



**Far North
District Council**



Te Kaunihera o Te Hiku o te Ika

AGENDA


Ordinary Te Koukou - Transport and Infrastructure Committee Meeting

Tuesday, 21 May 2024

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

Membership:

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

 <p>Far North District Council Te Kaunihera o Tai Tokerau ki te Raki</p>	Authorising Body	Mayor/Council
	Status	Standing Committee
COUNCIL COMMITTEE	Title	Te Koukou - Transport and Infrastructure Committee Terms of Reference
	Approval Date	11 April 2023
	Responsible Officer	Head of Infrastructure Strategy

Kaupapa / Purpose

The purpose of Te Koukou – Transport and 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.

Ngā Huānga / Membership

The Committee will comprise of all Mayor and Councillors.

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

Kōrama / Quorum

The quorum at a meeting of the Committee is 6 members.

Ngā Hui / Frequency of Meetings

The Committee shall meet 4 weekly.

Ngā Apatono / Power to Delegate

The Committee may not delegate any of its responsibilities, duties or powers.

Ngā Herenga Paetae / 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.

Ngā Ture / Rules and Procedures

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

Far North District Council
Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
will be held in the Council Chamber, Memorial Ave, Kaikohe on:
Tuesday 21 May 2024 at 10:00am

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1 KARAKIA TIMATANGA / OPENING PRAYER

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

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Committee 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.

3 NGĀ TONO KŌRERO / DEPUTATION

- Dylan Menzies and Ben Thomason opportunity to come introduce themselves and give a very quick presentation on Scope Total Project Partners

4 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A4668037

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

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

TŪTOHUNGA / RECOMMENDATION

That Te Koukou – Transport and Infrastructure Committee confirm the minutes of the meeting held 23 April 2024 are true and correct.

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. **2024-04-23 Te Koukou - Transport and Infrastructure Committee Minutes - A4675180** [↓](#)


HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	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 TE KOUKOU - TRANSPORT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON TUESDAY, 23 APRIL 2024 AT 10:00AM**

PRESENT: Kahika Moko Tepania, Cr Steve McNally, Kōwhai - Deputy Mayor Kelly Stratford, Cr Felicity Foy, Cr Hilda Halkyard-Harawira, Cr Babe Kapa, Cr John Vujcich

IN ATTENDANCE: Adele Gardner (Chairperson of Te Hiku Community Board) (virtually), Belinda Ward (Chairperson of Bay of Islands Whangaroa Community Board), Calvin Thomas (General Manager - Northland Transport Alliance), Greg Monteith (virtual) (Capital Works & Procurement Manager - Northland Transport Alliance) (virtually), Elizabeth Stacey (Senior Road Safety & Traffic Engineer - Northland Transport Alliance), Dawn Spence (Asset Strategy and Management Lead - Northland Transport Alliance), Cushla Jordan (Asset Manager – Northland Transport Alliance), Bernard Petersen (Maintenance and Operations Manager – Northland Transport Alliance), Tara Macmillan (NZTA), Kelly Dean (NZTA), David Strong (NZTA) (virtually)

STAFF PRESENT: Casey Gannon (Manager – Democracy Services), Ellie Greenwood (Democracy Advisor – Democracy Services), Roger Ackers (Group Manager – Policy and Planning), Charlie Billington (Group Manager – Corporate Services), Ruben Garcia (Group Manager – Communication and Engagement)

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika/Mayor Moko Tepania commenced the meeting with a karakia at 10:03 am.

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

APOLOGY

RESOLUTION 2024/12

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

That the apology received from Crs Ann Court, Penetaui Kleskovic, Tāmami Rākena and Mate Radich be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

- Trace Dalton regarding Pou Herenga Tai Twin Coast Cycle Trail
- Ralph Mueller-Glodde representing Vision Kerikeri regarding item 6.2 Transport Choices – Kerikeri Active Mode Alternatives

Attachments tabled at meeting

- 1 Pou Herenga Tai Twin Cycle Trail Report

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Today in Maramataka Māori we are in the Ōhua phase

At 10:52 am, Kōwhai - Deputy Mayor Kelly Stratford left the meeting.

At 10:54 am, Kōwhai - Deputy Mayor Kelly Stratford returned to the meeting.

5 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

5.1 TRANSPORT CHOICES - KERIKERI ACTIVE MODE ALTERNATIVES

Agenda item 6.2 document number A4643900, pages 83 - 102 refers.

RESOLUTION 2024/13

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr John Vujcich

That the Te Koukou - Transport Committee receive the report Transport Choices - Kerikeri Active Mode Alternatives.

CARRIED

At 11:16 am, Cr Steve McNally left the meeting.

The meeting was adjourned from 11:03am to 11:15am.

At 11:17 am, Cr Steve McNally returned to the meeting.

6 NGĀ PŪRONGO / REPORTS

6.1 AVERAGE SPEED SAFETY CAMERAS FOR KAITĀIA AWAROA ROAD

Agenda item 5.2 document number A4643619, pages 15 - 31 refers.

RESOLUTION 2024/14

Moved: Kahika Moko Tepania

Seconded: Cr Hilda Halkyard-Harawira

That Te Koukou Transport Committee recommend that Council:

- endorse NZTA and Far North District Council staff to proceed with investigations of the proposed average speed safety camera location on Kaitaia Awaroa Road between urban Kaitāia and Ahipara; and**
- endorse installation of average speed safety cameras if investigations validate the site.**

Against: Crs Steve McNally and Felicity Foy

CARRIED 5/2

5 NGĀ PŪRONGO / REPORTS

5.1 TRANSPORT PORTFOLIO MEMBER REPORTS

File Number: A4668132

Author: Ellie Greenwood, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TE TAKE PŪRONGO / PURPOSE OF THE REPORT

To note the verbal reports from Transport Portfolio holders. The verbal reports provide feedback to Te Koukou – Transport and Infrastructure Committee on matters of interest or concern to the Committee.

NGĀ TŪTOHUNGA / RECOMMENDATION

That Te Koukou – Transport and Infrastructure Committee note the verbal May 2024 reports from Members Ann Court and Steve McNally as Transport Portfolio holders.

1) TE TĀHUHU KŌRERO / BACKGROUND

Te Koukou – Transport and Infrastructure Committee Chair Kahika-Mayor Tepania allows members reports as a mechanism to have open communication and transparency on activities undertaken by the Transport Portfolio Members of the Te Koukou – Transport and Infrastructure Committee.

2) TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Member reports are provided verbally during the meeting.

- **REASON FOR THE RECOMMENDATION**

To formally receive the Member verbal reports.

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. State Highway Investment Proposal 2024-34 - A4695276 [↓](#) 

6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

6.1 FNDC TRANSPORTATION ACTIVITY UPDATE - MARCH 2024 OPERATIONS REPORT

File Number: A4681422

Author: Calvin Thomas, General Manager - Northland Transportation Alliance

Authoriser: Tanya Proctor, Head of Infrastructure Strategy

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this briefing is to present the March 2024 Transportation Activity monthly operations reports, as an update on progress with approved transportation programmes and activities, for Committee review, discussion, and questions.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

Key highlights of transport activities completed in March 2024 are summarised below, with further detail provided within the Agenda item attachments:

- Key activities road safety education activities delivered by Far North REAP (Rural Education Activities Programme) through the month included an onsite expo at the Mangōnui Waterfront Festival, promoting the One Tear Too Many Drive Sober campaign including interactive use of vision goggles and obstacle course, continuation of the driver licensing programme and a strong presence at several community events.
- \$45.445M of transport works have been completed in the first nine months of the 2023/24 financial year, being a 17% increase on the \$38.882M of works completed in the equivalent period of the previous year. 83% of subsidised expenditure year to date relate to the three core activities of Renewals (35%), Maintenance & Operations (31%) and Emergency Works (17%).
- Completion of the Capital Works programme activities continues, with the summer construction season and works programme now drawing to a close, with expenditure to date slightly below forecast. A full list of 2023/24 individual projects with their respective delivery and risk status is provided within this report.
- While routine grading and metalling activities have been lower than normal (13% / 210km of Network graded in March) due to continued lack of pavement moisture content prioritised grading lists are reviewed on weekly basis in preparation for any opportunities to dispatch graders following sufficient rainfall. Routine and ordered works maintenance activities continued with a continued focus on network wide pothole repairs, culvert replacements and culvert end clearing/flushing, catchpit entrance clearing and mowing. Centreline and edge line remarking activities continued across both contract areas.
- As part of the continuing effort to communicate slip repair progress to the public, the [Northland 2022/23 Slip Repair Map](#) was published on FNDC's website in March. Works continued with the 2022/23 Emergency event(s) recovery activities, with completion of "Phase 2" works items including nine drop out (under slip) repairs.
- There are 38 confirmed Phase 3 (Complex sites) to be completed as part of the multi-year (2024/27) recovery programme, with further detailed assessment presently being undertaken on sites at Ruapekapeka Rd, School Rd, Peria Valley Rd, and Derrick Rd to determine whether they will fall into Phase 2 or Phase 3 delivery. Full detail on progress and list of individual sites provided on pages 17 and 18 of this report.
- 80 new Corridor Access Requests received for works in the road reserve across Far North District in March. Seven temporary traffic management safety audits were completed during the month with five sites scored 'High', one 'Acceptable' and one as 'Needs Improvement'.

- The Hokianga Ferry service carried a daily average of 585 passengers and 284 vehicles in March 2024, with revenue for the month comparable to March 2023. The schedule departures were 98.1% on time for the month, with 141 shuttling's, 4 after hours charters and 3 Emergency Services Crossings. There was one recorded Ferry Operations Health & Safety incident during March, where a school child slipped and fell on the concrete ramp at The Narrows while boarding the ferry as a foot passenger, resulting in a broken wrist.
- Following a spike in numbers of requests received in February, the volume of customer requests has declined during March as is now back closer to historic monthly levels (400 requests received during the month, 26% reduction from February). At the end of March, there were 494 open requests, being a 0.6% decrease from the prior month.

TŪTOHUNGA / RECOMMENDATION

That Te Koukou - Transport and Infrastructure Committee receive the report FNDC Transportation Activity Update - March 2024 Operations Report.

TĀHUHU KŌRERO / BACKGROUND

- Each month the Northland Transportation Alliance (NTA), in the capacity of Far North District Council's roading and transport department, will report to Te Koutou – Transport and Infrastructure Committee on operational activities from the previous month by way of an operations report (attached) presented to the Committee meeting.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS






- The monthly operations report is provided to inform Council of completed and planned Transportation activities across the Far North District.
- Key NTA staff will attend each briefing to respond to any specific questions that arise from the report contents.

Monthly Transport Activity Operational reports will continue to be provided for each Te Koutou – Transport and Infrastructure Committee meeting.

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

Nil - Reported activities have been completed within existing approved Council budgets

ĀPITIHINGA / ATTACHMENTS

1. **FNDC Transportation Activity update March 2024 - A4681409**  
2. **FNDC North - Fulton Hogan Monthly Report - March 2024 - A4681411**  
3. **FNDC South - Ventia Monthly Report - March 2024 - A4681413**  

7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE