



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Extraordinary Council Meeting

Wednesday, 15 June 2022

Time: 10:30am

Location: Council Chamber, Kaikohe

Membership:

Mayor John Carter - Chairperson

Cr Ann Court

Cr David Clendon

Cr Dave Collard

Cr Felicity Foy

Cr Mate Radich

Cr Rachel Smith

Cr Kelly Stratford

Cr Moko Tepania

Cr John Vujcich

COUNCIL MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Hon Mayor John Carter QSO	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Program		
	Carter Family Trust			
Deputy Mayor Ann Court	Waipapa Business Association	Member		Case by case
	Warren Pattinson Limited	Shareholder	Building company. FNDC is a regulator and enforcer	Case by case
	Kerikeri Irrigation	Supplies my water		No
	District Licensing	N/A	N/A	N/A
	Ann Court Trust	Private	Private	N/A
	Waipapa Rotary	Honorary member	Potential community funding submitter	Declare interest and abstain from voting.
	Properties on Onekura Road, Waipapa	Owner Shareholder	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Property on Daroux Dr, Waipapa	Financial interest	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Flowers and gifts	Ratepayer 'Thankyou'	Bias/ Pre-determination?	Declare to Governance
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre-determination	Case by case
	Staff	N/A	Suggestion of not being impartial or pre-determined!	Be professional, due diligence, weigh the evidence. Be thorough, thoughtful, considered impartial and balanced. Be fair.
Warren Pattinson	My husband is a builder and may do work for Council staff		Case by case	
Ann Court - Partner	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Warren Pattinson Limited	Builder	FNDC is the consent authority, regulator and enforcer.	Apply arm's length rules
	Property on Onekura Road, Waipapa	Owner	Any proposed FNDC capital work in the vicinity or rural plan change. Maybe a link to policy development.	Would not submit. Rest on a case by case basis.
David Clendon	Chairperson – He Waka Eke Noa Charitable Trust	None		Declare if any issue arises
	Member of Vision Kerikeri	None		Declare if any issue arises
	Joint owner of family home in Kerikeri	Hall Road, Kerikeri		
David Clendon – Partner	Resident Shareholder on Kerikeri Irrigation			
David Collard	Snapper Bonanza 2011 Limited	45% Shareholder and Director		
	Trustee of Te Ahu Charitable Trust	Council delegate to this board		
Felicity Foy	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight and Allen Bell Drive.	
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 7 dwellings on Church Road,		

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
		Kaingaroa and 2 dwellings on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	112 Commerce Street Holdings Ltd	Owner of commercial property in Commerce Street Kaitaia.		
	Foy Property Management Ltd	Owner of company that manages properties owned by Foy Farms Rentals and Flick Family Trust.		
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
Felicity Foy - Partner	Director of Coastal Plumbing NZ Limited			
	Friends with some FNDC employees			
Mate Radich	No form received			
Rachel Smith	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
	Vision Kerikeri	Financial Member		
Rachel Smith (Partner)	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member and Treasurer		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited	Director, Shareholder		
Kelly Stratford	KS Bookkeeping and Administration	Business Owner, provides book keeping, administration and development of environmental management plans	None perceived	Step aside from decisions that arise, that may have conflicts

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Waikare Marae Trustees	Trustee	Maybe perceived conflicts	Case by case basis
	Bay of Islands College	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Māori title land – Moerewa and Waikare	Beneficiary and husband is a shareholder	None perceived	If there was a conflict, I will step aside from decision making
	Sister is employed by Far North District Council			Will not discuss work/governance matters that are confidential
	Gifts - food and beverages	Residents and ratepayers may 'shout' food and beverage	Perceived bias or predetermination	Case by case basis
	Taumarere Counselling Services	Advisory Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	Sport Northland	Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	He Puna Aroha Putea Whakapapa	Trustee	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Kawakawa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Whangaroa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	National Emergency Management Advisor Committee	Member		Case by case basis
	Te Rūnanga ā Iwi o Ngāpuhi	Tribal affiliate member	As a descendent of Te Rūnanga ā Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā Iwi o Ngāpuhi Council relations	Declare a perceived conflict should there appear to be one

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Te Rūnanga ā Iwi o Ngāti Hine	Tribal affiliate member	Could have a perceived conflict of interest	Declare a perceived conflict should I determine there is a conflict
	Kawakawa Business and Community Association	Member		Will declare a perceived conflict should there appear to be one
Kelly Stratford Partner	Chef and Barista	Opua Store	None perceived	
	Māori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest I would step aside from decision making
Moko Tepania	Teacher	Te Kura Kaupapa Māori o Kaikohe.	Potential Council funding that will benefit my place of employment.	Declare a perceived conflict
	Chairperson	Te Reo o Te Tai Tokerau Trust.	Potential Council funding for events that this trust runs.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Te Rarawa	As a descendent of Te Rarawa I could have a perceived conflict of interest in Te Rarawa Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Whaingaroa	As a descendent of Te Rūnanga o Whaingaroa I could have a perceived conflict of interest in Te Rūnanga o Whaingaroa Council relations.	Declare a perceived conflict
	Tribal Member	Kahukuraariki Trust Board	As a descendent of Kahukuraariki Trust Board I could have a perceived conflict of interest in Kahukuraariki Trust Board Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga ā-Iwi o Ngāpuhi	As a descendent of Te Rūnanga ā-Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā-Iwi o Ngāpuhi Council relations.	Declare a perceived conflict
John Vujcich	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest

Far North District Council
Extraordinary Council Meeting
will be held in the Council Chamber, Kaikohe on:
Wednesday 15 June 2022 at 10:30am

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer.....	11
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest.....	11
3	Ngā tono kōrero / Deputations.....	11
4	Ngā Kōrero A Te Koromatua / Mayoral Announcements.....	11
5	Reports.....	12
5.1	Temporary Road Closure – Far North Rally	12
5.2	Adoption of Fees and Charges for 2022-23.....	18
6	TE WĀHANGA TŪMATAITI / Public ExcludED.....	56
6.1	Paihia Waterfront Storm Mitigation Project.....	56
7	Karakia Whakamutunga / Closing Prayer.....	57
8	Te Kapinga Hui / Meeting Close.....	57

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

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

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

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

3 NGĀ TONO KŌRERO / DEPUTATIONS

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

4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS

5 REPORTS

5.1 TEMPORARY ROAD CLOSURE – FAR NORTH RALLY

File Number: A3706265

Author: Tania George, EA to GM - Infrastructure and Asset Management

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this paper is to gain approval for temporary road closures for the Copthorne Bay of Islands Far North Rally.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Copthorne Bay of Islands Far North Rally is planned to take place on Saturday 2nd July 2022.
- Temporary road closures are required to enable this event to take place.
- Under the Local Government Act 1974, Council approval is required for the temporary road closures.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) **approve the proposed temporary road closures for safe event operation during the Far North Rally on Saturday, 2nd July 2022.**

1) TĀHUHU KŌRERO / BACKGROUND

The Copthorne Bay of Islands Far North Rally has been successfully held previously. It could not be run in 2020 or 2021 due to Covid restrictions. There is an appetite from businesses in the Far North and particularly the Bay of Islands to see the event return.

Council has a long-standing relationship with the rally organisers, who have a good record of successful events with minimal damage to the road network.

It is usual for applicants for temporary road closures to put up a bond and insurance for damage to the network. For previous events the organisers have been granted an exemption. This arrangement will continue this year with any excessive damage, that would not reasonably be addressed by routine maintenance grading, being repaired by the Rally of New Zealand Club Inc.

The detail of the temporary road closures is provided in the attached report prepared by the Northland Transportation Alliance.

The NTA will undertake pre and post rally inspections of the roads being used to identify any damage caused by the rally (if any).

The rally organisers have confirmed that they are undertaking liaison with residents and Iwi.

The rally organisers have obtained a Motorsport permit which confirms that Public Liability insurance is in place.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

This event falls within **clause 11(e)** of Schedule 10 of the Local Government Act 1974. The Act provides the power for Council to approve temporary road closures for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function. **Clause 12** of schedule

10 provides the ability (by Council discretion) to delegate the power of approval for temporary prohibition of traffic to any officer of the council **EXCEPT for the purpose of cl 11(e).**

Therefore, Council resolution is required to approve the temporary road closure to enable the rally to take place on Far North roads.

Public notices were advertised in local papers and no submissions were received.



Take Tūtohunga / Reason for the recommendation

To enable a temporary closure of several roads in the Far North to enable the Copthorne Bay of Islands Far North Rally to take place.

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

There are no direct financial costs associated with the recommendation.

ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1 - NTA Agenda item Temporary Road Closure for Far North Rally - A3706276** [↓](#) 
2. **Attachment 2 - Notice of Temporary Road Closures - Copthorne Bay of Islands Far North Rally - A3706277** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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.	N/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.	Local Relevance
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Consultation as detailed in 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).	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	N/A
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



Meeting: FNDC Council

Name of item: Temporary Road Closure – Far North Rally

Author: NTA Reporting officer – Rachel Taylor / CAR Lead

Meeting Date: 7th June 2022

1 Purpose

The purpose of this paper is to gain approval for temporary road closures for the Copthorne Bay of Islands Far North Rally.

2 Recommendations

That Council:

- a) **Approve the proposed temporary road closures for safe event operation during the Far North Rally on Saturday, 2nd July 2022;**

3 Background

The Far North Rally has been based in Far North district since 1998. The rally travels through Kaeo, Taipa, Kaitaia and Mangamuka in the Far North district. The following temporary road closures are proposed in Far North District on Saturday, 2nd July 2022 to facilitate safe operation of the event for participants, road users and residents:

Stage No. 1 – Waiare

- **Puketotara Road** from Number 732 to Waiare Rd
- **Waiare Rd** from Puketotara Rd to Upokorau Rd

Time of Closure: 6:30 – 11:00

Stage No. 2 – Kohumaru

- **Kohumaru Road** from Kenana Rd to Fern Flat Rd

Time of Closure: 8:00 – 12:00

Stage No. 3 – Duncan Loop

- **Taumata Road** – full length
- **Duncan Road** from Fisher Riley Rd to Fairburn Rd
- **Fairburn Road** from Duncan Rd to Fisher Riley Rd
- **Fisher Riley Road** – full length
- **Pekarau Road** from Duncan Rd to Russell Rd

Time of Closure: 8:30 – 13:00

Stage No. 4 – Church

- **Church Road** from Dykin Rd to 220 Church Rd

Time of Closure: 10:00 – 14:30

Stage No. 5 – Victoria Valley

- **Victoria Valley Road** – full length
- **Peria Valley Road** – full length

Time of Closure: 11:30 – 16:00



Stage No. 6 – Iwitaua

- **Fern Flat Road** – full length
- **Iwitaua Road** – full length

Time of Closure: 12:00 – 16:30

Stage No. 7 – Puketi

- **Puketi Road** from 38 Puketi Rd to Waiare Road
- **Puketotara Road** from Waiare Rd to both intersections with Mangakaretu Rd

Time of Closure: 13:00 – 17:30

Stage No. 8 – Oromahoe

- **McIntyres Road** from Oromahoe Rd to Whangae Rd
- **Whangae Road** – McIntyres Rd to Oromahoe Rd
- **Oromahoe Road** from Whangae Rd to 80 Oromahoe Road

Time of Closure: 14:00 – 18:30

4 Discussion

Public Notices of the proposed temporary road closures have been advertised in the Northern Advocate, Northern News and Bay Chronicle on 11 & 12 May 2022. Formal submissions and objections, if any, have until 3rd June to be received and will be provided at the Council meeting.

5 Summary

Application for temporary road closures for the safe event operation of the Copthorne Bay of Islands Far North Rally be accepted by the Council.

6 Report Approval

Approved by:

Calvin Thomas
NTA General Manager

4th May 2022.

Advertising proof

To: Jean	From: Elaine
Date: Amended 03/05/2022	Size: 20cm x 2col
Fuel job #: FND1950	Client ref. #:
Approve by: : 10am Friday, 6 May 2022	


This proof has been prepared based on our understanding of the instructions received. It is the client's responsibility to thoroughly check the accuracy of the advertisement content.



PUBLIC NOTICES



**Far North
District Council**



NOTICE OF TEMPORARY ROAD CLOSURES

Pursuant to the Transport (Vehicular Traffic Road Closure) Regulations 1965, the Far North District Council hereby gives notice of its intention to close the following roads to ordinary vehicular traffic from the dates and during the hours stated for the purpose of facilitating safe event operations during the Copthorne Bay of Islands Far North Rally:

Saturday 2nd July 2022

Stage No. 1 – Waiare
Puketotara Road from Number 732 to Waiare Road
Waiare Road from Puketotara Road to Upokorau Road
Time of Closure: 6:30 – 11:00

Stage No. 2 – Kohumaru
Kohumaru Road from Kenana Road to Fern Flat Road
Time of Closure: 8:00 – 12:00

Stage No. 3 – Duncan Loop
Taumata Road – full length
Duncan Road from Fisher Riley Road to Fairburn Road
Fairburn Road from Duncan Road to Fisher Riley Road
Fisher Riley Road – full length
Pekarau Road from Duncan Road to Russell Road
Time of Closure: 8:30 – 13:00

Stage No. 4 – Church
Church Road from Dykin Road to 220 Church Road
Time of Closure: 10:00 – 14:30

Stage No. 5 – Victoria Valley
Victoria Valley Road – full length
Peria Valley Road – full length
Time of Closure: 11:30 – 16:00

Stage No. 6 – Iwitaia
Fern Flat Road – full length
Iwitaia Road – full length
Time of Closure: 12:00 – 16:30

Stage No. 7 – Puketi
Puketi Road from 38 Puketi Road to Waiare Road
Puketotara Road from Waiare Road to both intersections with Mangakaretu Road
Time of Closure: 13:00 – 17:30

Stage No. 8 – Oromahoe
McIntyres Road from Oromahoe Road to Whangae Road
Whangae Road from McIntyres Road to Oromahoe Road
Oromahoe Road from Whangae Road to 80 Oromahoe Road
Time of Closure: 14:00 – 18:30

During the proposed period of closure, alternative provision will be made for ordinary vehicular traffic which would otherwise use the road.

Any persons wishing to submit on or object to the proposal are invited to do so from the date of publication of this notice. Submissions may be delivered to any Council office; or posted to Private Bag 752, Kaikohe 0440; or faxed to (09) 401 2137; or e-mailed to ask.us@fndc.govt.nz. Submissions should include your name, address, telephone number and e-mail address as appropriate.

Submissions close: Friday 3 June 2022

5.2 ADOPTION OF FEES AND CHARGES FOR 2022-23

File Number: A3717929

Author: Sheryl Gavin, Manager - Corporate Planning & Community Development

Authoriser: Darren Edwards, General Manager - Strategic Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt the schedule of fees and charges for the 2022/23 financial year.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Under the Local Government Act 2002 (the LGA) Council is required to adopt an annual schedule of fees and charges before the start of the financial year to which they apply.
- For the 2022/23 financial year increases are limited to the Local Government Cost Index (LGCI) inflation factor with several exceptions which have been consulted on and are discussed in this report.

TŪTOHUNGA / RECOMMENDATION

That Council adopt the Schedule of Fees and charges for 2022/23.

1) TĀHUHU KŌRERO / BACKGROUND

Council reviews and adjusts its fees and charges annually. Although many fees and charges may be set by Council resolution, without community consultation, under sections 12 and 150 of the LGA, some must follow a formal process that includes public consultation in accordance with section 83 (the Special Consultative Procedure or SCP) of the LGA.

In the review of fees and charges for the 2022/23 financial year, alterations were proposed to the resource consent payment process and fees. These fees can only be adopted following the SCP process.

Given that an SCP was required anyway, Council took the opportunity to ask the community for feedback on several other proposals that do not require consultation. These related to animal impound fees and cemetery fees, and the removal of the menacing/dangerous un-neutered dog registration fee category. After consultation closed several further staff-initiated proposals that had previously been overlooked were made to Councillors in a workshop setting. These are not significant changes and may be adopted without further community feedback. These changes are discussed in this report.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

In general, fees have been adjusted by inflation (LGCI) which is forecast at 2.3% for the 2022/23 financial year.

The following exceptions were proposed:

- Adjustments to Resource Consent fee structures relating predominantly to instalments charged on receipt of resource consent applications. The total cost of the application has not been increased, just the percentage of the total required as an instalment. Conversion of several fees to instalments were also proposed.
- Adjustments to animal management fees, including those for the registration of classified dangerous dogs, the removal of the after-hours impound fee with only the standard impound fee remaining in place, and increased daily handling fee for impounded animals to better reflect the actual cost of food and care.
- Adjustments to various cemetery fees, including increased burial plot and interment fees, in recognition of increasing labour and land costs.

These items were the subject of community engagement in March. 11 submissions were received. Public hearings did not proceed because no submitters requested the opportunity to be heard.

Council and staff agreed in a workshop on 12 May that Council could deliberate community feedback and adopt at the same Council meeting.

Attachment 1 summarises public feedback.

After consultation closed several staff-initiated proposals that were previously overlooked were discussed with Councillors in a workshop setting. These are not significant changes and may be adopted without further community feedback. These proposed:

- **Removing library overdue fines for adults.** The removal of the children and teen fines led to a 74% increase in youth book borrowing over the first year, with lost book rates remaining static; we anticipate that removing fines for adults will have the same impact, and that library use will grow across the district. The loss of revenue is negligible and can be recovered from cost savings. This change follows the example set by many other local authorities.
- **Amended environmental health fees.** Adjusting various food and alcohol fees, in some cases lowering the fee, and in others adding fees set by legislation and calculating registration fees on the average time to process. Adding new fees for failure to attend a scheduled verification and amendments to registration will allow for recovery of officer cost for rescheduling/processing. A new schedule of fees has been included to support the registering and operating businesses under a National Programme.

Council could decide not to adjust fees and charges as proposed. However, by doing so Council risks not recovering the actual and reasonable costs associated with these activities, placing the burden on the general ratepayer, and creating the potential for steeper increases in future years.


Take Tūtohunga / Reason for the recommendation

The reason for the recommendation is to ensure an adopted schedule of fees and charges is in place prior to the start of the 2022/23 financial year.

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

Forecast revenue from the Schedule of Fees and Charges for 2022/23 is recognised in the budget that will be adopted as part of the Annual Plan for 2022/23.

ĀPITI HANGA / ATTACHMENTS

1. **2022 Fees and Charges Consultation Summary - A3730678** [↓](#) 
2. **2022-23 Fees and Charges Schedule - A3732856** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Significance of the proposed changes to the schedule of fees and charges is assessed as low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The proposed schedule of Fees and Charges links to the Annual Plan for the 2022/23 financial year.
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.	Fees and charges hold district-wide relevance. Community Boards provided input to the LTP in which the Financial Strategy (and the limit on annual fee / charge adjustments) were adopted.
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.	Consultation was carried out in accordance with section 83 of the LGA.
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).	Resource consent fees relate mostly to property developers and those who subdivide their land. Direct communications with known practitioners occurred. All other proposals were considered to be of general interest to all demographics.
State the financial implications and where budgetary provisions have been made to support this decision.	No specific budgetary provisions are required for adjusting fees and charges.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

6 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
6.1 - Paihia Waterfront Storm Mitigation Project	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE