development

### TAKE PŪRONGO / PURPOSE OF THE REPORT

That Council confirm the Te Hiku Community Board Proposed District Plan submission.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Proposed District Plan submissions were required to be lodged with Council by close of date of 5pm, 21 October 2022.
- After the THCB Inaugural meeting on 20 October the new Board had an informal meeting to finalise their District Plan Submission to meet the Council deadline. They agreed to lodge the submission and retrospectively endorse it by ratifying at this first community board meeting.

### TŪTOHUNGA / RECOMMENDATION

**That the 'Proposed District Plan submission' be received:**

The THCB formally confirm the recommendations detailed in the proposed District Plan submission.

### 1) TĀHUHU KŌRERO / BACKGROUND

In accordance with an agreement reached with the THCB, the purpose of this report is to formalise filing of the Te Hiku Community Board Proposed District Plan submission.

The Proposed District Plan was open for feedback until 21 October 2022.

Further information can be found at this link: <https://www.fndc.govt.nz/Whats-new/Latest-news/Submissions-invited-on-Proposed-District-Plan>

### 2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The mandate to lodge such a submission is a resolution at a THCB meeting. Attachment 1 is the THCB submission and there is requirement for the board to formally ratify this.

The THCB request to participate in future Council decision-making on the Proposed District Plan and to speak to their submission as a Board at a hearing.

### Take Tūtohunga / Reason for the recommendation

To formally confirm the submission of the Board on the public record.

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

There are no specific financial implications resulting from this report.

### ĀPITI HANGA / ATTACHMENTS

1. THCB District Plan Submission - A3955918  

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This has a medium level of significance due to the public interest in the locations and activities undertaken in the areas.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The whole Proposed District Plan in general.
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.	District wide relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Implications were considered within the consultation and development process of the Proposed District Plan and as required by the Resource Management Act.
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).	As part of the legislative process, The Proposed District Plan submissions were open to the public for three months for submissions.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no specific financial implications resulting from this report.
Chief Financial Officer review.	The Chief Financial Officer has viewed this report.



Remember  
submissions  
close at 5pm,  
Friday 21  
October 2022

## **Proposed District Plan submission form**

Clause 6 of Schedule 1, Resource Management Act 1991

Feel free to add more pages to your submission to provide a fuller response.

Form 5: Submission on Proposed Far North District Plan

TO: Far North District Council

This is a submission on the Proposed District Plan for the Far North District.

### **1. Submitter details:**

<b>Full Name:</b>	Adele Gardner		
<b>Company / Organisation Name: (if applicable)</b>	Te Hiku Community Board		
<b>Contact person (if different):</b>			
<b>Full Postal Address:</b>	Far North District Council, Private Bag 752 KAIKOHE 0400		
<b>Phone contact:</b>	<b>Mobile:</b> 021 1879985	<b>Home:</b>	<b>Work:</b>
<b>Email (please print):</b>	Adele.Gardner@fndc.govt.nz		
2. (Please select one of the two options below)			
<input type="checkbox"/> I <b>could not</b> gain an advantage in trade competition through this submission			
If you could gain an advantage in trade competition through this submission, please complete point 3 below			
3. <input type="checkbox"/> I <b>am</b> directly affected by an effect of the subject matter of the submission that:			
(A) Adversely affects the environment; and			
(B) Does not relate to trade competition or the effect of trade competition			
<input type="checkbox"/> I <b>am not</b> directly affected by an effect of the subject matter of the submission that:			
(A) Adversely affects the environment; and			
(B) Does not relate to trade competition or the effect of trade competition			
Note: if you are a person who could gain advantage in trade competition through the submission, your right to make a submission may be limited by clause 6(4) of Part 1 of Schedule 1 of the Resource Management Act 1991			
<b>The specific provisions of the Plan that my submission relates to are:</b> (please provide details including the reference number of the specific provision you are submitting on) MUZ-P3			
Confirm your position: <input type="checkbox"/> <b>Support</b>			
<b>My submission is:</b> We support a town centre zoning and/or bylaw that requires pedestrian frontages of commercial buildings in the new mix used zones to have presented and upkept to maintain Amenity values in town centres.			



<p><b>I seek the following decision from the Council:</b> Retain policy MUZ-P3 a) and b), requiring development in the Mixed Use zone to contribute positively to high quality streetscapes and pedestrian amenity.</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b> (please provide details including the reference number of the specific provision you are submitting on) MUZ – S5</p>
<p>Confirm your position: <input type="checkbox"/> <b>Support</b></p>
<p><b>My submission is:</b> Retain MUZ-S5 standards for pedestrian frontages identified on the planning maps.</p>
<p><b>I seek the following decision from the Council:</b> We support a town centre zoning and/or bylaw that requires pedestrian frontages of commercial buildings in the new mix used zones to have presented and upkept to maintain Amenity values in town centres.</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b> MUZ-S6, MUZ-S7, MUZ-S8</p>
<p>Confirm your position: <input type="checkbox"/> <b>Support</b> <input type="checkbox"/> Op</p>
<p><b>My submission is:</b> Retain MUZ-S6 standards for verandahs on sites with pedestrian frontage identified on the planning maps. Retain MUZ-S7 standards for screening of outdoor storage areas from adjoining sites and roads. Retain MUZ-S8 standards for 50% landscaping and screening along road boundaries.</p>
<p><b>I seek the following decision from the Council:</b> We support a town centre zoning and/or bylaw that requires pedestrian frontages of commercial buildings in the new mix used zones to have presented and upkept to maintain Amenity values in town centres.</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b> Planning Maps</p>
<p>Confirm your position: <input type="checkbox"/> <b>Support</b></p>
<p><b>My submission is:</b> We support the new mixed used Zones and submit that we support a greater area of mixed use zone in Coopers Beach, and Cable Bay/Doubtless Bay, to encourage more activation of this area and to allow a wider range of housing options.</p>
<p><b>I seek the following decision from the Council:</b> Amend the Planning Maps to increase the area of the Mixed Use zones at Coopers Beach, Cable Bay and Doubtless Bay.</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b> SUB-02, SUB-P8, SUB-P9, SUB-S1</p>
<p>Confirm your position: <input type="checkbox"/> <b>Oppose</b></p>
<p><b>My submission is:</b> Delete paragraph a) of SUB-02, so that protection of highly productive land is not an objective of subdivision. Amend policy SUB-P8, by adding more circumstances where rural lifestyle blocks can be allowed in the Rural Production Zone, especially around existing houses. Delete policy SUB-P9, which further limits rural lifestyle blocks in the Rural Production Zone.</p>





Amend standard SUB-S1 in relation to the Rural Production Zone, to generally allow lots of 4ha, and allow lots less than 4ha around existing houses.
<p><b>I seek the following decision from the Council:</b></p> <p><b>SUB-P9 overlaps with and duplicates the content of SUB-P8.</b> We do not support the large title sizes in the rural zone. We submit that subdivision should allow lots to 4ha or smaller, and that the subdivision of smaller lots around existing houses be provided for.</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b></p> <p><i>Planning Maps, HA-Overview, HA-P9 HA-R2, HA-R4, HA-R5, HAR6</i></p>
Confirm your position: <b>Oppose</b>
<p><b>My submission is:</b></p> <p>We do not support the new heritage overlays at Mangonui and submit that there should not be restrictive rules outside of the existing heritage areas within Mangonui.</p>
<p><b>I seek the following decision from the Council:</b></p> <p>Delete Rangitoto Peninsula Heritage Area Part B from the Planning Maps.  Delete from the Overview the text relating to Mangonui and Rangitoto Peninsula Heritage Area Part B  Delete policy HA-P9, relating to Mangonui and Rangitoto Peninsula Heritage Area Part B  Amend rule HA-R2 by deleting reference to Mangonui and Rangitoto Peninsula Heritage Area Part B  Amend rule HA-R4 by deleting reference to Mangonui and Rangitoto Peninsula Heritage Area Part B  Amend rule HA-R5 by deleting reference to Mangonui and Rangitoto Peninsula Heritage Area Part B  Amend rule HA-R6 by deleting reference to Mangonui and Rangitoto Peninsula Heritage Area Part B</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b></p> <p><i>GRZ-P3, GRZ-R9, SUB-S1</i></p>
Confirm your position: <b>Support In-part</b>
<p><b>My submission is:</b></p> <p><i>We support a higher density of housing in the new multi-unit development rules.  We support a higher density of housing in the residential zones  We support a higher density of subdivision as a restricted discretionary activity instead of a discretionary activity in the residential zone, as these areas should be encouraged for more housing and amenity value is of less of a concern to the provision of housing in these areas that do not have landscape or heritage overlays. We feel that it should be restricted discretionary to ensure that the assessment criteria that neighbours can have weighting over as an affected party is limited, to ensure that more housing can be provided with less likelihood of a hearing, as there should be a strong push to enable more housing in urban centres.</i></p>
<p><b>I seek the following decision from the Council:</b></p> <p>Retain policy GRZ-P3, enabling multi-unit development  Retain rule GRZ-R9, enabling multi-unit development up to three residential units per site.  Retain in SUB-S1 the 600m2 minimum lot size in the General Residential zone as a controlled activity.  Amend SUB-S1, to provide for subdivision down to 300m2 lot size in General Residential Zone as a restricted discretionary activity, with matters of discretion derived from the matters of control listed in rule SUB-R3.</p>
<p><b>The specific provisions of the Plan that my submission relates to are:</b></p> <p><i>NH-R2, NH-R3</i></p>
Confirm your position: <b>Oppose</b>

**My submission is:**

We do not support the new flood zone landuse rules and instead seek more flexibility in these rules to allow large extensions for modifications to existing buildings. The rule NH-R2 should provide for flood risks to be addressed through alternative building designs, not just by limiting building GFA or footprint. NH-R2 does not implement policy NH-P6, which allows for mitigation of hazards through building design.

We do not support the new flood zone landuse rules and instead seek more flexibility in these rules to allow large decks, for modifications to existing buildings". The rule should provide for flood risks to be addressed through alternative building designs, not just by limiting deck area and height. NH-R3 PER 1 does not fully implement policy NH-P6, which allows for mitigation of hazards through building design.

**I seek the following decision from the Council:**

Amend NH-R2 PER-1 to allow building extensions and alterations that increase GFA or footprint where the extension or alteration is designed so that it will not impede flood flows.

Amend NH-R3 PER-1 to allow new decks more than 30m<sup>2</sup> and more than 1m in height where the deck is designed so that it will not impede flood flows.

**The specific provisions of the Plan that my submission relates to are:**

*Infrastructure, Planning Maps*

Confirm your position: **Oppose**

**My submission is:**

*We seek some rules under the District Plan for the existing mapped drainage district drains, as the current bylaws are not being enforced for the drainage districts.*

*Mapping of the drainage district drains and overland flow paths in urban areas should be included in the District Plan.*

**I seek the following decision from the Council:**

Amend the Infrastructure section, by adding objectives, policies and rules providing for existing mapped drainage district drains, to ensure the ability to clean, unblock access and service the drainage channels in the Kaitaia, Waiharara/Kaikino and Motutangi drainage areas, as defined in the Far North Land Drainage Bylaw 2019.

Add to the Planning Maps, maps indicating location of drainage channels in the Kaitaia, Waiharara/Kaikino and Motutangi drainage areas, as defined in the Far North Land Drainage Bylaw 2019. and overland flow paths in urban areas.

**The specific provisions of the Plan that my submission relates to are:**

*Planning Maps, RPROZ*

Confirm your position: **Oppose**

**My submission is:**

The Planning Maps show the Rural Production Zone in some areas e.g. Awanui that are serviced by sewerage, footpaths, refuse collection etc. If this zoning continues, it will severely constrain future urban development, and this should be corrected by amending the planning maps to a more appropriate urban zoning. A separate alternative submission is to ask that the Plan redefines the RPROZ so that productive land is defined based on its ability to produce food but can accommodate things other than rural production.

The Planning Maps show the Rural Production Zone in some areas e.g. Awanui that are serviced by sewerage, footpaths, refuse collection etc. If this zoning continues, it will severely constrain future urban development, and this should be corrected by amending RPROZ objectives, policies and rules zones to accommodate things other than rural production.

**I seek the following decision from the Council:**



Amend the Planning Maps by removing the Rural Production Zone from areas developed with infrastructure for urban development and substitute an appropriate urban zone; OR amend Rural Production Zone objectives, policies and rules as separately submitted.

Amend the Rural Production Zone objectives, policies and rules zones so that productive land is defined based on its ability to produce food but can accommodate things other than rural production; OR amend Planning Maps to remove RPROZ from urban areas as separately submitted.

**The specific provisions of the Plan that my submission relates to are:**

OSZ-R1, OSZ-R2, SARZ-R1, SARZ-R2

Confirm your position: **Oppose**  
(please tick relevant box)

**My submission is:**

We would like the parks and reserves in our district with new zoning rules that don't require minimum bulk/height and location rules. If there are to be some rules, these should be limited to activities that are not for public facilities or playgrounds or open space areas.

We would like the parks and reserves in our district with new zoning rules that don't require impermeable surface rules for playgrounds and other parks. If there are to be some rules, these should be limited to activities that are not for public facilities or playgrounds or open space areas.

We would like the parks and reserves in our district with new zoning rules that don't require minimum bulk/height and location rules. If there are to be some rules, these should be limited to activities that are not for public facilities or playgrounds or open space areas.

We would like the parks and reserves in our district with new zoning rules that don't require impermeable surface rules for playgrounds and other parks. If there are to be some rules, these should be limited to activities that are not for public facilities or playgrounds or open space areas.

**I seek the following decision from the Council:**

Amend rule OSZ-R1 by deleting the reference to OSZ-S1 (maximum height) and OSZ-S5 (building coverage), OR at least amend the rule so that those standards do not apply to public facilities or playgrounds.

Delete rule OSZ-R2 (impermeable surface) OR at least amend the rule so that impermeable surface restrictions do not apply to public facilities or playgrounds.

Amend rule SARZ-R1 by deleting the reference to SARZ-S1 (maximum height) and SARZ-S5 (building coverage), OR at least amend the rule so that those standards do not apply to public facilities or playgrounds.

Delete rule SARZ-R2 (impermeable surface) OR at least amend the rule so that impermeable surface restrictions do not apply to public facilities or playgrounds.

**The specific provisions of the Plan that my submission relates to are:**

The whole PDP in general

Confirm your position: **Support In-part**

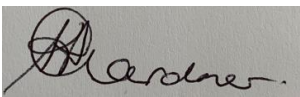
**My submission is:**

The council is required by the government to give effect to higher policy documents, but also in its role under the Local Government Act it is to enable democratic local decision making and action by and on behalf of communities, so in essence it is also required to represent the needs and wants of ratepayers and the community back to the government.

**I seek the following decision from the Council:**

Stop telling your community what the government has said they have to do and start fighting for your community. Otherwise you are just puppets of the government and not our community's representatives. Enable the community to achieve desirable outcomes the way they see it, not in a way dictated by a bunch of bureaucrats in Wellington who have probably never been here, experience the way our community works and certainly not walked on our land. Facilitate, don't force and don't put bureaucratic deterrents in place.



<input type="checkbox"/> I wish to be heard in support of my submission
If others make a similar submission, I will consider presenting a joint case with them at a hearing Yes <input type="checkbox"/> No
Do you wish to present your submission via Microsoft Teams? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Signature of submitter:</b> (or person authorised to sign on behalf of submitter)  <b>Date: 20 October 2022</b> (A signature is not required if you are making your submission by electronic means)

#### Important information:

1. The Council must receive this submission before the closing date and time for submissions (5pm 21 October 2022)
2. Please note that submissions, including your name and contact details are treated as public documents and will be made available on council's website. Your submission will only be used for the purpose of the District Plan Review.
3. Submitters who indicate they wish to speak at the hearing will be emailed a copy of the planning officers report (please ensure you include an email address on this submission form).

#### Send your submission to:

**Post to:** Proposed District Plan  
Strategic Planning and Policy, Far North District Council  
Far North District Council,  
Private Bag 752  
KAIKOHE 0400

**Email to:** [pdp@fndc.govt.nz](mailto:pdp@fndc.govt.nz)

Or you can also deliver this submission form to any Far North District Council service centre or library, from 8am – 5pm Monday to Friday.

**Submissions close 5pm, 21 October 2022**

Please refer to [pdp.fndc.govt.nz](http://pdp.fndc.govt.nz) for further information and updates.

Please note that original documents will not be returned. Please retain copies for your file.

#### Note to person making submission

Please note that your submission (or part of your submission) may be struck out if the authority is satisfied that at least one of the following applies to the submission (or part of the submission):

- It is frivolous or vexatious
- It discloses no reasonable or relevant case
- It would be an abuse of the hearing process to allow the submission (or the part) to be taken further
- It contains offensive language
- It is supported only by material that purports to be independent expert evidence but has been prepared by a person who is not independent or who does not have sufficient specialised knowledge or skill to give expert advice on the matter.



**SUBMISSION NUMBER**

## 8 INFORMATION REPORTS

### 8.1 TE HIKU STATEMENT OF FINANCIAL PERFORMANCE ACTIVITIES BY WARD FOR THE PERIOD ENDING 30 SEPTEMBER 2022

**File Number:** A3959527

**Author:** Segun Rotimi, Accounting Support Officer

**Authoriser:** Janice Smith, Acting General Manager - Corporate Services

#### PURPOSE OF THE REPORT

The purpose of the report is to provide the Te Hiku Community Board with financial statements for the period ended 30 September 2022.

#### EXECUTIVE SUMMARY

The financial report is ward-specific, covering the activities in the Te Hiku ward only.

#### Understanding the report

- Variances in excess of \$100k and significant “%” variances will be commented on.
- The financial year runs from 01 July 2022 to 30 June 2023.
- The “Year to date” columns reflects income and expenses for the period 01 July 2022 to 30 September 2022.
- The variances column highlights the difference between the budget set in the 2021/31 Long Term Plan and actual income and expenses as at 30 September 2022.
- The full year columns show the budgeted income and expenses for the full 12 months from 01 July 2022 to 30 June 2023.
- The full year forecast column shows the best estimate for the actual year end position as advised by Managers.
- Unfavourable variances will represent expenses higher than budget or income less than budget.

#### RECOMMENDATION

**That the Te Hiku Community Board receives the report Te Hiku Statement of Financial Performance Activities by Ward for the period ending 30 September 2022.**

#### BACKGROUND

This is the first quarterly financial report for 2022-2023 detailing the financial performance of community activities to be provided to the Te Hiku Community Board.



#### DISCUSSION AND NEXT STEPS

Refer to the commentary in the attached statement.

#### FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no specific financial implications for this report.

#### ATTACHMENTS

1. **THCB Statement of Financial Performance Activities by Ward for the period ending 30 September 2022 - A3959389**  

**Statement of Financial Performance**  
**Community Activities by Ward**  
**for the period ending**  
**30-September-2022**  
**Te Hiku**

	Year to date		Year to date		Full year			Full year
	Actual (\$000)	Annual Plan Budget (\$000)			Annual Plan Budget (\$000)	Carry Forward Budgets (\$000)	Total Annual Budget (\$000)	
<b>Operations</b>								
<b>Operational income</b>								
Rates - general (excl water supply rates)	862	907	(45)	-5%	3,629	0	3,629	3,629
Rates - penalties	10	17	(7)	-40%	68	0	68	68
Fees & charges (inc water supply rates)	19	30	(11)	-37%	118	0	118	118
Central govt subsidies - operational	62	0	62	100%	28	0	28	53
Other income	91	1	90	15952%	2	0	2	109
<b>Capital income</b>								
Central govt subsidies - new works	256	0	256	100%	844	0	844	281
Central govt subsidies - renewals	0	0	0	100%	118	0	118	195
Other contributions	0	0	0	100%	0	0	0	2,306
<b>Total operating income</b>	<b>1,300</b>	<b>954</b>	<b>346</b>	<b>36%</b>	<b>4,807</b>	<b>0</b>	<b>4,807</b>	<b>6,760</b>
<b>Expenditure</b>								
Amenity Lighting	16	13	(3)	-21%	52	0	52	52
Carparks	19	28	8	30%	111	0	111	111
Cemeteries	19	18	(1)	-5%	71	0	71	71
Community Centres	24	23	(1)	-4%	91	0	91	91
Footpaths	89	93	4	4%	374	0	374	374
Halls	55	47	(9)	-18%	202	0	202	202
Museums	0	0	0	100%	0	0	0	0
Parks & Reserves	323	450	127	28%	1,800	0	1,800	1,808
Public Toilets	170	178	8	5%	731	0	731	861
Swimming Pools	60	120	60	50%	609	0	609	609
Town Maintenance	87	142	55	39%	417	0	417	417
<b>Total operating expenditure</b>	<b>861</b>	<b>1,110</b>	<b>249</b>	<b>22%</b>	<b>4,458</b>	<b>0</b>	<b>4,458</b>	<b>4,596</b>
<b>Net operating surplus/(deficit)</b>	<b>439</b>	<b>(155)</b>	<b>594</b>		<b>349</b>	<b>0</b>	<b>349</b>	<b>2,163</b>

**Commentary - Te Hiku**

## Operational Income

## Central Govt Subsidies - Operational

- Tourism Infrastructure Funds (TIF) grant received from Ministry of Business, Innovation & Employment (MBIE) for upgrading of public toilets at Ramp Road.

## Other Income

- Grant received in advance from previous financial year (20/21) from Ministry of Business, Innovation & Employment (MBIE) under the Responsible Camping initiative for the Karikari and Doubtless Bay Rangers Program is scheduled to be spent.

## Capital Income

## Central Govt Subsidies - New Works

- Tourism Infrastructure Funds (TIF) grant received from Ministry of Business, Innovation & Employment (MBIE) for the construction of public toilets at Te Paki Stream.
- Income received under round 5 Tourism Infrastructure Funds (TIF) for the construction of carparks at Cable Bay toilets.
- Income received under round 6 Tourism Infrastructure Funds (TIF) for the Rangiputa boat trailer parking project.

## Expenditure

## Parks and Reserves

- Request For Services (RFS) are lower when compared to the same period last financial year.
- Interest on notional loans do not get transacted and processed until the end of the year.
- Depreciation on Work In Progress (WIP) is an annualised transaction that occurs at the end of the year.

## Swimming Pools

- Favourable budget variance recorded as there has not been any request for reactive works/maintenance for the swimming pool.

## Town Maintenance

- Kaitia Business Improvement District Targeted Rate for 2022-23 from the Kaitia Business Association has not been invoiced, but funds have been committed.



**8.2 TE HIKU COMMUNITY BOARD ACTION SHEET UPDATE NOVEMBER 2022****File Number:** A3915470**Author:** Rhonda-May Whiu, Democracy Advisor**Authoriser:** Aisha Huriwai, Team Leader Democracy Services**TAKE PŪRONGO / PURPOSE OF THE REPORT**

To provide Te Hiku Community Board with an overview of outstanding actions from decisions dated from 1 January 2020.

**WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY**

- Action sheets are a mechanism to communicate progress against decisions/resolutions.
- Action sheets are also in place for all formal elected member meetings.

**TŪTOHUNGA / RECOMMENDATION**

**That Te Hiku Community Board receive the report Te Hiku Community Board Action Sheet Update November 2022.**

**TĀHUHU KŌRERO / BACKGROUND**

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

**MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS**

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

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

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

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

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

**ĀPITI HANGA / ATTACHMENTS**

1. Te Hiku Community Board November 2022 action sheet - A3974405 [!\[\]\(fbea698cdd18bad28d8e6b87acf959be\_img.jpg\)](#) 

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
Te Hiku Community Board 7/12/2021	Notice of Motion - Waterfront Cafe and Bar - Mangonui	<b>RESOLUTION 2021/77</b> Moved: Member Felicity Foy Seconded: Chairperson Adele Gardner <b>That Te Hiku Community Board recommends that the Far North District Council:</b> a) <b>approve the occupation and use of 1.5 car parking spaces (8,5m of legal road reserve) in front of the Waterfront Café, Waterfront Road Mangonui to be approved as a formal license to occupy, to the Waterfront Café and Bar.</b> b) <b>and prioritise and enable increased alfresco dining and activate street frontages in waterfront locations and town centres.</b> <b>CARRIED</b>	Once LTO application has been agreed, it progresses to the Property Legalisation Officer, Legal Services for assessment. The application is discussed with NTA, NTA make the decision as to its approval or declination. Once this is obtained, the Alfresco dining application received 13/9/22 by Environmental Health Services will be processed and sent it to an upcoming THCB meeting for comment.
Te Hiku Community Board 29/03/2022	Motion	<b>RESOLUTION 2022/7</b> Moved: Member Sheryl Bainbridge Seconded: Member Darren Axe <b>That Te Hiku Community Board, having the delegation for the Northern Drainage Area Committees, and having received reports on progress on all Drainage aspects; Planning, financing, and physical works, for the financial year ending the 30th of June 2022 requests the Chief Executive to confirm in writing to the Te Hiku Community Board that:</b> 1. <b>Before proceeding with a June/July 2022 spray of drains, the council will ask the property owners concerned whether this is necessary, or whether they are prepared</b>	Far North Waters (FNW) responses added, 1. Before proceeding with a June/July 2022 spray of drains, the council will ask the property owners concerned whether this is necessary, or whether they are prepared to wait for the spring and autumn cleans from 2022 onwards; Irrelevant as we are in Aug 2022 however, the decision on the spraying programme and frequency of the sprays is established by the Drainage Committees, 2. As the programme states that spraying will be done in late spring and late autumn, the council will arrange for automatic issue of a works order in late September/early October and again in late January/early February; Not ALL programmes have two lots of spraying, most only have one. The Council won't issue a works order, Far North Waters (through Ventia) issue the work orders to contractors as required, to ensure the programme occurs at the programmed times,

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		<p>to wait for the spring and autumn cleans from 2022 onwards;</p> <p>2. As the programme states that spraying will be done in late spring and late autumn, the council will arrange for automatic issue of a works order in late September/early October and again in late January/early February;</p> <p>3. Regular monitoring will be in place to ensure that two sprays per season are carried out, and that they are carried out in consultation with property owners to ensure that they are done at the right time i.e. low tide in the lower reaches of the drains;</p> <p>4. The council will inform property owners immediately of the 2019 bylaw and Land Drainage Act conditions. Properties are changing hands all the time and there is no logic in waiting until June to send information;</p> <p>5. Where property owners have knowingly undertaken development that is inconsistent with the bylaws or Land Drainage Act, give them a month to rectify this and then arrange for the work to be rectified and send them an invoice for the cost for expenses as clearly set out in Section 9.1 of the Land Drainage Bylaw 2019;</p> <p>6. Advise what steps have been put in place to prevent Northern Drainage District committees being included in the proposed Three Waters reform as they relate to local land drainage which is separately rated for and not drinking water, wastewater or urban stormwater;</p> <p>7. Ensure that going forward, the management of the northern drainage areas will have adequate staff resourcing;</p>	<p>3. Regular monitoring will be in place to ensure that two sprays per season are carried out, and that they are carried out in consultation with property owners to ensure that they are done at the right time i.e. low tide in the lower reaches of the drains; As mentioned most areas do not have two sprays, consultation/communication will be held with property owners and the contractors to ensure they occur at the right time such as low tide considerations.,</p> <p>4. The council will inform property owners immediately of the 2019 bylaw and Land Drainage Act conditions. Properties are changing hands all the time and there is no logic in waiting until June to send information; As discussed with the Drainage Committees, we are investigating the possibility of including some information within the Rates Notices. ,</p> <p>5. Where property owners have knowingly undertaken development that is inconsistent with the bylaws or Land Drainage Act, give them a month to rectify this and then arrange for the work to be rectified and send them an invoice for the cost for expenses as clearly set out in Section 9.1 of the Land Drainage Bylaw 2019; This would be on a case by case basis and not arbitrarily enforced as to conducting work and issuing an invoice. Action has also be taken to ensure that Far North Waters has delegated powers to enforce the Bylaws.,</p> <p>6. Advise what steps have been put in place to prevent Northern Drainage District committees being included in the proposed Three Waters reform as they relate to local land drainage which is separately rated for and not drinking water, wastewater or urban stormwater; The decision on what is included within the Three Waters Reform rests with the Government and the Department of Internal Affairs (DIA). Our current understanding is that only urban stormwater will be included.,</p> <p>7. Ensure that going forward, the management of the northern drainage areas will have adequate staff resourcing; As advised by the CEO, management of the drainage areas is provided by Far North Waters. The primary contact person has been introduced to the Drainage Committees.,</p>

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		<b>8. All Board members will receive a copy of the draft management plans well in advance of the workshop scheduled for 4 April 2022.</b>  <u>In Favour:</u> Members Adele Gardner, Jaqi Brown, Darren Axe, Sheryl Bainbridge, John Stewart, William (Bill) Subritzky and Felicity Foy  <u>Against:</u> Nil  <b>CARRIED</b>	8. All Board members will receive a copy of the draft management plans well in advance of the workshop scheduled for 4 April 2022., The draft management plans were circulated and the workshop has been held. The Plans are now being updated.
Te Hiku Community Board 16/08/2022	Kaitaia Drainage Area 2022/2023 Programme	<b>RESOLUTION 2022/71</b> Moved: Member William (Bill) Subritzky Seconded: Member Jaqi Brown  <b>That Te Hiku Community Board approve the reviewed Kaitaia Drainage Area 2022/2023 work programme with the addition of the machine cleaning for the H. Subritzky Drain from State Highway 10 to the river (approximately 300 metres), based on the assumption that the funds are available and in the financial accounts that were not presented at the meeting as recommended by the Kaitaia Drainage Area Committee.</b> <b>CARRIED</b>	Richard Jenkins has been communicating with the THCB and will be presenting a programme.
Te Hiku Community Board 16/08/2022	Waiharara and Kaikino Drainage Area 2021/2022 Programme Update	<b>RESOLUTION 2022/72</b> Moved: Member Sheryl Bainbridge Seconded: Member William (Bill) Subritzky <b>That Te Hiku Community Board:</b>	A workshop date to be booked with the THCB.

OUTSTANDING ACTIONS REPORT			
		<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>	<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022
Meeting	Title	Resolution	Notes
		a) note the Waiharara and Kaikino 2021/2022 work programme report for information.  b) Request, through the Chief Executive, a report from the Council Rates staff and a workshop with Council Rates staff regarding the rating of the drainage areas, the boundaries and classifications.  <b>CARRIED</b>	
Te Hiku Community Board 16/08/2022	Waiharara and Kaikino Drainage Areas 2022/2023 Programme	<b>RESOLUTION 2022/73</b> Moved: Member William (Bill) Subritzky Seconded: Member Sheryl Bainbridge <b>That Te Hiku Community Board:</b> a) approve the reviewed Waiharara and Kaikino Drainage Areas spraying works programme b) approve one spray in February/March for Kaikino, c) subject to available funds, the inclusion of machine cleaning for the Hobson Extension Drain.  <b>CARRIED</b>	Richard Jenkins the operations manager has been organising the spraying contract and is all going to plan.
Te Hiku Community Board 16/08/2022	Motutangi Drainage Area 2022/2023 Programme	<b>RESOLUTION 2022/75</b> Moved: Member Jaqi Brown Seconded: Member William (Bill) Subritzky <b>That Te Hiku Community Board approve the reviewed Motutangi Area 2022/2023 work programme with the additions of a culvert at Selwyn Drain and four strainers and two gates at Bryan Drain as recommended by the Motutangi Drainage Area Committee.</b>	

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		<b>CARRIED</b>	
Te Hiku Community Board 16/08/2022	Taipa Traffic Calming Petition	<b>RESOLUTION 2022/76</b> Moved: Member Jaqi Brown Seconded: Member Felicity Foy <b>That the Te Hiku Community Board:</b> <ol style="list-style-type: none"> <li>receive the report Taipa Traffic Calming Petition; and,</li> <li>acknowledge staff will complete additional investigation and recommendation(s) to the Board and petitioners in conjunction with the tabled document “Presentation of road upgrade for funding and stakeholder approval at Foreshore Road, Taipa” received from GM, Andy Finch.</li> <li>Request that a report be brought to the next Infrastructure Committee that outlines the petition and proposed works in Taipa.</li> </ol> <b>CARRIED</b> <u>TABLED DOCUMENT:</u> Correspondence from Andy Finch – Haigh Workman – <i>“Presentation of road upgrade for funding and stakeholder approval at Foreshore Road, Taipa”</i>	A site visit to Taipa has been organised for Wednesday 9 November 2022 by GM-IAM to look at: 1. Traffic calming, 2. Placemaking/landscaping, 3. Drainage, 4. Iwi aspirations – including other work in Taipa. NTA, Haighworkman, Trudy Allen, Cr Foy, Sheryl Bainbridge, Shayne Storey, and Graham Lutze have been invited. Andy/Finch and Elizabeth Stacey to provide information on outcome of visit.
Te Hiku Community Board 20/09/2022	Ground Lease to Te Hiku Pasifika Trust - 19 Banks Street, Kaitaia	<b>RESOLUTION 2022/84</b> Moved: Chairperson Adele Gardner Seconded: Member Jaqi Brown <b>That the Te Hiku Community Board recommends to Council:</b> <ol style="list-style-type: none"> <li>That a new ground lease be issued to the Te Hiku Pasifika Trust over part of the Local Purpose (War Memorial)</li> </ol>	A report is going to Council for 10 November 2022 for consideration

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		<p>Reserve, approximately 450sqm, being part of Part Lot 10 DP 25798 Record of Title NA15B/1202 vested in Far North District Council as a local purpose reserve by Section 26A Reserves Act 1977. The terms of the proposed lease shall be:</p> <p>Term 15 years (5+5+5) – allowed for under the Reserves Act 1977</p> <p>Rental \$113 +gst pa – FNDC Fees and Charges Schedule 2022/23 – Community leases</p> <p>b) With further conditions negotiated and agreed upon by the General Manager Corporate Services and the Te Hiku Pasifika Trust.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
Te Hiku Community Board 20/09/2022	Chairperson and Members Reports	<p><b>RESOLUTION 2022/85</b></p> <p>Moved: Member William (Bill) Subritzky            Seconded: Member Darren Axe</p> <p><b>That the Te Hiku Community Board note the reports from Chairperson Adele Gardner and Members John Stewart, Sheryl Bainbridge and Bill Subritzky.</b></p> <p>Note: Verbal Member Reports provided by Darren Axe, Jaqi Brown and Felicity Foy</p> <p>Note: Democracy Services to work with Funding Advisors and Communications Team to add Events Funding Deadline details to Te Hiku Community Board Facebook page and Far North District Council Facebook page.</p>	Posts created on THCB facebook page with Community Board funding and Event funding deadlines for 2022

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		Note: Chairperson to work with Communications Team on post meeting media releases.  <b>CARRIED</b>	Ruben Garcia attended the THCB Inaugural meeting on 20/10/22. At the THCB handover/induction on 2/11/22 Ken Lewis and Greer Carey attended, and Greer will be the THCB Communications Representative. All CB members will be responsible for writing material for their Facebook page and outcomes of meeting – the board can send these to Greer, cc: Bev to check with a 'fresh pair of eyes' and return to board for release. Greer can put these into local papers. THCB also referred to handbook given in compendium pages 51-52 on engagement and communication that has pointers to consider., Comms recommended, Comms requested THCB list 3 items to go into FNDC fortnightly newsletter., Cr Foy advocated use of TikTok and a (handheld Gimble - when you film something on your phone or with a handheld camera, it's usually a bit shaky. A gimbal uses sensors and motors to stabilize and support your camera, doing what a tripod usually would if you were staying in one location or taking a photo).
Te Hiku Community Board 20/09/2022	Footpath Programme 2022-2024 Prioritisation	<b>RESOLUTION 2022/82</b> Moved: Member William (Bill) Subritzky Seconded: Member Jaqi Brown <b>That the Te Hiku Community Board receive the report Footpath Programme 2022-2024 Prioritisation and confirm the listed locations and priority order.</b>  Note: Maintenance required as a priority for 5.b (Kaitaia-Awaroa Road – Okahu road to 240) and for the footpath to be added to the asset register. Note: Workshop/Presentation required on renewals and how it works. Note: Cost of Bridge Clip on for Houhora Heads Rd to Northwood Ave to be provided as information by NTA. Note: Copy of concept plans to be provided to NTA staff (Senior Transport Planner and NTA Engineer).	Path has been added to council asset register and maintenance requested (see attached email) Workshop timing requested from governance for December meeting. Governance to advise if this is an option. Bridge clip on costs – requested but not received. Will follow up at footpath workshop Concept plans provided to the NTA



OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 <b>2:21:59 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		<b>CARRIED</b>	
Te Hiku Community Board 20/09/2022	Te Hiku Statement of Community Board Fund Account as at 31 July 2022	<b>RESOLUTION 2022/86</b> Moved: Chairperson Adele Gardner Seconded: Member William (Bill) Subritzky <b>That the Te Hiku Community Board</b> a) Receive the report Te Hiku Statement of Community Board Fund Account as at 31 July 2022 b) And that the unused funds of \$7,711.46 allocated to the Jaycee Park Picnic Tables at the 1 June 2021 meeting be returned to the available balance for reallocation c) And that the unused funds of \$2,720 allocated to Be Free Inc Mangonui Festival 2021 at 17 November 2020 meeting be returned to the available balance for reallocation. d) And that the unused funds of \$2,055 allocated to Rosemary Archibald at 7 December 2021 meeting be returned to the available balance for reallocation.  Note: the Board would like an update on drinking fountain for Jaycee Park basketball court  <b>CARRIED</b>	the report writer and will need to note this in the next Statement of Community Board Fund Account report.
Te Hiku Community Board 20/09/2022	Motion- Engagement on Te Hiku Community Board Concept Plans (Houhora Heads/Pukenui, Karikari Peninsula, Doubtless Bay and Hihi Areas)	<b>RESOLUTION 2022/87</b> Moved: Member Felicity Foy Seconded: Chairperson Adele Gardner <b>That the Te Hiku Community Board request the Chief Executive to add to the Engagement work plan the engagement for Houhora Heads/Pukenui, Karikari Peninsula, Doubtless Bay and</b>	The THCB Coordinator is assisting the Engagement Team in completing Engagement Plans for the Concept plans adopted by the THCB meeting of 20/9/22 and the THCB may wish to support the implementation using their networks.

OUTSTANDING ACTIONS REPORT			
<b>Division:</b> <b>Committee:</b> Te Hiku Community Board <b>Officer:</b>		<b>Printed:</b> Wednesday, 9 November 2022 2:21:59 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 9/11/2022	
Meeting	Title	Resolution	Notes
		Hihi concept plans that were adopted at this meeting by the Te Hiku Community Board  CARRIED	

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**