

AGENDA

Ordinary Council Meeting

Thursday, 13 March 2025

Time: 10:00am

**Location: Council Chambers,
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 Tāmati Rākena
Cr John Vujcich



**Te Kaunihera
o Te Hiku o te Ika**
Far North District Council

Far North District Council
Ordinary Council Meeting
will be held in the Council Chamber, Memorial Ave, Kaikohe on:
Thursday 13 March 2025 at 10:00 AM

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	5
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest	5
3	Ngā Tono Kōrero / Deputations	5
4	Ngā Kōrero A Te Kahika / Mayoral Announcements.....	5
5	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	6
5.1	Confirmation of Previous Minutes	6
6	Ngā Pūrongo / Reports.....	15
6.1	Adoption of Statement of Proposal for Fees & Charges for 2025/26	15
6.2	To Undertake Public Consultation on The Draft Version of Te Pātukurea Kerikeri Waipapa Spatial Plan.....	50
6.3	Committee Recommendations and Resolutions - February 2025.....	58
6.4	Te Kuaka Terms of Reference Update	77
6.5	2025 Triennial Elections - Order of Candidate Names on Voting Documents.....	84
6.6	Insulation requirements in housing and other buildings - Letter to Hon Chris Penk.....	100
7	Ngā Pūrongo Taipitopito / Information Reports	107
7.2	Mayor and Councillor's Reports	129
7.3	Draft Community Adaptation Programme Plan - Part 1.....	162
7.4	Council Open Resolutions Update March 2025	182
7.5	Local Authority Elections 2025 Guidelines for Elected Members	200
8	Te Wāhanga Tūmataiti / Public Excluded	233
8.1	Confirmation of Previous Minutes - Public Excluded.....	233
8.2	Community Board Public Excluded Minutes - February 2025.....	233
8.3	Council Public Excluded Open Resolutions Update March 2025.....	233
8.4	General Employment Matter	234
9	Karakia Whakamutunga / Closing Prayer	235
10	Te Kapinga Hui / Meeting Close	235

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

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](#)

3 NGĀ TONO KŌRERO / DEPUTATIONS

- Whati from Ngati Rehia, Jo Civil and Rio Greening speaking to Te Pātukurea – Item 6.2 (15 minutes).
- Kelly van Gaalen from Pioneer Village presenting an overview of the Pioneer Village status, business development, community engagement and future strategy (5 minutes).
- Dave Davies-Colley from Northland Basketball presenting to Council why an indoor sports stadium is the best future use of the Old Warehouse Building (5 minutes).
- Jo Civil on behalf of Ngati Hineira – Rangitane Maritime Development (15 minutes).

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: A5056463

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, 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 confirm the minutes of the Council meeting held 13 February 2025 are 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.

ĀPITI HANGA / ATTACHMENTS

- 1. 2025-02-13 Council Minutes - A5076019** [↓](#) 

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. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications for Māori in confirming minutes from 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, 13 FEBRUARY 2025 AT 10:00 AM**

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 (online), Cr Steve McNally, Cr Mate Radich (online), Cr Tāmati Rākena, Cr John Vujcich.

IN ATTENDANCE: Community Board Chairs Adele Gardner and Belinda Ward, Kawiti Waetford (Kaiwhakawhiti Reo – Language Interpreter), Darren James (online)(Hoskin Civil Project Manager)

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Emma Healy (Chief of Staff), Jacine Warmington (Group Manager – Strategic Relationships), Charlie Billington (Group Manager – Corporate Services), Roger Ackers (Group Manager – Planning and Policy), Tanya Proctor (Head of Infrastructure), Briar Macken (Manager – Strategy and Policy), Dan Bowmar (Policy Advisor), Michelle Rockell (Team Leader – Property Management), Llani Harding (Pouhautu – Te Hono), Aisha Huriwai (Manager – Democracy Services), Marysa Maheno (Democracy Advisor), Ken Lewis (Manager – Communications and Engagement), Carla Ditchfield (Manager – Legal Services), Ruben Garcia (Group Manager – Community and Engagement), Angie Thomas (Chief Financial Officer), Rebecca Rowsell (Senior Solicitor), Steve Rylands (Senior Policy Advisor), Katie Waiti-Dennis (Acting Group Manager – Delivery and Operations).

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika-Mayor Moko Tepania commenced the meeting with a karakia at 10:00am.

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

Kahika-Mayor Moko Tepania noted that Kaikohe-Hokianga Community Board Chair Chicky Rudkin is not present at this Council meeting.

3 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Acknowledged the passing of Te Hiku Community Board Chair Adele Gardner's son.
- Marama phase today is Rakaunui.
- Noted that it is Imrie Dunn's last week before maternity leave.
- Water restrictions – noted that we have had rain but some water restrictions are still in place.
- Acknowledged the thousands hosted at Waitangi and hundreds at Māngungu.

Cr Tāmati Rākena

- Welcomed the new pēpi of Cr Penetaui Kleskovic and Kaikohe-Hokianga Community Board Member Trinity Edwards.
- Acknowledged all the hard work staff put in during Waitangi week.
- Spoke of the recognition and importance of Council involvement in Waitangi.

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

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A5056459, pages 6 - 8 refers

RESOLUTION 2025/1

Moved: Cr John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council confirm the minutes of the Council meeting held 12 December 2024 are a true and correct record.

CARRIED

7.1 COMMUNITY BOARD MINUTES - DECEMBER 2024

Agenda item 7.1 document number A5070089, pages 178 - 178 refers

RESOLUTION 2025/2

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council note the following Community Board minutes:

- 17 December 2024 Bay of Islands-Whangaroa Community Board; and
- 17 December 2024 Te Hiku Community Board.

CARRIED

5 NGĀ PŪRONGO / REPORTS

6.1 MARITIME FACILITIES BYLAW - ANALYSIS OF SUBMISSIONS AND ADOPTION OF A NEW BYLAW

Agenda item 6.1 document number A4910501, pages 23 - 29 refers

RESOLUTION 2025/3

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr John Vujcich

That Council:

- a) **approve the recommendations in the staff report in attachment 1 that:**
 - i) **the preliminary clause, clauses 4 to 10, clause 14 and clauses 19, 20, and 21, are amended to improve certainty and clarity**
 - ii) **no changes are made to clauses 1 to 3, 11 to 13, 15 to 18, and 22 to 23**
- b) **adopt the new Maritime Facilities Bylaw in attachment 3 under sections 145 of the Local Government Act 2002 and every other enabling power and authority**
- c) **revoke the Maritime Facilities Bylaw 2002 and the Mooring Charges Bylaw 2002.**

Ordinary Council Meeting Minutes

13 February 2025

CARRIED

6.2 INITIATION OF PUBLIC CONSULTATION ON THE GRANTING OF A GROUND LEASE OVER 36 RECREATION ROAD, KAIKOHE - SPORTSVILLE

Agenda item 6.2 document number A4961745, pages 71 - 77 refers

RESOLUTION 2025/4

Moved: Cr John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council:

- a) commence the public consultation process on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated (over approximately 485.7m2 of land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327) vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.

The terms of the proposed lease shall be:

Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977

Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.

- b) appoint the Kaikohe-Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.
- c) grant an immediate Licence to Occupy to Kaikohe & District Sportsville Incorporated to enable them to function in their management role.

CARRIED

The meeting adjourned at 11:16am and resumed at 11:31am.

6.3 INITIATION OF PUBLIC CONSULTATION ON DISPOSAL OF SECTIONS OF KERIKERI RESERVE

Agenda item 6.3 document number A4981808, pages 119 - 125 refers

RESOLUTION 2025/5

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Tāmati Rākena

That Council:

- a) approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke small parts of Recreation Reserve (Lot 10 DP 62588 – owned by the Far North District Council) underlying an existing retaining wall owned by Woolworths Ltd;
- b) appoint Bay of Islands-Whangaroa Community Board to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect of the reserve classification and revocation.

CARRIED

6.4 ANNUAL PLAN 2025/26

Agenda item 6.4 document number A5049955, pages 134 - 137 refers

MOTION

Moved: Kahika - Mayor Moko Tepania

Page 3

Ordinary Council Meeting Minutes

13 February 2025

Seconded: Cr Babe Kapa

That Council:

- a) approve to inform only on the Annual Plan 2025/26 and enable the community to provide feedback.**

In Favour: Crs Moko Tepania, Kelly Stratford, Ann Court, Babe Kapa, Steve McNally, Mate Radich, Tāmati Rākena and John Vujcich

Against: Crs Felicity Foy, Hilda Halkyard-Harawira and Penetaui Kleskovic

CARRIED

At 11:33am Kōwhai-Deputy Mayor Kelly Stratford left the meeting.

At 11:33am Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.

At 11:41am Kōwhai-Deputy Mayor Kelly Stratford left the room.

6.5 ADOPTION OF AMENDED DANGEROUS AND INSANITARY BUILDING POLICY

Agenda item 6.5 document number A5053227, pages 138 - 140 refers

RESOLUTION 2025/6

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

That Council makes the Dangerous and Insanitary Building Policy under section 132 of the Building Act 2004.

CARRIED

6.6 REVIEW OF CLASS 4 GAMING AND TAB VENUE POLICY

Agenda item 6.6 document number A5053400, pages 158 - 163 refers

RESOLUTION 2025/7

Moved: Cr Mate Radich

Seconded: Kahika - Mayor Moko Tepania

That Council:

- a) agree the Class 4 Gaming and TAB Policy has been reviewed under section 102 of the Gambling Act 2003 and section 97 of the Racing Industry Act 2020**
- b) approve, under section 102 of the Gambling Act 2003 and section 97 of the Racing Industry Act 2020, the continuation of the Class 4 Gaming and TAB Venue Policy.**

CARRIED

6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.2 FAR NORTH 2100 PROGRESS REPORT

Agenda item 7.2 document number A5059273, pages 189 - 191 refers

RESOLUTION 2025/8

Moved: Cr John Vujcich

Seconded: Kahika - Mayor Moko Tepania

That Council receive the report Far North 2100 Progress Report.

Page 4

Ordinary Council Meeting Minutes

13 February 2025

CARRIED

At 11:48am Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.

7.3 CHIEF EXECUTIVES REPORT - PERIOD OCTOBER - DECEMBER 2024

Agenda item 7.3 document number A5061108, pages 198 - 198 refers

RESOLUTION 2025/9

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council receive the report Chief Executives Report - Period October - December 2024.

CARRIED

At 12:19pm Cr Tāmati Rākena left the meeting.

7.4 MAYOR AND COUNCILLOR'S REPORTS

Agenda item 7.4 document number A5056536, pages 241 - 241 refers

RESOLUTION 2025/10

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council receive the reports submitted by Kahika-Mayor Moko Tepania, Kōwhai-Deputy Mayor Kelly Stratford and Councillors Ann Court, Hilda Halkyard-Harawira, Babe Kapa, Steve McNally, John Vujcich and the tabled report from Cr Tāmati Rākena and also note the verbal report from Cr Radich.

CARRIED

Note: Cr Ann Court requested for a media post explaining to the public why roads are not graded during the summer.

Attachments tabled at meeting

1 Cr Tāmati Rākena - Member Report

At 12:23pm Cr Tāmati Rākena returned to the meeting.

At 12:25pm Kōwhai-Deputy Mayor Kelly Stratford left the meeting.

At 12:32pm Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.

At 12:33pm Cr Babe Kapa left the room meeting.

At 12:36pm Cr Babe Kapa returned to the meeting.

7.5 COUNCIL OPEN RESOLUTIONS UPDATE FEBRUARY 2025

Agenda item 7.5 document number A5056497, pages 269 - 269 refers

RESOLUTION 2025/11

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmati Rākena

That Council receive the report Council Open Resolution Update February 2025.

CARRIED

7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

Page 5

RESOLUTION 2025/12

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Te Raupo Road Easement	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.3 - Kaitiāia Wastewater Overflow Reduction Contract Award	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
8.4 - Emergency and Resilience Works Supplier Panel - Supplier Recommendation	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	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

Ordinary Council Meeting Minutes

13 February 2025

	subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
8.5 - Council Public Excluded Open Resolutions Update February 2025	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
CARRIED		

The meeting adjourned for lunch at 12:46pm and resumed in to Public Excluded part of the meeting at 1:47pm.

Cr Tāmāti Rākena left the meeting during the lunch break.

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

At the conclusion of the public excluded discussion, Council confirmed the following decision be restated in public meeting as follows:

8.2 – Te Raupo Road Easement

Information and decisions will be released once related parties have been advised of the outcome.

8.6 – Kaitiāia Wastewater Overflow Reduction Contract Award

Information and decisions will be released once related parties have been advised of the outcome.

8.3 – Emergency and Resilience Works Supplier Panel – Supplier Recommendation

Information and decisions will be released once related parties have been advised of the outcome.

8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Kahika-Mayor Moko Tepania closed the meeting with a karakia at 2:42pm.

10 MEETING CLOSE

The meeting closed at 2:42pm.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 13 March 2025.

.....
CHAIRPERSON

6 NGĀ PŪRONGO / REPORTS

6.1 ADOPTION OF STATEMENT OF PROPOSAL FOR FEES & CHARGES FOR 2025/26

File Number: A5086583

Author: Sue Fox, Management Accountant

Authoriser: Charlie Billington, Group Manager - Corporate Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt a schedule of fees and charges for the 2025/26 financial year.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Under the Local Government Act 2002 (the LGA), Council is required to review fees and charges annually.
- The adoption of fees and charges must occur prior to the start of the financial year to which they apply.
- In most cases, increases are limited to the Local Government Cost Index (LGCI) inflation factor which is forecast at 2.6% for 2025/26. Exceptions are discussed in this report.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) adopts the Statement of Proposal to consult on the Schedule of Fees and Charges for 2025/26.**

1) TĀHUHU KŌRERO / BACKGROUND

Council reviews and adjusts its fees and charges on an annual basis.

Although many of our fees and charges may be set by Council resolution under section 150 of the Local Government Act 2002, some must follow a formal process with public consultation in accordance with section 83 (the Special Consultative Procedure or SCP).

We therefore carry out the annual review of fees and charges as follows:

1. A review of fees and charges is conducted and an inflationary adjustment applied to allow for any increases that may affect the goods or service. This review also allows any other fees or charges to be altered, amended or renewed if required. A Statement of Proposal (SOP) is prepared for consultation alongside the proposed schedule of fees and charges. A consultation period of four weeks for written submissions is followed by hearing of verbal submissions (if required) and deliberations. The council will then consider any further changes and adoption of the schedule in early June with an enactment date of 1 July 2025.

The fees/charges that have changed are shaded in the Schedule for ease of reference.

All adjustments are consistent with Council's decision as part of the Long Term Plan 2024-27 to adjust fees annually in line with changing circumstances and specifically in line with inflation. They ensure consistency with the Council's Revenue and Financing Policy.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

In general, fees have been adjusted by inflation (LGCI) which is forecast at 2.6% for the 2025/26 year).

Exceptions are:

- Some fees and infringements are set by statute (e.g. Sale and Supply of Alcohol Act 2012) and are therefore not adjustable.

Inflationary adjustments are proposed for the following (refer to the Schedule of Fees and Charges attachment):

- Dog registrations, other fees, impounding fees
- Building consents
- Vehicle crossing application and inspection fees
- Bylaw enforcement
- Cemeteries
- Environmental health licences
- Fire prevention
- Food act
- Gambling venue fees
- Mobile shop, street stall and hawkers licences
- Alfresco dining
- Leases and licenses of Reserves
- Legal services
- Libraries (organisation borrower)
- Official information – operative District Plan
- Property information - staff time, physical map requests, postponement fees
- Resource consents
- Transport network
- Applications and inspections relating to works on Council infrastructure (stormwater, wastewater and water)

No changes are proposed for the following:

- Hokianga Ferry charges
- Official information - LGOIMA requests, supply of publications, agendas, minutes, photocopying and scanning charges)
- Property information – digital data supply
- Rubbish disposal at transfer stations
- Venues for hire

No change for legislated fees:

- Amusement devices
- Alcohol licencing

The fees and charges recommended for adjustments are detailed below:

Changes to resource consents fees

Reinstatement of the Objection fee: During the 2023/24 financial year, a crucial fee associated with objections to conditions was inadvertently removed, and this omission continued into the 2024/25 (current) financial year.

Previously, this fee was approximately \$1,000.00 and served as an incentive for ensuring conditions were accurately set at the decision stage. The absence of this fee has led to additional staff time being spent without corresponding cost recovery.

To address this, the council proposes reinstating the objection fee to mitigate these unrecouped costs and encourage accuracy in the initial decision-making process. The fixed fee for 'Objections on a council decision' has been added to cover the complexity and work undertaken to review a resource consent decision.

Additional resource consent fees

The following fees are proposed for clarification purposes:

Hourly processing charges: That fees for hourly processing charges have been added for a Senior Resource Consent Engineer and Planning Support - Senior / Team Leader and administration charge. This is based on actual averages of time taken to perform duties to process resource consent applications.

Pre-Application Meetings & Concept Development Meetings (PAM's & CDM's): are charged on the actual cost and can involve a lot of different departments across the council. To recover cost for time spent working on these applications we have calculated an instalment fee of \$345.00.

Decrease to fee - Engineering plan approvals: The fee has been decreased as we are changing the way these are processed to include (construction management plans, sediment control plans, as-built plan, site visit for LUC condition plans). All these vary in processing time and complexity and depending on what plans an engineer is viewing it can take from 30 minutes for a simple plan – up to four hours and a site visit for a complex plan.

Travel cost for resource consents: rewording of proposed fee wording for clarification

Other fees and charges 2025/26 amendments

The majority of fees and charges have been adjusted by a 2.6% inflationary increase, unless set by legislation etc.

Animals:

Dog impounding: Increase fee for second and subsequent impounding fee. This fee now incorporates the third and subsequent impounding fee and has been increased to cover additional costs as well as acting as a deterrent. The third and subsequent impounding fee will be removed.

Daily handling fee: This fee has been increased to cover shelter operational costs and general price increases for subsistence etc.

Building consents

Certificate of title request: This fee has been increased beyond the 2.6% inflationary adjustment to include the \$2.00 LINZ fee increase.

Field advice notice: Remove this fee as no longer required.

Swimming pool inspections: Amend schedule to reflect actual costs as each inspection differs.

The inclusion of Building Specialist into the hourly rates.

Vehicle crossings

Amendment of wording to clarify actual costs of service.

Bylaw enforcement

Return of seized noise equipment: Introduction of fee set at same charge as seized signs.

Licence to occupy application: Introduced to cover the cost of process applications.

Certificates, License and Permits

Health license: Amendment to wording to clarify additional charges if required.

Electronic property file requests: A minimal increase above inflation to reflect the increase time required to process requests.

Lease and License of Reserves: Temporary license to occupy road reserves and reserves: Introduction of fee charging for occupying road and reserves processing and application fees.

Libraries: Faxing: Removal of faxing fees as no longer applicable.

Land Information Memoranda (LIMs): Marginal increase to overall cost to reflect the significant processing time for applications. Additional charges should the application process take longer will be charged at the research fee rate (\$40.00 per half hour)

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

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to ensure an adopted schedule of fees and charges is in place prior to the start of the 2025/26 financial year.

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

Forecast revenue from the Schedule of Fees and Charges for 2025/26 is recognised in the budget adopted as part of the Annual Plan for 2025/26.

ĀPITIHINGA / ATTACHMENTS

1. **Proposed fees and charges schedule 2025-26 - A5063320** [!\[\]\(8d139a66f540002704b5c70b7fe6cc7a_img.jpg\)](#) [!\[\]\(c209541a4bc5f45e44bd7791f9477320_img.jpg\)](#)
2. **Statement of Proposal - Fees and Charges 2025-26 - A5063398** [!\[\]\(8fd54d112e752061b5361c5bdf346185_img.jpg\)](#) [!\[\]\(3525fd0bd3680f905a850c70520e38c7_img.jpg\)](#)

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low Significance
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act, Resource Management Act
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.	No specific implications.
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).	No specific demographic identified.
State the financial implications and where budgetary provisions have been made to support this decision.	The proposals outlined are intended to meet the funding arrangements specified in the Revenue and Financing Policy. Adjustments as proposed support cost recovery intentions for the relevant activities.
Chief Financial Officer review.	The Chief Financial Officer wrote this report.



**NGA UTU ME NGĀ
WHAKAWHITINGA**

**FEES AND
CHARGES**

**PROPOSED
2025/26
SCHEDULE**

CONTENTS

Animals	1
Building consents.....	3
Bylaw enforcement	5
Cemeteries	5
Certificates, license and permits	6
Lease and Licenses of reserves	9
Legal	10
Libraries.....	10
Marine	11
Official information	11
Property Information.....	12
Resource consents.....	13
Rubbish disposal at transfer stations	17
Stormwater	18
Transport network.....	19
Venues for hire	19
Wastewater	20
Water Supply.....	20

Late Payment Interest and Debt Collection Fees

Council may charge late payment or default interest and debt collection fees if you fail to pay all amounts charged and/or invoiced by Council.

Late payment or default interest is OCR rate current at the time plus 2% pa flat.

Debt collection fees include costs and disbursements incurred by Council and/or third party engaged by Council to recover the debt. These costs and disbursements include debt collection agency fees, legal fees and court filing fees

ANIMALS

Dog registration		Current 2024/25	Proposed 2025/26	
		Full fee and late registration penalty 1 September 2024 – 30 June 2025	Full fee and late registration penalty 1 September 2025 – 30 June 2026	
Registration fee for desexed dogs		1 July 2024 – 31 August 2024	1 July 2025 – 31 August 2025	30 June 2026
Pet dog	\$58.00	\$88.00	\$60.00	\$90.00
Classified dangerous dog	\$87.00	\$132.00	\$90.00	\$135.00
Working / pig dog	\$46.00	\$68.00	\$47.00	\$70.00
Disability assist dog (approved organisation certified)	No charge	No charge	No charge	No charge
Multiple dog discount (Register five dogs, get the sixth dog free)	\$0.00	\$0.00	\$0.00	\$0.00
Discount for Gold Card or Community Card holders	10%	10%	10%	10%

Full fee, penalty and debt recovery costs are incurred between 1 September 2025 and 30 June 2026.

Dog registration		Current 2024/25	Proposed 2025/26	
		Full fee and late registration penalty 1 September 2024 – 30 June 2025	Full fee and late registration penalty 1 September 2025 – 30 June 2026	
Registration fee for non-desexed dogs		1 July 2024 – 31 August 2024	1 July 2025 – 31 August 2025	30 June 2026
Pet dog	\$70.00	\$99.00	\$80.00	\$110.00
Working / pig dog	\$56.00	\$81.00	\$67.00	\$90.00
Disability assist dog (approved organisation certified)	No charge	No charge	No charge	No charge
Multiple dog discount (Register five dogs, get the sixth dog free)	\$0.00	\$0.00	\$0.00	\$0.00
Discount for Gold Card or Community Card holders	10%	10%	10%	10%

Full fee, penalty and debt recovery costs are incurred between 1 September 2025 and 30 June 2026.

Dogs - other fees		Current 2024/25	Proposed 2025/26
Re-homing dog registration fee (applies to dogs re-homed by the SPCA or via Council pounds).		\$42.00	\$43.00
Dog adoption. Fee includes microchipping, dog registration until the end of the current year, vet check, vaccinations and desexing (if required).		Actual costs	Actual costs
Microchipping		\$35.00	\$36.00
Small dog collar		\$13.00	\$13.00
Large dog collar		\$18.00	\$18.00
Replacement registration tag (per tag)		\$5.00	\$5.00

De-sexed dog registration

Registration of desexed dogs is free for the first year of the dog's life (desexing certificate to be supplied) for the current registration year only. All other years shall be at normal fee.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Dog impounding	Current 2024/25	Proposed 2025/26
Impounding	\$79.00	\$81.00
Second and subsequent impounding	\$118.00	\$200.00
Third and subsequent impounding	\$162.00	Remove line as fee included in above
Daily handling	\$16.00	\$20.00 Increased cost to cover shelter operator
Veterinary care	Actual Cost	Actual cost

Other animal fees	Current 2024/25	Proposed 2025/26
Stock impounding		
Bovine (bull, cow, ox) where one to five head of stock are impounded	\$108.00	\$111.00
Bovine (bull, cow, ox) where six to 10 head of stock are impounded	\$214.00	\$220.00
Bovine (bull, cow, ox) where 11 plus head of stock are impounded	\$323.00	\$331.00
Equine (horse) where one to five are impounded	\$121.00	\$124.00
Equine (horse) where six to 10 are impounded	\$229.00	\$235.00
Equine (horse) where 11 plus are impounded	\$337.00	\$346.00
Ovine (sheep)	\$36.00	\$37.00
Calves, foals, lambs, piglets (feeding off the mother) – no impounding or sustenance charge	No charge	No charge
Sustenance fees for impounded stock (per head per day)	\$10.00	\$10.00
NAIT (National Animal Identification and Tracing) tagging	Actual costs	Actual costs
Advertising costs (Advertising of impounded stock as required prior to auction / disposal)	Actual costs + \$17.00 admin cost	Actual costs + \$17.40 admin cost
Transport of stock to pound	Actual costs + \$17.00 admin cost	Actual costs + \$17.40 admin cost
Officers time (per hour)	\$100.00	\$103.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

BUILDING CONSENTS

Building notes

It is important to note that each building project and site may be different, so please use this information as a guideline only.

Total consent costs may not be known until the consent has been processed to approval.

For an indication of fees payable with your building consent application, please refer to our fee schedule or contact our building staff on free phone 0800 920 029 (Northland land lines only) or 09 401 5200.

When are building fees payable?

If your building project falls under the criteria for fixed fee applications, then you will be paying a fee as stated in the consolidated fees schedule. This fee will be required when lodging your application.

If your building project falls outside the criteria for fixed fee applications, then you will be in the banded fee bracket. These fees will be calculated based on processing time and will be invoiced at time of issue of your consent.

When issuing a Code Compliance Certificate a check is done to see if there are any outstanding inspection or processing fees and these will be invoiced at this time.

In all cases, council payment terms apply to all issued invoices. Documents will be released upon payment.

How do I work out the estimated value?

This is the total value of the building work including GST. Usually the designer or architect supplies the contract square metre rate and Council checks this against national statistics, the MBIE website, Building Economist and Codeword's publications.

Why do I get charged for inspections in advance?

Council policy is to release building consents as soon as possible. Estimated inspection fees are paid in advance to assist this process to avoid delays for all parties.

What are 'actual costs' and what will they include?

- Processing, inspections and administration services
- It may also include external services engaged to carry out reviews for Council e.g. New Zealand Fire Service and Heritage NZ etc.
- Disbursements like scanning, copying, phone, travel and postage.

What are external services and why are they applicable to my application?

External services are usually for New Zealand Fire Service design review, engineering technical or weather-tightness review for complex design or when unproven methods are proposed or input from Heritage NZ for any archaeological reviews.

When does my consent become commercial and trigger the higher fees?

Generally when the building use is associated with public use and the engagement of employees

Some descriptions of these building types include:

- Communal residential (hostel / prison)
- Communal non-residential (church / school)
- Commercial (bank / service station)

Industrial (agricultural building / sewage plant)

These classified uses attract the higher fee due to the additional design complexity and use of specified systems.

What happens if I don't go ahead with my building consent, do I get a total refund?

Due to administration, processing and cost overheads. In normal cases there will be a refund for unused inspections, and BRANZ / MBIE levies.

If processing has already begun, partially complete or fully completed fees will be deducted accordingly.

Other fee information

Some levies are set by other agencies and are not affected by this proposal.

All fees are GST inclusive unless otherwise stated.

Building application fees are based on the project value of the building works, simple structures or minor type applications.

Fixed fee applications

This fee applies to residential projects only.

This fee is non-refundable due to the reduced fee offered for these services.

General building fees	Current 2024/25	Proposed 2025/26
Amended plans application	Actual costs	Actual costs
BRANZ Levy (applies to project values above \$20,000)	\$1.00 per \$1,000.00	\$1.00 per \$1,000.00 (or part \$1,000.00)
MBIE Levy (applies to project values above \$65,000)	\$1.75 per \$1,000.00	\$1.75 per \$1,000.00 (or part \$1,000.00)
Building warrant of fitness annual renewal	Actual costs	Actual costs
Building warrant of fitness audit report and inspection fee	Actual costs	Actual costs
Building warrant of fitness (audit only)	Actual costs	Actual costs
Certificate of acceptance (COA) upfront lodgment fee	\$597.00	\$612.00
Certificate of acceptance (COA) processing costs	Actual costs	Actual costs
Certificate of public use application	Actual costs	Actual costs
Certificate of title request	\$43.00	Increase to \$46.00 to cover \$2.00 increase from LINZ
Change of use application (actual processing costs are calculated and applied)	Actual costs	Actual costs
Code compliance certificate application	Actual costs	Actual costs
Older code compliance certificate application (includes review of building consents if over four years old)	Actual costs	Actual costs
Compliance schedule and statement	Actual costs	Actual costs
Compliance and accreditation levy (maximum levy fee \$276.00)	\$1.40 per \$1,000.00	\$1.40 per \$1,000.00
Condition assessment report application	\$113.00	\$116.00
Enforcement action under the Building Act (Notice to fix notice, dangerous or insanitary notice and breach investigation)	Actual costs	Actual costs
Exemption from requiring building consent application	Actual costs	Actual costs
Extension of time application	\$113.00	\$116.00
Field advice notice	\$205.00	Remove
Inspections – residential	\$235.00	\$241.00
Inspections – commercial	\$358.00	\$367.00
Request for information (charged on any application type)	Actual costs	Actual costs
Scanning charge per application	\$12.00	\$12.00
Section 72 hazard notification	Actual costs	Actual costs
Section 75 building on two or more allotments notification	Actual costs	Actual costs
Specific expertise – inspection and processing required	Actual costs	Actual costs
Swimming pool inspections	\$321.00	Actual costs
Waiver / modification waiver application to existing building consent	Actual costs	Actual costs
Weekly building consent report (charge per annum)	\$696.00	\$714.00

Hourly rates	Current 2024/25	Proposed 2025/26
Development Engineer	\$271.00	\$278.00
Building Manager / Compliance Manager	\$230.00	\$236.00
Team Leader / Senior Building Officer / Senior Building Specialist / Building Specialist	\$205.00	\$210.00
Building Officer / Building Compliance Officer	\$189.00	\$194.00
PIM Officer (District Plan check)	\$164.00	\$168.00
Building Administration / Compliance Administration	\$148.00	\$152.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Vehicle crossings	Current 2024/25	Proposed 2025/26
Vehicle crossing application and vehicle crossing inspection fee (Includes first initial site visit and application fee. A further two inspections are required (pre-pour and final inspections (\$200 per inspection). Any additional inspections will be charged separately (\$200 per inspection)	\$300.00	\$308.00
Vehicle crossing inspection fee	\$200.00	\$205.00 (per inspection)
Re-application fee for expired approvals	\$77.00	\$79.00
Application for RAPID number	\$31.00	\$32.00
Replacement RAPID signs	\$11.00	\$11.00

BYLAW ENFORCEMENT

Bylaw license application	Current 2024/25	Proposed 2025/26
General bylaw license incorporates fees for:- Application for advertising signs Application for brothel signs	\$120.00 per application	\$123.00 per application
Reclaiming of seized advertising signs	\$90.00 per sign	\$92.00 per sign
Return of seized noise equipment	n/a	\$92.00
Licence to occupy application	n/a	\$123.00 per application

CEMETERIES

Burial plots	Current 2024/25	Proposed 2025/26
Burial plot	\$1,179.00	\$1,210.00
Interment single depth	\$1,033.00	\$1,060.00
Interment double depth	\$1,171.00	\$1,201.00
Interment child (under 10)	\$255.00	\$262.00
Interment - oversize single depth	\$1,139.00	\$1,169.00
Interment - oversize double depth	\$1,245.00	\$1,277.00
Disinterment fee	\$2,299.00	\$2,359.00
Statutory holiday surcharge	\$569.00	\$584.00
Special circumstance surcharge (e.g late arrival or additional processing)	\$533.00	\$547.00
Ash burial		
Ash berm (Russell)	\$535.00	\$549.00
Ash berm (All others)	\$275.00	\$282.00
Grave digging for ash burial	\$227.00	\$233.00
Concrete cap	\$118.00	\$121.00
Other fees		
Cemetery fees (e.g search fee, headstone, memorial permit, installation fee)	\$41.00	\$42.00
Memorial bench	Actual costs	Actual costs

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

CERTIFICATES, LICENSE AND PERMITS

Alcohol licensing	Current 2024/25	Proposed 2025/26
The following fees are set under the Sale and Supply of Alcohol (Fees) Regulations 2013		
Application fee - Managers Certificates	\$316.25	\$316.25
Renewal fee - Managers Certificates	\$316.25	\$316.25
Temporary License fee	\$296.70	\$296.70
Temporary Authority fee	\$296.70	\$296.70
Certificate of Compliance Liquor application - this fee is located in the resource consents area of this document		
Advertising of an alcohol application	\$47.50	\$47.50
Managers Certificate Interview	\$148.00	\$148.00

Premises - On, off and club licenses

Fee category and cost / risk rating score	Application fee Set by legislation	Annual fee Set by legislation
Very low 0-2	\$368.00	\$161.00
Low 3-5	\$609.50	\$391.00
Medium 6-15	\$816.50	\$632.50
High 16-25	\$1,023.50	\$1,035.00
Very high 26 plus	\$1,207.50	\$1,437.50

Special licenses - risk based fees (see definition below)	Set by legislation
Class 1	\$575.00
Class 2	\$207.00
Class 3	\$63.25

Special license definition

Class 1 - a large event (400+) people, or
more than three medium events (100 - 400 people), or
more than 12 small events (fewer than 100 people)

Class 2 - One to three medium events (100 - 400 people), or
Three to 12 small events (fewer than 100 people)

Class 3 - One or two small events (fewer than 100 people)

Amusement devices and entertainment premises	Set by legislation
These fees are set under Section 11 of the Amusement Devices Regulations 1978 and are applicable to devices such as merry-go-rounds, Ferris wheels and roller coasters, bumper cars and boats, indoor go-karts, mini-bikes, parasails, jet skis, bungee jumping. Bouncy castles, inflatable slides and non-powered playground equipment are not amusement devices and so you do not require a permit.	
Amusement devices only; one device, for the first seven days of operation or part thereof	\$10.00
Amusement devices only; for each additional device operated by the same owner, for the first seven days or part thereof	\$2.00
Amusement devices only; for each device, for each further period of seven days or part thereof	\$1.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Collection and transportation of waste and diverted materials	Current 2024/25	Proposed 2025/26
Waste collector's license	\$555.00 per annum	\$569.00 per annum

Environmental health licenses	Current 2024/25	Proposed 2025/26
(Per annum) Health (Registration of Premises) Regulations 1966 annual renewal 1 July. Pro rata fees for new application throughout the registration year.		
Health (hairdressers, mortuaries, camping grounds and septic tank cleaners)	\$357.00	\$366.00*
Re-inspection	\$207.00	\$212.00
Change of ownership (new certificate)	\$62.00	\$64.00
Replacement of lost certificate	\$30.00	\$31.00
*Where applicable planning and building will charge for additional processing time.		

Fire prevention	Current 2024/25	Proposed 2025/26
Section clearance (includes administration charge, site inspection if required and contractors' actual costs)	\$110.00 + actual costs	\$113.00 + actual costs

Food Act	Current 2024/25	Proposed 2025/26
Food Control Plan (FCP)		
Template FCP registration	\$317.00	\$325.00
Thermometer	\$31.00	\$32.00
Additional food control plan document	\$29.00	\$30.00
Renewal of registration (annual renewal)	\$238.00	\$244.00
Additional processing time	\$159.00	\$163.00
Registration amendment	\$159.00	\$163.00
FCP verification fixed fee	\$555.00	\$569.00
Failure to attend scheduled verification	\$159.00	\$163.00
Compliance and monitoring fee	\$159.00	\$163.00
National Programme (NP)		
NP registration	\$256.00	\$263.00
NP renewal (renewal required every 2 years)	\$146.00	\$150.00
Additional national programme document pack	\$29.00	\$30.00
Additional processing time	\$159.00	\$163.00
Registration amendment	\$159.00	\$163.00
NP verification fixed fee	\$396.00	\$406.00
Failure to attend scheduled verification	\$159.00	\$163.00
Compliance and monitoring fee	\$159.00	\$163.00

Gambling Act 2003	Current 2024/25	Proposed 2025/26
Gaming venue relocation and TAB venue application license fees	\$444.00	\$456.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Mobile shop, stall, hawkers, alfresco dining and tour operators' licenses (Road Use Bylaw)**Definitions:**

Mobile shop means a vehicle (including a trailer) from which goods are offered for sale in any public place but does not include any vehicle used exclusively for the delivery of pre-ordered goods, nor any stall.

Hawker means any person who carries any goods for sale from property to property but does not include any person delivering pre-ordered goods, or any person exposing goods for sale in any public place, nor any mobile shopkeeper.

Tour operator means any person who offer tourist activities in a specific site in a public space.

Regular annual licenses	Current 2024/25	Proposed 2025/26
Mobile shop		
Non-food		
Annual	\$557.00	\$557.00
Seasonal – one month	\$49.00 per month	\$50.00
Food related		
Annual	\$829.00	\$851.00
This fee is for the license to trade in a permitted public place. A food license will also be required		
Seasonal*	\$71.00 per month	\$73.00 per month
Coffee vendor only		
Annual	\$276.00	\$283.00
Seasonal*	\$28.00 per month	\$29.00 per month
Hawkers		
Annual	\$358.00	\$367.00
Seasonal*	Pro rata \$34.00 per month	Pro rata \$35.00 per month
Street stalls (Fundraising events, charitable trusts, or street appeal collectors) Maximum 20 per year	No charge	No charge
Tour operators license	\$220.00	\$226.00
*Minimum of one month		

Alfresco dining license	Current 2024/25	Proposed 2025/26
All licenses renewable on 1 July each year		
Application and renewal fee	\$116.00	\$119.00
Site inspection	\$81.00	\$83.00
One table	\$57.00	\$58.00
Two tables	\$115.00	\$118.00
Three tables	\$174.00	\$179.00
Four tables	\$230.00	\$236.00
Five tables	\$288.00	\$295.00
New application received during licensing year	Pro rata, according to number of tables (however the application fee and site inspection will be charged at full fee)	Pro rata, according to number of tables (however the application fee and site inspection will be charged at full fee)
Re-inspection fee	\$57.00	\$58.00
Change of new ownership – new licensee	\$62.00	\$62.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

LEASE AND LICENSES OF RESERVES

Change of reserve status – processing charges	Current 2024/25	Proposed 2025/26
Change of classification of reserve	\$363.00	\$372.00
Revocation of reservation of reserve	\$363.00	\$372.00

Note: This charge covers administrative costs and is to be paid on application for reserve status. This charge is not payable in cases where the application can be processed in conjunction with a request to lease the reserve, in which case the lease processing charge listed below covers the costs. Applicants will be required to meet other costs that may apply – Department of Conservation fees, resource consent application fees, survey costs etc.

Leases of reserves (one year or more) – processing charges	Current 2024/25	Proposed 2025/26
New lease of reserve; e.g. local purpose or recreation (including grazing leases)	\$484.00	\$497.00
Renewal of lease of reserve; e.g. local purpose or recreation	\$243.00	\$249.00

Administration charges to be paid on application for the lease. When applicable, applicants will also be required to meet legal expenses, Department of Conservation fees, resource consent and / or liquor license application fees.

Easements under Reserves Act – processing charge	Current 2024/25	Proposed 2025/26
Easement over reserve (plus any addition)	\$476.00	\$488.00

Leases of Reserves (one year or more) – rentals per year	Current 2024/25	Proposed 2025/26
Lease by commercial operator (e.g. motor camp, carpark)	Individually determined on percentage of Government value	Individually determined on percentage of Government value
Lease by semi-community group (e.g. bowling club, school)	\$121.00	\$124.00
Lease by community group (e.g. Marae committee)	\$121.00	\$124.00
Grazing leases	By tender process	By tender process

Note: Lessees are also required to pay rates and in some cases, where the lessees are occupying council owned buildings, they are required to reimburse council when annual insurance premiums are paid.

Temporary license to occupy road reserves and reserves	Current 2024/25	Proposed 2025/26
Temporary license to occupy road reserves – no refundable application fee	new fee	\$124.00
Temporary license to occupy road reserves processing fee	new fee	Actual cost
Temporary license to occupy reserves – non refundable application fee	\$121.00	\$124.00
Temporary license to occupy reserves processing fee	new fee	Actual cost

Rentals	Current 2024/25	Proposed 2025/26
Licenses by commercial operator	Individually determined on percentage of Government value	Individually determined on percentage of Government value
Licenses by semi-community and community groups	\$121.00	\$124.00
Grazing licenses	By tender process	By tender process

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Permits to occupy reserves – less than one month	Current 2024/25	Proposed 2025/26
No processing charge but written application required	No charge	No charge

Use of reserves	Current 2024/25	Proposed 2025/26
Commercial use (e.g. circus) per showing	\$91.00	\$93.00
Plus deposit (refundable if no turf damage)	\$666.00	\$683.00
Community use ground rental	No charge	No charge

Paihia Village Green - stallholders / exhibitors	Current 2024/25	Proposed 2025/26
Residents of the Far North District (per site / per day)	\$10.00	\$10.00
Non-residents of the Far North District (per site / per day)	\$21.00	\$21.00
Community activities (e.g. Carols by Candlelight)	No charge	No charge
Hire of entire village green	By negotiation with Focus Paihia	By negotiation with Focus Paihia

LEGAL

Hourly rates	Current 2024/25	Proposed 2025/26
In-house Counsel	\$293.00	\$301.00
Property Legalisation Officer	\$114.00	\$117.00
Travelling costs – from nearest Council office	As per IRD mileage rates schedule	As per IRD mileage rates schedule

LIBRARIES

Item replacement	Current 2024/25	Proposed 2025/26
All items: Replacement value of item plus administration fee	Actual costs and \$10.00 per item	Replacement value of the item

Borrowing	Current 2024/25	Proposed 2025/26
Local resident borrower	No charge	No charge
Organisation borrower (limited users)	\$32.00	\$33.00
Replacement borrower card	\$2.20	\$2.20
Interloan search	from \$6.00	from \$6.00
Book repairs	from \$5.30	from \$5.30

We do not charge overdue fees on any borrowed items.

Faxing (to be removed)	Current 2024/25	Proposed 2025/26
Local		
Transaction fee	\$2.60	Remove
Per page thereafter	\$1.00	Remove
National		
Transaction fee	\$2.60	Remove
Per page thereafter	\$1.00	Remove
International		
Transaction fee	\$2.60	Remove

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Faxing (to be removed)	Current 2024/25	Proposed 2025/26
Per page thereafter	\$1.00	Remove
Incoming fax		
Per page (one to four pages)	\$2.60	Remove
Per page thereafter (fifth page)	\$1.00	Remove

MARINE

Hokianga vehicle ferry	Current 2024/25	Proposed 2025/26
Children concession	\$4.00	\$4.00
Foot / car passenger – single	\$2.00	\$2.00
Passenger concession	\$10.00	\$10.00
Motorcycle – one way	\$5.00	\$5.00
Campervan – one way	\$40.00	\$41.00
Light vehicle (vehicles <2200 kg – trailers / caravans)	\$20.00	\$21.00
Resident light vehicle	\$7.00	\$7.00
Light vehicle concession – five trips	\$30.00	\$31.00
Light vehicle concession – 10 trips	\$55.00	\$56.00
Heavy vehicle single trip – per axle	\$15.00	\$15.00
Heavy vehicle concession – 10 trips	\$100.00	\$103.00
Special sailings	\$150.00	\$154.00

OFFICIAL INFORMATION**Local Government Official Information and Meetings Act (LGOIMA) information requests**

	Current 2024/25	Proposed 2025/26
Staff time per half hour (first hour free)	\$38.00 per half hour	\$38.00 per half hour
Plan print	\$5.00	\$5.00
Photocopying	\$0.20	\$0.20

Copies of documents required to be available at a reasonable charge under the Local Government Official Information and Meetings Act (All postage payable).

Annual supply of agendas and minutes	Current 2024/25	Proposed 2025/26
Council	Actual costs	Actual costs
Community boards – per board	Actual costs	Actual costs
All Community boards	Actual costs	Actual costs
All agendas (Council, community boards, hearings)	Actual costs	Actual costs
Hearings agendas	Actual costs	Actual costs

Other council publications	Current 2024/25	Proposed 2025/26
Hard copy of Annual Plan, Long Term Plans and Annual Report (Note: Plans and reports can be found on our website: keywords plans and reports)	Actual costs	Actual costs

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Photocopying charges	Current 2024/25	Proposed 2025/26
A4 (black and white)	\$0.20	\$0.20
A4 (colour)	\$1.00	\$1.00
A3 (black and white)	\$0.40	\$0.40
A3 (colour)	\$2.00	\$2.00

Charges for supply of information when the information is not required to be provided free under the Local Government Official Information and Meeting Act, where the aggregate amount of staff time spent to action the request exceeds half an hour.

Document scanning	Current 2024/25	Proposed 2025/26
One to five pages	\$1.00	\$1.00
Six or more pages	\$2.00	\$2.00

Operative District Plan	Current 2024/25	Proposed 2025/26
Text volume	\$194.00	\$199.00
Map volume	\$174.00	\$179.00
Map pages (individual)	Actual costs	Actual costs
Text and maps (printed)	\$365.00	\$374.00

PROPERTY INFORMATION

Electronic property file request	Current 2024/25	Proposed 2025/26
Collating and providing the property file online (per property file)	\$33.50*	\$35.00

* Changed by council resolution 17 October 2024.

Digital data supply	Current 2024/25	Proposed 2025/26
DCDB parcels – per parcel	\$0.20	\$0.20
Staff time (per hour)	\$97.00	\$100.00
USB stick (with data on it)	\$6.00	\$6.00

Physical map requests (paper and pdf)	Current 2024/25	Proposed 2025/26
Staff time (per hour)	\$97.00	\$100.00
Hard copy – A3	\$47.00	\$48.00
Hard copy – A2	\$57.00	\$58.00
Hard copy – A1	\$81.00	\$83.00
Hard copy – A0	\$97.00	\$100.00
Soft copy (PDF format) – A3	\$47.00	\$48.00
Soft copy (PDF format) – A2	\$47.00	\$48.00
Soft copy (PDF format) – A1	\$47.00	\$48.00
Soft copy (PDF format) – A0	\$47.00	\$48.00
USB stick (with data on it)	\$6.00	\$6.00

Note: Where a request covers more than one property and/or requires additional time to process, the charges will be based on 10-minute intervals according to the schedule. FNDC does not provide A4 maps. These are accessible and printable via the mapping website www.fndcmaps.govt.nz

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Property information products – maps	Current 2024/25	Proposed 2025/26
Vector maps: locality plan, property plan, property boundaries, addresses, legal description, area – A4	Actual costs	Actual costs
Street map (Cadastral) – reproduction costs	Actual costs	Actual costs

Land Information Memoranda (LIM's)	Current 2024/25	Proposed 2025/26
LIM application	\$395.00*	\$405.00
Research fee – where extensive research is required. (This is additional to the application fee)	\$39.00 per half hour	\$40.00 per half hour

* Changed by council resolution 17 October 2024.

Residential rates postponement fees	Current 2024/25	Proposed 2025/26
Establishment fee: includes legal costs, and production of documents for registering statutory land charge (includes LINZ fee)	\$300.00	\$308.00
Annual administration fee for maintaining rates postponement	\$50.00	\$51.00

RESOURCE CONSENTS

Resource consents notes

Resource consent fees are calculated based on BERL Forecasts of Price Level Change Adjustors (with some rounding). This means that fees may increase each year in accordance with the changes to the BERL Forecast.

Notes:

- These fees have been rounded up to the nearest whole dollar
- All fees GST inclusive unless otherwise stated
- Instalment fees are charged at the following stages: application lodgement; limited or notification process; and hearings process.

Where the instalment paid does not cover the actual processing costs Council shall require the applicant to pay an additional charge following the issuing of decision. Council reserves the right to interim invoice applications monthly where costs have been incurred and exceed the instalment fee paid.

An applicant shall upon request be provided an itemised breakdown of costs. For the purposes of these charges the terms 'actual and reasonable cost'* and 'standard charges' shall include but not be limited to:

- FNDC staff time for receiving, processing and issuing a decision
- Inspections
- Travel – breakdown of costs, etc.
- Administrative / technical support
- Contract services (e.g. landscape architect, engineers) engaged by Council to fulfil obligations of the Resource Management Act 1991; and
- Disbursements including photocopying, phone and postage.

An applicant required to pay an additional charge has a right of objection to the council in respect of that requirement and has a right of appeal to the Environment Court in respect of Council's decision on that objection.

All fees and charges are INSTALMENTS unless otherwise stated at the top of the particular table.

* Actual and reasonable cost based on an hourly rate, mileage and disbursements will be deducted from the instalment fee or charged to determine the final fee payable.

The following table has been modified to merge similar fees.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Application for resource consent, designation or heritage orders	Current 2024/25	Proposed 2025/26
Applications made under the Resource Management Act: Simple land use (single Zone Rule breach with no engineering assessment required) This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$1,535.00	\$1,575.00
Applications made under the Resource Management Act: Change or cancellation of consent condition – Sec 127 Change or cancellation of consent notice condition - 221(3) Outline plan consideration (176A) Application for extension – Sec 125 lapsing a consent Fast track Consents This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$1,232.00	\$1,264.00
Applications made under the Resource Management Act: Land use This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$2,558.00	\$2,625.00
Applications made under the Resource Management Act: Subdivision 1-4 lots This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$2,967.00	\$3,044.00
Applications made under the Resource Management Act: Subdivision 5-8 lots This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$4,910.00	\$5,038.00
Applications made under the Resource Management Act: Subdivision 9+ lots This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$6,650.00	\$6,823.00
Applications made under the Resource Management Act: Discharge to land This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$2,762.00	\$2,834.00
Applications made under the Resource Management Act: Updating of cross lease flats plans This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply	\$2,967.00	\$3,044.00
Applications made under the Resource Management Act: Combined subdivision / land use This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$5,013.00	\$5,143.00
Applications made under the Resource Management Act: National Environmental Standards for Plantation Forestry National Environmental Standards for Contaminated Soil This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.	\$1,977.00	\$2,028.00
Notices of requirement for a designation and / or heritage order	\$2,864.00	\$2,938.00
Removal of or alteration to a notice of requirement	\$859.00	\$881.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Application for resource consent, designation or heritage orders		Current 2024/25	Proposed 2025/26
Simple Sect 127 change of conditions (minor changes and where the approval remains consistent with the original proposal, no engineering assessment is required and there are no parties affected by the change)		\$686.00	\$704.00
Note: Deemed permitted boundary activities and deemed permitted marginal or temporary activities' fees can be found under 'Approvals and certificates'.			
Limited notification for resource consents, notices of requirement and heritage orders		Current 2024/25	Proposed 2025/26
Land use and subdivision; combined land use and subdivision; notices of requirement; heritage orders; discharge to land. Note: Where an instalment fee has already been paid, Council will require the balance owing to be paid before limited notification proceeds.		\$5,115.00	\$5,248.00
Public notification for resource consents, notices of requirement and heritage orders		Current 2024/25	Proposed 2025/26
Land use and subdivision; combined land use and subdivision; discharge to land; changes to consent conditions – Section 127; notice of requirements; heritage orders. Note: Where an instalment fee has already been paid, Council will require the balance owing to be paid before notification proceeds.		\$8,184.00	\$8,397.00
Hearings		Current 2024/25	Proposed 2025/26
Hearings required for any resource consent or other permission. Hearing fee <ul style="list-style-type: none"> Cost of third party / hearing commissioners will be charged at actual costs Staff and consultant costs will be charged at actual costs Miscellaneous charges (copying, venue hire, printing, etc.) will be charged at actual costs All costs will be itemised The final fee in any one application will be determined by the Team Leader, Resource Consents or his / her appointee All charges will be actual and reasonable costs less the instalment fee. Note: Actual and reasonable costs based on an hourly rate, mileage and disbursements will be deducted from the instalment fee or charged to determine the final fee payable.		\$1,977.00	\$2,028.00
Monitoring		Current 2024/25	Proposed 2025/26
Monitoring fee – monitoring of resource consents (including Certificate of Compliance). Based on two inspections being required when charged.		\$393.00	\$403.00
Approvals and certificates – instalment		Current 2024/25	Proposed 2025/26
These fees are calculated in instalment and are payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.			
Certificate under Sec 221 (consent notice), certificate under Sec 222 (completion certificate), approval of survey plan Sec 223		\$268.00	\$274.00
Cancellation of building line restriction Sec 327A LGA 1974		\$246.00	\$252.00
Outline plan waiver		\$160.00	\$164.00
224 (c) Certificate without engineering conditions		\$626.00	\$642.00
224 (c) Certificate with engineering conditions		\$1,162.00	\$1,192.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Approvals and certificates – instalment	Current 2024/25	Proposed 2025/26
Section 243 Cancellation of Easement	\$491.00	\$504.00
Deemed permitted boundary activities and deemed permitted marginal or temporary activities	\$491.00	\$504.00
Earthworks permit – includes administration and one inspection	\$491.00	\$504.00
Engineering Plan Approvals (RMAEPA)	\$777.00	\$385.00
Meetings Any meeting booked in advance relating to a resource consent application. Actual and reasonable costs will be calculated based on the charge rate associated with the staff member(s) required to attend and for any research required prior to the meeting. This includes Pre-lodgement, Pre-Application Meetings and Concept Development Meetings.*First 30 minutes no charge.	Actual and reasonable costs	\$345.00

Other approvals, certificates and fixed fees	Current 2024/25	Proposed 2025/26
Preparation of covenant against transfer of allotments – Sec 240	\$491.00	\$504.00
Any other certificate, authority, requirements, or actions requested of Council under the provisions of the Resource Management Act, the Local Government Act or any other related legislation	\$491.00	\$504.00
Savings certificate issued under Sec 226(1)(e). Determination of and extension of existing use (Section 10)	\$946.00	\$971.00
Creation of right of way under Sec 348 Local Government Act	\$946.00	Actual costs
Section 139 Certificate of Compliance, Section 139(A) Existing Use Certificate	\$1,305.00	\$1,339.00
Fees or charges levied on Council by other organisations; i.e. District Land Registrar, Department of Conservation	Actual and reasonable costs charged by the other organisation and Council admin charge	Actual and reasonable costs charged by the other organisation and Council admin charge
Request for consideration of District Plan change. Plus, actual and reasonable costs charged to Council by any other organisations and applicable hourly staff rates. This is the required lodgement fee should a change be requested. Should the requested change be accepted by the Council for processing as a private plan change, all additional costs will be charged	\$14,323.00	\$14,695.00
Charge for supplying information in respect of plans and resource consents per half hour, and any other associated costs that apply to the request	Actual and reasonable costs	Actual and reasonable costs
Any report required by Council in determining / processing a resource consent per half hour, and any other associated costs that apply to the request	Actual and reasonable costs	Actual and reasonable costs
CT – producing certificates of title; easement instruments; consent notices	\$42.00 per search	\$46.00 per search
Scanning charge – per application	\$12.00 per application	\$12.00 per application
Post approval charge. Part of administration associated with consents, statutory reports, inquiries and complaints about consents	\$233.00	\$239.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Liquor compliance certificates	Current 2024/25	Proposed 2025/26
Certificate of Compliance Liquor application	\$478.00	\$490.00

Hourly processing charges	Current 2024/25	Proposed 2025/26
Principal Planner and Manager Resource Consents	\$215.00	\$221.00
Senior Resource Consent Engineer		\$195.00
Resource Consent Engineer	\$194.00	\$190.00
Team Leader	\$205.00	\$210.00
Senior Planner	\$194.00	\$199.00
Intermediate Planner	\$189.00	\$194.00
Resource Planner	\$184.00	\$189.00
Consent Planner	\$164.00	\$168.00
Senior/Team Leader RMA Support Officer		\$100.00
RMA Support Officer		\$95.00
Planning Technician and Monitoring Officer	\$159.00	\$163.00
Consultants Note: The actual costs the consultants charge plus a Council administration charge will apply. Please ask Council what charge may apply if your consent application has been allocated to a Consultant Planner or Consultant Engineer.	Actual and reasonable costs	Actual and reasonable costs
Objections to Council on a decision or condition of consent under Section 357, 357A		\$925.00

Travel costs for resource consents	Current 2024/25	Proposed 2025/26
The travel cost is derived from the time the Council officer spends in a vehicle travelling to the site from the nearest Council service centre (Kaikohe, Kaitaia and Kerikeri), charged at the Inland Revenue Department mileage rate. Actual time spent on site will be charged for at the appropriate hourly rate.	As per the IRD mileage rate schedule	Council's professional fees per hour plus any charges to Council. Note: There will be a minimum charge of one hour.

Development contributions

Far North District Council does not currently charge development contributions.

RUBBISH DISPOSAL AT TRANSFER STATIONS

Rubbish	Current 2024/25	Proposed 2025/26
At transfer station		
Per bag (standard 65L)	\$3.00	\$3.00
Oversized bag (130L)	\$6.00	\$6.00
Wheelie bin (240L)	\$11.00	\$11.00
Loose material per m3	\$46.00	\$46.00
Compacted material per m3	\$74.50	\$74.50
Greenwaste m3	\$22.00	\$22.00

Whole tyre disposal	Current 2024/25	Proposed 2025/26
At transfer station		
Motorcycle tyre	\$3.50	\$3.50
Passenger car tyres	\$5.00	\$5.00
Light truck and 4x4 tyres	\$8.00	\$8.00
Truck tyres	\$16.00	\$16.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Whole tyre disposal	Current 2024/25	Proposed 2025/26
Tractor and super single	\$23.00	\$23.00
Earth mover tyres	Not accepted	Not accepted

e-Waste	Current 2024/25	Proposed 2025/26
Transfer station pricing for householders		
TV's CRT	\$10.00	\$10.00
TV's flat screen	\$10.00	\$10.00
Computer CRT	\$10.00	\$10.00
Monitors LCD	\$5.00	\$5.00
PC's		
Desktop / laptop / server	\$5.00 each	\$5.00 each
UPS's	\$5.00	\$5.00
Laptop batteries	\$5.00	\$5.00
Network equipment	\$5.00	\$5.00
Printers		
Printers / scanners / fax	\$5.00 each	\$5.00 each
Photocopier small / medium	\$10.00	\$10.00
Photocopier large	\$10.00	\$10.00
Copier cartridges	\$4.00 per kg	\$4.00 per kg
Household appliances etc.		
Heaters (No oil filled)	\$3.00	\$3.00
Vacuums	\$3.00	\$3.00
Microwaves	\$5.00	\$5.00
Consumer electronics		
DVD and VCR players	\$3.00	\$3.00
Stereo system and games	\$3.00	\$3.00
Radios etc	\$3.00	\$3.00
Other		
Cell phones	No charge	No charge

STORMWATER

Activity / Service	Current 2024/25	Proposed 2025/26
Any works on Councils' stormwater network can only be undertaken by Council approved contractors. Excludes charges included with rates.		
Application fee for a stormwater connection	\$50.00	\$51.00
Application fee to build close to, or excavate close to a public storm water line not within a legal road*	\$50.00	\$51.00
New connection	Quote to be provided	Quote to be provided
Approximate marking of single of single location services of mains with minimum 3 days' notice	Quote to be provided	Quote to be provided
Accurate marking of mains including excavation with minimum 10 day notice	Quote to be provided	Quote to be provided
Accurate marking of mains including excavation with minimum 10 day notice or location of mains over a wide area	Quote to be provided	Quote to be provided
Urgent location of mains	Quote to be provided	Quote to be provided

*If site visit required additional costs of staff time, administration and mileage apply.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

TRANSPORT NETWORK

Road closures	Current 2024/25	Proposed 2025/26
Applications for motor sprint events	\$160.00	\$164.00
Note: if event spans more than one ward an extra \$50 per ward is chargeable		
Applications for parades	\$55.00	\$56.00
Other road closures will be charged based on an estimated cost at normal charge out rates – minimum	\$55.00	\$56.00
Note: all advertising costs are the responsibility of the applicant.		

Traffic overweight permit	Current 2024/25	Proposed 2025/26
Traffic overweight permit	\$147.00	\$151.00

VENUES FOR HIRE

Corporate and private hireage	Current 2024/25			Proposed 2025/26		
Location	Full day (8:30-5:00)	Half day	Hourly	Full day (8:30-5:00)	Half day	Hourly
Kaeo – Meeting room	\$80.00	\$45.00	\$15.00	\$80.00	\$45.00	\$15.00
Kerikeri – Procter Library	-	-	\$20.00	-	-	\$20.00
Kerikeri – John Butler Centre, Tane Mahuta room	\$100.00	\$55.00	\$20.00	\$100.00	\$55.00	\$20.00
Kaikohe Memorial Hall – Entire complex	\$300.00	Full day or hourly only	\$40.00	\$300.00	Full day or hourly only	\$40.00
Kaikohe Memorial Hall – Supper room and kitchen	\$200.00	Full day or hourly only	\$30.00	\$200.00	Full day or hourly only	\$30.00
Kaikohe Memorial Hall – Main hall only	\$150.00	Full day or hourly only	\$25.00	\$150.00	Full day or hourly only	\$25.00
Kaikohe Memorial Hall – Bond	\$300.00	Full day or hourly only	\$40.00	\$300.00	Full day or hourly only	\$40.00

Community groups	Current 2024/25			Proposed 2025/26		
Location	Full day (8:30-5:00)	Half day	Hourly	Full day (8:30-5:00)	Half day	Hourly
Kaeo – Meeting room	\$40.00	\$20.00	\$10.00	\$40.00	\$20.00	\$10.00
Kerikeri – Procter Library	-	-	\$15.00	-	-	\$15.00
Kerikeri – John Butler Centre, Tane Mahuta room	\$50.00	\$30.00	\$15.00	\$50.00	\$30.00	\$15.00
Kaikohe Memorial Hall – Entire complex	\$150.00	Full day or hourly only	\$25.00	\$150.00	Full day or hourly only	\$25.00
Kaikohe Memorial Hall – Supper room and kitchen	\$75.00	Full day or hourly only	\$20.00	\$75.00	Full day or hourly only	\$20.00
Kaikohe Memorial Hall – Main Hall only	\$50.00	Full day or hourly only	\$15.00	\$50.00	Full day or hourly only	\$15.00
Kaikohe Memorial Hall – Bond	\$150.00	Full day or hourly only	\$25.00	\$150.00	Full day or hourly only	\$25.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

WASTEWATER**Activity / Service** **Current 2024/25** **Proposed 2025/26**

Any works on Councils wastewater networks can only be undertaken by Council approved contractors. Excludes charges included with rates.

Administration fee for a wastewater connection	\$50.00	\$51.00
Administration fee to build close to/over or excavate close to a public sewer not within a legal road*	\$50.00	\$51.00
Upgrade or modify existing connection	Quote to be provided	Quote to be provided
New connection provided by Council's contractor up to 150 mm main (includes connection to main and one metre of pipe from Council main)	Quote to be provided	Quote to be provided
New connection provided by Council's contractor to mains greater than 150 mm or connection lengths greater than one metre or where a manhole / chamber is required	Quote to be provided	Quote to be provided
New connection to a pressure wastewater network provided by Council's contractor	Quote to be provided	Quote to be provided
Inspection by Council officers of connection work not undertaken by Council's contractor (single connection)	Quote to be provided	Quote to be provided
Inspection by Council Officers of connection work not undertaken by Council's contractor (multiple connections)	Quote to be provided	Quote to be provided

Wastewater connected rate for all new connections

Where a property connects to sewerage after 1 July in any year, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant capital, operating and additional pan rates for the scheme concerned for every complete month until 30 June in the following year.

Service availability charge where a new wastewater connection is provided but the property does not connect

Where sewerage is made available to a property after 1 July in any year but the property does not connect, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant availability rate for the scheme concerned for every complete month until 30 June in the following year.

Approximate marking of single location services of mains with minimum three days' notice	Quote to be provided	Quote to be provided
Accurate marking of mains including excavation with minimum 10 day notice	Quote to be provided	Quote to be provided
Accurate marking of mains including excavation with minimum 10 day notice or location of mains over a wide area	Quote to be provided	Quote to be provided
Urgent location of mains	Quote to be provided	Quote to be provided
Inspection of onsite wastewater system by Council Monitoring Officer*	\$99.00 per hour	\$102.00
Sampling of onsite wastewater system by Council Monitoring Officer	Actual costs	Actual costs

*If site visit required additional costs of staff time, administration and mileage apply.

Approved commercial operators discharge fees **Current 2024/25** **Proposed 2025/26**

Cubic metre rate	\$34.00 / m ³	\$35.00 / m ³
Lost card replacement	\$36.00 per card	\$37.00 per card

WATER SUPPLY**Activity / Service** **Current 2024/25** **Proposed 2025/26**

Any works on Councils' water supply networks can only be undertaken by Council approved contractors. Excludes charges included in rates.

Administration fee for a water connection	\$50.00	\$51.00
Administration fee to build or excavate close to a public water main not within a legal road*	\$50.00	\$51.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Water connected rate for all new connections

Where a property connects to water after 1 July in any year, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant capital rates for the scheme concerned for every complete month until 30 June in the following year.

Service availability charge where a new water connection is provided but the property does not connect

Where water is made available to a property after 1 July in any year but the property does not connect, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant availability rate for the scheme concerned for every complete month until 30 June in the following year.

Non-standard water connections including meter and meter box	Quote to be provided	Quote to be provided
Standard 20 mm water meter connection in footpath within five metres of main	Quote to be provided	Quote to be provided
Standard 20 mm water meter connection in berm within five metres of main	Quote to be provided	Quote to be provided
Relocation of existing service or meter	Quote to be provided	Quote to be provided
Approximate marking of single location services of mains with minimum three days' notice	Quote to be provided	Quote to be provided
Accurate marking of mains including excavation with minimum 10 day notice	Quote to be provided	Quote to be provided
Accurate marking of mains including excavation with minimum 10 days' notice, or location of mains over a wide area	Quote to be provided	Quote to be provided
Urgent location of mains	Actual costs	Actual costs
Meter checking fee (calibration check – refundable if meter incorrect)	\$502.00	\$528.00
Restrictor installation	Quote to be provided	Quote to be provided
Special meter readings	\$100.00	\$106.00

Bulk water supply	Current 2024/25	Proposed 2025/26
Bond	\$2,098.00	\$2,209.00
Annual administration fee (covers billing and vehicle inspection)	\$700.00 for first vehicle \$361.00 for each subsequent vehicle	\$718.00 for first vehicle \$370.00 for each subsequent vehicle
Charge rate per m ³	Standard domestic rate in the area concerned	Standard domestic rate in the area concerned

*If site visit required additional costs of staff time, administration and mileage apply.

Water by meter rates

Potable water	Per m ³	To be confirmed in Annual Plan
Non-potable water	Per m ³	To be confirmed in Annual Plan

Non-metered rates

Non-metered potable rate	Per SUIP	To be confirmed in Annual Plan
Non-metered non-potable rate	Per SUIP	To be confirmed in Annual Plan

Location of services	Current 2024/25	Proposed 2025/26
Marking of approximate services locations		
Urgent (within 24 hours)	Quote to be provided	Quote to be provided
Programmed (within 3 days)	Quote to be provided	Quote to be provided
Dig up and locate (10 days' notice)	Quote to be provided	Quote to be provided

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

WHAKAPĀ MAI | CONTACT US

TE KAUNIHERA O TE HIKU O TE IKA
FAR NORTH DISTRICT COUNCIL

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HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Statement of Proposal – fee and charges schedule 2025/26 changes

Resource consents fees and other fees and charges amendments

Introduction

New and/or amended fees and charges relating resource consents may only be set following consultation. This Statement of Proposal has therefore been prepared in accordance with requirements of section 83 of the Local Government Act (LGA) relating to the Special Consultative Procedure.

Section 36 of the Resource Management Act (RMA) enables the Far North District Council (the council) to set fees and charges payable by applicants for resource consent, by holders of resource consents, and for other matters set out in section 36, 6 that relate to the council's administration of its functions under the RMA.

As part of the fee review in 2023/24, a crucial fee (Objection fee) was inadvertently removed from the resource consent area and this oversight has continued into the current financial year. To prevent further financial implications for the council, it is necessary to reinstate this fee. Additionally, several new resource consent fees have been proposed for consideration. To ensure transparency and public input, these changes are addressed through the Special Consultative Procedure.

Additionally, the majority of fees and charges (unless set by legislation etc) for 2025/26 had a 2.6% inflationary treatment applied. This increase allows for any movement in cost increases to the council.

The entire fees and charges schedule is included in the consultation, with the changes set out below.

Following the consultation period, the council will carefully review all submitted feedback before making a final decision on the reinstatement of the existing fee and the implementation of the new fees. Detailed information regarding the proposed adjustments is provided.

Council may set its schedule of all fees and charges by resolution under section 150 of the LGA, without consultation, with the exception of charges set through the RMA which must be set following the Special Consultative Procedure prescribed by the LGA.

Proposed changes to resource consent fees for 2025/26

The council proposes the following:

1. That fees have been amended overall based on inflationary increases for 2025/26 of 2.6%.
2. Reinstatement of the Objection fee: During the 2023/24 financial year, a crucial fee associated with objections to conditions was inadvertently removed, and this omission continued into the 2024/25 (current) financial year. Previously, this fee was approximately \$1,000.00 and served as an incentive for ensuring conditions were accurately set at the decision stage. The absence of this fee has led to additional staff time being spent without corresponding cost recovery. To address this, the council proposes reinstating the objection fee to mitigate these unrecouped costs and encourage accuracy in the initial decision-making process. The fixed fee for

'Objections on a council decision' has been added to cover the complexity and work undertaken to review a resource consent decision.

Application type		Proposed reinstatement
2	Objections to council on a decision or condition of consent under Section 357, 357A(fixed fee)	\$925.00

3. Additional resource consent fees: The following fees are proposed for clarification purposes:

3a - 3c. That fees for hourly processing charges have been added for a Senior Resource Consent Engineer and Planning Support - Senior / Team Leader and administration charge. This is based on actual averages of time taken to perform duties to process resource consent applications.

3d. Pre-Application Meetings & Concept Development Meetings (PAM's & CDM's): are charged on the actual cost and can involve a lot of different departments across the council. To recover cost for time spent working on these applications we have calculated an instalment fee of \$345.00.

Application type		Current fee 2024/25	Proposed fee 2025/26
3a.	Senior Resource Consent Engineer (hourly)	\$0.00	\$198.00
3b.	Senior/Team Leader - Planning Support (hourly)	\$0.00	\$100.00
3c.	Planning Support – Administration (hourly)	\$0.00	\$95.00
3d.	Pre-Application Meetings and Concept Development Meetings (instalment fee) <i>Note: Services includes one hour for work carried out by a planner and engineer (if needed). Any additional time over and above will be charged at relevant officer's hourly rate. Costs related to this service include, but are not limited to, administration, research, meeting time, writing, and distributing notes, and additional meetings.</i>	1 hour free and then charged at actual cost.	\$345.00

4. Decrease to fee - Engineering plan approvals: The fee has been decreased as we are changing the way these are processed to include (construction management plans, sediment control plans, as-built plan, site visit for LUC condition plans). All these vary in processing time and complexity and depending on what plans an engineer is viewing it can take from 30 minutes for a simple plan – up to four hours and a site visit for a complex plan.

Application type		Current fee 2024/25	Proposed fee 2025/26	(decrease)
4	Engineering plan approvals (installment)	\$777	\$385	\$398

5. Travel cost for resource consents: rewording of proposed fee for clarification as outlined below.

Application type		Current fee 2024/25	Proposed fee 2025/26
5	The travel cost is derived from the time the Council officer spends in a vehicle travelling to the site from the nearest council service centre (Kaikohe, Kaitiāia and Kerikeri), charged at the Inland Revenue Department mileage rate. Actual time spent on site will be charged for at the appropriate hourly rate.	As per the IRD mileage rate schedule	Council's professional fees per hour plus any charges to the council. Note: There will be a minimum charge of one hour.

Other fees and charges 2025/26 amendments

The majority of fees and charges have been adjusted by a 2.6% inflationary increase, unless set by legislation etc.

Animals

Dog impounding: Increase fee for second and subsequent impounding fee. This fee now incorporates the third and subsequent impounding fee and has been increased to cover additional costs as well as acting as a deterrent. The third and subsequent impounding fee will be removed.

Daily handling fee: This fee has been increased to cover shelter operational costs and general price increases for subsistence etc.

Application type	Current fee 2024/25	Proposed fee 2025/26
Second and subsequent impounding	\$118.00	\$200.00
Third and subsequent impounding	\$162.00	Remove line as fee included in above
Daily handling	\$16.00	\$20.00 Increased cost to cover shelter operator

Building consents

Certificate of title request: This fee has been increased beyond the 2.6% inflationary adjustment to include the \$2.00 LINZ fee increase.

Field advice notice: Remove this fee as no longer required.

Swimming pool inspections: Amend schedule to reflect actual costs as each inspection differs.

The inclusion of Building Specialist into the hourly rates.

Application type	Current fee 2024/25	Proposed fee 2025/26
Certificate of title request	\$43.00	Increase to \$46.00 to cover \$2.00 increase from LINZ

Field advice notice	\$205.00	Remove
Swimming pool inspections	\$321.00	Actual costs
Team Leader / Senior Building Officer / Senior Building Specialist / Building Specialist	\$205.00	\$210.00

Vehicle crossings

Amendment of wording to clarify actual costs of service.

Application type	Current fee 2024/25	Proposed fee 2025/26
Vehicle crossing application and vehicle crossing inspection fee (Includes first initial site visit and application fee. A further two inspections are required (pre-pour and final inspections (\$200 per inspection). Any additional inspections will be charged separately (\$200 per inspection)	\$300.00	\$308.00
Vehicle crossing inspection fee	\$200.00	\$205.00 (per inspection)

Bylaw enforcement

Return of seized noise equipment: Introduction of fee set at same charge as seized signs.

Licence to occupy application: Introduced to cover the cost of process applications.

Application type	Current fee 2024/25	Proposed fee 2025/26
Return of seized noise equipment	n/a	\$92.00
Licence to occupy application	n/a	\$123.00 per application

Certificates, License and Permits

Health license: Amendment to wording to clarify additional charges if required.

Application type	Current fee 2024/25	Proposed fee 2025/26
Health (hairdressers, mortuaries, camping grounds and septic tank cleaners)	\$357.00	\$366.00*

***Where applicable planning and building will charge for additional processing time.**

Lease and License of Road Reserves and Reserves

New fees to temporary license to occupy road reserves and reserves: Introduction of fee charging for occupying road and reserves processing and application fees. This charge covers the cost to *assessing and processing*

	Current 2024/25	Proposed 2025/26
Temporary license to occupy road reserves – non-refundable application fee	new fee	\$124.00

Temporary license to occupy road reserves processing fee	new fee	Actual cost
Temporary license to occupy reserves – non-refundable application fee	\$121.00	\$124.00
Temporary license to occupy reserves processing fee	new fee	Actual cost

Libraries

Faxing: Removal of faxing fees as no longer applicable.

	Current 2024/25	Proposed 2025/26
<i>Local</i>		
Transaction fee	\$2.60	Remove
Per page thereafter	\$1.00	Remove
<i>National</i>		
Transaction fee	\$2.60	Remove
Per page thereafter	\$1.00	Remove
<i>International</i>		
Transaction fee	\$2.60	Remove
Per page thereafter	\$1.00	Remove
<i>Incoming fax</i>		
Per page (one to four pages)	\$2.60	Remove
Per page thereafter (fifth page)	\$1.00	Remove

Electronic property file requests

A minimal increase above inflation to reflect the increase time required to process requests.

	Current 2024/25	Proposed 2025/26
Collating and providing the property file online (per property file)	\$33.50	\$35.00

Land Information Memoranda (LIMs)

LIM Application fee. Marginal increase to overall cost to reflect the significant processing time for applications. Additional charges should the application process take longer will be charged at the research fee rate (\$40.00 per half hour)

	Current 2024/25	Proposed 2025/26
LIM application	\$395.00	\$405.00

Making a submission

Anyone can make a submission regarding the amendments proposed in this document, and we encourage you to let us know your views.

We have provided a submission form online and at our service centres. The form is ideal for brief submissions, but you may attach additional pages if you wish.

The submission period opens on 14 March and closes on 15 April 2025.

Submitters will have the opportunity to be heard in support of their submissions, the date for which will depend upon the number of submitters wishing to present. **Submitters wishing to speak will be contacted directly to make arrangements.**

Submissions can be:

Made online:	www.fndc.govt.nz/yoursay
Emailed to:	submissions@fndc.govt.nz . Subject heading should read 'Fee and charges review'
Posted to:	Far North District Council Private Bag 752 Kaikohe 0440 Attention: Fee and charges submissions team
Delivered to:	Any of our service centres:

Remember that written submissions must be received by 21 March 2025

What happens next?

Council will acknowledge each submission received during the submission period. Following the closing of submissions in April 2025, all submissions will be reviewed by the council. Submitters will have an opportunity to present their submission verbally, submitters will be contacted in due course should they chose too verbally present. The council will then formally consider all submissions and if appropriate amend the fees and charges schedule if required. The schedule will then be adopted in early June, with an enactment date of 1 July 2025.

6.2 TO UNDERTAKE PUBLIC CONSULTATION ON THE DRAFT VERSION OF TE PĀTUKUREA KERIKERI WAIPAPA SPATIAL PLAN

File Number: A5090250

Author: Jaye Michalick, Team Leader – Growth Planning & Placemaking

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval from Council to undertake public consultation using a special consultative procedure (SCP) under the Local Government Act (2002), between 20 March 2025 and 22 April 2025 on the draft Te Pātukurea Kerikeri-Waipapa Spatial Plan (the draft plan).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The draft plan shows how future growth over a 30-year time period for Kerikeri and Waipapa will take place, describing where future housing, business and industrial development will happen and the form this development will take. It also describes the related infrastructure and amenity investment necessary to achieve the plan's outcomes.
- It is based on blue sky population growth assumptions and promotes urban change with 95% of growth directed to an urban environment.
- It is based on a hybrid growth scenario (elements of scenarios D, E & C), that was created following evaluation of the six growth scenarios that were consulted on in November 2024. It shows future growth being balanced between Kerikeri and Waipapa, expanding from the existing urban areas.
- The Hapū Rōpū has endorsed the draft spatial plan.
- The draft plan includes an Implementation Plan. The Implementation Plan looks at the actions required in the short, medium and long-term, it is based on staging of growth and ongoing monitoring and evaluation. This is the roadmap to giving effect to the Spatial Plan.
- The use of a Special Consultative Procedure (SCP) is discretionary, but the project team recommends using the SCP, given the significance of the influence that the spatial plan will have on future development in Kerikeri-Waipapa. It will also ensure that Council can have confidence in the consultation process as a basis for making final decisions on the adoption of Te Pātukurea Kerikeri-Waipapa Spatial Plan.
- By undertaking a SCP, submitters can make an oral submission on the draft plan direct to Elected Members.
- The proposed SCP is supported by a comprehensive engagement plan for public consultation. This will be the last stage of public consultation before the spatial plan is finalised. Public engagement is legally required to complete the plan.
- If development of the Plan is delayed by not undertaking consultation in March / April, it will have an impact on the Proposed District Plan (PDP) Hearing schedule, due to the interdependences of the projects.

TŪTOHUNGA / RECOMMENDATION

That Council approve:

the draft Te Pātukurea Kerikeri-Waipapa Spatial Plan, detailed in Attachments 1 & 2 for public consultation using the Special Consultative Procedure to take place between 20 March and 22 April.

any grammatical or other immaterial corrections to the draft spatial plan may be approved in writing by either the Chief Executive or Mayor, prior to publication of the draft on 20 March.

1) TĀHUHU KŌRERO / BACKGROUND

- Te Pātukurea Kerikeri Waipapa Spatial Plan is being prepared under resolution 2021/40 of the Strategy and Policy Committee, which required a review of the 2007 Kerikeri Waipapa Structure Plan.
- Te Pātukurea is a key strategic document, which will support Council decision-making and provide certainty to our partners, the development sector and infrastructure providers about our intentions for urban change over the next 30-plus years. It does this by spatially identifying areas for projected residential, industrial and commercial growth. It sets out the actions that will be required to achieve the four objectives set out for the plan. The objectives relate to resilient infrastructure, built form, transportation and environmental protection or enhancement.
- Public engagement in November/December 2023 informed the development of the spatial plan objectives.
- On October 17, 2024, Council endorsed carrying out public engagement on the six Kerikeri-Waipapa growth scenarios. Public engagement on these scenarios was held during November 2024.
- An evaluation process that considered public feedback resulted in the development of a hybrid growth scenario.
- The hybrid growth scenario is a composite of elements of both scenario D – Kerikeri South, and scenario E – Waipapa. The hybrid scenario also incorporates a portion of scenario C – North Waipapa Road Expansion.
- In December 2024 Council workshopped the growth scenarios evaluation process and outcomes and endorsed the resulting preliminary hybrid scenario.
- In January 2025 Council workshopped a refined hybrid scenario and reviewed detailed growth provisions, and investment implications for this scenario.
- In February 2025, Council workshopped key content of the draft plan in preparation for finalisation to seek Council approval to take the draft plan out for public consultation.
- The Hapū Rōpū has endorsed the draft spatial plan.
- Staff are working to a timeline of having a Council decision on the Te Pātukurea Kerikeri-Waipapa Spatial Plan at the 18 June 2025 Council meeting, due to its interdependencies with the Proposed District Plan Urban Environment Section 42a Hearing Report.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The hybrid growth scenario presented in the draft spatial plan is the outcome of an evaluation process that brings together infrastructure cost analysis, subject matter expert analysis, a cultural impact analysis, and the results of public engagement.

The scenario provides for the anticipated growth in the Kerikeri-Waipapa area, while balancing growth that seeks to achieve good urban form with community values and aspirations, and the costs of infrastructure investment. The scenario aligns with the Hapū Rōpū aspirations for the Kerikeri-Waipapa area.

Its plans for housing, commercial and industrial growth balanced between brownfield and greenfield development, focused on the existing Kerikeri and Waipapa urban centres, while ensuring the separate identities of these communities continue to develop.

The scenario covers a 30-year time period and is based on blue sky population growth that promotes urban change, with 95% of development to occur within an urban environment. It caters for 4690 additional households, an additional 18.5 hectares of business land and an additional 4.7 hectares of industrial land.

Special Consultative Procedure (SCP)

When seeking and receiving the views of interested parties on policy or plan development or adoption, Council has discretion over how it consults the public. Council must have regard for the significance of the matter under consideration in deciding how and when to consult.

Te Pātukurea Kerikeri-Waipapa Spatial Plan is a significant matter as it will set the long-term context for how development occurs in Kerikeri-Waipapa, the district's largest urban area. The spatial plan will influence future Long-Term Plans and District Plans, as well as many other subsidiary Council actions. Te Pātukurea holds special significance for the district as the Kerikeri-Waipapa area is forecast to receive approximately 50% of district-wide growth in the coming decades.

At present Kerikeri-Waipapa receives more than 20% of daily arrivals for work or education from outside the area, and from a catchment that extends to Doubtless Bay, Ōkaihau/Hokianga, Kaikohe and Kawakawa, and includes many district-wide settlements. Interested parties therefore include all residents, business owners and operators, collectives, and organisations within the Kerikeri-Waipapa area and it is likely there are many interested parties within the wider district.

For these reasons, a Special Consultative Procedure is proposed for the final phase of public consultation on the draft spatial plan. This procedure provides for oral submissions and is intended to ensure a high-level of Council and community confidence in the spatial plan, which will direct other plan making functions of Council.

Proposed Public Engagement Methods

Key features of the draft spatial plan public consultation are:

- Period: the Special Consultative Procedure will occur between 20 March and 22 April, 2025.
- Engagement activities/events comprising:
 - consultation materials made available throughout the study area, including service centres
 - direct communication with engagement database, stakeholders, and advisory groups
 - website content and online survey
 - in-person events
 - media and social media campaign
 - targeted rangatahi engagement, in partnership with Healthy Families Far North
 - oral submissions, 1 and 2 May, 2025, Turner Centre, Kerikeri.
- Key engagement questions and messages:
 - Do you support the draft spatial plan? Yes/No and why.
 - Please outline any specific changes to the draft spatial plan that you would like us to consider.
 - Do you think the proposed planning and urban design principles will help us achieve our plan objectives? Yes/No and why.
 - Do you agree with the actions set out in the draft implementation plan? Yes/No and why.
 - Te Pātukurea will be a plan for everyone. That's why we want you to have your say, so we can capture the diverse views of our community to shape how our district develops over the next 30 years. This will include how where we live looks and feels, where and how we live, how we get around, where we work and how we care for our environment.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Council has supported the development of the Te Pātukurea Spatial Plan to date and has approved earlier rounds of public engagement on this project (in November/December 2023 and November 2024). Having completed public engagement on draft growth scenarios, a robust evaluation process was used, to determine the preferred growth scenario which is reflected in the draft plan. Elected Members have been involved in two workshops that have contributed to the refinement of the draft plan. The draft plan has been endorsed by the Hapā Ropū.

The use of a SCP is a robust form of public consultation. The SCP will be the last of three stages of public engagement on the development of Te Pātukurea prior to final adoption of the plan targeted for mid-2025. Public engagement is required legally to complete the development of the final plan. The use of the SCP is supported by a comprehensive plan for public engagement.

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

The estimated costs for the SCP are \$10,000. These costs have been budgeted for within the 24/25 financial year cost centre for this project and will come out of the Growth Planning and Placemaking Team budget. The main additional costs for undertaking an SCP are related to holding the oral submissions.

ĀPITIHINGA / ATTACHMENTS

1. **Statement of Proposal and Draft Te Pātukurea Kerikeri Waipapa Spatial Plan - A5090247** [!\[\]\(e492b5d52ab457a7a3c2826c4091dfee_img.jpg\)](#) [!\[\]\(1d9440fab1f214291ce1c26a75f9c2cd_img.jpg\)](#)
2. **Draft Implementation Plan for Te Pātukurea Kerikeri Waipapa Spatial Plan - A5090248** [!\[\]\(6be2e1cb461308cfbb51376f893366b1_img.jpg\)](#) [!\[\]\(9d1c9e561b4c39f4d970a841cbc526df_img.jpg\)](#)

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	The decision being sought by this paper is not defined as being of high significance in accordance with our Significance and Engagement Policy, as the project does not involve the transfer of ownership or control of a strategic asset, and it is not inconsistent with Council plans or policies. However, it is recognised that, for the Kerikeri-Waipapa area, there will be a moderate to high level of interest by those communities and this is why public consultation following the special consultative process is considered appropriate.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Resource Management Act 1991 and where relevant the current planned three phased amendment of this Act. National Policy Statement – Urban Development 2020 Local Government Act 2002 Far North District Council Operative and Proposed District Plans FNDC Integrated Transport Strategy FNDC Far North 2100 Te Tai Tokerau Regional Accessibility Strategy Toi Mana Arts Culture and Heritage Strategy
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The geographical extent of Te Pātukurea is contained within the Bay of Island Whangaroa Community Board (BOIWCB) ward. However, the implications from the adoption of spatial plan for Kerikeri Waipapa has district wide relevance as the subsequent district wide spatial strategy will incorporate Te Pātukurea and the process for that project. The growth options are also based on the assumption that 50% of the district's growth will occur in this area. Members of the BOIWCB with an interest in the Kerikeri Waipapa areas have participated in workshops focused on the development of draft spatial plan. Any feedback

	discussed has contributed to the draft spatial plan being taken out for public consultation across March and April 2025.
<p>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.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>There are wide reaching implications for Māori, whenua Māori, awa and moana that come from the recommendation in this report. Māori have been provided with the opportunity to participate in the decision-making process by the forming of a Hapū Rōpū Governance Group made up of Hapū with an interest in the Kerikeri-Waipapa Area. The Hapū Rōpū have regular hui (approximately monthly) with the project team, to participate in the development and decision making processes throughout the project. The Hapū Rōpū will continue to be involved in the project until the completion of the public consultation phase on the draft spatial plan, at which point responsibility for adoption of Te Pātukurea will be handed over to the decision makers (elected members).</p> <p>Hapū are supportive of the draft spatial plan to be taken out for public consultation. Māori can also independently of the Hapu Ropu submit on the draft plan.</p>
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).	There are numerous community groups who have been engaged throughout the project to date, these groups will continue to be engaged with at relevant milestones across the project. The wider public, including a targeted rangatahi/youth section will be consulted on this draft spatial plan to enable their views to be considered prior to recommended a final version of the spatial plan for adoption by elected members.
State the financial implications and where budgetary provisions have been made to support this decision.	There is no requirement for further budgetary provisions to be made as result of the recommendation in this report.
Chief Financial Officer review.	Type here

13 March 2025 FNDC Council Meeting Agenda Item Attachment Placeholder for the

**Special Consultation Procedure Statement of Proposal Including the Draft Te
Pātukurea Kerikeri Waipapa Spatial Plan**

13 March 2025 FNDC Council Meeting Agenda Item Attachment Placeholder for the

Draft Implementation Plan for the Te Pātukurea Kerikeri Waipapa Spatial Plan

6.3 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - FEBRUARY 2025**File Number: A5105849****Author: Maria Bullen, Democracy Advisor****Authoriser: Aisha Huriwai, 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 were held in February 2025
 - 19 February 2025 - Te Miromiro Assurance Risk and Finance
 - 25 February 2025 – Te Koukou Transport and Infrastructure Committee
 - 27 February 2025 – Te Kuaka Te Ao Māori 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.

TŪTOHUNGA / RECOMMENDATION**That Council**

Te Kuaka- Te Ao Māori Committee: Item 5.7 Te Kahu O Taonui Update 1 January 2025 - 28 February 2025.

Moved: Cr Penetaui Kleskovic

Seconded: Katie Murray - Te Kahu o Taonui Representatives

That Te Kuaka – Te Ao Māori Committee:

- a) receive the report Te Kahu o Taonui Update 1 January 2025 - 28 February 2025.
- b) and that Te Kuaka support a recommendation that Council, before 1 April 2025, direct the CE to dedicate at least 2 new FTE's in Te Hono to ensure:
 - a. Development of Whenua Māori and
 - b. Streamlining and expediting the consenting process and facilitation between landowners and relevant stakeholders.
 - c. and allocate a budget of \$700k per annum.

And:

- c) that Te Hono have their own General Manager at Senior Leadership Level.
- d) that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori.

Te Koukou – Transport and Infrastructure Committee: Item 5.1 Transport Portfolio Member Reports

That Te Koukou recommend to Council that:

That the CEO to approve the transfer of the FNDC Local Share from NZTA Activity class Local Road Pothole Prevention category 212 to 111 to advance the final phase of the 2024-25 sealed pavement maintenance programme and that;

Any final accounting variation be addressed by way of a minor amendment to the funding impact statement 2024-25.

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




The Committee meetings held since the last Council meeting are listed here, along with a link to information where a recommendation from the Committee is made to Council.

19 February 2025 - Te Miromiro Assurance Risk and Finance
[Te Miromiro Assurance Risk and Finance Committee Agenda - Wednesday 19 February 2025](#)
 25 February 2025 – Te Koukou Transport and Infrastructure Committee
[Te Koukou Transport and Infrastructure Committee Agenda - Tuesday 25 February 2025](#)
 27 February 2025 – Te Kuaka Te Ao Māori Committee
[Supplementary Reports Agenda of Ordinary Te Kuaka - Te Ao Māori Committee Meeting - Thursday, 27 February 2025](#)

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.

ĀPITI HANGA / ATTACHMENTS

1. **Te Miromiro Assurance Risk and Finance Committee Minutes 19 February 2025 - A5078440** [↓](#) 
2. **Te Koukou Transport and Infrastructure Committee Minutes 25 February 2025 - A5087585** [↓](#) 
3. **Te Kuaka Te Ao Maori Committee Minutes 27 February 2025 - A5098125** [↓](#) 

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

19 February 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
TE MIROMIRO - ASSURANCE, RISK AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 19 FEBRUARY 2025 AT 10:01 AM**

PRESENT: Mr Graeme McGlinn, Deputy Chairperson John Vujcich, Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Penetaui Kleskovic (arrived late), Cr Steve McNally

IN ATTENDANCE: Cr Mate Radich (online), Cr Felicity Foy (online), Cr Hilda Halkyard-Harawira (online)

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Angie Thomas (Chief Financial Officer)(acting), Emma Healy (Chief of Staff), Charlie Billington (Group Manager – Corporate Services), Jacine Warmington (Group Manager – Strategic Relationships), Ruben Garcia (Group Manager – Community and Engagement), Carla Ditchfield (Manager – Legal Services), Katherine Te Haara-Atama (Health, Safety and Wellbeing Specialist), Mary Moore (Manager – Infrastructure Services), Roger Ackers (Group Manager – Planning and Policy), Tanya Proctor (Head of Infrastructure), Marysa Maheno (Democracy Advisor), Trent Blakeman (online).

1 KARAKIA TIMATANGA / OPENING PRAYER

Kōwhai-Deputy Mayor Kelly Stratford commenced the meeting with a karakia at 10:01AM.

2 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS

Chairperson Graeme McGlinn noted it has been two years since onboarding with Far North District Council as Chair of Te Miromiro – Assurance, Risk and Finance Committee.

At 10:06AM Cr Penetaui Kleskovic arrived to the meeting.

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

3.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A5067110, pages 12 - 14 refers

RESOLUTION 2025/1

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee confirm the minutes of the previous meeting held 3 December 2024 are a true and correct record subject to requested changes being made.

CARRIED

At 10:27AM Cr Ann Court left the meeting.

At 10:30AM Cr Ann Court returned to the meeting.

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

19 February 2025

4 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**4.1 RESOURCE CONSENT ABATEMENT NOTICE RISK UPDATE**

Agenda item 5.1 document number A5055672, pages 20 - 22 refers

RESOLUTION 2025/2

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Resource Consent Abatement Notice Risk Profile.**CARRIED****4.2 MAYORAL DISCRETIONARY FUND**

Agenda item 5.2 document number A5055757, pages 24 - 26 refers

RESOLUTION 2025/3

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Mayoral Discretionary Fund.**CARRIED***At 10:41AM Cr Penetaui Kleskovic left the meeting.**At 10:46AM Cr Penetaui Kleskovic returned to the meeting.**At 10:50AM Kōwhai-Deputy Mayor Kelly Stratford left the meeting.***4.3 HEALTH, SAFETY, AND WELLBEING UPDATE**

Agenda item 5.3 document number A5058068, pages 27 - 32 refers

RESOLUTION 2025/4

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Health, Safety, and Wellbeing Update.**CARRIED***At 10:56AM Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.***4.4 CHIEF OF STAFF REPORT - OCTOBER - DECEMBER 2024**

Agenda item 5.4 document number A5068274, pages 32 - 33 refers

RESOLUTION 2025/5

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Chief of Staff Report - October - December 2024.**CARRIED**

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

19 February 2025

*At 11:14AM Kahika-Mayor Moko Tepania left the meeting.**At 11:17AM Kahika-Mayor Moko Tepania returned to the meeting.**At 11:22AM Cr Steve McNally left the meeting.**At 11:33AM Cr Steve McNally returned to the meeting.***4.5 SUMMARY OUTLINE ON THE WORLD ECONOMIC FORUM GLOBAL RISK REPORT**

Agenda item 5.5 document number A5073782, pages 43 - 45 refers

RESOLUTION 2025/6

Moved: Deputy Chairperson John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Miromiro - Assurance, Risk and Finance Committee receive the Summary Outline on the World Economic Forum Global Risk Report .**CARRIED****5 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/7**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

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
5.1 - Confirmation of Previous Minutes Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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
5.2 - FNDC Current Legal Action Potential Liability Claims	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	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
5.3 - Risk Management Update	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would

Page 3

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

19 February 2025

	without prejudice or disadvantage, commercial activities	be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
5.4 - Tender Panel and Procurement Activity Update	<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>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
CARRIED		

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

At the conclusion of the public excluded discussion, Council confirmed the following decision be restated in public meeting as follows:

Risk Management Update

That Te Miromiro - Assurance, Risk and Finance Committee receive the report Risk Management Update.

6 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

At 1:00PM Kahika-Mayor Moko Tepania closed the meeting with a karakia.

7 MEETING CLOSE

The meeting closed at 1:00pm.

The minutes of this meeting will be confirmed at Te Miromiro - Assurance, Risk and Finance Committee Meeting held on 8 April 2025.

.....
CHAIRPERSON

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY TE KOUKOU - TRANSPORT AND INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON TUESDAY, 25 FEBRUARY 2025 AT 10:03 AM**

PRESENT: Cr Steve McNally, Kōwhai - Deputy Mayor Kelly Stratford, Cr Felicity Foy (virtual), Cr Ann Court, Cr Hilda Halkyard-Harawira, Cr Babe Kapa (virtual), Cr Tāmami Rākena (virtual), Cr John Vujcich.

IN ATTENDANCE: Adele Gardner (Chairperson – Te Hiku Community Board)(virtual), Belinda Ward (Chairperson – Bay of Islands-Whangaroa Community Board)(virtual).

STAFF PRESENT: Tanya Proctor (Head of Infrastructure Strategy), Aisha Huriwai (Manager – Democracy Services), Maria Bullen (Democracy Advisor), Rob Gilmore (Acting Transportation Services Manager), Elizabeth Stacey (Senior Road Safety and Traffic Engineer), Charlie Billington (Group Manager – Corporate Services), Esther Powell (Group Manager – Planning and Policy), Ruben Garcia (Group Manager – Community and Engagement)(virtual), Guy Holroyd (Chief Executive Officer), Ian Wilson (Acting Group Manager – Strategic Relationships), Mary Moore (Manager – Infrastructure Services), Aaron Reilly (Operations Specialist Lighting and Transport), Apikali Rokobigi (Maintenance Lead), Tammy Wooster (Manager – Integrated Planning).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:03am, the Chair commenced the meeting and Tanya Proctor opened with a karakia.

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

APOLOGY

RESOLUTION 2025/1

Moved: Cr John Vujcich
Seconded: Cr Steve McNally

That the apology received from Kahika Moko Tepania and Cr Penetaui Klescovic be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

- Inge Friday and Jen Hotere, providing positive feedback and support regarding the Otta seal trial in Ōtaua.
- Ray Woolley, speaking to the Waipapa Road petition.

At 10:08am, Cr Hilda Halkyard-Harawira joined the meeting.

At 10:08am, Kōwhai - Deputy Mayor Kelly Stratford joined the meeting.

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

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

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A5044424, pages 10 - 16 refers

RESOLUTION 2025/2

Moved: Cr Steve McNally

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Koukou – Transport and Infrastructure Committee confirm the minutes of the meeting held 26 November 2024 are true and correct.

CARRIED

5 NGĀ PŪRONGO / REPORTS

5.1 TRANSPORT PORTFOLIO MEMBER REPORTS

Agenda item 5.1 document number A5044557, pages 17 - 19 refers

RESOLUTION 2025/3

Moved: Cr John Vujcich

Seconded: Cr Steve McNally

That Te Koukou – Transport and Infrastructure Committee note the verbal February 2025 reports from Members Ann Court and Steve McNally as Transport Portfolio holders.

CARRIED

MOTION

RESOLUTION 2025/4

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou recommend to Council that:

- a) **That the CEO to approve the transfer of the FNDC Local Share from NZTA Activity class Local Road Pothole Prevention category 212 to 111 to advance the final phase of the 2024-25 sealed pavement maintenance programme and that;**
- b) **Any final accounting variation be addressed by way of a minor amendment to the funding impact statement 2024-25**

CARRIED

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

5.2 WATER PORTFOLIO MEMBER REPORTS

Agenda item 5.2 document number A5044537, pages 20 - 20 refers

RESOLUTION 2025/5

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou – Transport and Infrastructure Committee note the verbal February 2025 reports from Members Penetaui Kleskovic and Mate Radich as Water Portfolio holders.

CARRIED

At 10:34am, Cr Mate Radich left the meeting.

6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**6.1 TE KOUKOU OPEN RESOLUTIONS UPDATE FEBRUARY 2025**

Agenda item 6.1 document number A5044469, pages 21 - 22 refers

RESOLUTION 2025/6

Moved: Cr Steve McNally

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Te Koukou – Transport and Infrastructure Committee receive the report Te Koukou – Transport and Infrastructure Committee Open Resolution Update February 2025.

CARRIED

6.2 INFRASTRUCTURE CONSENT COMPLIANCE STATUS

Agenda item 6.2 document number A5034706, pages 23 - 31 refers

RESOLUTION 2025/7

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report Infrastructure Consent Compliance Status.

CARRIED

6.3 INFRASTRUCTURE ABATEMENT NOTICES

Agenda item 6.3 document number A5034709, pages 32 - 36 refers

RESOLUTION 2025/8

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Steve McNally

That Te Koukou - Transport and Infrastructure Committee receive the report Infrastructure Abatement Notices.

Page 3

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

CARRIED**6.4 INFRASTRUCTURE WORKING GROUP UPDATES**

Agenda item 6.4 document number A5058022, pages 37 - 43 refers

RESOLUTION 2025/9

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report Infrastructure Working Group Updates.**CARRIED****6.5 INFRASTRUCTURE CONSENTING STATUS REPORT**

Agenda item 6.5 document number A5046620, pages 44 - 49 refers

RESOLUTION 2025/10

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Steve McNally

That Te Koukou - Transport and Infrastructure Committee receive the report Infrastructure Consenting Status Report.**CARRIED****6.6 CAPITAL WORKS PROGRAMME DELIVERY UPDATE**

Agenda item 6.6 document number A5066245, pages 50 - 56 refers

RESOLUTION 2025/11

Moved: Cr Steve McNally

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That the Te Koukou - Transport and Infrastructure Committee receive the report Capital Works Programme Delivery Update.**CARRIED****6.7 ROAD SAFETY EDUCATION AND ENGINEERING UPDATE**

Agenda item 6.7 document number A5066331, pages 57 - 59 refers

RESOLUTION 2025/12

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report Road Safety Education and Engineering Update.**CARRIED**

Page 4

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

6.8 TRANSPORT CAPITAL WORKS PROGRAMME UPDATE

Agenda item 6.8 document number A5066461, pages 60 - 74 refers

RESOLUTION 2025/13

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report Transport Capital Works Programme Update.

CARRIED

6.9 NORTH HOKIANGA WORKING GROUP ROADING UPDATE

Agenda item 6.9 document number A5067913, pages 75 - 89 refers

RESOLUTION 2025/14

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report North Hokianga Working Group Roading Update.

CARRIED

6.10 TRANSPORTATION MAINTENANCE AND RENEWALS ACTIVITY UPDATE DECEMBER 2024

Agenda item 6.10 document number A5058099, pages 90 - 129 refers

RESOLUTION 2025/15

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report Transportation Maintenance and Renewals Activity Update December 2024.

CARRIED

6.11 TRANSPORTATION HOKIANGA FERRY SERVICE CONTRACT DECEMBER 2024 UPDATE

Agenda item 6.11 document number A5048416, pages 130 - 131 refers

RESOLUTION 2025/16

Moved: Cr Steve McNally

Seconded: Cr John Vujcich

That Te Koukou - Transport and Infrastructure Committee receive the report Transportation Hokianga Ferry Service Contract December 2024 Update.

Page 5

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

CARRIED

7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/17**

Moved: Cr John Vujcich

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
7.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
7.2 - Kawakawa Infrastructure Acceleration Fund - Detailed Design Procurement	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 s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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 11:44am, the meeting was adjourned and resumed at 11:55am.

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
Minutes

25 February 2025

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

At the conclusion of the public excluded discussion, Te Koukou – Transport and Infrastructure Committee confirmed the following decision be restated in public meeting as follows:

That Te Koukou Transport and Infrastructure Committee:

- a) Approve the direct award of the Kawakawa Infrastructure Acceleration fund detailed design works to Jacobs New Zealand Ltd for the value of \$REDACTED (excl GST).
- b) Delegate authority to approve and execute the associated documents to Far North District Council's Chief Executive Officer or nominee:
 - i) Contract document.
 - ii) Variations to the contract within approved Long Term Plan Budgets and approved Kāinga Ora Developer funding limits.

8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Kōwhai - Deputy Mayor Kelly Stratford concluded the meeting with a karakia.

9 MEETING CLOSE

12:09pm

The minutes of this meeting will be confirmed at the Ordinary Te Koukou - Transport and Infrastructure Committee Meeting held on 19 March 2025.

.....
CHAIRPERSON

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes **Unconfirmed** 27 February 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY TE KUAKA - TE AO MĀORI COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, MEMORIAL AVENUE, KAIKOHE
ON THURSDAY, 27 FEBRUARY 2025 AT 10:05 AM**

- PRESENT:** Chairperson Hilda Halkyard-Harawira, Kahika - Kōwhai – Deputy Mayor Kelly Stratford, Cr Felicity Foy (virtually), Cr Babe Kapa (virtually), Cr Penetaui Kleskovic, Cr Tāmati Rākena (virtually), Pita Tipene (Interim Deputy Chairperson), Katie Murray, Kipa Munro, Craig Hobson (virtually) George Riley, (Te Kahu o Taonui Representatives).
- IN ATTENDANCE:** Phil Grimshaw (Kaitohutohu Taiao Senior Advisor – Te Kahu o Taonui) , Kiri Hobson-Slone (Operations Manager – Te Kahu o Taonui), Kawiti Waetford (Kaiwhakawhiti Reo Language Interpreter)
- STAFF PRESENT:** Guy Holroyd (Chief Executive), Roger Ackers (Group Manager Planning & Policy), Charlie Billington (Group Manager Corporate Services), Tanya Proctor (Head of Infrastructure), Casey Gannon (Manager Civic Engagement & Education), Lawrence Wharerau (Kaiarahi Kaupapa Māori), Zena Tango (Team Leader Transaction Services), Carolyn Dudley (Team Leader Rating Services), (Aisha Huriwai (Manager – Democracy Services), Marlema Baker (Te Kuaka Te Ao Māori Committee Coordinator)
- STAFF VIRTUAL:** Ruben Garcia (Group Manager Communications & Engagement) Piripi Rākena (Kaiarahi Kaupapa Māori), Rebecca Rowsell (Senior Solicitor)

1 KARAKIA - TIMATANGA / OPENING PRAYER

Chair Hilda Halkyard-Harawira commenced the meeting and Kawiti Waetford opened the hui with a karakia.

Cr Penetaui Kleskovic – opening mihimihi.

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

2.1 APOLOGIES

RESOLUTION 2025/1

Moved: Cr Hilda Halkyard-Harawira

Seconded: Kōwhai – Deputy Mayor Kelly Stratford

That Te Kuaka Te Ao Māori Committee receive apologies from Kahika-Mayor Moko Tepania and Crs Ann Court, Steve McNally and John Vujcich and a leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

There were no deputations for this meeting.

4 NGĀ KŌRERO A TE KAHIKA / CHAIR ANNOUNCEMENTS

- Mihi to those who have passed on.
- Mihi to all representatives who are present.

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes **Unconfirmed** 27 February 2025

- Mihi to whaea Tapi in Auckland Hospital.
- Mihi to Kawiti Waetford for opening the meeting with a karakia.
- Mihi to matua Harry Burkhardt, former co-chair of Te Kahu o Taonui and Te Kuaka Te Ao Māori Committee'. We wish him the best and thank him for his work here on Te Kuaka.
- Mihi to Te Kahu o Taonui and Te Rūnanga o Te Rarawa for the excellent work during Waitangi Week 2025. For all of us in the North Waitangi and Māngungu are very important.
- Waipoua Forest Fire – mihi to whanau in Te Roroa and Ngāti Whātua during this time.
- Mihi to Kipa Munro and acknowledge that we are waiting for the opening of the new kura and return of Kororipo Pā.
- Te Pae o Uta Te Ao Maori Framework was nominated for, and is a finalist for, the Human Resources New Zealand awards happening tonight in Te Raki Paewhenua Auckland. Mihi to Te Hono for the great work.
- Mihi to all Tai Tokerau groups attending Te Matatini 2025.
- The 180th Commemoration of the Battle of Kororāreka will take place on 11th March 2025 in Kororāreka Russell.
- Te Mauri o Te Wai - Community Open Day at Te Raupo (Rāwene Wastewater Treatment Plant) took place on the 1st March 2025.

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

4.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 4.1 document number A5055237, pages 8 - 16 refers

RESOLUTION 2025/2

Moved: Pita Tipene Te Kahu o Taonui Representatives

Seconded: Kōwhai – Deputy Mayor Kelly Stratford

That Te Kuaka – Te Ao Māori Committee confirm the minutes of the meeting held 11 December 2024 as a true and correct.

CARRIED

6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

5.1 MATAURI X INCORPORATION PROGRESS UPDATE

Agenda item 5.1 document number A5085893, pages 17 - 18 refers

RESOLUTION 2025/3

Moved: Kōwhai – Deputy Mayor Kelly Stratford

Seconded: Cr Penetaui Kleskovic

That Te Kuaka – Te Ao Māori Committee receive the report Matauri X Incorporation Progress Update.

CARRIED

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes **Unconfirmed** 27 February 2025

5.2 WHENUA MĀORI - FREEHOLD LAND RATING RELIEF

Agenda item 5.2 document number A5060876, pages 19 - 21 refers

RESOLUTION 2025/4

Moved: Kōwhai – Deputy Mayor Kelly Stratford

Seconded: Katie Murray - Te Kahu o Taonui Representatives

That Te Kuaka – Te Ao Māori Committee receive the report Whenua Māori - Freehold Land Rating Relief.

CARRIED

5.3 CIVIC ENGAGEMENT AND EDUCATION UPDATE

Agenda item 5.3 document number A5055150, pages 22 - 28 refers

RESOLUTION 2025/5

Moved: Cr Penetaui Kleskovic

Seconded: Te Kahu o Taonui Representatives

That Te Kuaka – Te Ao Māori Committee receive the report Civic Engagement and Education Update.

CARRIED

George Riley (Te Kahu o Taonui) arrived 10:43 am

5.4 TE PAE O UTA ACTIONS – COMMUNICATIONS AND ENGAGEMENT UPDATE

Agenda item 5.4 document number A4944061, pages 29 - 31 refers

RESOLUTION 2025/6

Moved: Pita Tipene - Te Kahu o Taonui Representatives

Seconded: Cr Penetaui Kleskovic

That Te Kuaka – Te Ao Māori Committee receive the report Te Pae o Uta Actions – Communications and Engagement Update.

CARRIED

5.5 TE PAE O UTA - TE AO MĀORI FRAMEWORK QUARTERLY PROGRESS UPDATE

Agenda item 5.5 document number A5074629, pages 32 - 34 refers

RESOLUTION 2025/7

Moved: Kōwhai – Deputy Mayor Kelly Stratford

Seconded: Te Kahu o Taonui Representatives

That Te Kuaka – Te Ao Māori Committee receive the Te Pae O Uta - Te Ao Māori Framework Quarterly Progress Update.

CARRIED

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes **Unconfirmed** 27 February 2025

5.7 TE KAHU O TAONUI UPDATE 1 JANUARY 2025 - 28 FEBRUARY 2025.

Separate Cover - Agenda item 5.7 document number A5089158, pages 5 - 11 refers – *presented by Kiri Hobson-Sloane and Phil Grimshaw gave a verbal update on the Taiao Portal Progress*

RESOLUTION 2025/8

Moved: Te Kahu o Taonui Representatives

Seconded: Kōwhai – Deputy Mayor Kelly Stratford

That Te Kuaka – Te Ao Māori Committee receive the report Te Kahu o Taonui Update 1 January 2025 - 28 February 2025

AMENDMENT

Moved: Cr Penetaui Kleskovic

Seconded: Te Kahu o Taonui Representatives

That Te Kuaka – Te Ao Māori Committee:

- a) receive the report Te Kahu o Taonui Update 1 January 2025 - 28 February 2025.
- b) and that Te Kuaka support a recommendation that Council, before 1 April 2025, direct the CE to dedicate at least 2 new FTE's in Te Hono to ensure:
 - i) development of Whenua Māori and
 - ii) streamlining and expediting the consenting process and facilitation between landowners and relevant stakeholders.
 - iii) and allocate a budget of \$700k per annum.

And:

- c) that Te Hono have their own General Manager at Senior Leadership Level.
- d) that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori.

CARRIED

The amendment became the substantive motion:

Moved: Cr Penetaui Kleskovic

Seconded: Katie Murray - Te Kahu o Taonui Representatives

That Te Kuaka – Te Ao Māori Committee:

- a) receive the report Te Kahu o Taonui Update 1 January 2025 - 28 February 2025.
- b) and that Te Kuaka support a recommendation that Council, before 1 April 2025, direct the CE to dedicate at least 2 new FTE's in Te Hono to ensure:
 - a. Development of Whenua Māori and
 - b. Streamlining and expediting the consenting process and facilitation between landowners and relevant stakeholders.
 - c. and allocate a budget of \$700k per annum.

And:

- c) that Te Hono have their own General Manager at Senior Leadership Level.
- d) that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori.

CARRIED

Chair Hilda Halkyard-Harawira vacated the Chair and left the meeting 12:09 pm.

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes **Unconfirmed** 27 February 2025

Interim Chairperson Pita Tipene (Te Kahu o Taonui) assumed the Chair.

5.6 TE KUAKA- TE AO MĀORI COMMITTEE OPEN RESOLUTIONS UPDATE FEBRUARY 2025

Agenda item 5.6 document number A5055225, pages 35 - 35 refers

RESOLUTION 2025/9

Moved: Kōwhai – Deputy Mayor Kelly Stratford
Seconded: Cr Penetaui Kleskovic

That Te Kuaka – Te Māori Committee receive the report Te Kuaka – Te Ao Māori February 2025 Open Resolution Report.

CARRIED

7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/10

Moved: Kōwhai – Deputy Mayor Kelly Stratford
Seconded: Te Kahu o Taonui Representatives

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
6.1 - Confirmation of Previous Minutes	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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
6.2 - Kauri Dam Decommissioned Public Work - Transfer of Land - Update	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

and that Kaiwhakawhiti Reo Language Translator Kawiti Waetford a remain in the public excluded part of the meeting.

CARRIED

CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes **Unconfirmed** 27 February 2025

At the conclusion of the public excluded part of the meeting Te Kuaka Te Ao Māori Committee confirmed the following decision be restated in the public meeting as follows:

PX Item 6.2 – Kauri Dam Decommissioned Public Works – Transfer of Land - Update

8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

9 MEETING CLOSE

The meeting closed with a karakia by Kawiti Waetford at 12:25 pm.

The minutes of this meeting will be confirmed at the Ordinary Te Kuaka - Te Ao Māori Committee Meeting held on 24 April 2025.

.....
CHAIRPERSON

6.4 TE KUAKA TERMS OF REFERENCE UPDATE

File Number: A5098522

Author: Marlema Baker, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt changes to Te Kuaka Te Ao Māori Committee (Te Kuaka) terms of reference regarding membership.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Council appointed Harry Burkhardt as the Chair of Te Kuaka Te Ao Māori Committee who has since resigned.
- Council has also signed a Memorandum of Understanding (MOU) with hapu Ngāti Rehia.
- Te Kuaka was created with our iwi/hapu partners to bring a Te Ao Māori lens to Council.
-

TŪTOHUNGA / RECOMMENDATION

That Council adopt the following changes to the Terms of Reference:

- Add that the Committee must appoint an iwi/hapu member as Chairperson or Deputy Chairperson.**
- to add a seat at the table for a hapu representative with a signed Memorandum of Understanding with Council.**

1) TĀHUHU KŌRERO / BACKGROUND

Council adopted a terms of reference for Te Kuaka – Te Ao Māori Committee on 29 June 2023.

The purpose of Te Kuaka Committee is to strengthen a Te Ao Māori perspective within Council decision-making across policies and strategies.

To help add value to the relationship Harry Burkhardt, who held the role of Co-Chair of Te Kahu o Taonui, was appointed the Chairperson of Te Kuaka – Te Ao Māori Committee. In December 2024 he resigned from Te Kahu o Taonui and as a result could not continue as Chairperson of Te Kuaka. The new Co-Chair for Te Kahu o Taonui, Mr Aperahama Edwards, is also the Chairperson of Ngati Wai. The interests of Ngati Wai are in the Whangarei area, outside the scope of activity for Far North.

Currently Cr Hilda Halkyard-Harawira, is appointed as Deputy Chairperson.

In addition, on the 11 December 2024 Council signed Te Aro Manatū MOU with Ngāti Rehia. During discussions a comment was made that in order to add value to the partnership it would also be great to have Ngāti Rehia, as a hapū, represented at Te Kuaka – Te Ao Māori Committee.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

This report proposes changes to Te Kuaka – Te Ao Māori Committee terms of reference.

- That an iwi or hapu representative must be appointed as either Chairperson or Deputy Chairperson of Te Kuaka – Te Ao Māori Committee
- That a hapū with a signed MoU with Council, will have representation (with voting rights) on Council's Te Kuaka Te Ao Māori Committee. (currently Ngāti Rehia and potentially Te Whiu)

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

To confirm changes to the terms of reference in alignment with the original intent of valuing the contribution that our iwi/hapu partners can bring to the Council decision-making table.

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

Council recognises that non-elected members appointed to Committees may incur personal expense to participate. Council has an Appointed Members Allowance Policy to ensure that non-elected members can be remunerated and are eligible for reasonable reimbursements to ensure they are not incurring personal expense.

Operational budget is allocated to ensure there is sufficient provision for this each year should Council decide to make external appointments.

ĀPITI HANGA / ATTACHMENTS


1. Te Kuaka Terms of Reference - A5104593 [↓](#) 
2. Resignation of Harry Burkhardt as Te Kahu o Taonui Co-Chair - A5095452 [↓](#) 

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 seeks to enable Council to continue strengthening relationships with iwi and hapu in support of Council's Long Term Plan and Te Pae o Uta. This report also seeks to better enable iwi and hapu to engage in Council's decision-making in accordance with the Local Government Act.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The views of the Community Board have not been sought.
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.	This report seeks to better build Council's relationships with iwi and hapu and provide iwi and hapu with more opportunities to contribute to decision making in accordance with Te Kuaka Te Ao Māori Committee's terms of reference.
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).	Te Kahu o Taonui and Ngati Rehia have been included in communications to date.
State the financial implications and where budgetary provisions have been made to support this decision.	Staff are confident that there is sufficient budget to support this decision.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

 Far North District Council <i>Te Kōwhiri o Tai Tokerau ki te Raki</i>	Authorising Body	Mayor/Council
	Status	Standing Committee
COUNCIL COMMITTEE	Title	Te Kuaka – Te Ao Māori Committee Terms of Reference
	Approval Date	29 June 2023
	Responsible Officer	Chief Executive

Purpose

The purpose of Te Kuaka Committee is to strengthen a Te Ao Māori perspective within Council decision-making across policies and strategies.

To perform his or her role effectively, each member must develop and maintain his or her skills and knowledge, including an understanding of the Committees' responsibilities, and of the Council's business, operations and risks.

Membership

The Committee will comprise of all Mayor and Councillors as well as 12 iwi representatives nominated through Te Kahu o Taonui.

The Chairperson and Deputy Chairperson are to be appointed by the Committee.

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

Quorum

The quorum at a meeting of the Committee is 7 members comprising of 5 FNDC representatives and 2 Te Kahu o Taonui members.

Frequency of Meetings

The Committee shall meet 4 weekly.

Power to Delegate

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

Responsibilities

The Committees responsibilities are described below:

- Ensure that the work of Te Kuaka is carried out in a way that enhances the social, economic, cultural, and environmental wellbeing of the Far North District
- **Mahi ngātahi mā te huihui, wānanga:** Recommend to Council, aspects of importance to Māori for incorporation into the development of the Strategic documents (e.g. Te Ao Māori Framework, Annual Plan, Long Term Plan, District Plan)
- **Manaaki:** To assist Council as appropriate in conducting and maintaining effective, good faith working relationships with the Māori community (e.g. Iwi Hapu Environmental Management Plans)
- Recommend to Council aspects that the Far North District Council could pursue to develop and or enhance Māori capacity to contribute to Council's decision-making processes.

Rules and Procedures

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



22 January 2024

E ngā mana, e ngā reo, tēnā tātou katoa

This letter is to inform you that Harry Burkhardt has made the difficult decision to step down from his role as Te Kahu o Taonui Lead Co-Chair, effective immediately. We express our deepest gratitude to Harry for his innovative leadership, integrity, and unwavering dedication to our kaupapa - *Me mahi tahi tātou mō te iwi te take*.

During this transition period until April 15th, existing Co-Chair Aperahama Edwards will oversee any portfolios chaired by Harry.

We value the collaborative partnerships formed and appreciate your continued relationships.

We will keep you updated on any further developments regarding the permanent Heamana position.

Nāku noa, nā

Kiri Sloane-Hobson
Amorangi – Operations Manager
Te Kahu o Taonui

6.5 2025 TRIENNIAL ELECTIONS - ORDER OF CANDIDATE NAMES ON VOTING DOCUMENTS

File Number: A5102426

Author: Casey Gannon, Manager - Civic Engagement and Education

Authoriser: Ian Wilson, Acting Group Manager - Strategic Relationships

PURPOSE OF THE REPORT

Seek approval to retain the status quo of alphabetical names of candidates on voting documents for the 2025 triennial elections.

EXECUTIVE SUMMARY

- Regulation 31 of the Local Electoral Regulations 2001 provides the opportunity for Council to choose the order of candidate names appearing on the voting documents.
- There are three options - alphabetical, pseudo-random (names drawn out of a hat in random with all voting documents printed in this order) or random order (names randomly drawn by computer with each voting document different).
- Alphabetical order has been the adopted option for previous elections.

TŪTOHUNGA / RECOMMENDATION

That Council adopt the alphabetical order of candidate names, as permitted under Regulation 31 of the Local Electoral Regulations 2001, for the 2025 triennial elections.

1) BACKGROUND

Triennial elections will be held on Saturday 11 October 2025.

Regulation 31 of the Local Electoral Regulations 2001 provides the opportunity for Council to choose the order of candidate names appearing on the voting documents from three options - alphabetical, pseudo-random (names drawn out of a hat in random with all voting documents printed in this order) or random order (names randomly drawn by computer with each voting document different).

The decision on the order of candidate names must be made in early 2025 to enable printing of voting documents. If no decision is made, the order of names defaults to alphabetical.

2) DISCUSSION AND OPTIONS

Council may determine which order the names of candidates are to appear on the voting documents.

Council has previously resolved to adopt alphabetical order for triennial elections.

Option 1 - Alphabetical Order

Alphabetical order is simply listing candidate names alphabetically and is the order traditionally used in local authority and parliamentary elections.

Comments regarding alphabetical order are:

- voters are easily able to find candidate names for whom they wish to vote for. Some candidates and voters over the years have argued that alphabetical order of candidate names may tend to favour those candidates with names in the first part of the alphabet, but in practice this is generally not the case - most voters tend to look for name recognition, regardless of where in the alphabet the name lies;
- the order of candidates on the voting document matches the order of candidates listed in the candidate directory (candidate profile statements).

This is the preferred option as voters are familiar with the concept of alphabetical order on voting documents.

Option 2 - Pseudo-Random Order

Pseudo-random order is where candidate names are randomly selected and the order selected is the order appearing on all voting documents relevant to that issue. The names are randomly selected by a method such as drawing names out of a hat.

Comments regarding pseudo-random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are a large number of candidates;
- the order of candidates on the voting document does not match the candidates listed in the candidate directory (candidate profile statements) which is alphabetical.

Option 3 - Random Order

Random order is where all candidate names are randomly selected and the order of names is different on every voting document. The names are randomly selected by computer so that the order of names is different on each voting document.

The random order enables names to be placed on each issue in a completely unique order on each voting document.

Comments regarding random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are a large number of candidates;
- the order of candidates on the voting document does not match the candidates listed in the candidate directory (candidate profile statements) which is alphabetical.

Reason for the recommendation

To allow Council to choose the preferred method of listing the names of candidates on the voting documents, as provided for under Regulation 31 of the Local Electoral Regulations 2001, for the 2025 triennial elections.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There is no price differential in printing costs between the three orders of candidate name options. The cost of the election is provided for in existing budgets.

ATTACHMENTS

1. **Far North District Council 2025 LG Elections - Electoral Officer Order of Names Report Feb 2025 - A5102536**  

Compliance schedule:

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low degree of significance. The order of candidate names on voting documents does not meet the threshold of high significance under the policy.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	There is no Council policy on the matter of local government elections. Councils requirements are bound by the Local Electoral Act 2001 and the Local Electoral Regulations 2001.
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 – however, elections are bound by NZ legislation and affect every voter within New Zealand.
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 specific implications for Māori beyond those applicable to any voters within the Far North 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.	There are no identified persons likely to have an interest in the matter.
State the financial implications and where budgetary provisions have been made to support this decision.	Budget has been allocated for this triennial, legislated requirement.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

Election Services

Level 2, 198 Federal Street, Auckland
PO Box 5135, Victoria Street West
Auckland 1142
Phone: 64 9 973 5212
Email: info@electionservices.co.nz

Report to the
Far North District Council
regarding the

2025 Triennial Election

From the
Electoral Officer

11 February 2025



Table of Contents

Outline 2

Background..... 2

Narrative..... 2

Recommendation 8

APPENDIX 1..... 9

APPENDIX 2..... 10

APPENDIX 3..... 12

Outline

The 2025 triennial local government elections will occur on Saturday 11 October 2025. An update on preliminary matters relating to the election is provided to Council, including consideration of the order of candidate names to appear on the voting documents.

Background

The 2025 triennial elections for local authorities are due to occur on Saturday 11 October 2025 and are required to be undertaken according to the Local Electoral Act 2001, the Local Electoral Regulations 2001 and, to a limited extent, the Local Government Act 2002.

Certain pre-election information and tasks are outlined in this report for Council's information and attention.

The Local Electoral Regulations 2001 provides for Council to resolve the order of candidate names to appear on the voting documents (alphabetical, pseudo-random or random order). If no decision is made, the order of names defaults to alphabetical.

Narrative

Representation Review

Council undertook a voluntary representation arrangements review in 2024 to address several representation issues:

- the ability to appoint councillors from either a general or a Māori ward onto a respective community board;
- whether the Māori ward be divided into more than one ward;
- the name of the Whatuwhiwhi Subdivision.

The review was undertaken under the Local Electoral Act 2001, and the outcome applicable for the 2025 local elections.

Informal preliminary public consultation was undertaken in February/March 2024 with 161 responses. Council briefings were held on 9 and 22 April 2024 and on 9 May 2024, an Initial Proposal was resolved:

- the mayor elected 'at large'
- 10 councillors elected from four wards
 - Nga Tai o Tokerau Māori Ward (4)
 - Bay of Islands-Whangaroa General Ward (3)
 - Kaikohe-Hokianga General Ward (1)
 - Te Hiku General Ward (2)
- 19 community board members elected from three subdivided community boards
 - Bay of Islands-Whangaroa Community Board (7)
 - Kawakawa-Moerewa Subdivision (1)

- Kerikeri Subdivision (2)
- Paihia Subdivision (1)
- Russell-Ōpua Subdivision (1)
- Waipapa Subdivision (1)
- Whangaroa Subdivision (1)
- and two appointed members, one councillor from the Bay of Islands-Whangaroa General Ward and one councillor from the Nga Tai o Tokerau Māori Ward
- Kaikohe-Hokianga Community Board (6)
 - Kaikohe Subdivision (3)
 - North Hokianga Subdivision (1)
 - South Hokianga Subdivision (2)
 - and two appointed members, from either the Kaikohe-Hokianga General Ward or the Nga Tai o Tokerau Māori Ward
- Te Hiku Community Board (6)
 - Doubtless Bay Subdivision (1)
 - Kaitāia Subdivision (3)
 - North Cape Subdivision (1)
 - Karikari-Awanui Subdivision (1)
 - and two appointed members, from either the Te Hiku General Ward or the Nga Tai o Tokerau Māori Ward.

86 submissions were subsequently received to the Initial Proposal and five submitters were heard at a hearing held on 9 July 2024.

After consideration of the submissions, Council resolved on 8 August 2024 to amend the Initial Proposal (reverting the name of Karikari-Awanui Subdivision back to Whatuwhiwhi Subdivision) to become the Final Proposal.

The Final Proposal was publicly notified on 12 August 2024 and no objections or appeals were received. However, as one ward and several community board subdivisions fell outside of the statutory +/-10% rule, the matter was referred to the Local Government Commission for determination.

The Local Government Commission subsequently upheld the Council's Final Proposal on 14 October 2024.

Māori Wards and Māori Constituencies Polls

Where a local authority has established Māori wards or Māori constituencies since 2020 without undertaking a poll, legislation now requires a poll to be undertaken in conjunction with the 2025 local elections (Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024).

Separate polls will therefore be required for the Council and for the Northland Regional Council.

The outcome of the polls will be binding for two triennial elections (2028 and 2031).

The question will be simple and easy to understand:

‘I vote to keep the Māori ward/constituency’ or

‘I vote to remove the Māori ward/constituency’.

2025 Elections

Elections will be required for the following positions:

- the mayor elected ‘at large’
- 10 councillors elected from four wards
 - Nga Tai o Tokerau Māori Ward (4)
 - Bay of Islands-Whangaroa General Ward (3)
 - Kaikohe-Hokianga General Ward (1)
 - Te Hiku General Ward (2)
- 19 community board members elected from three subdivided community boards
 - Bay of Islands-Whangaroa Community Board (7)
 - Kawakawa-Moerewa Subdivision (1)
 - Kerikeri Subdivision (2)
 - Paihia Subdivision (1)
 - Russell-Ōpua Subdivision (1)
 - Waipapa Subdivision (1)
 - Whangaroa Subdivision (1)
 - Kaikohe-Hokianga Community Board (6)
 - Kaikohe Subdivision (3)
 - North Hokianga Subdivision (1)
 - South Hokianga Subdivision (2)
 - Te Hiku Community Board (6)
 - Doubtless Bay Subdivision (1)

- Kaitāia Subdivision (3)
- North Cape Subdivision (1)
- Karikari-Awanui Subdivision (1)
- Far North District Council Māori Ward Poll
- Northland Regional Council members (either 1 member from the Far North General Constituency, or 1 member from the Bay of Islands -Whangaroa General Constituency, or 2 members from the Te Raki Māori Constituency)
- Northland Regional Council Māori Constituency Poll.

Electoral System	<p>Council confirmed the STV (Single Transferable Voting) electoral system) in August 2023 for the 2025 local elections.</p> <p>The Northland Regional Council confirmed the FPP (First Past the Post) electoral system for their 2025 local elections.</p>
Legislative Changes	<p>The Local Electoral Regulations 2001 were amended on 30 July 2024 to allow a greater period for the delivery of voting mailers (from six days to 14 days) and a longer voting period (from 22.5 days to 32.5 days).</p> <p>Although election day remains the second Saturday in October every three-years (11 October 2025), the commencement of the electoral process now starts earlier with nominations opening on Friday 4 July 2025.</p>
2025 Election Timetable	<p>With an election date of Saturday 11 October 2025, the following key functions and dates will apply:</p> <p>Nominations open/roll open Friday 4 July 2025</p> <p>Nominations close/roll closes Noon, Friday 1 August 2025</p> <p>Delivery of voting mailers Tuesday 9 to Monday 22 September 2025</p> <p>Close of voting Noon, Saturday 11 October 2025</p> <p>A more detailed timetable is attached (Appendix 1).</p>
2025 Election Fact Sheet	<p>A 2025 Election Fact Sheet summarising the key functions of the election (Appendix 2) is also attached.</p>

Compilation of non-resident Ratepayer Roll

The compilation of the 2025 non-resident Ratepayer Roll is required to commence in early-mid 2025. This will include:

- an insert detailing the qualifications and procedures for enrolment as a non-resident ratepayer elector to be included with a 2025 rates instalment notice by the end of August 2025 (**Appendix 3**);
- a confirmation letter issued to all current non-resident ratepayer electors in March/April 2025;
- a national advertising campaign on the qualifications and procedures for enrolment as a non-resident ratepayer elector during May 2025.

Council can undertake additional promotion of the ratepayer roll if it wishes - such as contacting (letter/email etc) all current or potential non-resident ratepayer electors encouraging their enrolment and participation in the electoral process.

Order of Candidate Names

Regulation 31 of the Local Electoral Regulations 2001 provides the opportunity for Council to choose the order of candidate names appearing on the voting documents from three options – alphabetical, pseudo-random (names drawn randomly with all voting documents printed in this order) or random order (names randomly drawn by computer with each voting document different).

Council may determine which order the names of candidates are to appear on the voting documents, but if no decision is made, the order of names defaults to alphabetical.

Council adopted the alphabetical order of names for the 2022 triennial elections as did the Northland Regional Council for their 2022 triennial elections.

For Council's information, Auckland Council has undertaken analysis on the effect on the order of candidate names, and research showed no observable effect of candidate order on actual election outcomes.

Alphabetical Order

Alphabetical order is simply listing candidate surnames alphabetically and is the order traditionally used in local and Parliamentary elections.

Comments regarding alphabetical order are:

- voters are easily able to find names of candidates for whom they wish to vote. Some candidates and voters over the years have argued that alphabetical order may tend to favour candidates with names in the first part of the alphabet, but in practice this is generally not the case – most voters tend to look for name recognition, regardless of where in the alphabet the surname lies;

- the order of candidate names on the voting document matches the order listed in the candidate directory (candidate profile statements).

Pseudo-Random Order

Pseudo-random order is where candidate surnames are randomly selected, and the same order is used on all voting documents for that position. The names are randomly selected by a method such as drawing names out of a container.

Comments regarding pseudo-random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there may be many candidates;
- the order of candidate names on the voting document does not match the order listed in the candidate directory (candidate profile statements).

Random Order

Random order is where all candidate surnames are randomly selected and are listed in a different order on every voting document. The names are randomly selected by computer so that the order is different.

Random order enables names to be listed in a completely unique order on each voting document.

Comments regarding random order are:

- the candidate names appear in mixed order (not alphabetical) on the voting document;
- possible voter criticism/confusion as specific candidate names are not easily found, particularly where there are many candidates;
- the order of candidate names on the voting document does not match the order listed in the candidate directory (candidate profile statements).

There is no price differential in printing costs between the three orders of candidate names.

Number of Electors

The number of electors for the 2025 triennial elections is expected to be 51,000 (as at 31 January 2025 this was 49,884). This compares to 47,244 electors for the 2022 triennial election or + 7.9% growth.

Pre-Election Report

Section 99A of the Local Government Act 2002 requires each local authority to prepare a pre-election report, whose purpose is to provide information to promote public discussion about

the issues facing the local authority. The pre-election report is prepared by the Chief Executive, must contain financial and major project information, and should be completed by the end of June 2025.

Recommendation

It is recommended that:

Council resolves for the 2025 triennial election, to adopt ***either:***

- (i) the alphabetical order of candidate names; ***or***
- (ii) the pseudo-random order of candidate names; ***or***
- (iii) the random order of candidate names

as permitted under regulation 31 of the Local Electoral Regulations 2001.

Author:



Dale Ofoske
Electoral Officer // Far North District Council
Election Services

APPENDIX 1



TE KAUNIHERA O TE HIKU O TE IKA
FAR NORTH DISTRICT COUNCIL



TIMETABLE | WĀTAKA

2025 LOCAL GOVERNMENT ELECTIONS
11 OCTOBER 2025



May 2025	National ratepayer roll qualifications and procedures campaign [Sec 39, LEA]
Monday 9 June 2025	Electoral Commission's enrolment update campaign commences
Wednesday 2 July 2025	Public notice of election, calling for nominations, roll open for inspection [Sec 42, 52, 53, LEA]
Friday 4 July 2025	Nominations open / roll open for inspection
Friday 1 August 2025	Nominations close (12 noon) / roll closes [Sec 5, 42, 55 LEA, Reg 21, LER]
Wednesday 6 August 2025	Public notice of day of election, candidates' names [Sec 65, LEA]
Friday 5 September 2025	Electoral officer certifies final electoral roll [Sec 51, LEA, Reg 22, LER]
Tuesday 9 September – Monday 22 September 2025	Delivery of voting documents [Reg 51, LER]
Tuesday 9 September – Saturday 11 October 2025	Progressive roll scrutiny [Sec 83, LEA] Special voting period (12 noon) [Sec 5 LEA, Reg 35, LER] Early processing period (12 noon) [Sec 80, LEA]
by Friday 10 October 2025	Appointment of scrutineers (12 noon) [Sec 68, LEA]
Saturday 11 October 2025	Election day [Sec 10, LEA] Close of voting (12 noon) [Sec 84, LEA] Progress and preliminary results available as soon as practicable after close of voting [Sec 85, LEA]
Monday 14 October – Friday 17 October 2025	Official count [Sec 84, LEA]
Friday 17 October – Saturday 18 October 2025	Declaration of result/public notice of declaration [Sec 86, LEA]
mid/late December 2025	Return of electoral donations & expenses form [Sec 112A, LEA]

LEA = Local Electoral Act 2001 LER = Local Electoral Regulations 2001 (incorporating 30 July 2024 changes)

Dale Ofsoske | Electoral Officer | Election Services | January 2025

// bringing change

APPENDIX 2



FAR NORTH DISTRICT COUNCIL



FACT SHEET | PEPA MEKA

2025 LOCAL GOVERNMENT ELECTIONS
11 OCTOBER 2025

➔ WHAT DOES COUNCIL DO?

The District Council meets regularly to make many decisions that impact the day-to-day lives of people in the Far North District. The Council governs a wide range of local services including roads, water systems, rubbish collection, libraries, parks, community centres, dog registration, community and economic development and district planning.

➔ BACKGROUND

Local government triennial elections are being held by postal vote on Saturday 11 October 2025 and will be undertaken by Election Services, under contract to Far North District Council.

The single transferable voting (STV) electoral system will be used for the Far North District Council elections, and the first past the post (FPP) electoral system will be used for the Northland Regional Council elections.

➔ 2025 KEY DATES

Nominations open	Friday 4 July
Nominations close	noon, Friday 1 August
Delivery of voting packs	from Tuesday 9 September
Close of voting	noon, Saturday 11 October
Official results announced	Friday 17 October

➔ WHO IS BEING ELECTED?

Elections will be required for the following positions:

- ➔ Mayor (elected 'at large')
- ➔ Councillors (10)
 - Bay of Islands-Whangaroa General Ward (3)
 - Kaikohe-Hokianga General Ward (1)
 - Te Hiku General Ward (2)
 - Ngā Tai o Tokerau Māori Ward (4)
- ➔ Community Board Members (19):
 - Bay of Islands-Whangaroa Community Board (7):
 - Kerikeri Subdivision (2)
 - Kawakawa-Moerewa Subdivision (1)
 - Paihia Subdivision (1)
 - Russell-Ōpua Subdivision (1)
 - Waipapa Subdivision (1)
 - Whangaroa Subdivision (1)

- Te Hiku Community Board (6):
 - Doubtless Bay Subdivision (1)
 - Kaitiā Subdivision (3)
 - North Cape Subdivision (1)
 - Whatuwhiwhi Subdivision (1)
- Kaikohe-Hokianga Community Board (6):
 - Kaikohe Subdivision (3)
 - North Hokianga Subdivision (1)
 - South Hokianga Subdivision (2)

- ➔ Northland Regional Council Members: either:
 - 1 member from the Far North General Constituency; or
 - 1 member from the Bay of Islands-Whangaroa General Constituency; or
 - 2 members from the Te Raki Māori Constituency

Electors will also be able to vote on two polls — whether to retain or disestablish the Māori ward for the Far North District Council, and whether to retain or disestablish the Māori constituency for the Northland Regional Council. The outcome of these binding polls will apply to the 2028 and 2031 triennial elections.

➔ HOW CAN I BE NOMINATED?

Nominations for these positions open on Friday 4 July 2025 and close at noon on Friday 1 August 2025.

For online nominations go to: www.esp.electionservices.co.nz.

Printed nomination papers and a candidate handbook will also be available during this period from:

- ➔ Council's main office, 5 Memorial Avenue, Kaikohe;
- ➔ Kaitiā Service Centre, Te Ahu, Corner Matthews Avenue and South Road, Kaitiā;
- ➔ Kāeo Service Centre, Leigh Street, Kāeo;
- ➔ Kerikeri Service Centre, John Butler Centre, 60 Kerikeri Road, Kerikeri;
- ➔ Kawakawa Service Centre, Gillies Street, Kawakawa;
- ➔ Rawene Service Centre, 11 Parnell Street, Rawene;
- ➔ or download and print at: www.fndc.govt.nz.

To be eligible to stand for election, a candidate **must** be:

- ➔ a New Zealand citizen (by birth or naturalisation ceremony); **and**
- ➔ enrolled as a Parliamentary elector (anywhere in New Zealand); **and**
- ➔ nominated by two electors whose names appear on the electoral roll within the respective area that a candidate is standing for.

A candidate information handbook is available in May 2025.

➔ WHO CAN VOTE?

Those eligible to vote are all resident electors and non-resident ratepayer electors whose names appear on the electoral roll when it closes on Friday 1 August 2025. The Preliminary Electoral Roll will be available for public inspection between Friday 4 July 2025 and Friday 1 August 2025 at the locations overpage.

Resident Roll: All parliamentary electors, including those on the Māori Electoral Roll, are automatically enrolled on the Resident Roll, at the address where they live. Any alterations to the Resident Roll (e.g. change of address details, including new postal addresses) should be made by:

- ➔ completing the appropriate form (available from the Electoral Commission or Council service centres and libraries);
- ➔ phoning 0800 36 76 56;
- ➔ accessing the Electoral Commission website: www.vote.nz.

Ratepayer Roll: If a person is on the parliamentary roll in one area and pays rates on a property in another area, this person may be eligible to be enrolled on the non-resident ratepayer roll. A firm, company, corporation or society paying rates on a property may nominate one of its members or officers as a ratepayer elector (provided the nominated person resides outside the area). Ratepayer Roll enrolment forms are available at www.fndc.govt.nz or www.ratepayer.co.nz or by phoning 0800 922 822.

All electors will be able to vote for the mayor and the respective community board. Those electors on the general electoral roll will be able to vote for the respective general ward councillors and those on the Māori electoral roll will be able to vote for the Māori ward councillors.

➔ HOW TO VOTE?

Voting packs will be posted to all those who have enrolled from Tuesday 9 September 2025.

The voting period is just under five weeks (Tuesday 9 September 2025 to noon Saturday 11 October 2025). Electors may post their completed voting documents back to the electoral officer using the orange prepaid envelope sent with their voting document.

Polling places for the issuing of special voting documents and for the receiving of completed voting documents will be available from Tuesday 9 September 2025 to noon Saturday 11 October 2025 at all council offices (shown overpage).

On Saturday 11 October 2025, the issuing of special voting documents and the receiving of completed voting documents will be available at Council's Kaitiāia, Kerikeri and Kaikohe offices only.

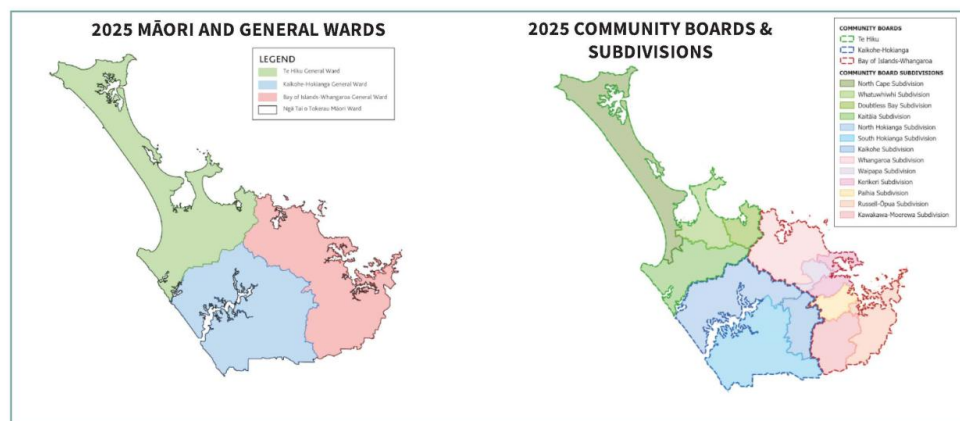
In addition, votes can also be hand-delivered to a vote box at specific locations found on www.fndc.govt.nz.

To be counted, all completed voting documents must be in the hands of the electoral officer or an electoral official by noon, Saturday 11 October 2025.

➔ RESULTS

Progress results will be known early afternoon on election day, and preliminary results will be known on Sunday, 12 October 2025.

Final results will be known by Friday 17 October 2025, and all results will be accessible on Council's website: www.fndc.govt.nz



Dale Ofoske | Electoral Officer
Independent Election Services Ltd
Level 2, 198 Federal Street, Auckland
PO Box 5135 Victoria Street West, Auckland 1142
Email: info@electionservices.co.nz
Phone: 0800 922 822

Casey Gannon | Manager, Strategic Relationships
Far North District Council
5 Memorial Avenue, Kaikohe
Private Bag 752, Kaikohe 0440
Email: casey.gannon@fndc.govt.nz
Phone: 0800 920 029 or (09) 401 5200

APPENDIX 3



**WHEREVER
YOU PAY
RATES
YOU CAN
VOTE.**

Do you live in one area and pay rates on a property in another area?

You may qualify to vote in both areas at the local authority elections in October 2025

You may like to vote in this election. Voting is a way to have your say on what happens in your local community. This information is designed to help you. It notes who you can contact to enrol, and ways you might qualify to vote.

There are two types of electors...

Residential Electors – If you are registered to vote on the electoral roll, you are automatically enrolled to vote in local authority elections. You will receive a voting document so that you can vote by post.

Ratepayer Electors – You may also be eligible to enrol as a non-resident ratepayer elector in a council district if both of these apply:

- you are on the district valuation roll and pay rates in the council district
- the address where you are registered as a Parliamentary elector is outside that council district.

Your eligibility to enrol or be nominated as a ratepayer elector may also depend on your individual circumstances as determined by criteria in the Local Electoral Act 2001 and its regulations.

Enrol now – the Ratepayer Electoral Roll closes on 1 August 2025

An organisation can nominate one of its members or officers to vote on its behalf

If a firm, company, trust, corporation, society partners, joint tenants and tenants in common collectively pay rates on a property in a council district, one of the group may be nominated to be the ratepayer elector. The person nominating and the nominated person must be registered as Parliamentary electors at addresses outside the council district where the property is located.

You can only enrol once

You can only enrol, or be nominated to enrol, once in a council district, no matter how many properties you own in that council district. Council district includes: a city, district and regional council area; a community board area if established; the area of Auckland Council and the local boards.

New Ratepayer Electors

If you think you may be eligible to enrol or to nominate someone as a ratepayer elector, get an Enrolment Form for Ratepayer Electors from the local council where you pay your rates. The Electoral Officer will be able to help you with your application.

If you want further information, please scan the QR code below.



votelocal.co.nz/information-for-voters/ratepayer-roll/



**WHEREVER
YOU PAY
RATES
YOU CAN
VOTE.**

Enrol now – the Ratepayer Electoral Roll closes on 1 August 2025

6.6 INSULATION REQUIREMENTS IN HOUSING AND OTHER BUILDINGS - LETTER TO HON CHRIS PENK

File Number: A5104708

Author: Steve Rylands, Senior Policy Advisor

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval of a letter from Council to the Minister for Building and Construction.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The letter requests that the Minister direct MBIE to investigate:
 - the establishment of a separate climate zone for the far north for the purposes of calculating housing insulation and glazing requirements, reflecting the unique climate of the far north
 - changing the regulations that specify the calculation of insulation requirements for homes with solar and wind energy that are also connected to the grid so reducing compliance costs.

TŪTOHUNGA / RECOMMENDATION

That Council approve the letter from the Mayor to Hon Chris Penk, Minister for Building and Construction.

1) TĀHUHU KŌRERO / BACKGROUND

FNDC recently submitted on an MBIE discussion document¹ which sought feedback on proposed changes to the regulations governing energy efficiency, insulation and glazing in houses and small buildings. Most of the questions in the discussion document were technical, and we supported most of the proposed changes to the regulations.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposals in the letter go well beyond the scope of the FNDC submission to MBIE. The most important proposal in the letter is that the Minister direct MBIE officials to investigate the establishment of a separate climate zone for the far north. In the absence of a letter to the Minister, and a direction to MBIE, our proposal will not be advanced by the Government.

Option 1 (Recommended)

Send the letter to the Minister for Building and Construction.

Option 2

Do not send the letter to the Minister for Building and Construction.

Option 1 is recommended because it raises the profile of our proposals. It asks the Minister to direct MBIE to investigate them.

Option 2 would rely on the submission in response to the discussion document (see footnote 1). The proposals in the submission do not have the scope or profile of the proposals in the letter.

¹ Insulation requirements in housing and other buildings, 9 December 2024

Importantly, if we rely on the submission alone, MBIE would have no mandate to investigate a separate climate zone for the far north.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The proposed letter is the most effective way in which Elected Members can advance these proposals. The letter provides a heightened profile to the case for change that cannot be achieved through Option 2.

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

There are no financial implications.

ĀPITI HANGA / ATTACHMENTS

1. **20250304 - Letter from Council to Hon Chris Penk re Insulation Standards - A5104736**



Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low significance
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The proposals in the letter are directly relevant to the Housing Strategy, which is currently in development.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The proposals have district wide relevance. The views of Community Boards were not sought.
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 decision is not significant and does not relate to land and/or any body of water. Māori have not been consulted on the contents of the letter. Māori will benefit from the proposals. This is because Māori are disproportionately disadvantaged by the high costs of building homes.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	The proposed changes will benefit everyone
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications for Council.
Chief Financial Officer review.	No applicable.



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Private Bag 752, Kaikohe 0440, New Zealand

ask.us@fndc.govt.nz

0800 920 029

fndc.govt.nz

Hon Chris Penk
 Minister for Building and Construction
 Parliament Buildings
 Wellington 6160

13 March 2025

Tēnā koe, Minister

Insulation requirements in housing and other buildings

We are writing to you about the Building Code requirements for insulation in homes and other buildings. The Far North District Council (FNDC) recently submitted in response to an MBIE discussion document¹ which sought feedback on proposed changes to these requirements. This letter reinforces and expands on the points in our submission. We would like the Government to address these issues. Doing so will be an important part of reducing the costs of building homes in the Far North, a district with unique housing and energy affordability challenges.

Overview of Housing Challenges in the Far North

We are a geographically diverse district, with more communities being rural and coastal than urban, and the majority prone to isolation as the result of ever-increasing weather events. We have a rich and diverse cultural history as the home of Te Tiriti o Waitangi. We have one of the largest Māori populations in the motu. We have 11 Iwi, over 250 hapū and over half of the people in the district identify as Māori. We are proudly dedicated to biculturalism in all aspects of council and community.

Our district faces multiple problems with housing quality, availability, and affordability. The district has the highest retail electricity prices in Aotearoa. For example, retail electricity prices in Kerikeri are 33.7 percent higher than those in Auckland.²

Low house prices in some areas of the district make it less attractive for developers. This problem is compounded by high building costs. Developers cannot deliver housing that people can afford, while at the same time sustaining commercially viable margins. FNDC recently commissioned a Housing Business Capacity Assessment³. This assessment reported a large and concerning difference between the numbers of new homes that are enabled by our District Plan and those that are commercially feasible. For example, over the next ten years, the enabled capacity for attached dwellings is 28,195. However, only 3,050 attached dwellings are commercially feasible. Further analysis is in the commissioned report.

Addressing these housing issues will require efforts on multiple fronts. The FNDC is currently developing a far-reaching housing strategy to do so. However, we also ask that you consider specific Government actions that could reduce the cost of building new houses in our district:

- Investigating the establishment of a separate climate zone for the purposes of calculating housing insulation requirements, reflecting the unique climate of the far north
- Considering changed treatment of the insulation requirements for homes with solar and wind energy that are connected to the grid.

¹ Insulation requirements in housing and other buildings, 9 December 2024

² MBIE Quarterly Survey of Domestic Electricity Prices (QSDEP), November 2024

³ Housing and Business Capacity Assessment for FNDC, ME Consulting, July 2024
[HBAReport_FINAL.pdf](#)

A Separate Climate Zone for the Purposes of Calculating Insulation Requirements

In our submission on the MBIE discussion document, we suggested that MBIE should investigate a separate climate zone for Te Hiku. The southern boundary of this zone would be a line between Ahipara and Mangōnui. The publicly available climate data strongly supports a separate climate zone for that part of the region. Annual sunshine hours are around 2,200, compared with around 2,000 hours in the rest of the region. Heating degree days⁴ are also fewer than in Auckland.

Figures 1 and 2 illustrate the mean annual heating degree days for Northland and Auckland respectively.

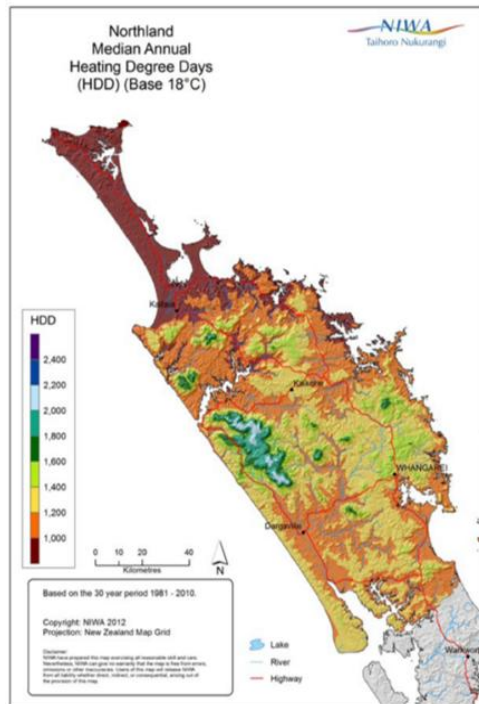


Figure 26. Median annual heating degree days for Northland, 1981-2010.

Figure 1. Northland Median Annual Heating Degree Days⁵

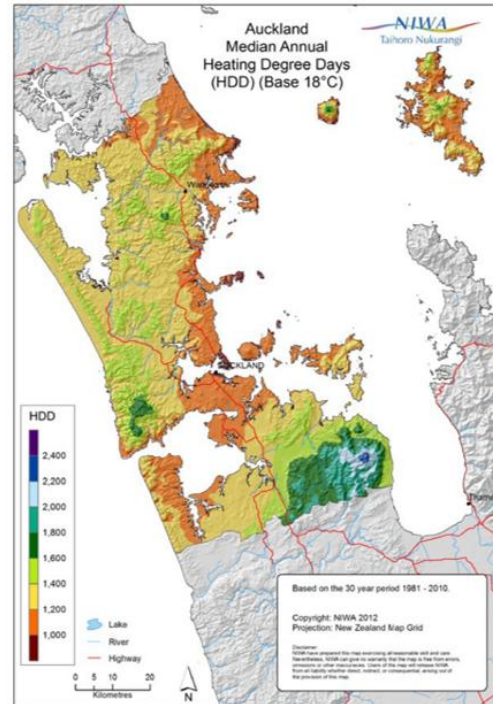


Figure 24. Median annual heating degree days for Auckland, 1981-2010.

Figure 2. Auckland Median Annual Heating Degree Days⁶

Appendix 1 contains tables that compare temperatures at selected locations in the Auckland and Northland regions.

Council asks that you direct MBIE to work with NIWA to investigate the case for a separate climate zone that covers all, or a large part of, the far north district. We would be pleased to work with MBIE as part of that review so that we understand the reasoning for the boundaries between climate zones. We understand that these boundaries need to be set somewhere. However, the climate, energy and housing issues facing the far north are very different to those in Auckland. We need to take every opportunity to address these problems through evidence-based government policies.

⁴ Cooling and heating degree days are measurements that reflect the amount of energy that is required to cool or heat buildings to a comfortable base temperature, which in this case is 18°C.

⁵ NIWA, P.R. Chappell. The Climate and Weather of Northland, 3rd edition, 2013. Figure 26 in the original.

⁶ NIWA, P.R. Chappell. The Climate and Weather of Auckland, 2nd edition, 2013. Figure 24 in the original.

Changed Treatment for Homes with Solar and Wind Connections

We ask that you direct MBIE to investigate the formulation of a new calculation under the H1 acceptable solutions. The objective of the H1 provisions is to facilitate the efficient use of energy⁷. This calculation would apply to a hybrid model of buildings that are connected to the grid, and which also use solar or wind systems. We propose a reduced H1 (insulation and glazing) requirement for these houses. Using solar as an example, this calculation could consider how much electricity will be generated depending on the location and sunshine hours at the housing site and on the size and orientation of a solar panel array. The required construction R-value could then be offset by an amount related to the energy sourced from the solar panels.

Many new homeowners in Northland have solar panels or would like to have renewable energy to take advantage of the unique climate of our district and to contribute to the important goal of Ināia tonu nei: a low emissions future for Aotearoa. At the same time, most of these homeowners would also like to connect to the grid to achieve reliability of electricity supply. Such connections also allow users to sell power back to the grid. These homeowners would rather incur the costs of solar energy systems than the costs of meeting unnecessarily high standards of insulation and glazing.

Thank you for considering our request.

We have sent a copy of this letter to Grant McCallum, MP for Northland.

Ngā Mihi,

Moko Tepania

Mayor – Far North District Council

Felicity Foy

Councillor – Far North District Council

Hilda Halkyard-Harawira

Councillor – Far North District Council

⁷ Building Regulations 1992, Schedule 1, The Building Code.

Appendix 1. Temperature Tables for Auckland and Northland Regions

Table 1. Monthly/annual average growing degree-day totals above base 5 degrees and 10 degrees at selected locations in Northland.

Table 23. Average growing degree-day totals above base 5°C and 10°C.

Location		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Ann
Kaitia Observatory	5°C	450	425	423	359	305	234	219	223	251	293	325	399	3904
	10°C	295	284	268	209	150	86	67	70	101	138	175	244	2086
Kaikohe AWS	5°C	420	398	393	325	276	205	189	194	224	266	298	374	3561
	10°C	265	256	238	175	121	61	44	47	76	111	148	219	1761
Kerikeri EWS	5°C	440	415	414	339	285	213	197	209	243	286	325	394	3762
	10°C	285	274	259	189	131	69	50	59	94	131	175	239	1956
Whangarei Airport	5°C	464	433	428	352	300	225	209	220	253	304	343	422	3953
	10°C	309	292	273	202	145	80	61	69	104	149	193	267	2143
Dargaville 2	5°C	337	362	348	336	273	209	195	204	229	284	321	395	3493
	10°C	289	278	251	186	120	69	54	56	82	129	171	240	1925

Table 2. Monthly/annual average growing degree-day totals above base 5 degrees and 10 degrees at selected locations in Auckland.

Table 22. Monthly/annual average growing degree-day totals above base 5°C and 10°C.

Location		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Ann
Leigh 2	5°C	449	425	439	370	323	255	234	235	260	303	336	405	4032
	10°C	294	284	284	220	168	105	80	81	110	148	186	250	2209
Whenuapai Airport	10°C	429	400	395	305	242	179	158	184	217	266	320	385	3481
	5°C	274	259	240	156	91	48	32	44	71	112	170	230	1728
Henderson River Park	5°C	458	426	414	329	267	185	166	189	233	293	333	411	3704
	10°C	303	285	259	180	113	52	36	48	87	138	183	256	1939
Auckland Airport	10°C	459	432	428	340	277	204	184	205	243	293	337	415	3817
	5°C	304	290	273	190	123	64	45	56	94	138	187	260	2025
Pukekohe EWS	5°C	426	403	397	317	262	188	166	181	220	268	300	376	3504
	10°C	271	262	242	168	109	52	32	39	74	113	150	221	1734

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.1 COMMUNITY BOARD MINUTES - FEBRUARY 2025

File Number: A5070102

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, 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, Bay of Islands-Whangaroa and Kaikohe-Hokianga Community Board February 2025 meetings are attached for Council information.

TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- 18 February 2025 Te Hiku Community Board.
- 20 February 2025 Bay of Islands-Whangaroa Community Board;
- 21 February 2025 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).

These minutes include recommendations to Council. Staff will provide separate reports to seek decisions in future of Council for:

- Application for Easement Over Waipapa Esplanade Reserve
- Application for Easement and License to Occupy over Russell Esplanade Reserve
- Recommendation for Vesting of Recreation Reserve (Kaikohe)
- Ground Lease requests over Kaikohe Landfill
- New Ground Lease to Kohukohu Bowling Club.

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

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

ĀPITI HANGA / ATTACHMENTS

1. 2025-02-18 Te Hiku Community Board Minutes - A5076086 [↓](#) 
2. 2025-02-20 Bay of Islands-Whangaroa Community Board Minutes - A5086914 [↓](#) 
3. 2025-02-21 Kaikohe-Hokianga Community Board Minutes - A5081365 [↓](#) 

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITĀIA
ON TUESDAY, 18 FEBRUARY 2025 AT 10:03AM**

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

IN ATTENDANCE: Cr Hilda Halkyard-Harawira

STAFF PRESENT: Beverly Mitchell (Community Board Coordinator), Marysa Maheno (Democracy Advisor), Kathryn Trewin (Funding Advisor)(online), Michelle Rockell (Team Leader – Property Management)(online), Trinity Lane (Finance and Customer Services Administrator)

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:03am the meeting commenced with a karakia by Cr Hilda Halkyard-Harawira.

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

Chair Adele Gardner noted the lateness of Member Rachel Baucke.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

There is one item not on the agenda that will be discussed later in the meeting. The item is Setting of Land Drainage Committee Meeting Dates 2025. This item was not on the ordinary agenda due to the delay in collating appropriate dates with the Committee chairs. This report can not be delayed as it will not give enough time for the Committees to have their two per-year meetings.

4 NGĀ KAIKŌRERO / SPEAKERS

- Delwynne Stevenson spoke on behalf of Kaitāia Primary School in relation to item 7.6c.

At 10:06am Member Rachel Baucke arrived to the meeting.

- Anastasia Potter spoke on behalf of Youthline Auckland Charitable Trust in relation to item 7.6f.
- Sharon Norman spoke on behalf of Te Hapua Sports Recreation Club in relation to item 7.6e.
- Teia Witehira spoke on behalf of Ōpononi Area School in relation to item 7.6d.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5045096, pages 8 - 9 refers

RESOLUTION 2025/1

Moved: Chairperson Adele Gardner

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

Seconded: Member Rachel Baucke

That Te Hiku Community Board confirm the minutes of the meeting held 17 December 2024 to be a true and correct record.

Note: Member Bill Subritzky requested that staff follow up on the hillside slips over the main access road into Rangiputa Settlement. A suggestion was also made for this to be referred to Kōwhiri-Deputy Mayor Kelly Stratford as she attends all Civil Defence meetings.

CARRIED

6 NGĀ PŪRONGO / REPORTS

7.1 SETTING OF LAND DRAINAGE COMMITTEE MEETING DATES 2025

RESOLUTION 2025/2

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board adopt the following meeting dates for the Kaitāia, Motutangi and Waiharara and Kaikino Area Drainage Committees

- 3 April 2025
- 18 August 2025

CARRIED

7.1 NEW ROAD NAME: 5 FREYJA CRESENT, COOPERS BEACH

Agenda item 7.1 document number A5020299, pages 15 - 18 refers

RESOLUTION 2025/3

Moved: Member Darren Axe

Seconded: Member Rachel Baucke

That Te Hiku Community Board name a private road currently located at 5 Freyja Crescent, Coopers Beach "Heimdal Way".

CARRIED

7.2 NEW ROAD NAME: 65 FOSTERS ROAD, MANGŌNUI

Agenda item 7.2 document number A5003136, pages 21 - 24 refers

RESOLUTION 2025/4

Moved: Member Rachel Baucke

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board name a private road located at 65 Fosters Road, Mangōnui, as "Harbour View Rise".

CARRIED

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

7.3 NEW ROAD NAME: LOT 2, MOREY ROAD, CABLE BAY

Agenda item 7.3 document number A5028429, pages 26 - 29 refers

RESOLUTION 2025/5

Moved: Chairperson Adele Gardner

Seconded: Member Rachel Baucke

That Te Hiku Community Board name a private right of way, "Stoney Bay Lane" that is currently located at Lot 2, Morey Road, Cable Bay.**CARRIED****7.4 NEW GROUND LEASE TO WAIPAPAKAURI SPORTS COMPLEX INCORPORATED OVER 24 WAIPAPAKAURI DOMAIN ROAD**

Agenda item 7.4 document number A5039489, pages 31 - 36 refers

RESOLUTION 2025/6

Moved: Chairperson Adele Gardner

Seconded: Member Rachel Baucke

That Te Hiku Community Board leave to lie the New Ground Lease to Waipapakauri Sports Complex Incorporated Over 24 Waipapakauri Domain Road report.**CARRIED****7.5 PROJECT FUNDING REPORTS**

Agenda item 7.5 document number A5066796, pages 39 - 40 refers

RESOLUTION 2025/7

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

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

- a) Coopers Beach Bowling Club**
- b) Friends of Rangikapiti Reserve**
- c) Northland Floral Art Society**
- d) Waiharara Hall Society**

CARRIED**7.6a FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/8

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board

Page 3

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

- a) approve the sum of \$1,948 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitāia and Districts Agricultural and Pastoral Association for costs towards the 2025 A&P Show; and
- b) approve the balance of \$396.05 granted to the Association for the 2024 Spring Fair but not spent be used for the 2025 show instead.

CARRIED

Deputy Chair John Stewart declared his conflict of interests for items 7.6b and 7.6c.

7.6b FUNDING APPLICATIONS

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/9

Moved: Member Sheryl Bainbridge

Seconded: Councillor Felicity Foy

That Te Hiku Community Board approve the sum of \$1,500 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Frank Malley for costs for 2025 Kaitāia MetalFest subject to providing further quotes for the PA system.

Abstained: Deputy Chairperson John Stewart

CARRIED

7.6c FUNDING APPLICATIONS

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/10

Moved: Member Rachel Baucke

Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$6,500 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Kaitāia Primary School for marquee hire costs for the 150th anniversary celebrations.

Abstained: Deputy Chairperson John Stewart

CARRIED

7.6d FUNDING APPLICATIONS

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/11

Moved: Member Sheryl Bainbridge

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board:

- a) approve the sum of \$7,300 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Ōpononi Area School for costs towards hosting the 50th Te Tai Tokerau Kapa Haka Festival; and

Page 4

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

- b) note that the approved funds go towards the St John quotes and entry fees of all schools that are participating from Te Hiku area.

CARRIED**7.6e FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

RESOLUTION 2025/12

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$17,250 (plus GST if applicable) be paid from the Board's Pride of Place Fund account to Te Hapua Sports and Recreation Club for costs towards drainage works.

CARRIED**7.6f FUNDING APPLICATIONS**

Agenda item 7.6 document number A5066981, pages 51 - 55 refers

MOTION

That Te Hiku Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust costs towards providing Youthline call centre services.

LOST**AMENDMENT**

That Te Hiku Community Board approve the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust costs towards providing Youthline call centre services subject to

CARRIED

The amendment became the substantive motion.

RESOLUTION 2025/13

Moved: Member William (Bill) Subritzky

Seconded: Member Sheryl Bainbridge

That Te Hiku Community Board approve the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Youthline Auckland Charitable Trust costs towards providing Youthline call centre services with the condition that Youthline Auckland Charitable Trust provide reporting on outcomes in the Te Hiku area.

CARRIED

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 February 2025

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 8.1 document number A5068829, pages 124 - 124 refers

RESOLUTION 2025/14

Moved: Deputy Chairperson John Stewart

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board note the January 2025 member reports from Chairperson Adele Gardner and member Bill Subritzky.

Note: Verbal reports were received from Deputy Chair John Stewart, Members Darren Axe, Bill Subritzky, Rachel Baucke, Sheryl Bainbridge and Crs Felicity Foy and Hilda Halkyard-Harawira.

CARRIED

8.2 TE HIKU COMMUNITY BOARD FEBRUARY 2024 OPEN RESOLUTION REPORT

Agenda item 8.2 document number A5045102, pages 129 - 129 refers

RESOLUTION 2025/15

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

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

CARRIED

8 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 12:57pm with a karakia by Member Baucke.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 18 March 2025.

.....
CHAIRPERSON

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 February 2025

**MINUTES OF
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 20 FEBRUARY 2025 AT 10:02 AM**

PRESENT: Chairperson Belinda Ward, Deputy Chairperson Lane Ayr, Councillor Ann Court, Member Bruce Mills, Member Amy Slack, Member Jane Hindle, Member Tyler Bamber.

IN ATTENDANCE: Councillor Babe Kapa.

STAFF PRESENT: Kim Hammond (Community Board Coordinator), Maria Bullen (Democracy Advisor), Kathryn Trewin (Funding Advisor), Peggy Veen (Principal Advisor).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:02am, Chair Ward commenced the meeting and Cr Kapa opened with a karakia.

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

- There were no apologies or conflicts of interest for this meeting.

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- There were no public forum speakers for this meeting.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- There were no deputations for this meeting.

5 NGĀ KAIKŌRERO / SPEAKERS

- Anastasia Potter (virtual) representing Youthline Auckland Charitable Trust, speaking in relation to funding application item 7.5e, page 64.
- Denise Turner representing Ōpononi Area School, speaking in relation to funding application item 7.5b, page 64.
- Gerry Paul representing Turner Centre, speaking in relation to funding application item 7.5f, page 65.

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5044371, pages 8 - 14 refers

RESOLUTION 2025/1

Moved: Chairperson Belinda Ward

Seconded: Deputy Chairperson Lane Ayr

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held

Page 1

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 February 2025

on 17 December 2024 are a true and correct record.

CARRIED

7 NGĀ PŪRONGO / REPORTS**7.1 NEW ROAD NAME: 65 A-F KERIKERI INLET ROAD, KERIKERI**

Agenda item 7.1 document number A5018050, pages 15 - 19 refers

RESOLUTION 2025/2

Moved: Member Tyler Bamber
Seconded: Deputy Chairperson Lane Ayr

That Bay of Islands-Whangaroa Community Board name the right of way currently located at 65 A-F Kerikeri Inlet Road, Kerikeri, "Awa Lane".

CARRIED

7.2 APPLICATION FOR EASEMENT OVER WAIPAPA ESPLANADE RESERVE

Agenda item 7.2 document number A5051196, pages 20 - 36 refers

RESOLUTION 2025/3

Moved: Member Bruce Mills
Seconded: Member Tyler Bamber

That the Bay of Islands-Whangaroa Community Board:

a) Recommends to the Far North District Council as follows:

That the Far North District Council in its role as the administering body of the local purpose (esplanade) Reserve, Lot 3 DP 376253 (held in CFR 318792) and pursuant to its powers under section 48(1) Reserves Act 1977:

- 1. the granting of a stormwater drainage easement (shown as A on LT Plan 605935) over the local purpose reserve, subject to it:**
 - a. meeting Reserves Act 1977 requirements, at no cost to Council**
 - b. including a condition that requires the landowner benefiting from the easement to provide at their costs an access structure over the drain, if the reserve becomes part of an accessible network.**
- 2. Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, and public access is not currently available.**

CARRIED

7.3 APPLICATION FOR EASEMENT AND LICENCE TO OCCUPY OVER RUSSELL ESPLANADE RESERVE

Agenda item 7.3 document number A5053486, pages 37 - 48 refers

RESOLUTION 2025/4

Moved: Member Jane Hindle

Page 2

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 February 2025

Seconded: Member Amy Slack

That the Bay of Islands-Whangaroa Community Board:

a) Recommends to the Far North District Council as follows:

That the Far North District Council in its role as the administering body of the Local Purpose (esplanade) Reserve, Lot 5 DP 79476, (without title) and pursuant to its powers under section 48(1) Reserves Act 1977:

- 1. the granting of a stormwater drainage easement (shown as B on Plan 24495) over the local purpose reserve, subject to it:**
 - a. meeting Reserves Act 1977 requirements, at no cost to Council**
 - b. having a condition imposed that requires the applicant to use materials and design that protect the amenity values of the beach area where the structure is visible.**
- 2. Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, and public use and access is not affected.**

CARRIED

7.4 CHAIRPERSON AND MEMBERS REPORT

Agenda item 7.4 document number A5060852, pages 49 - 62 refers

RESOLUTION 2025/5

Moved: Member Amy Slack

Seconded: Member Bruce Mills

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Ward and Members Jane Hindle and Roddy Pihema.

CARRIED

At 11:24am, the meeting was adjourned and resumed at 11:51am.

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5062102, pages 63 - 78 refers

RESOLUTION 2025/6

Moved: Member Amy Slack

Seconded: Member Jane Hindle

- a) That Bay of Islands-Whangaroa Community Board approve the sum of \$610 (plus GST if applicable) be paid from the Boards Community Fund account to the ArtsXL Charitable Trust for costs towards the 100 x 100 art show.**

CARRIED

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 February 2025

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5062102, pages 79 - 92 refers

RESOLUTION 2025/7

Moved: Member Bruce Mills

Seconded: Member Amy Slack

- b) That Bay of Islands-Whangaroa Community Board approve the sum of \$7,500 (plus GST if applicable) be paid from the Boards Community Fund account to the Opononi Area School for costs towards the 50th anniversary Te Tai Tokerau Secondary Schools Kapa Haka Festival. substantive**

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5062102, pages 93 - 103 refers

TŪTOHUNGA / RECOMMENDATION

- c) That Bay of Islands-Whangaroa Community Board leave to lie: approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Fund account to the Road Safety Education Limited for costs towards running road safety education classes at Kerikeri High School.**

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5062102, pages 104 - 112 refers

RESOLUTION 2025/8

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Tyler Bamber

- d) That Bay of Islands-Whangaroa Community Board approve the sum of \$1,460 (plus GST if applicable) be paid from the Boards Community Fund account to the Te Whare Pora o Whangaroa for costs towards Heti and Hope concert.**

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5062102, pages 113 - 124 refers

RESOLUTION 2025/9

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

- e) That Bay of Islands-Whangaroa Community Board approve the sum of \$8,000 (plus GST if applicable) be paid from the Boards Community Fund account to the Youthline Auckland Charitable Trust for costs towards helpline services with the condition that Youthline Auckland Charitable Trust provide reporting on outcomes in the Bay of Islands-Whangaroa Community Board area.**

CARRIED

Page 4

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 February 2025

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5062102, pages 125 - 134 refers

RESOLUTION 2025/10

Moved: Member Jane Hindle

Seconded: Member Tyler Bamber

- f) That Bay of Islands-Whangaroa Community Board approve the sum of \$5,000 (plus GST if applicable) be paid from the Boards Community Fund account to the Centre (Turner Centre) Kerikeri for costs towards community kapa haka classes.**

Abstained: Deputy Chairperson Lane Ayr

CARRIED

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5062102, pages 135 - 140 refers

RESOLUTION 2025/11

Moved: Member Bruce Mills

Seconded: Deputy Chairperson Lane Ayr

- g) That Bay of Islands-Whangaroa Community Board approve the sum of \$1,518 (plus GST if applicable) be paid from the Boards Community Fund account to the Whangaroa County Museum and Archive for costs towards promotion and a scenic tourist map.**

CARRIED

7.6 PROJECT FUNDING REPORTS

Agenda item 7.6 document number A5070308, pages 141 - 156 refers

RESOLUTION 2025/12

Moved: Member Bruce Mills

Seconded: Deputy Chairperson Lane Ayr

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

- a) Our Kerikeri – 2024 Chess Competition**
- b) Foster Hope Northland**
- c) Kawakawa Christmas Event**
- d) Turner Centre – This is Us Here Now**
- e) Whangaroa Arts Festival**
- f) Whangaroa Recreation and Community Centre**

CARRIED

UNCONFIRMED

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 February 2025

8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT

Agenda item 8.1 document number A5044352, pages 157 - 158 refers

RESOLUTION 2025/13

Moved: Chairperson Belinda Ward

Seconded: Member Jane Hindle

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

CARRIED

8 TE KAPINGA HUI / MEETING CLOSE

At 12:42pm, Cr Kapa concluded the meeting with a karakia.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 20 March 2025.

.....
CHAIRPERSON

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

**MINUTES OF
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE
ON FRIDAY, 21 FEBRUARY 2025 AT 10:03 AM**

PRESENT: Deputy Chairperson Tanya Filia, Member Mike Edmonds, Member Trinity Edwards (online), Member Harmonie Gundry, Member Jessie McVeagh

IN ATTENDANCE: Councillor Babe Kapa, Kōwhai - Deputy Mayor Kelly Stratford

STAFF PRESENT: Melissa Wood (Community Board Coordinator), Maria Bullen (Democracy Advisor), Kathryn Trewin (Funding Advisor), Piripi Rakena (Kaiarahi Kaupapa Māori).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:00am, Deputy Chair Tanya Filia commenced the meeting and opened with a karakia.

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

APOLOGY

RESOLUTION 2025/1

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the apology received from Chairperson Chicky Rudkin and Cr Vujcich be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Linda Bracken from Kaikohe Business Association shared community feedback and updates.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Robert Newport speaking in relation to the traffic calming/speed bumps petition in Ōkaihau.

ATTACHMENTS TABLED AT MEETING

Attachments tabled at meeting

- 1 Petition Supporting Documents
- 2 Speed Calming Petition - Written Signatures
- 3 Letter received from Shaun Rielly

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Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

MOTION**RESOLUTION 2025/2**

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board ask Council staff members responsible for traffic counting measures do a preliminary investigation and report back to the Kaikohe-Hokianga Community Board at the earliest convenience.

CARRIED**5 NGĀ KAIKŌRERO / SPEAKERS**

- Ngāwai Tuson representing Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngapuhi in regard to agenda item 7.5 page 86 refers.
- Anastasia Potter representing Youthline Auckland Charitable Trust in regard to agenda item 7.5 page 92 refers.
- Shane Watts and Josh Matini representing One Life Production in regard to agenda item 7.5 page 112 refers.

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

Agenda item 6.1 document number A4536127, pages 8 - 8 refers

RESOLUTION 2025/3

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting 22 November and 4 December 2024 as a true and correct record.

CARRIED**7 NGĀ PŪRONGO / REPORTS****7.1 RECOMMENDATION FOR VESTING OF RECREATION RESERVE**

Agenda item 7.1 document number A5046674, pages 18 - 23 refers

RESOLUTION 2025/4

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board recommend to Council that:

- Proposed Lot 93 of 2250013-RMACOM is vested with Council as a recreation reserve**
- Proposed Lot 400 of 2250013-RMACOM is vested with Council as a local purpose**

Page 2

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

(esplanade) reserve.

CARRIED

7.2 AMENITY LIGHTING PRIORITIES

Agenda item 7.2 document number A5008208, pages 26 - 36 refers

RESOLUTION 2025/5

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board approve:

- a) **The installation of the Amenity lights as**
 - i) **Priority #1, Financial Year 2024/25 - Kaikohe Marino Court EV Charging Station**
 - ii) **Priority #2, Financial Year 2025/26 - Ōmāpere Freese Park Playground**
 - iii) **Priority #3, Financial Year 2026/27 – Ōpononi Fairlie Crescent/SH12 Walkway**
- b) **the ongoing operational expenditure of \$1,500 per annum for each of the lights over the next three years (2024/2027).**

CARRIED

7.3 GROUND LEASE REQUESTS OVER KAIKOHE LANDFILL

Agenda item 7.3 document number A4945860, pages 37 - 42 refers

RESOLUTION 2025/6

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the Kaikohe – Hokianga Community Board recommend that Council deny all new ground lease requests over Part 3 and 4 DP 22327 Blk XV Omapere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.

Abstained: Deputy Chairperson Tanya Filia

CARRIED

7.4 NEW GROUND LEASE TO KOHUKOHU BOWLING CLUB INCORPORATED OVER 22 BEACH ROAD, KOHUKOHU

Agenda item 7.4 document number A5039534, pages 69 - 74 refers

RESOLUTION 2025/7

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe - Hokianga Community Board:

- a) **recommend to Council that the process is commenced on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD,**

Page 3

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269.

b) The terms of the proposed lease shall be:

- Term: 30 Years (10+10+10)
- Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.

c) agrees to hear any submissions received in response to the consultation process and to make recommendations to Council.

CARRIED

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5003857, pages 73 - 85 refers

RESOLUTION 2025/8

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

- a) That the Kaikohe-Hokianga Community Board approve the sum of \$1,570 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to South Hokianga Memorial Hall Committee for the costs towards the purchase of a floor polisher for the hall.

CARRIED

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5003857, pages 86 - 91 refers

RESOLUTION 2025/9

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

- b) That the Kaikohe-Hokianga Community Board approve the sum of \$5,500 (plus GST if applicable) be paid from the Boards Community Placemaking Fund Account to Te Roopu Kaumatua Kuia o Te Whare Tapu o Ngāpuhi for the costs towards purchasing a trailer for use in the rohe.

CARRIED

7.5 FUNDING APPLICATIONS

Agenda item 7.5 document number A5003857, pages 92 - 102 refers

RESOLUTION 2025/10

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

- c) That the Kaikohe-Hokianga Community Board approve the sum of \$3,000 (plus GST if

Page 4

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

applicable) be paid from the Boards Community Grant Fund Account to Youthline Auckland Charitable Trust for the costs towards operating the helpline service.

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 124 - 131 refers

RESOLUTION 2025/11

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

- d) That the Kaikohe-Hokianga Community Board approve the sum of \$5,000 (plus GST if applicable) as granted to the Ōkaihau Community Association on 12 April 2023 (resolution 2023/25) for the design and pricing of a kitchen and/or toilet for the Ōkaihau hall be instead utilised for the purchase of refrigerators and a microwave for the hall kitchen.

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 103 - 111 refers

RESOLUTION 2025/12

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

- e) That the Kaikohe-Hokianga Community Board leave the application from Whenua Warrior for the costs towards community gardens to lie on the table until the applicant provides supporting information for their application.

CARRIED**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 112 - 117 refers

MOTION

Moved: Member Tanya Filia

Seconded: Member Jessie McVeagh

- f) That the Kaikohe-Hokianga Community Board approve the sum of \$xxx (plus GST if applicable) be paid from the Boards Community Grant Fund Account to One Life Productions for the costs towards composing and producing a song.

LOST**7.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5003857, pages 118 - 123 refers

RESOLUTION 2025/13

Moved: Member Mike Edmonds

Page 5

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

Seconded: Member Jessie McVeagh

- g) That the Kaikohe-Hokianga Community Board approve the sum of \$1,150 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Ohaeawai Taiamai Residents and Ratepayers Association for the costs towards the 2025 Taiamai Day.**

CARRIED

Item 7.5h, funding application for Kohukohu Hall Committee was withdrawn before the meeting.

7.6 PROJECT FUNDING REPORTS

Agenda item 7.6 document number A5071459, pages 134 - 136 refers

RESOLUTION 2025/14

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

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

- a) **Hokianga Bowling Club**
- b) **Hokianga Country Music Festival**
- c) **Kaikohe Rugby Football and Sports Club**
- d) **Northland Edible Garden Trail**
- e) **Ohaeawai Residents and Ratepayers**
- f) **Okaihau Whanau House**
- g) **R Tucker Thompson**
- h) **South Hokianga Growers Market**
- i) **St Mary's Church, Kohukohu**
- j) **Taheke Hall Committee**
- k) **Te Pu o Te Wheke Community Gallery**
- l) **The Centre – Children are Stinky**

CARRIED

7.7 NEW ROAD NAME: 12-16 MANGAKAHIA ROAD, KAIKOHE

Agenda item 7.7 document number A5019336, pages 165 - 167 refers

RESOLUTION 2025/15

Moved: Member Mike Edmonds

Seconded: Member Tanya Fila

That the Kaikohe-Hokianga Community Board name a right of way currently located at 12-16 Mangakahia Road, Kaikohe, "Te Ara Tika".

CARRIED

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

7.8 CHAIRPERSON AND MEMBERS REPORTS

Agenda item 7.8 document number A4536072, pages 169 - 169 refers

RESOLUTION 2025/16

Moved: Member Jessie McVeagh

Seconded: Member Mike Edmonds

That the Kaikohe-Hokianga Community Board note the December 2024 - January 2025 member reports from Chair Chicky Rudkin, and Deputy Chair Tanya Filia.**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 KOHUKOHU SPEED LIMITS UPDATE**

Agenda item 8.1 document number A4998427, pages 177 - 178 refers

RESOLUTION 2025/17

Moved: Member Jessie McVeagh

Seconded: Deputy Chairperson Tanya Filia

That the Kaikohe-Hokianga Community Board receive the report Kohukohu Speed Limits Update.**CARRIED****8.2 CONDITION ASSESSMENT SUMMARY FOR COUNCIL HALLS**

Agenda item 8.2 document number A4990097, pages 179 - 180 refers

RESOLUTION 2025/18

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board receive the report Condition Assessment Summary for Council Halls.**CARRIED****8.3 HOKIANGA FERRY LIAISON GROUP MEETING 1ST NOVEMBER 2024**

Agenda item 8.3 document number A5006026, pages 183 - 184 refers

RESOLUTION 2025/19

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board receive the report Hokianga Ferry Liaison Group Meeting 1st November 2024.**CARRIED**

Page 7

UNCONFIRMED

Kaikohe-Hokianga Community Board Meeting Minutes

21 February 2025

8.4 KAIKOHE-HOKIANGA COMMUNITY BOARD FEBRUARY OPEN RESOLUTION REPORT

Agenda item 8.4 document number A4536189, pages 189 - 189 refers

RESOLUTION 2025/20

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe-Hokianga Community Board receive the report Kaikohe-Hokianga Community Board February Open Resolution Report.**CARRIED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/21**

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

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
9.1 - Removal and Appointment of Cemetery Trustees - Waiotemarama Cemetery	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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**8 TE KAPINGA HUI / MEETING CLOSE**

At 11:39am, Member Harmonie Gundry concluded the meeting with a karakia.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 21 March 2025.

.....
CHAIRPERSON

Page 8

7.2 MAYOR AND COUNCILLOR'S REPORTS

File Number: A5056539

Author: Maria Bullen, Democracy Advisor

Authoriser: Aisha Huriwai, 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 - Deputy Mayor Kelly Stratford and Councillors Babe Kapa, Ann Court, John Vujcich, Steve McNally and Hilda Halkyard-Harawira.

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 ĀPITI HANGA / ATTACHMENTS

1. Kahika-Mayor Moko Tepania Members Report - A5103168 [↓](#) 
2. Kōwhai - Deputy Mayor Kelly Stratford Members Report - A5103508 [↓](#) 
3. Cr Babe Kapa Members Report - A5101570 [↓](#) 
4. Cr Ann Court Members Report - A5101583 [↓](#) 
5. Cr John Vujcich Members Report - A5101581 [↓](#) 
6. Cr Steve McNally Members Report - A5103177 [↓](#) 
7. Cr Hilda Halkyard-Harawira Members Report - A5103567 [↓](#) 



Te Tari o te Kahika o Te Hiku o te Ika Office of the Mayor of the Far North

Member's Report - February 2025

DATE	MEETING TOPIC
31/01/25 Headquarters	Office of the Mayor Weekly Briefing Waitangi Briefing Council Agenda Preview
02/02/25 Waitangi	National Iwi Chairs' Forum Pōwhiri
03/02/25 Waitangi	Reopening of Te Tiriti o Waitangi 1840 Marae Pōwhiri for the Governor-General Radio Wātea Interview
04/02/25 Waitangi	Meeting with Leader of the Opposition, Rt. Hon. Chris Hipkins Pōwhiri for the Judiciary, Waitangi Tribunal, Diplomatic Corps & Local Government NZ Pōwhiri for the Kiingitanga Te Kōngahu Exhibition Opening for the 50th Anniversary of the Waitangi Tribunal
05/02/25 Waitangi	Pōwhiri for Parliamentarians Beat Retreat and Ceremonial Sunset Waitangi National Trust Commemorations Evening
06/02/25 Waitangi	Waitangi Day Dawn Service Interview with NZ Herald, Newsroom, the Spinoff Waka Parade Live Broadcast Interview with Cr Alex Crackett RNZ Māpuna Podcast Interview Meeting with MP Grant McCallum and Local Government NZ Local Government NZ Dinner
10/02/25 Headquarters	Annual Plan Workshop Māngungu Commemorations Briefing Constituent Meeting

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Te Tari o te Kahika o Te Hiku o te Ika
Office of the Mayor of the Far North

11/02/25 Headquarters	Te Huia Committee Local Water Done Well Workshop National Mayors Taskforce for Jobs Meeting via Teams
12/02/25 Māngungu	Māngungu Commemorations for Te Tiriti o Waitangi
13/02/25 Headquarters	Council Meeting Young Elected Member Wellbeing Zoom
14/02/25 Headquarters	Oral Submission to the Principles of the Treaty of Waitangi Bill via Zoom with Cr Kapa Office of the Mayor Weekly Briefing
15/02/25 Broadwood	North Hokianga A&P Show
17/02/25 Kaikohe	Te Hiku FM Interview Radio Wātea Interview Kaikohe Konnections Hui Community Board Chairs' Catchup via Teams
18/02/25 Headquarters	Far North Business Association Leaders' Meeting Weekly Chief Executive Catchup Waitangi & Māngungu Debrief via Teams
19/02/25 Headquarters	Catchup with MTFJ Coregroup Chair via Teams Te Miromiro - Assurance, Risk & Finance Committee
20/02/25 Headquarters	Business & Agency Leaders' Call via Teams Te Huia Subcommittee Meeting via Zoom
21/02/25 Kaitiāia	Joint Regional Economic Development Committee Meeting via Teams Te Oneroa-a-Tōhe Board Meeting Local Government NZ Waitangi Week Debrief via Teams
22/02/25 Kaitiāia	Kaitiāia A&P Show

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Te Tari o te Kahika o Te Hiku o te Ika
Office of the Mayor of the Far North

24/02/25 Wellington	National Council - Local Government NZ Radio Wātea Interview
25/02/25 Wellington	National Council - Local Government NZ Temple Tour, Manukau City
26/02/25 - 01/03/25 New Plymouth	Te Matatini ki Te Kāhui Maunga Business & Agency Leaders' Call via Teams Office of the Mayor Weekly Briefing via Teams

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Member Report

Name: Kōwhai | Deputy Mayor Kelly Stratford

Ward: Bay of Islands – Whangaroa

Date: 2 March 2025

Meetings/Events Attended

Date	Meeting Topic	Comment
31 Jan 2025	Council agenda preview	
	Citizenship Ceremony	Always beautiful. Especially with a haka tautoko, and a non-Te Reo Māori speaker doing our anthem in Te Reo Māori after doing her affirmation or oath!
2 Feb 2025 – 6 th Feb 2025	Waitangi Week	Attended a number of pōwhiri welcoming delegates from Iwi chairs, Judicial, local government, international representatives, central government and Te Kingitanga. Attended a number of hui advocating on the priorities of Far North, local government and housing. I am in my 5 th level of studying Te Reo Māori, all of the pōwhiri were valuable for my learning journey. And confidence with Te Reo Māori. A highlight of the week was the re-opening of Te Tiriti o Waitangi Marae and getting inside to see the reinstated carvings, with the beautiful, refurbished interior was amazing. A great week of networking and lifting of the wairua.
10 Feb 2025	Annual Plan workshop	Presented with extensive operational finance information. And an update on the work staff are doing to keep the rates increase to the planned (as per LTP), 11.3% - which still doesn't fit comfortably with me, however, this is as a result of severe weather events and also the increased roading maintenance – this was not going to pay for itself.
	Māngūngū briefing	Final preparations for council presence at Māngūngū Mission – which was the largest signing of Te Tiriti by Chiefs.
11 Feb 2025	Te Huia – Executive Review Committee	Councils' sole employee is the CE. We drive the performance of the organisation through the CE and improvements in the organisation through his KPIs, and measure his performance through reporting on his KPIs. Council has been developing new KPIs since October last year, after our CE had met the majority of his previous KPIs. Looked at the new KPIs we have been working on and looking to workshop them



Member Report

		before the next Te Huia Komiti where we will adopt them.
	Local Waters Done Well	<p>We received an update on progress since the last workshop in December. Without the legislation having progressed through parliament, it feels a bit pre-emptive. Submissions closed 25 Feb. So, await next steps, but staff still working on proposed new structure for 3 waters. This will be coming out for consultation in March to the public, subject to the Act, we will be consulting on new water services delivery models https://www.dia.govt.nz/Water-Services-Policy-Water-Services-Delivery-Plans#FAQs</p> <p>This includes potential joint arrangements with our fellow Northland councils.</p>
13 Feb 2025	CDEM Radio Interview	Promoting having a household or business plan in place in case of emergencies.
	Council hui	
14 Feb 2025	Office of the Mayor briefing	Looking ahead, reminders for Friday notices, comms and Mayors Taskforce for Jobs updates.
17 Feb 2025	Far North Writers, Readers and Poets Festival	Early discussion with one of the planning team regarding this event coming in August, and potential role of council.
18 Feb 2025	BOI Rec Centre Advisory Group	Terms of reference being reviewed, and an MoU developed between parties over agreed usage and parameters of type of usage of the pool (learn to swim).
	Temu Tapua, Kahika, Kōwhai catchup	Quarry Rd and water outages were the key issues discussed.
	Waitangi and Māngūngū debrief	A debrief of elected members with staff, with expectation our feedback will be taken back to the Waitangi Week organising committee. Huge improvement on traffic management. Still room for improvement here and on the illegal parking situation.
19 Feb 2025	Te Miromiro	The focus of our assurance, risk and finance hui this meeting was primarily around risk.
	BOI Hockey	In preparation for the Masters Tournament



Member Report

21 Feb 2025	Kaikohe Hokianga Community Board	There to listen, grateful to attend and be able to awahi members, and also be across some of the recommendations coming to the council table.
23 Feb 2025	Hockey Masters Tournament	Opening of the tournament at Lindvart Park.
25 Feb 2025	Te Koukou Komiti	Komiti hui followed by a workshop, hearing about the roading contracts, separable portion 4 – improvements and the process for the new contract going forward.
26 Feb 2025	Te Pātukurea Draft Spatial Plan workshop	After much work by the community and hapū over this last year, we are finally ready to consult on the Draft Spatial Plan for Kerikeri-Waipapa. It includes proposals to allocate 18.5 hectares of commercial land and 4.7 hectares of industrial land which follows the Housing and Business capacity assessment.
	Sportsville AGM	<p>Attended on behalf of my colleagues. Inquiries regarding mowing schedule for the fields they had an embarrassing level of service when the contract was changed.</p> <p>Pavilion – great interest in council retaining this as an asset. Do we need a resolution at council to secure this? Are the public being rated for this asset, is council paying insurance on it, and depreciating it, will there be funds starting to reaccumulate towards maintenance and renewals or is this funding going to the Sportsville operations grant. The Sportsville grant is increasing from 40k to 75k in the coming financial year – have we allowed for this in the annual plan. Note that Sportsville are establishing a Friends of Lindvart Park hui, which is going to be held Sundays (date to be confirmed, monthly). It is for the users of Lindvart Park to come together and discuss operational issues. Which are then escalated by the Sportsville chair to FNDC staff, where appropriate.</p>
27 Feb 2025	Waimamaku Housing Development	Resource consented housing project which will have a positive impact on the housing demand in Waimamaku. Facilitated the conversation between project manager and FNHL.
	Te Kuaka Komiti	
	Kerikeri Retirement Village	Participated in providing my views for perception research



Member Report

2 Mar 2025	Cruzn the Bays	On behalf of Kahika. Attended and picked best classic car, best dressed Diva. Took in the great music by young band Rumpus Machine & received a lot of feedback on the Waitangi bridge congestion due to cruise ship buses and the classic cars being on the same day.
3 Mar 2025	Z Energy	Z reached out regarding our fleet, and ways that they could assist the organisation in the implementation of full EV. And also, opportunities to work together on install of public charging infrastructure, where appropriate.
	Disability Accessibility Group	Number of mobility carparking spaces under review, including designation of new parking outside the lab in Kerikeri, outside the pharmacy in Kawakawa. And the removal of mobility parking space outside the vets in Kawakawa, which is not generally used by those with accessibility needs.
	Housing Portfolio	Discussed the interim housing implementation plan. One topic that came up was integration of housing shortfall with the district wide spatial plan. And the impact of not addressing growth.
	Keikeri CBD Road Designation Process	Going over the possible options for shortlisting.

Community Matters

Topic	Comment
Russell WWTP	Public works act inquiry – progressing, still waiting for final needs assessment on the land. But it is looking like the demands of the landfill site are going to impact what the resident is seeking.
Hihitahi Rise	Need to ensure funding is sought to deliver this resilience work. Health and Safety issue with the road, and our water storage at this location. Looking for an update on the monitoring data in July please.
Ohaeawai stormwater	Need staff to front up to the community on this issue. <i>They did an LTP submission, and I was assured it was in hand by staff, otherwise I would have fought for it in deliberations.</i>
Laundromat	Moerewa has no wastewater treatment plant. Community and hapū are concerned that a consent may be granted for discharge into the river for the new laundromat. A consent was erroneously granted. And then cancelled. Currently no consent in place. Applicant working on a new one. Any update?



Member Report

Kohukohu Town Hall	Concerns regarding the unsuccessful funding application. What next, for this high-profile historic hall please, ensuring it stays open, and is not degrading.
Rangitane Maritime	A notice to appeal has been lodged as a placeholder, pending a decision of council.

Portfolio Update: Housing

- Workshop to inform elected members on the housing strategy progress and the Airbnb data coming late March.

Portfolio Update: Emergency Management

- Section 17a review of the service level agreement between the four councils underway.
- Multi agency coordination centre final agreements coming to councils for approval.
- Await confirmation of on staff local controller (not a contractor) and staff recovery manager.
- Have requested a hui as portfolio holder, to discuss internal CDEM policies and procedures, however this is not being actioned as it is not deemed a portfolio role. How are elected members supposed to carry out their appointed roles without support from the organisation!
- We need to work with iwi to see if they have any CIMs trained staff and could become part of our pool of controllers in a significant event.

Portfolio Update: Climate Action

- Te Rōpū Aumangea Āhuarangi continues to lead FNDC's efforts in climate mitigation and adaptation, progressing the Community Adaptation Programme and emissions reduction initiatives. Engagement with Hokianga communities is underway, supported by new Kaimanaaki Hapori roles to strengthen relationships and local input. FNDC has also completed emissions inventories for certification and joined a national pilot to standardise emissions reporting. Upcoming collaboration with He Pou a Rangi – Climate Change Commission will provide further insights into regional climate challenges and adaptation priorities.



Member Report

Name: KAPA, Babe
Ward: Maori Ward
Date: Ending 28 February

Meetings Attended

Date	Meeting Topic	Comment
Sun 2 nd to Fri 07	Waitangi Festival Program	>Attend Iwi Chairs hui Mon 3 rd >Attend Te Tii marae re-opening >Participate working with Te Hauauru Takiwa Wed 5 th >Attend morning Service Thurs 6th
Mon 10th	>Annual Plan 25/26 Summary Workshop: Online >Mangungu Treaty Signing Celebration >AGM Sport Northland	>Briefing for preparations to attend. >Appointed Interim Co-Chair
Tues 11th	>Cycle Trail Executive Meeting >Sport Nth >Local Water Done Well Hui	>Online >Online Judges Prep Hui Sports Awards >Attend Workshop
Wed 12th	Mangungu Treaty Signing Celebrations.	Attend the celebrations
Thurs 13	Council Meeting, Chambers	Monthly Ordinary Meeting
Fri 14	Principles of Te Tiriti Bill	Submission Online alongside Kahika.
Mon 17	Sport North Meeting,	Ordinary Monthly Meeting.
Tues 18	Waitangi & Mangungu Hui	De-brief
Wed 19	On Leave	
Thurs 20	>BOI-Whangaroa CB, Kerikeri >Working Group >Turner Centre Hui	>Attended Hui Travel >EMA Online >Ordinary Monthly Hui Online
Fri 21	Khe-Hokianga CB	Attended Hui
Tues 25	Te Koukou-Transport	Ordinary meeting followed by Work Shop: Travel
Wed 26	>Te Patukurea Draft Spacial Plan Review >Election Protocol Briefing	



Member Report

Thurs 27	Te Kuaka Meeting	Online
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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
Leaking water	Park Road property in Khe has very wet spot; possible leak from water supply. Responsibility to repair not established to date. Leak according to tenant has been like this for some time. EM visited the property and advised main tap turned off however, leak continued. EM sent email correspondence to Support Staff to issue RFS. WIP
Damaged road	Corner DeMerle & Ripi Str has large pot hole been visible a month old. RFS issued.

Portfolio Update: (Name of Portfolio)

-

Matters for Discussion

This section should be completed for matters which the elected member wishes to raise with wider Council, Community Boards and/or in relation to delivery.

Training / Conference Attendance

This section is to be completed when an elected member has attended a professional development opportunity or a conference on behalf of Council. It should outline the learnings from attending the event and value to the organisation.

Name of Event:

Date of Event:

Learnings:

Value for the organisation:



Member Report

Name: Cr Ann Court

Date: February 2025

Meetings Attended

Date	Meeting Topic	Comment
10 th	Annual Plan Workshop: Chambers	
11 th	<ul style="list-style-type: none"> Webinar: Transpower, Top Energy & North Power on Electricity Network Resilience, Reliability and Exploring the concept of the Energy Bridge Local Waters Done Well: Chambers 	
13 th	Council: Chambers	
14 th	Maintenance Contracts Working Group Meeting	
17 th	Transport and Infrastructure Agenda Preview	
18 th	Automobile Association Meeting: Whangarei	
19 th	Assurance, Risk and Finance: Chambers	
20 th	Bay of Islands Whangaroa Community Board Meeting	
25 th	Transport and Infrastructure Meeting and Workshop	
26 th	<ul style="list-style-type: none"> Kerikeri Waipapa Spatial Plan Workshop Northchamber True North Pod Cast (Transport) Interview Kerikeri Retirement Village 	



Member Report

Name: John Vujcich**Ward: Far North District Council****Date: 28/02/2025****Meetings Attended**

Date	Meeting Topic	Wellington
28/02/25	LGNZ Rural & Provincial Sector meeting	Wellington Will provide detail in the next members report
27/02/25	LGNZ All-Of-Local-Government Meeting	Wellington Will provide detail in the next members report
26/02/25	Elected Members	Teams Meeting
26/02/25	Te Pātukurea Draft Spatial Plan Review	Council Chambers
25/02/25	Regional Deals Finalisation	Online
25/02/25	Te Koukou - Transport and Infrastructure Committee Meeting	Council Chambers
25/02/25	Te Koukou - Transport and Infrastructure Committee Workshop	Council Chambers
21/02/25	Northland Regional Deal oral briefing	Teams Meeting
21/02/25	Joint Regional Economic Development Committee Meeting - Regional Deals	NRC Council Chambers Whangarei See general update below.
20/02/25	Business Call Meeting	Teams Meeting
19/02/25	Te Miromiro Assurance. Risk and Finance Committee	Council Chambers
18/02/25	ARF Dinner Catchup Chairman	Kerikeri
18/02/25	Pou Herenga Tai Cycle Trail Trust Meeting	Pioneer Village Kaikohe
18/02/25	PVK Working Group	Pioneer Village Kaikohe
18/02/25	Comms & Engagement Portfolio	Teams Meeting



Member Report

16/02/25	Social Catchup Pioneer Village volunteers	Pioneer Village
13/02/25	Council Meeting	Council Chambers
12/02/25	Mangungu Treaty Celebrations	Celebrations of the largest signing of the Treaty at Mangungu. See comments below
11/02/25	Local Water Done Well Workshop	Teams Meeting
11/02/25	Te Huia - Executive Review Committee	Elected Member Lounge
11/02/25	Cycle Trail Executive	Pioneer Village
10/02/25	Annual Plan 2025/26 Summary Workshop	Council Chambers
04/02/25	Pioneer Village Kaikohe Working Group	Pioneer Village
03/02/25	Meeting with MP Andy Foster in Whangarei. Far North Development priorities	Mayoral Chambers Whangarei.
31/01/25	Joint Regional Economic Development Committee - Workshop	Whangarei
31/01/25	Joint Regional Economic Development Committee session with Northland Corporate Group	Whangarei
30/01/25	Extraordinary Northland Forward Together Strategic Workshop– Fluoridation presentation	Whangarei Chambers
28/01/25	Te Pātukurea Spatial Plan 2:00 PM – Future of Rāwene Domain	Council Chambers



Member Report

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	Comments
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Regional Deals Update

There has been interest in the Government regional deal application that various regions have submitted to the Government.

FNDC submitted a “light touch” response to central government on the 28th of February and this has been received.

We are one of a number of Councils who have submitted; the government has stated a commitment to choosing one regional deal this year.

We want to provide clarity around this process, its intent, and what it means for Northland.

1. This is not a new set of priorities

The regional deal application is simply a compilation of existing economic priorities that have been widely consulted on over recent years. These priorities align with:

- The Regional Destination Management Plan
- Te Rerenga – The Economic Wellbeing Pathway
- Purunga o Te Raki – The Regional Skills and Workforce Strategy

These strategies already represent a broad cross-section of regional economic needs, aspirations, and opportunities that have been shaped through extensive regional input. The submission of these priorities does not introduce anything new but rather seeks to advance existing strategic priorities in a structured way.

2. No agreement with the Government has been made yet

This is simply the first step in the process – an initial expression of interest to signal that Northland is open to engaging with the Government on a regional deal. At this stage:

- No agreement has been made with the Government
- The Government has not yet agreed to engage with Northland
- The submission is to seek engagement, not to negotiate terms

3. A time-sensitive process with confidentiality requirements



Member Report

The Government has set a very short timeframe for this initial stage, requiring a submission within weeks. Additionally, they have stipulated that the contents of any potential deal remain confidential at this point.

4. Focus on long-term regional infrastructure and economic growth

Should the Government agree to engage, any potential deal would primarily be led through local government and focus on regional infrastructure needs and future economic growth opportunities. This would not be about short-term funding but rather about securing long-term investment and support for Northland's economic development.

5. Inclusion of Māori economic priorities

Te Kahu o Taonui has identified several key priorities, which have been incorporated into the initial document. These include a strong focus on:

- Growing the Māori economy
- Enhancing the productivity of whenua Māori
- Supporting Māori businesses (pakihi Māori) to thrive

These align with the broader economic vision for Northland and ensure that any potential regional deal recognises and supports Māori economic aspirations.

6. Future opportunities for wider engagement

If the Government agrees to engage with Northland on a regional deal, there will be opportunities for wider stakeholder engagement around different aspects of the deal. However, at this initial stage, the focus is on securing a conversation with the Government.

We appreciate the passion and commitment of our regional leaders, iwi, hapū, business sector, and local government in advocating for Northland's growth. This process is the first step toward ensuring that Northland has a seat at the table in shaping its future.

Mangungu Treaty Celebration

The Mangungu celebration, site of the largest signing of the Treaty, was a family-friendly celebration with many local people, young and old, in attendance. It was great to see youth from the local Kura participating; I didn't see a protest flag anywhere, nor controversial debates. The mayor gave an entertaining talk and there was laughter and smiles all around. There was a great sense of unity and peace, while many remarked on the beautiful view over the tranquil harbour.

The Twin Coast Cycle Trail and Heritage NZ are helping keep the mission station at Mangungu open on weekends for visitors, especially those cycling the Coast to Coast Trail. Much more can be done to make the area a premium visitor destination based around the Mangungu celebration of the Treaty, and the big attractor, Waitangi Day.

If you think about it there's a diverse range of small tourist attraction in the area which collectively are significant. There's the Treaty celebration event, the historic mission house to visit, local history and culture, Great Rides cycle trail, Ranui on Hokianga, and Wairere boulders. Places to stay - the 5 star accommodation at Riverhead Villa; Horeke Boutique Hotel, one of oldest pubs in NZ; Okaihau Rail Stay. Nearby the historic town of Kohukohu with its oldest stone bridge,



FNDC Mayor speaking at Mangungu in the big tent

arts and craft. Historic Rawene, with places to eat, stay, arts and crafts, its puzzle shop and Clendon House. Further west there's Manea, Waipoua forest and the Kauri Museum. Centrally there's Ngawha's famous geothermal springs, St Michael's church, a historic battle site, and Kaikohe's Pioneer Village. Eastward we have the famous Bay of Islands, great beaches, great fishing and diving spots, Russell, The Duke, Waitangi Museum, Kawiti caves, and Kawakawa's steam train. We have great vineyards, famous golf courses, galleries, live entertainment, and many parks.

The point is we have a lot to offer, but as individual attractions by themselves they generally cannot attract the visitor numbers to grow. When they are part of a tourism cluster, marketing is shared and more impactful. The visitor experience is much broader, more attractive, and the supporting services can be shared, enabling the smaller operators to concentrate on what they do best. A cluster also creates a vitality and synergy of ideas, generating excitement and innovation. The whole community will benefit, jobs will be created, and new businesses will be established.

We have an ideal opportunity to build a tourism cluster that would enable and encourage many tourist-related businesses to grow and thrive.

McNally Report**Asset Management Plan (AMP)**

Problem – council doesn't have one they can show me as a councillor.

This causes me great concern.

Why do we need an AMP?

To understand what: ratepayers own and what assets are worth – Balance sheet

What condition and remaining life assets have –

Depreciation and Insurance calculations

Repairs and Maintenance required – OPEX & Prioritised work plan

Replacement and expansion required -CAPEX plan for renewals

A detailed AMP is required to set accurate budgets the Annual and Long-Term Plans

The Annual Report 23/24 as at 30/6/24 showed Insured Assets of \$594 million, with a net book value of \$222 million.

Are the insured values accurate?

The Annual report indicated depreciation is calculated on \$2 billion, 682.9 Million of assets (\$2,682,972,000) to give a depreciation figure of \$25million, 912 thousand dollars (\$25,912,000)

Are the depreciation figures accurate?**The depreciation schedule and Insurance premiums have a significant impact on annual rates charged to ratepayers.**

Council roading assets approximately \$1.55 billion dollars' worth are not insured.

As councillors we need to critically review these aspects prior to setting the 25/26 Annual Plan budget, and listen carefully to ratepayer submissions during the AP hearings.



Māori Ward Councillor Report hhh 28.2.2025



H Halkyard-Harawira all minutes & agenda <https://infocouncil.fndc.govt.nz/>

2025 Goals

1 KAITAIA AIRPORT - NEW LANDLORD

- Runway maintenance & upgrades
- Co management Komiti - Council , Landlord & community involvement
- Better support for emergency health & rescue services
- New airport buildings

2 INFRASTRUCTURE -MAHI NGĀTAHI

Support local contractors & proven agencies to deliver housing, roading , wai & wellbeing outcomes to whānau. Regular maintenance & repairs

3 STOP SEWAGE TRAFFICKING

- Stop dumping sewage into our harbours & waters by December 2025 in favour of land disposal & wetland development.
- Stop cartage of tiko and sludge to other neighbours. Develop local options.
- Invest in upgrading 16 wastewater systems to cope with fast population growth.

4 Ngā Take Tiriti - equity

- Embrace partnerships with Māori to address wai , whenua, where, marae, wāhi tapu, hauora, kura, representation etc at start, middle and end of project.
- Collaborate with Māori on mutual projects.
- No developments on wāhi tapu

Māori Ward Councillor - H Halkyard-Harawira

NZ Airports Association – CEO Guidance from Billie Moore 15.11.2024

- The runway is in poor condition and needs resurfacing
- There is a current weight limitation on aircraft (<5,700kg) to preserve the runway
- Taxiways and apron are also in disrepair
- The terminal (1970s) is rundown and not fit for purpose in 2024
- Fencing is worn out and overgrown - not stock proof
- Kaitia Airport is not listed as a specific entity in the Schedule 1 Lifeline Utilities of the Civil Defence Emergency Management Act. Due to road access limitations, lack of fuel for emergency services and remoteness\

• **A major upgrade is needed**



Māori Ward Councillor Report hhh 28.2.2025



Hui attended February 2025




Waitangi Waka pageant - photo by Tamaira Hook

2 Feb RāHina Waitangi	4pm Pōhiri Ngāpuhi ki Ngā Runanga o Tai Tokerau 5Pm Pōhiri National Iwi Chairs Forum- hosted by Te Runanga o Te Rarawa Tributes to Bom Gillies, Dame Tariana Tūria & Dame Irirangi Tāwhiwhirangi
<p>3 Feb- congratulations to Ngāti Rāhiri, Ngāti Kawa for the wānanga over the past year in the lead up to the reopening of their marae.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p>Tamaira Hook Following</p> </div> <div style="width: 50%;"> <p>Waitangi</p> <p>5am Tūwheratanga - Reopening of Te Tiriti o Waitangi Marae 101 years old- Te kaupapa o Ngātahitanga.</p> <p>8am - National Iwi Chairs Forum- Pou Tāhua & Land Symposium- Economic Challenges</p> <p>1.30pm - Pōhiri to Governor General</p> </div> </div>	



Māori Ward Councillor Report hhh 28.2.2025



4 Feb Waitangi	8.45am - Ngā Waka o Tai Tokerau 10am - Pōhiri 50th anniversary of Waitangi Tribunal, Chief Justice, Chief Judge, Local Government NZ (LGNZ) & Taituara officials. 2pm Pōhiri ki Kuini Ngā wai hono i te pō , Te Kingitanga me te motu 5pm Waitangi Tribunal Exhibition
5 Feb Waitangi	8am Pōhiri to Pacific Island Communities 11am - Not the Crown Pōhiri - Ngā reo o Te Motu Forum Tent 2pm -Pokokohua Art Exhibition - Tame Iti  Ngā Wāhine o Ngāpuhi turn their backs in disdain during Seymour's speech at the pōhiri to the Crown- re his Treaty Principles Amendment Bill. photo by Deborah Russel
6 Feb Waitangi	Waka pageant 8am- 3pm Forum Tent ,catch up with manuhiri , visitors 8am Whakapono Māori 9am - Rangatahi- Carrying on Mauri of the Hikoi 1pm - Mana Māori Motuhake 2pm - Māori Economic Freedom 3pm - Hoki ki te kainga
7 Feb	9am-11am - Pōhiri mō ngā mokopuna hōu o Te Rangi Āniwaniwa- Leni-Hira 10am - Kaitaia Community Airport hui XX unable to attend clash with mokopuna pōhiri Invitation - Oral Submission for Treaty Principles Bill
10 Feb	9.30-12.30 12 Annual Plan 2025-2026 online 11.3% rates 1.30 pm Muriwhenua Education Sports Hub - MESH
11 Feb Kaikohe	9.30 Te Huia - comprehensive report by CEO of last quarter 1-4 Local Waters Done Well
12 Feb Horeke	9am Mangungu- 185th commemoration- te hainatanga o Te Tiriti o Waitangi ki Hokianga 11am - Launch of Wikitōria Makiha's 3rd poetry book Hiikoi- Iti Te Kupu, nui te Kōrero



Māori Ward Councillor Report hhh 28.2.2025



12 Feb Awanui	4pm- Catch Up with Desley Austen re Ngākahu, Ngākohu Ahuwhenua Land Blocks - contiguous rating of 5 land blocks & return of land blocks taken under Public Works Act for Kauri Dam.
13 Feb Kaikohe	10am - Hui Kaunihera -caught a ride with te Hiku Community Board chair
14 Feb	Treaty Principles Submissions to Justice Select Komiti 8am - FNDC submission Te Kāhika Moko Tepania me Kaikaunihera Babe Kapa 9.40am -Te Wānanga o Te Rangi Aniwanui submission- H Halkyard-Harawira Māori rating hui at Haitittai Marangai postponed due to a tangi XX
15-16 Feb Whakapara	Tangi o Ngaroma (Lom) Van Gool, teina o Titewhai . He mokopuna o te whānau Nehua - Shellford. 76 ōna tau. Te Ihi o Nehua Marae ki Whakapara .
17	10am -Te Kuaka pre agenda 27 - Kiri Hobson Slone CEO of Te Kahu o Taonui & Senior Leadership Team
18 Kaitaia	10am Te Hiku Community Board - local presentations from: Te Hāpua Sports Hub
19	10am - Te Miromiro - Audit & Risk Komiti online
20	Admin Day
21	10-1 Te Oneroa a Tohe - NRC & FNDC CEOs to operationalise work plans as per statutory obligations. How to protect kaimoana beds from crazy entitled drivers.
22 Panguru	North Hokianga Rooding Komiti - updates on repairs of Gabrielle slips in Motuti & Panguru.
25 Kaikohe	10-2 Te Koukou Infrastructure Hui 3.00 Kaitaia Airport Committee -
26 Te Kao	8.30 Whakapai whenua ki Tangoake Fire breaks out in Waipoua Forest Watch Matatini on line-
27 Kaikohe	Te Kuaka Hui - with Te Kahu o Taonui (TKoT) members. Harry Burkhardt has stepped down as co-chairperson, TKoT will discuss the role of co-chairperson at their April AGM. In the meantime Pita Tipene stepped in. TKoT Taiao portal being developed which will alert anyone doing a resource consent - re wāhi tapu. It is hoped planners & developers will contact Iwi and hapu straight away to avoid long legal cases. Also housing on Māori land delayed for years over resource consents & central government policies. Kuaka laid a motion to increase staffing whose purpose is to expedite papakainga housing. There are unfilled staff positions at Council.
27 Feb	Northern Advocate - “whānau stress” during a tangi of a widow of an RSA veteran.



Māori Ward Councillor Report hhh 28.2.2025



Nth Shore	NZ HR Awards - Rakipaewhenua. Te Pae o Uta Ao Māori Framework was a finalist in the NZ Human Resources Award in the Mana Tāngata division.
28	Taranaki- Te Matatini -0800- 2000 Was able to watch Tai Tokerau teams Te Puu Ao & Muriwhenua
	Kaitaia Airport is limited to small planes due to its current Civil Aviation status... & Kaitaia Airport is <u>not</u> listed as a civil defence emergency site yet. Air Barrier
	Recommended by Kaitaia Airport Committee - FNDC to place tight controls on spending of already-secured \$5.4 million plus \$2.4 million (\$7.8 million) to be tagged for top priority actions
<p>1) Security Measures for</p> <ul style="list-style-type: none"> a) Airport Fuel for managed access & sufficient volumes for 2 aviation fuel types ¹ to satisfy all demands: emergency, medical and scheduled flights and secondarily for the Aeroclub and other private flight activity, e.g. visiting small aircraft tourist level executive Lear Jets and or Hercules civil defence planes b) Security - to prevent theft of fuel stored for unplanned emergencies c) Security Fencing & Cameras, including signage and alerting capability to an immediate response Security company – to: <ul style="list-style-type: none"> i. Protect flights during take-off and landing from people, vehicles, animals, etc. ii. Protect people, buildings, sensitive meteorological, navigational, lightning detector, nuclear radiation sensor, etc. equipment 24x7 – includes: Location change for lightning detector, currently at the end of runway 1836 iii. Ensure Kaitaia Airport non-directional beacon functions reliably – the Awanui one does according to BarrierAir/SunAir pilot information, but the Kaitaia Airport equivalent is not reliable 	

¹ Aviation fuel types refer to both: a. Jet A1 (Kerosene-based aviation fuel) exclusively for aircraft with jet engines and turbo-prop engines b. AvGas (Gasoline-based aviation fuel) exclusively for aircraft with piston engines, older “general” aviation aircraft.



Māori Ward Councillor Report hhh 28.2.2025



- iv. **Investigate techniques for control of birds**, spur-winged plovers are a specific existing nuisance/threat to safe take-off and landing
- v. **Immediate removal of hay bales** outside legal perimeter of the airport
- vi. **Continuous monitoring of hay bale heights** – ensure they are never higher than the height of the Security Fence
- vii. **Control plantings of trees** that may become hazards and/or impose upon the angle of approach/ ascent or other contradict any CAA Advisory Circular rules.

2) Upgrade and maintenance of 2 runways – to improve aircraft classification levels

- i. Maintain runway 1830 for cross wind conditions suited to take-off and landing
- ii. Repair & maintain runway 1836 to allow the landing of larger aircrafts

3) Upgrade airport functionality to support the vital role of current air emergency services working in tandem with Kaitaia Hospital

a. Emergency medical services, that provide a vital part in the emergency medical airlifts of Far North residents

- Northland Emergency Services Trust Helicopter,
- Starship Airline for child related emergency flights to Tāmaki Makaurau,
- Air Ambulance from Whangarei Hospital
- Helicopter services related to monsoon bucket deployment
- and/or emergency rescue services provided by private operators



b. Scheduled daily medical services, e.g. SunAir for theatre operators and nurses (currently Whangārei-Kaitaia)

d. Scheduled commercial services, e.g. Barrier Air for paying passengers (currently Auckland-Kaitaia return)

Sun- Air planes daily visit of Doctors to Kaitaia

e. Kaitaia Aeroclub- To provide support for local pilots and flight training hours for learner pilots .

f. Civil Defence Communication / Emergency Management area with Northland Regional Council, Iwi , Te Hiku Iwi Development Trust , FNDC, FENZ, Police Border Security , armed forces and local emergency support services.



Māori Ward Councillor Report hhh 28.2.2025



Air Ambulance Sept 2024 photos by hhh

4) Upgrade Terminal Building - with Te Hiku o Te Ika mana whenua themes

- i. *Improve disability and general access to runway
- ii. *Upgrade facilities in waiting area, electronic doors to tarmac, outside seating, outside parking, baggage storage, pilot waiting area; wifi access, emergency power,
- iii. *Designate areas for ambulance and taxis
- iv. * Potential Iwi/ hapu ventures - storage facilities for cool storage , airlift cargo, overnight parking & conference rooms
- v. * tidy fence lines from Te Rangi Aniwaniwa to the entrance, remove trees
- vi align with National Infrastructure Plan requirements

**Ngākahu /Ngākohu Ahuwhenua Steering Komiti
Commitments from 13 o Noema-2024**

- a) Bellinghams to complete the final stages of Kauri Dam in drier weather Oct-Nov ; ✓
- b) Return and expedite the reinstatement of lands to Ngākahu/ Ngākohu Trust - via the Māori Land Court;
- c) Follow up on FNDC remission of rates regarding land locked blocks;
- d) Reinststate power to the pumphouse and change the account to Ngākahu Trust. ✓
- e) Plant trees for wetlands



Māori Ward Councillor Report hhh 28.2.2025



Seal Marae Roads over next 3 years

Te Hiku

Kenana,
Te Ahua,
Taemaro,
Haititai
Marangai,
Wharemaru,
Waimanoni **oti**
Wainui,
Rangikohu,
King Hori,
Kotahitanga
Taiao,
Te Ohaki,
Morehu,
Ngāti
Manawa,
Waiparera,
Motutū,
Waihou,
Mātihetihe

Kaikohe - Hokianga

Ngāpuhi,
Te Arohanui,
Ngai Tūpoto,
Tauteihiihi,
PāTeOro,
Pikipāria,
Mātai Aranui ,
Whakamahara
tanga,
Piki Te Aroha,
Motukiore,
Puketawa,
Te Rangatahi,
Otaatara,
Moehau,
Māhuri,
Otaua,
Kaingahoa,
Ngaitawake.
Mokonuiarangi,
Tauwhara
Wharepunga

Whangaroa - Bay of Islands

Patunga
Tuhiwai
Tahaawai
Te Huia
Wainui,
Te Ngaere,
Waimahana
Taupo,
Tākou ,
Te Tii,
Rāwhiti
Te Kainga
Hoa
Waikare, **
Waiomio ,
Maromaku
Kawiti,
Mohinui,
Kaikou,
Motatau,
Matawaia,

57 Marae and 10 Kohanga Reo are on unsealed roads-

would like 10 Marae roads
to be sealed each year- as
significant venues for
community gathering.

The Far North district has
a total 2510km network of
roads - 1614 km of which
is unsealed.

Unsafe Roads

Seal Kohanga Reo 500m

Rangaunu **oti**
Whangape
Pā Arapatea
Ngāpuhi
Whakamaharatanga
Tauwhara
Wharepunga
Waikare
Waimamaku
Taurangi

Roundabouts

Kaikohe x 3
Awanui x 1

Other Roads

Parapara
Porters Access,
Otangaroa Rd,
Pupuke Rd,
Weber, Waihapa
Rd, Matangirau
Old School Rd

Waitangi Bridge

2 lanes

Roadway slips

Panguru ...
Motutū, ...
Herekino,
Broadwood,
Whangape,
Pawarenga ...
Wainui Rd ...

Drop Speed zones

in front of
Karangahape
Marae , Urupā,
Kohanga Reo and
Kaumatua flats,
Whangaroa
Houhora
Ngataki Marae
Quarry Rd Awanui
Te Oneroa a Tohe
KKM o Pukemiro
crossing

Coastal erosion

Flooding :
Ahipara,
Rangikohu ,
Owhata,
Whangapē,
Pawarenga,
Mitimiti,
Motutū,
Motukaraka,
Wharemaru
Taipā
Pakanāe
Omanaia

Relocate coastal Marae

Te Hāpua
Matihetihe
Wharemaru

North Hokianga Riding Komiti

Is currently working on
slips in Panguru, Motutū
and Pawarenga.

For any update information
on current roading projects
visit Te Koukou

Infrastructure

Committee for minutes
of all roading projects,
updates and water hui

<https://infocouncil.fndc.govt.nz>



Māori Ward Councillor Report hhh 28.2.2025



	Other Significant Projects & Wish Lists
2025	PERMANENT CEASEFIRE in GAZA RESOLUTION 2024/47 "That the Far North District Council: a) call for an immediate permanent humanitarian ceasefire in Gaza; b) call on the Prime Minister and Minister of Foreign Affairs to show their support and call for peace; c) call for immediate international aid to be allowed into Gaza; d) condemn all acts of violence and terror against civilians on both sides of the conflict; e) call for the immediate return of hostages. CARRIED 23 Mei, 2024 Extraordinary Hui-
Moana Restoration	Upgrade all 17 WasteWater Treatment Plants (wwtp) in Far North. Developing wetlands for wai tiko - reuse of sludge <input type="checkbox"/> FNDC staff to work with hapu/ Iwi, community groups to co-design solutions <input type="checkbox"/> Stop any sewage outflow into rivers and harbours of Tai Tokerau <input type="checkbox"/> Seek infrastructure grants to systematically improve wwtps in Far North. <input type="checkbox"/> Purchase extension land disposal site Hokianga -Opononi, Kohukohu, <input type="checkbox"/> Alternate land bought in Rawene to remedy spoilage of Hokianga ✓ harbour. <input type="checkbox"/> Rawene electrocoagulation unit opens 1st March 2025 ✓ <input type="checkbox"/> Stop other local towns dumping their waste in Hokianga <input type="checkbox"/> All wwtps develop natural wetlands & better taiao ways of dealing with sewage. <input type="checkbox"/> NRC to work in tandem with FNDC to improve wwtps, otherwise we get a reactive solution rather than a long term solution. <input type="checkbox"/> New housing projects to contribute / develop their own wwtp systems & footpaths
Oct 2025	Make Lake Ngātu an Alcohol Free Zone -due to the reckless behaviour of hoons who smash bottles and leave jagged broken glass in the Lake .
Oct 2025	Upgrade the Mangamuka Toilets Find a budget to support the local community plan to upgrade Mangamuka toilets on the south side.
Yesterday	More housing, health, dental , mental health services to Tai Tokerau
2028	Me whiriwhiri He Whakaputanga me Te Tiriti i te Ture Tuapapa o Aotearoa. Weave He Whakaputanga and Te Tiriti into the Constitution of Aotearoa as per Matike Mai Report led by Moana Jackson, Makere Mutu and rangatahi. Otherwise Māori will always be subject to flip flop government changes. We will need the support of Pasifika, Pākeha and other nationalities to achieve this.






Māori Ward Councillor Report hhh 28.2.2025

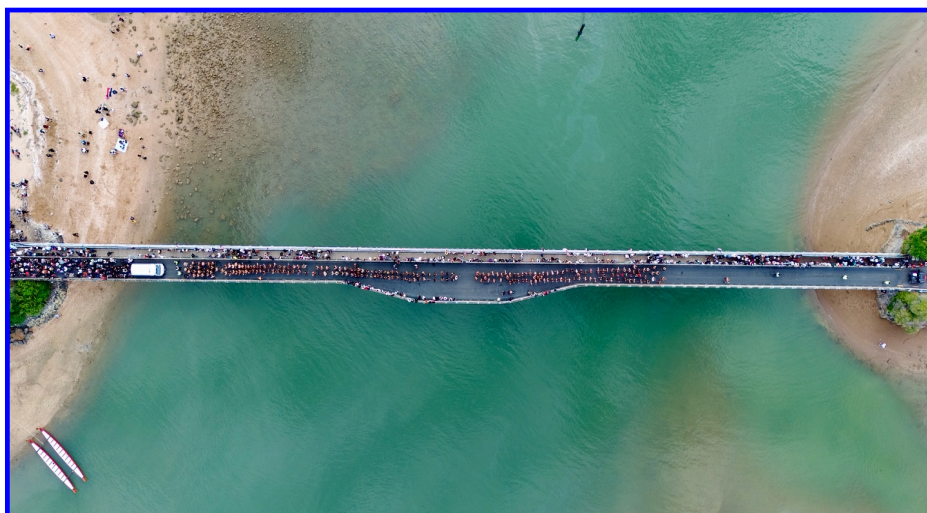


WHAKANUIA 2025

- Wikitōria Makiha - tana pukapuka rotarota **Hiikoi- Iti Te Kupu, nui te Kōrero**
- Ngai Takoto trio -Myra Berghan 96, Ruth Jones 86, Aggie Smith 80+
- Renovation of 101 year old Te Tiriti o Waitangi Marae, Waitangi
- Dr Makarena Dudley NZ Order of Merit nō Manukau, mō āna rangahau o te mate wareware.
- Craig Wells, Kings Medal - nō ngā Iwi katoa o Muriwhenua, an accountant, CEO mō Te Runanga o Ngai Takoto
- Haami Piripi - kaikōrero mō Wai 262 , te takutai moana me ngā take maha
- Chris and Sandra Henare -Te Waka Toi Awards 2024 - Creative NZ and Te Matatini for their contributions to te ao Haka

Kaupapa Hāpori	Nā koutou i tangi, nā tātou i tangi
<p>Kua wheturangitia</p>  <p><i>Nā koutou i tangi, nā mātou i tangi</i></p>	<ul style="list-style-type: none"> • Hori Bennet- He reo waiata rongonui o Te Arawa • Maryann Raharaha- te hoa rangatira o Ted Raharaha • Irirangi Tāwhiwhirangi - te kaiārahi o Te Kohanga Reo , Tū Tangata • Adrian Dudley, he kaiwaiata nō Manukau , Te Rarawa • Toni Huata, he reo tioriori nō Ngāti Kahungunu • Sara Holderness, he kaihoe kuia nō Te Karapū o Taniwhā • Ngāroma Van Gool , he kuia nō Ngāti Hau, Whakapara • Valma Whyte - he poueru o RSA. • Eunice Wiki, he kuia nō Te Aupouri

Time for a double lane on Waitangi Bridge Photo by Tamaira Hook





Māori Ward Councillor Report hhh 28.2.2025



Jan 31- Jolene Busby , Kātene Ericksen, kaiwhakairo and kaihoe rangatahi working around the clock to repair waka for Waitangi & Māngungu at Ka Uri workshop in Awanui.





Māori Ward Councillor Report hhh 28.2.2025



Mangūngū 185th Tiriti Commemorations



Photo by Kāhika Moko Tepania



Cr Rākena - addressing local tauira



Kātene Ericksen - kaihautu waka o Horeke



Māori Ward Councillor Report hhh 28.2.2025



Photos by Tokanui Trust- Mangungu Commemorations

TE MATATINI - Te Kāhui Maunga 2025 - Tai Tokerau Teams - Ngā Take o Te Kainga



Te Kapa Haka o Hātea -



Māori Ward Councillor Report hhh 28.2.2025



Te Uri o Manumanu



Te Puu ao



Māori Ward Councillor Report hhh 28.2.2025



Muriwhenua



Mayor Moko - fraternising at Matatini-

with Crown Ministers, MPs, Local Government, Matatini Board members, Māori stallholders and all kinds of people. Tai Tokerau will host Te Matatini in the near future, the pātai is where- Kaitaia, Waitangi or Whangarei.

7.3 DRAFT COMMUNITY ADAPTATION PROGRAMME PLAN - PART 1

File Number: A5093712

Author: Katy Simon, Senior Climate Action & Resilience Planner

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To update Council on the development of the Community Adaptation Programme and to seek initial direction on the Draft Part 1 – Community Adaptation Programme Plan.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Te Kaunihera o Te Hiku o Te Ika- Far North District Council (Council) has committed to community adaptation planning to prepare for and respond to increasing natural hazards. Staff are developing a Community Adaptation Programme to guide the adaptation planning work. This report presents the draft contents of Part 1 of the Community Adaptation Programme Plan and updates Council on community adaptation planning work.

TŪTOHUNGA / RECOMMENDATION

That the Council receive the report Draft Community Adaptation Programme Plan - Part 1.

TĀHUHU KŌRERO / BACKGROUND

Why community adaptation planning?

Adaptation can be understood as the different ways people prepare for and respond to the local impacts of a changing climate. In community adaptation planning, Council works alongside tangata whenua and community to plan for increasing natural hazards.

Community adaptation planning feeds into and supports other Council responsibilities, including:

- Infrastructure Strategy and asset management planning
- District Planning, land-use and resource management planning
- Civil Defence and emergency management planning
- Community development and placemaking
- Te Ao Māori and Tangata Whenua Relationships:
 - Te Pae o Uta Te Ao Māori Framework
 - Iwi Hapū Environmental Management Plan Support

Council has committed to community adaptation planning with communities under the:

- Far North 2100 Strategy
- Climate Change Roadmap (approved 2020)
- Te Tai Tokerau Climate Adaptation Strategy (adopted 2022)
- Climate Action Policy (adopted December 2023)
- Long Term Plan 2024-2027

Council's responsibilities around adaptation planning come from the:

- Local Government Act 2002
- Resource Management Act 1991
- Climate Change Response Act 2002 and the National Adaptation Plan (NAP)
- Civil Defence Emergency Management Act 2002

Te Tiriti o Waitangi and He Whakaputanga also strongly inform Council's climate action and resilience work, guiding Council's approach to community adaptation planning.

Why a Community Adaptation Programme Plan?

From 2020 – 2023, Council worked to design a community adaptation planning programme. Council went through a multi-step process to identify and prioritise areas across the district. In this process Council looked at risks from coastal hazards and river flood hazards to community, tangata whenua, infrastructure and private property assets. Council also considered district coverage of each proposed area.

In February 2024, Council received a technical report in the Friday notices recommending that Council deliver a community adaptation programme in four stages, from 2024-2035. The staged recommendations in this report came from previous Council direction and decisions. No formal approval was sought.

In April 2024, Te Rōpū Aumangea Āhuarangi, the Climate Action and Resilience Department, began work on Stage One in the Hokianga - Whangapē - Herekino areas. As staff began the scoping and preparation work, the team recognised a need for a wider programme plan. A programme plan would draw from the existing programme design and connect all four project stages under a shared vision, outcome and management approach. The team also recognised a need for Council direction on, and approval of, a programme plan to ensure governance awareness and buy-in of the full community adaptation programme.

Staff now seek to address the programme plan gap, while still delivering on the actual community adaptation planning work. Staff have two parallel workstreams:

1. Create an overarching Community Adaptation Programme Plan.
2. Prepare the Stage One project in Hokianga - Whangapē - Herekino areas.

What adaptation planning work has been done so far?

From April 2024 – February 2025, staff have carried out a variety of preparation work for the Stage One project. This includes:

- Seeking early direction from relevant Community Board Members on engagement and community needs.
- Establishing two Kaimanaaki Hapori, local community advisor roles, to guide early kōrero and early engagement.
- Supporting the Kaimanaaki in over 20 early engagement initiatives across Hokianga nui ā Kupe.
- Creating tools and templates for communities to jumpstart their adaptation planning.
- Creating kaupapa Māori tools and templates to support tangata whenua-led adaptation.
- Undertaking a natural hazards stocktake assessment and developing a natural hazards risk GIS portal.
- Confirming an operational Memorandum of Understanding with Northland Regional Council on adaptation planning roles, responsibilities and resourcing.
- Establishing a Kaupapa Māori lead to support tangata whenua relationships and tangata whenua-led adaptation (this is an externally funded role).
- Leading region-wide engagement at Waitangi Day and the North Hokianga A&P.

Stage One progress is delayed by about six months. This delay is due to reduced funding in the 24/25 Annual Plan process and reduced staff capacity due to the redeployment of staff from the Climate Action and Resilience Department to the Future of Severely Affected Land programme.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

The Community Adaptation Programme Plan will guide ten plus years of Council adaptation work and will set a standard for each adaptation planning project and for wider adaptation resources.

The Programme Plan will be made up of two parts. Part 1 sets the foundational elements of Council's community adaptation work: vision, outcome, goals, scope and engagement approach. Part 2 (not

included) will outline the design and management aspects: resource requirements, risk management, detailed deliverables and outputs, and success measurements.

This is the part that staff are putting forward for Council's information and early direction.

Please see **Attachment A** for Part 1.

In addition to this information report, staff have sought early feedback and direction from Te Kuaka Te Ao Māori Committee. Staff asked the following questions.

- Do you agree with the vision, purpose, outcomes and goals? Any changes to this content?
- Does the Part 1 content adequately reflect Te Kuaka and Council's commitments to climate action and resilience, and to iwi and hapū?
- Is there anything to add to Part 1? (Noting that Part 2 will follow.)

Staff also asked Te Kuaka for any mihimihi, guiding kōrero, karakia, whakataukī/whakatuākī, and if needed, he ingoa Māori for the entire Community Adaptation Programme. **Attachment B** explains the programme icon and design and introduces a possible te reo Māori name for Council's adaptation work: Urutaunga Āhuarangi.

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

The complete draft Community Adaptation Programme Plan will indicate core resourcing requirements.

Current resourcing for the community adaptation planning is set under the 2024-2027 Long Term Plan. Any future changes to the Programme's financial implications and budgetary provisions will be addressed through the Long Term Plan and Annual Plan processes.

ĀPITIHINGA / ATTACHMENTS

1. **Attachment A - Draft Part 1 Community Adaptation Programme Plan - A5094612** [↓](#) 
2. **Attachment B - Programme branding and themes - A5094614** [↓](#) 



[Placeholder – Te Reo Māori Name]

Draft Community Adaptation Programme Plan (Part 1)

Contents

Part 1 3

1. Vision..... 3

2. Purpose..... 3

3. Why community adaptation planning? 4

4. What the programme will deliver 5

5. Outcomes 7

6. Goals 8

7. Process 9

8. Scope 10

9. Partnership and engagement approach 12

Part 2 Outline..... 13

Part 1

1. Vision

The people and the environment of Te Hiku o Te Ika – The Far North District prosper, thrive and are resilient in a changing climate.

This vision contributes to Far North 2100, Te Tai Tokerau Climate Adaptation Strategy, Climate Change Roadmap and Climate Action Policy.

2. Purpose

To support Te Hiku o Te Ika – The Far North District to prepare for and respond to the impacts of climate change.

3. Why community adaptation planning?

Councils are at the forefront of adaptation.

Councils are at the forefront of providing local adaptation responses. We are responsible for delivering services that enable the ongoing maintenance of community structure and function. Other critical partners in the delivery of adaptation actions include hapū and iwi, lifelines infrastructure companies, and government agencies.

Local communities are most important.

Perhaps most important in adaptation responses are local communities and hapori. Our communities bear the costs of ongoing climate risks and the impacts of damaging hazard events. Our communities fund local adaptation responses to reduce risk.

We can still plan, even with uncertainty.

Our knowledge of the changes to Far North's climate and what these changes mean for natural hazards is improving. But there is still a large degree of uncertainty on the timing, likelihood and severity of different natural hazards and their impacts. This makes it difficult to plan definite, time-bound responses that can adjust to shifting climate risks over time. Even with this uncertainty, the risks and costs of minimal action and maintaining the status quo are too high.

Community adaptation planning is an opportunity.

Community adaptation planning attempts to address these challenges and seek out opportunities. The process allows for uncertainty so that we can develop a plan even when there are numerous unknown factors. In adaptation planning, we will work with local communities to understand likely impacts and the community values that are at stake, to then identify flexible short, medium and long-term responses, that span across multiple pathways.

Done well, community adaptation planning has many benefits.

Community adaptation planning is recommended for local government as best practice planning. Done well, it gives local communities a voice in council planning and brings together many Council services and functions in one place, especially land use planning, infrastructure planning and civil defence. It embraces a structured community engagement process to enable local solutions, drawing on a wide range of technical, scientific and local knowledge. The process is also flexible enough to adjust to Te Ao Māori and kaupapa Māori, guided by tikanga and grounded in values and relationships.

4. What the programme will deliver

The Community Adaptation Programme brings community adaptation planning to the most at-risk places across the Far North District. The programme will deliver a staged series of projects throughout the district over the next 10 years, starting with communities with the greatest needs first.

Stage One (2024-26) Hokianga, Whangapē and Herekino

Stage Two (2027-29) Kaeo, Waitangi-Paihia

Stage Three (2030-32) Awanui, Ahipara, Taipa, Tokerau, Hihi

Stage Four (2033-35) Matauri, Rangitane, Purerua, Kororāreka-Russell

Each staged project will deliver local community adaptation plans, developed alongside tangata whenua, communities and other critical stakeholders.

Community adaptation plans will include recommendations from the communities on short, medium and long-term actions to respond to current and future risks. The plans will also include decisions on signals for when it's time to start moving from one response to another, to continue protecting community values and objectives.

The plans will be adopted and implemented by Council. All plans will deliver technical reports and assessments guided by land-use planning, natural hazards and risk, infrastructure, science and Te Ao Māori technical expertise.

The programme will also deliver tools, templates and resources to support tangata whenua-led adaptation planning and community-led adaptation planning.

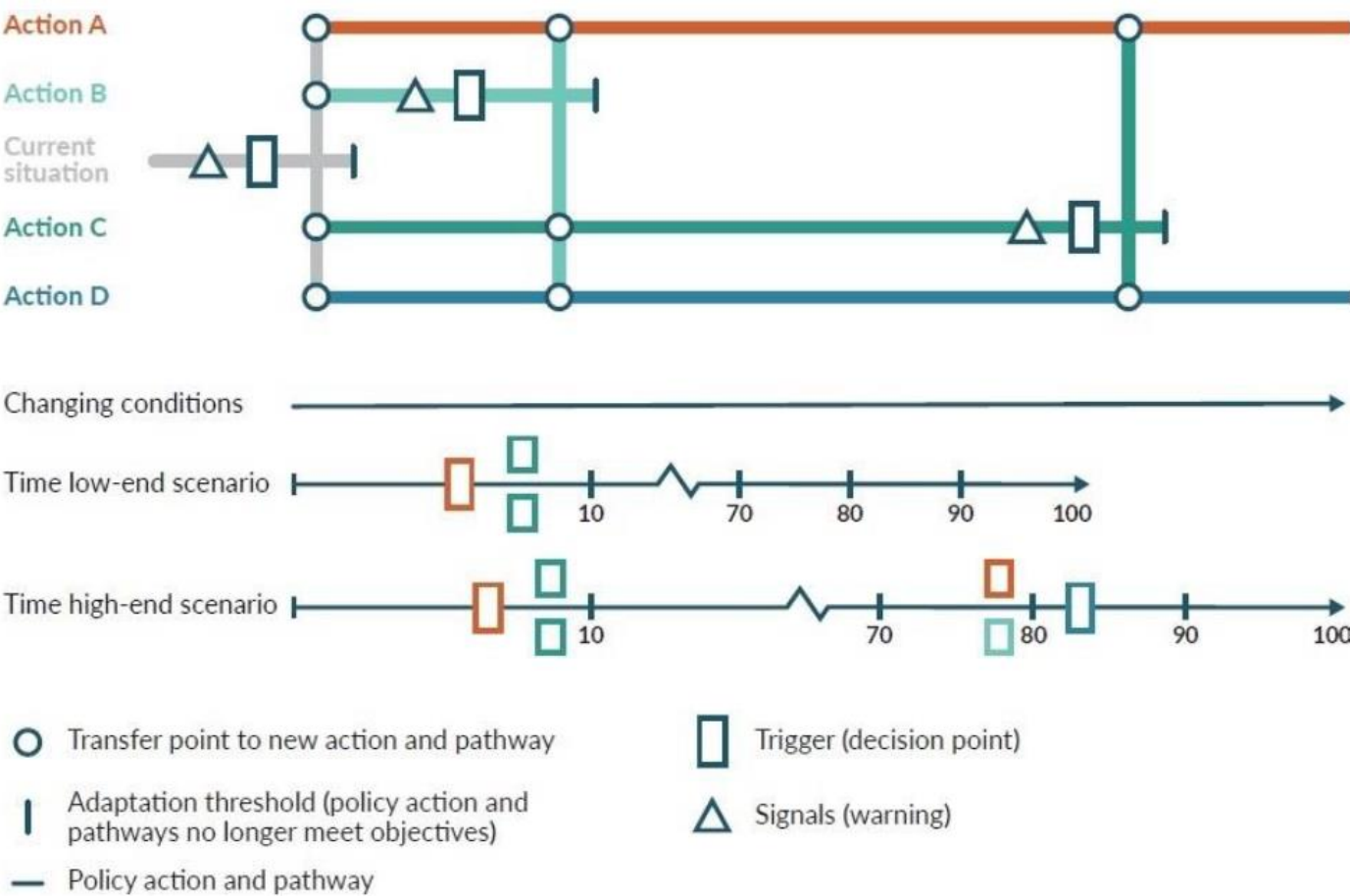


Figure 1 - Example of a community adaptation plan (dynamic adaptive pathways plan), from Ministry for the Environment Coastal Hazards and Climate Change Guidance (2024)

5. Outcomes

These are the programme’s long-term benefits.
A successful programme will...

Reduce the risk of harm and damage from natural hazards.	Provide resilient and adaptive planning, infrastructure and lifelines services.	Grow high-trust relationships with tangata whenua that uphold Te Tiriti o Waitangi and mana motuhake.
Deliver equitable adaptation responses that meet the needs of future generations.	Enhance the values that matter most to communities.	Enhance sustainability and wellbeing.

6. Goals

These are the important elements to achieve throughout the programme.

If we get each community adaptation planning project 'right' we will...

Build strong working relationships between Council staff and tangata whenua.

Uplift kōrero tuku iho, pūrākau, mātauranga Māori and Te Atuatanga Māori to form a central pillar of knowledge.

Use the best practice, evidence and latest science and local experiences to continuously improve our understanding.

Deliver plans that are ready for uptake and implementation.

Align Council and other groups' services, resources and functions.

Respond to the readiness, needs and aspirations of communities and meet communities where they are at.

Ensure community voices directly guide Council decisions to deliver locally relevant plans with strong community ownership.

Ensure tamariki and rangatahi have ownership over the work and decisions.

Actively support tangata whenua-led resilience and adaptation planning.

7. Process

These are the key questions we will ask in each community adaptation planning project.

What's happening?

What can we do about it?

How will we do it?

How is it working?

We will aim to follow the steps in the Ministry for the Environment's adaptation planning cycle. The steps will take different amounts of time for each project.

These questions and steps may also be different for Te Ao Māori, Kaupapa Māori adaptation. Each project cycle may look different as we work alongside tangata whenua.

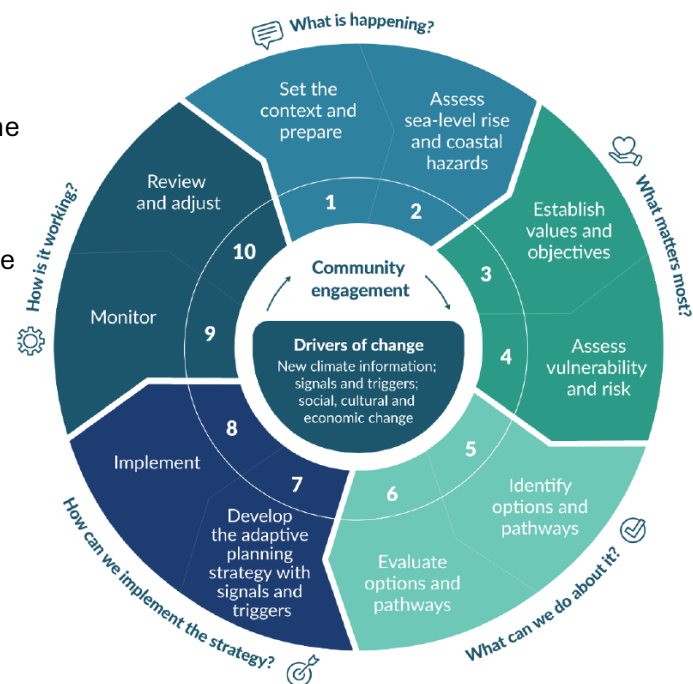


Figure 1- 10 Step Adaptation Planning Cycle, from Ministry for the Environment Coastal Hazards and Climate Change Guidance (2024)

9

8. Scope

We will consider these issues, values, assets and adaptation approaches in each adaptation planning project.

The programme scope is large so that each project can meet the needs of its people and place. Each project will have a different final scope for the hazards, values and elements, and assets. This will depend on the available resources, data and knowledge.

All projects will, at a minimum, address coastal hazards.

All projects will consider all five approaches to adaptation responses.

Issues, Changes and Natural Hazards	Sea level rise						
	Increased intensity and severity of storms	Coastal flooding and permanent tidal inundation	Coastal erosion	Fluvial and pluvial (river flood) hazards	Land instability and land movement	Drought	Wildfire
	Increased temperatures						

Value domains	Natural environment	Cultural and spiritual	Community and social	Economic	Built environment and infrastructure
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	Wai	Kai	Whenua	Kāinga	Moana	Rangi	Marae	Wāhi Rongonui
Elements and assets	Water and wastewater	Stormwater, drainage and flood management	Transport in all forms	Buildings and facilities (private, public and commercial)	Reserves, parks, public spaces	Community readiness Emergency response and recovery	Education and awareness tools and resources	

	Maintain	Accommodate	Protect	Relocate	Avoid
Adaptation approaches	Continue to live in a hazard-prone area	Continue to use land in an area by lowering our sensitivity or exposure	Try to keep the hazard away	Move away from the hazard, relocating existing and planned development to reduce our exposure	Don't move into the way of the hazard in the first place

9. Partnership and engagement approach

This is how we intend to partner and engage with tangata whenua and the wider community in each project.

- We will be community centred. Each project will always have some form of a community panel or community advisory group that provides formal recommendations to Council.
- There will always be focused engagement with groups, organisations, neighbourhoods, schools, etc. that make up different communities.
- There will also always be community-wide consultation and opportunities for input.
- We will always seek tangata whenua collaboration and participation. This will be guided by tikanga and rooted in relationships.
- We will work with iwi, hapū, marae and whānau across takiwā, rohe and haukāinga areas of interest. This will always be agreed on by tangata whenua and can vary from operational input to Māori technical expertise to formal representation.
- We will work with and follow any Council tangata whenua governance model and existing relationship agreements.
- We will always be open to tangata whenua – led adaptation and resilience planning. We will take a supportive role that will be agreed upon in each project.

Part 2 Outline

1. The programme stages / programme design
2. Strategic context (legislation and other strategies that the programme feeds into and supports)
3. Detailed issues and opportunities
4. Resources and resource requirements
5. Risks and how we'll manage them
6. Measuring success
7. Changes to programme and programme management

Appendix 1- Theme and Colour Explanation



URUTAUNGA ĀHUARANGI
CLIMATE ADAPTATION

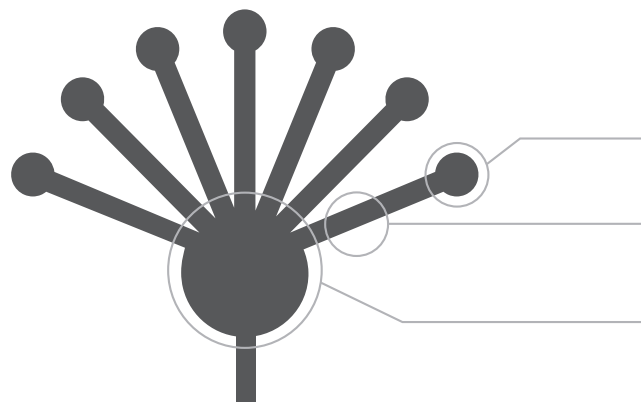
Main theme

Food gathering is an essential part of what helps to sustain a community. In a natural system, everything is linked. A change to one element may result in a cascade of changes for other elements. Mātauranga Māori relies on bio-indicators within our environment to notify when a food source might be at

its best or ready for harvest. Traditionally, blooming pohutakawa flowers coincide with kina being at their fattest or best. Recent observations point to a shift in this biomarker, affecting the quality and quantity of this kai/food harvest.



***Mātauranga Māori:** Māori knowledge - the body of knowledge originating from Māori ancestors, including the Māori world view and perspectives, Māori creativity and cultural practices. (Te Aka Dictionary)



Pohutakawa

Many streams of challenge feed through the main stem of Council. Each of these three elements describe past/present/future tenses

Stamen anther

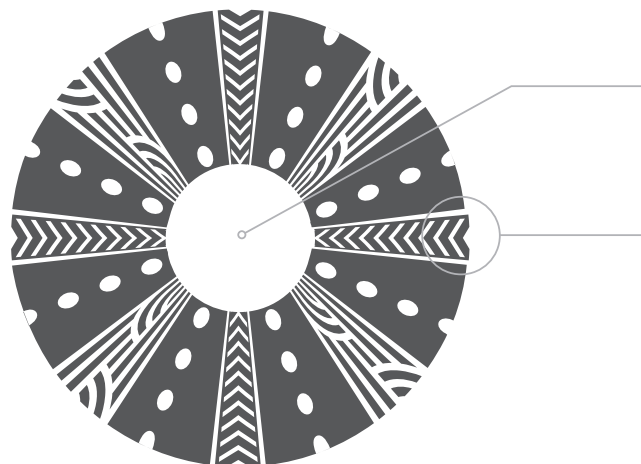
Beyond the filament, pollen is formed. These are ideas and solutions that broadcast into our communities, pollinating our rohe/district with solutions.

Stamen filaments

These radiate into new beginnings. Science and engagement with our communities help to inform our streams of work which branch out into our communities.

Ovary

This represents current tense — a concentration point where streams of work come together.



Kīna

This form is made up of radially symmetric sections, all working and coming together at a central axis. This arrangement forms a strong, spherical structure. The kīna form is the scaffold that supports workstreams and stakeholders. It also signifies a state-of-past, knowledge and foundation. It signifies what we have done and what we have learned, while informing what we are yet to do.

Whakairo/carving marks follow this form and converge at a central point. These also pay homage to the lineages and the role of kaitiaki (custodians of land/water/sky/spirit) while feeding Ranginui, Papatunuku and Tangiroa.

As this kaupapa develops, these whakairo could have targeted meaning and be pulled from the logo to be used as individual elements to identify sub-branding themes or workstreams.

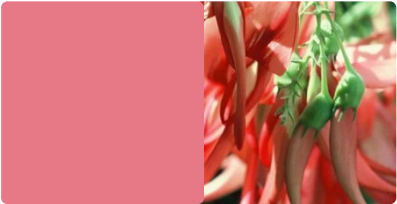
Colours

An earthy but vibrant pallette will give collateral an engaging and positive feel. These carry a slightly ‘earthy’ tint to help soften delivery. The red tint has been dialed back towards magenta and yellow parts of the gamut to mitigate any risk including emotional (alarmist) and cultural (blood).

- PURE RED
- BLOOD RED (CRIMSON)



Pohutakawa muted red



Ngutukākā pink



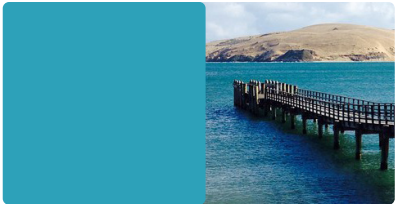
Kōwhai yellow



Harakeke green



Kawakawa green



Ākiha blue

7.4 COUNCIL OPEN RESOLUTIONS UPDATE MARCH 2025**File Number: A5056501****Author: Maria Bullen, Democracy Advisor****Authoriser: Aisha Huriwai, 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 2020.

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 March 2025.

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 Resolutions Report - A5104545  

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
Council 14/03/2024	Options Analysis for Financial Contributions	RESOLUTION 2024/19 That Council approve the development of a draft financial contributions chapter. CARRIED	01 Oct 2024 9:59am Elected Members via a briefing paper have been advised that staff recommend financial contributions are introduced after Council decisions on the Proposed District Plan. This has also been advised in the CEO Quarterly update. Work is till progressing on the development of a chapter. 06 Nov 2024 7:07pm work is proceeding on creating a draft chapter, but wanting to also see what direction is being provided from elected members on the DC policy work to ensure integration and non duplication of work 29 Jan 2025 3:38pm Working with the Development Contributions team to ensure we are not conflicting. Awaiting some direction from that project team
Council 17/10/2024	Proposal fee increase for Property Files and LIM Reports	RESOLUTION 2024/145 That Council: <ol style="list-style-type: none"> Approve amendments to the Fees and Charges Schedule 2024/25 to increase fees for Property Files from \$26.00 to \$33.50 and for Land Information Memorandum Reports from \$319.00 to \$395.00. Approve the fee increases for Property Files and Land Information Memorandum Reports to take effect from 11 November 2024, for the remainder of the 2024/25 rating year. Approve a news story being published on the Council website, clearly outlining the fee adjustments and the date that they will take effect, and Instruct the Chief Executive to commence a structured, evidence-based review of fees and charges for Property File and LIM Report services with a view to reporting to Council on any further changes required to cover 100% of costs of providing services for simple and 	29 Nov 2024 2:12pm Fee changes have taken effect, no issues reported. , The team have been collecting timesheet data and will provide analysis to accounting services to ensure this is included in the LTP consultation process. 16 Jan 2025 8:44am Analysis has been completed and proposed fee increases for the 2025/26 rating year have been submitted for review.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		complex/commercial Property File and LIM Report services in preparing the 2025/26 Annual Plan. CARRIED	
Council 12/12/2024	Adoption of Far North Holdings Statement of Intent for the year ended 30 June 2025	RESOLUTION 2024/180 That Council: a) adopts the Far North Holdings Limited Statement of Intent for the year ended 30 June 2025 b) publishes the Far North Holdings Limited Statement of Intent for the year ended 30 June 2025 on its website within 1 month of adoption CARRIED	28 Jan 2025 12:36pm Work in progress
Council 13/02/2025	Annual Plan 2025/26	MOTION That Council: a) approve to inform only on the Annual Plan 2025/26 and enable the community to provide feedback. CARRIED	
Council 13/06/2024	Setting of Speed Limit - Temporary and Permanent - Russell Catchment	RESOLUTION 2024/80 That Council: a) note the requirements associated with setting of temporary speed limits and endorses the staff recommendation to not proceed with this process for Aucks Road/Russell Whakapara Road; b) approve that staff commence consultation with the public on setting permanent speed limits for the Russell Catchment area; and	17 Jan 2025 3:28pm An elected members report has been prepared and will be presented in workshop session with Te Koukou at the February meeting. Depending on the workshop outcome a formal decision paper will come to a future council meeting. 28 Feb 2025 12:59pm An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is April Council meeting.

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		c) note that implementation of any permanent speed limits is dependent on final funding for the 2024-2027 Long-Term Plan. CARRIED	
Council 14/11/2024	Committee Recommendations and Resolutions - October 2024	RESOLUTION 2024/160 That Council <u>Te Kuaka- Te Ao Māori Committee: Item 5.1 – Te Oneroa-a-Tōhē Variation to Speed Limits</u> amend Te Kaunihera o Te Hiku o Te Ika Interim Speed Management Plan to include 30 kilometre per hour speeds 200 metres either side of the following beach access points: a) Hukatere Access; b) Te Wakatehāua Access; and c) Kauēparāoa Access. CARRIED	17 Jan 2025 3:29pm A variation to the existing speed management plan, considering the new Rules, is being prepared for NZTA Waka Kotahi approval. Anticipated submittal is February 2025 28 Feb 2025 1:01pm A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval.
Council 13/06/2024	ALTERNATIVE MOTION	RESOLUTION 2024/93 That Council: c10) request CEO to provide a report to Te Koukou- Transport and Infrastructure Committee to update Elected Members on the stormwater project called “ Turner Centre sub-catchment and Upgrade to Heritage Bypass, Kerikeri Water” for decision on capital investment. CARRIED	03 Sep 2024 1:43pm The consultation for this catchment opened yesterday 2/9/24 and can be found here: Russell-Kororāreka Speed Management Plan Far North District Council (fndc.govt.nz), Drop in session scheduled for 12/9 and consultation closes on 30/9. An engagement report will be prepared for elected members on completion of the consultation. At this time it is unknown if the project will be subsidised by NZTA in the 24-27 LTP. 01 Oct 2024 9:51am Consultation has closed and a consultation report is being prepared for elected members. The report will also discuss the impacts of the new speed limit rule on the consultation if the rule and guidance have been published by the Ministry of Transport. 30 Oct 2024 11:45am

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
			Consultation has been reopened to satisfy the new Speed Limits Rule. Consultation closed on 8 November. A full report will be prepared for elected members post consultation close. 04 Dec 2024 4:00pm An elected members report has been prepared and will be provided to elected members for consideration of how to move this catchment forward. This project did not receive NZTA funding. 17 Jan 2025 3:26pm An elected members report has been prepared and will be presented in workshop session with Te Koukou at the February meeting. Depending on the workshop outcome a formal decision paper will come to a future council meeting. 28 Feb 2025 12:57pm An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is April Council meeting.
Council 13/06/2024	Speed Limits Kohukohu	RESOLUTION 2024/81 That Council request CEO to commence consultation on an amendment to the North Hokianga Interim Speed Management Plan for Kohukohu Road. CARRIED	01 Oct 2024 9:50am Placing this item on hold until the 2024 speed limit rule is published as it impacts the extension of the 30kph school zone. 30 Oct 2024 11:44am The new Speed Limit Rule does not support a permanent 30 kph through the town. The change requested by community is not supported by the new legislation. Democracy services to determine if a follow up report required. 04 Dec 2024 3:58pm The new speed limit rule does not support a permanent 30. An information report has been prepared for the Kaikohe-Hokianga Community Board. The speed limits will be addressed when the school speed is reversed under the new Rule. This item can be closed.
Council 13/02/2025	Initiation of public consultation on the granting of a ground lease over 36 Recreation Road, Kaikohe - Sportsville	RESOLUTION 2025/4 That Council: a) commence the public consultation process on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated (over approximately 485.7m2 of	24 Feb 2025 4:20pm Public consultation approved, working with engagement team to progress. Team are drafting LTO as per Council resolution

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		<p>land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327) vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.</p> <p>The terms of the proposed lease shall be:</p> <p>Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977</p> <p>Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</p> <p>b) appoint the Kaikohe-Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.</p> <p>c) grant an immediate Licence to Occupy to Kaikohe & District Sportville Incorporated to enable them to function in their management role.</p> <p style="text-align: right;">CARRIED</p>	
Council 8/02/2024	New Ground Lease to Playcentre Aotearoa - Russell Playcentre over 12 Church Street, Russell	<p>RESOLUTION 2024/12</p> <p>That Council:</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"> 30 years (10+10+10) Rental: as per FNDC Fees and Charges schedule for a community lease. 	<p>30 Oct 2024 11:20am Disputes in regard to building ownership, sitting with legal to clarify</p> <p>02 Dec 2024 11:59am Sitting now with the tenant to sign lease</p> <p>24 Jan 2025 9:24am Tenant does not want to take ownership of the building. Discussions with legal have produced 3 options: FNDC carry out a building condition assessment and either: 1. dismantle the draft lease and negotiate a new commercial lease on commercial terms (to cover cost of the building) , 2. tenant decides they do not want to enter into a new lease and we work towards other options of use for the building and or green space, 3. tenant decides to take over ownership of the building and we continue with existing negotiations., , Currently sitting with the tenant to decide before we take further action</p> <p>24 Feb 2025 4:19pm Have requested update from tenant, no reply as of yet</p>

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		<ul style="list-style-type: none"> \$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule. b) with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa. <p style="text-align: right;">CARRIED</p>	
Council 17/10/2024	Classification and Revocation of a Kerikeri Reserve (Lot 10 DP 62588)	<p>RESOLUTION 2024/143</p> <p>That Council leave to lie the options below:</p> <ul style="list-style-type: none"> a) approve the initiation of a public consultation process under Section 16 of the Reserves Act 1977 to classify Lot 10 DP 62588 as a Local Purpose (drainage and access) reserve; b) approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke areas of reserve underlying an existing retaining wall owned by Woolworths Ltd; c) appoint Bay of Islands-Whangaroa Community Board to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect of the reserve classification and revocation; and d) that BECA be consulted and provide a report on any implications with the current designation process for the Kerikeri CBD Ring Road. <p style="text-align: right;">CARRIED</p>	<p>04 Nov 2024 2:31pm The Bay of Islands Community Board approved the following motion on 24 October 2024:; Alternate Motion 2024/114, a) Endorse the issuance of a LTO to allow remediation of the wall to begin.; b) approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke areas of reserve underlying an existing retaining wall.; c) agree to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect to the revocation.; Staff will prepare a report for the December Council meeting to consider support for the following alternative approach:; 1. A licence to occupy (LTO) to be issued by Council for consent and works purposes, 2. Public consultation to be initiated in 2025 for revocation of areas of reserve underlying the retaining wall.</p> <p>23 Jan 2025 8:22am A report is scheduled for the February Council meeting to consider support for the following alternative approach:; 1. Public consultation to be initiated in 2025 for revocation of areas of reserve underlying the retaining wall.; 2. A licence to occupy (LTO) to be issued by Council for consent and works purposes</p> <p>24 Feb 2025 4:47pm The applicant is preparing an application for a licence to occupy and proceeding with further engineering detailing.</p> <p>28 Feb 2025 11:10am This action is now superceded by Item 6.3 from 13 February Council meeting</p>
Council 24/08/2023	Rangitoto Reserve, Mangonui	RESOLUTION 2023/98	22 Oct 2024 10:34am

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		That Council: 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. 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. c) staff develop a Management Plan under s41 of the Reserves Act to eradicate the invasive wattle trees and moth plants. CARRIED	The status of Rangitoto Reserves as a historic reserve was gazetted on 21 October. 04 Dec 2024 1:23pm Discussions are continuing with hapu on representation on the hapu reference group. 23 Jan 2025 8:31am The Working Group for the Rangitoto Historic Reserve reserve management plan has been established as a partnership between Ngāti Ruaiti, Matarahurahu, and Council, with a further agreement that all written communications will be circulated to Ngāti Kahu ki Whaingaroa. The initial focus is on messages to be included in the first round of public consultation. 24 Feb 2025 4:14pm The Rangitoto Reserve reserve management plan working group are finalising messages for public consultation for the reserve management plan. The initial public consultation phase will take place in May to fit in with Communications staff resources and other consultations.
Council 13/02/2025	Initiation of public consultation on disposal of sections of Kerikeri reserve	RESOLUTION 2025/5 That Council: a) approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke small parts of Recreation Reserve (Lot 10 DP 62588 – owned by the Far North District Council) underlying an existing retaining wall owned by Woolworths Ltd; b) appoint Bay of Islands-Whangaroa Community Board to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect of the reserve classification and revocation. CARRIED	28 Feb 2025 11:10am The applicant is preparing an application for a licence to occupy and proceeding with further engineering detailing.
Council 24/02/2022	Ngakahu Steering Group Update	RESOLUTION 2022/12	02 Aug 2024 11:42am

OPEN RESOLUTION REPORT			
Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		<p>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;</p> <ul style="list-style-type: none"> a) obtain the processed and analysed data from the Northland Regional Council sonar soundings of the dam, done in 2017. 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. c) 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. d) and that further recommendations be brought to the 7 April Council meeting. <p style="text-align: right;">CARRIED</p>	<p>The dam has been decommissioned, and the area has been grassed and secured. Rocks have been added to enhance the newly formed streams, and all old debris has been cleared. Rock weirs were created in the old dam floor to further prevent silt from being flushed out of the old dam floor and into the stream. The final stages of the dam project, including tidying up, will resume in dry weather, with some land rehabilitation still left to complete</p> <p>05 Nov 2024 3:20pm A verbal update was given from the CEO at the 31 October Te Kuaka Te Ao Māori Committee meeting. A briefing paper update was included in the minutes attachments.</p> <p>28 Jan 2025 9:37am Action reassigned to Mokaraka, Tui by Maheno, Marysa</p> <p>29 Jan 2025 8:49pm • The recommissioning of electricity to the Pump Station shed was completed before Christmas 2024., • Contractor has completed Stages 13, 14, and 15A as of Christmas 2024., • The final stage, 15B, is scheduled for completion in Q1 of 2025 (fencing the stream, labour for cleaning the paddocks, re-grassing the exposed earthworks, and repairing the farm roads. Additionally, there are contingency measures, which may include silt control.), • 17th January 2025, liaised with Contractor and included Trustee, for when final stage 15B works would recommence. 28/01/2025 contractor advised all works except fencing and regrassing have been completed. They are in progress of fencing quotes from subcontractor.</p>
Council 11/08/2022	Russell Landfill Options Report	<p>RESOLUTION 2022/61</p> <p>That Council:</p> <ul style="list-style-type: none"> a) approve in principle, the permanent closure of Russell Landfill (Option One). b) approve staff commence the resource consent application Northland Regional Council to close the Russell Landfill c) request staff bring back to Council the terms of the resource consent and investment required to close the landfill 	<p>30 Sep 2024 8:55am Pattle Delamore Partners have performed a Geotechnical Slope Stability Assessment on the Russell Landfill and it indicates that the slopes remain stable under both static and seismic conditions and for the upper and lower bound refuse strength parameters. The results are being peer reviewed by NZ Environmental Management.</p> <p>30 Oct 2024 3:55pm no further update form 30/09</p> <p>04 Dec 2024 10:42am Draft Assessment of Environmental effects has been written by PDP and is currently being reviewed.</p> <p>28 Jan 2025 9:49am</p>

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		d) approve staff commence the community consultation process and report to Council the outcome of that consultation e) 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. CARRIED	Funding for this project is uncertain as the budget for the Russell closure plan in the Better off Fund has been re-allocated to another project.
Council 12/09/2024	Kororāreka/Russell Placemaking - Traffic Changes Pilot on The Strand	RESOLUTION 2024/126 That Council approve a pilot commencing late 2024 for six-months, during which the use of The Strand is changed to: Option 3: Essential Vehicle Access Only from Cass Street to Pitt Street with the remainder of The Strand as a Shared Space (Attachment 1 Map 3). CARRIED	03 Dec 2024 10:18am The six month trial period (during which time The Strand will operate as a shared space between Cass Street and Kent Street, and operate as a limited vehicle access road between Cass Street and Pitt Street) is on track to commence on 6 December. 27 Feb 2025 12:58pm The 6 month trial commenced in early December 2024 and is still in progress. Staff are currently finalising the engagement plan to enable public consultation to be carried out in the latter stage of the trial, to gain public feedback on the trial including whether any part of the trial should become a permanent change to The Strand
Council 14/11/2024	Review of Development Contributions Policy	RESOLUTION 2024/158 That Council: a) note, the Development Contributions Policy has been reviewed b) approve, to develop a new development contributions policy for Kawakawa, Kaikohe and Kerikeri by July 2025 and September 2025 for the rest of the district. CARRIED	24 Jan 2025 9:05am Staff have commenced work on developing a new development contributions policy. 25 Feb 2025 3:54pm Staff are on track to deliver a workshop to elected members on 11 March

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
Council 12/12/2024	2024-27 National Land Transport Plan (NLTP) Outcomes	RESOLUTION 2024/172 That Council approve works for unsubsidised funding for the following: 1 - tree trimming 3 - REAP road safety 4 - pothole prevention 5 - road rehabilitation 6 - school zones and that more information be provided to a Te Koukou Committee workshop, for items 2, 7, 8, 9 and 10. CARRIED	
Council 8/08/2024	2024 Local Government New Zealand Annual General Meeting Remits	RESOLUTION 2024/111 That Council support the following remits, in order of priority: a) Representation Reviews b) Entrenchment of Māori Ward seats for local government c) Local government constituencies and wards should not be subject to referendum d) Good and services tax (GST) revenue sharing with local government e) Appropriate funding models for central government initiatives f) Community Services Card g) Proactive lever to mitigate the deterioration of unoccupied buildings h) Graduate driver licensing system	04 Nov 2024 10:15am No further update at this stage 06 Nov 2024 8:40am Communications are expected from LGNZ in early November. It is understood that of the 8 remits submitted for consideration at the AGM, there was just one that was not supported to proceed - Entrenchment of Māori Ward Seats for local Government. This particular remit was initiated by NRC and supported by FNDC at a Zone 1 meeting. More information will be shared with elected members once received from LGNZ.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		CARRIED	
Council 12/12/2024	Appointment to External Organisations	RESOLUTION 2024/176 That Council appoint: a) Councillor Rākena to Kaikohe Sportsville b) Councillors Kapa and Rākena as liaisons for Lake Ōmāpere Trust c) Kahika Moko Tepania as the alternate to Councillors Vujcich and Kleskovic to Joint Regional Economic Development Group d) Councillor Rākena to replace Councillor Foy as lead for Creative Communities. e) Councillor Foy to be added as an alternate to the Awanui River Working Group. CARRIED	24 Jan 2025 8:42am Currently working with Communications and Engagement to have all Elected Members appointments uploaded to the FNDC website.
Council 12/12/2024	Progressing the Multi-Agency Joint Emergency Coordination Centre	RESOLUTION 2024/177 That: a) the report 'Progressing the Multi-Agency Joint Emergency Coordination Centre' by Ruben Garcia, Group Manager – Community & Engagement and dated 12 December 2024, be received. b) Council approve the Chief Executive entering into a Heads of Agreement with Northland Councils for a Multi-Agency Joint Emergency Coordination Centre (the Agreement), subject to him being satisfied that:	28 Jan 2025 12:03pm The Chief Executive has initiated discussions with other Northland regional Chief Executives to progress the Heads of Agreement for the Multi-Agency Joint Emergency Coordination Centre. The Chief Executive will consider all statutory, regulatory, and policy obligations, along with seeking legal or professional advice as required. The Agreement will be signed once the Chief Executive is satisfied that all conditions and obligations have been appropriately addressed. This action remains on track, and further updates will be provided as progress continues.

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		Council	
Meeting	Title	Resolution	Notes
		i) Council has complied with all statutory, regulatory (and policy) obligations that relate to the Agreement; and ii) The Agreement includes any conditions deemed to be reasonable and appropriate in his view having taken legal or other professional advice, if required. CARRIED	
Council 12/12/2024	Notice of Motion - Cancel Fluoride to Protect Public Health	RESOLUTION 2024/165 That council defers this decision to ensure that appropriate financial and legal advice can be provided and discussed in a workshop in the new year. CARRIED	30 Jan 2025 9:23am Action reassigned to Ditchfield, Carla
Council 11/12/2023	Ngakahu Steering Group Recommendations	RESOLUTION 2023/166 That Council: 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 CARRIED	23 Oct 2024 4:19pm Expecting a report from external advisor on PWA offer back successors - week of 4 Nov. 29 Nov 2024 1:42pm Have received external recommendations. Report going to Council meeting 14 Dec 2024 to outline those recommendations. Land offer back and easement surrender will follow. Information Report to Council Dec 2024 supported the recommendation to offer land back to successors in title. This action is now underway. It will take some time.
Council 9/02/2023	Easement On Local Purpose Esplanade Reserve-Wairarawa Stream	RESOLUTION 2023/5 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:	24 Sep 2024 8:08am As per the above note. 05 Nov 2024 4:07pm Agreement to grant easement is with the landowner's solicitor. Seeking execution of that agreement by the end of this month (November). 29 Nov 2024 1:42pm Same as above. 24 Jan 2025 9:36am

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Meeting	Title	Resolution	Notes
		i. 2276C State Highway 10 Kerikeri - Lot 1 DP 91402 contained in record of title NA64B/178; and ii. 15 Conifer Lane Kerikeri - Lot 1 DP 535123 and Lot 14 DP 158690 contained in record of title 884105; and iii. 2228 State Highway 10, Kerikeri - Lot 1 DP 457586 contained in record of title 593590. and that approval is provided subject to: 1. NRC granting Resource Consent for construction of the bridge; and 2. public consultation in accordance with sections 48(2), 119 and 120 of the Reserves Act 1977; and 3. compensation being negotiated and finalised in a written Compensation Agreement payable by the landowners to the Council; and 4. Landowners - a) bearing all costs and disbursements in relation to the required public consultation. 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. c) bearing all legal and survey costs and disbursements in relation to creating and registering the easement instrument on all relevant titles; d) bearing full responsibility for the construction, maintenance, upkeep, repair, removal of the bridge (if required) during its lifetime, and end of its lifetime; e) the bridge being the landowner's asset, which if abandoned, neglected or on becoming a nuisance of	As above in Nov 20204 - FNDC has drafted agreement to grant easement and sent to the land owners for review and signature. We have not heard back from owners as yet.

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Meeting	Title	Resolution	Notes
		any kind or degree, must be removed or decommissioned and Reserve land remediated to Council's satisfaction; f) indemnifying the Council of all costs, claims and expenses arising from use and operation of the bridge during its lifetime. CARRIED	
Council 12/12/2024	Notice of Motion - Promotion & protection of He Wakaputanga o Te Rangatiratanga o Nū tireni & Te Tiriti o Waitangi within the areas of the Far North District Council	RESOLUTION 2024/166 That Council: <ol style="list-style-type: none"> future proof Tiriti gains made over the last 184 years, and in years to come, so that incoming governments cannot undermine local progress and cause unnecessary anxiety amongst 53% of its population; adopt and embrace mutual and beneficial partnerships with Māori that uplift community wellbeing i.e. housing, incentives for health, education and sustainability industries within the area; proactively heed the recommendations of the Waitangi Tribunal findings regarding matters that impact on the territories within Tai Tokerau i.e. Te Paparahi o Te Raki Stage 1 & 2 Reports; CARRIED	
Council 12/12/2024	Control of Earthworks Bylaw Consultation	RESOLUTION 2024/171 That Council:	28 Jan 2025 9:44am The approval to consult was sought and granted by Council in the 12 December 2024 Council meeting. 28 Feb 2025 2:14pm Consultation underway - 10 February to 13 March 2025. Oral submissions will be 01 April if required.

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Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		a) approves, under section 160(3)(b)(ii) of the Local Government Act 2002, to consult on continuing the Control of Earthworks Bylaw without amendment in a manner that gives effect to the requirements of section 82 of the local government act 2002. b) approves, the Proposal for Consultation on the Control of Earthworks Bylaw, in attachment one, to be made publicly available for the purpose of the consultation. c) approves, the period for making written submissions on the proposal will be a minimum of 4 weeks. d) delegates authority to the Mayor to decide on the date of oral presentation/s of submissions. e) directs council staff to make all necessary logistical arrangements for people's verbal submissions to be heard in person in the council chambers or online via Microsoft Teams on the date decided by the mayor. f) authorises the Chief Executive to make minor changes to the Proposal for Consultation on the Control of Earthworks Bylaw to correct grammatical or spelling errors, or formatting.	
		CARRIED	
Council 13/02/2025	Review of Class 4 Gaming and TAB Venue Policy	RESOLUTION 2025/7 That Council: a) agree the Class 4 Gaming and TAB Policy has been reviewed under section 102 of the Gambling Act 2003 and section 97 of the Racing Industry Act 2020 b) approve, under section 102 of the Gambling Act 2003 and section 97 of the Racing Industry Act 2020, the continuation of the Class 4 Gaming and TAB Venue Policy.	28 Feb 2025 2:04pm The Class 4 Gaming and TAB Venue Policy was reviewed and approved for continuation without amendment on 13 February 2025. This has been updated on the Council website.

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Division: Committee: Council Officer:		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		CARRIED	
Council 13/02/2025	Maritime Facilities Bylaw - Analysis of Submissions and Adoption of a new Bylaw	RESOLUTION 2025/3 That Council: <ul style="list-style-type: none"> a) approve the recommendations in the staff report in attachment 1 that: <ul style="list-style-type: none"> i) the preliminary clause, clauses 4 to 10, clause 14 and clauses 19, 20, and 21, are amended to improve certainty and clarity ii) no changes are made to clauses 1 to 3, 11 to 13, 15 to 18, and 22 to 23 b) adopt the new Maritime Facilities Bylaw in attachment 3 under sections 145 of the Local Government Act 2002 and every other enabling power and authority c) revoke the Maritime Facilities Bylaw 2002 and the Mooring Charges Bylaw 2002. <div style="text-align: right;">CARRIED</div>	28 Feb 2025 2:01pm The Maritime Facilities Bylaw 2025 was made by Council on 13 February 2025. This replaced the Maritime Facilities Bylaw and the Moorings Bylaw. The new bylaw has been published on the website and the previous bylaws were removed.
Council 12/12/2024	Regional Deal Te Tai Tokerau Northland	RESOLUTION 2024/178 That Council: <ul style="list-style-type: none"> a) endorse the preparation of a Regional Deal proposal for submission to central government. b) agrees to collaborate with the other three local authorities, Kaipara District Council (KDC), Whangārei District Council (WDC), and Northland Regional Council (NRC) as a single “region” for the purpose of the Regional Deal. 	24 Jan 2025 12:45pm The Northland Councils confirmed their intention to submit a light touch proposal by Northland Inc submitting a registration on behalf of the Councils before 18 December 2024., An Operational Working Group made up of staff from all four Councils and Northland Inc worked on the content of the Light Touch Proposal over December 2024 and January 2025., The Joint Regional Economic Development Committee has meetings on 31 January 2025 and then again on 21 February 2025 to review the content of the proposal and then approval proposal prior to the proposal submission due date of 28 February 2025.

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Division: Committee: Officer:		Council	
		Printed: Tuesday, 4 March 2025 2:07:03 pm Date From: 1/01/2020 Date To: 4/03/2025	
Meeting	Title	Resolution	Notes
		c) approves Northland Inc as the lead organisation responsible for coordinating the development of the Regional Deal proposal, with support from all four councils. d) approves the Joint Regional Economic Development Committee as the governance entity overseeing the development of the proposal. e) approves the amendment to the Joint Regional Economic Development Committee Terms of Reference as provided in Attachment 4 of this agenda item. f) agrees that the Chair of the Joint Regional Economic Development Committee be the spokesperson of the Regional Deal programme on behalf of the region. g) approves the registration form being submitted by Northland Inc. on behalf of Northland Local Authorities (by 18 December 2024), following review by the Chief Executive. h) notes that the Joint Regional Economic Development Committee may be required to meet outside of the normal council meeting cycle during the traditional Christmas recess period. i) notes that similar recommendations are being presented to KDC, WDC, and NRC at their December 2024 meetings to ensure regional alignment and collaboration.	
		CARRIED	

7.5 LOCAL AUTHORITY ELECTIONS 2025 GUIDELINES FOR ELECTED MEMBERS

File Number: A5104198

Author: Casey Gannon, Manager - Civic Engagement and Education

Authoriser: Ian Wilson, Acting Group Manager - Strategic Relationships

TAKE PŪRONGO / PURPOSE OF THE REPORT

Provide Elected Members with the guidelines for communication in the pre-election period, as published by Local Government New Zealand/Taituarā (reviewed by the Office of the Auditor General and the Department of Internal Affairs). The pre-election period runs from 11 July 2025 to 11 October 2025 (election day).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Elected Members are responsible for adhering to Local Authority Elections 2025 Guidelines for Elected Members during pre-election period. The pre-election period begins on 11 July 2025 and ends on election day and is defined in alignment to the 'applicable period' in section 104 of the Local Electoral Act 2001.

Key Dates:

- 4 July – Nominations open (pre-election period begins)
- 1 August – Nominations close (noon)
- 9 to 22 September – Voting documents delivered
- 11 October – Voting closes (noon)

TŪTOHUNGA / RECOMMENDATION

That the Council receive the report Local Authority Elections 2025 Guidelines for Elected Members.

TĀHUHU KŌRERO / BACKGROUND

Electoral Officer – Dale Ofoske delivered a briefing open to all Far North District Council elected members 26 February in Kaikohe Chamber, community boards are scheduled to receive briefings from Deputy Electoral Officer – Casey Gannon at March meetings for those that missed the 26 Feb briefing.

A briefing to all Northland elected members at their respective Councils are scheduled for:

- NRC: 19 March
- KDC: 5 March
- WDC: 25 Feb

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Council business as usual for all elected members, either seeking re-election or not, continues until the official results are declared.

Key Points for Incumbents Seeking Re-election:

- Differentiation between council duties and campaign activities is essential.
- Council resources must not be used for election purposes.
- Social media channels must remain neutral and not be used for campaigning.

- Elected members will have access to necessary information but cannot use it for electioneering.

Questions, clarity or concerns contact Deputy Electoral Officer (Casey Gannon 09 401 -5676, casey.gannon@fndc.govt.nz) in the first instance.

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

No budgetary implications to consider for this report.

ĀPITI HANGA / ATTACHMENTS

1. **2025 Elected Member Guidelines - Local Government Election - A5104158** [↓](#) 
2. **2025 FNDC-Pre-Election-EM Protocols-Dale Ofsoke - A5104152** [↓](#) 
3. **LGNZ Taituara Communication in the pre-election period Guidelines - A5104163** [↓](#) 



Local Authority Elections 2025 Guidelines for Elected Members

Local government elections are held every three years. In 2025, the elections will be held on Saturday 11 October. The period leading up to an election is a time of high interest from parties including the media, members of the public, and electoral candidates. Officially, the period three months from polling day is known as the pre-election period and runs from 4 July 2025 to 11 October 2025.

As an incumbent elected member seeking re-election, you have two roles. You will continue to make the decisions of your council as members of the Council or its community boards, while at the same time campaigning for re-election as a candidate.

These protocols provide guidance for you to balance your dual role as elected members and candidates seeking re-election. It also seeks to ensure all candidates, whether incumbents or not, have a fair and equitable opportunity to participate in the democratic process. For further guidance or for clarification, please contact your Democracy Services team in the first instance.

Key Dates for the 2025 Elections

- 4 July – nominations open.
- 1 August – nominations close.
- 9 to 22 September – voting documents delivered to households (voting starts).
- 11 October – voting closes at noon, results announced as soon as practicable after.

Key Points

1. If you are standing for re-election, you must clearly and transparently differentiate between activities conducted as an incumbent elected member (e.g., business-as-usual activities) and activities conducted while campaigning for re-election.
2. Resources owned by the Council and made available to you should only be used for Council purposes. The use of Council

resources for election purposes is unacceptable. This includes Council-owned computers and mobile phones, social media channels, email addresses and publications.

3. Council-run social media accounts are considered Council resources and must remain politically neutral during the election. You must always comply with any social media guidelines for candidates at all times.



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4. You will continue to have access to the information you need to do your job as incumbents. Council officers will not provide assistance with electioneering activities. Your role does not stop 3 months before polling day – you should be able to fulfill your ‘business as usual’ duties as a member up until polling day.
5. These protocols have general application at all times but are especially relevant in the three months before the local election (Friday 4 July – Saturday 11 October). It is your responsibility to ensure your behaviour falls within these guidelines.
6. It is critical that every incumbent is aware of their responsibilities regarding **communications during the pre-election period**.

Protocol 1: Continuation of Council business

The normal business of Council continues during the pre-election period. Incumbents seeking re-election must balance and differentiate between these two roles.

Leading up to the election, elected members continue to have the right and responsibility to govern and to make decisions.

However, you should be mindful of an increased level of media and public scrutiny during this period and make a clear and transparent distinction between your activities

¹ Council resources include, but are not limited to, Council-owned or -controlled property and other resources including the Council logo and branding, all Council marketing and communication channels (including social

as an **elected member** and your activities as a **candidate**.

Protocol 2: Use of Council resources

A local authority must not promote, nor be perceived to promote, the re-election prospects of a sitting member. The use of Council resources for re-election purposes is unacceptable.

Council would be directly promoting a member’s re-election prospects if it allows incumbent elected members to use Council resources¹ explicitly for campaign purposes. This includes all Council communications facilities (such as Council branding, stationery and postage, social media channels, and communications devices).

Council communications will be restricted during the pre-election period, to remove any perception that the Council is helping incumbents to promote their re-election prospects over other candidates.

Therefore, during the pre-election period:

- Council resources must not be used for campaigning purposes (including for positions not at your Council). This includes Council-supplied computers, social media channels, email addresses, mobile phones and telephone numbers.
- Elected members’ columns in Council publications will be suspended.
- Elected members will be required to comply with any Council social media

media), Council-supplied business cards, stationery, computers, email, mobile phones, photocopiers, cars, Council venues (other than those available for hire to the general public), Council funds, and Council’s human resources.



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guidelines for candidates in all aspects of their role.

- Opportunities for elected members to act as Council spokespersons will be minimised. In general Council communications (such as media quotes) during the pre-election period will be attributed to Council staff (who are authorised media spokespersons).

Your Council contact information will still be available (for example on the Council website or in the Annual Report) so your constituents can contact you about Council business. However, you should not be using your Council-supplied email address or mobile phone for electioneering purposes. If someone contacts you regarding the election on either of these channels, **you should reply from your personal email address or mobile phone.**

Protocol 3: Social media

Council's social media channels are Council resources and must remain politically neutral during the election. Elected members seeking re-election should not comment on, share, or otherwise use Council social media channels for electioneering.

Advice on how to use social media effectively and safely during the election period is contained in Appendix 1.

Council's social media channels will always remain neutral. Council will promote elections and the importance of voting but will not associate these posts with any candidates.

Please note that for the period of the election:

- Council's social media channels must not be used by anyone for campaigning

purposes. Any campaign-related material (including posts related to nominations and candidacy) will be removed.

- Council social media accounts will not follow any candidates. This may result in your account being unfollowed.
- You may not reply to comments or posts on Council's social media channels encouraging people to like or follow your social media accounts.
- You may not rate, review, check-in or tag the Council's social media channels in your own posts or comments.

Protocol 4: Availability of information

Elected members will have access to the information they need to discharge their roles as incumbents and their Council contact information will still be publicly available. However, Council officers will not provide assistance with electioneering activities.

You will continue to be supported in your role as an incumbent elected member, including by your Democracy Services team (or in the case of the Mayor, his Executive Assistant). However, information requests should be clearly related to Council business and not for re-election purposes.

Information requests for election purposes are welcome. These should be made to the CE Office and will be carried out in accordance with the Local Government Official Information and Meetings Act 1987.

Where the Council supplies information that is not already in the public domain to a candidate, the Council may consider any broader interest



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in this information alongside the requirement that Council resources are not used to give an electoral advantage to any candidate, and at the CE's discretion make this information available to all other candidates.

Protocol 5: Use of Mayoral resources

Council resources provided for mayoral use should not be used for any electioneering activities associated with any candidate.

If an incumbent mayor is seeking re-election a clear and transparent distinction will be made between that mayor's business-as-usual activities and the mayor's campaigning activities.

The incumbent mayor's office will establish systems and protocols to ensure that any information or other requests from the public, media, other elected members or council employees during the pre-election period are

identified as either business as usual or campaign related and to ensure that these are kept separate and responded to appropriately.

Application of protocols

As an elected member seeking re-election, it is ultimately your responsibility to ensure that your behaviour falls within these guidelines.

If you are unsure as to whether a particular action or request is in breach of these protocols, you should seek advice from your Electoral Officer (Dale Ofsoske) or Deputy Electoral Officer (Casey Gannon) as soon as possible.

Review

These guidelines will be reviewed every three years before the nomination period opens for elections.



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Appendix 1

Social Media Guidance for Candidates

A big part of being a councillor or community board member is engaging with the community – social media is a useful tool for this. However, during the election period, the following guidelines for candidates apply to your interactions with council social media channels.

Candidates must comply with the following guidelines for social media use and presence related to campaigning:

Things to be aware of

- Election advertising, using any media, including social media, must identify the person under whose authority they have been produced, as per sections 113-115 of the Local Electoral Act 2001. This means in your profile photo/bio, you must have a statement saying that all content/images on your social media channel are authorised by you or your agent. You must include a physical address in the authorisation statement.
- The Council's social media accounts are not permitted to be used as a communications channel by anyone (candidates or members of the public) for promotion, electioneering or campaigning. This also applies to all social media accounts owned by Council-controlled organisations.
- The Council's social media accounts are constantly monitored, and any campaign related, or electioneering content will be removed immediately.
- If Council already follows your public social media accounts, please note you will be unfollowed 3 months prior to the election date. This protocol is in line with the Local Electoral Act 2001.
- Any social media post – positive or negative – made by any individual specifically relating to their own – or someone else's – nomination, intention to run for Council, or election campaign, will be removed immediately.
- Any post (positive or negative) made on Council's social media by an individual specifically relating to his or her own (or someone else's) nomination, intention to run for council or election campaign, will be removed immediately.
- Candidates must not link their own social media accounts (if they are used for campaigning purposes) to the Council's social media accounts.
- Candidates may engage with NRC social media posts (react, share or comment), provided their engagement is not deemed to be campaigning. Any such activity will be removed immediately. This also applies when sharing NRC content to a candidate's own social media. You may be asked to remove this where it breaches protocol. Refer to the Taituarā and LGNZ guide for guidance on, "Communications in the Pre-Election Period" for examples.



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

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<https://www.lgsectorgoodtoolkit.nz/assets/Uploads/Communications-in-the-pre-election-period-2021.pdf>

- The Council's social media accounts will remain neutral. Council will promote elections and the importance of voting but will not associate these posts with any candidates.
- Resources that have already been produced and made available publicly through Council's digital channels may be shared to educate or inform people about what council does. However, we will not supply original versions of these assets to candidates.



FAR NORTH DISTRICT COUNCIL



2025 TRIENNIAL ELECTION

BRIEFING 26 February 2025

Dale Ofoske, Electoral Officer





FAR NORTH DISTRICT COUNCIL



COVERING

- Background
- Timetable
- Electoral principles
- Māori Ward Poll
- Legislation changes
- Order of candidate names
- Chief executive's role
- Elected member protocols
- Candidate reminders





FAR NORTH DISTRICT COUNCIL



BACKGROUND

➤ Triennial election to occur **Saturday 11 October 2025**

➤ Elections for:

- Mayor
- 10 councillors
- Bay of Islands-Whangaroa General Ward (3)
- Kaikohe-Hokianga General Ward (1)
- Te Hiku General Ward (2)
- Ngā Tai o Tokerau Māori Ward (4)
- 19 community board members
- Bay of Islands-Whangaroa Community Board (7)
 - Kerikeri Subdivision (2)
 - Kawakawa-Moerewa Subdivision (1)
 - Paihia Subdivision (1)
 - Russell-Ōpua Subdivision (1)
 - Waipapa Subdivision (1)
 - Whangaroa Subdivision (1)

- Kaikohe-Hokianga Community Board (6)
 - Kaikohe Subdivision (3)
 - North Hokianga Subdivision (1)
 - South Hokianga Subdivision (2)
- Te Hiku Community Board (6)
 - Doubtless Bay Subdivision (1)
 - Kaitāia Subdivision (3)
 - North Cape Subdivision (1)
 - Whatuwhiwhi Subdivision (1)

➤ Māori Ward Poll

➤ STV (Single Transferable Voting) electoral system

➤ Approx 51,000 electors (+7.9% since 2022)

➤ Electoral officer Dale Ofsoske from Election Services

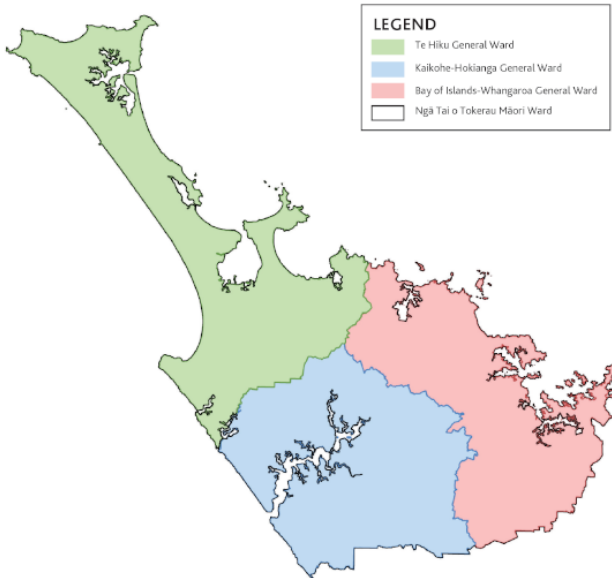
➤ Deputy electoral officer, Casey Gannon from FNDC



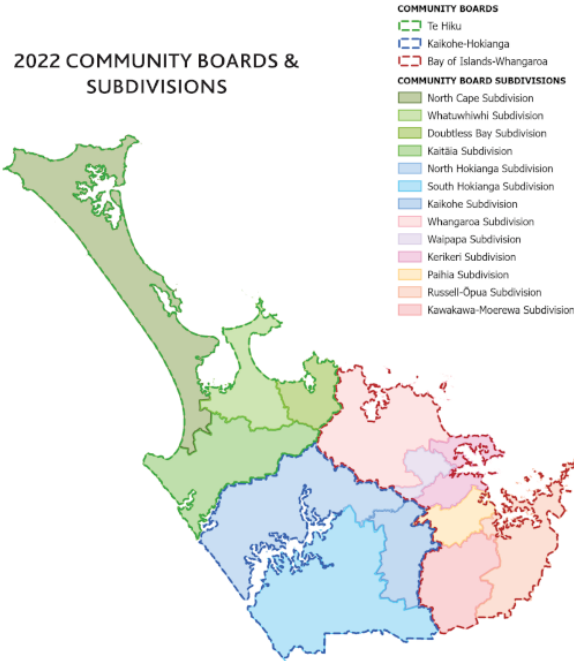
FAR NORTH DISTRICT COUNCIL



2022 MĀORI AND GENERAL WARDS



2022 COMMUNITY BOARDS & SUBDIVISIONS





FAR NORTH DISTRICT COUNCIL



TIMETABLE

- Nominations open: Friday 4 July
- Pre-election period: Friday 11 July – Saturday 11 October
- Nominations close: noon Friday 1 August
- Election signs display period: Monday 11 August – midnight Friday 10 October
- Voting period: Tuesday 9 September – noon Saturday 11 October
- Appoint scrutineers: by noon Friday 10 October
- Progress results: Saturday 11 October PM
- Preliminary results: Sunday 12 October
- Final results: by Friday 17 October
- Members go out of office/take office: Saturday 18 October
- Return of election donations & expenses forms: mid-December



FAR NORTH DISTRICT COUNCIL



ELECTORAL PRINCIPLES

- Representative and substantial electoral participation
- Fair and effective representation
- Reasonable and equal opportunity to:
 - nominate a candidate
 - accept a nomination
 - cast informed vote
- Public confidence in, and public understanding of, processes through:
 - regular election cycle
 - elections managed independently
 - protection of freedom of choice and secrecy of the vote
 - transparent electoral systems and voting methods
 - procedures that produce certainty in outcomes
- Local authorities and electoral officers must take into account principles in making decisions



FAR NORTH DISTRICT COUNCIL



MĀORI WARD POLL

- Where local authority established Māori wards/constituencies
 - since 2020
 - without undertaking poll
 - not dis-establish by 6 September 2024
- Must undertake poll with 2025 local elections
- Poll binding for two elections (2028, 2031)
- Likely question:
 - I vote to keep the Māori ward; or
 - I vote to remove the Māori ward
- Poll must use FPP electoral system
- Council must remain neutral on matter – can only promote process
- NRC undertaking poll on Māori constituencies
- Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024



FAR NORTH DISTRICT COUNCIL



LEGISLATIVE CHANGES

- Legislative changes 30 July 2024
 - longer voting pack delivery period (6 to 14 days)
 - longer voting period (22.5 to 32.5 days)
- Largely to reflect slow postal delivery service
- Means process starts earlier (4 July)
- Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024



FAR NORTH DISTRICT COUNCIL



ORDER OF CANDIDATE NAMES

- Ability for local authorities to determine order candidate names on voting document
 - Alphabetical
 - Pseudo-Random
 - Random
- If no decision, defaults alphabetical
- Resolution, if required, by June 2025
- Resolved alphabetical in 2022





FAR NORTH DISTRICT COUNCIL



CHIEF EXECUTIVE'S ROLE

- Requirement under Local Government Act for chief executive to:
 - 'Facilitate and foster representative and substantial elector participation'
- Achieved through effective communications/education strategy to:
 - Increase number and diversity of candidates
 - Increase voter participation
 - Include information about the Council, what it does, its relevance to the community and importance of participation
- Council's communication campaign in development
- Council placing six vote boxes at service centres and six mobile vote boxes over voting period
- Reinforced by electoral principle: implement representative and substantial electoral participation



FAR NORTH DISTRICT COUNCIL



ELECTED MEMBER PROTOCOLS

- Pre-election period = 3 months before election day (11 July to 11 October)
- Certain protocols need observing, as elected members wearing two hats:
 - continue to govern and make decisions as elected members
 - as candidates campaigning for re-election
- Elected members to clearly differentiate between Council business and campaigning
- Council should not make any significant decisions in pre-election period
- Business as usual must continue



FAR NORTH DISTRICT COUNCIL



ELECTED MEMBER PROTOCOLS

- Council resources and technology provided to elected members
 - must only be used for Council purposes
 - must **not** be used for campaign purposes
 - examples include Council's mobile phones, computers, logo, website, Facebook page, communications, emails, premises, vehicles, copiers, use of support staff
- Council must not promote, or be seen to promote, prospects of any candidates, including current members in pre-election period
- Refer
 - FNDC Local Authority Elections 2025 Guidelines for Elected Members
 - LGNZ/Taituara Good Practice Guidance (reviewed by OAG and DIA)



FAR NORTH DISTRICT COUNCIL



CANDIDATE REMINDERS

- Specific Council-owned sites for election hoardings
 - available from Monday 11 August
 - removed midnight Friday 10 October
- All advertising material to be authorized (by candidate or agent)
 - can show email or phone number (physical address now not required)
- Limit to campaign expenditure (based on population of area)
 - e.g. mayoral election if pop 60,000-80,000 = \$40,000
 - limit includes GST
 - expenditure to include both before and during applicable 3-month period
 - keep all receipts (produce if required)



13

// bringing change



FAR NORTH DISTRICT COUNCIL



2025 TRIENNIAL ELECTION

BRIEFING 26 February 2025

Dale Ofsoske, Electoral Officer





**We are.
LGNZ.**
Te Kāhui Kaunihera o Aotearoa.

Communications in the pre-election period



leadinglearninglinking

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021

FOREWORD

This guidance sets out principles and guidelines for local authorities and their members to apply when developing and delivering communications during the pre-election period. It may also assist elected members seeking to distinguish between their campaigning and council responsibilities.

It is important that local authorities be able to continue to operate effectively during the pre-election period, but additional care should be taken during this time. Public interest in, and scrutiny of, communications by councils and their elected members is likely to be greater during this period.

With the development of tools such as social media, guidance can not possibly contemplate every potential situation that may arise. As a result, this guidance is principle based – though there are a number of worked examples (based on real-life issues that have arisen). These serve as a 'common sense' basis for the application of good judgement backed by appropriate advice.

There are cases or circumstances that are relatively clear cut. For example, elected members inserting personal statements or photos in the pre-election report is both a legislative breach and a breach of the principles set out in this guidance. For cases that are not as clear cut, the guidance provides some bottom lines to keep in mind when navigating the situation.

We thank those involved in the production of this helpful resource.

Karen Thomas
Chief Executive
Taituarā

Susan Freeman-Greene
Chief Executive
Local Government New Zealand

December 2021

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021

WHAT STATUS DOES THIS GUIDANCE HAVE?

The guidance represents good practice advice prepared by Local Government New Zealand and Taituarā (formerly the Society of Local Government Managers). It has been reviewed by legal advisors and by staff at the Office of the Auditor-General and the Department of Internal Affairs.

Neither Local Government New Zealand nor Taituarā has the authority to receive or investigate allegations around local authority communications made during the pre-election period.

However, the Auditor-General remains interested in the appropriate use of council resources at all times. Use of council resources for personal or political purposes is not appropriate.

The Office of the Auditor-General is not the agency to take complaints about the veracity (or otherwise) of claims made in communications material, but it could choose to investigate where, for example, there are questions as to whether a council-funded communication was made for a proper purpose. In the latter case the Auditor-General may report their conclusions and make recommendations – they cannot direct local authorities to take (or not take) a particular action.¹

Local authorities and their members should also be aware that, in some cases, communications that breach the principles of the *Local Electoral Act 2001* could give rise to an irregularity in the election process. Such an irregularity may be used as grounds to challenge an election outcome under the *Local Electoral Act*.

WHAT IS THE PRE-ELECTION PERIOD?

For the purposes of this guidance, we've aligned the pre-election period to the definition of the 'applicable period' in *section 104* of the *Local Electoral Act 2001*. That is, the pre-election period starts three months from polling day. An election could be a triennial general election, by-election or less frequently, a poll.

WHAT IS A COMMUNICATION?

For the purposes of this guidance, a communication is any presentation of information by the council to its local community, regardless of the form in which the information is presented (e.g. documents, internet, spoken word etc).

Some common examples of a communication include but are not limited to:

- statutory documents such as an annual report (or its summary), long-term or annual plans (or their associated consultation documents)
- information contained on a council website about council plans, policies, bylaws, services, or information about council meetings (such as meeting agendas and minutes)
- newsletters and information releases providing council news and information about council activities
- educational material about issues affecting the community

¹ One example where the Auditor-General may make a binding recommendation, is where a loss has occurred under *section 44* of the *Local Government Act 2001*. In those instances a loss may be recovered from those elected members deemed responsible for the loss.

- Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021 promotional material about a particular event, proposal or policy
- council administered social media channels (such as Facebook, YouTube, Twitter and the like)
- representing council in media interviews.

PRINCIPLES

1. The operation of local authorities continues during the pre-election period. Elected members continue to have the right to govern and make decisions during the pre-election period.

There is no legal requirement that local authorities avoid making decisions in the pre-election period. Equally, there is no convention such as the so-called 'period of restraint' that applies in central government or the so-called 'purdah' that applies in local government in some jurisdictions in the United Kingdom.

In any case, routine business must continue. Some examples of routine business include the following:

- giving effect to decisions that have already been made. For example, implementing decisions in an already adopted long-term plan or annual plan (the necessary actions and funding have already been committed)
- meeting statutory requirements e.g. reviewing a bylaw that is due to expire or adopting some policy or bylaw where a deadline falls during the pre-election period (though this should be rare)
- preparing, adopting and publicly releasing reports or other documents that are statutory requirements (for example, the pre-election report and annual report)
- releasing other factual information – especially where release regularly occurs during the pre-election period in other years (for example, where information of a monitoring or statistical nature is regularly released in August, September and October).²

Councils can minimise the risks of undue and adverse public scrutiny of decision-making in the pre-election period by ensuring that, where practicable, significant decisions are made before the pre-election period commences or that officers have sufficient direction to continue to work on major projects during the pre-election period. Mechanisms such as providing a rolling programme of policy and bylaw reviews early in the triennium can help manage this and ensure the work gets done.

Sitting members with roles such as a mayor, council chair or council spokesperson on an issue may continue to make public statements on council business as they would outside the pre-election period.

During the pre-election period councils should take particular care to actively identify and manage risks associated with communications that might be used for political purposes (or be seen to be). For example, media interviews often contain elements of the unscripted where it's easy for politicians to slip into campaign mode unintentionally. If the risks can't be

² Decisions to defer or alter releases of information in the pre-election period can give rise to the same claims of undue politicisation as decisions to communicate such information.

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021 managed it may be less risky for the chief executive or communications manager to act as a spokesperson.

2. During the pre-election period, communities have the same legitimate need for information about their local authority's decisions and activities as at any other time.

A legitimate provision of information consists of five key elements: timeliness, accuracy, completeness, fairness of expression and neutrality. Information is timely if it is provided either before an event or decision, or as soon as reasonably practicable thereafter. Accuracy means that information should be based on a verifiable fact, and recorded in a manner consistent with those facts.

Completeness requires that all of the information necessary for readers to reasonably form a view on a matter is included. Information is fairly expressed if it's presented in an objective, unbiased and equitable way. Neutrality in expression means that the council's collective position is expressed.

The council's 'usual' processes and timeframes for the preparation and release of information should continue to operate 'as normal' in the pre-election period. For example, staff who prepare responses to requests for official information should continue to follow the same timeframes they normally would. Decisions to defer or to expedite a request for information during the pre-election period can leave officers open to claims of bias that are mostly avoidable.

The *Local Government Act 2002* allows councils until 31 October to adopt an annual report. However it is not good practice for an incoming council to adopt a report on the performance of its predecessor. It is good practice to adopt an annual report before the elections – indeed about two-thirds of local authorities did so in the lead-up to the 2019 elections.

3. Local authorities must not promote, or be perceived to promote, the prospects of any candidate, especially a sitting member. Using council resources for re-election of sitting members is unacceptable and potentially unlawful.

The Office of the Auditor-General has previously noted that promoting the re-election prospects of a sitting member, whether directly or indirectly, wittingly or unwittingly, is not part of the proper role of a local authority. We can only agree with what should be a statement of the obvious. This includes allowing sitting members to use council resources for election purposes.

While much less likely to arise, it would also be entirely inappropriate for a local authority to, in any way, promote any other candidates for an election. Again, council resources cannot be used for such electioneering purposes.

Council resources include assets and services such as stationery, post, internet, council-provided email/social media accounts or telephones. If in doubt as to whether something is

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021
a council provided resource, a good question to ask is whether the council purchases or funds it. For example, a council-funded radio slot would be regarded as a council resource.

Election activities carried out at council facilities are similarly unacceptable, except where these facilities are open to hire by the general public (for example, community halls) and the candidate is meeting the standard terms for using the facility.

If in doubt, it's usually a good idea to take a precautionary approach. It doesn't mean that elected members can not use a council's resources for normal activities, but care is needed as the boundaries between answering a ratepayer query and campaigning can be difficult to navigate. For example, it's legitimate for an elected member to use a council email to defend a council decision or action, or even to explain their own position on a decision where different from other elected members (provided it's noted clearly as such in the relevant minutes). But doing the latter without slipping into campaign mode can sometimes be difficult during the pre-election period.

CASE STUDIES: THE PRINCIPLES IN ACTION

(e) Example One: Appearances in a council-funded radio slot

Manu is the Mayor of Kiwi District Council. Kiwi District Council pays for a fortnightly radio spot on Eastland FM. The mayor and the Eastland FM director of news talk about issues facing Kiwi District and other issues in the Eastland region.

A month out from the election Manu appears on the radio show 'as usual'. His interview covers a range of topics – including a change to the council's recycling policy, the first instalment of rates for the year, and the council joining in the Eastland economic development CCO. Manu answers these questions drawing on a series of talking points prepared by council staff that reflect the existing council policy.

A fortnight from the election Manu appears again. This time the interview occurs the night after a candidates' debate in which the mayor's opponent (local business leader I B Sharp) described the council's financial management as an "uninterrupted retreat from reality". Among regular questions such as the Prime Minister's visit to Kiwi District and answering ratepayer questions on recycling, the interviewer asks if Manu wants to respond to Ms Sharp's comments.

Manu replies with a comment that, *"rates have gone up an average 10 percent across the district in this term, debt's increased but we've funded the recycling transfer station, and the new Kiwi bypass. We haven't had to lay anyone off unlike Ms Sharp recently did. If I'm re-elected, I'll reduce the council debt by a third in the next term"*.

Ms Sharp releases a statement deploring Manu's regular misuse of a council resource for political purposes.

Is she right?

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021

In the first interview, Manu did nothing more than state and explain the council policy. On the facts presented, Manu has not made any statements that could be seen as anything beyond a spokesperson's role.

Manu's statements during the second interview have elements of campaigning. Manu's statements about the average rates increase, the increase in debt and what the debt was applied to are factual (assuming they were correct). A council spokesperson would normally be required to provide factual information about council performance.

The statement about the council not having to lay off any staff may well be factual, as indeed may the layoffs in Ms Sharp's business. But the latter has little or nothing to do with any council activity. By linking or comparing the two, Manu has, however inadvertently, used a council resource for campaign purposes.

In a similar vein, in using the personal pronoun "I" and referencing his own re-election in his statement about future council debt (*"If I'm re-elected, I'll . . ."*), Manu would almost certainly be seen as making a campaign pledge. Had Manu said something like *"the council's current financial strategy has debt forecast to reduce by a third over the next term"*, he would have been providing a factual statement about the forecast impacts of present policy.

This example, while having fictional elements, provides a good example of challenges that sitting elected members may face when in a role as a council spokesperson during the pre-election period. It illustrates how easily the line between legitimate council communications and campaigning can be crossed, sometimes unintentionally.

These situations usually occur spontaneously and cannot be easily predicted. While normal council business continues during the pre-election period, risks must be actively managed. There may be less risk in Kiwi District's chief executive filling the slot, or perhaps getting an elected member who is not standing again, or has been re-elected unopposed to do the interview.

(f) Example Two: Use of a council vehicle

Lucy is the chair of Eastland Regional Council. Her remuneration package includes the use of a council-provided motor vehicle (assume this is all in accordance with Remuneration Authority guidelines). The car has the Eastland Regional Council logo painted on the front door on each side.

Campaigning has started. One night, Lucy's teenage son returns from a stint handing out campaign collateral and places a 'Re-elect Lucy' sticker on the car's rear bumper. Lucy does not notice the sticker and drives around Eastland Region for the next week before a local journalist sees the car at the council office, takes a cellphone photo of it, and runs it in the newspaper the following day.

On seeing the story the council's electoral officer asks Lucy to remove the sticker. What should Lucy do?

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021
Lucy should remove the sticker to avoid any appearance of using council resources for her campaign advertising. While there is some element of *de minimis* (the law does not bother with trifles), in the pre-election period it is probably 'better to be safe than sorry'.

It would be up to Lucy to decide whether she might seek to respond to the newspaper story about the sticker. If she were to do so, it would be in the context of her campaign, not in her role as chair.

(g) Example Three: Use of council-owned facilities

Ted is a councillor at Weka District Council and the council's local economy spokesperson. His campaign manager has booked two campaign meetings in two council-owned halls. Both halls are open for any member of the public to book – subject to payment of the applicable fee. The campaign manager booked the venue and paid the fee on 31 August i.e. during the pre-election period.

Ted's opponent, I M Wright, claims Ted is using council resources for campaign purposes. The council's chief executive responds pointing out that Ted's campaign paid the same fee as any other user, and that Wright (and any other candidate) could book the halls. She declines to take further action.

Who is correct?

In this instance the chief executive is correct. While the halls are council-owned, they are open to booking by any person who pays the fee and meets the council's standard terms and conditions. As long as Ted and his campaign have paid the fee and met any relevant conditions in the same way that any other person hiring the venue would need to, this is not considered a council resource for the purpose of this guidance.

Had the council extended use of the halls for free or not made the halls available to other candidates on the same terms as they did for Ted, that would be a potentially serious issue. Of course, Ted should ensure the payment of the booking fee is properly documented and recorded as a campaign expense for *Local Electoral Act* purposes.

(h) Example Four: Candidate use of social media

Councillor Playne is a member of Kiwi District Council and chair of the Finance Committee. She runs a personal facebook page 'Playne speaking' in which she comments on issues of the day. The council has recently adopted water metering (first invoices have been sent), and the Anti-Privatisation League of Aotearoa (APLA) has endorsed a mayoral candidate and a slate of five anti-metering council candidates.

A week before election day, Cr Playne posts two comments on Facebook. In the first she posts on her own Facebook page to comment on a press release put out by the APLA comparing the council's recent introduction of water metering to a "privatisation by stealth" agenda. Her post includes a link to APLA's Facebook page with a 'thumbs down' emoji and states: *"Speaking for myself, I have better things to do than debate the policy equivalent of the flat earth society when they're so obviously wrong. Get a life APLA!"*

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021

In the second instance, she comments on a post by the council on its Facebook page celebrating the first anniversary of the Upper Creek branch library opening. She 'likes' the post on the council's page and comments: *"Happy anniversary! It was a real battle to convince the other members that Upper Creek needed a library. Re-elect me and I'll get the town a pool."*

Was it OK for Cr Playne to make these two posts?

Cr Playne's post about APLA, while somewhat aggressively worded, is not contrary to these guidelines. She has used a personal social media account and clearly identified that she is not speaking on behalf of the council in response to material on a social media site not associated with council. The rest of the comment is a matter for democratic debate and henceforth for the voters to judge.

The Upper Creek Library post is a little different. Here Cr Playne has commented on a council post on a council social media site (which is a council resource). The last sentence is obviously a campaign pledge and therefore puts this post into the campaigning category. The second sentence also has elements of campaigning in that it suggests a particular service choice might not have been made without Cr Playne's intervention. Council would then be justified in deleting Cr Playne's comment on the post. Council is entitled to edit its own Facebook page to ensure this council resource remains 'neutral', i.e. not supporting/promoting or criticising any election candidate.

But suppose Cr Playne had just 'liked' the post, or 'liked' and said "Happy anniversary". In and of itself, that isn't necessarily campaigning. In other words, an assessment of these cases turns on what the candidate has **actually communicated** in such a post.

What about members (or others) using their personal social media accounts to link to the council's account? Suppose, for the sake of clarity, that Cr Playne had used a personal social media tool such as Twitter to 're-tweet' a Twitter communication from the council regarding the anniversary of the Upper Creek Library, and that Cr Playne made the same campaigning comment described in the above example.

While Cr Playne has linked to a council social media site, she's done so using her own account. The information she has accessed is a general communication about council services available to anyone with a social media account, and therefore can be used by any candidate (and indeed any other member of the public). It does not necessarily amount to the council promoting Cr Playne (or anyone else).

While council resource (such as staff time) has been used to produce the communication, this expenditure has already occurred regardless of whether Cr Playne had re-tweeted or not. In this instance, the information is quite obviously a communication to inform the public of a significant date in the Upper Creek community, and even in the pre-election period, it would be pretty difficult to suggest that it amounts to a promotion of a candidate.

At this point readers may ask what the council might do in this circumstance? If feasible, it may delete any post **on its own social media account** (note it can delete other people's comments on its Facebook page, although cannot typically delete other people's re-tweets).

Part 1 – Appendix D Communications in the pre-election period – Taituarā/LGNZ 2021
It could ask Cr Playne to delete a communication on or from her own personal social media account, but it cannot enforce such a request (and indeed if she's circulating publicly available information there is probably a larger reputational risk from making such a request).

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

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Confirmation of Previous Minutes - Public Excluded	<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)(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
8.2 - Community Board Public Excluded Minutes - February 2025	s48(2)(a)(i) - the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation where a right of appeal lies to any court or tribunal against the final decision of the Council in these proceedings	s48(2)(a)(i) - the exclusion of the public from the part of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation
8.3 - Council Public Excluded Open Resolutions Update March 2025	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</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

8.4 - General Employment Matter	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE