

# AGENDA



**Tuesday, 16 December 2025**

**Time:** 11:00 am

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

**Membership:**

Chairperson William (Bill) Subritzky - Chairperson  
Deputy Chairperson Trevor Beatson  
Member Adele Gardner  
Member Mike Te Wake  
Member Krystal-Rose Taaffe  
Member Eddie Bellas  
Member Hilda Halkyard-Harawira  
Member Rachel Baucke

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

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

**Council Delegations to Community Boards - January 2013**

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

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

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

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

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

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

## **Terms of Reference**

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

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

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

## **Protocols**

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

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

**Far North District Council**  
**Te Hiku Community Board Meeting**  
**will be held in the Conference Room - Te Ahu, Cnr State Highway 1 and**  
**Mathews Avenue, Kaitia on:**  
**Tuesday 16 December 2025 at 11:00 am**

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**Te Paeroa Mahi / Order of Business**

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## **1 KARAKIA TĪMATANGA / OPENING PRAYER**

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

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

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Manager - Democracy Services (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

[Elected Member - Register of Interests](#)

## **3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

To be confirmed on the day

## **4 NGĀ TONO KŌRERO / DEPUTATION**

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

## **5 NGĀ KAIKŌRERO / SPEAKERS**

Life Education Trust	Diane Henderson
School Start First Impressions	Jessica Timmins

## **6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES**

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

**File Number:** A5497596

**Author:** Natasha Rmandic, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

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

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

#### **TŪTOHUNGA / RECOMMENDATION**

**That Te Hiku Community Board confirm the minutes of the meeting held 24 November 2025 to be a true and correct record.**

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

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

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

The minutes of the meetings are attached.

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

#### **TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

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

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

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

#### **ĀPITIHINGA / ATTACHMENTS**

- 1. THCB Minutes 24-11-2025 - A5471966** [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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.

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS  
AVENUE, KAITAIA ON MONDAY, 24 NOVEMBER 2025 AT 10:01 AM**

**PRESENT:** Chairperson William (Bill) Subritzky, Member Adele Gardner, Member Mike Te Wake, Member Krystal-Rose Taaffe, Member Eddie Bellas. Cr Hilda Halkyard-Harawira, Cr Rachel Baucke

**STAFF PRESENT:** Beverly Mitchell (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Natasha Rmandic (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chair Bill Subritzky commenced the meeting and Member Te Wake opened with karakia.

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

**2.1 APOLOGY**

**RESOLUTION 2025/110**

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Adele Gardner

**That Te Hiku Community Board receive the apology from Deputy Chair Trevor Beatson and grant a leave of absence.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

There were no speakers for public forum.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

There were no deputations for this meeting.

**5 NGĀ KAIKŌRERO / SPEAKERS**

Ahipara Takiwa	Lisa	McNab
Bald Angels – online	Callie Therese	Peckham Wickbom
Life Education Trust-absent	Diane	Henderson
Naomi Avimeleki		
Te Whanau o Tututarakihi	Rangimarie	Pomare
Doubtless Bay Business Association	Danielle	Moa

## 6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5452806, pages 8 - 9 refers.

#### RESOLUTION 2025/111

Moved: Member Adele Gardner

Seconded: Member Eddie Bellas

**That Te Hiku Community Board confirm the minutes of the meeting held 31 October 2025 to be a true and correct record.**

**CARRIED**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 TE HIKU COMMUNITY BOARD STRATEGIC PLAN 2022-2025

Agenda item 7.1 document number A5470280, pages 13 - 15 refers.

#### RESOLUTION 2025/112

Moved: Member Eddie Bellas

Seconded: Member Adele Gardner

**That Te Hiku Community Board leave the Te Hiku Community Board Strategic Plan 2022-2025 to lie on the table.**

**LEFT TO LIE**

### 7.1a CONFIRMATION OF EXTRAORDINARY MEETING

#### RESOLUTION 2025/113

Moved: Member Eddie Bellas

Seconded: Member Mike Te Wake

**That Te Hiku Community Board accepts an additional meeting on December 16 at 11.00am. Meeting to be held at Conference Room - Te Ahu**

**CARRIED**

Note: Board members will meet at 9.00am on the day to discuss Strategic Plan

### 7.2 PROJECT FUNDING REPORTS

Agenda item 7.2 document number A5450917, pages 16 - 33 refers.

#### RESOLUTION 2025/114

Moved: Member Adele Gardner

Seconded: Member Krystal-Rose Taaffe

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

**a) Ahipara Aroha**

- b) Ahipara School
- c) Far North Community Food Bank
- d) Houhora Big Game and Sport Fishing Club
- e) Kaitaia College
- f) Reva Mendes
- g) Waipapakauri JMB

CARRIED

### 7.3 FUNDING APPLICATIONS

Agenda item 7.3 document number A5441185, pages 34 - 39 refers.

#### RESOLUTION 2025/115

Moved: Member Adele Gardner

Seconded: Member Mike Te Wake

- a) That Te Hiku Community Board approve the sum of **\$3.89** (plus GST if applicable) being the remaining balance of funds granted to the Far North Community Food Bank be retained by the applicant and applied towards projects undertaken by the applicant.

CARRIED

11:22 am, Deputy Chairperson Trevor Beatson arrived.

### 7.3 FUNDING APPLICATION

#### RESOLUTION 2025/116

Moved: Deputy Chairperson Trevor Beatson

Seconded: Member Eddie Bellas

- b) That Te Hiku Community Board approve the sum of **\$6,748** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Te Runanga o Te Rarawa as umbrella organisation for the Ahipara Takiwa for costs towards the Te Oneroa-a-Tohe Kaitiaki Patrol programme.

In Favour: William (Bill) Subritzky, Trevor Beatson, Mike Te Wake, Krystal-Rose Taaffe, Eddie Bellas and Hilda Halkyard-Harawira

Against: Nil

Abstained: Adele Gardner and Rachel Baucke

CARRIED 6/0

**7.3 FUNDING APPLICATION****RESOLUTION 2025/117**

Moved: Member Adele Gardner

Seconded: Member Eddie Bellas

- c) That Te Hiku Community Board the sum of **\$3,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Bald Angels Charitable Trust for costs towards 2025 Christmas kai packages in Te Hiku ward.

**CARRIED****7.3 FUNDING APPLICATION****RESOLUTION 2025/117**

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Krystal-Rose Taaffe

- d) That Te Hiku Community Board approve the sum of **\$5,495** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Doubtless Bay Business Association for costs towards shuttles and waste management at the 2026 Mangonui Waterfront Festival.

In Favour: William (Bill) Subritzky, Trevor Beatson, Adele Gardner, Mike Te Wake, Krystal-Rose Taaffe, Hilda Halkyard-Harawira and Rachel Baucke

Abstained: Eddie Bellas

**CARRIED****7.3 FUNDING APPLICATION****RESOLUTION 2025/118**

Moved: Chairperson William (Bill) Subritzky

Seconded: Member Eddie Bellas

- e) That Te Hiku Community Board leave the application lie for the sum of **\$5,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Life Education Charitable Trust for costs towards 2026 mobile classroom visits in Te Hiku ward.

**CARRIED**

**7.3 FUNDING APPLICATION****RESOLUTION 2025/119**

Moved: Member Mike Te Wake

Seconded: Member Eddie Bellas

- f) That Te Hiku Community Board approve the sum of **\$6,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Naomi Avimeleki for costs towards the staging and sound system of 2025 Christmas Concert in the Sky event.

**CARRIED****7.3 FUNDING APPLICATION****RESOLUTION 2025/120**

Moved: Member Eddie Bellas

Seconded: Member Mike Te Wake

- g) That Te Hiku Community Board let this application lie pending further clarification for the sum of **\$2,520** (plus GST if applicable) be paid from the Board's Community Grant Fund account to School Start First Impressions for costs towards school supplies for vulnerable Tamariki in Te Hiku ward.

**CARRIED****7.3 FUNDING APPLICATION****RESOLUTION 2025/121**

Moved: Member Mike Te Wake

Seconded: Member Krystal-Rose Taaffe

- h) That Te Hiku Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Board's Pride of Place Fund account to Te Whānau o Tūtūtarakihī for costs towards garden equipment, plants and a greenhouse.

**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 TE HIKU COMMUNITY BOARD AUGUST 2025 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5452810, pages 112 - 112 refers.

**RESOLUTION 2025/122**

Moved: Member Adele Gardner

Seconded: Member Eddie Bellas

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

**CARRIED**

Unconfirmed

Te Hiku Community Board Meeting Minutes

24 November 2025

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

The meeting closed at 12.15 pm.

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

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 APPOINTMENTS TO MANAGEMENT COMMITTEES

**File Number:** A5490548

**Author:** Natasha Rmandic, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

#### PURPOSE OF THE REPORT

The purpose of the report is to facilitate the appointment of Board representatives to management committees in Te Hiku Ward.

#### RECOMMENDATION

**That Te Hiku Community Board make appointments to Management Committees as detailed below:**

#### 1) BACKGROUND

The Te Hiku Community Board is entitled to appoint a representative to the management committees of each of the following community assets / organisations:

<b>Community Halls</b>	
Araiawa Hall (Raio Hall)	
Awanui Community Centre / Sports Complex	
Kaingaroa Community Hall	
Karikari Hall	
Lake Ohia Community Hall	
Mangonui Hall	
Oruru Community Hall (Swamp Palace)	
<b>Committee managed local cemeteries:</b>	
Fairburn Cemetery	
Houhora Cemetery	
Mangonui Cemetery	
Oruaiti Cemetery	
Peria Cemetery	
Takahue Cemetery	
Waihara Cemetery	
Waipapakauri Cemetery	
<b>Other:</b>	
Te Ahu Museum	
Te Hiku Sports Hub	
Awanui River Liaison Committee	

## **2) DISCUSSION AND OPTIONS**

Board appointees would be expected to keep the Board updated of issues of relevance and to communicate the Board's and Council's views to the management committee when necessary.

The Community Halls Policy states that each Community Board has responsibility for community buildings that provide a space for social interaction, (i.e. Council owned halls), and delegated authority to oversee the halls' operation. The hall committees are required to have a minimum of 5 members. In addition, a Community Board Member will be appointed to the committee to provide a liaison and advisory role, but shall not hold an office on the Committee.

There are 15 committee managed local cemeteries across the District. These committees are responsible for all aspects of operation and maintenance. The Community Board's role is to oversee the operation of cemeteries within the Policy guidelines by:

- monitoring the need for future facilities and their likely location
- liaising with representatives of local cemetery committees to ensure compliance with Council policy
- monitoring the effectiveness of maintenance, in conjunction with staff
- recommending to Council on decisions related to capital expenditure

Te Ahu Museum Trust deed states that a Community Board representative is to sit on their Trust. The Te Hiku Sports Hub comes under the Parks and Reserves Community Board delegations. Northland Regional Council administers the Awanui River Liaison Committee and have requested an FNDC representative be part of the committee.

The Community Board will need to hold a close relationship with Kaitia People's Centre and Kaitia Business Association. Rather than appointing a member to those spaces though, staff will work with them to attend regular meetings to provide the whole board with updates.+

In the new calendar year the Board will need to consider further appointments alongside the establishment of the Te Hiku Drainage District Committees. A report will come to the Boards February meeting to enable this.

### **Reason for the recommendation**

To provide a list of management committees to which Board representatives can be appointed.

## **3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There are no financial implications or budgetary provision requirements as a result of this report.

## **ATTACHMENTS**

Nil

### Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <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 Halls Policy; Cemeteries 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 is providing opportunity for the Community Board to make appointments that will enable them to continue to provide input and oversight for the triennium.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Not applicable.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or budgetary provisions required as a result of this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

## 7.2 TE HIKU COMMUNITY BOARD CALENDAR OF MEETINGS 2026

**File Number:** A5490608

**Author:** Natasha Rmandic, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

### PURPOSE OF THE REPORT

To propose the scheduled dates for the Te Hiku Community Board meetings for the 2026 calendar.

### EXECUTIVE SUMMARY

- Continuation of four-weekly meeting cycle
- Community Board meetings frequency to follow 2025 pattern.

### RECOMMENDATION

**That the Te Hiku Community Board:**

**a) adopt the following meeting dates for 2026 at venues to be determined by the Board:**

**Monday 9 February 2026**

**Tuesday 10 March 2026**

**Tuesday 7 April 2026**

**Monday 4 May 2026**

**Tuesday 2 June 2026**

**Monday 29 June 2026**

**Monday 3 August 2026**

**Monday 31 August 2026**

**Monday 28 September 2026**

**Tuesday 27 October 2026**

**Monday 24 November 2026**

**b) delegate the authority to amend the schedule of Community Board meetings, to the Community Board Coordinator in agreement with the Chairperson.**

### 1) BACKGROUND

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

The Council and Committee meeting schedule for 2026 is scheduled to be adopted 11 December 2025, it is understood that their intent is to schedule meetings on a four-weekly cycle.

We understand the preference of the Board is to convene meetings on a Tuesday. Staff have tried to enable this approach as much as possible, however to avoid conflicts with other meetings, this report does recommend the majority of meetings are held on a Monday. At the end of every year, Council sets the formal meeting calendar for the coming year.

## **2) DISCUSSION AND OPTIONS**

In the previous triennium the Board's meetings were scheduled on a 4-weekly cycle. The recommendation is to continue with this cycle. To effectively facilitate good government as required by the LGA, it is recommended that the Community Board meeting schedule align with the schedule of Council and Committee meetings. At the time of writing this report Council's calendar had been drafted, but not yet adopted.

In keeping with the Board's role to advocate on behalf of its community, and considering the large geographical area of its community, the Board should consider holding meetings throughout the community. Members need to however also be mindful of logistical challenges that can arise from holding meetings at locations that are not Council owned and operated, and consideration should also be given to venue amenities and the likely prevailing weather conditions for the time of year.

Consideration should also be given to enable opportunity for community engagement with the Boards meetings. While the meetings are advertised in newspapers through public notices, and by staff on social media, public attendees to meetings often comment that community members were not aware meetings were being held in their vicinity. FNDC Communications Team can assist with this at the request of the Member, if required. Members play a role in advocating for their constituents to ensure that they are not only aware of the Boards meetings and activities but encouraged to engage.

### **Reason for the recommendation**

To schedule the formal meetings of the Te Hiku Community Board, for 2026 to ensure all Board Members are available for relevant meetings, and to ensure timely reporting to Committees and Council for those items referred to them by the Board.

## **3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There is a cost the Far North District Council in supporting Community Boards. These costs are covered within the operational budgets, set more than a year in advance, and based on prior year expenditure. Community Boards are ultimately funded through ratepayer income.

## **ATTACHMENTS**

**Nil**

### Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Local Government Act and Local Government Official Information and Meetings Act are the legislative tools that govern meetings.
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.	N/A
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences.	This is a Community Board report
State the financial implications and where budgetary provisions have been made to support this decision.	Financial costs of holding Community Board meetings is budgeted for, based on the proposed dates, with additional provision for extraordinary meetings or workshops.
Chief Financial Officer review.	The CFO has not reviewed this report.

### 7.3 TE HIKU COMMUNITY BOARD STRATEGIC PLAN 2023-2025

**File Number:** A5490658

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

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To present Te Hiku Community Board with the current Strategic Plan.

#### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Te Hiku Community Board has developed a strategic plan.
- The plan captures Board and community aspirations.
- Plan content will continue to be socialised with the community.
- The plan is a single source of truth and will be used to feed projects into Council's Long-Term and Annual Planning processes, as well as assisting the Board in their own decision-making and grant allocation.  
The Board will have an opportunity to review and redevelop the Strategic Plan at upcoming workshops before the Strategic Plan is fed into the Long Term planning process and presented to Council.

#### TŪTOHUNGA / RECOMMENDATION

**That Te Hiku Community Board notes the Te Hiku Community Board Strategic Plan 2023-2025.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

The previous Te Hiku Community Board worked with staff to develop their strategic plan. This work was completed via workshops.

The plan provides a decision-making guide, as Board discussions/resolutions can be checked against the strategic objectives identified in the plan.

The document also includes community aspirations.

It was the previous Board's intention that this plan be shared with the new Board and that Council be asked to consider its content when it develops the 2027-2037 Long Term Plan.

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

While there is no legal requirement for a Community Board to have a strategic plan, there is immense value in any group or organisation taking the time to develop a strategic direction. Clearly articulating a vision allows the Board to be much more deliberate in its actions to achieving the vision. This focussed effort will help to effect long-term positive change in the Te Hiku Ward.

Staff will now start work with the new Board on re-developing the plan to help progress priority projects through the Long-Term/Annual Planning cycles.

#### Options

Option One: Note the Te Hiku Community Board Strategic Plan 2023-25

Option Two: Do not note the Te Hiku Community Board Strategic Plan 2023-25

## **TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

Primary purpose of this document is to present aspirations of the communities in Te Hiku ward. These have been collected via direct feedback to Community Board members or via Community Plans.

Secondary aim is to provide a foundation document to guide incoming Te Hiku Community Board. With elections, representation may change but community aspirations endure long past an election cycle. It is hoped that this document can assist new board by learning from experience, save time gathering information and therefore speed up the delivery of these projects.

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

There are no immediate financial implications. Projects in the plan will be seeking funding via Council's Long-Term/Annual Planning process, Community Board grant funding or other mechanisms.

## **ĀPITI HANGA / ATTACHMENTS**

1. THCB Strategic Plan 2023 to 2025 - A5490716 [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.	Connects to the following community outcomes; Proud vibrant communities Communities that are healthy, safe, connected and sustainable
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.	Ward relevance, not District wide
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.	Board members have considered implications for Māori in their plan and added principles that acknowledge and support better decision making in this space.
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).	All communities within the Te Hiku ward. This is a living document it will be updated regularly, so there is always an opportunity to contribute. Community consultation will be ongoing.
State the financial implications and where budgetary provisions have been made to support this decision.	No immediate financial implications.
Chief Financial Officer review.	CFO has not reviewed.

# Te Hiku Community Board Strategic Plan 2023-2025


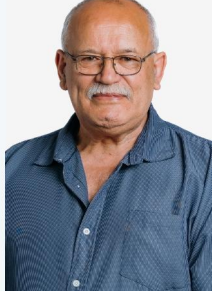





Setting the Direction for the Long-Term Plan 2021-2031



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# Te Hiku Community Board

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[Mayor and Councillors Far North District Council \(fndc.govt.nz\)](http://fndc.govt.nz)

## Role of Community Boards

Under Section 52 of the Local Government Act 2002 the role of a community board is defined as being to:

- (a) represent, and act as an advocate for, the interests of its community; and
- (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; and
- (c) maintain an overview of services provided by the territorial authority within the community; and
- (d) prepare an annual submission to the territorial authority for expenditure within the community; and
- (e) communicate with community organisations and special interest groups within the community; and

(f) undertake any other responsibilities that are delegated to it by the territorial authority.

## Community Board Vision, Mission, and Priorities

### Vision

“To strengthen, support and uphold the wellbeing, prosperity, economy and resilience of Te Hiku O Te Ika.”

### Mission

“To engage at all levels with our communities to ensure that the development and provision of facilities and services are fit for purpose, aesthetically pleasing and sustainable. To follow a transparent, fair, and safe process that meets the needs of the Te Hiku Ward”.

### Priorities

The community board may recommend local service levels and asset development priorities for civic amenities as part of the annual plan and long-term plan processes conducted by Far North District Council. The strategic plan sets out these recommendations. The Board’s strategy for **2022-2025** and beyond will be to link development in communities of interest to the Te Hiku o Te Ika Open Spaces Revitalisation Master Plan **that was adopted by the Board at its meeting of 25 August 2020** and other documents which may include new and existing Community and local development plans, Concept Plans, the Northland Walking and Cycling Strategy, NZTA Awanui township plan and other relevant documents. Plans will acknowledge the natural environment, community, culture, built environment and economy as well as economic recovery and community resilience.

Te Hiku Community Board recommends that the Placemaking Budget be implemented to a level that services the community for the 2021-2031 Long Term Plan.

## Priorities

Item	Detail	Rational	Priority	Year	Support Information
Allen Bell Drive	Traffic Calming	Health & Safety hazard	1	2025/2026	Multiple RFSs and discussed at THCB meeting 5 August 2025, a deputation to council and proven to be a hazard
Taipa Placemaking	Stages 2 and 3	Stage 1 complete.	1	2025-2027	Stage 2 Trailer boat parking – Add to LTP, scope/design.  Stage 3 new playground in front of Taipa school. To be scoped and designed. Reserve Fund can help here.
Te Hiku o Te Ika Open Spaces Revitalisation Master Plan (includes Kaitaia)	Continue to implement	To understand community priorities and guide the Board's decision making and funding allocations and for economic recovery.	1	2022/2031	To incorporate Centennial Park. Allen Bell Park concept plans for the upgrade with costings for LTP
Awanui Community Development Plan	Review/update 2008 current plan and where possible begin to implement	To understand community priorities and guide the Board's decision making and funding allocations and for economic recovery.	1	2022-2024	To incorporate Unahi concept plan and upgrade Awanui Playground concept Plan with costings for LTP
Pukenui/Houhora Community Development Plan	Current plan developed in 2009, review and where possible begin to implement	To understand community priorities and guide the Board's decision making and funding allocations and for economic recovery.	1	2022-2024	To incorporate walkway from the commercial wharf to Lamb Road bridge (location negotiable) designed and delivered as part of Pukenui Wharf project to be managed by FNHL. <b>Darren James asked about other possibilities Action: Shayne Storey</b>

Item	Detail	Rational	Priority	Year	Support Information
Doubtless Bay Community Development Plan	Develop plan, and where possible begin to implement	To understand community priorities and guide the Board's decision making and funding allocations and for economic recovery.	1	2022-2024	To incorporate plans for Mill Bay and Taipa children's playground/activity zone  **1[Taipa pump track, skate park and half basketball court, BBQ and seat and a loop walkway as per concept plan from toilets to playground and around] Estimate \$1.5M]
Taipa, Oruru, Peria, Paranui	Review/update 2010 plan and where possible begin to implement	To understand community priorities and guide the Board's decision making and funding allocations and for economic recovery		2022-2024	To be reviewed
Kaitaia Community Development Plan	Current plan developed 2009, review/update and where possible begin to implement	To understand community priorities and guide the Board's decision making and funding allocations for economic recovery		2022-2024	To be reviewed
Concept Improvement Plans <ul style="list-style-type: none"> <li>▪ Pukenui/Houhora</li> <li>▪ Karikari Peninsula</li> <li>▪ Doubtless Bay</li> <li>▪ Hihi</li> </ul>	Plans adopted 20.9.22 in the THCB files with Council – engagement with community done.  *[*Priorities developed to build an informed business case for the LTP]				1. <b>Taipa:</b> pump track, skate park and half basketball court, BBQ and seats and a loop walkway as per the concept plan from toilets to playground and around. [Estimate \$1.5M?]  2. <b>Karikari</b> New playground behind Hall – per concept plan  3. <b>Pukenui</b> Toilet - Northwood Sports Field (possible location next to netball courts and football field. May need to be dry vault. Would also like a changing room to be added.  4. <b>Mill Bay Rd</b> (H&S) footpath priority

					<p>Mill Bay parking and boat ramp area – a plan for that and Mill Bay Rd, walkway, footpath, lights, toilets, upgrade, [reclamation?]</p> <p>5. <b>Cable Bay</b> BBQ and playground [tweak]</p> <p>6. <b>Coopers Beach</b> Toilet by Beach Box [land?] and shower at existing toilets</p> <p>7. Hard wired existing lighting on <b>Te Ahu Walkway</b></p> <p>8. Drinking fountains in every playground</p> <p>9. <b>Karikari</b> Waiotaraire Reserve / Melissa Road at end of Simon Ulrich Rd Tweak playground, tweak toilet</p> <p>10. <b>Perehiye Beach</b> Boat parking in reserve</p> <p>11. <b>Hihi</b> Playground upgrade, half basketball court and loop track</p> <p>12. <b>Kaitaia</b> Kaitaia River walkway from existing walkway to Donald Lane [hard wired lighting]</p> <p>Disc Golf Course – look for parks (i.e. Matthews Park) and manu platform like <a href="#">Wellington - Z Manu World Champs - Events In Wellington</a></p>
Kaitaia CBD Strategic Plan	Being developed	To revitalise Kaitaia CBC		2022-2024	Funding has been allocated to KBA to fund the Kaitaia CBD Strategic Plan
Kaitaia Cemetery	Running out of space				

# Future Priorities (LTP 2021-31)

## Amenity Lighting

Item	Detail	Rational	Priority	Year	Support Information
Smart light	Awanui reserve	Provide Wi-Fi & light for responsible campers	1	2023-2024?	Awanui Community Plan, NZTA Township Plan. <i>Query if done</i>
Lighting	Allen Bell Park	Health and safety	1	2023-2024?	<i>Query if done</i>
Lighting	Remembrance Park	Health and safety	1	2023-2024?	<i>Query if done</i>
Lighting	Karikari Rec Hub multi-courts				Include in Karikari Recreation Plan and be costed
Street lighting	Cnr Okahu and Kaitaia-Awaroa Rd	Health and safety			Integrated Transport Strategy
Street lighting	State Highway Coopers Beach	Health and safety			NZTA – Integrated Transport Strategy
Street lighting	Kaitaia township – North Park to Moerua Park inc. service lanes	Community safety			To be reviewed and costed
Street lighting	Allen Bell Drive to Pak n Save and Warehouse	Community safety			
	<i>Wagner grounds carpark?</i>				

## Amenity Lighting Cont...

Item	Detail	Rational	Priority	Year	Support Information
Street lighting	Northwood Ave Pukenui to existing lighted area	Health and safety – 80kph zone			Integrated Transport Strategy
Street lighting	Along North Rd from Mitre 10 to Whangatane Drive	Health and safety			Integrated Transport Strategy
Street lighting	Mission Place St to corner opposite Anglican Church Kaitaia	Health and safety			To be reviewed and costed
Street lighting	Paradise Road, Coopers Beach				From THCB Meeting 14.3.23 minutes. Board also asked for Street lighting program planned for TH ward
Lighting	Hard wired existing lighting on Te Ahu walkway				To be reviewed and costed <sup>**7</sup> [from concept plans]

## Footpaths – Programmed to build before end of the 2024 financial year now moved to 2024-2027 LTP

[Agenda of Te Koukou - Transport Committee Meeting - Tuesday, 23 April 2024 \(fndc.govt.nz\)](#) Item 6.3

Item	Detail	Rational	Priority	Year	NTA Priority
Footpath 2 Awanui	Awanui: intersection of SH10 and SH1 Corner			<del>2021-2024</del> 2024-2027	To be completed by renewals work under maintenance prior to 30 June 2024
Footpath 4 Ahipara	Takahe Road, Ahipara: Golf course entrance to Kaka St		3	<del>2021-2024</del> 2024-2027	\$190K NTA recommend <b>move to 2024-2027 LTP</b> - under construction – onsite work begins 8/4/2024
Footpath 3 Mangonui	Mill Bay Road – SH10 to Rangakapiti Rd		2	<del>2022-2023</del> 2024-2027	\$250K NTA recommend <b>move to 2024-2027 LTP</b>
Footpath 5 Awanui	Awanui: SH1, Gill Rd to approximately street number 673		4	<del>2022-2023</del> 2024-2027	\$150K NTA recommend <b>move to 2024-2027 LTP</b>
Footpath 6 Pukepoto	Kaitaia-Awaroa Rd: Pukepoto School to approximately street number 673		5A	<del>2022-2024</del> 2024-2027	\$1,400,000 Enabling works this LTP under High Risk Rual Road (HRRR) – NTA recommend <b>move shared path to 2024-2027 LTP</b>
Footpath 7 Kaitaia	Kaitaia-Awaroa Rd: Okahu Rd to street number 240 (widening the existing metal footpath)	Widening the existing metal footpath	5B	<del>2022-2024</del> 2024-2027	\$40K NTA recommend <b>move to 2024-2027 LTP</b> <b>move construction to 2027-2030 LTP</b>

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Footpaths – Programmed to build before end of the **2024 not noted in Transport Committee meeting 23/4/24 -is this to be added to 2024-2027 / 2027-2030 LTP?**

Refer to Matrix

Item	Detail	Rational	Priority	Year	NTA Priority
Footpath 8	Pukenui: Houhora Heads Rd to Northwood Ave		Yes		Including clip on to bridge
Footpath 9	Karikari Pennisula: Perehiye Rd from Whatuwhihi Rd to cul-de-sac				
Footpath 10	Karikari Peninsula: Doubtless Bay Drive to De Surville Rd		8	<del>2023-2024</del>	
Footpath 11	Ahipara: Tasman Heights from Foreshore Rd to street number 25				
Footpath 12	Kaitaia: Norman Senn Drive from Redan Road to Te Kura Kaupapa Maori or Pukemiro (school) on Trigg Memorial Drive	<b>Pedestrian safety especially children RH side of road, proximity to school</b>	7C	<del>2022-2024</del>	<b>23/4/24 followed up with Elizabeth/NTA re: Ventia - rubber modular zebra courtesy crossings or traffic calming.</b>  RFS: 4119474

## Footpaths – Refer to Matrix Cont...from page 11

Item	Detail	Rational	Priority	Year	Support Information	NTA Priority
Footpath	Bridge on Simon Ulrich Rd and nearby Tokerau Beach Road and Melissa Road to Waiotaraire Park entrance	Pedestrian safety		<del>2022-2024</del>	Complaints from ratepayer Assn – check footpath matrix	
Footpath	Paramatta Nexus to Marriene Pl Karikari Peninsula	Pedestrian safety		<del>2022-2024</del>	Check footpath matrix	
Footpath	Mill Bay Rd to Beach Rd Mangonui	Pedestrian safety		<del>2023-2024</del>	Staged to incorporate future Mill Bay development to be costed for matrix Integrated Transport Strategy	
Footpath	Kotare Drive Coopers Beach	Link from Mangonui to eastern end of Coopers Beach and pedestrian safety		<del>2022-2024</del>	Already on matrix but the importance of the link to be noted – being costed	

## Footpaths – Refer to Matrix Cont...

Item	Detail	Rational	Priority	Year	Support Information	NTA Priority / Notes
Footpath	Whatuwhiwhi Rd to Perehipe Reserve	Pedestrian safety	7	2022-2023	To be costed for matrix	7 Perehipe Rd: Whatuwhiwhi Rd to cul-de-sac Cost estimate \$75K on footpath programme 2022-2024 prioritisation THCB 20/9/22
Footpath	SH10 between Colonel Mould Drive and Mangonui turnoff at the bottom of the hill	Pedestrian safety and accessibility, pedestrian link		2022-2024	To be costed for matrix – Integrated Transport Strategy	

**Note:** The current footpath matrix does not recognise the value of walking/cycling, the volume of pedestrian traffic at marae or urupa and does not give sufficient consideration/weight to pedestrian safety?

## Cycleways

Item	Detail	Rational	Priority	Year	Support Information
Cycleway/walkway	Kaitaia to Ahipara via the roadside – Twin Coast Discovery	Safety for cyclists and Te Araroa trail walkers Regional Land Transport Plan	1	2024-2034	Kaitaia Community Plan, Ahipara Community Plan. Has been costed Te Hiku Open Spaces Master Plan. Integrated Transport Strategy – add to LTP
Cycleway	Kaitaia to Awanui	Safely connect Kaitaia to Awanui for cyclists and create circuit route	2	2024-2034	Via SH1. Cycle trail to follow in LTP – costed Te Hiku Open Spaces Master Plan - Integrated Transport Strategy - add to LTP
Cycleway	Karikari		4	2024-2034	Utilising paper roads - add to LTP
Cycleway	Awanui to Waipapakauri Ramp	Safely connect Awanui to Waipapakauri Ramp for cyclists and create circuit route	3	2024-2034	Te Hiku Open Spaces Master Plan. Spain's Road, connecting to Lake Ngatu walkway to Waipapakauri Ramp – Integrated Transport Strategy - add to LTP
Cycleway In Kaitaia CBD	Develop a safe cycleway around the CBD of Kaitaia	Safety for cyclists			Integrated Transport Strategy Add to LTP

## Walkways

Item	Detail	Rational	Priority	Year	Support Information
Walkway/Cycleway	Mangonui waterfront to connect existing footpaths – possibly extending to Paewhenua Island	Active transport and visitor experience. To be staged	4	2024-2034	Mangonui development working group submissions. Integrated Transport Strategy. Add to LTP
Scenic Walkway Pukenui Wharf and Walkway	Commercial wharf to Lamb Road Bridge Pukenui 465 metres	Local and visitor experience. FNHL to project manage	1	2024-2034	Northland Walking & Cycling Strategy focus 2 promoting Northland's coastal point of difference and 3 improving community wellbeing including creating economic opportunities Integrated Transport Strategy
Scenic Walkway	Waterfront Road to Houhora Heads from commercial wharf	Local and visitor experience	2	2024-2034	Northland Walking & Cycling Strategy focus 2 promoting Northland's coastal point of difference and 3 improving community wellbeing including creating economic opportunities Integrated Transport Strategy
Scenic Walkway Stage 2	Link Boardwalk to Arethusa Reserve Houhora (1.5km walk) Stage 2 of above	Local and visitor experience	3	2024-2034	Northland Walking & Cycling Strategy focus 2 promoting Northland's coastal point of difference and 3 improving community wellbeing including creating economic opportunities
Walkway	Kaitaia River walkway from existing walkway to Donald Lane (include hard wired lighting)	Extension (concept plan)			**12[to be costed and added to LTP]

**Note:** The Board supports any initiative by the Bay of Islands-Whangaroa Community Board to develop a walkway from Totara North to Taupo Bay as this would provide another recreational option for visitors and locals in Doubtless Bay.

## Halls <https://www.fndc.govt.nz/Your-council/Policies-Bylaws-and-strategies/Strategies/Halls-and-Facilities-Strategy-2015>

Item	Detail	Rational	Priority	Year	Support Information
Looks at options for best use/management of Halls					<u>Review</u>  Registering as incorporate societies for funding opportunities.  Divesting

## Public Toilets

Item	Detail	Rational	Priority	Year	Support Information
Public toilet	Northpark		1	Priority	Check it is in LTP
Public toilet	Pukenui sports field development Araiawa	No toilets in area. To serve sports field development	1	2024-2034	To be costed and added to LTP  **3[Possible location next to netball courts and football field. May need to be dry vault. Would also like a changing room to be added]
Public toilet	Herekino	For Twin Coast Discovery walkers	2	2024-2034	To be costed added to LTP

Public toilet	Paua		2	2024-2034	To be costed added to LTP
Public Toilet	Add Toilet by Beach Box and shower at existing toilet	Added from concept plan	1		**6[to be costed and added to LTP]
Public Toilet Tweak	Karikari – Waiotaraire Reserve / Melissa Rd end of Simon Urlich Rd  Tweak toilet				**9[to be costed and added to LTP]  Temporarily closed due to water supply issues
Public Toilet	Hihi				**To be costed and added to LTP

## Recreation Facilities

Item	Detail	Rational	Priority	Year	Support Information
<b>Kaitaia CBD</b>	<b>Full size Basketball court</b>		<b>Yes</b>		
Activity zone	Taipa	FNHL to consider	1	2024-2034	<b>**1</b> [Request for pump track]
Redevelopment to create car and trailer boat parking. Pedestrian links to Rangikapiti Rd and Waterfront Rd, seating, lighting, toilets	<b>**4</b> [Mill Bay Mangonui, walkway, footpath, lights, toilets, upgrade (reclamation?)	FNHL to consider	1	2024-2034	Te Hiku ward recreation plan 2008. <b>Attach documentation</b>
Karikari Recreation hub	<b>**2</b> [New playground behind hall – per concept plan]		1	2024-2034 (allocated \$127,487) in LTP	Karikari Community Plan Community to decide on the allocation and outcome for development Use the money allocated for the sports field
Karikari Watersports HQ by toilets	Beach showers and storage for sports gear		2	2024-2034	To be costed for LTP - Karikari Community Plan
Perehipe Beach	More trailer boat parking / boat parking in reserve				<b>**10</b> [to be costed and added to LTP]
Cable Bay	BBQ and playground tweak				<b>**5</b> [to be costed and added to LTP]
Public Toilet Tweak	Karikari – Waiotaraire Reserve / Melissa Rd end of Simon Ulrich Rd				<b>**9</b> [to be costed and added to LTP]

	Tweak playground				
Hihi	Playground upgrade, half basketball court and loop track	From concept plan			**11[to be costed and added to LTP]

### Rangiputa

Boat Parking - Blair Houlihan is working on with TIF application. Parking opposite the fire station. *Shayne spoke with Blair – this is going to be covered under the TIF funding. No further money needed*

## Street Furniture

Item	Detail	Rational	Priority	Year	Support Information
Shade sails	Paripari domain	For over the picnic tables	1	2024-2034	

## Public Art

Item	Detail	Rational	Priority	Year	Support Information
					Not a priority – things around the Te Ahu Walkway like in Whangarei around the loop

## Signage

Item	Detail	Rational	Priority	Year	Support Information

## Litter

Item	Detail	Rational	Priority	Year	Support Information
Recycling bins	Awanui reserve	Waste minimisation	1	2022-2024	Community Plan, NZTA Township Plan

Smart Bins	Waipapakauri Ramp	Refuse from Te Araroa trail users and general public	1	2022-2024	Request sent to Tom Frost
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## Town Beautification and Maintenance

Item	Detail	Rational	Priority	Year	Support Information
					Put money into footpaths

## Services provided by Council

Item	Detail	Rational	Priority	Year	Support Information
3 Drainage Committees	Ensure that 3 drainage committees are reconstituted following each election (Kaitaia, Waiharara and Kaikino & Motutangi)	Flood protection Kaitaia and Aupouri Peninsula		2023 onwards	Governance and District Engineer to follow up and reconstitute after each election period
Sewerage – support community	Pukenui and Houhora Karikari, Doubtless Bay, Ahipara Kaitaia	Growing communities Kaitaia has large Iwi lead housing developments on the horizon			Work to be done costed and into LTP
Drainage – support community	Karikari – area between Inland Road and top of Beach Road	Flooding issues for residents – remediation works			<b>Add sewage to this area.</b> Te Aupouri have a site and water consent for potable water and are looking to collaborate with council
Customer Service / Community support	Funding support for Doubtless Bay Information Centre Mangonui	Growing community, current lack of service, economic			Doubtless Bay is a destination. Visitors are not always aware of attractions further north, so Kaitaia, Houhora etc.

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		development, and increased visitor numbers			presently disadvantaged. Figures show that DB Info Centre has as many visitors as Kaitaia I-site
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## Services provided by Council Cont...

Item	Detail	Rational	Priority	Year	Support Information
Community support	Funding for Te Ahu from the ward rate				Te Ahu & Turner Centre to be reviewed by December 2020 - Council Resolution June 2020
Roundabout SH10 and SH1 Awanui	Awanui	Traffic Safety			Integrated Transport Strategy
Kerb & Channel Streets that have Open Drains in our residential areas in Te Hiku	This could be part of the road matrix	Health & Safety			Integrated Transport Strategy

### Strategic priorities for allocation of community fund

*Te Hiku Community Board has decided that operational costs will not be a strategic priority and that the community fund will be targeted to support infrastructure and events.*

### Additional recommendations and strategic priorities

- Te Hiku Community Board would like to continue engaging with youth as part of their community engagement*
- The Board would like the Council to refine its prioritisation processes for areas within the Board's delegation to ensure their input is reflected in the final delivery plan.*

***This is a living document which is subject to change.***

## **7.4 APPROVAL OF MEMORIAL SEAT FOR STANLEY JULIAN AT TAIPA BEACHFRONT**

**File Number:** A5495856

**Author:** Mark Inglis, Facilities Lead - Technical Operations

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

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

To seek to approve a memorial seat for Stanley Julian at Taipa beachfront.

### **WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- This report considers the implications of approving a memorial seat requested for Stanley Julian on the Taipa beachfront.
- The report addresses the issues of compliance with Far North District Council policy, affected parties, risks and mitigations, implications for Māori and estimated costs to Council.
- The proposal is consistent with the 2017 Arts and Memorials in Public Places policy.
- The impact on affected parties is likely to be minimal and the impact on parties interested in the application is likely to be positive.
- The proposal holds no implications for Māori.
- Since the purchase and installation of the memorial seat would be borne by the applicant, and ongoing maintenance costs of low value, the financial implications of this proposal are minor.
- The report recommends approval of the application, subject to the applicant constructing and installing a three-seater bench seat to Council's specification.

### **TŪTOHUNGA / RECOMMENDATION**

**That the Te Hiku Community Board approve the installation of a memorial seat for Stanley Julian on the Taipa beachfront.**

### **1) TĀHUHU KŌRERO / BACKGROUND**

The family of Stanley Julian has applied to the Board to install a memorial seat on the beachfront at Taipa Beach. Stanley was a respected member of the Taipa community who had lived in Taipa for over 50 years. He passed away earlier this year. The seat is a gift he would have wished to donate and share with fellow beach users. The application is included as Attachment A to this agenda report.

The family requests that the seat be located on the foreshore in the position indicated on the photograph below in red. The seat is located opposite the end of Mamaru Road on the road reserve.



The seat will be shaded by a pohutukawa tree but will not be close enough to interfere with its roots. There are no underground cables in the vicinity. The Roding Team has checked the proposal, and notes the placement of the seat will not interfere with any road users or pedestrians.

The seat will be a simple bench design with no back, 1500mm long x 300mm wide x 100mm thick of macrocarpa, or similar, with rounded corners for safety, fixed onto two legs and concreted into the ground. There will be a small plaque attached of durable metal. The family will be donating and installing the bench-seat, to FNDC specifications.

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

In considering this request, the following issues need to be addressed

- **Far North District Council Policy** – Council has current policy entitled - “Art and Memorials in Public Places 2017”, which is included in this agenda report as Attachment B. The relevant elements of the policy are considered below:
  - **Contribution to community wellbeing** - one of the objectives of the policy is to recognise members of the community who have contributed to the wellbeing of the people within their area or the district. The proposal meets this objective.
  - **Community involvement** – the policy states that there should be community involvement in decision-making about any proposed memorial. Given that the scale of this proposal is minor, it would be unnecessary to undertake a community consultation on the matter.
  - **Contribution to the identity of the area** – the design of the proposed seat is consistent with the beachfront character of the area.
  - **Durable, easy to maintain and of good quality materials** – the proposed seat is of similar durability and materials as the existing seats in the area.
  - **Comply with standards relating to design and colour** – any approval would be subject to providing a compatible seat, consistent with those already in place.
  - **Enhance the public space** – the additional seat and style of the unit would enhance the park by providing improved public amenity.
  - **Become Council property** – the seat would become a Council asset.
- **Affected and Interested Parties** – family and supporters of Stanley Julian will be affirmed by the support from Council to allow installation of the memorial seat. It is unlikely that the loss of the vacant section of the park would impact on members of the community. The seat will provide

additional amenity for those with reduced mobility and is unlikely to become a barrier to people with disabilities.

- Risks and Mitigations – there is a risk of damage to the seat through graffiti or physical force. This would create addition work and cost for the FNDC District Facilities Team. Any damage would be funded through existing operational expenditure for Parks and Recreation. At the end of the life cycle of the asset, Council will also need to consider replacement or removal of the asset, which would become an additional cost. The current replacement cost is approximately \$1,000.00 (excl. gst) including installation.
- Implications for Māori – there are no implications from this proposal which would differentially affect Māori.

## TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Since the proposal for a memorial seat is consistent with Council policy and the associated risks are relatively minor, it is recommended that the proposal be approved. The seat will provide a permanent memorial to Stanley Julian, will improve the amenity value of the park and be visually consistent with the other public fixtures in the area.

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

The cost of the seat, and its installation, will be borne by the applicant, so there is no initial cost to Council for the asset. Operational expenditure for repairs and maintenance is estimated at no more than \$200/annum over the 20-year lifecycle of the seat.

## ĀPITIHINGA / ATTACHMENTS

1. Attachment B FNDC Policy\_Art-and-Memorials-in-Public-Places-2017 - A5325479  
2. Attachment A - Application for memorial seat for Stanley Julian - A5504241  

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	The establishment of a memorial seat for a notable member of the community is of significance, however since the value of the seat is modest, and proposed location uncontentious, the relative level of significance is low.

State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This proposal is consistent with the principles and objectives of the following policy: <a href="https://www.fndc.govt.nz/_data/assets/pdf_file/0022/18094/Art-and-Memorials-in-Public-Places-2017..pdf">https://www.fndc.govt.nz/_data/assets/pdf_file/0022/18094/Art-and-Memorials-in-Public-Places-2017..pdf</a>
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Community Boards are delegated to approve the installation of works of art and memorials within their ward or subdivision.
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 for iwi or hapu related to this proposal.
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).	The proposal recommends approval of the request from those interested in the establishment of a memorial seat, which is unlikely to cause concern or create barriers to other affected parties.
State the financial implications and where budgetary provisions have been made to support this decision.	Since the purchase and installation of the memorial seat is borne by the applicant and ongoing maintenance costs are likely to be low, the financial implications of this proposal are minor.
Chief Financial Officer review.	

## Art and Memorials in Public Places

Adopted: 16 March 2017

### Background

Council receives requests to install artistic works in the public spaces Council owns and manages. Council also receives requests for public buildings, streets, and other facilities or open spaces to be named after notable local individuals. People may approach staff with offers to provide such things as park benches, fountains, art, and sculptures, or to plant trees within a public space, subject to them being permitted to attach a plaque or other inscription dedicating the object to the memory of a person or a group.

The size, materials and ongoing maintenance requirements are not always clear when the request is made. This policy provides guidance to selecting a site, ensuring the art or memorial is fitting to the site, and ensuring that it is managed and maintained.

### Objectives

1. To contribute to the creation of unique identities for the towns and communities of our district – a sense of place.
2. To recognise members of the community who have contributed to the wellbeing of the people within their area or the District.
3. To ensure community involvement in the decision-making about any proposed art or memorial.
4. To provide a process to follow when a request to install art or a memorial is received.
5. To support art and memorials which have relevance to their site, the history of the community or the District, or the culture and beliefs of the artist.
6. To ensure that art and memorials are well maintained.

### Policies

1. Public art and memorials must:
  - a. contribute to the profile and identity of the community, town, or district
  - b. be durable, easy to maintain, and of good quality material
  - c. be accessible for public viewing
  - d. comply with standards relating to design, colour etc.
  - e. aesthetically enhance the public space or built environment
  - f. become the property of the Council.
2. All applicants must complete the Public Art / Memorial Proposal Application form.
3. Council is responsible for the planning, documentation, maintenance, and care of works on Council property.
4. Council will maintain a Public Memorial and Public Art database as a heritage asset in the Recreation Activity Management Plans.

5. For art applications, a project manager will be appointed to co-ordinate the project and report to the Community Board regarding:
  - a. project brief and contract development;
  - b. approvals including resource consents if required;
  - c. ownership and intellectual property rights;
  - d. public safety requirements;
  - e. budget development and funding sources;
  - f. timeframe;
  - g. consultation;
  - h. asset management; and
  - i. maintenance.
6. Memorial street names will be permitted where the individual had a connection to the place where the street is located, or, if the individual is still alive, the individual has given their written consent to the use of their name.
7. Council will apply the name of an individual to a building, structure, or open space where the individual
  - a. has a connection to the building, structure or open space to be named either as a benefactor or as a person responsible for the construction or development, or the fundraising for the construction or development;
  - b. is or was associated with the open space as a previous resident or descendant of previous residents;
  - c. has an established connection to the principal activity for which the building will be used, such as the long term president or patron of a society related to that activity;
  - d. have given their written consent to the use of their name (if still alive).
8. Memorials may consist of:
  - a. a tree or shrub planted within a reserve or park with an associated plaque or stone as a dedication.
  - b. a plaque affixed to an existing landscape feature, such as a boulder or fence, which is located in a position of significance to the person to whom it is dedicated.
  - c. an object which can be used by persons visiting the building, such as a park bench or a library table.  
The actual dedication shall consist of a small inscribed plaque or similar attachment.
9. Where a memorial becomes unsafe due to its age and condition or is required to be replaced, Council will take reasonable steps to return to the family any plaque which may have been attached to it. Council accepts no obligation to replace the object or to attach the plaque to any replacement object.
10. A request for installation of art or a memorial in a public place will be reported to the appropriate Community Board. The Board will:
  - a. review the application to ensure that the art or memorial meets this policy
  - b. be responsible for aesthetic approval
  - c. decide the design, construction, and location of any proposed memorial
  - d. identify ongoing costs and who will fund these costs, including maintenance and insurance
  - e. recommend to Council whether or not to install a work of art or a memorial and an appropriate location.



Far North  
District Council

RFS 4239072

PUBLIC ART / MEMORIAL PROPOSAL APPLICATION

<b>Applicant Details</b>	
Mr / <u>(Mrs)</u> / Ms / Miss / Dr (circle one)	
Name: Chrissie Eagles.	
Street Address:	
Phone:	[REDACTED]
Email:	[REDACTED]
<b>Proposed Project (attach artistic statement and design, if applicable)</b>	
Type (tick one) <input type="checkbox"/> Art <input checked="" type="checkbox"/> Memorial	
Project Description: Our 93 year old Dad, Stan (Stanley) Julian has resided by Taipa beach for over 50 years. The seat is gift he'd love to donate & share.	
Proposed Site/Location: TAIPA BEACH FRONT (under a pohutukawa tree if O.K.)	
Measurements / Weights: A 3 seater bench seat would be perfect for locals and many visitors who frequent Taipa beach, picnicing and peacefully soaking up the beautiful Doubtless Bay vista.	
Warranties, Name of Manufacturer:	
Proposed Timeframes: I can arrange asap.	
Costs / Proposed Funding Source: My Whanau will pay all costs including bronze plaque, and placement in approved spot.	
Consultation / Research Undertaken:	

Artist Details <i>(attach artist CV)</i>	
Mr / Mrs / Ms / Miss / Dr <i>(circle one)</i>	
Name: <i>To be confirmed.</i>	
Street Address: <i>To be confirmed.</i>	
Phone:	Mobile:
Email:	

TO BE COMPLETED BY STAFF

Site Details
Proposed Site / Location:
Current Use:
Description of Site:
Relationship with existing features:
History and Significant to proposed art / memorial:
Specific Requirements for Design:
Restrictions:
Any other consents required:

## 7.5 FUNDING APPLICATIONS

**File Number:** A5494497

**Author:** Kathryn Trewin, Funding Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

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

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- One new application has been received, as well as two applications carried over from the previous meeting requesting a total of \$13,021.
- The Community Board has an available total of \$63,449.70 in Community Grant Funding for the 2025/26 financial year.
- The Community Board has an available total of \$95,000 in Pride of Place Funding for the 2025/26 financial year.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,001** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitaia Agricultural and Pastoral Association for costs towards the 2026 Kaitaia A&P Show.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$5,000** (plus GST if applicable) be paid from the Board's Community Grant Fund account to Life Education Charitable Trust for costs towards 2026 mobile classroom visits in Te Hiku ward.

#### TŪTOHUNGA / RECOMMENDATION

That Te Hiku Community Board approve the sum of **\$2,520** (plus GST if applicable) be paid from the Board's Community Grant Fund account to School Start First Impressions for costs towards school supplies for vulnerable Tamariki in Te Hiku ward.

### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

Applicant and Project	Requested	Recommend	Comments
a) Kaitaia A&P Association – 2026 Show	\$2,001	\$2,001	<p>The applicant is seeking funding towards costs for the 2026 Kaitaia A&amp;P Show. The total cost for the event is just over \$28,000 and they have asked for \$2,001. They have requested funding to cover the cost of the sound system and the prize ribbons. Previously, there has been some discussion about whether the Board will fund prizes (which the ribbons come under), so they have also provided quotes for the pony rides (which are provided free) and the printing of the show booklets, if the Board would prefer to fund these instead.</p> <p>This meets community outcomes 1, 3, and 5</p>
b) Life Education Trust – School Visits	\$8,500	\$5,000	<p>The applicant is seeking funding to help cover the costs of school visits in Te Hiku ward between October 2025 and April 2026. The application was not received in time to be considered by the previous Board, but any funding granted to be used towards activities taking place from December 2025 onwards.</p> <p>The Board has previously granted funds to this applicant for refurbishment of the mobile classroom (\$5,002 in 2020) and for classroom visits (\$5,000 in 2022)</p> <p>This meets community outcomes 3 and 5</p>
c) School Start First Impressions – School supplies for vulnerable Tamariki	\$2,520	\$2,520	<p>The applicant is a charity based in Auckland that is expanding its services into the Far North District. They have also applied to the other community boards in the district. The funds are to supply vulnerable Tamariki with supplies to start the new year.</p> <p>This meets community outcomes 3, 5 and 6</p>

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

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

For each application, the Board has three options.

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

**Option 2** Authorise partial funding

**Option 3** Decline funding

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

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

The six community outcomes are as follows:




1. A wisely managed and treasured environment that recognises the role of tangata whenua as kaitiaki;

2. We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride.
3. Proud, vibrant communities;
4. Prosperous Communities supported by a sustainable economy;
5. Communities that are safe, connected and sustainable;
6. Communities that are prepared for the unexpected;

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

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

#### **ĀPITIHINGA / ATTACHMENTS**

1. **Kaitaia A and P Association - A5494489** [↓](#) 
2. **School Start First - A5450912** [↓](#) 
3. **Life Education Trust - A5450913** [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

# Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral Association Inc

Form Submitted 18 Nov 2025, 2:59PM NZDT

## Before you Begin

### Instructions

#### Please read carefully:

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

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

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

## Applicant Details

\* indicates a required field

### Fund Type

#### Which fund are you applying for? \*

- ☒ Community Grant Fund ☐ Pride of Place Fund

### Applicant details

#### Applicant \*

Kaitaia & Districts Agricultural & Pastoral Association Inc

#### NZ Charity Registration Number (CRN)

#### New Zealand Charities Register Information

Reg Number

Legal Name

**Te Hiku Community Board Grants July 2025 - June 2026  
Community Board Funding Application Form (Dec 2024)  
Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral  
Association Inc**

Form Submitted 18 Nov 2025, 2:59PM NZDT

**Other Names**

**Reg Status**

**Charity's Street Address**

**Charity's Postal Address**

**Telephone**

**Fax**

**Email**

**Website**

**Reg Date**

Must be formatted correctly.

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

**What sector do you/your organisation work in? \***

Events

NEW ZEALAND

**Website**

Must be a URL.

**Facebook page**

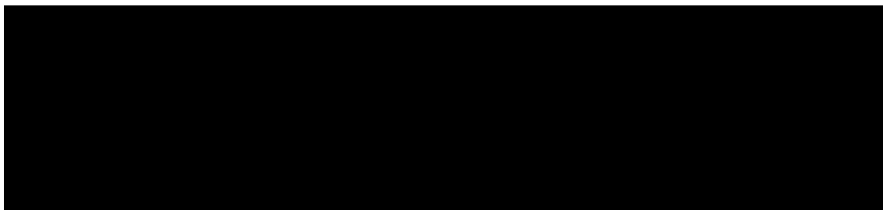
<https://www.facebook.com/groups/157290014379607/about>

**Contact details**

Contact Person One:

Contact Person Two:

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral**  
**Association Inc**  
Form Submitted 18 Nov 2025, 2:59PM NZDT



## Purpose of organisation

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

The Kaitaia A & P Show is a community event held in Kaitaia, that celebrates and promotes local agriculture, farming, and rural life. Its purpose is to showcase livestock, produce, crafts, and skills, while providing entertainment, competitions. The show bring together farmers, businesses, and residents to support the local economy.

Must be no more than 50 words.

**Number of Members \***

29

## Project Details

**\* indicates a required field**

### Community Board

**Community Board Priorities**

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

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

**Which Community Board are you applying to? \***

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

**Project name \***

Kaitaia & Districts Agricultural & Pastoral Show 2026

### Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

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

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral Association Inc

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

### Type of Activity \*

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

### Project Dates

Start Date

Date

28/02/2026

Must be a date.

End Date:

Date:

01/03/2026

Must be a date.

### Project Details

#### Location \*

47 South Road , Kaitaia

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

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

- ☒ Yes
- ☐ No

#### If yes, how much?

\$10.00

Must be a whole dollar amount (no cents).

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

300

Must be a number.

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

4000

Must be a number.

#### Have you engaged with tangata whenua about your project? \*

☐ Yes

☒ No

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

#### Have you engaged with the community about your project? \*

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## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral Association Inc

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☒ Yes

☐ No

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

### Project Outline

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

#### **Who will benefit from your project and how? \***

Our project centres on hosting an inclusive community event at the Kaitaia A & P Show, where all children and families can enjoy free rides. By removing cost barriers, the event ensures everyone can take part in a fun and welcoming day. The show will include stallholders selling local produce, crafts, and goods, alongside opportunities for children to showcase their talents through performances, competitions, and exhibits. Animal displays featuring cows, sheep, horses, and other farm animals, as well as equestrian events, will highlight local horsemanship. Home industries competitions—such as baking, preserves, and vegetable displays—will further celebrate rural skills.

The event benefits children and families by offering a free, enjoyable day out, while local stallholders gain exposure and income opportunities. Young people can build confidence by sharing their abilities, and farmers and exhibitors help promote agricultural traditions. Overall, the wider community gains connection, pride, and a celebration of Kaitaia's rural lifestyle.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

Our Kaitaia A & P Show strongly supports several community outcomes:

Proud, vibrant communities – The event brings people of all ages and backgrounds together to celebrate local talent, farming traditions, and rural life, creating a sense of pride and belonging.

Prosperous communities supported by a sustainable economy – By showcasing local stallholders, farmers, and producers, the show encourages people to support local business and promotes the strength of our rural economy.

Communities that are healthy, safe, connected and sustainable – The show provides a safe, inclusive environment where families can enjoy affordable fun, connect with others, and learn about agriculture, sustainability, and animal care.

We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride – The show highlights our rural heritage, local traditions, and the role of tangata whenua in caring for the land, helping preserve and share our unique Far North identity.

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral Association Inc

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Must be no more than 250 words.

### Project Cost

**\* indicates a required field**

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

### Funding Request Amount

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

**What is the total cost of your project? \***

\$28,108.00

Must be a dollar amount.

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

\$2,001.00

Must be a dollar amount.

### Completing your budget

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

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

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

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

### Budget

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

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral Association Inc

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	Must be a dollar amount.	Must be a dollar amount.		
Sound System	\$299.00	\$299.00	Filename: Sound system.pdf File size: 472.0 k B	
Equestrian Ribbons	\$1,701.88	\$1,701.88	Filename: IMG_20251114_0003.pdf File size: 251.6 k B	
			No files have been uploaded	
			No files have been uploaded	
			No files have been uploaded	

### Financial Information

\* indicates a required field

#### Financial Information

If your organisation registered for GST \*

☒ Yes ☐ No

#### GST Number

GST Number

045-456-021

#### Current Funding

How much money does your organisation currently have? \*

\$8,696.26

Must be a dollar amount.

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

\$8,696.26

Must be a dollar amount.

#### Tagged Funds

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

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral**  
**Association Inc**

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Purpose	Amount
Entertainment	\$10,000.00

**Total Tagged Funds**

**Total Expenditure Amount**

\$10,000.00

This number/amount is calculated.

**Other Funding**

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
No funding has been applied for		

**Previous Funding from FNDC**

**Have you previously received funding from FNDC? \***

☒ Yes ☐ No

**Previous Funding from FNDC**

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
I do not have that information			

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB42 From Kaitaia & Districts Agricultural & Pastoral**  
**Association Inc**  
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**Supporting Financial Information**

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

**1 Name of supporting financial document \***  
2025 Performance report

**1 Supporting Financial document \***  
Filename: Kaitaia & Districts A & P Association - 2025 Performance Report (2) (1).pdf  
File size: 112.0 kB

**2 Name of supporting financial document**  
Bank balance

**2 Supporting Financial Document**  
Filename: IMG\_20251114\_0002.pdf  
File size: 147.5 kB

**3 Name of supporting financial document**

**3 Supporting Financial Document**  
*No files have been uploaded*

**Applicant Declaration**

**\* indicates a required field**

**Privacy Information**

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

**Applicant Declaration**

*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*

**Te Hiku Community Board Grants July 2025 - June 2026  
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Association Inc**

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*cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.*

**We, the undersigned, declare the following:**

In submitting this application:

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

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

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

# Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB40 From School Start First Impressions

Form Submitted 6 Nov 2025, 10:58AM NZDT

## Before you Begin

### Instructions

#### Please read carefully:

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

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

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

## Applicant Details

\* indicates a required field

### Fund Type

Which fund are you applying for? \*

☒ Community Grant Fund

☐ Pride of Place Fund

### Applicant details

**Applicant \***

School Start First Impressions

**NZ Charity Registration Number (CRN)**

CC51707

New Zealand Charities Register Information	
Reg Number	CC51707
Legal Name	School Start First Impressions

**Te Hiku Community Board Grants July 2025 - June 2026  
Community Board Funding Application Form (Dec 2024)  
Application No. THCB40 From School Start First Impressions**

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<b>Other Names</b>	School Start First Impressions
<b>Reg Status</b>	Registered
<b>Charity's Street Address</b>	35 Wootten Road Bombay 2675
<b>Charity's Postal Address</b>	35 Wootten Road Bombay 2675
<b>Telephone</b>	027 448 6634
<b>Fax</b>	
<b>Email</b>	jane@ssfi.co.nz
<b>Website</b>	<a href="https://www.ssfi.org.nz">https://www.ssfi.org.nz</a>
<b>Reg Date</b>	12:00am on 30 Apr 2015

*Information retrieved at 10:08am on 6 Nov*

Must be formatted correctly.

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

**What sector do you/your organisation work in? \***

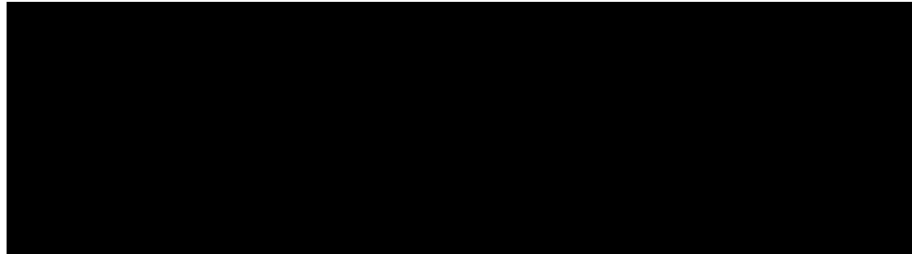
Community/Social Services

**Contact details**

Contact Person One:

Contact Person Two:

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB40 From School Start First Impressions**  
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### **Purpose of organisation**

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

Our organisation removes all the cost barriers involved in getting a child enrolled in school. We specifically work with the most vulnerable Tamariki in our communities in order to encourage them to enrol their child into school for the first time, thereby improving school attendance rates in hard-to-reach areas.

Must be no more than 50 words.

**Number of Members \***

15

### **Project Details**

**\* indicates a required field**

#### **Community Board**

**Community Board Priorities**

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

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

**Which Community Board are you applying to? \***

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

**Project name \***

School Starter Pack contents

#### **Type of Activity**

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB40 From School Start First Impressions

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

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

### Type of Activity \*

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

### Project Dates

Start Date

Date

02/03/2026

Must be a date.

End Date:

Date:

31/07/2026

Must be a date.

### Project Details

#### Location \*

Northland region

Must be no more than 10 words.

(Town or area)

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

- ☐ Yes
- ☒ No

#### If yes, how much?

Must be a whole dollar amount (no cents).

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

15

Must be a number.

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

20

Must be a number.

#### Have you engaged with tangata whenua about your project? \*

- ☐ Yes
- ☒ No

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB40 From School Start First Impressions

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

### Have you engaged with the community about your project? \*

☒ Yes

☐ No

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

## Project Outline

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

#### Who will benefit from your project and how? \*

School Start First Impressions is a charity with the aim of ensuring Tamariki have everything they need to be able to enroll in school for the first time and start their education journey in a positive way, with their head held high and on equal footing with their peers. We set up local referrers in the community including Plunket, ECEs and schools to specifically identify with struggling whānau in hard-to-reach areas who have not yet enrolled their Tamariki into school. By removing the cost barriers and we support them in any way we can. Our project/ offering is a School Starter Pack which is a school bag filled with school supplies, books, rain jacket and shoes from KidsCan, a lunchbox and drink bottle, balloons, games, etc. We also provide school uniforms if needed and contribute to school fees.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

Our charity has had great success in areas of Auckland over the past 10 years, and we have recently expanded into the Northland region. We have a positive view of education and understand that education is one of the main drivers of being able to break the cycle of poverty in a community. Providing these packs to families means the Tamariki get a head start in school and families don't have to worry about the costs related to school supplies, school fees and uniforms that can add up to over \$300 per child. Having that cost removed means Tamariki can become enrolled in school and begin their education journey without stress.

Must be no more than 250 words.

## Project Cost

\* indicates a required field

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB40 From School Start First Impressions

Form Submitted 6 Nov 2025, 10:58AM NZDT

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

### Funding Request Amount

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

**What is the total cost of your project? \***

\$7,000.00

Must be a dollar amount.

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

\$2,520.00

Must be a dollar amount.

### Completing your budget

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

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

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

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

### Budget

Expenditure	Total Cost	Amount Requested	Quotes
	Must be a dollar amount.	Must be a dollar amount.	
School Starter Pak contents	\$2,520.00	\$2,520.00	Filename: School Bag Contents Budget 2025.xlsx File size: 10.6 kB

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB40 From School Start First Impressions**

Form Submitted 6 Nov 2025, 10:58AM NZDT

Quote letter			Filename: Quotes for our charity.pdf File size: 90.3 kB	
			No files have been uploaded	
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			No files have been uploaded	

**Financial Information**

**\* indicates a required field**

**Financial Information**

**If your organisation registered for GST \***

☒ Yes ☐ No

**GST Number**

**GST Number**

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB40 From School Start First Impressions**

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117 157 689

**Current Funding**

**How much money does your organisation currently have? \***

\$125,000.00

Must be a dollar amount.

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

\$100,000.00

Must be a dollar amount.

**Tagged Funds**

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

Purpose	Amount
Operating costs	\$80,000.00
School Starter Pack contents	\$20,000.00

**Total Tagged Funds**

**Total Expenditure Amount**

\$100,000.00

This number/amount is calculated.

**Other Funding**

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Lotteries	\$30,000.00	Pending
Foundation North	\$4,500.00	Pending
COGS	\$7,000.00	Pending

**Previous Funding from FNDC**

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB40 From School Start First Impressions

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**Have you previously received funding from FNDC? \***

☐ Yes ☒ No

### Supporting Financial Information

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

**1 Name of supporting financial document \***

Performance report

**1 Supporting Financial document \***

Filename: reviewed signed ssfi 2025.pdf

File size: 877.7 kB

**2 Name of supporting financial document**

Bank details

**2 Supporting Financial Document**

Filename: Westpac Bank Account Details 2025.png

File size: 92.6 kB

**3 Name of supporting financial document**

**3 Supporting Financial Document**

*No files have been uploaded*

### Applicant Declaration

**\* indicates a required field**

#### Privacy Information

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

#### Applicant Declaration

*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*

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB40 From School Start First Impressions

Form Submitted 6 Nov 2025, 10:58AM NZDT

*cannot live at the same address. They must have a daytime contact phone number and be contactable during normal business hours.*

### **We, the undersigned, declare the following:**

In submitting this application:

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

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

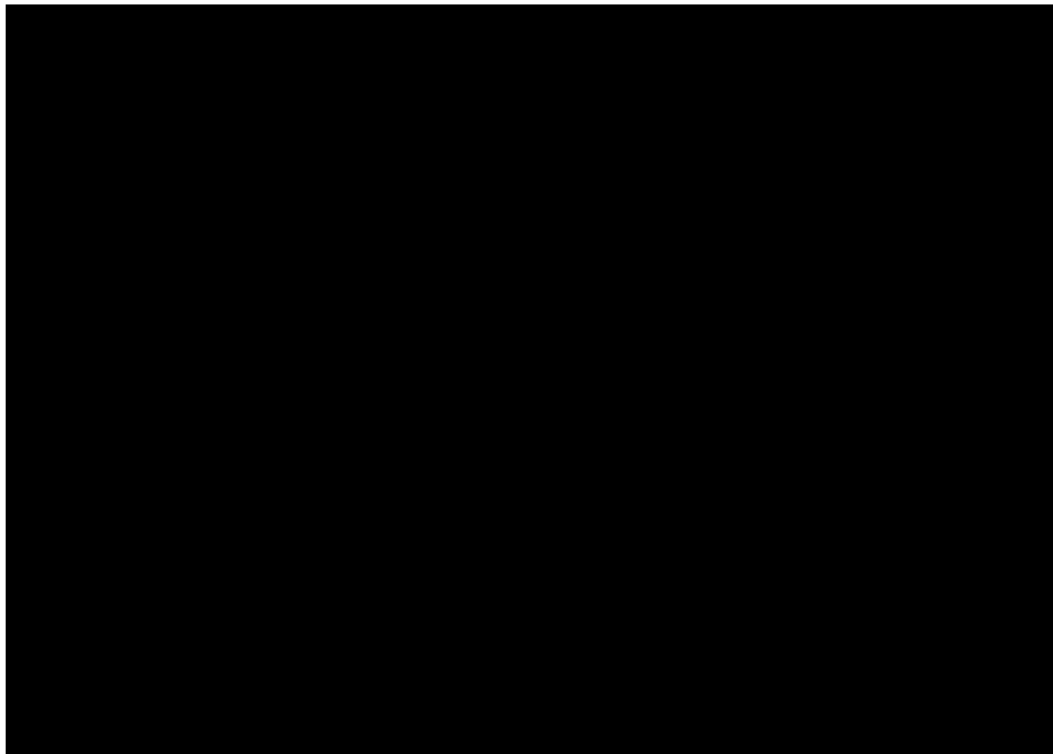
1. To uplift any funding granted within 3 months of the date of the letter of agreement. failure to do so will result in loss of the grant money.
2. To spend the funding within 12 months of the date of grant approval unless written approval for an extension is obtained from Council before that 12 month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

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB40 From School Start First Impressions**

Form Submitted 6 Nov 2025, 10:58AM NZDT

9. To inform the Far North District Council of significant changes in our organisation before this application has been considered, or the funding has been fully used and accounted for (such as change in contact details, office holders, financial situation, intention to wind up or cease operations, or any other significant event).
- 10 To lay a complaint with the Police and notify the far North District Council immediately if any of the funding is stolen or misappropriated.

**Signatures**



**Date**

06/11/2025

Must be a date.

**Date**

06/11/2025

Must be a date.

**Any other supporting documentation**

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

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

**1 Additional Supporting Document Name**

# Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

Form Submitted 18 Sep 2025, 12:39PM NZST

## Before you Begin

### Instructions

#### Please read carefully:

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

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

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

## Applicant Details

**\* indicates a required field**

### Fund Type

**Which fund are you applying for? \***

☒ Community Grant Fund

☐ Pride of Place Fund

### Applicant details

**Applicant \***

Life Education Trust Far North

**NZ Charity Registration Number (CRN)**

CC21233

New Zealand Charities Register Information	
Reg Number	CC21233
Legal Name	Life Education Trust Far North

Page 1 of 12

**Te Hiku Community Board Grants July 2025 - June 2026  
Community Board Funding Application Form (Dec 2024)  
Application No. THCB30 From Life Education Trust Far North**

Form Submitted 18 Sep 2025, 12:39PM NZST

<b>Other Names</b>	
<b>Reg Status</b>	Registered
<b>Charity's Street Address</b>	PO Box 723 Kaikohe 440
<b>Charity's Postal Address</b>	PO Box 723 Kaikohe 440
<b>Telephone</b>	
<b>Fax</b>	
<b>Email</b>	Susanna.norris@lifeeducation.org.nz
<b>Website</b>	
<b>Reg Date</b>	12:00am on 18 Feb 2008

*Information retrieved at 11:05am today*

Must be formatted correctly.

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

**What sector do you/your organisation work in? \***

Education

[Redacted content]

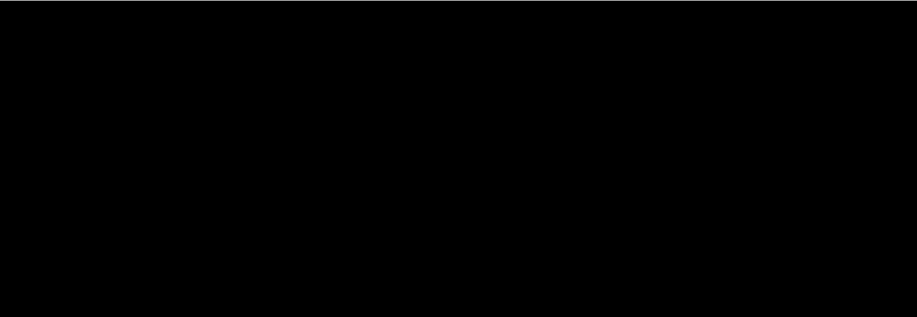
**Contact details**

Contact Person One:

Contact Person Two:

[Redacted content]

**Te Hiku Community Board Grants July 2025 - June 2026**  
**Community Board Funding Application Form (Dec 2024)**  
**Application No. THCB30 From Life Education Trust Far North**  
Form Submitted 18 Sep 2025, 12:39PM NZST



### Purpose of organisation

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

To provide the tamariki and Rangatahi with a mobile classroom to deliver the unique Life Education program in the Far North.

Our program is based around mental health, emotions and physical health. Inspiring communities to make positive choices that are relevant to every school/kura

Must be no more than 50 words.

**Number of Members \***

11

### Project Details

**\* indicates a required field**

#### Community Board

**Community Board Priorities**

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

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

**Which Community Board are you applying to? \***

☒ Te Hiku (Northern)  
Community Board

☐ Bay of Islands-Whangaroa  
(Eastern) Community Board

☐ Kaikohe-Hokianga  
(Western) Community Board

**Project name \***

Life Education

#### Type of Activity

What is the main purpose of your activity?

Please refer to the guidance notes for definitions.

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

Form Submitted 18 Sep 2025, 12:39PM NZST

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

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

### Type of Activity \*

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

### Project Dates

Start Date

Date

04/11/2025

Must be a date.

End Date:

Date:

21/04/2026

Must be a date.

### Project Details

#### Location \*

Te Hiku

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

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

- ☒ Yes
- ☐ No

If yes, how much?

\$340.00

Must be a whole dollar amount (no cents).

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

2000

Must be a number.

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

100

Must be a number.

Have you engaged with tangata whenua about your project? \*

- ☐ Yes
- ☒ No

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

Form Submitted 18 Sep 2025, 12:39PM NZST

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

### Have you engaged with the community about your project? \*

☒ Yes

☐ No

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

## Project Outline

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

#### Who will benefit from your project and how? \*

Life Education Trust provides the Life Education Program using a mobile education classroom. Our trained educator along with Harold the Giraffe runs a program of Educating Tamariki and Rangatahi in the Far North to make positive choices in Taha Hinengaro - mental health and emotions; and Taha Tinana - physical health which aligns with the New Zealand curriculum.

Because we are mobile, we can visit any school, big or small and no matter how isolated. The many remote schools in this region have limited access to extra learning opportunities. Hence the mobile classroom is able to reach the whole school in the remotest locations, without the need for the school to attempt to fund travel expenses to take advantage of this program. We eliminate participation and engagement barriers for the community. Every child at each school has the opportunity to participate in this valuable learning program.

Must be no more than 150 words.

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

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

At least 1 choice must be selected.

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

Today's children face significant health issues - which include Bullying, Obesity, Substance Abuse, Mental Health and Well-Being. Through a shared planning approach we work with schools, providing tamariki and rangatahi with knowledge and strategies to help them make positive choices for their health and wellbeing. They take this knowledge home and share with their whanau - tuakana/teina.

We offer appropriate and relevant programs and resources for health and wellbeing available to the whole school. It is particularly important to the community for us to keep running this program, made possible only by funding from the community, including travel, repairs and maintenance on the mobile classroom and vehicles, and operating expenses to keep this valuable resource available to all communities - no matter how remote they are.

The cost to every school is the same, no matter how far from our Educator, who is based in Kaikohe

Must be no more than 250 words.

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

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### Project Cost

**\* indicates a required field**

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

### Funding Request Amount

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

**What is the total cost of your project? \***

\$17,000.00

Must be a dollar amount.

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

\$8,500.00

Must be a dollar amount.

### Completing your budget

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

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

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

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

### Budget

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

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

Form Submitted 18 Sep 2025, 12:39PM NZST

Car, Truck and Mobile Class-room Expenses	\$17,000.00	\$8,500.00	Filename: FNDC - Te Hiku.pdf File size: 236.2 k B	
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### Financial Information

\* indicates a required field

### Financial Information

If your organisation registered for GST \*

☒ Yes ☐ No

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

Form Submitted 18 Sep 2025, 12:39PM NZST

### GST Number

#### GST Number

060-740-178

### Current Funding

#### How much money does your organisation currently have? \*

\$52,580.00

Must be a dollar amount.

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

\$45,000.00

Must be a dollar amount.

### Tagged Funds

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

Purpose	Amount
Wages	\$25,000.00
Vehicle Expenses	\$5,000.00
Operational Expenses	\$12,000.00
Workbooks	\$3,000.00

### Total Tagged Funds

#### Total Expenditure Amount

\$45,000.00

This number/amount is calculated.

### Other Funding

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

Funding Source	Amount	Decision
	Must be a dollar amount.	
Lion Foundation	\$5,000.00	Yes
Lotteries	\$10,000.00	
Oxford Trust	\$25,000.00	
Pub Charity	\$5,683.00	

**Te Hiku Community Board Grants July 2025 - June 2026**  
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Tui Flower	\$3,000.00	
COGS	\$6,000.00	
AK Franks	\$1,000.00	
Four Winds	\$10,000.00	

**Previous Funding from FNDC**

**Have you previously received funding from FNDC? \***

☒ Yes ☐ No

**Previous Funding from FNDC**

Purpose	Amount	Date	Project Report Submitted
	Must be a dollar amount.	Must be a date.	
Operating Costs	\$1,500.00	28/11/2023	Yes

**Supporting Financial Information**

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

**1 Name of supporting financial document \***

Audited Financial Accounts for 2024

**1 Supporting Financial document \***

Filename: 2024 Financial Accounts.pdf  
File size: 2.0 MB

**2 Name of supporting financial document**

Budget for 2025

**2 Supporting Financial Document**

Filename: Budget - LET.pdf  
File size: 134.4 kB

**3 Name of supporting financial document**

## Te Hiku Community Board Grants July 2025 - June 2026 Community Board Funding Application Form (Dec 2024) Application No. THCB30 From Life Education Trust Far North

Form Submitted 18 Sep 2025, 12:39PM NZST

### 3 Supporting Financial Document

No files have been uploaded

## Applicant Declaration

\* indicates a required field

### Privacy Information

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

### Applicant Declaration

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

#### **We, the undersigned, declare the following:**

In submitting this application:

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

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 CHAIRPERSON AND MEMBERS REPORTS

**File Number:** A5490444

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

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

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

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

#### NGĀ TŪTOHUNGA / RECOMMENDATION

**That Te Hiku Community Board note the December 2025 member reports from Chairperson Bill Subritzky, Members: Adele Gardner, Krystal-Rose Taaffe, Mike Te Wake, and Trevor Beaston and Eddie Bellas.**

#### TE TĀHUHU KŌRERO / BACKGROUND

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

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

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

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

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













#### REASON FOR THE RECOMMENDATION

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

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

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

#### NGĀ ĀPITI HANGA / ATTACHMENTS

1. 2025-12-16 Chairperson B Subritzky report - A5494383  
2. 2025-12-16 A Gardner member report - A5494287  
3. 2025-12-16 K Taaffe member report - A5491203  
4. 2025-12-16 M Te Wake member report - A5494277  
5. 2025-12-16 T Beatson member report - A5492172  
6. 2025-12-16 E Bellas member report - A5494791  

## Chairperson's Report

Name: Bill Subritzky

Subdivision: Whatuwhiwhi

Date: 4 December 2025

### Meetings Attended:

Meeting name	Date	Comments
Te Hiku Community Board Coordinator - online	21/10/2025	Onboarding session
Te Hiku Community Board – online	22/10/2025	First informal online meeting
Governance Essentials Workshop – Chambers, Kaikohe	23/10/2025	Elected Member Governance Workshop
Whatuwhiwhi Market Day	26/10/2025	General discussions and meeting with public
Te Hiku Community Board Inaugural meeting – Te Ahu	31/10/2025	Declarations to become official member, appointment of Chair and Deputy Chair
Combined Community Board Induction – Chambers, Kaikohe	07/11/2025	x3 FNDC Community Boards
2 Days Strategic Offsite -Taipa	10-11/11/2025	With Mayor, Councillors, Community Board Chairs and Strategic Leadership Team
Whatuwhiwhi Ratepayers	11/11/2025	Evening meeting – hand over for hall committees
Meeting local farmer re: wild dog attacks	13/11/2025	See community issues.
LGNZ Induction – Kerikeri	17/11/2025	With LG experts on governance, decision making, legal responsibilities, government reforms and community leadership
Strategic Workshop	20/11/2025	Follow-up from 10-11/11/2025 strategic offsite
Te Hiku Community Board Ordinary Meeting – Te Ahu	24/11/2025	
Monty Knight Funeral – Te Ahu with significant community present	26/11/2025	Monty, a beloved Kaitiāia businessman, former councillor and tireless champion for the Far north. We send aroha to his whānau. Moe mai rā e te rangatira.
Awanui River Flood Management celebrations	28/11/2025	
Te Hiku Community Board Co-ordinator and Democracy Service Advisor	01/12/2025	Responsibilities as Chairperson

Meeting name	Date	Comments
Te Tiriti & He Whakaputanga Workshop – Chambers, Kaikohe	03/12/2025	
Te Hiku Community Board Strategic Plan session – Te Ahu	04/12/2025	
Te Hiku Community Tour – around district	10/12/2025	

#### Community Issues:

Issue name	Comment
Wild dog attacking and killing local farmer stock on Spains Road, Awanui	Farmer has lost stock and had little success tracking the dog or its owner.  Due to the location of dog attacks, I visited the school operating out of the Waipapakauri Sports Domain which is close to where the dog attacks have occurred. As a precaution, the teacher has stopped students from interacting with roaming dogs.  This poses a serious safety risk for both livestock and the community.
Hihi Seawall	Temporary repair to the seawall was completed in 2023. On RFSs 4143925, 4126821. <b>Current RFS to be lodged re: long-term fix and confirmed timeline</b>  The Northland Regional Council's records show the seawall status as unchanged, with no mention of recent work or enhancements. <a href="#">Protection structures in the Coastal Marine Area - Northland Regional Council</a>

#### Request for Service (RFS):

RFS number	Comment
4272953 4269892	Awanui septic tank is leaking close to Awanui playground. <b>RFS closed</b>
4274069	Enquiry re: Housing for the Elderly in Awanui. <b>Housing Application emailed to the customer</b>

All THCB members have experienced a rapid induction to their respective positions and no doubt there are several areas all of us require clarification and assistance with. Be assured that Bev and Natasha will be available to guide us through these. Teething problems we will have but, in my eyes, we have the makings of an excellent team.

I am also glad to hear that all current members have reached out to previous board members to ensure important community issues continue to be addressed. Perhaps this highlights the handover from outgoing community board to incoming board as part of induction.

Have a good Christmas.

## Member's Report

Name: Adele Gardner

Subdivision: Kaitaia

Date: October – December 2025

### Meetings Attended:

Meeting name	Date	Comments
Te Hiku Community Board – online	22/10/2025	First informal online meeting
Governance Essentials Workshop – Chambers, Kaikohe	23/10/2025	Elected Member Governance Workshop
Council Inaugural – Kaikohe Memorial Hall	29/10/2025	Powhiri, Mayor and Councillors gave their declarations
Te Hiku Community Board Inaugural meeting – Te Ahu	31/10/2025	Declarations to become official member, appointment of Chair and Deputy Chair
Combined Community Board Induction – Chambers, Kaikohe	07/11/2025	x3 FNDC Community Boards
Te Ahu Trust	14/11/2025	
Te Hiku Community Board Ordinary Meeting – Te Ahu	24/11/2025	
Te Hiku Community Board Strategic Plan session – Te Ahu	04/12/2025	
Te Hiku Community Tour – around district	10/12/2025	
Te Ahu Trust	12/12/2025	

### Request for Service (RFS):

RFS number	Comment
4277006	<p>Pot holes in the Melba Street carpark.</p> <p>Also pot holes in the Carpark on the south side of Jaycee Park.</p> <p>Please address these two issues.</p>

## Member's Report

Name: Krystal-Rose Taaffe

Subdivision: North Cape

Date: 30 November 2025

### Meetings Attended:

Meeting name	Date	Comments
Te Hiku Community Board Coordinator	21/10/2025	Online - onboarding session
Te Hiku Community Board – online	22/10/2025	First informal online meeting
Governance Essentials Workshop – Chambers, Kaikohe	23/10/2025	Elected Member Governance Workshop
Council Inaugural – Kaikohe Memorial Hall	29/10/2025	Powhiri, Mayor and Councillors gave their declarations
Te Hiku Community Board Inaugural meeting – Te Ahu	31/10/2025	Declarations to become official member, appointment of Chair and Deputy Chair
Combined Community Board Induction – Chambers, Kaikohe	07/11/2025	x3 FNDC Community Boards
Joint legislative briefing (all Northland councils) – Whangarei	04/11/2025	Attended online
LGNZ Induction – Kerikeri	17/11/2025	With LG experts on governance, decision making, legal responsibilities, government reforms and community leadership
Te Hiku Community Board Ordinary Meeting – Te Ahu	24/11/2025	
Te Maruata Inaugural Hui – Wellington	27/11/2025	
Te Hiku Community Board Strategic Plan session – Te Ahu	04/12/2025	
Te Hiku Community Tour – around district	10/12/2025	

### Community Issues:

Issue name	Comment
Pedestrian Crossing-Houhora	High traffic and people movement around the shops and across to the commercial wharf. Major hazard during peak season and long weekends.
Drains need clearing to prevent surface water flooding-Paua Road, Te Kao	Stretch of road from Mother Jimmy's to Te Pua Road,

## Member's Report

Name: Mike Te Wake

Subdivision: Kaitāia

Date: 5 December 2025

### Meetings Attended:

Meeting name	Date	Comments
Te Hiku Community Board Coordinator – online	21/10/2025	Onboarding session
Te Hiku Community Board - online	22/10/2025	First informal online meeting
Governance Essentials Workshop – Chambers, Kaikohe	23/10/2025	Elected Member Governance Workshop
Council Inaugural – Kaikohe Memorial Hall	29/10/2025	Powhiri, Mayor and Councillors give their declarations
Te Hiku Community Board Inaugural – Chambers, Kaikohe	31/10/2025	Declarations to become official member, appointment of Chair and Deputy Chair
Combined Community Board Induction – Chambers, Kaikohe	07/11/2025	x3 FNDC Community Boards
Te Hiku Community Board Ordinary Meeting – Te Ahu	24/11/2025	
Te Maruata Inaugural Hui – Wellington	26-28/11/2025	YEM Elected Members hui
Details sent to FNDC Climate Adaption team to connect with local North Hokianga hapū representative	27/11/2025	North Hokianga hapū wish to seek support around their Urupā which is slowly slipping into the Hokianga harbour. This is KHCB rohe, therefore I will remove myself from this kaupapa! <b>CB Coordinator emailed FNDC Climate Adaption team to follow up</b>
Te Rarawa CAYAD Youth advisory board	01/12/2025	Approached by CAYAD Te Rarawa facilitator Who wishes to be advised on when the alcohol licensing group meets. <b>RFS to be lodged</b>
Te Hiku Community Board Strategic Plan session – Te Ahu	04/12/2025	
Mangōnui Sports Hub Official opening	04/12/2025	I officiated the opening of the new Mangōnui High Performance sports hub alongside Northland Rugby Union and Mangōnui Sub Union
Te Hiku Community Tour	10/12/2025	

**Request for Service (RFS):**

RFS number	Comment
4277006	<p>Ahipara beach access/Foreshore</p> <p>Kaumātua of the region have expressed their frustration of the lack of footpath access on to the beach from the car park. Proceed to creating a safe set of stairs or a ramp</p> <p><b><i>4/12/25 staff initially responded to customer that this query has gone to THCB. Requested for staff to do site visit, review accessibility policy and obtain photos from customer.</i></b></p>

## Member's Report

Name: Trevor Beatson

Subdivision: Kaitāia

Date: 2 December 2025

### Meetings Attended:

Meeting name	Date	Comments
Te Hiku Community Board Co-ordinator Meeting	21/10/2025	Online onboarding session
Te Hiku Community Board - online	22/10/2025	First online meeting with THCB only
Governance Essentials Workshop	23/10/2025	Elected Member Governance Workshop
Council Inaugural	29/10/2025	Official Powhiri Memorial Hall Kaikohe
Te Hiku Community Board Inaugural meeting – Te Ahu	31/10/2025	Declarations to become official member, photographs and appointment of Chair and Deputy Chair
Combined Community Board Induction	07/11/2025	x3 FNDC Community Boards in Chambers, Kaikohe
Te Hiku Community Board Ordinary Meeting	24/11/2025	Joined online from Overseas
Te Hiku Strategic Plan Workshop	04/12/2025	Meeting at Te Ahu
Te Hiku Community Tour – around district	10/12/2025	

### Community Issues:

Issue name	Comment
Te Araroa Trail Footpath	The lack of safe walking tracks along Kaitaia Awaroa Road (between Ahipara and Kaitaia) continues to be high risk.  Also lack of signage in Pukepoto by school is confusing for walkers as to where the footpath starts (overgrown and hard to locate).
North Park Toilets	Have connected with John Stewart to pick up where he left off and will progress this issue.
Dogs roaming Waipapakauri	Dogs are actively roaming from the domain across farmland adjacent to the residential area. Worrying Stock and killing sheep.  <b>2/12/2025 RFS:4279701 lodged by customer Status: open</b>

### Request for Service (RFS):

RFS number	Comment
4276608	Ongoing dog issues in Ahipara - <b>resolved</b>

## Member's Report

Name: Eddie Bellas

Subdivision: Doubtless Bay

Date: 5 December 2025

### Meetings Attended:

Meeting name	Date	Comments
Te Hiku Community Board Coordinator	21/10/2025	Online onboarding session
Te Hiku Community Board - online	22/10/2025	First online meeting with THCB only
Governance Essentials Workshop – Chambers, Kaikohe	23/10/2025	Elected Member Governance Workshop
Te Hiku Community Board Inaugural meeting – Te Ahu	31/10/2025	Declarations to become official member, photographs and appointment of Chair and Deputy Chair
Combined Community Board Induction – Chambers, Kaikohe	07/11/2025	x3 FNDC Community Boards in Chambers, Kaikohe
LGNZ Induction – Turner Centre, Kerikeri	17/11/2025	With LG experts on governance, decision making, legal responsibilities, government reforms and community leadership
Karikari Hall meeting	18/11/2025	Insurance issues
Te Hiku Community Board Ordinary Meeting – Te Ahu	24/11/2025	
Te Maruata Inaugural Hui/ LGNZ Young Elected Members Hui – Wellington	27- 28 /11 /2025	
Doubtless Bay Business Meeting (Phone)	2/12/2025	Mangonui ITM
Taipa WWTP Working group meeting	3/12/2025	At Te Ahu, Kaitaia
Te Hiku Community Board Strategic Plan session	4/12/2025	At Te Ahu, Kaitaia
Northland Rugby Gym opening	4/12/2025	Arnold Rae Park, Kaitaia
Te Hiku Community Tour	10/12/2025	Tour of TH ward

**Community Issues:**

Issue name	Comment
Rubbish collection points (Back River Road)	Illegal rubbish dumping, build-up of rubbish. Have sent email and waiting on reply
Mill Bay Road	Narrow road and needs footpath ASAP.
Taipa WWTP Issues	Sent email to council staff dated 3/12/2025. Have received reply and forwarded onto working group. Will follow up with responses to email.

**Member Recommendations:** rubbish signs, cages

**Request for Service (RFS):**

RFS number	Comment
4275946 Historic RFS:4228066	Back River Road collection point.
4277986	<p>Mill Bay Road - needs footpath, road and drainage.</p> <p><b><i>Is a priority on THCB Strategic Plan. Footpath construction still pending NZTA subsidy and resource consents for coastal works. Road surface and drainage maintained, with recent wastewater upgrades completed.</i></b></p> <p><b><i>Contractor Fulton Hogan has requested direction from FNDC staff.</i></b></p>
4277878?	Sewer line blocked. Sent wrong contractor. Require follow up.

## 8.2 THCB OPEN RESOLUTIONS REPORT

**File Number:** A5499285

**Author:** Natasha Rmandic, Democracy Advisor

**Authoriser:** Aisha Huriwai, Manager - Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Te Hiku Community Board with an overview of outstanding resolutions from decisions dated from 1 January 2021.

### WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

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

### TŪTOHUNGA / RECOMMENDATION

**That the Te Hiku Community Board receive the report THCB Open Resolutions Report.**

### TĀHUHU KŌRERO / BACKGROUND

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

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

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



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

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

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

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

### ĀPITIHINGA / ATTACHMENTS

1. Open Res 16-12-25. - A5503725  

Meeting	Title	Resolution	Notes
Te Hiku Community Board 9/05/2023	Waiharara And Kaikino Drainage Areas 2022/2023 Programme	<b>RESOLUTION 2023/34</b>  <b>That the Te Hiku Community Board;</b> a) approve the reviewed Waiharara and Kaikino Drainage Areas 2023/2024 work programme and b) approve Michael Steel to be contracted to clean the Waiharara and Kaikino drainage areas up to \$10,000. c) approve the use of other local spray contractors in the area. d) request the proposed rate change for Waiharara \$35,525 and Kaikino \$34,413, including drone hireage and machine cleaning, be reported back to the Drainage Committees. e) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw breaches and a timeline for appointment of the land drainage staff member and job description. f) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.  <b>CARRIED</b>	<b>30 Jul 2025 2:28pm Democracy Advisor</b> Draft Management Plans are scheduled for review (7/8/25) prior to presentation for approval by Drainage Committee (Sept 2025). Works programme will then be finalised. Inspections are underway and resource consent is in the planning stage awaiting approved Management Plan. <b>18 Nov 2025 6:47pm Manager-Waters</b> a) Completed - work program was approved, b) Completed - Michael Steel was contracted, c) Completed - local spray contractor has been approved, d) Completed - drone hire has been approved, e) No briefing was received so still pending an updated version may be required to take into account the revised bylaw we are currently working through; the job description was completed, and a series of adverts have been run to fill the position but have been unsuccessful. f) Resource consents are due to be lodged in April 2026 and depending on the timing with NRC potentially have them officially issued by the end of 2026.
Te Hiku Community Board 9/05/2023	Motutangi Drainage Area 2022/2023 Programme	<b>RESOLUTION 2023/35</b>  <b>That the Te Hiku Community Board;</b> a) approve the reviewed Motutangi Drainage Area 2023/2024 work programme. b) amend the 2022/2023 budget \$50,000 for machine cleaning from the Motutangi Drainage Area reserve fund. c) request the proposed rate change for \$68,864 including drone hireage and machine cleaning, and dedicated staff member be reported back to the Drainage Committees. d) request a briefing from Kevin Johnson (Delivery & Operations Manager) about the monitoring and bylaw	<b>30 Jul 2025 2:28pm Democracy Advisor</b> Draft Management Plans are scheduled for review (7/8/25) prior to presentation for approval by Drainage Committee (Sept 2025). Works programme will then be finalised. Inspections are underway and resource consent is in the planning stage awaiting approved Management Plan. <b>18 Nov 2025 6:47pm Manager-Waters</b> a) Completed - work program was approved, b) Completed - Michael Steel was contracted, c) Completed - local spray contractor has been approved, d) Completed - drone hire has been approved, e) No briefing was received so still pending an updated version may be required to take into account the revised bylaw we are currently working through; the job description was completed, and a series of adverts have been run to fill the position but have been unsuccessful.

Meeting	Title	Resolution	Notes
		<p>breaches and a timeline for appointment of the land drainage staff member and job description.</p> <p>e) request the timeline and milestones for consenting from Northland Regional Council and collaboration with the other Northland Councils.</p> <p><b>CARRIED</b></p>	<p>f) Resource consents are due to be lodged in April 2026 and depending on the timing with NRC potentially have them officially issued by the end of 2026.</p>
Te Hiku Community Board 13/02/2024	Deferral of North Park Toilet Construction	<p><b>RESOLUTION 2024/4</b></p> <p><b>That Te Hiku Community Board leave the item Deferral of North Park Toilet Construction to lie on the table.</b></p> <p><b>CARRIED</b></p> <p><i>Note: The Board request further enquiry by staff into alternative locations for the toilet.</i></p>	<p><b>09 Jan 2025 9:19am <u>District Facilities Asset Manager</u></b> No further update at this time.</p> <p><b>24 Feb 2025 2:04pm <u>District Facilities Asset Manager</u></b> John has been working with the Kaitiāia business association to reopen discussions with Gull, so action with him.</p> <p><b>05 May 2025 11:33am <u>District Facilities Asset Manager</u></b> This action is back with the board (John) to work with KBA. No further action for staff at this time</p> <p><b>30 Jul 2025 2:29pm <u>Democracy Advisor</u></b> This remains with the Community Board as per 5 May update.</p>
Te Hiku Community Board 22/10/2024	Taipa Placemaking	<p><b>RESOLUTION 2024/55</b></p> <p><b>That Te Hiku Community Board adopts the 2024 Taipa Placemaking Plan subject to a variation that provides adequate parking spaces for trailers at Taipa Point and costings of items for stage 3.</b></p> <p><b>CARRIED</b></p>	<p><b>29 Jan 2025 3:35pm <u>Manager-Integrated Planning</u></b> Working with the community board on options to give effect to the requested boat trailer parking. Feedback has been sought on two options. Costings are still in progress.</p> <p><b>25 Mar 2025 9:09am <u>Manager-Integrated Planning</u></b> staff are working to obtain costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board</p> <p><b>23 Jun 2025 8:46pm <u>Executive Assistant to Group Manager</u></b> Staff are continuing work to obtain costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board.</p> <p><b>11 Jul 2025 5:03pm <u>Executive Assistant to Group Manager</u></b> Staff are continuing work to obtain costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board.</p> <p><b>14 Aug 2025 12:14pm <u>Executive Assistant to Group Manager</u></b> Staff will submit a revised Taipa placemaking plan for adoption at the 30 September THCB. The revised plan will include costings for the outstanding placemaking outcomes in the placemaking plan as requested by the community board.</p>

Meeting	Title	Resolution	Notes
			<p><b>05 Sept 2025 4:55pm <u>Executive Assistant to Group Manager</u></b> Staff are in the process of obtaining the cost estimates and will submit a revised report for adoption at the upcoming 30 September THCB meeting.</p> <p><b>17 Nov 2025 11:29am <u>Executive Assistant to Group Manager</u></b> At 30 September THCB meeting the Taipa Placemaking Plan was adopted. Staff were instructed to report back to the THCB on cost estimates to relocate the waka compound, which would enable establishment of more parking outside the sailing club. Staff are in the process of obtaining cost estimates and will report these up to THCB in a future meeting.</p>
Te Hiku Community Board 15/04/2025	Motion	<p><b>RESOLUTION 2025/36</b></p> <p><b>That Te Hiku Community Board request that Far North District Council prioritise Allen Bell Drive traffic calming.</b> <i>Note: The Board is aware that traffic calming is not encouraged in the GPS, but after the horrific results of the speed trailer and multiple RFS requests from residents, the board believe this has to be escalated.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Jul 2025 2:29pm <u>Democracy Advisor</u></b> Budget provision was moved out of LTP 24/27 Lite and is currently in Year 1 of the next LTP programme.</p> <p><b>13 Aug 2025 8:41am <u>Transport Customer Service Excellence Coordinator</u></b> Status Quo</p>
Te Hiku Community Board 10/06/2025	Motion	<p><b>RESOLUTION 2025/73</b></p> <p><b>That Te Hiku Community Board</b></p> <ul style="list-style-type: none"> <li>a) allocate \$57,000 funding from the Te Hiku Town Beautification fund to its footpath budget; and</li> <li>b) request a report to its July meeting on the amount of funds available in the footpath budget so that it can allocate funds as prioritised in its meeting of 21.11.2023 as follows:</li> </ul> <p><b>RESOLUTION 2023/114 That Te Hiku Community Board</b></p> <ul style="list-style-type: none"> <li>a) receive the report Te Hiku Community Board 2024-2027 Footpath Programme Priority report. b) confirm the listed locations below for inclusion in the draft 2024-2027 Long Term Plan.</li> <li>i) <b>Mill Bay Road - SH10 to Rangakapiti, Mangonui</b></li> </ul>	<p><b>30 Jul 2025 2:30pm <u>Democracy Advisor</u></b> Awaiting implementation of restructured Rooding delivery function.</p> <p><b>11 Dec. 2025 11.25am Management Accountant</b> The reforecast has been done and there is now an additional \$57k in PR 141332 for Footpaths Northern Ward that was moved from PR 141634 Te Hiku Town Beautification.</p>

Meeting	Title	Resolution	Notes
		ii) <b>SH 1@ Gill, Awanui</b> iii) <b>Kaitaia - Awaroa Rd @ Pukepoto - School to approx #673, Pukepoto</b> iv) <b>Kaitaia-Awaroa Rd - Okahu Rd to 240, Kaitaia.</b> <b>CARRIED</b>	
Te Hiku Community Board 10/06/2025	Motion	<b>RESOLUTION 2025/75</b>  <b>That Te Hiku Community Board request that a report come to Te Hiku Community Board July meeting to finalise a formal lease between Far North District Council and the Far North Regional Museum Trust for the Pioneer House.</b> <i>Note: A report came to the December 2024 board meeting and there has been no progress since.</i>  <b>CARRIED</b>	<b>18 Jun 2025 11:06am <u>Democracy Advisor</u></b> Team Leader - Building Services Administration: We have a draft lease that has been reviewed by legal and we are in the process of negotiations. We also have a project for repairs to building and we are waiting on a NTF from building compliance so we can ensure we can provide a legal and safe building to lease before we sign up with further lease agreements. The current tenants are happy and have been communicated with. The lease is holding over while we work to ensure the buildings future.
Te Hiku Community Board 5/08/2025	Te Hiku Community Board August 2025 Open Resolution Report	<b>RESOLUTION 2025/80</b>  <b>That Te Hiku Community Board</b> <b>b) Request an update on the town digital sign in Kaitāia</b> <b>CARRIED</b>	

**9        KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10      TE KAPINGA HUI / MEETING CLOSE**