



**Far North  
District Council**



**Te Kaunihera o Te Hiku o te Ika**

# **AGENDA**

## **Ordinary Council Meeting**

**Thursday, 11 April 2024**

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

**Membership:**

Kahika - Mayor Moko Tepania - Chairperson  
Kōwhai - 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 Tāmami Rākena  
Cr John Vujcich



**Far North District Council**  
**Ordinary Council Meeting**  
**will be held in the Council Chamber, Memorial Ave, Kaikohe on:**  
**Thursday 11 April 2024 at 10:00am**

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**Te Paeroa Mahi / Order of Business**

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## **1 KARAKIA TIMATANGA / OPENING PRAYER**

Ka tuku mātou kia kaha mai ngā māngai kua whiriwhirihia mō Te Kaunihera o Te Hiku o te Ika ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono.

We ask that through Council discussions and decisions the representatives we have elected may govern the Far North District with imagination, skill and wisdom to achieve a fairer and more united Community that enhances the wellbeing of our district and solves the District's problems efficiently and effectively.

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

<https://www.fndc.govt.nz/files/assets/public/v/1/objectivedocuments/governance-and-executive-management-gem/management-practices/procedures-and-governance/elected-member-register-of-interests-2023.pdf> 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 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 2023](#)

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

### 5.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A4625803

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Casey Gannon, Manager - Democracy Services

#### TAKE PŪRONGO / 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.

#### TŪTOHUNGA / RECOMMENDATION

That Council:

- a) confirm the minutes of the Ordinary Council meeting held 14 March 2024 as a true and correct record; and
- b) confirm the minutes of the Extraordinary Council meeting held 26 March 2024 as a true and correct record.

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

The minutes of the meetings are attached.

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.

#### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to confirm the minutes are 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 as a result of this report.

#### ATTACHMENTS

1. 2024-03-14 Council Minutes - A4613497 [↓](#) 
2. 2024-03-26 Extraordinary Council Minutes - A4638094 [↓](#) 

## 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.	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 COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON THURSDAY, 14 MARCH 2024 AT 10:00AM**

**PRESENT:** Kahika - Mayor Moko Tepania, Kōwhai - 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 Tāmāti Rākena, Cr John Vujcich

**IN ATTENDANCE:** Chicky Rudkin (Chairperson Kaikohe-Hokianga Community Board), Adele Gardner (Chairperson Te Hiku Community Board)

**STAFF PRESENT:** Roger Ackers (Group Manager – Policy and Planning), Tanya Proctor (Head of Infrastructure Strategy), Jonathan Slavich (Chief Financial Officer - Financial Services), Kevin Johnson (Group Manager - Delivery and Operations), Margriet Veenstra (Group Manager - Corporate Services), Jacine Warmington (Group Manager - Strategic Relationships), Guy Holroyd (Chief Executive Officer), Carla Ditchfield (Manager - Legal Services), Donald Sheppard (Policy Advisor), Rebecca Rowsell, (Senior Solicitor – Legal Services), Briar Macken (Manager - Strategy & Policy), Tammy Wooster (Manager – Integrated Planning), Nadine Hopkins (Senior Policy Advisor – Planning and Policy), Trent Blakeman (Manager – Building Services), Tania Steen (Manager – Property and Facilities Management), Michelle Rockell (Team Leader – Property Management), Ellie Greenwood (Democracy Advisor – Democracy Services), Imrie Dunn (Democracy Advisor – Democracy Services), Casey Gannon (Manager – Democracy Services)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Kahika/Mayor Moko Tepania commenced the meeting with a prayer at 10.05am.

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

**APOLOGY**

**RESOLUTION 2024/16**

Moved: Kahika - Mayor Moko Tepania  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That the apology received from Crs McNally and Kleskovich be accepted for lateness and an apology for Chairperson Belinda Ward be accepted and leave of absence be granted.**

**CARRIED**

At 10:08 am, Cr Steve McNally joined the meeting.

At 10:28 am, Cr Penetaui Kleskovic joined the meeting.

**3 NGĀ TONO KŌRERO / DEPUTATION**

- Fiona King regarding Drainage Committee updates (virtual).
- Gary Lees representing the Mangōnui Cemetery Committee.

- Rhonda Kite representing Te Hiku Basketball & Recreation Centre Trust regarding PX agenda item 8.2 (deputation heard virtually in Public Excluded)

**DOCUMENTS TABLED DURING DEPUTATION**

**Attachments tabled at meeting**

- 1 Mangōnui Cemetery Deputation Docs - 14 Mar 24

**4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS**

- In the Māramataka Māori today is Okoro moon phase.
- Mangamuka Gorge and Brynderwyns closed making travel hard, however the Far North has been humming and it has been great to see so many events such as the Mangōnui Waterfront Festival, Cruz'n the Bays and the Snapper Bonanza. Thank you to all of the organisers.
- Please note, this meeting is being recorded and agendas are available online. Also, a reminder that we have a 360 camera that picks up sounds and focuses on that sound.

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

**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 5.1 document number A4578086, pages 6 - 17 refers.

**RESOLUTION 2024/17**

Moved: Cr Tāmami Rākena

Seconded: Cr John Vujcich

**That Council confirm the minutes of the Ordinary Council meeting held 08 February 2024 as a true and correct record.**

**CARRIED**

**5.2 COMMUNITY BOARD MINUTES - FEBRUARY 2024**

Agenda item 7.1 document number A4578218, pages 142 - 162 refers.

**RESOLUTION 2024/18**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

**That Council note the following Community Board minutes:**

- **13 February 2024 Te Hiku Community Board;**
- **19 February 2024 Extraordinary Te Hiku Community Board;**
- **15 February 2024 Bay of Islands-Whangaroa Community Board; and**
- **16 February 2024 Kaikohe-Hokianga Community Board.**

**CARRIED**

**6 NGĀ PŪRONGO / REPORTS**

At 10:57 am, Cr Tāmami Rākena left the meeting.

At 11:01 am, Cr Tāmami Rākena returned to the meeting.

The meeting was adjourned from 11.06am to 11.19am.

**6.1 OPTIONS ANALYSIS FOR FINANCIAL CONTRIBUTIONS**

Agenda item 6.1 document number A4528387, pages 18 - 60 refers.

**RESOLUTION 2024/19**

Moved: Cr Felicity Foy

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Council approve the development of a draft financial contributions chapter.**

**CARRIED**

Cr Ann Court declared a conflict of interest in relation to item 6.5 and abstained from the vote.

**6.2 APPOINTMENT FOR RANGITANE MARITIME DEVELOPMENT EXPERT CONSENSING PANEL**

Agenda item 6.5 document number A4606631, pages 122 – 126 refers.

**RESOLUTION 2024/20**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Hilda Halkyard-Harawira

**That Far North District Council nominate Cr Felicity Foy to be considered as a panel member on the Rangitane Maritime Development Expert Consenting Panel.**

In Favour: Kahika Moko Tepania, Crs Hilda Halkyard-Harawira, Penetaui Kleskovic, Steve McNally and John Vujcich

Against: Kōwhai Kelly Stratford and Cr Mate Radich

Abstained: Crs Ann Court, Felicity Foy, Babe Kapa and Tāmami Rākena

**CARRIED 5/2**

*Note: Kōwhai Kelly Stratford removed her name to be considered as a panel member.*

Cr Ann Court declared a conflict in relation to item 6.2, due to her role as Chairperson of the District Licencing Committee and abstained from the vote.

**6.3 ALCOHOL CONTROL BYLAW CONTINUATION**

Agenda item 6.2 document number A4571868, pages 61 - 105 refers.

**RESOLUTION 2024/21**

Moved: Cr Steve McNally

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Council**

- a) **agree to continue the Alcohol Control Bylaw without amendment under section 147 of the Local Government Act 2002**
- b) **agree the Chief Executive may make minor changes to the Bylaw to correct grammatical or spelling errors, update the review dates, or make formatting changes.**

**CARRIED**

**6.4 STATEMENT OF PROPOSAL- TRANSFER OF THE INDEPENDENT QUALIFIED PERSON'S (IQP'S) REGISTER TO AUCKLAND COUNCIL**

Agenda item 6.3 document number A4578261, pages 106 - 114 refers.

**RESOLUTION 2024/22**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

**That Council:**

- a) **adopt the statement of proposal which is subject to s.83 the Special Consultative Procedure Process under the Local Government Act 2002.**
- b) **resolve to seek public submissions on the proposal between 2 April 2024, and 30 April 2024, in accordance with the Special Consultative Procedure process.**
- c) **authorise the Chief Executive to make any necessary drafting, typographical or presentation corrections to the attached supporting documents prior to consultation.**

**CARRIED**

Abstained: Cr Hilda Halkyard-Harawira

**6.5 GROUND LEASE TO DOUBTLESS BAY SEA SCOUTS - EAST STREET TAIPA**

Agenda item 6.4 document number A4581251, pages 115 – 121 refers.

**RESOLUTION 2024/23**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Penetaui Kleskovic

**That Council:**

- a) **approve a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page 104.**

**The terms of the proposed lease shall be:**

**Term: 15 Years (5+5+5)**

**Rental: As per FNDC Fees and Charges Schedule for a Community lease.**

- **\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**

- b) **approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.**

**CARRIED**

**6.6 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - FEBRUARY 2024**

Agenda item 6.6 document number A4590953, pages 127 - 141 refers.

**RESOLUTION 2024/24**

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Council acknowledge the request from the Te Kuaka – Te Ao Māori Committee and note an elected member workshop where the Chair or Te Kuaka - Te Ao Māori committee**

was present held has confirmed that this item does not need to be included in the LTP consultation document and options to address rating debt is within CEO delegations.

**CARRIED**

**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**7.2 COUNCIL OPEN RESOLUTIONS UPDATE MARCH 2024**

Agenda item 7.2 document number A4578222, pages 163 - 178 refers

**RESOLUTION 2024/25**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmāti Rākena

**That Council receive the report Council Open Resolution Update March 2024.**

**CARRIED**

**7.3 MAYOR AND COUNCILLOR'S REPORTS**

Agenda item 7.3 document number A4592501, pages 179 - 229 refers

**RESOLUTION 2024/26**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

**That Council note the reports submitted by Kahika Mayor Moko Tepania, Kōwhai Kelly Stratford, Crs Hilda Halkyard- Harawira and Ann Court.**

**CARRIED**

The meeting was adjourned from 12.01pm to 12.40pm for lunch.

**8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2024/27**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Babe Kapa

**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
<b>8.1 - Confirmation of Previous Minutes - Public Excluded</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of	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

	<p>deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	<p>of information for which good reason for withholding would exist under section 6 or section 7</p>
<b>8.2 - 11 Matthews Ave, Kaitia</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	<p>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</p>
<b>8.3 - Solid Waste Services Contract Award</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>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</p>
<b>8.4 - Community Facilities Operations and Maintenance Contract Award</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>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</p>
<b>8.5 - John Butler Centre Far North District Council Lease Renewal</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to</p>	<p>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</p>

	enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
<b>8.6 - Committee Recommendations and Resolutions - February 2024</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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
<b>8.7 Te Huia Executive Review Committee Employment Matters</b>	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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

And that the following are permitted to join the Public Excluded part of the meeting:

- Rhonda Kite, representing Te Hiku Recreation Centre Trust be allowed to speak as a Deputation in Public Excluded regarding item 8.2
- Ewen Skinner, Director, Morrison Low as a subject expert on item 8.3 and 8.4
- Karen Lam, Senior Consultant, Morrison Low as a subject expert on item 8.3 and 8.4
- Bill Inglis, Principal Advisor, McHale Group as a subject expert on item 8.3 and 8.4
- Linda Cook, Senior Consultant, Morrison Low as a subject expert on item 8.4

**CARRIED**

At the conclusion of the public excluded part of the meeting Council confirmed the decisions contained in the part of the meeting held with public excluded **be restated** as follows:

**8.6 Committee Recommendations and Resolutions – February 2024 – decision released but financial information redacted**

That Council approve up to \$REDACTED be allocated to fund the installation of barrier around Peria Falls.

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

At 4.07pm Kahika-Mayor Moko closed the meeting with a Karakia.

**10 MEETING CLOSE**

The meeting closed at 4.07pm.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 11 April 2024.

.....  
**CHAIRPERSON**

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT COUNCIL CHAMBERS, FAR NORTH DISTRICT COUNCIL,  
MEMORIAL AVE, KAIKOHE  
ON TUESDAY, 26 MARCH 2024 AT 3.00PM**

- PRESENT:** Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Babe Kapa (virtually), Cr Steve McNally, Cr Tāmami Rākena, Cr John Vujcich. Cr Felicity Foy (virtually), Hilda Halkyard-Harawira (virtually), and Mate Radich (virtually).
- IN ATTENDANCE:** Chicky Rudkin (Chairperson of Kaikohe-Hokianga Community Board), Belinda Ward (Chairperson of Bay of Islands-Whangaroa Community Board) (virtually), Adele Gardner (Chairperson of Te Hiku Community Board) (virtually), Ewen Skinner (Morrison Low) (virtually), Karen Lam (Morrison Low) (virtually).
- STAFF PRESENT:** Guy Holroyd (CEO) (virtually), Emma Healy (Chief of Staff), Jacine Warmington (Group Manager - Strategic Relationships), Raelene Rankin (Procurement Specialist), Michelle Sharp (Team Leader – Business Compliance), Kevin Johnson (Group Manager – Delivery Operations), Harley Alexander (Multimedia Strategy & Communications Advisor – Communications and Engagement), Casey Gannon (Manager – Democracy Services), Ellie Greenwood (Democracy Advisor – Democracy Services), Fleur Beresford (Democracy Advisor – Democracy Services).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 3.02pm Kahika - Mayor Moko Tepania commenced the meeting with a prayer.

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

**APOLOGY**

**RESOLUTION 2024/28**

Moved: Kahika - Mayor Moko Tepania  
Seconded: Councillor Steve McNally

**That the apology received from Councillor Penetaui Kleskovic be accepted and leave of absence granted and an apology from Councillor Hilda Halkyard-Harawira and for lateness be accepted.**

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATION**

Nil

**4 NGĀ KŌRERO A TE KAIHIKA / MAYORAL ANNOUNCEMENTS**

Nil

**5 NGĀ PŪRONGO / REPORTS****5.1 FAR NORTH HOLDINGS LIMITED BOARD APPOINTMENTS**

Agenda item 5.1 document number A4633081, pages 6 - 8 refers.

**RESOLUTION 2024/29**

Moved: Kahika - Mayor Moko Tepania  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Council endorse the extension of tenure for Murray McCully and Sarah Petersen on a short-term basis up to a maximum term of six months to 30 September 2024 to allow for a governance review of FNHL to be conducted.**

**CARRIED****RESOLUTION 2024/30**

Moved: Kahika - Mayor Moko Tepania  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**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
<b>6.1 - Solid Waste Services Contract Award</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	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
<b>6.2 – Te Huia Executive Review Committee – General Employment Matters</b>	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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

**CARRIED**

At 3.09pm the meeting moved into Public Excluded.

At 4.08pm the meeting returned from Public Excluded.

**6 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

At 4.10pm Kahika Mayor Moko Tepania closed the meeting with a karakia.

**7 MEETING CLOSE**

The meeting closed at 4.10pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 11 April 2024.

.....  
CHAIRPERSON

## 6 NGĀ PŪRONGO / REPORTS

### 6.1 TEMPORARY ROAD CLOSURE - BAY OF ISLANDS RUN/WALK 2024

**File Number:** A4599229

**Author:** Fraser Hoani, Road Corridor Manager - TMC

**Authoriser:** Calvin Thomas, General Manager - Northland Transportation Alliance

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this paper is to obtain Council approval for a Temporary Road Closure.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Northland Transportation Alliance manage temporary road closures for events on behalf of Council.
- The task of approving Road Closures, specifically for the safe operation of Events, cannot be delegated by council.
- Advertising of each event will take place approximately 42 days before proposed event and 1 week before the event in accordance with the transport (Vehicular Traffic Road Closure) Regulations 1965
- Without Council approval the Bay of Islands Run/Walk 2024 event cannot take place.

#### TŪTOHUNGA / RECOMMENDATION

**That Council approve the proposed temporary road closures to accommodate the safe operations of the Bay of Islands Run/Walk 2024.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

Bay of Islands Run/Walk Festival 2024 – Sunday 26<sup>th</sup> May 2024.

The Bay of Islands Run/Walk Festival is the third event in the Sport Northland Run/Walk Series that is hosted by Sport Northland Events and is situated in the picturesque Bay of Islands.

This iconic event offers a choice of four distances – 6km (Walk only) 8.7km (Run/Walk) 21.1km (Run Walk) and the new Trek Trail & Fish 50km Ultra, which all finish in the heart of the coastal town of Paihia.

The scenic course encompasses some stunning views across the Bay as you navigate your way along Paihia's waterfront, including access to the Waitangi Treaty Grounds and the Waitangi Mountain Bike Park.

The event attracts a diverse range of participants from all walks of life, cultures, and ages.

The Following Road Closures and times are the same as were in place for the event in 2023:

- Marsden Road (SH 11) between School Road and Bayview Road would be closed between 6.00am and 12.30pm for the duration of the event. During this road closure traffic would be detoured from Marsden Road via School Road, Williams, and Bayview Roads. This will still allow traffic to access the central business area and continue north and south. Supporting Roads that will be affected and their entrance closed for the duration will be Williams Road (One Way), and Davies Crescent.
- Tau Henare Drive would be closed between 7.00am and 10.00am, however it will be open to one lane after 9.00am to allow access to the Waitangi Golf Course.

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

The Public Notice for this proposed Temporary Road Closure has been advertised in the Northern News, Chronicle, Northland Age and FNDC Website for the first 42 days and a second public notice will go out 7 days leading up to this event.

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

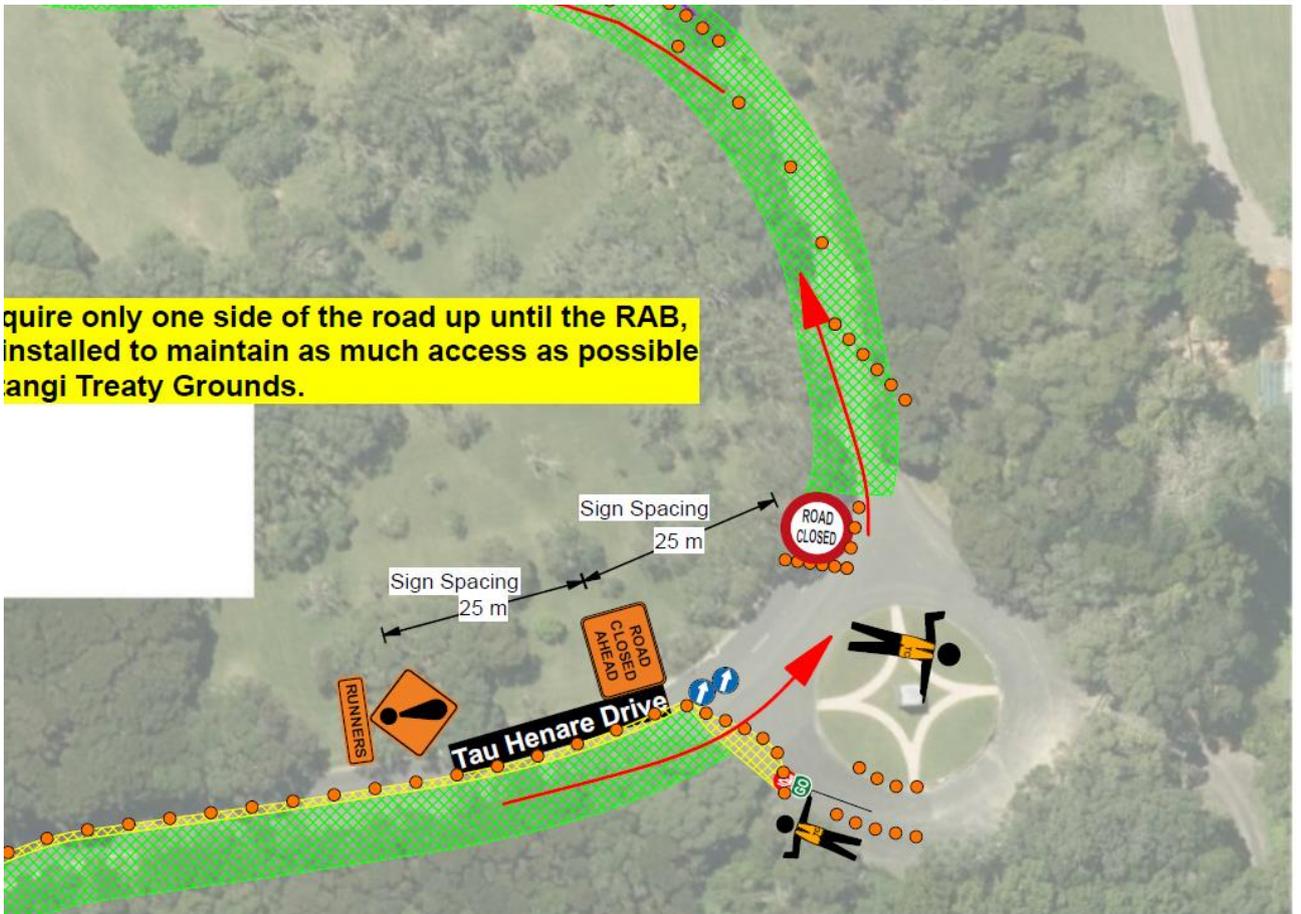
To enable the Bay of Islands Run/Walk Festival 2024 to take place.

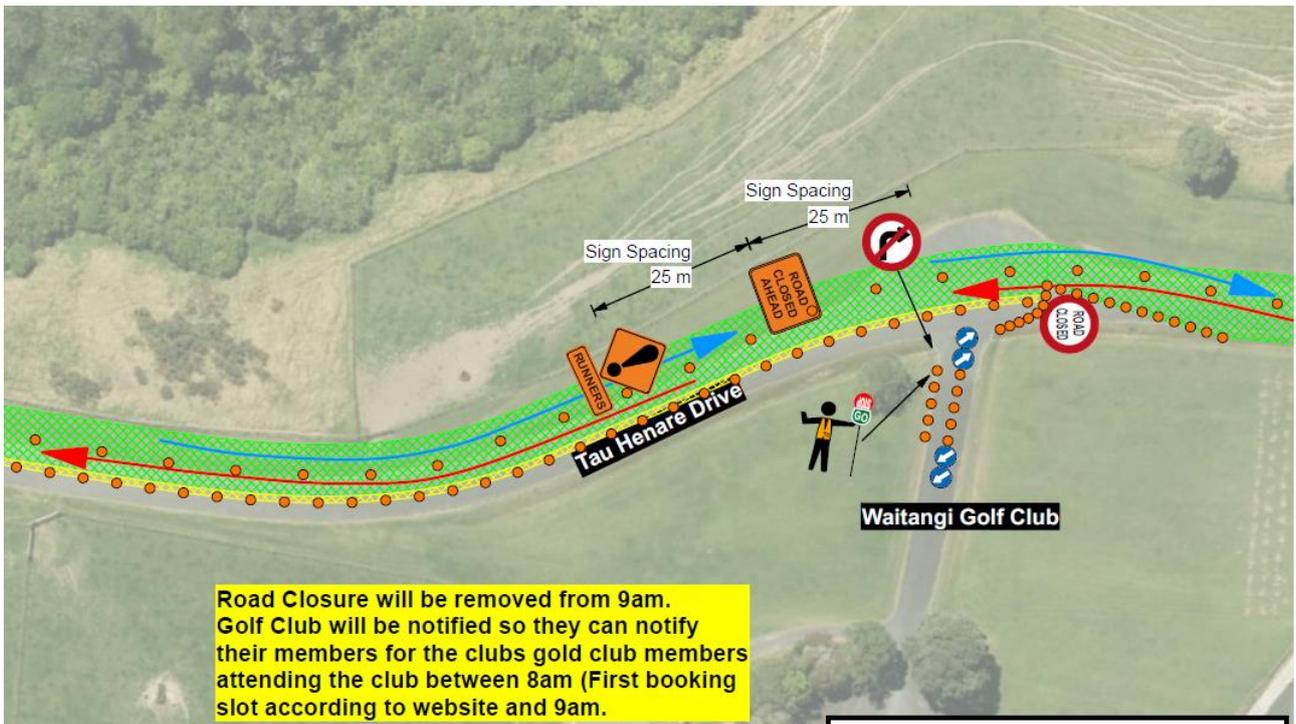
## **3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

There are no Budgetary implications.

## **ĀPITIHINGA / ATTACHMENTS**

Nil





## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.	For the purpose of holding on any road any vehicle races or trails, or any processions, carnivals, celebrations, sporting events, or other special events, the controlling authority may, subject to the provisions of these regulations, close the road to ordinary vehicular traffic for a period or series of periods of not more than 12 hours each in any consecutive 24 hours.
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.	There are No specific implications for Māori, the Waitangi National Trust has been notified by Sport Northland as per Te Hono directions.
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.	No budgetary implications
Chief Financial Officer review.	The Chief Financial Officer has not reviewed the report.



## 6.2 MID-TERM GOVERNANCE REVIEW

**File Number:** A4631711

**Author:** Casey Gannon, Manager - Democracy Services

**Authoriser:** Jacine Warmington, Group Manager - Strategic Relationships

### TAKE PŪRONGO / PURPOSE OF THE REPORT

Confirm and approve changes to the Far North District Council governance structure as discussed at the Mid-Term Review workshops held with Mayor, Councillors and Community Boards.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Midway through each triennium an opportunity is presented to discuss the effectiveness of the governance structure.
- Discussion included but was not exclusive to: Elected Member induction, workloads, communication channels, meeting frequency, committee delegations, portfolios, and remuneration.

### TŪTOHUNGA / RECOMMENDATION

That Council:

- a) replace Cr Ann Court as lead Chair of the District Licensing Committee and appoint Commissioner Murray Clearwater as the lead Chair of the District Licensing Committee;
- b) replace Cr Tāmami Rākena as the lead appointed elected member of the Joint Climate Change Adaption Group and appoint Kōwhai - Deputy Mayor Kelly Stratford as the lead appointed elected member of the Joint Climate Change Adaption Group;
- c) appoint xxx to the Northland Regional Council Awanui River working group;
- d) appoint xxx to the Northland Regional Council Kaeo-Whangaroa River working group;
- e) appoint xxx and xxx to the Youth portfolio;
- f) adopt the amended Terms of Reference for Te Koukou – Transport and Infrastructure Committee.

### 1) TĀHUHU KŌRERO / BACKGROUND

The 2022-2025 Local Government triennium is at the halfway point. Mid-term is the time to discuss effectiveness of the governance structure.

Elected Members, senior leadership and management were allowed to discuss challenges and successes for the first half of the term and were able to workshop potential solutions for a more effective second half of the term.

A Mid-Term Review workshop with the Mayor and Councillors was held on 5 March 2024 and the three community boards workshopped on Mid-Term Review 19-21 March 2024.

The consistent feedback from community boards was that there is a need for a section in the induction process to cover the roles and responsibilities of elected members, and how community board members can give effect to their role.

The key trends from all three community boards related to the following:

- Communication and consultation details should include community board members when key projects or consultations are happening throughout the district within community board members' subdivisions.

- Professional Development options, and previous examples, being provided to members during the induction period would be helpful for members to understand what options are available.
- Delegations were a consistent topic of discussion and will be included in a workstream for consideration for the 2025-2028 triennium.

There is a commitment from management to look at current processes and consider these trends.

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

### EXTERNAL APPOINTMENTS

Appointments to external organisations were confirmed at the 15 December 2022 Council meeting: [https://infocouncil.fndc.govt.nz/Open/2022/12/CO\\_20221215\\_MIN\\_2590.PDF](https://infocouncil.fndc.govt.nz/Open/2022/12/CO_20221215_MIN_2590.PDF).

#### District Licensing Committee

- Cr Ann Court was appointed as Chair of the District Licensing Committee at the 15 Dec 2022 Council meeting.
- Cr Ann Court has raised that the workload as lead Chair for the District Licensing Committee (DLC) is too large for her to continue to manage with other workloads taken into consideration and has requested to step away her role as lead Chair of DLC.
- DLC currently has 2 Chairs (Cr Ann Court and Commissioner Murray Clearwater)
- DLC contracts are due for renewal in December 2025.
- Murray Clearwater has agreed to take the role as lead Chair for the 2<sup>nd</sup> half of this triennium to reduce the workload for Cr Ann Court.
- Cr Ann Court has indicated that this is an acceptable solution and is happy to remain a Chair in a supportive capacity not a lead capacity.

#### Joint Climate Change Adaption

- Cr Tāmami Rākena was appointed the lead elected member with Kōwhai - Deputy Mayor Kelly Stratford as the alternate at the 15 Dec 2022 Council meeting.
- Cr Tāmami Rākena has signalled that he does not feel he has been able to give effect to his role as the lead appointed elected member for Joint Climate Change Adaption.
- Kōwhai - Deputy Mayor Kelly Stratford has agreed to take the lead appointed elected member role on the Joint Climate Change Adaption Group.
- There are no prerequisites or specific qualifications required for this role.
- Cr Tāmami Rākena has indicated that this is an acceptable solution and is happy to remain an alternate in a supportive capacity not a lead capacity.

#### Northland Regional Council River Working Groups

Northland Regional Council River Working Groups meet every 6 months and where possible try to tie this into the river working season.

Northland Regional Council has six active River Working Group as follows:

- Kerikeri River Working Group (**Cr Steve McNally**)
- Taumārere River Working Group (**Kōwhai - Deputy Mayor Kelly Stratford**)
- Kaeo-Whangaroa River Working Group (**currently no appointed Far North District Council member**)
- Awanui River Working Group (**currently no appointed Far North District Council member**)
- Urban Whangarei Rivers Working Group (**Whangarei District Council appointed member**)
- Kaihu River Working Group (**Kaipara District Council appointed member**)

- The chairs of these groups are Northland Regional Council councillors.

- The River Working Groups are a stakeholder forum that allows local communities to participate in the ongoing management of flood risk mitigation within the relevant catchment.
- Representatives from the catchment to advise and make recommendations to the Northland Regional Council on matters pertaining to the management of the relevant river.
- Items discussed include any issues that have arisen and annual work programmes for any river works needed and or development of longer-term, larger scale flood risk mitigation.
- An appropriate Far North District councillor is also included in the membership of these groups.
- Far North District Council confirmed appointments include Cr McNally for the Kerikeri River Working Group and Kōwhai - Deputy Mayor Kelly Stratford for the Taumāre River Working Group.
- Awanui and Kaeo-Whangaroa River Working Groups require confirmation of appointments from Far North District Council.

## **PORTFOLIOS**

### **Youth Portfolio**

- Portfolio structure was decided at the 15 December 2022 Council meeting [https://infocouncil.fndc.govt.nz/Open/2022/12/CO\\_20221215\\_MIN\\_2590.PDF](https://infocouncil.fndc.govt.nz/Open/2022/12/CO_20221215_MIN_2590.PDF)
- The portfolio structure did not include a Youth portfolio.

<p><b>RESOLUTION 2022/90</b></p> <p>Moved: Cr Steve McNally Seconded: Cr Hilda Halkyard-Harawira</p> <p><b>d) That Councillors be appointed as the following portfolio holders:</b></p> <ul style="list-style-type: none"> <li><b>i. Communications - (Councillors Vujcich and Rākena)</b></li> <li><b>ii. Reform - (Councillors Halkyard-Harawira and Foy)</b></li> <li><b>iii. Waters - (Councillors Radich and Kleskovic)</b></li> <li><b>iv. Transport - (Councillors Court and McNally)</b></li> <li><b>v. Housing - (Deputy Mayor Stratford and Councillor Kapa)</b></li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>
--

- The Youth portfolio holder(s) will work closely with Far North District Youth Council to determine how youth envisage their voice can be heard and hold relevance in Council consultation, processes, programmes, and decision making.
- There are no prerequisites or specific qualifications required for this role.

### **ELECTED MEMBER REMUNERATION**

- The elected member workshops and survey results have been received and reviewed it has been determined that elected member remuneration will not change.

### **COMMITTEE STRUCTURE**

- The elected member workshops and survey results have been received and reviewed the debate and results require the consideration of more robust governance oversight of Far North District Council infrastructure assets to ensure they are effectively maintained and operated.

#### **Te Koukou – Transport and Infrastructure Committee**

- An increase in governance oversight over infrastructure is required due to 3 Waters staying with Far North District Council and no longer going to Entity A as part of 3 Waters reform.
- The Te Koukou – Transport Committee terms of reference have been amended to include delegations reflective of the inclusion of Infrastructure (**Attachment 1**).

- The name of the committee will also be amended to include Infrastructure. The amended name is Te Koukou – Transport and Infrastructure Committee.

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

Mid-Term Governance Review resulted in multiple changes for consideration for effective and efficient decision-making.

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

There are no budgetary implications.

### **ĀPITIHINGA / ATTACHMENTS**

1. Te Koukou - Transport and Infrastructure Committee Terms of Reference April 2024 - A4648251 [↓](#) 

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	The changes made directly affect the decisions made that have an impact on positive outcomes for communities throughout the district.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002, Local Government Official Information and Meetings Act 1987.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	District wide.
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.	The changes made directly affect the decisions that will have an impact on positive outcomes for Māori and the communities throughout the district.
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 residents and ratepayers.
State the financial implications and where budgetary provisions have been made to support this decision.	No budgetary implications
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

 <b>Far North District Council</b> <i>Te Kaunihara o Tai Tokerau ki te Raki</i>	<b>Authorising Body</b>	Mayor/Council
	<b>Status</b>	Standing Committee
<b>COUNCIL COMMITTEE</b>	<b>Title</b>	Te Koukou – Transport and Infrastructure Committee Terms of Reference
	<b>Approval Date</b>	11 April 2024
	<b>Responsible Officer</b>	Head of Infrastructure Strategy

### Purpose

The purpose of the Infrastructure Committee (the Committee) is to ensure cost effective, quality and sustainable infrastructure decisions are made to meet the current and future needs of Far North communities and that Councils infrastructure assets are effectively maintained and operated.

The Committee will review the effectiveness of the following aspects:

- Affordable core infrastructure to support healthy and sustainable living;
- Operational performance including monitoring and reporting on significant infrastructure projects
- Delivery of quality infrastructure and district facilities
- Financial spend and reprogramming of capital works
- Property and other assets

To perform his or her role effectively, each Committee member must develop and maintain his or her skills and knowledge, including an understanding of the Committee's responsibilities, Councils' infrastructure assets such as roading, three waters and district facilities.

### Membership

The Council will determine the membership of the Committee.

Te Koukou – Transport and Infrastructure Committee will comprise of at least six elected members (one of which will be the chairperson).

Kahika Mayor Tepania  
 Kōwhai Deputy Mayor Kelly Stratford  
 Steve McNally  
 Ann Court  
 John Vujcich  
 Babe Kapa  
 Felicity Foy  
 Hilda Halkyard-Harawira  
 Mate Radich  
 Penetaui Kleskovic  
 Tāmami Rākena

### Quorum

The quorum at a meeting of Te Koukou – Transport and Infrastructure Committee is 6 members.

### **Frequency of Meetings**

The Committee shall meet 4 weekly.

### **Power to Delegate**

Te Koukou – Transport and Infrastructure Committee may not delegate any of its responsibilities, duties or powers.

### **Committees Responsibilities**

The Committees responsibilities are described below:

#### **Quality infrastructure and Facilities**

- Assess and provide advice to Council on strategic issues relating to the provision of Council's infrastructural activities and district facilities
- Review, and recommend to Council, policy and strategies for the delivery of infrastructural asset services
- Monitor achievement of outcomes included in the Infrastructure Strategy and other transport and infrastructure strategies eg District Transport Strategy
- Ensure that Council protects its investment in its infrastructural assets in accordance with accepted professional standards
- Monitor the risks, financial and operational performance of the Council's infrastructural activities and facilities
- Monitor major contract performance measures/key result areas (KRAs)

#### **Significant Projects – spend, monitoring and reporting**

- Monitor significant projects
- Approve budget overspend (above tolerance levels in the CE delegations) and any reprogramming of capex for a project or programme provided that:
  - The overall budget is met from savings
  - The overall budget for capex is not exceeded. Where this is not the case, the Committee must either:
    - Recommend to Council that additional funding is approved (outside the Annual Plan or Long Term Plan process), or
    - Recommend as part of the next round of Long Term Plan or Annual Plan process that the funding is considered for inclusion.
- Approve tenders and contracts provided they are:
  - Up to \$3 million,
  - in accordance with the current year's plan, whether that be Annual Plan or Long Term Plan, and
  - deemed low by the Significance and Engagement Policy

#### **Compliance**

- Ensure that operational functions comply with legislative requirements and Council policy
- Ensure that consents associated with Council's infrastructure are being met and renewals are planned for

#### **Service levels (non regulatory)**

- Recommend service level changes and new initiatives to the Long Term and Annual Plan processes.

**Relationships**

- Monitoring Council's relationship with the Northland Transportation Alliance
- Monitoring Council's relationship with the Far North Waters Alliance Partner

**Property**

- Recommend to Council the acquisition or disposal of assets.
- Approve new leases and lease renewals (of non-reserve land), in accordance with the current years' plan, whether that be Annual Plan or Long Term Plan.

**Transport**

- Approval of roading contracts beyond CE delegation up to \$3 million
- Receive and consider any consultation document and/or any proposed amended or new legislative instrument that may have a transport related outcomes and where appropriate make submissions and enable political advocacy at a Mayoral Forum Level if required
- Receive and adopt the Asset Management Plan for Transport
- Receive and adopt Far North District Council's walking and cycling strategies
- Receive and consider any placemaking projects that have a transport related component so the committee can ensure the projects are captured (where appropriate) in our funding and planning instruments
- Receive invitations to apply for external funding opportunities in a timely manner so that the committee may advocate for community-initiated infrastructure projects. (Examples PGF, TIF)

Receive updates on changes to national and regional policies and Transport Plans that impact on Council provision of infrastructure and where appropriate make submissions or recommendation to Council.

**Rules and Procedures**

Council's Standing Orders and Code of Conduct apply to all the committee's meetings.

**Annual reporting**

The Chair of the Committee will submit a written report to the Chief Executive on an annual basis. The review will summarise the activities of the Committee and how it has contributed to the Council's governance and strategic objectives. The Chief Executive will place the report on the next available agenda of the governing body.

## 6.3 FAR NORTH HOLDINGS LIMITED LETTER OF EXPECTATIONS 2024

**File Number:** A4592701

**Author:** Jonathan Slavich, Chief Financial Officer

**Authoriser:** Carla Ditchfield, Manager - Legal Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide delegation from Council to sign and issue the Letter of Expectations to Far North Holdings Limited (FNHL).

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Letter of Expectations (LOE) is intended to inform Far North Holdings Limited's (FNHL) Board of the Far North District Council's (Council) high level strategic direction and performance expectations for the finalisation of FNHL's Statement of Intent (SOI) 2024 - 2027.
- Formal delegation from Council to sign and issue the LOE is needed under s 64B LGA 2002.

### TŪTOHUNGA / RECOMMENDATION

**That Council authorise the signing by Far North Mayor Kahika and issuance of the Letter of Expectations to Far North Holdings Limited.**

### 1) TĀHUHU KŌRERO / BACKGROUND

As above, the LOE is prepared by Council to set out the strategic direction and performance expectations, which is issued to FNHL to factor into its SOI 2024 - 2027.

This LOE outlines Council's general expectations of FNHL in relation to matters which are unlikely to change from year to year, such as governance, accountability and transparency principles.

This LOE also sets out Council's specific expectations in relation to matters that are consistent with and important to the shareholder's long term plan, strategies and policies.

In clarifying our expectations, we expect that the passage of the SOI through to acceptance by Council will be more efficient and effective.

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

The Governance to Governance meeting was held on 7 March 2024. Discussion and feedback was taken into account and incorporated into the LOE for signing and issuance.

Provided no further amendments are proposed, the LOE is recommended for signing and issuance to FNHL.

The draft SOI was received from FNHL. Specific review and feedback will be provided to FNHL which will be aligned to the LOE. This feedback will be passed to FNHL by 1 May 2024. The LOE together with the specific feedback to the SOI will help inform FNHL, and assist them in finalising their SOI.

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

In line with s 64B LGA 2002, formal delegation by Council as shareholder representation, is required to authorise signatory of the LOE.

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

There are no financial implications associated with this recommendation.

**ĀPITIHANGA / ATTACHMENTS**

- 1. Letter of Expectation -FNHL - Final Draft 28.03.24 - A4649810  

## Hōtaka Take Ōkawa / Compliance Schedule:

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Low
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	s 64B, Local Government Act 2002
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	District wide relevance
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	FNHL and its Directors will take all practicable steps to ensure that their actions align with Te Tiriti o Waitangi. The Letter of Expectations issued by Council states an expectation for the community, in particular Māori, be considered and accommodated and actively seek positive relationships with regard to the culture and traditions with ancestral land, water, sites of significance, wahi tapu, valued flora and fauna and other taonga.
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).	District and community wide significance.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no specific financial implications arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has approved this report.

Far North Holdings  
Limited Board of  
Directors  
9 Baffin Street  
Opua 0200

**Attn: Chairperson Murray McCully CNZM**

Dear Murray

## **LETTER OF EXPECTATIONS**

This Letter of Expectations (LOE) is intended to inform Far North Holdings Limited's (FNHL) Board of the Far North District Council (Council), as shareholder, its high level of strategic direction and performance expectations for the finalisation of FNHL's Statement of Intent (SOI) 2024 - 2027.

This LOE outlines Council's **general expectations** of FNHL in relation to matters which are unlikely to change from year to year, such as governance, accountability and transparency principles. General expectations include enduring expectations, which are set out in **Appendix A**.

This LOE also sets out Council's **specific expectations** in relation to matters that are consistent with and important to the shareholder's long term plan, strategies and policies.

In clarifying our expectations early, we expect that the passage of the SOI through to acceptance by Council will be more efficient and effective.

### **1. General Expectations**

#### **1.1 Concise SOI with meaningful performance measures**

As a Council Controlled Trading Organisation (CCTO), FNHL is accountable to the Council, which agrees to objectives and targets as well as monitors the performance of the CCTO. The Council, in turn, is accountable to ratepayers and residents for the performance of CCTOs.

Your 2024-2027 SOI must record and enable proper accountability and direction of FNHL.

I expect your SOI to be concise and informative. This will enable the Council and the public to clearly understand your proposed activities, any proposed changes, and the proposed benefit and financial impact of your activities on the district and its ratepayers.

I expect you to work with Council to ensure your SOI includes clear, meaningful performance measures that should provide useful information, measure what matters and be objectively quantifiable wherever possible.

## 1.2 Be more transparent and accountable

The shareholder Council operates under a philosophy of transparency, disclosure of performance information and no surprises.

I expect FNHL and its subsidiaries of the FNHL Entity group to be similarly transparent in their approach to working with each other, Council and the Far North community.

I expect transparency and disclosure to be achieved by FNHL through a continuous disclosure regime including but not limited to:

- (a) *Draft SOI* – thank you for providing Council with a draft SOI. The draft SOI will be reviewed with feedback provided by 1 May 2024. The SOI is to follow the Office of the Auditor General's guidelines on Statements of Corporate Intent - Statements of corporate intent: Legislative compliance and performance reporting (oag.parliament.nz) and to include strategic issues setting out the key strategic issues facing the CCTO.
- (b) *Continuous Disclosure* - making timely disclosures to Council, in both regular governance meetings with Council or as may be requested from time to time by Council.
- (c) *Foster and maintain frank communication and no surprises policy* – fostering and maintaining an open and candid relationship with Council. The Mayor, Councillors, and the Council's Chief Executive must receive timely, meaningful and candid information about the activities of FNHL, especially any matters that are potentially contentious or of high public interest. This includes frankly identifying options and risks and reporting more granular information for specific items as requested.
- (d) *Sound operational decisions* - making operational decisions that are aligned with the Council's expectations and strategic directions.

*Prudent, effective and efficient use of resources* - delivering services in a way that displays prudent use of resources and assets and provides value for money for the ratepayers of the district. Follow the procurement principles outlined in the Office of the Auditor General's guidelines on procurement (oag.parliament.nz)

- (e) *Governance* – complying with the Council's Appointment and Remuneration of Directors for Council Organisation policy<sup>1</sup>. It is imperative that directors act in the best interests of the CCTO, avoid conflicts of interest and observe Director's duties set out in Part 8 of the *Companies Act 1983*.
- (f) *Local Government Official Information and Meetings Act 1987 (LGOIMA) requests* – advising the Council when requests under the LGOIMA are received and providing Council with a copy of the response<sup>2</sup>.

Council's Chief Executive and/or Te Miromiro – Assurance, Risk and Finance Committee will monitor FNHL and report to Council, on compliance with the above requirements on a quarterly basis. To further foster the connection and collaboration with senior management, key FNHL management team will also attend Council senior leadership team meetings on a quarterly basis coinciding with FNHL quarterly report to shareholder.

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<sup>1</sup> Appointment and Remuneration of Directors for Council Organisations policy # 2117 issued 19 June 2003 and updated July 2021.

<sup>2</sup> Council keeps a central register of all LGOIMA requests and has specialist staff who can assist and advise on such matters.

## 2. Specific Expectations for 2024-2027

For FNHL's 2024 – 2027 SOI, the Council has the following specific expectations:

1. *Governance structure* – Council intends to conduct a governance review in 2024, of which FNHL input and involvement will be sort.
2. *Board Remuneration* – in consultation with the Council and prior to appointment of any new directors to the Board, FNHL Entity group must review its directors' remuneration. Remuneration set must be fair and reasonable and must reflect the following factors:
  - (a) The need to attract and retain appropriately qualified directors;
  - (b) The levels of remuneration paid to comparable companies in Aotearoa New Zealand;
  - (c) The performance of the CCTO and any changes in the nature of its business;
  - (d) The size and scale of the CCTO (e.g. turnover, value of assets, number of employees);
  - (e) Complexity and scope of operations (e.g. complexity of issues, level of guidance for decision making, relationship management responsibilities);
  - (f) Accountability (e.g. scale of market risk, public interest and profile, potential risk to director reputation, and other key risks);
  - (g) Skills, specifically the type of expertise and specialisation needed; and
  - (h) Any other relevant factors.
3. Where a director sits on multiple boards of the FNHL Group entity, his or her salary should be discussed and consulted on with Council. Furthermore, Council intends to conduct a governance review in 2024 which should provide further guidance in this regard.
4. The final decision on directors' remuneration will be subject to the approval of Council.
5. *Board Succession* – FNHL must develop a succession plan to manage its future needs and to enable the CCTO to refresh its leaders and continue meeting the challenges of a constantly changing business environment. The plan must be submitted to Council for review and approval. This succession plan should be updated with changes in FNHL governance structure.
6. *Regular governance meetings* – FNHL must attend regular meetings with the Council to allow comprehensive oversight by the Council of FNHL's performance and governance<sup>3</sup>. This is best achieved via quarterly attendance and presentation to Te Miromiro – Assurance, Risk and Finance Committee, and additional meetings held as required (Governance to Governance meetings and Council Workshops).
7. *Business Plan* – FNHL must provide the Council with a three-to-five year business plan that identifies capital projects, capital expenditure and asset management intentions for the period 2024-2027.
8. *Finance and Debt* – FNHL to keep Council informed of financing activities, for refinancing and new debt, which is to be included in the quarterly report to shareholder.

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<sup>3</sup> Governance meetings will be scheduled by Council's CE's Office. FNHL must provide an agenda to the CE's Office 5 days in advance of any meeting which aligns with the expectations set out in this LOE and where appropriate includes current management accounts, debt, and debt forecast, and an update on all of FNHL's ongoing capital projects.

9. *Asset and Risk management* – FNHL should explain how core assets may feature in or impact financial forecasts, and set out how FNHL is managing risks and what those risks are. Key risks should be reported in the quarterly report to shareholders, with actions, controls and mitigations being noted for how FNHL is managing those key risks. Council should be advised with out delay of new material risks to observe the no surprises principle.
10. *Sustainability* - FNHL must provide a 'road map' outlining how it will contribute to a reduction in carbon emissions, improve waste minimisation and climate change impacts by 30 June 2024. The 'road map' is to be informed by and be consistent with Council's Climate Action Policy adopted 11 December 2023. Once established, reporting against this 'road map' will form part of FNHL's Annual Report.

Yours faithfully,

**Moko Tepania**

Mayor FNDC

## Appendix A: Enduring Expectations of FNHL

### 1. Statement of Intent

FNHL's SOI must:

- include a complete set of high level prospective financial statements for the three-year period 2024-2027 ie. Statement of Comprehensive Income, Statement of Financial Position and Cashflow Statements.
- disclose measures such as ratio of shareholders' funds to total assets, return on investment, growth in shareholder value.
- must fully comply with Schedule 8 of the Local Government Act 2002(LGA).
- disclose dividends along with the dividend pay-out policies. Where dividends are not being paid in accordance with the Dividend Return performance measure, then an explanation should be provided with details of why this has not been achieved.
- should use the same information for both managing the business and reporting through to the shareholder - i.e. the information used for setting and reporting against them for the SOI should overlap and be a subset of the information used for internal reporting.
- be in a plain style, concise, relevant, accessible and focused on meeting the needs of the Council and the community they represent, as should all reports prepared by FNHL. The use of graphs, tables and charts is expected to convey both financial and non-financial information along with trends (past, current and future numbers).
- must disclose the performance story for FNHL, providing a clear and succinct understanding of the purpose, the goods and services it delivers and what success looks like. The main aspects of the SOI performance story are:
  - Strategic context
  - Specifying and presentation of the investment's objective and relevance to Council's objectives, and the impact on the four aspects of well-being (Social, Economic, Environmental and Cultural) identified in the purpose of local government in LGA 2002.
  - Main measures and targets, outcomes and objectives
  - Linking the strategy outputs and performance measures together to provide a comprehensive view of the Board's vision.

### 2. Communication

Communication is more than formal reporting. It means two-way dialogue and a commitment to sharing strategic priorities and objectives and ensuring the '**no surprises**' approach is effective.

It also means responding promptly and appropriately on issues raised. Council's expectations around regular reporting include:

- Reporting and governance meetings between FNHL's Board and the Council as set out in Specific Expectations above to allow progress against agreed outcomes to be measured as per the SOI.
- Informal briefings convened every two months, hosted by the Board and attended by elected members to support governance relationships.

- Other engagement at an operational level as required, to support financial and non-financial reporting obligations under the LGA, the Financial Markets Conduct Act 2013 and any other relevant legislation or regulation.

### **3. Health and Safety**

- It is appropriate for the Council to set out its expectations in relation to compliance with Health and Safety by CCTOs. The Health and Safety at Work Act 2015 (the Act) states that under section 44(3) of the Act elected members do not have a duty to exercise due diligence to ensure that any CCO complies with its duties or obligations under the Act unless that member is also an officer of that CCO.

However, as a shareholder it is still appropriate for Council to set out expectations around Health and Safety management. Council expects the FNHL Board to adopt an appropriate Health and Safety policy, understand the nature of risks/hazards within the business, monitor performance and activities to ensure risk is being managed and review health and safety systems and performance.

Council expects FNHL to have an up-to-date Health and Safety management program, which should be reviewed and monitored regularly.

### **4. Governance Performance**

To aid Council when making decisions on Board remuneration and appointments, the FNHL Board should undertake evaluation of its own performance at least once every two years.

- The Chair of the Board should reference this evaluation when making recommendations on the setting of remuneration.

### **5. Community consultation and engagement**

FNHL must consider, accommodate, and encourage positive relationships:

- with Māori, having regard to the culture and traditions with their ancestral land, water, sites of significance, wāhi tapu, valued flora and fauna, and other taonga.
- with the wider community.

All decisions by FNHL must take the interests of Māori and the wider community into consideration and where appropriate undertake consultation and engagement to assist in identifying the nature of those interests<sup>4</sup>.

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<sup>4</sup> Council expects FNHL to develop and publish a formal Community Engagement Policy that outlines when and how FNHL will undertake both formal consultation and other engagement on matters of interest to the community.

## 6.4 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - MARCH 2024

**File Number:** A4625720

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Casey Gannon, Manager - Democracy Services

### TAKE PŪRONGO / PURPOSE OF THE REPORT

- To increase governance oversight of Committee business/discussions.
- Communicate resolutions of Committee meetings.
- Escalate Committee recommendations to Council.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The following Committee meetings have been held since the last ordinary Council meeting - 26 March 2024 – Te Koukou – Transport Committee.
- Copies of the Committee meeting minutes are attached for information.
- Links to the agendas containing the reports that formed the basis of the recommendations below are included in this report.
- There were no recommendations escalated to Council from Committees.

### TŪTOHUNGA / RECOMMENDATION

**That Council receive the Committee Recommendations and Resolutions Report – March 2024.**

### TĀHUHU KŌRERO / BACKGROUND

This is a regular report to provide greater governance oversight of discussions that occur at Committee meetings and to avoid duplication of reading for Councillors for decisions that are recommended to them, from each Committee meeting.

Copies of Committee meeting minutes that have occurred since the last ordinary Council meeting are attached for information.

From time to time, Committee's discuss items that are outside their delegations. This report, when necessary, will highlight recommendations from each Committee to Council for decision.

Information about Council, Committee or Community Board meetings is publicly available at <https://infocouncil.fndc.govt.nz/>

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

Since the last Council meeting the following Committee meetings have occurred:

26 March 2024 – Te Koukou Transport Committee

[26 March 2024 Te Koukou Agenda](#)

**No escalation required.**

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

This report does not intend to repeat the financial implications, options or decision-making requirements for the recommendations listed. Please review the agendas via the provided links for further information.

## ĀPITIHANGA / ATTACHMENTS

1. 2024-03-26 Te Koukou - Transport Committee Minutes - A4635400 [↓](#) 

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY TE KOUKOU - TRANSPORT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON TUESDAY, 26 MARCH 2024 AT 10:00AM**

**PRESENT:** Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Cr Felicity Foy, Cr Ann Court, Cr Steve McNally, Cr Hilda Halkyard-Harawira, Cr Babe Kapa, Cr Tāmāti Rākena, Cr Mate Radich, Cr John Vujcich

**IN ATTENDANCE:** Adele Gardner (Chairperson of Te Hiku Community Board) and Belinda Ward (Chairperson of Bay of Islands Whangaroa Community Board), Calvin Thomas (General Manager - Northland Transport Alliance), Jeff Devine (Strategy and Planning Manager – Northland Transport Alliance), Greg Monteith (virtual) (Capital Works & Procurement Manager - Northland Transport Alliance)

**STAFF PRESENT:** Casey Gannon (Manager – Democracy Services), Ellie Greenwood (Democracy Advisor – Democracy Services), Fleur Beresford (Democracy Advisor – Democracy Services), Tanya Proctor (virtual) (Head of Infrastructure Strategy)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Kahika Mayor Moko Tepania commenced the meeting with a prayer at 10.04am.

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

**APOLOGY**

**RESOLUTION 2024/6**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmāti Rākena

**That the apology received from Cr Kleskovich be accepted and leave of absence granted and an apology from Cr Court for lateness be accepted.**

**CARRIED**

**3 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS**

- Copies of the agenda are available on the FNDC website
- This meeting is being recorded and will be uploaded to YouTube
- Māramataka Māori is Rākaumatohi and this morning Rākaunui was bright in the sky, which will hopefully bring energy to our decision making today.
- Daniel Hansen a Ventia worker passed away at a Dargaville site last week. Eternal rest grant upon him o lord and may perpetual light shine upon him always.

**4 NGĀ TONO KŌRERO / DEPUTATION**

- Paula Matthews (virtual) requesting sealing for Pairatahi Road.

The meeting was adjourned from 10:28am to 10:47am.

- Mina Pomare regarding Pangaru and Motutī roads and requesting more involvement of Tangata Whenua in Council roading processes.
- Graeme Morrell regarding North Hokianga Roads and requesting more involvement of Tangata Whenua in Council roading processes.

**TABLED AT MEETING**

**Attachments tabled at meeting:**

- 1 Paula Matthews Deputation Letter;
- 2 Mina Pomare Presentation .

At 11:28 am Cr Ann Court arrived at the meeting.  
 At 11:35 am Kōwhai - Deputy Mayor Kelly Stratford left the meeting.  
 At 11:36 am Cr Hilda Halkyard-Harawira left the meeting.  
 At 11:36 am Cr Steve McNally left the meeting.  
 At 11:36 am Kōwhai - Deputy Mayor Kelly Stratford returned to the meeting.  
 At 11:37 am Cr Steve McNally returned to the meeting.  
 At 11:38 am Cr Hilda Halkyard-Harawira returned to the meeting.

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

**4.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A4602835, pages 8 - 13 refers.

**RESOLUTION 2024/7**

Moved: Kahika - Mayor Moko Tepania  
 Seconded: Cr John Vujcich

**That Te Koukou – Transport Committee confirm the minutes of the meeting held 20 February 2024 are true and correct.**

**CARRIED**

At 11:39 am, Cr Tāmami Rākena left the meeting.  
 At 11.39 am, Cr Babe Kapa left the meeting.  
 At 11:41 am, Cr Tāmami Rākena returned to the meeting.  
 At 11:43 am, Kōwhai - Deputy Mayor Kelly Stratford left the meeting.  
 At 11.47 am, Cr Babe Kapa returned to the meeting.  
 At 11.49 am, Cr Mate Radich left the meeting.  
 At 11:54 am, Kōwhai - Deputy Mayor Kelly Stratford returned to the meeting.

**5 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**5.1 TRANSPORT PORTFOLIO MEMBER REPORTS**

Agenda item 5.1 document number A4602873, pages 14 - 14 refers.

**RESOLUTION 2024/8**

Moved: Kahika - Mayor Moko Tepania

<p>Seconded: Cr John Vujcich</p> <p><b>That Te Koukou – Transport Committee note the verbal March 2024 reports from Members Ann Court and Steve McNally as Transport Portfolio holders.</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>Abstained:</u> Kōwhai Kelly Stratford</p>
<p><b>Attachments tabled at meeting:</b></p> <p>1 Steve McNally RTC report - March 24 .</p>

At 12:04 pm, Kōwhai - Deputy Mayor Kelly Stratford left the meeting.  
 At 12:17 pm, Kōwhai - Deputy Mayor Kelly Stratford returned to the meeting.

**5.2 FNDC TRANSPORTATION ACTIVITY UPDATE - JANUARY 2024 OPERATIONS REPORT**

Agenda item 5.2 document number A4606024, pages 15 - 61 refers.

<p><b>RESOLUTION 2024/9</b></p> <p>Moved: Cr Steve McNally                  Seconded: Cr John Vujcich</p> <p><b>That Te Koukou - Transport Committee receive the report FNDC Transportation Activity Update - January 2024 Operations Report</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>Abstained:</u> Kōwhai Kelly Stratford</p>
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At 12:37 pm, Kōwhai - Deputy Mayor Kelly Stratford left the meeting.  
 At 12:38 pm, Kōwhai - Deputy Mayor Kelly Stratford returned to the meeting.

**5.3 NZTA MINISTERIAL BRIEFING NOTE BRI 2887 - STATE HIGHWAY ASSET CONDITION AND MAINTENANCE**

Agenda item 5.3 document number A4624237, pages 62 - 74 refers.

<p><b>RESOLUTION 2024/10</b></p> <p>Moved: Cr Ann Court                  Seconded: Cr Steve McNally</p> <p><b>That Te Koukou - Transport Committee receive the report NZTA Ministerial Briefing Note BRI 2887 - State Highway Asset Condition and Maintenance.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
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At 12:39 pm, Kōwhai - Deputy Mayor Kelly Stratford left the meeting.

**5.4 NORTHLAND DRAFT REGIONAL LAND TRANSPORT PLAN 2021-2027 REVIEW AND CONSULTATION**

Agenda item 5.4 document number A4625172, pages 74 - 197 refers.

**RESOLUTION 2024/11**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

**That Te Koukou - Transport Committee receive the report Northland Draft Regional Land Transport Plan 2021-2027 Review and Consultation.**

**CARRIED**

**4 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Kahika Mayor Moko closed the meeting with a karakia.

**6 MEETING CLOSE**

The meeting closed at 12:41pm.

The minutes of this meeting will be confirmed at the Ordinary Te Koukou - Transport Committee Meeting held on 23 April 2024.

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 7.1 COMMUNITY BOARD MINUTES - MARCH 2024

**File Number:** A4625730

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Casey Gannon, Manager - Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an overview of resolutions made by Community Boards with an opportunity for Chairpersons to speak with Council about pertinent discussions held at Community Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Minutes from Te Hiku, Kaikohe-Hokianga, and Bay of Islands-Whangaroa Community Board March 2024 meetings are attached for Council information.

#### TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- 19 March 2024 Te Hiku Community Board;
- 21 March 2024 Bay of Islands-Whangaroa Community Board; and
- 22 March 2024 Kaikohe-Hokianga Community Board.

#### TĀHUHU KŌRERO / BACKGROUND

This report is to provide Council with an overview of resolutions made at Community Board meetings and for Community Board Chairpersons to raise any Community Board issues with Council.

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

This is intended as an information report but shows on the agenda as a standard report to place it earlier on the agenda.

From time-to-time Community Boards 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).

The minutes presented to this meeting include recommendations to Council, which staff have requested be considered by Council for the June meeting.

#### 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.

#### ĀPITIHINGA / ATTACHMENTS

1. 2024-03-19 Te Hiku Community Board Minutes - A4625794 [↓](#) 
2. 2024-03-21 Bay of Islands-Whangaroa Community Board Minutes - A4619214 [↓](#) 
3. 2024-03-22 Kaikohe-Hokianga Community Board Minutes - A4625585 [↓](#) 

**MINUTES OF  
TE HIKU COMMUNITY BOARD MEETING  
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS  
AVENUE, KAITAIA  
ON TUESDAY, 19 MARCH 2024 AT 10:00AM**

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

**STAFF PRESENT:** Ellie Greenwood (Democracy Advisor – Democracy Services), Beverly Mitchell (Community Board Co-Ordinator – Strategic Relationships), Imrie Dunn (Democracy Advisor – Democracy Services), Elizabeth Stacey (Senior Road Safety & Traffic Engineer - Northland Transport Alliance), Casey Gannon (Manager – Democracy Services), Kathryn Trewin - (Funding Advisor - Stakeholder Relationships), Harley Alexander (Multimedia Strategy & Communications Engagement)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Member Rachel Baucke opened the meeting with a Karakia at 10:00am.

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

**APOLOGY**

**RESOLUTION 2024/19**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

**That the apology received from Cr Felicity Foy be accepted and leave of absence granted.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Daniel Thompson regarding the film shot in the Far North and based out of Lake Ohia hall, and thanking the Community Board for their support and help.

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Nil.

**5 NGĀ KAIKŌRERO / SPEAKERS**

Nil.

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A4591516, pages 8 - 18 refers.

#### RESOLUTION 2024/20

Moved: Chairperson Adele Gardner  
Seconded: Member Rachel Baucke

**That Te Hiku Community Board confirm the minutes of the meeting held 13 February 2024 and the Extraordinary meeting held 19 February 2024, to be a true and correct record.**

**CARRIED**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 FUNDING APPLICATIONS

Agenda item 7.1 document number A4597560, pages 19 - 29 refers.

#### RESOLUTION 2024/21

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

**That Te Hiku Community Board approve the sum of \$2,967 (plus GST if application) to be paid from the Board's Community Grant Fund account to Ahipara Aroha for installation of a digital sign, to support the following Community Outcomes:**

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

**CARRIED**

### 7.1 FUNDING APPLICATIONS

Agenda item 7.1 document number A4597560, pages 19 - 29 refers.

#### RESOLUTION 2024/22

Moved: Chairperson Adele Gardner  
Seconded: Deputy Chairperson John Stewart

**That Te Hiku Community Board amend resolution 2023/110 of November 21 2023 which granted funding to Rongopai House Community Trust for the purchase of a fridge/freezer and allow the Trust to use any remaining funds from the amount already granted towards the purchase/replacement of a steriliser and/or dishwasher, to support the following Community Outcomes:**

- a) Proud, vibrant communities.
- b) Communities that are healthy, safe, connected and sustainable.

**CARRIED**

**7.2 PROJECT FUNDING REPORTS**

Agenda item 7.2 document number A4597572, pages 30 - 41 refers.

**RESOLUTION 2024/23**

Moved: Member Darren Axe

Seconded: Member Rachel Baucke

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

- a) Ahipara Aroha (CCTV)
- b) Alzheimers Northland
- c) Oruaiti School
- d) Te Hapua Sports and Recreation Club
- e) Waipapakauri JMB Hunting and Fishing Competition

**CARRIED**

**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 PUKENUI PEDESTRAIN CROSSING - RESPONSE TO PETITION**

Agenda item 8.1 document number A4596356, pages 42 - 43 refers.

**RESOLUTION 2024/24**

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

**That Te Hiku Community Board receive the report Pukenui Pedestrian Crossing - Response to Petition.**

**CARRIED**

At 10.35 Cr Radich joined the meeting.

**8.2 TE HIKU COMMUNITY BOARD MARCH 2024 OPEN RESOLUTION REPORT**

Agenda item 8.2 document number A4593228, pages 44 - 48 refers.

**RESOLUTION 2024/25**

Moved: Chairperson Adele Gardner

Seconded: Deputy Chairperson John Stewart

**That Te Hiku Community Board receive the report Te Hiku Community Board March 2024 Open Resolution Report.**

**CARRIED**

**8.3 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.3 document number A4598781, pages 49 - 57 refers.

**RESOLUTION 2024/26**

Moved: Member Darren Axe  
Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board note the March 2024 member report from Chairperson Adele Gardner, and Members Darren Axe, Rachel Baucke, Sheryl Bainbridge, and Bill Subritzky.**

**CARRIED**

Note a verbal report is received from Deputy Chairperson John Stewart.

**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2024/27**

Moved: Chairperson Adele Gardner  
Seconded: Member Darren Axe

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
<b>9.1 - Confirmation of Public Excluded Previous Minutes</b>	<p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	<p>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</p>

**CARRIED**

At the conclusion of the public excluded portion of the meeting Te Hiku Community Board resolved the information and decisions contained in the part of the meeting held with public excluded be restated in public meeting as follows:

- 9.1 Confirmation of Public Excluded Previous Minutes – decision only:  
That Te Hiku Community Board confirms the Public Excluded minutes of the meeting held 26 September 2023 and 13 February 2024, to be a true and correct record, with an amendment of: "That Te Hiku Community Board confirms that the discussion contained in the part of the meeting held with public excluded be restated in public meeting regarding the Lake Ohia Hall upgrade" for the 13 February Meeting minutes.

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

**The meeting closed at 11.08am with a closing karakia by member Rachel Baucke.**

**The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 16 April 2024.**

.....  
**CHAIRPERSON**

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE TURNER CENTRE, KERIKERI  
ON THURSDAY, 21 MARCH 2024 AT 10.00AM**

**PRESENT:** Member Belinda Ward, Member Lane Ayr, Councillor Ann Court, Member Bruce Mills, Member Amy Slack, Member Roddy Hapati-Pihema, Member Jane Hindle, Member Tyler Bamber

**STAFF PRESENT:** Kim Hammond (Community Board Co-ordinator – Stakeholder Relationships), Kathryn Trewin (Funding Advisor – Stakeholder Relationships), Harley Alexander (Multimedia Strategy and Communications Advisor - Communications and Engagement), Lawrence Wharerau (Virtually) (Kaiarahi Kaupapa Māori - Te Hono), Peggy Veen (Principal Advisor – Strategic Relationships), Ellie Greenwood (Democracy Advisor – Democracy Services, Fleur Beresford (Democracy Advisor - Democracy Services).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10.08am Member Jane Hindle commenced the meeting with a Karakia.

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

Nil

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

Nil

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Nil

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Magnus O’Grady representing the R Tucker Thompson Sail Training Trust in relation to funding for drowning prevention training for staff.
- Siobhan Marshall and Sophie Westenra (virtually) representing Longline Productions in relation to funding to make short film “Molly Malone”.
- Gerry Paul representing The Turner Centre in relation to funding for adult Kapa Haka classes.

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

**6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4605621, pages 8 - 14 refers.

**RESOLUTION 2024/12**

Moved: Chairperson Belinda Ward  
 Seconded: Member Bruce Mills

**That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 15 February 2024 are a true and correct record.**

**CARRIED**

**7 NGĀ PŪRONGO / REPORTS**

**7.1 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.1 document number A4601581, pages 15 - 27 refers.

**RESOLUTION 2024/13**

Moved: Member Jane Hindle  
 Seconded: Member Tyler Bamber

**That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Members Lane Ayr, Amy Slack, Bruce Mills and Jane Hindle.**

**CARRIED**

**7.2 ROAD NAMING - 119 REDCLIFFS ROAD, KERIKERI**

Agenda item 7.2 document number A4598191, pages 28 - 31 refers.

**RESOLUTION 2024/14**

Moved: Member Lane Ayr  
 Seconded: Member Tyler Bamber

**That Bay of Islands-Whangaroa Community Board name the private road currently addressed at 119 Redcliffs Road, as Meridian Drive.**

**CARRIED**

**7.3 ROAD NAMING - 4999 - 5001 STATE HIGHWAY 1, KAWAKAWA**

Agenda item 7.3 document number A4603360, pages 32 - 35 refers.

**RESOLUTION 2024/15**

Moved: Member Jane Hindle  
 Seconded: Member Lane Ayr

**That Bay of Islands- Whangaroa Community Board name the new road currently addressed at 4999 – 5001 State Highway 1, Kawakawa, as “Te Waerenga Drive”.**

**CARRIED**

**7.4 ROAD NAMING - 66 ACCESS ROAD, KERIKERI**

Agenda item 7.4 document number A4604611, pages 36 - 39 refers.

**RESOLUTION 2024/16**

Moved: Member Bruce Mills

Seconded: Member Tyler Bamber

**That Bay of Islands- Whangaroa Community Board name the road currently addressed at 66 Access Road, Kerikeri, as "Oak Rise".**

**CARRIED**

**7.5 PROJECT FUNDING REPORTS**

Agenda item 7.5 document number A4602124, pages 41 - 50 refers.

**RESOLUTION 2024/17**

Moved: Member Amy Slack

Seconded: Member Jane Hindle

**That Bay of Islands-Whangaroa Community Board note the project reports received from:**

- 1. Northland Floral Art Society;**
- 2. Turner Centre – Reuben Rameka;**
- 3. Kawakawa Business Association – Christmas 2023;**
- 4. Te Kamura Kura – Whangaroa Arts Festival.**

**CARRIED**

**7.6 a) FUNDING APPLICATIONS**

Agenda item 7.6 document number A4602361, pages 51 - 83 refers.

**RESOLUTION 2024/18**

Moved: Member Lane Ayr

Seconded: Member Tyler Bamber

**That Bay of Islands-Whangaroa Community Board approve the sum of \$850.00 (plus GST if applicable) be paid from the Boards Community Fund account to Bay of Islands Walkways Trust towards the costs for printing of the Kerikeri Waterfall Walkways brochure.**

Abstained: Cr Ann Court

**CARRIED**

**7.6 b) FUNDING APPLICATIONS**

Agenda item 7.6 document number A4602361, pages 52 - 83 refers.

**RESOLUTION 2024/19**

Moved: Member Lane Ayr  
 Seconded: Member Tyler Bamber

**That Bay of Islands-Whangaroa Community Board approve the sum of \$1,500.00 (plus GST if applicable) be paid from the Boards Community Fund account to R Tucker Thompson Youth Sailing Trust towards the cost of drowning prevention training for staff.**

In Favour: Member Amy Slack  
Abstained: Councillor Ann Court

**LOST 1/6**

**7.6 c) FUNDING APPLICATIONS**

Agenda item 7.6 document number A4602361, pages 52 - 83 refers.

**RESOLUTION 2024/20**

Moved: Member Bruce Mills  
 Seconded: Member Jane Hindle

**That Bay of Islands-Whangaroa Community Board approve the sum of \$10,000.00 (plus GST if applicable) be paid from the Boards Community Fund account to Longline Productions towards the costs of filming the short film “Molly Malone” in Whangaroa.**

Abstained: Councillor Ann Court

**CARRIED**

**7.6 d) FUNDING APPLICATIONS**

Agenda item 7.6 document number A4602361, pages 52 - 83 refers.

**RESOLUTION 2024/21**

Moved: Member Amy Slack  
 Seconded: Member Roddy Hapati-Pihema

**That Bay of Islands-Whangaroa Community Board approve the sum of \$3,200.00 (plus GST if applicable) be paid from the Boards Community Fund account to The Turner Centre towards the costs of adult Kapa Haka classes.**

Abstained: Councillor Ann Court

**CARRIED**

**7.6 e) FUNDING APPLICATIONS**

Agenda item 7.6 document number A4602361, pages 52 - 83 refers.

**RESOLUTION 2024/22**

Moved: Chairperson Belinda Ward  
 Seconded: Member Lane Ayr

**That Bay of Islands-Whangaroa Community Board:**

- a) rescind resolution 2022/10 of 3 March 2022 to Rangitane Residents and Ratepayers Association for CCTV, as the funds have not been uplifted and the applicant has not responded to attempts to contact them; and
- b) direct the amount of \$5,149.00 be returned to the Community Fund for reallocation.

Abstained: Councillor Ann Court

**CARRIED**

**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD FEBRUARY OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A4606613, pages 84 - 85 refers.

**RESOLUTION 2024/23**

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

**That Bay of Islands-Whangaroa Community Board receive the Bay of Islands-Whangaroa Community Board February Open Resolution Report.**

**CARRIED**

**9 TE KAPINGA HUI / MEETING CLOSE**

At 11.45am Member Amy Slack closed the meeting with a karakia.

**The meeting closed at 11.46am.**

**The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 18 April 2024.**

.....  
**CHAIRPERSON**

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON FRIDAY, 22 MARCH 2024 AT 10:04AM**

**PRESENT:** Chairperson Chicky Rudkin, Deputy Chairperson Tanya Filla, Member Mike Edmonds, Member Trinity Edwards, Member Harmonie Gundry, Member Jessie McVeagh, Cr John Vujcich

**IN ATTENDANCE:** Cr Babe Kapa

**STAFF PRESENT:** Kathryn Trewin (Funding Advisor- Strategic Relationships), Melissa Wood (Community Board Coordinator - Strategic Relationships), Casey Gannon (Manager – Democracy Services), Imrie Dunn (Democracy Advisor - Democracy Services)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

At 10:04am Chairperson Chicky opened the meeting with a Karakia.

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

**APOLOGY**

**RESOLUTION 2024/14**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

**That the apology received from Member Harmonie Gundry be accepted and leave of absence granted.**

**CARRIED**

**3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Linda Bracken gave an update from the Kaikohe Business association
  - Graffiti in town
  - Kaikohe CCTV
- Shaun Reilly spoke in regard to
  - Corrugation on Mataraua Road
  - Vape shops and vaping in town
  - Supporting any movement to bring back the refinery

**Attachments tabled at meeting**

- |   |                                     |
|---|-------------------------------------|
| 1 | Okaihau Whānau House attachment     |
| 2 | Kaikohe Community Patrol attachment |

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

- Wally Hicks regarding North Hokianga Vegetation Management (virtual)

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Maryn Ashby and Melissa Williams representing Okaihau Whānau House
- Rob Pink representing Hokianga Bowling Club
- Ngaire Powdrill representing Kaikohe Community Patrol

**6 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES****6.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A4536074, pages 8 - 18 refers

**RESOLUTION 2024/15**

Moved: Member Jessie McVeagh

Seconded: Member Trinity Edwards

**That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 16 February 2024 as a true and correct record.**

**CARRIED**

*Note: Minutes for Confirmation of Previous Minutes for Wednesday 13 Dec 2023 carried without seconder due to Unanimous Consent*

**7 NGĀ PŪRONGO / REPORTS****7.1 PROJECT FUNDING REPORTS**

Agenda item 7.1 document number A4604686, pages 19 - 26 refers

**RESOLUTION 2024/16**

Moved: Member Mike Edmonds

Seconded: Member Tanya Folia

**That the Kaikohe-Hokianga Community Board note the project report received from:**

- a) Te Hau Ora o Ngapuhi – Kaikohe Christmas Parade 2023**
- b) Waimamaku Playcentre**
- c) Te Whakaora**

**CARRIED**

**7.2 FUNDING APPLICATIONS**

Agenda item 7.2 document number A4604714, pages 27 - 58 refers

**MOTION**

Moved: Chairperson Chicky Rudkin

Seconded: Member Tanya Folia

That Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Bowling Club for the costs of the retaining wall and drainage repairs.

**AMENDMENT**

Moved: Member Mike Edmonds  
Seconded: Cr John Vujcich

That Kaikohe-Hokianga Community Board approve the sum of \$4,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Bowling Club for the costs of the retaining wall and drainage repairs.

In Favour: Crs Mike Edmonds and John Vujcich

Against: Crs Chicky Rudkin, Tanya Filia, Trinity Edwards and Jessie McVeagh

**LOST 2/4****RESOLUTION 2024/17**

Moved: Chairperson Chicky Rudkin  
Seconded: Member Tanya Filia

**That Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Hokianga Bowling Club for the costs of the retaining wall and drainage repairs.**

**CARRIED****7.2 FUNDING APPLICATION**

Agenda item 7.2 document number A4604714, pages 27 - 58 refers

**RESOLUTION 2024/18**

Moved: Member Mike Edmonds  
Seconded: Member Jessie McVeagh

**That Kaikohe-Hokianga Community Board:**

- a) **approve the sum of \$4,700.00 (plus GST if applicable) be paid from the Boards Placemaking Fund Account to Kaikohe Community Patrol for the costs towards the operation of the Community Patrol vehicle in Kaikohe in the sum of \$2,000.00 per annum for the Financial Years of 2023/2024, and 2024/2025;**
- b) **and allocate the portion of \$700.00 for administration and marketing costs for the 2023/2024 financial year.**

**CARRIED****7.2 FUNDING APPLICATION**

Agenda item 7.2 document number A4604714, pages 27 - 58 refers

**RESOLUTION 2024/19**

Moved: Member Jessie McVeagh

Seconded: Chairperson Chicky Rudkin

**That Kaikohe-Hokianga Community Board LEAVE TO LIE the application to approve the sum \$5,000.00 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Whenua Warriors Trust for the costs of establishing shared gardens in the Waimā-Opononi area until someone comes to speak to the application**

**CARRIED**

## **7.2 FUNDING APPLICATION**

Agenda item 7.2 document number A4604714, pages 27 - 58 refers

### **RESOLUTION 2024/20**

Moved: Member Trinity Edwards

Seconded: Cr John Vujcich

**That Kaikohe-Hokianga Community Board**

- a) **uplift the Funding Application 7.5d report; and,**
- b) **approve the sum of \$7,000.00 (plus GST if applicable) be paid from the Boards Placemaking Fund account to Ōkaihau Whānau House for costs of fitout of the facility.**

**CARRIED**

## **7.2 FUNDING APPLICATION**

Agenda item 7.2 document number A4604714, pages 27 - 58 refers

### **RESOLUTION 2024/21**

Moved: Cr John Vujcich

Seconded: Member Jessie McVeagh

**That Kaikohe-Hokianga Community Board:**

- a) **rescind resolution 2023/83 of 27 September 2023 for the Rawene Domain project team for Geotech report costs, as the funds are no longer required for this project; and**
- b) **direct the amount of \$10,000.00 be returned to the Placemaking Fund for reallocation.**

**CARRIED**

## **7.3 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.3 document number A4536023, pages 59 - 68 refers

### **RESOLUTION 2024/22**

Moved: Member Jessie McVeagh

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board note the March 2024 member reports from Chair Chicky Rudkin, Deputy Chair Tanya Filia, and Member McVeagh.**

**CARRIED**

**8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**8.1 KAIKOHE-HOKIANGA COMMUNITY BOARD MARCH OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A4536139, pages 69 - 70 refers

**RESOLUTION 2024/23**

Moved: Chairperson Chicky Rudkin

Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board March Open Resolution Report.**

**CARRIED**

**9 TE KAPINGA HUI / MEETING CLOSE**

At 11:07pm Deputy Chairperson Tanya Filia closed the meeting with a karakia.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 19 April 2024.

.....  
**CHAIRPERSON**

## 7.2 MAYOR AND COUNCILLOR'S REPORTS

**File Number:** A4625736

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Casey Gannon, Manager - Democracy Services

### TE TAKE PŪRONGO / PURPOSE OF THE REPORT

This report is a mechanism to have open communication and transparency on activities undertaken by Councillors as elected representatives.

#### NGĀ TŪTOHUNGA / RECOMMENDATION

That Council note the reports submitted by Kahika Moko Tepania, Kōwhai Kelly Stratford, Crs Ann Court, Babe Kapa, Steve McNally, and John Vujcich.

### TE TĀHUHU KŌRERO / BACKGROUND

Kahika-Mayor Tepania has reintroduced Council members reports as a mechanism to have open communication and transparency on activities undertaken by Councillors as elected representatives. Members reports are compulsory for Councillors.

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

Members reports are attached for information.

### REASON FOR THE RECOMMENDATION

To formally receive the Mayor and Councillor reports.

### 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 ĀPITIHINGA / ATTACHMENTS

1. Kahika Report Moko Tepania - A4646198  
2. Kōwhai Report Kelly Stratford - A4647943  
3. Member Report Ann Court - A4646283  
4. Member Report Babe Kapa - A4646288  
5. Member Report Steve McNally - A4646293  
6. Member Report John Vujcich - A4646304  

**Mayor Moko Tepania**

**28/03/24**

<b>Rā   Date</b>	<b>Kaupapa Hui   Meeting Topic</b>
04/03/24	<b>Mid-Term Review Preparation Meeting via Teams</b>
05/03/24	<b>Council Agenda Preview, Kaikohe Governance Structure Mid-Term Review Workshop, Kaikohe</b>
06/03/24	<b>Far North Holdings Catchup, Kaikohe Tuia Mentoring Catchup, Kaikohe</b>
07/03/24	<b>Business &amp; Agency Leaders Call via Teams Governance Meeting with Far North Holdings, Kaikohe Local Government New Zealand (LGNZ) Rural &amp; Provincial Meeting via Zoom</b> <ul style="list-style-type: none"> <li>- Minister Simeon Brown re Waters Reform and GPS for Land Transport</li> <li>- Minister Mark Patterson, Minister for Rural Communities</li> </ul>
08/03/24	<b>Relationship Roadshow Hui with Te Rūnanga o Ngāti Hine, Kaikohe Meeting with Tupu Tonu – Ngā Puhi Investment Fund Leaders, Kaikohe</b>
10/03/24	<b>Interview with TVNZ Marae for Mangamuka Gorge Closures, Auckland Cruzn the Bayz Event, Waitangi Listener Interview, Waitangi</b>
11/03/24	<b>Community Services Contract Briefing, Kaikohe Waatea FM Interview Northland Mayoral Forum Catchup via Teams</b>
12/03/24	<b>Financial Contributions Workshop, Kaikohe Extraordinary Council Meeting, Kaikohe</b>
13/03/24	<b>Mayors Taskforce for Jobs Catchup via Teams Tuia Mentoring Training via Zoom Meeting with UNICEF Aotearoa via Teams Meeting with Far North REAP, Kaitāia Te Ao Māori News Interview Constituent Meeting for Footpaths, Kaitāia</b>
14/03/24	<b>Council Meeting, Kaikohe</b>
15/03/24	<b>Meeting with One Young World via Teams Te Hiku FM Interview Weekly Catchup with CEO, Kaikohe Te Koukou Transport Committee Agenda Preview via Teams LGNZ National Council Meeting via Teams</b>
17/03/24	<b>Nā Wai i Teka Filming, Ngāwhā Te Kapa Haka o Te Kaunihera Practice, Kaikohe</b>
18/03/24	<b>MTFJ Catchup, Kaikohe Relationship Roadshow Hui with Te Rūnanga o Ngāti Rēhia, Kaikohe Kaikohe Firestation Awards</b>

19/03/24	<p><b>Catchup with Department of Internal Affairs, Whangārei</b>  <b>LGNZ Zone One Meeting, Whangārei</b>  <b>Northland Forward Together Workshop, Whangārei</b></p>
20/03/24	<p><b>Hui with Te Roroa Hapū about Puketūi, Kaikohe</b>  <b>Te Kapa Haka o Te Kaunihera Practice, Kaikohe</b></p>
21/03/24	<p><b>Business &amp; Agency Leaders' Call via Teams</b>  <b>Weekly Catchup with CEO, Kaikohe</b></p>
22/03/24	<p><b>Meeting with Minister Mark Mitchell, Whangārei</b>  Central Government have committed a \$1.037 million shortfall to build a Multi Agency Coordination Centre for Civil Defence at the Fire &amp; Emergency Station in Regent.  <b>Waka Kotahi Workshop on Brynderwyns Alternative, Whangārei</b></p>
23/03/24	<p><b>Maranga Mai e te Iwi Senior Kapa Haka Regional Competition, Whangārei</b>  Absolutely proud to take the stage alongside whānau, staff and fellow elected members for Te Kapa Haka o Te Kaunihera. Congratulations and thanks to all involved.</p>
25/03/24	<p><b>Citizenship Ceremony, Kaikohe</b>  We welcomed 81 new citizens from 24 different countries!</p>
26/03/24	<p><b>Meeting with LGNZ President &amp; CEO, Kaikohe</b>  <b>Te Koukou Transport Committee Meeting &amp; Workshop, Kaikohe</b>  <b>Extraordinary Council Meeting, Kaikohe</b></p>
27/03/24	<p><b>Financial Contributions Workshop, Kaikohe</b>  <b>Papatūānuku Mural Blessing, Kerikeri</b>  Thanks to local artist Erika Pearce and Our Kerikeri for the work to get this mural completed on Masonic Lane in Kerikeri Town Centre.  <b>Arvida Te Puna Waiora Opening of Te Ripo Wai Clubhouse, Kerikeri</b>  <b>Council Agenda Preview via Teams</b></p>
28/03/24	<p><b>Business &amp; Agency Leaders' Call via Teams</b>  <b>FNDC Social Club – The Mullet Matters Fundraiser, Kaikohe</b></p>

**Additional Attachment:**

Local Government New Zealand 4 monthly update.



# LGNZ FOUR-MONTHLY REPORT FOR MEMBER COUNCILS

// NOVEMBER 2023-FEBRUARY 2024



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# Ko Tātou LGNZ.

This report summarises LGNZ’s work on behalf of member councils and is produced three times a year. It complements our regular communication channels, including Keeping it Local (our fortnightly e-newsletter), providing a more in-depth look at what we do.

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LGNZ four-monthly report for members – February 2024 // 2



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# Introduction

This report is designed to be put on your council agenda for discussion and feedback. We would welcome the chance to speak to it at your council meeting, whether in person or via zoom – please get in touch with us to arrange that.

Highlights of this period from November to February have included building relationships with key Cabinet Ministers in the new Government and locking in regular meetings for the year. We have resumed meetings with the Prime Minister and enjoyed good levels of attendance of Ministers and MPs at sector meetings. This follows our [Briefing to the Incoming Government](#), which was well received both by members and central government. In 2024, for the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori – as well as providing valuable opportunities for both formal and informal political engagement. Significant policy/advocacy work on behalf of councils, along with media and social media activity, is reported on in detail below.

December’s Special General Meeting wrapped up an intensive five-month process on the Future **by** Local Government that included new ways to engage members. The next step is taking this long-term platform and determining what to advocate on in the shorter and longer term – and tailoring this for the right audience. We’ll be engaging more with members on that soon.

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal legislation giving councils an additional three months to adopt their LTPs, an ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. There’s a lot more detail about all areas of our policy and advocacy work in this report.

Another highlight of this period was agreeing an interim collaboration agreement with Auckland Council CE Phil Wilson. The arrangement allows access to professional development opportunities for Local Board members, particularly Te Maruata and Young Elected Members.

In the area of professional development support, you will see the increasing range of Ākona modules in response to your requests.

Ngā mihi  
Sam and Susan



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# Progress on strategic goals

## Priority/01

### Resetting the relationship with Central Government

#### Political engagement and government relations

Our reset political strategy initially focused on establishing credibility and building relationships with key Cabinet Ministers. As with any change of government, the first step is to get to know Ministers – how they operate and what they expect – and to slowly build their understanding of the intricacies of local government, the challenges we face and the opportunities we could unlock together.

Regular meetings between LGNZ and Prime Minister Christopher Luxon, Local Government Minister Simeon Brown and Regional Development Minister Shane Jones are locked in the diary for the year. We're also working to schedule regular meetings with Resource Management Reform and Infrastructure Minister Chris Bishop. We'll have a raft of Ministers speaking at our March sector meetings to help set the agenda for the rest of the year.

As well as our regular formal meetings with the Prime Minister, Ministers and key officials, our broader approach has included:

- // Being part of political events such as Waitangi commemorations, where it's possible to speak to a broad range of Ministers in formal and informal settings (more on Waitangi below);
- // Hosting a localism briefing for new National Party MPs to bring them up to speed on what localism means, why taking a place-based approach works well and how councils can enable the delivery of government policy if the system is set up right.
- // Taking steps to set up a network of former members of local government who are now MPs – and who understand and can champion local government's interests inside the Beehive. This kicked off with an informal pizza and drinks night.

Sitting alongside this, we are undertaking policy work that positions LGNZ as a speed boat – rather than the slow-moving cruise liner the public service can be viewed as – more detail on this below.

Susan and key public sector CEs have 1:1s scheduled throughout the year to build trust and help build the public service's knowledge about local government's challenges, as well as explore where the opportunities may lie for quick wins.

#### Briefing to the Incoming Government

We finalised and shared our [Briefing to the Incoming Government](#) in late November. The briefing focussed on localism and where we would like to work together on the Government's priorities and



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was aimed at opening the door for future engagement. It included content regarding issues like investing in infrastructure, water services, resource management, and emergency management.

## **Priority/02**

### **Establishing stronger Te Tiriti-based partnerships with Iwi Māori**

#### **Waitangi commemorations**

For the first time, LGNZ was officially represented at Waitangi, marking a step change in our approach to strengthening partnerships with Māori as well as providing valuable opportunities for political engagement. Our contribution included hosting a panel discussion in the Forum Tent on local government's role in honouring Te Tiriti. About 100 people attended and contributed some thought-provoking pātai from the floor; feedback about the event was positive. We took a proactive approach to media coverage that outlined our position on Māori Wards, which is based on fairness and treating Māori Wards the same as other wards.

#### **Te Maruata update**

Te Maruata Rōpū Whakahaere met in Wellington in November to refine their priorities for the rest of the triennium, and will be holding a whānui hui online on 14 March. The hui is also an opportunity for the wider whānui to meet LGNZ's new Kaitohutohu Matua Māori (Principal Advisor Māori), Mereana Taungapeau, who started in February. Mereana is currently developing a Te Ao Māori workstream that seeks to support LGNZ with the design of tools/processes/approaches to create a stronger, more meaningful Te Ao Māori foundation. This foundation will support increased cultural capability of LGNZ staff that will then extend into positive outcomes for members. It will help Te Maruata to maximise their capacity and transform their work programme to focus on pro-active kaupapa of importance to Māori across Aotearoa. We've been able to extend the invitation to the online whānui hui to Māori Local Board members because of the cooperation agreement with Auckland Council Local Boards. At the hui, the whānui will elect three new members to sit on the Rōpū Whakahaere. The new Rōpū Whakahaere will meet in person in April, to discuss their forward work programme with Mereana and the wider LGNZ team.

A key issue for Te Maruata is strong advocacy on retaining current arrangements for the establishment of Māori wards and constituencies, and protecting those wards and constituencies that are already in place.



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## Priority/03

# Campaigning for greater local decision-making and localism

### Choose Localism and Future by Local Government

#### FbLG process

December's Special General Meeting wrapped up an intensive five-month process that included new ways to engage members.

The second FbLG event on 2 November concentrated on four areas identified at the September event as potentially being possible to reach agreement on. The nearly 200 attendees split into four groups – Funding, System transformation, Te Tiriti, and Wellbeing & working with central government. Each group created a position and presented it back to the whole audience, then revising it in response to feedback and presenting again.

Between the first and second events, we also ran participative online engagement that allowed people to see how their opinions fitted with other people's and make comments. In total 164 people engaged with the online platform. People from 19 different councils took part.

Supporting all this engagement was a range of email communications, including designed emails to all elected members, promotion in Keeping it Local, personal emails from Sam, and personal emails from Susan. We shared all the of the data and outputs from the events back with members.

Some of the email campaigns (which were all to 1500 recipients) recorded extremely high open rates by industry standards. For context, the average open rate for non-profit member organisations is 39%<sup>1</sup>

- “Last chance to complete online engagement” on 30 October had a 67% open rate
- Make your voice heard – new FFLG online tool on 13 October had a 68% open rate
- “We're making progress towards FFLG consensus” (which included the pack for councils to hold conversations) on 4 October had a 57% open rate

We used all the feedback and data to create a consensus outcome paper, which was shared with members on 24 November ahead of a Special General Meeting on 11 December, which voted to include all five sections in the FbLG package. These were the final results:

// Section 1 – Build a new system of government that's fit for purpose – **93.6% in favour**, 6.4% against; 0% abstain.

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<sup>1</sup> [https://knowledgebase.constantcontact.com/email-digital-marketing/articles/KnowledgeBase/5409-average-industry-rates?lang=en\\_US](https://knowledgebase.constantcontact.com/email-digital-marketing/articles/KnowledgeBase/5409-average-industry-rates?lang=en_US)



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- // Section 2 – Rebalance the country’s tax take between central and local government – **98.0% in favour**, 2.0% against, 0% abstain.
  - // Section 3 – Create stronger, more authentic relationships between local government and iwi, hapū and Māori – **76.1% in favour**; 19.5% against; 4.4% abstain.
  - // Section 4 – Align central, regional and local government priorities – **93.6% in favour**, 6.4% against, 0% abstain.
  - // Section 5 – Strengthen local democracy and leadership – **89.4% in favour**; 10.6% against; 0% abstain.

#### **What now for FBLG?**

Not everything in the package of ideas that came out of the Future by Local Government process will be palatable to the new government and some ideas won't be advanced in this political term. The package approved at the SGM is the start of a long-term platform for advocacy that goes beyond this current government (and the next too). The next step is to tailor our advocacy to the appropriate audience – right now for the National-led Coalition – and to actively involve members in that. This will be workshopped at our April sector meetings.

#### **Choose Localism**

We have developed a plan to activate Choose Localism this year that includes political, member and media engagement, with our annual SuperLocal Conference a key milestone where localism will be brought to life.

A key part of our work will be launching a Choose Localism toolkit, which our Policy Team is working on. This will be a practical resource for elected members and staff that shows how councils can adopt localism as part of their core work. We'll be releasing the toolkit in stages, with the first part of the toolkit focused on applying localism to engagement and consultation processes. We plan to use the toolkit as a way to showcase good practice examples of work happening across councils.

As part of the Choose Localism campaign, we are looking at ways to tackle the issue of voter turnout (and therefore mandate) for local government. There have been several reviews and numerous calls for local government electoral reform over the years, with no progress being made. Only four out of ten eligible voters have their say in local elections, compared with eight out of ten for central government. Mayor Nick Smith, who has been part of a number of Justice Select Committees looking into this, will lead an LGNZ Technical Working Group to get traction on the issue. The working group will have a very clear purpose: to drive LGNZ's advocacy work to strengthen the democratic mandate for local government to represent and meet the needs of its communities. Moving local government to a four-year term will be part of this work.



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## Priority/04

### Ramping up our work on climate change

#### Inquiry into community-led retreat and climate adaptation funding

In late 2023, we submitted on the inquiry into community-led retreat and climate adaptation funding that was started by the previous government. Our submission stressed the importance of an enduring framework for climate adaptation and retreat that has cross-party support. We have encouraged the government and Environment Committee to continue with the inquiry and climate adaptation work in both our submission and our briefing to the incoming government. We understand that work is underway to re-ignite the inquiry. There is a real opportunity for LGNZ to play an active role in working with the Government to develop its climate change adaptation policy framework.

#### Other climate change work

In late 2023, we worked with Whakatāne District Council, Northland Regional Council, the Aotearoa Climate Adaptation Network (ACAN) and Beca to produce guidance that sets out climate change legislative requirements and reforms that councils should think about when preparing their LTPs. This guidance will be a living document and updated in the coming months to reflect the new Government's emerging policy and legislative reform programme.

We also supported ACAN's two-day hui for council staff working in the adaptation space in Christchurch, which was attended by over 100 people.

#### Support for Cyclone-affected councils

We've continued to engage with affected members on what they needed from additional orders in council or support from the new Government. Alongside helping councils to address their specific needs, we've continued our wider call for a more sustainable approach to emergency event recovery, which has been included in recent submissions as well as in the Briefing to the Incoming Government.

Our Policy Team met with the secretariat of the Cyclone Gabrielle Recovery Taskforce to support development of their insights framework, which seeks to capture the lessons learned from their work. We have also started engagement with the Department of Prime Minister and Cabinet on their next steps on their critical infrastructure framework and minimum standards.

The report on the Government Inquiry into the Response to the North Island Severe Weather Events is expected to be out shortly. We understand that consideration of the Emergency Management Bill (which we submitted on in October 2023) is on hold until the release of this report, so the Select Committee can consider it and any changes needed to the Bill. This may involve further submissions or engagement.



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## Priority/05

### Delivering and building on our core work

#### Water services reform

LGNZ advocated for more time and flexibility around LTPs given the changes to water reform. This was achieved, with the repeal of the previous government's water services legislation giving councils an additional three months to adopt their LTPs, ability to forgo the audit of the consultation document, and to reduce consultation requirements on subsequent amendments. Alternatively, councils can defer development of their LTP for 12 months if they produce an enhanced Annual Plan.

The replacement approach for water services will be rolled out in two parts. A first bill will be passed by the middle of the year and will require the development of service delivery plans (which will be the vehicle to self-determine future service delivery arrangements). This bill will also put in place transitional economic regulation and provide a streamlined process for establishing joint water services CCOs. A second bill will be introduced at the end of the year and will set out provisions relating to long-term requirements for financial sustainability, provide for a complete economic regulation regime, and introduce a new range of structural and financing tools, including a new type of financially independent council-controlled organisation.

Taumata Arowai is starting to develop regulations for storm water and wastewater, and attended LGNZ sector meetings in March.

#### Resource management reform

Having repealed the Natural and Built Environments and Spatial Planning Acts prior to Christmas, the Government has worked at pace to develop a new fast-track consenting regime, with legislation introduced to the House in early March. We are planning to make a joint submission on the Bill with Taituarā and Te Uru Kahika.

We're also thinking about how we can influence the new Government's thinking around what a replacement resource management system could look like – which is something it has signalled it's interested in. Our sense is that there is alignment across the membership on some aspects of resource management, including strong support for retaining regional spatial planning, shifting to integrated national direction and developing a climate adaptation framework. There is also a strong desire to see local and regional planning decisions made at place.

We also understand that the new Government is working at pace to make a number of changes to the NPS-Freshwater Management. We're monitoring these changes closely along with Te Uru Kahika.

#### Transport

Late last year we stood up the LGNZ Transport Forum, which includes a mix of National Council spokespeople and other representatives. The group has recently met to discuss its work programme, following both National Council's adoption of the [Position Statement on Transport](#) and the swearing-



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in of the new government, which gave us a steer on the broad direction for transport policy over the next three years and beyond. Mayor Neil Holdom has been elected Chair of the forum.

The Forum will support the development of LGNZ's submission on the [draft Government Policy Statement on Land Transport](#), which is due on 2 April 2024.

Our position statement includes the following key policy objectives:

- // A strategic, long-term approach to planning that joins up central and local government decision-making to address maintenance and climate adaptation needs.
- // Sufficient, long-term transport investment that prioritises resilience building, safety and better asset management across both new developments as well as maintenance and renewals.
- // Integrated transport and freight networks that support placemaking by connecting our rural communities, towns and cities and making them great places to live and work.
- // A transport network that can adapt to the future climate and prioritise decarbonisation.

### **City and regional deals**

The Government has strongly signalled interest in long-term city and regional deals as a way to partner with local government to create pipelines of regional projects.

In late 2023, we commissioned Linda Meade, Director at Kalimena Advisory, to provide insight into the international experience around city and regional deals, and how this might be applied in the New Zealand context. [The paper](#), which was presented at the November Metro Sector meeting and has since been shared with members more widely, set out background on the key elements of city and regional deals, different options that have been used in the United Kingdom and Australia, and considerations and key takeaways that could be applied when designing a city and regional deals framework for New Zealand.

We're continuing to think about how city and regional deals can be structured to maximise the benefits for local government. The Policy Team is pulling together a think piece that will highlight how city and regional deals could support better alignment between central and local government. This will be shared with members and support conversations we're having with Ministers and officials on the framework for these deals.

### **Local government funding and financing**

We have commissioned NZIER to estimate the financial impacts of various reforms on councils – which is all about quantifying the unfunded mandate. This work will support our ongoing conversations with the Government on how they consider and mitigate the implementation and operational costs on local government of their reforms. The specific areas we are costing (National Policy Statement for Freshwater Management, National Policy Statement on Urban Development and Medium Density Residential Standards, Local Alcohol Policies, improving recycling and food scrap collections) have been chosen to be representative of reforms with a range of impacts on councils. This work is expected to be completed in May.



We've also recently commissioned Brad Olsen and the team at Infometrics to develop a report that looks at the various factors that have driven up local government's costs. We'll be sharing this with members shortly, and discussing it in detail at our April Combined Sector Meeting.

Both of these pieces of work are part of the broader advocacy we're doing around rates rises and building community understanding of the reasons for them.

### Ratepayer Assistance Scheme

The RFS is a special purpose tool that would provide support to ratepayers to finance any local authority charge. With balance sheet separation, and proximity to both local and central government, it would have a very high credit rating and therefore be able to provide the cheapest possible financing terms to ratepayers.

The Ratepayer Financing Scheme's flexibility would enable it to support:

- // Development contributions to enable housing development.
- // Home improvement policy to meet healthy homes, earthquake strengthening, home insulation and solar panel installation, water separation and storage etc.
- // Rates postponement to provide relief to ratepayer experiencing affordability pressures.

A detailed business case supporting the RFS's viability has been completed with the support of Auckland, Hamilton, Tauranga, Wellington, Christchurch councils alongside the LGFA and LGNZ. So far Auckland and Tauranga have confirmed financial support to establish the RAS.

### Remits

We're continuing to make progress on remits where we can – though as is always the case following a General Election, progress has slowed somewhat as we wait for the new government to bed in and understand how our remits relate to its priorities. We are thinking carefully about ways that we can build remits into our existing policy and advocacy work programmes to maximise limited resources across a wide number of issues.

Remit	Progress update
<b>Allocation of risk and liability in the building sector</b>	We raised the issues that this remit addresses through our involvement in a working group that was reviewing the building consent system in 2023. Our Metro Sector met with the Minister for Building and Construction in March 2024. More substantive work is needed to progress this remit.
<b>Rates rebates</b>	We wrote to the Minister of Local Government on 21 January 2024 asking the Government to amend the Rates Rebate Scheme and benchmark further increases to changes in the local government cost index.
<b>Roading/transport maintenance funding</b>	This remit will be picked up through the work that our Transport Forum leads.
<b>Local election accessibility</b>	For us to achieve the intent of the remit, there will need to be an amendment to the Electoral Act 1993. We will begin work soon to



	develop a case for change before engaging with the Minister of Justice.
<b>Ability for co-chairs at formal meetings</b>	Guidance on how to introduce co-chairs, which has been informed by legal advice, has been incorporated into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.
<b>Parking infringement penalties</b>	We're yet to start substantive work to progress this remit.
<b>Rural and regional public transport</b>	This remit will also be picked up through the work that our Transport Forum leads.
<b>Establishing resolution service</b>	National Council agreed that work to progress this remit will form part of our 2023 – 2025 strategy.
<b>Earthquake prone buildings</b>	We met with the Deputy Mayor of Manawatū District Council to begin development of a proposed plan for next steps on this remit, which will be delivered this year. We have also reached out to Engineering New Zealand to understand their perspectives on the viable options.
<b>KiwiSaver contributions for elected members</b>	We've received legal advice from Simpson Grierson on the changes that would need to be made to the Local Government Act 2002 and the KiwiSaver Act 2006 to enable elected members to be eligible for KiwiSaver contributions and have begun drafting advice for Ministers and officials.
<b>Scope of audits and audit fees</b>	Part of the approach to reduce audit fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-Term Plans and Annual plans and reports are reduced to be better aligned with needs and cost less to audit. To support this, we are in the process of undertaking a desktop review of a number of reports that made recommendations on how to achieve this. We've also made recommendations around the need revisit councils' planning and accountability obligations in our Future by Local Government Consensus Outcome Paper.

## Other policy and advocacy work

### Freedom camping

The Policy Team have released updated guidance and a model bylaw that reflect recent amendments to legislation and case law, to support councils to develop, review, and administer bylaws relating to the Freedom Camping Act 2011 (FCA). Amendments to the FCA came into force on 7 June 2023, but there is a transitional period before the new certification for self-contained motor vehicles and related provisions come into force.

The Ministry of Business, Innovation and Employment and the New Zealand Motor Caravan Association part funded this work, and we worked with them and Taituarā to develop it.



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The guidance is available [here](#). Two versions of the new model bylaw are available, [one](#) highlighting the changes to the 2018 model bylaw, and [one](#) without the highlighted changes.

### **Drought planning**

We were engaged by the Ministry for Primary Industries to participate in an all-of-government group that undertook work to prepare for expected impacts of drought over Summer 2023-2024. Our involvement in this work was principally to ensure that local government remains front and centre in the government's planning and thinking, and to help provide appropriate communications channels back to councils.

### **Media**

Media was a strong advocacy tool used to its full advantage during the pre-election period when politicians were in the middle of campaigning. The post-election period, including when special votes came out and coalition talks were underway, was also a good opportunity to thrust local government issues into the political spotlight. This served dual purposes: to inform political journalists of the challenges that government needs to address to ensure local government thrives; and to firmly demonstrate to the incoming government that the challenges facing local government needs the Government's attention or they risk not being able to deliver on their priorities.

Here are some examples of LGNZ's proactive work in that period:

- [Funding anxiety across the country as local government considers its future | The Post](#)
- [Councils plead for more certainty over National's Three Waters plans | RNZ News](#)
- [Local councils facing cost pressures across the country | RNZ](#)
- [Councils plead for clarity on water infrastructure reform | RNZ](#)
- [Christopher Luxon claims victory: 'Our children can grow up to live the lives they dream of' | Newsroom.co.nz](#)

Towards the end of last year, our media campaign centred on proposed rate rises and what's driving them ramped up. LGNZ led the narrative by using champions like Cameron Bagrie and Āpopo to visibly back our message. Sam also fronted a proactive media conference and numerous interviews over December and January. As at the end of February, we generated 48 unique pieces of media coverage capturing Sam's message for the need for more funding and financing tools for local government.

Another major piece of advocacy through media is four-year-terms for local government. Sam has used every opportunity to talk about the efficiencies we'd gain by implementing longer electoral terms. This has led to stories in local papers as well as in-depth coverage by RNZ's political reporter, Russell Palmer.

Our social media channels have had a 16.4% increase in engagement for the last quarter compared to this time last year, along with a 458% increase in followers. In March, we're launching a social media campaign to further amplify a national perspective on rates rises. This campaign aims to explain why rate rises occur, especially in the face of rising living costs, and to highlight that this is a widespread systemic issue. Through this series, we'll explore how councils are financed, the services they offer, and the benefits residents receive from their investment in rates. This is part of a wider



campaign to support councils in the rates rise conversation that will include other resources for members.

### Conference and Excellence Awards update

Planning continues for both SuperLocal 2024 and the Community Board conference in August in Wellington. There will be additional events for Te Maruata, Young Elected Members, LGNZ's Annual General Meeting, Mayors for Taskforce breakfast and numerous networking events spread across the three days. Work on various streams such as programme and speakers, awards, engagement and marketing is underway. The theme this year is Bringing localism to life, and once again, we're stepping up the programme to reflect the feedback we got last year and ensure we have the right mix of informative, practical and inspirational content.

### Engagement with members, including sector and zone meetings

Our new website went live in December. It provides much more flexibility to showcase local government and all it has to offer our communities, as well as a home for resources, news and insights – and a working search function.

We met with zone administrators and chairs in early February to talk about any challenges and opportunities, and for LGNZ to share what's happening more broadly to help develop agendas. This was the first in a series of three meetings.

On 13 April, we held a zoom for women in local government. We've been repeatedly asked to provide a forum to help support women elected members, so we created this zoom as a starting point. About 20 women attended and there was really strong engagement during the zoom, which was led by Christchurch City Councillor Sara Templeton. We are planning to hold a lunch immediately before SuperLocal as the next step in this conversation.

We have achieved outstanding open rates for *Keeping it Local* this year so far. If you're not receiving *Keeping it Local*, which is our key communications channel and goes out fortnightly on Thursdays, please get in touch.

Date	Open rate	Subject line
19-Jan	67%	We've developed new freedom camping guidance and a model bylaw
1-Feb	68%	We've updated our Guide to Standing Orders Templates
15-Feb	60.20%	Talking all things localism with National Party MPs

We're also planning the launch of a monthly zoom for all elected members. To make sure this is successful and responds to member needs, we've carrying out a series of phone conversations with some randomly selected elected members as part of that planning. The first zoom will be held in late March/early April and will focus on online safety/harassment.



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### Mayors' Taskforce for Jobs

Mayors' Taskforce for Jobs (MTFJ) is refreshing its five-year strategic plan. The plan reconfirms the focus of the MTFJ kaupapa firmly on rangatahi, particularly those youth who are NEET (Not in Employment, Education or Training).

To support this strategic planning, we've completed two pieces of research on the value of MTFJ and where opportunities might lie for both sustainable funding and future growth. TRA (The Research Agency) completed a qualitative research piece on the MTFJ Community Employment Programme, which is funded through our current partnership with MSD. The research explored its value proposition, potential scope and growth parameters. Critical findings included the complexity of NEETs, the innovative success of the programme, and the unique impact that the authority bias of the Mayor has in this initiative. The Impact Lab Social Return on Investment review resulted in the very credible finding of \$5.60 return for every \$1.00 spent, alongside strong commentary on other positive key social accountability metrics.

The evidence from these two pieces of research, alongside our own data and analysis, underpin our engagement with the Government and targeted Ministries as we work to strengthen existing funding arrangements and explore new opportunities. We continue to position MTFJ as a tangible exemplar of localism in action.

The 35 current-CEP-contract councils are reviewing their six-month performance milestone in the two-year contracts, with the MTFJ team's support. We are in good shape to fully deliver contracted outcomes.

We have also welcomed two new councils into the MSD-funded contract – Central Otago DC and Kāpiti Coast DC. They are being supported to pilot initiatives.

In late February we hosted a very successful national gathering of 80+ MTFJ coordinators, key council staff and MSD colleagues in Wellington.

### Te Uru Kahika and the LGNZ Regional Sector

The LGNZ Regional Sector met virtually in January to consider how the change of government will impact on its priorities. Our Regional Sector and Te Uru Kahika share three priorities: climate resilience, resource management system, Te Ao Māori. It was agreed that the new government's reform agenda in freshwater, water services regulation and transport are also priorities for engagement.

These priorities informed the agenda for the first Regional Sector meeting of the year on 7-8 March. The Sector had dinner with Minister McClay (Agriculture, Forestry, and Trade) and Minister Simmonds (Environment) and met with Minister Bishop (RM Reform and Infrastructure), which was a good opportunity to form relationships and understand their priorities for their respective portfolios. They also had good meeting with Minister Bishop where he outlined his priorities and the Government's forward programme on resource management reform. The sector shared their desire for close collaboration on implementation and what they want to see from resource management changes.



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Our team is meeting regularly with Te Uru Kahika to ensure we are joined up in our support for the Regional Sector. We continue to work together closely on submissions and engagement on central government reforms; for example, on submissions on the inquiry into community-led retreat and the proposed National Policy Statement for Natural Hazard Decision-making. We're also engaging closely with Te Uru Kahika on resource management reform.

### Young Elected Members

The annual YEM hui was held in late 2023 in Waitangi. The YEM Committee, LGNZ and Far North District Council delivered a very successful three-day hui for around 45 YEM that included a range of panel discussions, workshops, keynote speakers, a tour of the Waitangi Treaty Grounds and visits to other culturally significant sites in the Far North.

The programme content included leveraging opportunities through partnerships to deliver good outcomes for communities, developing the YEM Strategy and Kaupapa, effective leadership and looking after your health and wellbeing as a leader, how to effectively engage with the media and building cultural confidence and understanding. Creative New Zealand sponsored the event, which helped to keep costs down and enabled a panel session that focused on how councils can invest in arts and culture in their long-term plans to support wider economic, social and cultural wellbeing outcomes for their communities.

Attendees gave their overall hui experience an average rating of 9.4 (1 being poor, 10 being outstanding). Because of LGNZ's cooperation agreement with Auckland Local Boards, two Auckland Local Board members were able to attend.

The YEM Committee meet online in March. As well as discussing the next Hui and their pre-SuperLocal gathering, the Committee will be refining the YEM Strategy and Kaupapa based on feedback was received from the network at the end of last year.

### Community Boards Executive Committee

Over the last few months CBEC has been actively involved in a number of initiatives:

- // **Satisfaction survey of community boards and mayors:** CBEC commissioned FrankAdvice to undertake a survey of community boards and mayors to better understand the mood of community boards, and relationships between councils and community boards, as well as identify areas for improvement, with particular emphasis on roles, remuneration and relationships with councils. The final report, with recommendations, is expected to be released in late February. The findings will be used for ongoing advocacy by CBEC and to inform updates to the Governance Guide for Community Boards.
- // **Community Boards Conference:** CBEC is well underway with planning for the 2024 Community Boards Conference, which is being held as part of SuperLocal. CBEC members have been working hard with the LGNZ team to pull together a programme, and seek speakers and sponsorship.
- // **Declarations:** the Committee has discovered that some councils do not require appointed board members to make a community board declaration – creating a potential risk to councils should a board decision be challenged on the basis that some members were ineligible to vote. CBEC sought legal advice, which confirmed that all appointed members should make a community

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board declaration as well as their council declaration. That advice has been sent to all councils with community boards.

// **Remuneration:** CBEC is working with the Remuneration Authority to improve the basis on which community board remuneration is set. CBEC is working on a “time and motion” survey to provide more accurate information to the Authority on the nature of community board members’ responsibilities and the time board members spend on official duties. The Authority has not been able to resolve how to remunerate boards with additional responsibilities (member pay is based on population without any consideration of the level of responsibility). CBEC plans to provide feedback to the Authority when it is next reviewing its remuneration approach, within the next year or so.

The Committee met in person in Wellington in late February and is looking forward to having Te Maruata and YEM representatives join them in the coming weeks.

### **Council capability**

#### **CouncilMARK**

Our continuous improvement programme has undergone significant enhancements over the past year in response to feedback from the sector. These changes aim to increase programme participation and deliver greater value to participating councils. The programme has extended its focus beyond independent assessments to support councils throughout their continuous improvement journey, both before and after assessment.

It now emphasises wraparound support for councils, the establishment of development benchmarks and aligning council performance with priorities. The introduction of additional development pathways facilitates the translation of assessment findings into actionable plans, enabling councils to optimise their performance.

#### **Ākona**

In late 2023, we developed and launched six new courses, including Health & safety, Chairing meetings, Writing and delivering great speeches, Working with media, Engaging with Māori, and LGOIMA. Many of these have been in response to requests from councils and designed in conjunction with council experts. We worked closely with Tararua District Council on the Health & Safety module – a first for elected members – and with Queenstown Lakes District Council on the LGOIMA module. Chairing meetings, giving great speeches and working with the media have all been popular with our subscribed councils.

New courses being developed ready for release over the next few weeks include:

- // Climate Change
- // Decision Making
- // The CE Relationship
- // Te Reo
- // Unconscious Bias



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Refer to **Appendix 1** for a complete list of learning and development assets.

A targeted workshop focused on Chiring Meetings/Standing Orders has also been developed, along with a Critical Thinking workshop. A survey was distributed in February to identify preferred Ako Hour topics – this will lead to a 2024 schedule being built and promoted by the end of March

We're working closely with Taituarā and the Local Government Commission. Discussions have begun with Taituarā to develop an induction pack that will include pre-elected learning resources, (as per the framework). A pre-candidacy package of learning will also soon be developed to support the promotion of local governance participation in our communities.

### **Guidance and advisory for members**

The Policy Team has been working on several pieces of research and good practice guidance over the past four months. These include:

- // **The 2022 -25 elected member census:** This summary report shows that there has been a significant increase in the number of members who identify as Māori and that overall, members are getting younger.
- // **Local government voters 2022:** This report summarises the survey of voters and non-voters undertaken shortly after the 2022 elections. It shows the number of voters aged between 18 – 25 has grown significantly since 2001, and a big increase in the number of voters who placed their completed voting papers in a ballot or voting box from 12% in 2016 to 28% in 2022.
- // **An elected members' guide to representation reviews:** This is to strengthen elected members' and citizens' understanding of the representation review process.
- // **Ombudsman's report on workshops – update to standing orders guidance:** In October 2023 the Ombudsman published a report "Open for Business" in which he was critical of the number of public excluded workshops held by councils. The report, while finding that there was no evidence that workshops were being used for making decisions, made several recommendations for improvements. We have commissioned Simpson Grierson to review the recommendations and incorporate those that are relevant into LGNZ's Guide to Standing Orders. We expect to republish that Guide later this year.
- // We've recently updated our **Guide to the LGNZ Standing Orders Template**. The updates provide councils with guidance on how to amend their standing orders to incorporate changes to the definition of a quorum (for those joining by audio visual means). They also provide guidance on the Ombudsman's recent report on public access to workshops.
- // We're working with the Taituarā Democracy and Participation Working Group to fine tune our **Standing Orders Template**, with a focus on readability. The updated version will be available to councils in early 2025, giving plenty of time to be prepared ahead of the 2025 local body elections. The new template will also reflect legislative changes made since mid-2022 when the current template was drafted.



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### **Moata Carbon Portal**

The Moata carbon portal is a tool that allows embedded (capital) carbon to be measured and monitored across any capital works programme. It enables councils to account for and reduce carbon emissions generated from water, transport and infrastructure (vertical and horizontal) projects. We have also been in planning mode for Mott MacDonald to attend the first Zone meeting of the year to provide an overview of the carbon portal as well as some findings from the carbon baseline completed on Queenstown Lakes LTP in 2023.

The findings from this baseline were that water projects accounted for 55% of QLDC's total capital carbon, with transport accounting for 24% and built environment 21%. Over the course of their LTP, their highest carbon peaks were predicted for 2023 and 2030, with recommendations provided on integrating carbon assessments into their approval and delivery processes.

Our subscribers now include Auckland Water Care, Tauranga, Napier, Wellington Water and Queenstown Lakes. We are also having conversations with New Plymouth and Nelson councils.

We also held New Zealand's first Carbon Crunch event this year with then-Minister James Shaw the keynote speaker. The event included presentations from Auckland Council, Transpower and Wellington Water on how they are tracking on their decarbonisation journey. [A white paper](#) from this event has been developed.

### **Libraries partnership**

Our Libraries Advisor will be with LGNZ until the end of June 2024, when the project funding comes to an end (this was a Covid-19 recovery initiative). The work programme agreed to with DIA and the New Zealand Libraries Partnership Programme has included sharing findings from research to identify the value of public libraries as vehicles for service delivery. At the end of 2023, the Advisor met with council leaders and library staff in the Far North and Whangārei, and in early 2024 is visiting councils in Horowhenua, Palmerston North, Rangitikei, Taupō, Waipā and South Waikato. The conclusion of this project will include a report that will outline all the key trends identified and findings made across the three years.



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# Appendix 1: complete list of Ākōna learning and development assets

## Courses

There are now 17 courses available on Ākōna.

- // Designing and Delivering Great Speeches
- // Chairing Meetings
- // Health & Safety and Good Governance
- // Engaging with Media
- // Engaging with Māori
- // LGOIMA
- // Funding & Finance
- // Asset Management
- // Engaging with your Community
- // Governance
- // What is Local Government?
- // Remuneration and Tax for elected members
- // LTP
- // Council Membership
- // Financial Governance
- // Navigating Local Government Meetings
- // Conflicts of Interest

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## All courses feature

### Emodules

Interactive, immersive learning activities that break down complex topics for easy understanding and immediate application.

### Resources

Templates, case studies, videos, websites and/or extra reading that support sustained learning practise.

### Ako Hours

Live discussion groups, led by experts, focused on expansion and contextualisation of new knowledge.

### Kōrero Corner

Social learning with peers and experts.

## Added value

### Partnership

Subscribed councils are welcome to request learning topics; most of our courses came about this way. Many courses were also built with council input – either the sharing of process, content, stories and/or case studies. This keeps our courses as fit for purpose as they can be. Note also that every course is reviewed by sector experts.

### Elected member capability framework

For the first time, a framework that sets out capabilities needed to successfully fulfil the role of elected member has been developed. Mapped across 6 capability groups and 4 levels of capability (including pre-elected), the framework provides a clear view of what high performance looks like and the pathway to getting there.

An online self-assessment tool is currently being designed ready to be built into Ākōna. Soon Elected Members will be able to plot their strengths and opportunities across 6 capability areas that are unique to their role.

### Advisory Services

The Ākōna tīma have a vast amount of experience working in complex learning environments, creating learning cultures and supporting others to do the same.

Whether you need support to identify training needs, develop learning specifically to your council needs or engaging your folk in learning, the tīma are here for you.



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### **Digital platform – creating your own learning pathways and induction experiences**

The new Ākōna platform offers councils the opportunity to create their own learning pathway, create a place only accessible by their elected members to use for specific learning needs, induction etc.

All trackable, reportable and accessible at anytime from anywhere.

**Name:** Kōwhai | Deputy Mayor Kelly Stratford

**Ward:** Bay of Islands - Whangaroa

**Date:** 28 March 2024

**Meetings/Events Attended**

Date	Meeting Topic	Comment
22 Feb 2024	Te Kuaka Te Ao Māori Komiti	
	Te Kuaka Te Ao Māori Wananga	
	Solid Waste Services Contract	Consultants took us through the tender and evaluation process for Solid Waste and Community Facilities Contract.
23.Feb 2024	Minister Louise Upston	Hosted the Minister and MSD on a visit to hear how our cadets program is going and what the benefits are for employment.
	Te Whiu Hapū hui	A renewing of our relationship and review of our MoU.
24 Feb 2024	Minister Simeon Brown	Talking through some of our roading and local government challenges and how we think he can best address them.
26 Feb 2024	Waitangi Day debrief	Feedback on Waitangi Day, what went wrong, what could be done better next time.
	Kerikeri BMX Track	Local competitor interested in building one. I have referred on to staff for investigating alongside their work on what happens with the entire land at Te Puawaitanga.
	Mid-term review preparation	Hui with Kahika and staff in preparation for the workshop that I won't be able to attend.
	Whenua Māori Amendment	Implementation of the act changes. Operationally, how does it work
27 Feb 2024	Meeting with business owner	Business idea, requiring some advice around planning constraints.
	Proposed District Plan	Meeting with fellow commissioners to go through how hearings will be distributed over commissioners, locations and expectations.
28 Feb 2024	Job Explore event	Awahi for the Job Explore event with hosted schools and young people to come and take a

		look at careers, employment and training opportunities – held at Kaikohe Memorial Hall.
	Te Miromiro Assurance Risk Finance Komiti	
	Te Maruata Monthly Zui	Catch up with fellow elected members on the current issues facing Māori elected members.
29 Feb 2024	CE: Elected members	Preparation for governance to governance hui with FNHL.
	Business Call	Good catch up with  Good catch up with local business representatives and agencies on how things are going.
	Te Huia – Executive Review Komiti	Review of the CE, an opportunity for collaborative conversation on the challenges, and holding the organisation to account.
	Te Aupouri MoU	Hui to discuss ways of working together, ensuring we understand what is in their settlement deed.
	Mahi Tū Whenua	Graduation of students from Impact Training.
4 Mar 2024	Opua site visit	Road drainage
	Housing Portfolio Hui	See portfolio notes below
5 Mar 2024	Council agenda preview	
	Northland CDEM	Bi monthly regional civil defence hui
	Financial Contributions	Questions around financial contributions and mitigating any possible risks
	FNHL	Working towards a resolution for long standing issue
6 Mar 2024	Combined Community Board workshop	Great workshop held at Ka Uri in Awanui. Topics included climate action, who is Northland Inc and what do they do, community board grant structure and timetabling and placemaking.
7 Mar 2024	Business call	
	Governance to Governance	Far North Holdings and Council governance together to talk through issues and the future.

	Ngati Hine Trust – MOU Hui	A great hui renewing the relationship and refreshing the desire to work together.
	Te Otawere Dam	Community BBQ and site visit and recy on the project.
12 Mar 2024	Proposed District Plan Variation Update	Minor amendments and consideration of how to approach adding a Financial Contributions chapter.
	Extraordinary Council Hui	
	Monthly Council Hui	
15 Mar 2024	Te Pukenga Graduation	Representing the Far North and supporting residents that were receiving their tohu.
18 Mar 2024	Ngāti Rehia	Relationship hui – clarifying the role of Ngāti Rehia and the difference between the representation on spatial plan and their individual mana whenua and ahi ka preferences.
19 Mar 2024	LGNZ Zone 1 Hui	Far North, Whangarei and Northland Regional Councils as members of LGNZ come together with DIA and LGNZ to receive updates from government departments and items that LGNZ have been lobbying on.
	Northland Forward Together	Focus of our workshop was review of the Northland Transport Alliance.
	Housing portfolio catchup	With community board members based in Rawene and Omapere.
20 Mar 2024	Puketiti Discussion	Hui with hapū of Te Roroa of Pumuka's Pa in relation to Puketiti. With FNHL in attendance.
	Hawkings Cres	Is available for sale, good opportunity for a landlord acquisition for worker accommodation.
21 Mar 2024	Tumu Taupua, Kōwhai & Kahika	Catchup with CE on issues
	Wakelin Road issue	Met with rep from Outdoor Access Commission who showed how to identify what really is public access and not, via the pocketmaps app. Next step – NTA to follow up correcting the GIS layer so that it can be updated with google maps etc
22 Mar 2024	Hon Mark Mitchell, MP Grant McCallum and Northland CDEM	Site visit to where the Muti coordination emergency centre will be located and round table discussion.

23 Mar 2024	Te Tai Tokerau Kapa Haka Festival	Council put in a whakangahau ropu – support team. Really awesome to be a part of this, and uphold the values of our kaunihera.
25 Mar 2024	Hapū engagement	Hui with Waka Kotahi on engaging with hapū on projects
	Citizenship Ceremony	
26 Mar 2024	Breakfast Meeting	Hui with LGNZ CE and Chair on state of play and issues they are advocating on our behalf. A chance for us to air our challenges also.
	Te Koukou Hui	Transport hui
	Te Koukou Wananga	Workshopped our submission to the GPS
28 Mar 2024	Hui with Kaitaia Community Group	Highlighting their concerns with the lack of maintenance at Kaitaia Airport. And wanting to play a proactive role in the refurbishment.

### **Community Matters**

*This section should be completed for matters arising within the community, which Council need to be aware of. It could be related to ongoing projects, requests, feedback etc.*

Topic	Comment
Kawakawa Slip	Slip at back of businesses, private landlord addressing – works well underway, Mayflower is still closed, <b>once resolved FNDC need to investigate alleged stormwater impacting on the state highway.</b>
Dog issues	Issues of ownership, communities want to work with council to address. Concerns have been raised about the welfare of dogs in our care, the wellbeing of officers and the lack of education in this space.

### **Portfolio Update: (Housing)**

Council are working with MHUD re the emergency housing accommodation and consents – this is in response to the issue of substandard housing being exacerbated by Cyclone Gabrielle. These are going to be located across 11 marae or buildings where there is already onsite wastewater and drinking water infrastructure in place as temporary accommodation.

Staff are well connected to Te Pouahi and shared that they have approximately 90 houses in consent phase.

Kainga Ora have put the Kerikeri site on hold, but considering a number of sites across Kaitaia, Kaeo, Kerikeri and Kaikohe as part of Te Tai Tokerau being a housing priority, and addressing the housing crisis.

Project planning and gap analysis underway, looking at AirBNB, and working with Northland Inc and NRC on sharing of data and resource. Acknowledged that many iwi have their own strategies, so need to work in with them. Many have indicated a desire to work with FNDC on the housing strategy.

Discussed the Housing Expo and how FNDC could be involved again in future. The benefits of attending were – building relationships, learning who is involved in the sector and assisting in information sharing.

Staff will continue to monitor and update on opportunities to submit or provide feedback on changes in the legislation space.

Opportunity to bring Orange Sky north which may even appeal to government, addressing the homelessness crisis.

### **Portfolio Update: (Emergency Management)**

Hosted MP Grant McCallum and Minister Mark Mitchell at the site of the new Multi-agency Emergency Coordination Centre. The Minister announced funds to meet our funding short fall. This is great news, our regional response efforts will be greatly improved, with the right sized centre in the right location. At present the operations are run out of a building located in a Tsunami zone.

Following the announcement, we had a round table discussion with the Minister, highlighting some of the issues that affected our region the most. We also shared some of the successes we saw through our experience, such as marae standing up and being a place of refuge. And we highlighted the communications and power outages experienced by majority of the region, and that some of these lasted 3 weeks.

**Name: Councillor Ann Court**

**Date: April 2024**

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**Northland Road Safety Meeting**

Minutes attached

**Disability Action Group**

No meeting this period.

**Te Puawaitanga**

The fields are in – Whoopie!

The field specialist team have stolonized the fields – which is an expression I had never heard of before. I quick google search tells me ‘Stolonizing is the process of taking the stolon of the turfgrass plant (basically a seedling with roots) which is a reproductive structure and spreading them over the surface of direct much like seeding.



**Liquor Licensing**

144 Applications processes to date this year with March accounting for 63 at the time of submitting this report. Total time MTD 29.25 hours.

### **Draft Regional Land Transport Plan**

I attended four of the drop-in sessions. Opononi, Kaikohe, Kaitaia and Kerikeri. Public turnout numbers were really low. Less than 20 in total. We need to think about a new way to do this moving forward.

I zoomed in to the two online sessions. Again, public participation was low.

### **Draft Government Policy Statement on Land Transport**

I have co-written a submission with Tracey Risetto on behalf of the Northland Branch of the Automobile Association focusing solely on the Brynderwyns. Our submission is seeking the elevation of the project, to be recognized in the final GPS as the highest risk and time critical infrastructure RON project we are facing as a Country.

Yes, all other RONs matter to the regions impacted but no other RON is facing the same level of risk (and potential catastrophic failure) as the Brynderwyns are.

Our submission supports the ministers recent announcement “My message is this (alternative route) is the number one priority going forward.”

Re the GPS funding review:

I have plagiarized these words from another submission because I think they articulate beautifully what I have been saying for years around the funding model.

“The existing land transport funding system is based on a user pays model in which fuel taxes and road user charges were intended to be sufficient to maintain and improve the road network, without any need for central government to either contribute further funding or be involved in investment decisions.

This model served New Zealand well for many years, but in recent decades has been modified to provide for a greater level of central government strategic direction, primarily through the GPS mechanism. This was introduced to address what was seen as a failure of the original funding model to respond to new transport system needs, particularly where these require investment in major new infrastructure and/or alternatives to private vehicle use.

Successive governments have used the GPS to direct funding to purposes that they have seen as of highest priority, whether to construction of new motorways, or to investment in public transport, walking and cycling facilities and the rail network. This has placed demands on the funding system that it was not designed to meet. Changes in policy direction magnify these demands as new governments seek to implement their own agendas while the system is at the same time facing funding commitments reflecting previous strategic priorities. The resulting revenue shortfalls have been met through ad hoc injections of Crown funding and loans. This situation is not sustainable

### **New Zealand Automobile Association**

The Northland Branch of the Automobile Association won 'District of the Year' award at the National conference in Napier 7-10 March. I didn't realize we were in the running so this came as a complete surprize. The judges said.

*The Northland District Council's recent title comes on the back of its consistently strong, well-researched and evidence-based advocacy across many of the AA's key transport advocacy platforms and election calls. It was particularly strong in bringing attention to road safety, road maintenance and resilience.*

*The council has also shown itself to be adept in taking national issues and crafting them into strong local campaigns, making use of its expertise and views to often set the agenda.*

*Councillors led programmes that have brought licencing schemes to isolated and disadvantaged communities though schools, workplaces and other community organisations. Another long-running campaign undertaken by the council aimed to get police breath screening rates up. Driving under the influence is a major factor in the region having the country's highest road toll per head of population. Frequent discussions with the local Road Policing Manager, and advocacy based around OIA data has seen a significant increase in roadside alcohol testing. In the period July to December 2023, more tests were undertaken than in the previous four financial years.*

*They've had success with their long-time advocacy efforts on the Brynderwyns project – a key route for Northland and the wider region. This is a result of targeting and harnessing local government support alongside taking their messages and calls to action directly to local MPs and ministers.*

*The council has also set the standard for fostering strong relationships with local media. This has increased the effectiveness of their proactive advocacy and has made them a sought out voice by media to comment on transport issues raised by others.*

*The council itself is diverse and very well connected within the community and has members on a key transport-related forums or committees and regularly prepares thorough research based written submissions.*



We were outgunned in the debate by the incredibly talented Havelock North High School Team. Who in our defence went on to win the regional finals the next day.

The March meeting was a combined Auckland / Northland meeting which was held in Mangawhai Monday 18 March.

### **Road Controlling Authorities Forum**

I will be joining Nick Leggat (CEO Infrastructure NZ) at the next forum to speak to transport challenges facing us as we head into 2024/25. The transport minister will also be speaking to the forum. Travel times clash with the April Te Koukou Transport Committee Meeting so apologies in advance for my absence if I don't make it back from Wellington in time.

### **RFS: Current**

- Total mobility needs on the footpath outside the Veterinary Clinic Kerikeri Road. This story made the newspaper. Current status – unresolved
- Give way to pedestrian signage. I am advised this will feature as a district promotional campaign. Current status – pending
- Waterfront Road Houhora Slip. Upgraded to Phase 3 Emergency Works.
- Footpath engineering standards and guidelines. Currently sitting with the Head of Infrastructure Strategy. Current status – WIP
- BOI Walkway. Concern has been raised that where the route uses the existing carriageway there has been no safety audit or engineering assessment. Current status – unresolved

- Ranfurly Street Moerewa. Seeking traffic calming measures. Current status unresolved
- Whangaroa Village. Road maintenance. Current status – in the planning

### **Voluntary Community Work**

I assisted again this year with the Hospice Northland Charity Golf Tournament. What an amazing event, amazing people and an altogether amazing day.

### **Northland Forward Together and Zone One: Whangarei**

Section 17a Review received and discussed on the Northland Transportation Alliance. This matter will come to full Council in due course.

### **Speed Limits**

Cabinet has now agreed on the direction of travel for the new Land Transport Rule. This new rule will reverse the previous governments blanket speed reductions on state highways and urban roads as well as permanent speed limits outside schools.

The Minister said ‘Lower speed limits were the number one issue people raised with him’ and that ‘The new rules will ensure that when speed limits are set, economic impacts, including travel times will be taken into account.

### **Did You Know**

In 2021 (the latest available statistics) NZ had 4.5m vehicles. This equates to 889 vehicles per 1,000 people – one of the highest rates of vehicle ownership in the world.

- 91% (4,095,000) of motor vehicles in the fleet are light passenger and commercial vehicles (e.g., cars, vans, utes, SUV’s, buses and camper vans up to 3500kg).

**Forum Meeting Minutes  
Friday 08 March 2024**

***NORTHLAND REGIONAL COUNCIL CHAMBERS Level 1- 36 WATER ST***

**FORUM PLANNING MEETING FOR ROAD SAFETY RISKS/PRIORITIES**

- 1. Welcome & H & S briefing**
- 2. Apologies – Cr Ann Court, Tracey Risetto**

**‘Are we targeting the risks?’ What Are They?**

- 3. Key Discussion Issues/Presentations:**
  - a. Drug Impaired Hospitalised Drivers – Dr Rachael Mason – NZ Police**

**Rachael’s presentation isn’t available to share, but everything she covered is in this article:**



Do crashed drivers  
need more drug testir

Deaths and serious injuries are happening far too frequently on NZ roads. Drugs and alcohol play a large role in these incidences.

Rachael’s work looked at retesting existing 550 driver blood samples for drugs and alcohol - this can happen if it’s not a fatal crash (blood samples cannot be retested if the person is deceased).

When someone crashes – police order the initial test (alcohol/drugs/both) – so there are many samples that may have been tested for alcohol only.

The study also considered whether it’d be worth establishing a larger drug testing panel – the study looked at 228 drugs, instead of the standard 40.

Of retests – 47% came back positive for a drug of interest – THC, Meth and Codeine (at the time of the study available over the counter, which is no longer the case – although this may change)

Rachael showed the forum a venn diagram of multi-substance use – showing the crossover of different drug and alcohol combinations found in the study.

Of the 550 drivers, 320 had only been tested for alcohol – and 60% of these had an enforceable level of BAC.

When tested for the larger drug panel the findings were not significant - we don’t need to extend the current panel, but we do need to be doing more testing for drugs. With police, we’re looking at building robust legislation, and education to push for more drug testing.

Roadside drug testing is not yet available in NZ, so instead we look at how the person presents when stopped by an officer. Police can act by doing divided attention tasks and looking at what their eyes are doing. Validating and having roadside testing – looking at how we can deploy it for roadside. Compulsory Impairment Testing (CIT) – if someone fails, blood testing requested. New legislation marks levels of tolerance, for infringement vs charge.

Oral fluid testing will likely also have 2 levels of tolerance. Clear expectations are essential – roadside is a screen, and not evidential. Blood or secondary saliva testing would be sent on to ESR.

Form for hospital bloods has changed, and when crashed driver is ticked then they are tested for both alcohol and drugs IF the test for alcohol is negative. If alcohol is present, they won't test for drugs – there's no added benefit to test for drugs if the person is liable for an alcohol charge.

Question from John - what's the issue with roadside testing? Rachael explained that it's not very sensitive – so you can get false positives. Drugs that are tested for are limited at roadside, and we need to make sure we're testing for the right substances. Eg in Victoria = cocaine is an issue, while we don't see a high incidence here. We know THC and Meth are our two problem drugs, so testing needs to be robust and sensitive – and needs to be defensible in court.

Why did drug testing get halted? In Aussie it's a screen, and not evidential – and that's where we had issues too. Nowhere is it evidential, and our legislation is currently not fit for purpose – we're updating it. Once that's sorted, we can look again at suitable OFT devices.

Cost of testing is an issue – preventing further testing and subsequent prosecution for people who are over the limit for both alcohol and drugs.

Effects of prescription drugs – people don't have a good level of understanding of how much these can effect / impair. If you're on a course of heavy painkillers, you may not be fit to drive. Most of the drugs on the current panel are prescription meds - sedative class, opioids.

Everyone deserves to be safe on our roads – part of this is ensuring both enforcement and education is available.

#### **b. The Evolving Safety Issue of Cars – Frank Lundberg – First Choice WOF Consulting**

Frank introduced himself, explaining that he started in road safety running a testing station in Dargaville. He then moved on to the AA, doing pre purchase inspections, then on to NZTA, then to First Choice WOF consulting. He's worked closely with the police, and been involved in giving presentations to schools and Lions Group.

During his career, Frank has seen the evolution of lap and diagonal belts, R1 – single retractable seatbelt, and then to legislation around airbags for new cars coming in – secondary restraint system.

He stressed the need for educating people about not having their feet on the dashboard – we're all aware of the terrible consequences.

Frank's previous role was to assess WOF inspectors, to make sure they can do an inspection to the standard required by NZTA. He would investigate complaints made, or poor performing inspecting orgs. This required him to stay up to date with industry best practice and relevant legislation.

Lots of complaints come in – often people will buy a car and then it's not WOF compliant. Sometimes when a review happens non-compliance will lead to a complaint from the inspector. There's a shortage of vehicle inspectors.

Frank stressed the importance of compliance – eg frayed seatbelt didn't hold during a crash and led to a death. It's still happening, Frank regularly sees WOFs given where seatbelts not up to standard.

Frank then took the forum through several examples of WOF failures, including corrosion damage and brake issues. He pointed out that people rely on WOF to give assurance their brakes are working properly.

Following Frank's presentation the forum had a wider discussion around WOFs. Cars pre 2000 only get 6 months at a time. This legislation is in place to encourage older vehicles off the road, but it's not being updated – we have cars over 20 years old that are still being warranted for a year at a time. Child locks on cars no longer have to be checked as part of a warrant.

#### **c. Waka Kotahi Safety Improvement Updates – Waka Kotahi**

Rochelle Pethybridge presented on infrastructure updates:

Kaeo bridge – opened to two way traffic two months ahead of schedule. Final works due to be completed in April 2024.

Brynderwyns closed until 13 May, open briefly for Easter. 3 alternate routes – SH12 / 14 – for all heavy vehicles, and 2 local routes – restrictions on HPVs, safety restrictions on Cove Rd for trucks and trailers. Making cuts into the hill, not to widen road but to make it stable for future/ easier if further incidences.

Mangamuka Gorge – open date late 2024, works on schedule.

North Auckland recovery – Dome Valley and SH16 – keeping corridor open, free of potential falling debris.

SH1 Loop Rd – onto retaining walls and piling, should be open mid 2025.

SH1 Whangārei to Wellsford safety improvements progressing on track.

Made the most of the drier weather to complete Northland maintenance programme. Doing our best, working with contractors to minimise disruption as much as we can. Especially for detour routes – significant time and funding has gone into improving the detour routes ahead of the Brynderwyns closure.

Speed management – work underway to develop a new rule from the Ministry of Transport. Most recent changes consulted on are being implemented. Speed reviews on 12/14 will be looked at after the Brynderwyns are reopened.

**d. Police Update – NZ Police Inspector Anne-Marie Fitchett**

Inspector Fitchett provided a robust review of the fatal crashes that have occurred in 2024. Please see her presentation for all information:



Northland Road  
Safety Forum Present.

**e. Northland Death and Serious Injury Local Road Analysis 2023 – Nicole Cauty – Northland Transportation Alliance**

Nicole presented a review of last year's crash data. Please see her presentation for all information:



2023 Northland DSI  
Analysis.pdf

**f. Road Safety Week – Ashley Johnston – Northland Road Safety Trust**

Road Safety Awareness Week is coming up, running 20-26 May. The theme this year is the same as 2023: Road Safety Heroes.

We'll be running child restraint checkpoints, a helmet competition, social media campaign and a relay event. Businesses are being invited to sponsor child seats.

We've established a working group to organise events for the week which includes representatives from ACC, Police, Bike Northland, SADD, Northland Road Safety Trust and the Northland Transportation Alliance.

**4. General Business – Round Table Updates**

Round table updates were cut due to time restraints.

**Meeting closed just after 12pm.**

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**2024 Meeting dates: Friday 21<sup>st</sup> June and Friday 18<sup>th</sup> October.**

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**Name:** Cr Kapa  
**Ward:** Tai Tokerau Māori Ward  
**Date:** April 2024

**Meetings Attended**

<b>Date: Mar</b>	<b>Meeting Topic</b>	<b>Comment</b>
Mon 04	Housing W/shop: Online	<b>Challenges – Strat plan draft – Council’s role – Housing for the elderly</b>
Tues 05	Cycle Trail Meeting Request & Updates for LTP: CE Office	<b>General update between Trail Exec &amp; CE. Further detail under Portfolio.</b>
Wed 06	Combined Community Board Hui: Kaitaia	<b>Presentations from council staff: Climate Adaptation, Rubbish kerbside, recycle; growth funding, community grant funds, waste levies and existing contracts.</b>
Fri 08	Ngati Hine / FNDC MOU Hui: Kaikohe	<b>Organised visit by CE revisiting and opening discussions to strengthen working relationships.</b>
Sat 09	Sport Northland: Whangarei	<b>Kaupapa Māori framework around Te Tiriti &amp; He Whakaputanga</b>
Tues 12	>Proposed Dist Plan Variation Hui:Chambers >ERA Update >Extra Ord Meeting: Online	> > >
Wed 13	>Hone Heke Monument Hill: Kaikohe	<b>&gt;Blessing before commencement of repairs to the monument.</b>
Thurs 14	Council Monthly Hui: Chambers	
Tues 19	>LGNZ Zone 1 Hui: Whangarei Chambers >Cycle Trail Exec Hui: Kaikohe >Housing for the Elderly Hokianga: Online	<b>&gt;Combined hui of four Councils &gt;Presentation directed at assessing current business &gt;Discussion held regarding houses for the elderly in Hokianga and progress from council.</b>
Wed 20	>Ngapuhi Iwi Social Services Khe >ERA Committee Online	<b>&gt;Discussions regarding plans for the old library building and Marino block in general. &gt;update</b>
Fri 22	>Khe Community Board: Chambers >Ride for Life: Chambers	<b>&gt;monthly hui &gt;Arrangements for learner licencing event end Apr – early May.</b>
Mon 25	Turner Centre Board: Kerikeri	<b>Further discussions to finalise agreement.</b>

Tues 26	>B/fast meet LGNZ: Online >Cycle Trail Exec: Online >Te Koukou hui: Online >Extra Ord Council Hui: Online >ERA Update hui: Online	>Working closer with staff in specific to the trail.
Wed 27	Financial Contribution Hui: Online Te Maruata Monthly Hui: Online	

**Portfolio Update:**

**Sport Northland:**

**Housing:**

Online next meeting 10 April 2pm

Kaipara – Thurs 18 April 1:30 – 3:30pm @ The Matakoho Hall Matakoho.

**Kaikohe Civic Centre [Library]:**

Project Manager in place, possible next meeting mid April?

**Twin Coast Cycle Trail:**

Working relationship process being worked on, relationship with Taitokerau Trails Project who are holding meetings at:-

Far North – Thurs 4 April 1:30 – 3:30pm @ Mahinga Innovation Centre Kaikohe

Whangarei – Thurs 11 April 1:30 – 3:30pm @ The Orchard Whangarei

**Turner Centre:**

The Board is hoping the agreement to be finalised as quick as possible. Monthly EM report will highly items of interest progress with agreement and also outcomes for the centre.

**Training / Conference Attendance**

Nil

Steve McNally Report

Various meetings dealing with infrastructure issues.

Regional Land Transport Plan meeting to allow public to have their say

Otawere dam viewing, good progress being made in establishing base to key in main Dam wall

RTC report delivered to Road committee meeting

Meeting with LGNZ President & CE

**Name: John Vujcich**

**Ward: Far North District Council**

**Date: 01/03/24**

**Meetings Attended**

<b>Date</b>	<b>Meeting Topic</b>	<b>Comment</b>
29/02/24	Executive review committee meeting	
29/02/24	Meeting to discuss FNHL Governance	
28/02/24	Assurance Risk and Finance Committee	
26/02/24	Kaikohe District Sportville Meeting	
26/02/24	LTP Consultation Item Work Shop	
26/02/24	Waitangi Feedback Hui	
24/02/24	Shortsville meeting re preparation for opening	
23/02/24	JREDC Formal meeting WR	
22/02/24	PHTTCCT trustee monthly meeting	Pioneer Village
22/02/24	Solid Waste Meeting	
22/02/24	Te Kuaka Te Ao Maori Committee Meeting	
22/02/24	Business Call Meeting	
21/02/24	Financial Contributions Workshop	
20/02/24	Transport committee workshop	
20/02/24	Transport committee meeting	
16/02/24	Staff Discussion water rating	
14/02/24	Housing for the elderly workshop	
14/02/24	Meeting FNHL	
12/02/24	Cycle Way Trust online Meeting	

12/02/24	JREDC Agenda online Meeting	
09/02/24	Infrastructure Acceleration Fund Meeting	Meeting in Kerikeri JB Centre
08/02/24	Council Meeting Kaikohe Chambers	
02/02/24	Teams meeting Community Board chair Rudkin	
01/02/24	Te Huia Executive Review Committee	
31/01/24	Ngakahu/ NgaKahu Whanau Ahuwhenua Trust and Steering group zoom meeting	Update and discussion re decommissioning of Dam
30/01/24	DIA Waters Transition Workshop	
26/01/24	Meeting at Park Sue Dobbe	General Update
25/01/24	Meeting staff review of draft Placemaking policy	
24/01/24	Ride for Life meeting	Meet concerned local people re motor cycle training and general structure options
24/01/24	Onsite visit Rodger Road issues and wandering stock complaint	
23/01/24	Cycleway Executive Meeting	Pioneer Village
23/01/24	Ride for Life Meeting catchup Staff	
23/01/24	Meeting CB Members Trinity and Scarlet	General discussion re projects for Kaikohe leadership group
22/01/24	Kaikohe and District Sportsville Meeting	
20/01/24	Assisted at Kaikohe A&P Show	
17/01/24	Te Puawaitanga Discussion	Teams Meeting
19/12/23	On Site meeting Kauri Dam	Visit Ngakahu re deconstruction of Dam
15/12/23	Kaikohe Leadership meeting Innovation Park	
14/12/23	Governance – Year end wrapup	Waipapa
14/12/23	LTP Workshop	

14/12/23	Business Call Meeting	
11/12/23	Council Meeting	
9/12/23	LTP Workshop Turner Centre	
6/12/23	Business call Meeting	General catchup via zoom of business representatives with the mayor
4/12/23	Next Steps with the new government	LGNZ Zoom meeting concerns around the Future for Local
4/12/23	Te Miromiro	Assurance Finance and Risk meeting, and where does the Future for Local Government sit
1/12/23	Te Roroa/ FNDC Hui	
1/12/23	Innovation Park catchup with Kaikohe Koreo	
30/11/23	JREDC Formal Meeting and Workshop	Joint Regional Economic Committee meeting help at Kaipara
28/11/23	<ul style="list-style-type: none"> <li>- Extraordinary Council meeting</li> <li>- Executive Review Committee</li> </ul>	
27/11/23	Sportville Meeting and board meeting	
27/11/23	Attended the blessing of the Rawene Sewerage Plant	Upgrade to the plant. The desire is to see discharge to land and that still is the long term goal
24/11/23	Meet Monty Tito re Wipe Out Truck	Looking for volunteers to help with removal of graffiti
23/11/23	<ul style="list-style-type: none"> <li>- Business call meeting</li> <li>- Future for Local Government discussions</li> <li>- Te Kauaka Te Ao Maori Committee Workshop</li> </ul>	Several meetings as listed.
22/11/23	Pou Herenga Tai Cycle Trail AGM at Innovation Park	
22/11/23	Kaikohe – Hokianga Community Board meeting	Meet in Kaikohe Memorial Hall
21/11/23	Meet Paul WiHongi re housing	Update from Paul re housing concerns and the work he is doing

21/11/23	Attended part Te Hiku CB meeting online	Keeping up-to-date with some Te Hiku Community Board concerns
21/11/23	Meet Kaikohe Business Assn members at Innoovation Park	
20/11/23	JREDC Agenda Preview	Agenda preview as chair for 30 Nov. meeting
20/11/23	Northland Forward Together	Strategic planning workshop with all Zone One councils involved. FNDC Council Office
20/11/23	LGNZ Zone one Meeting	Local Government area One Hui

### 7.3 COUNCIL OPEN RESOLUTIONS UPDATE APRIL 2024

**File Number:** A4625776

**Author:** Imrie Dunn, Democracy Advisor

**Authoriser:** Casey Gannon, Manager - Democracy Services

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Council with an overview of outstanding Council and the previous term Committee decisions from 1 January 2021.

#### WHAKARĀPOPOTO 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 Council receive the report Council Open Resolution Update April 2024.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

The open resolution report also includes outstanding actions from previous triennium committees.

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

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.

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

To provide Council with an overview of outstanding Council decisions from 1 January 2020.

#### 3) 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 Resolution Report - A4649759 [↓](#) 

**OPEN RESOLUTION REPORT**

Printed: Tuesday, 2 April 2024 1:49:14 pm

Division:  
Committee: Council  
Officer:

Date From: 1/01/2021  
Date To: 2/04/2024

Meeting	Title	Resolution	Notes
Council 1/07/2021	Proposal to Construct an Erosion Protection Structure on Council Owned Reserve, Omapere	<p><b>RESOLUTION 2021/51</b></p> <p>Moved: Cr John Vujcich Seconded: Cr Dave Collard</p> <p><b>That Council:</b></p> <p>a) approves the construction of, and associated occupation with, an erosion protection structure on Far North District Council owned local purpose reserved legally described as Lot 5 DP196729; and</p> <p>b) approval is provided subject to a memorandum of encumbrance being recorded on the titles of Lot 1 DP196729 and Lot 1 DP310507 and that the encumbrance records the agreement that the owners of those properties:</p> <p>i) bear full responsibility for the maintenance, repair, removal of the seawall (if required) during its lifetime, and end of its lifetime.</p> <p>ii) incur cost of the agreement construction and registration against title.</p> <p>iii) notify FNDC of any variation or modification of the erosion protection structure</p> <p><b>To avoid doubt, approval is given both within Council's capacity as the administering body of the reserve and an affected person within the meaning of Section 95 of the Resource Management Act 1991.</b></p> <p align="right"><b>CARRIED</b></p> <p>Note: need to include climate change and erosion as part of the Reserves and Parks Policy review.</p>	<p><b>16 Mar 2023 1:06pm</b> Please provide an update before 17 March for upcoming Council meeting</p> <p><b>23 Nov 2023 1:26pm</b> Owners are finalising the draft Memorandum of Encumbrance for FNDC approval.</p> <p><b>30 Jan 2024 3:29pm</b> Inna Shibalova: On 23 January 2024 Council received draft Encumbrance Instrument prepared by the Applicant Lawyers – for Council's review and approval. Legal Services to review and approve by end Feb 2024. After which the Instrument can be registered on private titles.</p> <p><b>22 Feb 2024 3:47pm</b> No further update.</p> <p><b>26 Mar 2024 9:23am</b> Encumbrance instrument has been received. Reviewed by FNDC. Now with customer for final review.</p>
Council 11/08/2022	Russell Landfill Options Report	<b>RESOLUTION 2022/61</b>	<b>23 Nov 2023 1:54pm</b>

**OPEN RESOLUTION REPORT**

Printed: Tuesday, 2 April 2024 1:49:14 pm

Division:  
Committee: Council  
Officer:

Date From: 1/01/2021  
Date To: 2/04/2024

Meeting	Title	Resolution	Notes
		<p>Moved: Deputy Mayor Ann Court Seconded: Cr Kelly Stratford</p> <p><b>That Council:</b></p> <p>a) <b>approve in principle, the permanent closure of Russell Landfill (Option One).</b></p> <p>b) <b>approve staff commence the resource consent application Northland Regional Council to close the Russell Landfill</b></p> <p>c) <b>request staff bring back to Council the terms of the resource consent and investment required to close the landfill</b></p> <p>d) <b>approve staff commence the community consultation process and report to Council the outcome of that consultation</b></p> <p>e) <b>delegate to the Chief Executive, or his nominee, the negotiation, agreement and signing of contract variations with Northland Waste Ltd to provide on-going transport and disposal of waste from the Russell facility whilst Council progress the resource consent and consultation process.</b></p> <p><u>In Favour:</u> Mayor John Carter, Deputy Mayor Ann Court, Crs David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich</p> <p><u>Against:</u> Nil</p> <p align="right"><b>CARRIED</b></p>	<p>Hoskins have recommended a direct award of Professional services support for the assessment of effects, closure plan &amp; resource consent to Pattie Delamore Partners (PDP). PDP hold the corporate knowledge and experience in relation to the issues and proposed solutions at Russell Landfill. • Russell Landfill: PDP have already completed. - Russell Landfill: Options Assessment (June 2022), - Russell Landfill: Interim resource consent (September 2022) RFQ Award</p> <p><b>22 Feb 2024 1:57pm</b> Pattie Delamore Partners (PDP) have started discussions on capping options and developing estimated costs. Hoskins Civil (HC) have been put in contact with Te Hono to coordinate Iwi consultation with other FNDC projects in the Russell area. A site visit with PDP and HC has been scheduled.</p> <p><b>26 Mar 2024 10:38am</b> PDP has surveyed the site. We are awaiting quotes to install telemetry equipment to monitor leachate flows.</p>
Council 22/09/2022	Notice of Motion - Rangitane Maritime Development	<p><b>RESOLUTION 2022/64</b></p> <p>Moved: Deputy Mayor Ann Court</p>	<b>09 Oct 2023 8:18am</b>

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Division:  
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Officer:

Date From: 1/01/2021  
Date To: 2/04/2024

Meeting	Title	Resolution	Notes
		<p>Seconded: Cr Rachel Smith</p> <p><b>That Council:</b></p> <p>a) <b>Support the Maritime Facilities Development at Rangitane proceed through to the conclusion of the Resource Consent process.</b></p> <p>b) <b>Remains committed to the funding Agreement with MBIE and supports an approach be made to MBIE to continue its funding support for the period required to conclude the consenting process</b></p> <p><u>In Favour:</u> Mayor John Carter, Deputy Mayor Ann Court, Cr Dave Collard, Cr Felicity Foy and Cr Rachel Smith</p> <p><u>Against:</u> Cr David Clendon, Cr Mate Radich, Cr Kelly Stratford, Cr Moko Tepania and Cr John Vujcich</p> <p align="right">EQUAL</p> <p>Mayor John Carter used a casting vote to carry the vote.</p> <p align="right"><b>CARRIED</b></p> <p>Cr David Clendon tabled correspondence addressed to Rangitane Residents Association. Document number A3908452</p>	<p>The Hapu collective have their 3rd hui this week and are progressing with the CIA. MBIE have signed an amended Funding Agreement for their \$2.5m contribution which adjusted the milestone deliverables for the project and are keen for the project to proceed. The re-lodging of the application with the EPA is scheduled for November with a decision in March. Technical reports are being updated now.</p> <p><b>01 Nov 2023 10:45am</b> 09 October Update remains extant - K Johnson</p> <p><b>01 Dec 2023 12:24pm</b> 27 November 23 Update remains extant- work in progress- K Johnson</p> <p><b>22 Feb 2024 2:43pm</b> Update, 1. Hapu progressing with CIA., 2. EPA application in and decision by end of March 2024., 3. MBIE has signed funding agreement for \$2.5M contribution.</p> <p><b>02 Apr 2024 12:27pm</b> Action reassigned to Proctor, Tanya by Dunn, Imrie</p>
Council 20/12/2022	Turner Centre Stormwater Catchment	<p><b>RESOLUTION 2022/94</b></p> <p>Moved: Cr Tāmati Rākena Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p><b>That Council:</b></p> <p>a) <b>notes the storm water flooding risk within the Turner Centre sub-catchment</b></p> <p>b) <b>approves a budget of \$200,000 to progress a design to mitigate this risk through a future physical works contract</b></p>	<p><b>04 Dec 2023 12:59pm</b> No further update</p> <p><b>22 Jan 2024 2:33pm</b> A review options being undertaken to endeavour to mitigate anticipated cost of mitigation which is currently estimated to be in excess of \$10m. Timing of report to Council seeking approval and further funding to follow post March.</p> <p><b>28 Feb 2024 9:32am</b> Outline design and modelling still being refined</p> <p><b>05 Mar 2024 10:12am</b> Action reassigned to Proctor, Tanya by Greenwood, Ellie</p>

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**Officer:**

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**Date To:** 2/04/2024

Meeting	Title	Resolution	Notes
		<p>c) approves the direct appointment of Trine Kel to undertake the design work.</p> <p align="right"><b>CARRIED</b></p>	<p><b>03 April 2024 4:48pm</b> Need to follow up on progress of outline design and modelling. This project is not in the LTP.</p>
Council 9/02/2023	Easement On Local Purpose Esplanade Reserve-Wairarawa Stream	<p><b>RESOLUTION 2023/5</b></p> <p>Moved: Cr Ann Court Seconded: Cr Penetaui Kleskovic</p> <p><b>That Council approve the granting of a right of way easement pursuant to section 48(1)(f) of the Reserves Act 1977 on Local Purpose Esplanade Reserve Lot 16 DP 146304 for the purpose of constructing and using a private bridge over the Wairarawa Stream connecting:</b></p> <ul style="list-style-type: none"> <li>i. <b>2276C State Highway 10 Kerikeri - Lot 1 DP 91402 contained in record of title NA64B/178; and</b></li> <li>ii. <b>15 Conifer Lane Kerikeri - Lot 1 DP 535123 and Lot 14 DP 158690 contained in record of title 884105; and</b></li> <li>iii. <b>2228 State Highway 10, Kerikeri - Lot 1 DP 457586 contained in record of title 593590.</b></li> </ul> <p><b>and that approval is provided subject to:</b></p> <ul style="list-style-type: none"> <li><b>1. NRC granting Resource Consent for construction of the bridge; and</b></li> <li><b>2. public consultation in accordance with sections 48(2), 119 and 120 of the Reserves Act 1977; and</b></li> <li><b>3. compensation being negotiated and finalised in a written Compensation Agreement payable by the landowners to the Council; and</b></li> <li><b>4. Landowners -</b></li> </ul>	<p><b>23 Nov 2023 1:27pm</b> Agreement to Grant Easement needs to be drafted, finalised and executed. AGE will contain agreed compensation and the draft Easement Instrument (later to be registered on titles).</p> <p><b>30 Jan 2024 3:30pm</b> Nov 2023 letter of valuation received. Legal Services proceeding to prepare Agreement to Grant Easement for landowners' and lawyer's consideration/review. Once AGE finalised and executed, landowners can apply to NRC for consent, works can commence. Once completed, it can be surveyed and easement plan lodged with LINZ.</p> <p><b>22 Feb 2024 3:48pm</b> No further update.</p> <p><b>26 Mar 2024 9:24am</b> Status quo.</p>

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Meeting	Title	Resolution	Notes
		<p>a) bearing all costs and disbursements in relation to the required public consultation.</p> <p>b) if required by law and prior to commencing construction works, seeking relevant consent(s) and / or permits from the Council under Local Government Act 1974, Resource Management Act 1991 and / or Building Act 1991.</p> <p>c) bearing all legal and survey costs and disbursements in relation to creating and registering the easement instrument on all relevant titles;</p> <p>d) bearing full responsibility for the construction, maintenance, upkeep, repair, removal of the bridge (if required) during its lifetime, and end of its lifetime;</p> <p>e) the bridge being the landowner's asset, which if abandoned, neglected or on becoming a nuisance of any kind or degree, must be removed or decommissioned and Reserve land remediated to Council's satisfaction;</p> <p>f) indemnifying the Council of all costs, claims and expenses arising from use and operation of the bridge during its lifetime.</p> <p><u>Abstained:</u> Cr Felicity Foy</p> <p align="right"><b>CARRIED</b></p>	
Council 24/02/2022	Ngakahu Steering Group Update	<p><b>RESOLUTION 2022/12</b></p> <p>Moved: Cr Mate Radich Seconded: Cr John Vujcich</p>	<p><b>07 Nov 2023 1:18pm</b> The Ngākahu/Ngākohu Steering Group will meet online on Wednesday 8th November to discuss progress on the Kauri Dam project</p> <p><b>24 Jan 2024 11:02am</b> Awaiting update from Steering Group post 8 November meeting.</p>

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Date From: 1/01/2021  
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Meeting	Title	Resolution	Notes
		<p><b>That Council, in receiving the recommendations from the Ngakahu Steering Group and subject to discussion and agreement with the Ngakahu/Ngakohu Whanau Ahuwhenua Trust, agree to;</b></p> <p>a) <b>obtain the processed and analysed data from the Northland Regional Council sonar soundings of the dam, done in 2017.</b></p> <p>b) <b>stage the lowering of the dam water level, beginning with a water level drop of 2 metres, once lowered the water level will be maintained at the lower levels.</b></p> <p>c) <b>staff assist the Ngakahu Steering Group to prepare a report showing a visual presentation, including landscaping, of the preferred option, or options, with a rough order of cost to implement.</b></p> <p>d) <b>and that further recommendations be brought to the 7 April Council meeting.</b></p> <p><u>In Favour:</u> Mayor John Carter, Crs Dave Collard, Felicity Foy, Mate Radich, Kelly Stratford, Moko Tepania and John Vujcich</p> <p><u>Against:</u> Crs David Clendon and Rachel Smith</p> <p align="right"><b>CARRIED</b></p> <p><u>Note:</u> The Potential Decommissioning of Kauri Creek Dam report from John Duder referenced in the report was commissioned by the Ngakahu/Ngakohu Whanau Ahuwhenua Trust.</p>	<p><b>25 Jan 2024 8:42am</b> Kowhai Deputy Mayor Kelly Stratford: Recommendations from steering group were tabled at November hui, with a decision report on the December agenda (in the minutes). Decommissioning has commenced.</p> <p><b>03 April 2024 4:53pm</b> Photos supplied from the Project Manager demonstrate significant progress of the decommissioning of the dam, unachievable without the efforts of the Project Manager at significantly less than original price indication. This will result in the LTP budget being removed.</p>
Council 1/06/2023	Kerikeri Water Source - Options Review	<p><b>RESOLUTION 2023/63</b></p> <p>Moved: Cr Ann Court Seconded: Cr Penetaui Kleskovic</p> <p><b>That Council</b></p>	<p><b>12 Sep 2023 10:51am</b> Action reassigned to Proctor, Tanya by Baker, Marlema - I have removed Andy Finch and reallocated this action item to you at his request</p> <p><b>11 Oct 2023 11:34am</b> No further update received prior to running Agenda 11.10.23</p> <p><b>07 Nov 2023 1:18pm</b></p>

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Meeting	Title	Resolution	Notes
		<p>a) indicate to the Te Tai Tokerau Trust Water Trust its conditional approval to invest with the purchase of 200 shares in the planned Otawere Domain Reservoir and appropriate watermain infrastructure. This would be subject to Council being able to obtain the necessary approvals for this purchase from the Department of Internal Affairs under the Affordable Waters regime and the negotiation of satisfactory commercial terms that protect Council's borrowing position.</p> <p>b) determine the best option out of the suggested solutions including consent/design/build costs</p> <p>c) request that the investigative work for water source options identified in the Kerikeri Water Supply Strategy Study be prioritised for 2023/2024.</p> <p align="right"><b>CARRIED</b></p>	<p>Tanya Proctor: Future Kerikeri Water Sources will need to be considered with the current uncertainty around Affordable Waters</p> <p><b>24 Jan 2024 11:05am</b> Staff will need to consider investment case due to the disestablishment of Three Waters</p> <p><b>03 April 2024 4:48pm</b> Commitment to investment was dependent on DIA approval and Affordable Waters Regime. With the legislation being repealed and LTP criteria, this source will not be pursued in FY24/27.</p>
Council 24/08/2023	Rangitoto Reserve, Mangonui	<p><b>RESOLUTION 2023/98</b></p> <p>Moved: Cr Hilda Halkyard-Harawira Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p><b>That Council:</b></p> <p>a) approve the initiation of a public consultation process under Section 16 of the Reserves Act 1977 to classify Rangitoto Reserve (Allot 71 PSH of Mangonui East) as a Historic Reserve.</p> <p>b) appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to the Council in respect of the reserve classification.</p> <p>c) staff develop a Management Plan under s41 of the Reserves Act to eradicate the invasive wattle trees and moth plants.</p> <p align="right"><b>CARRIED</b></p>	<p><b>01 Nov 2023 11:57am</b> Robin Rawson: Work continuing on project plan.</p> <p><b>23 Nov 2023 1:46pm</b> Project plan complete and engagement plan drafted and circulated to project team. Cultural assessments are being worked on.</p> <p><b>22 Jan 2024 10:54am</b> Project work continuing. Public consultation expected to start February.</p> <p><b>22 Feb 2024 1:43pm</b> Consultation for classification of Rangitoto Reserve started 14 February and remains open until 14 March. This is on website, and stakeholders have also been advised.</p> <p><b>26 Mar 2024 9:51am</b> Consultation for classification of Rangitoto Reserve has concluded with 12 submissions in support and 4 opposed. 2 submissions in support of the proposal wish to speak at a hearing to be organised.</p>

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Meeting	Title	Resolution	Notes
		<p><i>NOTE: Kahika/Mayor Tepania requests a briefing paper on how many reserves Council has, what their classifications are, how many have reserve management plans and how many can be sold.</i></p>	
Council 21/09/2023	Lease Extension Request Aupouri Ngati Kahu Te Rarawa (ANT) Trust	<p><b>RESOLUTION 2023/111</b></p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Cr Felicity Foy</p> <p><b>That Council:</b></p> <p>a) <b>approve the renewal of a further 5 year term, expiring on 31 August 2028, as allowed for in the current lease to Aupōuri Ngāti Kahu – Te Rarawa Trust over Tangonge Domain, being Recreation Reserve DP 108 Title NA530/132, located at 63 Bonnet Road, Kaitaia.</b></p> <p><b>the terms being:</b></p> <ul style="list-style-type: none"> <li>• <b>Term: 5 years</b></li> <li>• <b>\$118 plus GST per year in conjunction with the Fees &amp; Charges Policy for 2023/24 and reviewed annually.</b></li> </ul> <p>b) <b>commences the public consultation process on the granting of a new ground 30 (15+15) year lease to Aupōuri Ngāti Kahu – Te Rarawa Trust over Tangonge Domain, being Recreation Reserve DP 108 Title NA530/132, located at 63 Bonnet Road, Kaitaia.</b></p> <p><b>The terms of the proposed lease shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>Term: 30 Years (15+15)</b></li> <li>• <b>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</b></li> </ul>	<p><b>11 Oct 2023 11:16am</b> Public consultation will be initiated on 30th october for 4 weeks</p> <p><b>23 Nov 2023 2:22pm</b> A report for recommentaion to Council will be presented to the Te Hiku CB on 12th December 2023. A report will then follow to the February 2024 Council meeting for final resolution on the granting of the lease</p> <p><b>18 Dec 2023 11:05am</b> Resolution granted from Te Hiku CB - Report will be presented to Council on 8th feb for resolution on the granting of the lease</p> <p><b>12 Jan 2024 2:03pm</b> Report being presented to Council on 8th Feb for resolution</p> <p><b>23 Feb 2024 11:42am</b> Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p>

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Meeting	Title	Resolution	Notes
		<ul style="list-style-type: none"> <li>• \$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</li> </ul> <p>c) that the Te Hiku Community Board is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.</p> <p>d) and that Council adhere to the timeline of a lease to the February 2024 Council meeting.</p> <p align="right"><b>CARRIED</b></p>	
Council 21/09/2023	Ground Lease to Doubtless Bay Sea Scouts - East Street Taipa	<p><b>RESOLUTION 2023/112</b></p> <p>Moved: Cr Felicity Foy Seconded: Cr John Vujcich</p> <p><b>That Council:</b></p> <p>a) commences the public consultation process on the granting of a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page 104.</p> <p><b>The terms of the proposed lease shall be:</b></p> <p><b>Term: 15 Years (5+5+5)</b></p> <p><b>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</b></p> <ul style="list-style-type: none"> <li>• \$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</li> </ul>	<p><b>11 Oct 2023 11:16am</b> Public consultation will commence on the 2nd November for 4 weeks</p> <p><b>23 Nov 2023 2:23pm</b> A report will be presented to the Te Hiku Community Board at the first meeting of 2024 for recommendation to Council on the granting of the lease.</p> <p><b>12 Jan 2024 2:03pm</b> Report being presented to Council on 8th Feb for resolution</p> <p><b>23 Feb 2024 11:42am</b> Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p>

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		<p>b) appoints the Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.</p> <p align="right"><b>CARRIED</b></p>	
Council 21/09/2023	Maritime Facilities Bylaw - Approval of Draft for Public Consultation	<p><b>RESOLUTION 2023/113</b></p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p><b>That Council:</b></p> <p>a) approves the proposal for a new Maritime Facilities Bylaw in Attachment 1 to be released for public consultation to meet the requirements of section 156 of the Local Government Act 2002.</p> <p>b) approves a minimum four-week period for making written submissions on the proposal in Attachment 1.</p> <p>c) approves to hear any oral submissions and agrees to delegate to the Mayor, the power to arrange and change the date of the oral presentations of submissions.</p> <p>d) directs Council staff to make all necessary logistical arrangements for people to be heard in person in the council Chambers or online via Microsoft Teams.</p> <p>e) authorises the Chief Executive to make minor changes to the proposal for a new Maritime Facilities Bylaw to correct grammatical or spelling errors, or formatting.</p> <p><u>Against:</u> Cr Felicity Foy</p> <p align="right"><b>CARRIED</b></p>	<p><b>01 Nov 2023 11:57am</b> Dan Bowmar: Consultation is underway as planned</p> <p><b>23 Nov 2023 4:17pm</b> Dan Bowmar: "The 8 week consultation is currently underway and will be wrapping up next week on Tuesday 28th November."</p> <p><b>24 Jan 2024 2:16pm</b> Dan Bowman: "The consultation period has ended and the feedback from consultation has been received and collated. It is currently being summarised. There are oral presentations requests that will be organised through Democracy Services in due course."</p> <p><b>27 Feb 2024 9:37am</b> Getting help with answering legal questions from consultation feedback with advice from legal., Getting help with answering technical questions from consultation feedback with advice from Far North Holdings., Organising requested 1 on 1 meetings with consultation respondents that have requested it with Far North Holdings., Will arrange verbal submissions with Democracy services following 1 on 1 meetings., Working with Far North Holdings and Finance to finalise maritime facilities fees and charges schedule and criteria</p>

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**Printed:** Tuesday, 2 April 2024 1:49:14 pm  
**Date From:** 1/01/2021  
**Date To:** 2/04/2024

Meeting	Title	Resolution	Notes
Council 19/10/2023	Kerikeri-Waipapa Spatial Plan Project - Public Engagement on Emerging Themes	<p><b>RESOLUTION 2023/127</b></p> <p>Moved: Cr John Vujcich Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p><b>That Council approves for public engagement in November/December 2023 the emerging themes for Te Pātukurea (Kerikeri-Waipapa Spatial Plan) as set out in this report.</b></p> <p align="right"><b>CARRIED</b></p>	<p><b>26 Feb 2024 1:47pm</b> This public engagement stage of work for Te Pātukurea Kerikeri Waipapa Spatial Plan is completed. Public engagement on emerging themes for Te Pātukurea closed on 04.12.2023. Staff set up 5 public engagement sessions, which were well attended by the public and supported by attendance from various BOI Community Board reps and the mayor. The feedback has been collated into an Engagement Summary Report and has been used to inform the development of the final objectives for Te Pātukurea. Staff will report the findings of that public engagement, along with the spatial plan objectives and proposed decision making framework in an upcoming Briefing Paper to Elected Members.</p> <p><b>02 Apr 2024 1:39pm</b> A briefing paper was sent out with the Friday Notices to Elected Members on 28th March 2024 to provide a further update</p>
Council 19/10/2023	Hokianga Harbour Long Term Plan	<p><b>RESOLUTION 2023/135</b></p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Cr John Vujcich</p> <p><b>That Council allocate \$175,000 in the 2024/27 Long Term Plan to allow the preparation of a long-term plan for the crossing of the Hokianga Harbour.</b></p> <p align="right"><b>CARRIED</b></p>	<p><b>22 Jan 2024 11:53am</b> Awaiting confirmation of funding following LTP consultation and deliberation to commence this in next financial year</p> <p><b>26 Feb 2024 9:40am</b> Awaiting confirmation of funding following LTP consultation and deliberation to commence this in next financial year</p> <p><b>26 Mar 2024 12:58pm</b> Awaiting confirmation of funding following LTP consultation and deliberation to commence this in next financial year. Commencing preliminary scoping discussions with Hokianga Ferry Liason Group.</p>
Council 8/02/2024	Notice of Motion - Interim Speed Management Plan for Kerikeri Bay of Islands	<p><b>RESOLUTION 2024/5</b></p> <p>Moved: Kōwhai - Deputy Mayor Kelly Stratford Seconded: Cr Hilda Halkyard-Harawira</p> <p><b>That Council consider the impact of the impending changes that will be made to the Land Transport Rule: Setting of Speed Limits 2022 (the Rule) and that Council continue implementation of all the changes adopted Interim Speed Management Plan for Kerikeri – Bay of Islands (2023/151) at the 16 November 2023 Council meeting.</b></p>	<p><b>05 Mar 2024 10:10am</b> NTA is progressing this catchment through final design and implementation over the next few months.</p> <p><b>26 Mar 2024 2:34pm</b> Plan has been certified by NZTA Waka Kotahi</p>

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		<b>CARRIED</b>	
Council 8/02/2024	Lease Extension Request Aupouri Ngati Kahu Te Rarawa (ANT) Trust	<p><b>RESOLUTION 2024/9</b></p> <p>Moved: Cr John Vujcich Seconded: Cr Ann Court</p> <p><b>That Council:</b></p> <p>a) approve a new ground lease to Aupouri Ngāti Kahu – Te Rarawa Trust over Tangonge Domain, over 20,234 square metres being Recreation Reserve DP 108 Title NA530/132, located at 63 Bonnet Road, Kaitaia.</p> <p><b>The terms of the proposed leased shall be:</b></p> <ul style="list-style-type: none"> <li>• Term: 30 years (15 + 15)</li> <li>• Rental: \$118 plus GST per year in conjunction with the Fees &amp; Charges Schedule for 2023/24 and reviewed annually.</li> </ul> <p>b) approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.</p> <p align="right"><b>CARRIED</b></p>	<p><b>23 Feb 2024 11:42am</b> Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p>
Council 8/02/2024	New Ground Lease to Te Rarawa Rugby Club Incorporated over Rarawa Memorial Domain Recreation Reserve	<p><b>RESOLUTION 2024/10</b></p> <p>Moved: Cr Ann Court Seconded: Cr John Vujcich</p> <p><b>That Council:</b></p>	<p><b>23 Feb 2024 11:44am</b> Working with internal staff to being public consultation process</p>

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		<p>a) approve the commencement of public consultation process on the granting of a new ground lease to Te Rarawa Rugby Club Incorporated over part of the Rarawa Memorial Domain Recreation Reserve being Section 151 Block IV Ahipara SD, approximately 40,468 square metres, held in New Zealand Gazette 1979, page 1202 and Recreation Reserve held in Record of Title 308444, being of Lot 4 DP 366836, approximately 6010 square metres.</p> <p>The terms of the proposed lease shall be:</p> <ul style="list-style-type: none"> <li>• Term: 30 Years (15+15);</li> <li>• Rental: As per FNDC Fees and Charges Schedule for a Community Lease;</li> <li>• \$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule;</li> </ul> <p>with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Te Rarawa Rugby Club Incorporated; and</p> <p>b) appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.</p> <p align="right"><b>CARRIED</b></p>	
Council 8/02/2024	New Ground Lease to Hokianga Bowling Club over 61 Clendon Esplanade, Rāwene	<p><b>RESOLUTION 2024/11</b></p> <p>Moved: Cr John Vujcich Seconded: Kahika - Mayor Moko Tepania <b>That Council:</b></p> <p>a) approve a new ground lease to be issued to Hokianga Bowling Club Incorporated, over approximately 2700.9m2 of land being</p>	<p><b>23 Feb 2024 11:43am</b> Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p>

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Meeting	Title	Resolution	Notes
		<p>Sections 153, 157 and 158 TN OF Rāwene, located at 61 Clendon Esplanade, Rāwene and vested in Far North District Council as recreation reserve.</p> <p>The terms of the proposed lease shall be:</p> <ul style="list-style-type: none"> <li>• Term: 15 years (5+5+5) – allowed for under the Reserves Act 1977</li> <li>• Rental: As per FNDC Fees and Charges Schedule for a Community lease.</li> <li>• \$118 plus GST for 2023/24 and reviewed annually in conjunction with the FNDC fees and Charges Schedule.</li> </ul> <p>b) approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.</p> <p align="right"><b>CARRIED</b></p>	
Council 8/02/2024	New Ground Lease to Playcentre Aotearoa - Russell Playcentre over 12 Church Street, Russell	<p><b>RESOLUTION 2024/12</b></p> <p>Moved: Kōwhai - Deputy Mayor Kelly Stratford Seconded: Cr Tāmami Rākena</p> <p><b>That Council:</b></p> <p>a) grant a new ground lease to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.</p> <p>The terms of the lease shall be:</p> <ul style="list-style-type: none"> <li>• 30 years (10+10+10)</li> <li>• Rental: as per FNDC Fees and Charges schedule for a community lease.</li> </ul>	<p>23 Feb 2024 11:43am Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p>

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		<ul style="list-style-type: none"> <li>• \$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule.</li> <li>b) with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa.</li> </ul> <p align="right"><b>CARRIED</b></p>	
Council 11/12/2023	Housing Strategy Options Analysis	<p><b>RESOLUTION 2023/158</b></p> <p>Moved: Kōwhai - Deputy Mayor Kelly Stratford Seconded: Kahika - Mayor Moko Tepania</p> <p><b>That Council:</b></p> <ul style="list-style-type: none"> <li>a) recommend that Local Government New Zealand adopt Section 1 of The Future by Local Government consensus outcome paper based on Choosing Localism – Build a new system of government that’s fit for purpose and use this as a long-term platform for local government system reform that will be tailored into advocacy material for specific governments,</li> <li>b) recommend that Local Government New Zealand adopt Section 2 of The Future by Local Government consensus outcome paper based on Choosing Localism – rebalance the country’s tax take between central and local government,</li> <li>c) recommend that Local Government New Zealand adopt Section 3 of The Future by Local Government consensus outcome paper based on Choosing Localism – create stronger, more authentic relationships between local government and iwi, hapū and Māori,</li> </ul>	<p><b>26 Feb 2024 3:27pm</b> 22 Jan 2024: Development of Housing Strategy underway. Funding from MHUD recieved to support development of Housing Strategy. Staff attending the Māori Housing Expo on Waitangi Day</p> <p><b>26 Feb 2024 3:32pm</b> Development of Housing Strategy continuing. Staff attended Housing Expo on Waitangi Day. Gap analysis work to start this week.</p> <p><b>26 Mar 2024 10:10am</b> Development of Housing Strategy progressing with gap analysis review started.</p>

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Meeting	Title	Resolution	Notes
		<p>d) recommend that Local Government New Zealand adopt Section 4 of The Future by Local Government consensus outcome paper based on Choosing Localism – align central, regional and local government priorities,</p> <p>e) recommend that Local Government New Zealand adopt Section 5 of The Future by Local Government consensus outcome paper based on Choosing Localism – strengthen local democracy and leadership.</p> <p align="right"><b>CARRIED</b></p> <p><b>RESOLUTION 2023/159</b>                      Moved: Kōwhai - Deputy Mayor Kelly Stratford                      Seconded: Cr Babe Kapa  <b>That Council:</b>                      a) approve to develop a housing strategy                      b) endorse the interim Housing Action Plan (attachment 2).  <u>Against:</u> Crs Penetaui Kleskovic and Steve McNally</p> <p align="right"><b>CARRIED</b></p>	
Council 11/12/2023	Investment for Housing for the Elderly	<p><b>RESOLUTION 2023/165</b>                      Moved: Cr Steve McNally                      Seconded: Kōwhai - Deputy Mayor Kelly Stratford  <b>That the Council receive the report Investment for Housing for the Elderly.</b></p> <p align="right"><b>CARRIED</b></p>	<p><b>26 Feb 2024 3:32pm</b>                      Notes and the presentation from the workshop held in February are available on Te Huinga. Staff are developing a project plan.  <b>26 Mar 2024 10:09am</b>                      Work progressing on planning project including next steps required to consider status of assets held  <b>28 Mar 2024 12:18pm</b></p>

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Meeting	Title	Resolution	Notes
			Previous Resolutions and Actions: Council 24/09/2020: That Council: a) agrees that the options, as presented, for the future of the Housing for the Elderly Portfolio be consulted on with the community through the 2021/2031 Long Term Plan engagement process. b) requests that a detailed asset condition survey of the Housing for the Elderly Portfolio be undertaken as soon as practical to ensure that information is available to help inform any decisions on the future of the portfolio. c) confirms that the 10-year budget for Housing for the Elderly asset renewals be retained in the 2021/31 Long Term. CARRIED, Action completed 10/02/2021. Council 23/09/2021: That Council: a) approves Option 2 to demolish the units at Lot 25, DP13820 – Oxford Street, Kaitaia due to structural deficiencies which make these units unsafe for habitation. b) approves an Operational budget of \$60,000 for the demolition of the units at Lot 25, DP13820 – Oxford Street, Kaitaia and; c) leaves the site vacant pending future work on divestment of the Housing for the Elderly portfolio, CARRIED, Action completed 19/10/2021.
Council 11/12/2023	Ngakahu Steering Group Recommendations	<b>RESOLUTION 2023/166</b> Moved: Cr John Vujcich Seconded: Cr Hilda Halkyard-Harawira <b>That Council:</b> a) confirm that Kauri Dam has not been transferred to any 3 Waters Entity, b) cancel the Ford Repair Agreement, and; c) confirm the Steering Group guidelines covered by Council Resolution 2021/72  <b>CARRIED</b>	<b>26 Feb 2024 3:30pm</b> 24 Jan 2024: Recommendations from steering group were tabled at November hui, with a decision report on the December agenda (in the minutes). Decommissioning has commenced. <b>06 Mar 2024 11:39am</b> The Ford Repair Agreement cancellation has been drafted and will continue to run in parallel of the decommissioning of the Dam
Council 14/03/2024	Options Analysis for Financial Contributions	<b>RESOLUTION 2024/19</b> Moved: Cr Felicity Foy	<b>26 Mar 2024 10:08am</b> Work progressing to develop a chapter on financial contributions. Elected member working to occur as part of that development on 27 March.

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		<p>Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p><b>That Council approve the development of a draft financial contributions chapter.</b></p> <p align="right"><b>CARRIED</b></p>	
Council 14/03/2024	Ground Lease to Doubtless Bay Sea Scouts - East Street Taipa	<p><b>RESOLUTION 2024/23</b></p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Cr Penetaui Kleskovic</p> <p><b>That Council:</b></p> <p>a) <b>approve a new ground lease to Scouts Aotearoa over part of the Recreation Reserve being approximately 860 square metres of Part Allot 5 PSH OF Taipa, held in New Zealand Gazette 1984 page 104.</b></p> <p><b>The terms of the proposed lease shall be:</b></p> <p><b>Term: 15 Years (5+5+5)</b></p> <p><b>Rental: As per FNDC Fees and Charges Schedule for a Community lease.</b></p> <ul style="list-style-type: none"> <li>• <b>\$113 plus GST for 2022/23 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</b></li> </ul> <p>b) <b>approve further conditions to be negotiated and agreed upon by the Group Manager Delivery and Operations.</b></p> <p align="right"><b>CARRIED</b></p>	<p><b>26 Mar 2024 10:34am</b> Council passed resolution to grant the lease. a new ground lease will be drawn up and put in place</p>



## 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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>8.1 - Confirmation of Previous Minutes - Public Excluded</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p>	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
<b>S1 Supplementary Agenda Item - Road Maintenance Contract - Seperable Portion 3 - Public Excluded</b>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>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)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage.</p>	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

**S1 SUPPLEMENTARY PUBLIC EXCLUDED AGENDA ITEM – ROAD MAINTENANCE  
CONTRACT – SEPARABLE PORTION 3**

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**10 TE KAPINGA HUI / MEETING CLOSE**