



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Ordinary Council Meeting

Thursday, 10 November 2022

Time: 10:00 am
Location: Council Chamber
Memorial Ave
Kaikohe

Membership:

Mayor Moko Tepania - Chairperson
Deputy Mayor Kelly Stratford
Cr Ann Court
Cr Felicity Foy
Cr Hilda Halkyard-Harawira
Cr Babe Kapa
Cr Penetaui Kleskovic
Cr Steve McNally
Cr Mate Radich
Cr Tāmati Rākena
Cr John Vujcich

Far North District Council
Ordinary Council Meeting
will be held in the Council Chamber, Memorial Ave, Kaikohe on:
Thursday 10 November 2022 at 10:00 am

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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 KAHIKA / MAYORAL ANNOUNCEMENTS

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A3914984

Author: Rhonda-May Whiu, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The minutes are attached to allow Council to confirm that the minutes are a true and correct record of previous meetings.

RECOMMENDATION

That Council confirms the minutes of the 27 October meeting as a true and correct record.

That Council appoint Cr Foy as a member of Te Hiku Community Board.

1) BACKGROUND

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

2) DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

This report also includes a recommendation that Council appoint Cr Foy as a member of Te Hiku Community Board. While this resolution was passed at the previous meeting, the minutes show that a Councillor-Elect seconded the motion. This recommendation is to safeguard Council and the Te Hiku Community from any potential challenge.

Reason for the recommendation

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

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

1. **2022-10-27 Council Minutes - A3951841** [↓](#) 

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for 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 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 FAR NORTH DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE KAIKOHE MEMORIAL HALL, MEMORIAL AVE, KAIKOHE
ON THURSDAY, 27 OCTOBER 2022 AT 10:00 AM**

Note this meeting venue differs from that advertised to accommodate a high number of public in attendance. The meeting took place in the adjacent building and staff were on hand to redirect anyone where necessary.

PRESENT: Mayor Moko Tepania, Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Felicity Foy, Cr Elect Hilda Halkyard-Harawira, Cr Babe Kapa, Cr Penetaui Kleskovic, Cr Steve McNally, Cr Elect Mate Radich (via Microsoft Teams), Cr Tāmati Rākena, Cr John Vujcich.

IN ATTENDANCE: Kaikohe-Hokianga Community Board Chairperson Chicky Rudkin, Bay of Islands-Whangaroa Community Board Chairperson Belinda Ward, Te Hiku Community Board Chairperson Adele Gardner, Bay of Islands-Whangaroa Community Board Member Amy Slack, Bay of Islands-Whangaroa Community Board Member Roddy Pihema, Bay of Islands-Whangaroa Community Board Member Tyler Bamber, Kaikohe-Hokianga Community Board Member Trinity Edwards, Kaikohe-Hokianga Community Board Member Harmonie Gundry, Kaikohe-Hokianga Community Board Deputy Chairperson Tanya Filia, Kaikohe-Hokianga Community Board Member Jessie McVeagh.

STAFF PRESENT: Blair King (Chief Executive Officer), Andy Finch (General Manager Infrastructure & Asset Management), Janice Smith (Acting General Manager Corporate Services), Jacine Warmington (Acting General Manager District Services), Roger Ackers (Acting General Manager Strategic Planning & Policy), Aisha Huriwai (Team Leader – Democracy Services), Jill Coyle (Chief People Officer), Casey Gannon (Project Manager – Democracy Services), Melissa Wood (Community Board Coordinator), Mori Rapana (Kaiarahi – Kaupapa Māori), Marlema Baker (Democracy Advisor).

1 KARAKIA TIMATANGA / OPENING PRAYER

The meeting commenced with a mihi whakatau before handing over to Chief Executive Officer, Blair King to commence the formal proceedings.

2 MAKING AND ATTESTING OF DECLARATIONS

2.1 MAKING AND ATTESTING OF DECLARATIONS

Agenda item 5.1 document number A3915623, pages 6 - 6 refers.

Chief Executive Officer, Blair King witnessed the declaration for Mayor Moko Tepania.

Mayor Moko Tepania witnessed the declarations for;

- **Councillor Kelly Stratford**
- **Councillor Ann Court**
- **Councillor Felicity Foy**
- **Councillor Babe Kapa**
- **Councillor Penetaui Kleskovic**
- **Councillor Steve McNally**
- **Councillor Tāmati Rākena**
- **Councillor John Vujcich**

Notes:

- *Councillor Elect Hilda Halkyard-Harawira recited a declaration that was not legally valid.*
- *Councillor Elect Mate Radich was unable to recite and sign his declaration virtually.*

Mayor Tepania adjourned the meeting at 11:40am to reconvene in the Council Chamber from 12:13pm.

Councillor Elect Mate Radich left the meeting at 11:40am.

3.0 REPORTS

3.1 APPOINTMENT OF DEPUTY MAYOR

Agenda item 5.2 document number A3915682, pages 7 - 7 refers.

RESOLUTION 2022/56

Moved: Cr Babe Kapa

Seconded: Cr Tāmati Rākena

That Council note the Mayor's appointment of Kelly Stratford as the Deputy Mayor.

CARRIED

Deputy Mayor Kelly Stratford declared a conflict of interest and abstained from voting.

3.2 APPOINTMENT OF WARD COUNCILLORS TO COMMUNITY BOARDS

Agenda item 5.3 document number A3915693, pages 8 - 10 refers.

RESOLUTION 2022/57

Moved: Mayor Moko Tepania

Seconded: Deputy Mayor Kelly Stratford

That the Council:

a) Appoints Cr Ann Court as a member the Bay of Islands-Whangaroa Community Board.

Abstained: Cr Ann Court

CARRIED

RESOLUTION 2022/58

Moved: Mayor Moko Tepania

Seconded: Cr John Vujcich

b) Appoints John Vujcich as a member of the Kaikohe-Hokianga Community Board

Abstained: Cr John Vujcich

CARRIED

RESOLUTION 2022/59

Moved: Mayor Moko Tepania

Seconded: Cr Elect Hilda Halkyard-Harawira

c) Appoints Cr Felicity Foy as a member of the Te Hiku Community Board.

Abstained: Cr Felicity Foy

CARRIED

3.3 STANDING ORDERS

Agenda item 5.4 document number A3915900, pages 11 - 12 refers.

MOTION

Moved: Cr Babe Kapa

Ordinary Council Meeting Minutes

27 October 2022

Seconded: Cr Felicity Foy

That Council note the Far North District Council Standing Orders.

AMENDMENT

Moved: Cr John Vujcich

Seconded: Cr Kelly Stratford

That Standing Orders be amended to remove the section regarding the Chair/Mayor casting vote

RESOLUTION 2022/60

Moved: Cr Ann Court

Seconded: Cr Steve McNally

That this item be left to lie and that the views of the Community Board Chairs be sought.**CARRIED***Cr Ann Court declared she membership on the Standing Orders Review Panel***3.4 ELECTED MEMBERS CODE OF CONDUCT**

Agenda item 5.5 document number A3915864, pages 13 - 15 refers.

RESOLUTION 2022/61

Moved: Deputy Mayor Kelly Stratford

Seconded: Cr Steve McNally

That Council adopt the Far North District Council's current Elected Members' Code of Conduct.**CARRIED****3.5 ADOPTION OF FAR NORTH DISTRICT COUNCIL'S FORMAL MEETING SCHEDULE NOVEMBER TO DECEMBER 2022**

Agenda item 5.6 document number A3942640, pages 16 - 18 refers.

RESOLUTION 2022/62

Moved: Cr Ann Court

Seconded: Cr John Vujcich

That Council note the formal Council meetings calendar for the remainder of the 2022 calendar year:

- | | | | |
|--------------------------|---------------------------------|-------------------------|-----------------|
| <input type="checkbox"/> | Ordinary Council Meeting | 10 November 2022 | 10.00 am |
| <input type="checkbox"/> | Ordinary Council Meeting | 15 December 2022 | 10.00 am |

CARRIED**4 INFORMATION REPORTS****4.1 EXPLANATION OF LAWS AFFECTING ELECTED MEMBERS**

Agenda item 6.1 document number A3915640, pages 19 - 19 refers.

RESOLUTION 2022/63

Moved: Cr Penetaui Kleskovic

Seconded: Deputy Mayor Kelly Stratford

Page 3

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27 October 2022

That Council note the report “Explanation of Laws Affecting Elected Members”, and the advice provided at this meeting.

CARRIED

5 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

APOLOGY

RESOLUTION 2022/64

Moved: Mayor Moko Tepania

Seconded: Deputy Mayor Kelly Stratford

That the apology received from Cr Mate Radich be accepted and leave of absence granted.

CARRIED

6 NGĀ TONO KŌRERO / DEPUTATION

There are no deputations for this inaugural Council meeting.

7 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS

- Acknowledge tomorrow as the national day to commemorate the signing of He Whakaputanga o Nu Tireni – The New Zealand Declaration of Independence, and Te Pūtake o te Riri, He Rā Maumahara – commemoration of New Zealand Wars and Conflicts.
- The Black Ferns are playing in Whangarei this Saturday 29th October.

8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Cr Babe Kapa closed the meeting with a karakia

9 MEETING CLOSE

The meeting closed at 1:08 pm.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 10 November 2022.

.....
CHAIRPERSON

6 REPORTS

6.1 MAKING AND ATTESTING OF DECLARATIONS

File Number: A3956338

Author: Rhonda-May Whiu, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The purpose of this report is to set out the process for making and attesting of declarations.

BACKGROUND

Clause 14(1) & (2) Schedule 7 of the Local Government Act 2002 states that no person shall be capable of acting as a member of any local authority until he or she has made an oral and written declaration as set out below.

DISCUSSION AND NEXT STEPS

The Mayor will witness any Councillor declarations that were not able to be completed at the 27 October 2022 Inaugural Council meeting.

The declaration that each member is required to take is set out in Clause 14(3) Schedule 7 of the Act and reads as below. A translated version will also be made available for any members who would prefer to make their declaration in te reo Māori.

DECLARATION BY COUNCILLOR

I, _____, declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of the Far North District, the powers, authorities, and duties vested in, or imposed upon, me as a Councillor of the Far North District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

DATED at _____ this 10th day of November 2022.

Or

TE ŌATI Ā KAİKAUNIHERA

Ko ahau, ko _____ ka ōati ai ki runga i te pono me te tika ka mutu ki te taumata o tōku atamai me āku whakataunga, ka mahi ai mō te painga o Te Tai Tokerau, haere tonu ki ngā ihi me ngā herenga mahi, ka pā ki roto, ka uruhi ki runga i ahau hei Kaikaunihera o Te Tai Tokerau ki Te Raki, e ai ki te Ture Kāwanatanga ā-Rohe rua mano mā rua, Te Ture Kāwanatanga ā-Rohe mō ngā Kōrero Whakamōhio me ngā Huihuinga Kōrero kotahi mano iwa rau waru tekau mā whitu, me tāpiri atu ki ērā atu o ngā Ture raini.

He mea whakaū tēnei ki _____ i tēnei te ra tekau o Whiringa ā rangi rua mano rua tekau mā rua.

FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

Nil

6.2 STANDING ORDERS

File Number: A3956985

Author: Rhonda-May Whiu, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

PURPOSE OF THE REPORT

The purpose of the report is to present Council with the current Standing Orders.

RECOMMENDATION

That Council adopt changes to the Far North District Council Standing Orders.

1) BACKGROUND

Standing Orders are a set of rules of debate that apply to all meetings of Council and its committees and subcommittees, including Community Boards. Furthermore Standing Orders ensure the legal requirements of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 are met. They also provide clarity as to what is expected of the members within a meeting and generally cover procedures to enable meetings to be held in a fair and transparent manner.

A report to note the Council standing orders was left to lie at the 27 October Council meeting following a proposed amendment that standing orders be amended to state that the Mayor/Chairperson does not have a casting vote.

2) DISCUSSION AND OPTIONS

Standing Orders are regularly reviewed by a group of local government practitioners, facilitated by Local Government New Zealand (LGNZ). Following each review process LGNZ they release a recommended template version of Standing Orders for each Council to adopt, or tweak as their own. Each set of changes to Standing Orders generally keeps the same intent and principles, in alignment with legislation, but tweaks the wording to clarify each point.

The most recent review of LGNZ Standing Orders were made available to New Zealand Council's in September 2022.

As part of the post-election onboarding programme a standing orders session is scheduled on 9 November 2022 with Democracy Services. We will discuss application of standing orders and potential amendments.

Any amendments (if any) discussed at the training session will be compiled into a single list to add to this recommendation, for adoption subject to the following amendments.

Reason for the recommendation

To adopt changes to Standing Orders for the Far North District Council.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

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

ATTACHMENTS

Nil

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Not applicable.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Not applicable.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Not applicable
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	Not applicable
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Not applicable
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or budgetary provision as a result of this report
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

6.3 PIPELINE EASEMENT OVER LOCAL PURPOSE (ROAD) RESERVE

File Number: A3923372

Author: Kay Meekings, Property Legalisation Officer

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to seek Council consent to grant an easement under the Reserves Act 1977 over a small portion Local Purpose (Road) Reserve, to facilitate the adjoining kiwifruit orchards drawing water from the Kerikeri Water Irrigation Company pipeline laid within the adjacent SH 10 road corridor.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A pipeline easement application has been received from Mackenzie Elvin Law acting on behalf of their clients Seeka Limited and PT (Booster Investments) Nominees Limited being the owners of a kiwifruit orchards adjoining the local purpose reserve.
- The requested portion of local purpose reserve is a 3 metre by 0.2 metre strip sandwiched between the freehold properties and State Highway 10 Kerikeri.
- The Reserves Act 1977 provides a mechanism for Council to consider consenting to the granting of an easement over a local purpose reserve vested in Council.

TŪTOHUNGA / RECOMMENDATION

That Far North District Council in its role as the administering body of the Local Purpose (road) Reserve, Lot 8 DP 84384, Title NA40D/677, and pursuant to its powers under section 48(1)(f) Reserves Act 1977 consents to the granting of a pipeline easement (shown as D on LT 560603) over the local purpose reserve subject to meeting Reserves Act requirements and subject to there being no cost to Council.

AND THAT the Council, in its role as the Minister of Conservation's delegate, and pursuant to the Minister's powers under section 48 of the Reserves Act 1977, consents to the granting of the proposed pipeline easement.

1) TĀHUHU KŌRERO / BACKGROUND

Lot 8 DP 84384 is a Local Purpose (road) Reserve vested in Council and subject to the Reserves Act. It is a narrow strip of land 0.2 of a metre wide running parallel to State Highway 10 on the North-eastern side, approximately 0.5 kilometre south of Sandy Road and SH 10 intersection. The reserve was created on subdivision in 1978. The purpose of the reserve was to limit the number of vehicular accesses being created under the 1978 subdivision.

The adjacent kiwifruit orchards (Seeka and Booster) are in the process of giving each other the benefit of easement rights to convey water for horticulture irrigation (shown as A, B and C on LT 560603). The surveyor has now identified a further easement right is required, that being over the 0.2m x 3m Local Purpose (road) Reserve, to enable access to the Kerikeri Water Irrigation Company pipeline laid within the SH 10 road corridor.

The solicitor acting for the orchard owners has confirmed the drafting of and registration of the easement on titles will be at no cost to Council.

Public Notice under section 48(3) Reserves Act 1987 is not required in this situation as the reserve purpose and the rights of the public (in respect of the reserve) are not likely to be permanently affected.

Internal comment has been sort from Council's Reserves and Northland Transportation Alliance asset managers. Neither raised concerns to the granting of an easement as the reserve is not actively managed by the reserve department and the adjacent road is not a Northland Transportation Alliance asset.

The construction method will be trenchless with minimal disturbance to the reserve land and the passing road traffic

The orchard owner's contractor will be responsible for acquiring a Corridor Access Permit from Waka Kotahi for the duration of the works.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Option 1 – Consent to grant an easement for the purpose of water pipeline over Local Purpose (Road) Reserve Lot 8 DP 84384.

Option 2 – Not approve to grant an easement for the purpose of water pipeline on Local Purpose (Road) Reserve Lot 8 DP 84384.

Take Tūtohunga / Reason for the recommendation

Option 1 – Consent to grant easement for the purpose of water pipeline over Local Purpose (Road) Reserve Lot 8 DP 84384.

The granting of easement will allow the horticultural landowners to access water from a dedicated commercial water supply company.

The reserve purpose and public rights will not be affected by the granting of the easement.

All actions are at no cost to Council.

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

No implications. Cost of easement, easement agreement and registration will be incurred by the applicants/landowners.

ĀPITIHINGA / ATTACHMENTS

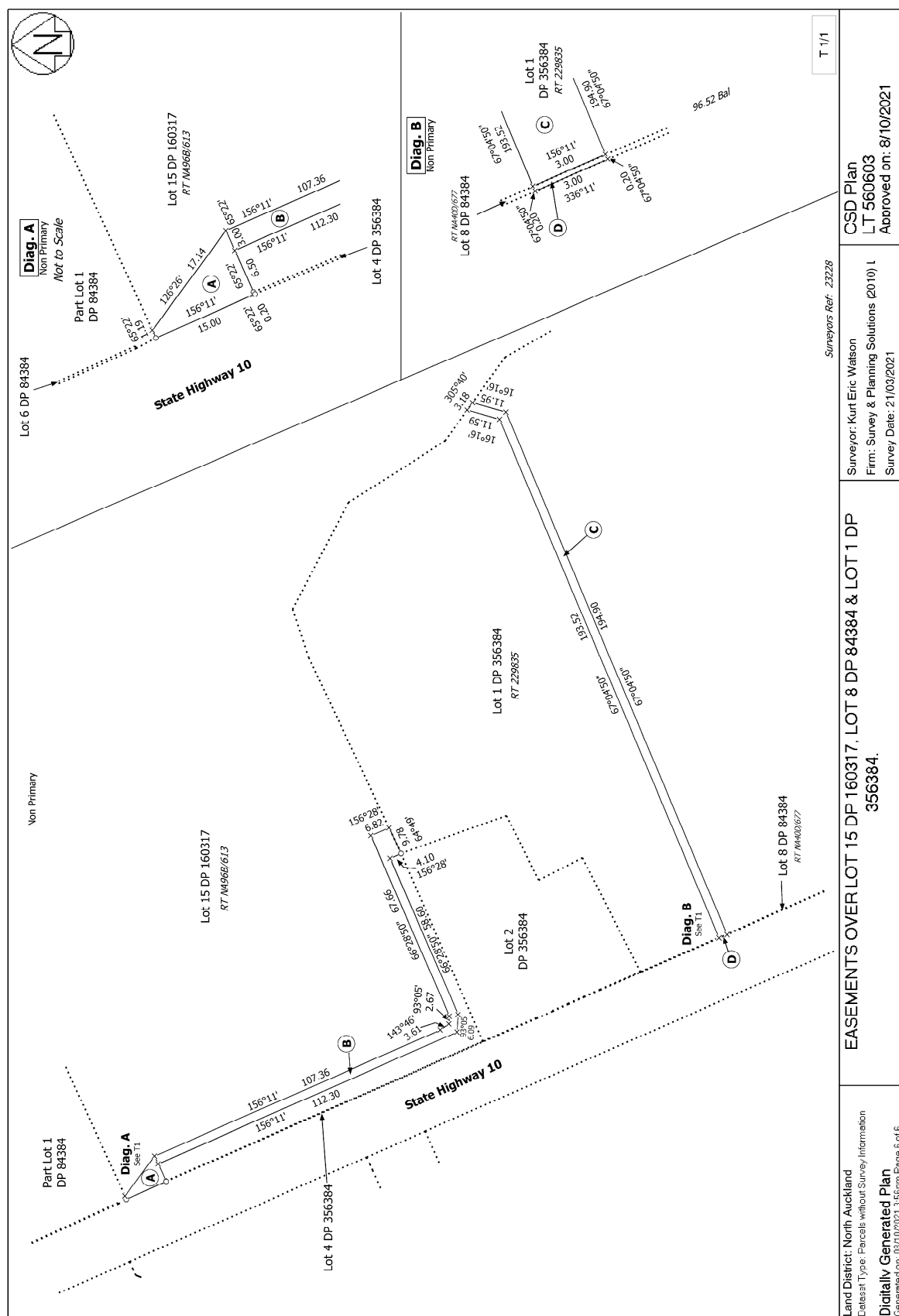
1. 22-11-10 - LT 560603 - Pipeline Easement - SH 10 Kerikeri - A3928803 [↓](#) 
2. 2022-11-10 Locality Plan - Pipeline Easement - SH 10 Kerikeri - A3928525 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

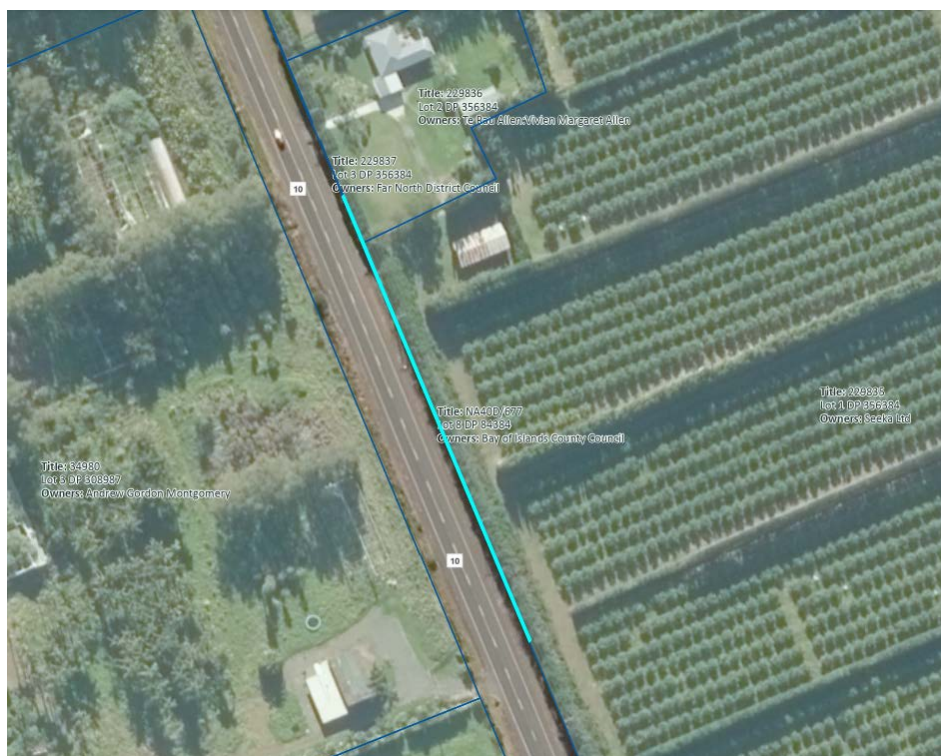
Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

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
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Reserves Act, LGA 74, Reserves 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.	The requirement is across a very small land parcel – 3m x 0.2m. Insignificant by size therefore no need to consult or engage wider than Council.
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.	NIL
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).	NIL
State the financial implications and where budgetary provisions have been made to support this decision.	NIL
Chief Financial Officer review.	CFO has reviewed this report.



Locality Plan – Pipeline Easement Report



7 INFORMATION REPORTS

7.1 COMMUNITY BOARD UPDATES NOVEMBER 2022

File Number: A3956831

Author: Rhonda-May Whiu, Democracy Advisor

Authoriser: Aisha Huriwai, Team Leader Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To enable oversight of Community Board resolutions at Council and provide Community Board Chairperson's with a formal opportunity to speak with Council about discussions at Community Board.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Minutes from the following Community Board meetings are attached for Council information:
 - 20 October 2022 - Bay of Islands-Whangaroa Community Board
 - 20 October 2022 - Kaikohe-Hokianga Community Board
 - 20 October 2022 - Te Hiku Community Board

TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- a) 20 October 2022 - Bay of Islands-Whangaroa Community Board
- b) 20 October 2022 - Kaikohe-Hokianga Community Board
- c) 20 October 2022 - Te Hiku Community Board

TĀHUHU KŌRERO / BACKGROUND

This report is to provide Council oversight of resolutions made at Community Board meetings and provide Community Board Chairperson's with a formal opportunity to raise any Community Board issues with Council.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

This is intended as an information report.

From time-to-time Community Board's may make recommendations to Council. This report is not considered to be the appropriate mechanism for Council to make a decision from a Community Board recommendation. Council could however move a motion to formally request a report on a particular matter for formal consideration at a subsequent meeting. The report would then ensure that Council have sufficient information to satisfy the decision-making requirements under the Local Government Act 2002 (sections 77-79).

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

There are no financial implications or need for budget provision in considering this report.

ĀPITI HANGA / ATTACHMENTS

1. 2022-10-20 Kaikohe-Hokianga Community Board Minutes - A3946758 [↓](#) 
2. 2022-10-20 Bay of Islands-Whangaroa Community Board Minutes - A3944378 [↓](#) 
3. 2022-10-20 Te Hiku Community Board Minutes - A3933470 [↓](#) 

Kaikohe-Hokianga Community Board Meeting Minutes - **Unconfirmed**

20 October 2022

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON THURSDAY, 20 OCTOBER 2022 AT 11:30 AM**

PRESENT: Member Trinity Edwards, Member Tanya Fila, Member Harmonie Gundry, Member Jessie McVeagh, Member Chicky Rudkin, Member Mike Edmonds

IN ATTENDANCE: Mayor Elect Moko Tepania, Cr Elect Kelly Stratford, Cr Elect John Vujcich. Cr Elect Kapa, Cr Elect Penetaui Klescovic, Bay of Islands-Whangaroa Member Belinda Ward

STAFF PRESENT: Aisha Huriwai (Chief Executive Officer's Appointed Officer), Melissa Woods (Community Board Coordinator), Beverly Mitchell (Community Board Coordinator), Patrick Smith (Manager – Te Hono), Laurel Belworthy (Community Development Advisor), Kim Hammond (Funding Advisor), Llani Harding (Team Leader – Te Hono), Sophie Radovanovich (Whenua Maori Engagement Officer), Simone Tongatule (Kaiarahi Kaupapa Maori), Ted Wihongi (Kaiarahi Kaupapa Maori), Ruben Garcia (Manager - Communications).

1 KARAKIA TIMATANGA / OPENING PRAYER

Chief Executive Officer's Appointed Officer, Aisha Huriwai, commenced the meeting and Mayor Elect Moko Tepania open with a karakia.

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

No apologies received for this inaugural meeting.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

No public forum for this inaugural meeting

4 NGĀ TONO KŌRERO / DEPUTATIONS

No public forum for this inaugural meeting

5 NGĀ KAIKŌRERO / SPEAKERS

No speakers for this inaugural meeting.

6 REPORTS

6.1 MAKING AND ATTESTING OF DECLARATIONS

Agenda item 6.1 document number A3913787, pages 8 - 8 refers

The Chief Executive Officer's Appointed Officer, Aisha Huriwai, witnessed the Attestation and Declaration of Community Board Members:

- Member Mike Edmonds
- Member Trinity Edwards,
- Member Tanya Fila,
- Member Harmonie Gundry,
- Member Jessie McVeagh,

- **Member Chicky Rudkin,**

Notes:

- Member Elect Mike Edmonds recited his declaration for the Far North District instead of Kaikohe-Hokianga.
- Member Elect Jessie McVeagh recited her declaration for the Far North District instead of Kaikohe-Hokianga.

6.2 ELECTION OF KAIKOHE-HOKIANGA COMMUNITY BOARD CHAIRPERSON

Agenda item 6.2 document number A3904611, pages 9 - 11 refers

The Chief Executive's Appointed Officer, Aisha Huriwai, presided over the election of Chairperson.

RESOLUTION 2022/48

Moved: Member Mike Edmonds

Seconded: Member Chicky Rudkin

That the Kaikohe-Hokianga Community Board:

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

CARRIED

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

Member Rudkin presided over the remainder of the meeting as Chairperson. Member Edmonds requested that Member Rudkin repeat the declaration as newly appointed Chairperson for the Kaikohe-Hokianga Community Board.

11:55 am meeting adjourned, returned 12:05 pm

6.3 ELECTION OF KAIKOHE-HOKIANGA COMMUNITY BOARD DEPUTY CHAIRPERSON

Agenda item 6.3 document number A3904622, pages 12 - 14 refers

RESOLUTION 2022/49

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board:

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

CARRIED

RESOLUTION 2022/50

Moved: Member Chicky Rudkin

Seconded: Member Jessie McVeagh

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

CARRIED

Kaikohe-Hokianga Community Board Meeting Minutes - **Unconfirmed**

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6.4 EXPLANATION OF LAWS AFFECTING ELECTED MEMBERS

Agenda item 6.4 document number A3913812, pages 15 - 101 refers

RESOLUTION 2022/50

Moved: Member Chicky Rudkin

Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board note the report "Explanation of Laws Affecting Elected Members", and the advice provided at this meeting.**CARRIED****6.5 NOTING OF KAIKOHE-HOKIANGA COMMUNITY BOARD STANDING ORDERS**

Agenda item 6.5 document number A3913829, pages 102 - 103 refers

RESOLUTION 2022/51

Moved: Member Chicky Rudkin

Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board note the Kaikohe-Hokianga Community Board Standing Orders.**CARRIED****6.6 KAIKOHE-HOKIANGA COMMUNITY BOARD FIRST MEETING**

Agenda item 6.6 document number A3912988, pages 104 - 104 refers

RESOLUTION 2022/52

Moved: Member Mike Edmonds

Seconded: Member Chicky Rudkin

That the Kaikohe-Hokianga Community Board November/December meetings be held on Wednesday 16 November and Wednesday 14 December 10am in Council Chambers.

AMENDMENT - WITHDRAWN

~~Moved: Member Tanya Filia~~~~Seconded: Member Harmonie Gundry~~~~That the Kaikohe-Hokianga Community Board December 2022 meeting be held Weds 14 December 1:00 pm at Council Chambers.~~**CARRIED****8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 11:21 am.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 16 November 2022......
CHAIRPERSON

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Bay of Islands-Whangaroa Community Board Meeting Minutes

20 October 2022

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTER , 3 COBHAM ROAD, KERIKERI
ON THURSDAY, 20 OCTOBER 2022 AT 9:00 AM**

PRESENT: Members Amy Slack, Belinda Ward, Bruce Mills, Lane Ayr, Roddy Hapati Pihema and Tyler Bamber

IN ATTENDANCE: Mayor Elect Moko Tepania and Councillor Elect Kelly Stratford

STAFF PRESENT: Joshna Panday (Democracy Services Advisor), Aisha Huriwai (Democracy Services Advisor), Nicola Smith (Community Board Liaison), Janice Smith (Chief Executive's Appointed Officer), Carla Ditchfield (Legal Services Manager)

1 KARAKIA TIMATANGA / OPENING PRAYER

The Chief Executive Officer's Appointed Officer - Janice Smith, commenced the meeting and Mayor elect Moko Tepania opened with a karakia

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

The apology from Community Board member elect Jane Hindle was noted.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

No public forum for this inaugural meeting.

4 NGĀ TONO KŌRERO / DEPUTATIONS

No deputations for this inaugural meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

No speakers for this inaugural meeting.

6 REPORTS

6.1 MAKING AND ATTESTING OF DECLARATIONS

Agenda item 6.1 document number A3913070, pages 8 - 9 refers..

The Chief Executive Officer's Appointed Officer – Janice Smith, witnessed the Attestation and Declaration of Community Board Members:

- Member Amy Slack,
- Member Belinda Ward,
- Member Bruce Mills,
- Member Lane Ayr,
- Member Tyler Bamber,
- Member Roddy Hapati Pihema

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 October 2022

6.2 ELECTION OF CHAIRPERSON

Agenda item 6.2 document number A3913083, pages 10 - 12 refers.

RESOLUTION 2022/96

Moved: Member Roddy Hapati Pihema

Seconded: Member Lane Ayr

That the Bay of Islands-Whangaroa Community Board:

- a) use System B as the preferred voting system to elect a Chairperson.
- b) elect Belinda Ward as Chairperson for the triennium October 2022 to October 2025, in accordance with Standing Orders.

CARRIED

Belinda accepted the role of Chairperson and presided over the meeting by opening with a prayer.

APOLOGY**RESOLUTION 2022/97**

Moved: Chairperson Belinda Ward

Seconded: Member Lane Ayr

That the apology received from elected member Jane Hindle be accepted and leave of absence granted.**CARRIED****6.3 ELECTION OF DEPUTY CHAIRPERSON**

Agenda item 6.3 document number A3913040, pages 13 - 15 refers

RESOLUTION 2022/98

Moved: Member Bruce Mills

Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board:

- a) use System B as the preferred voting system to elect a Deputy Chairperson.
- b) elect Lane Ayr as Deputy Chairperson for the triennium October 2022 to October 2025, in accordance with Standing Orders.

CARRIED

At 9:51 am, Member Lane Ayr left the meeting.

6.4 EXPLANATION OF LAWS AFFECTING ELECTED MEMBERS

Agenda item 6.4 document number A3913018, pages 16 - 16 refers

RESOLUTION 2022/99

Moved: Member Bruce Mills

Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board note the report "Explanation of Laws Affecting Elected Members", and the advice provided at this meeting.**CARRIED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 October 2022

6.5 NOTING OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD STANDING ORDERS

Agenda item 6.5 document number A3913112, pages 17 - 18 refers

RESOLUTION 2022/100

Moved: Member Belinda Ward

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the Bay of Islands-Whangaroa Community Board Standing Orders.**CARRIED****6.6 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD SCHEDULE OF MEETINGS**

Agenda item 6.6 document number A3913138, pages 19 - 19 refers

RESOLUTION 2022/101

Moved: Member Belinda Ward

Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board receive the report "Bay of Islands-Whangaroa Community Board Schedule of Meetings".**CARRIED**

At 9:56 am, Member Lane Ayr returned to the meeting.

At 9:57 am, Member Tyler Bamber left the meeting.

6.7 BAY OF ISLANDS WHANGAROA COMMUNITY BOARD STRATEGIC PLAN 2022-2025

Agenda item 6.7 document number A3932472, pages 20 - 22 refers

RESOLUTION 2022/102

Moved: Member Belinda Ward

Seconded: Member Roddy Hapati Pihema

That the Bay of Islands-Whangaroa Community Board note the Strategic Plan as adopted by the Bay of Islands-Whangaroa Community Board on 1 September 2022.**CARRIED**

At 10:03 am, Member Tyler Bamber returned to the meeting.

8 TE KAPINGA HUI / MEETING CLOSE**The meeting closed at 10:05 am with Member Roddy Hapati Pihema saying a karakia.****The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 17 November 2022.**.....
CHAIRPERSON

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

20 October 2022

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

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

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

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

1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

Nil

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There was no public forum for the inaugural meeting.

4 NGĀ TONO KŌRERO / DEPUTATIONS

There was no Deputations for the inaugural meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

There were no speakers for the inaugural meeting.

6 REPORTS

6.1 MAKING AND ATTESTING OF DECLARATIONS

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

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

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

6.2 ELECTION OF CHAIRPERSON

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

RESOLUTION 2022/92

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

That the Te Hiku Community Board:

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

CARRIED

Moved: Member Sheryl Bainbridge
Seconded: Member Darren Axe

That the Te Hiku Community Board.

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

CARRIED

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

6.3 ELECTION OF DEPUTY CHAIRPERSON

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

RESOLUTION 2022/93

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

That the Te Hiku Community Board:

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

CARRIED

Moved: Member Sheryl Bainbridge
Seconded: Member Darren Axe

That the Te Hiku Community Board:

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

CARRIED

6.4 EXPLANATION OF LAWS AFFECTING ELECTED MEMBERS

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

RESOLUTION 2022/94

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

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

CARRIED

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

20 October 2022

6.5 NOTING OF TE HIKU COMMUNITY BOARD STANDING ORDERS

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

RESOLUTION 2022/95

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

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

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

RESOLUTION 2022/96

Moved: Member Adele Gardner

Seconded: Member William (Bill) Subritzky

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

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

RESOLUTION 2022/97

Moved: Member Sheryl Bainbridge

Seconded: Member Adele Gardner

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

Councillor elect Kelly Stratford closed the meeting with a karakia.

The meeting closed at 3:38 pm.

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

.....
CHAIRPERSON

8 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
8.1 - Ground Lease Over Part of Okaihau Recreation Reserve	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Ground Lease to Te Hiku Pasifika Trust - 19 Banks Street, Kaitaia	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE