

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 Tāmāti 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

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1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

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.

ĀPITIHINGA / 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.

Ordinary Council Meeting Minutes

13 February 2025

**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 Tāmami 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 Tāmami 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.

Page 1

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.**

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 Tāmami Rākana

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

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.

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 Tāmāti 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 Tāmāti 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 Tāmāti Rākena - Member Report

*At 12:23pm Cr Tāmāti 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 Tāmāti Rākena

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

CARRIED

7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

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

	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 – Kaitāia 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.

WHAKARĀPOPOTO 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** [↓](#) 
2. **Statement of Proposal - Fees and Charges 2025-26 - A5063398** [↓](#) 

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 in 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**

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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 September 2024 – 30 June 2025	1 July 2025 – 31 August 2025	1 September 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 September 2024 – 30 June 2025	1 July 2025 – 31 August 2025	1 September 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	Current 2024/25	Proposed 2025/26
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	Current 2024/25	Proposed 2025/26
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 This fee is for the license to trade in a permitted public place. A food license will also be required	\$829.00	\$851.00
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**

www.fndc.govt.nz

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

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, Kaitāia 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** [↓](#) 
2. **Draft Implementation Plan for Te Pātukurea Kerikeri Waipapa Spatial Plan - A5090248** [↓](#) 

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
<p>State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy</p>	<p>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.</p>
<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p>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</p>
<p>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.</p>	<p>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.</p> <p>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</p>

	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>
<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).</p>	<p>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.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>There is no requirement for further budgetary provisions to be made as result of the recommendation in this report.</p>
<p>Chief Financial Officer review.</p>	<p>Type here</p>

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.

ĀPITIHINGA / 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 Miromimro - 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

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

	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
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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
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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
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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.

UNCONFIRMED

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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

UNCONFIRMED

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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.

UNCONFIRMED

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CARRIED

7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

<p>RESOLUTION 2025/17 Moved: Cr John Vujcich Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p>That the public be excluded from the following parts of the proceedings of this meeting.</p> <p>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:</p>		
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
<p>7.1 - Confirmation of Previous Minutes - Public Excluded</p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>7.2 - Kawakawa Infrastructure Acceleration Fund - Detailed Design Procurement</p>	<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)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
CARRIED		

At 11:44am, the meeting was adjourned and resumed at 11:55am.

UNCONFIRMED

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting
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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 Tāmāti 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

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.

WHAKARĀPOPOTO 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:

- a) **Add that the Committee must appoint an iwi/hapu member as Chairperson or Deputy Chairperson.**
- b) **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.

ĀPITIHINGA / 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.

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.

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.

ĀPITIHINGA / 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.

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.

ĀPITIHINGA / 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** [↓](#) 

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 ĀPITIHINGA / 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  

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** [↓](#) 

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 [↓](#) 

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.

ĀPITIHINGA / ATTACHMENTS

1. **2025 Elected Member Guidelines - Local Government Election - A5104158** [↓](#) 
2. **2025 FNDC-Pre-Election-EMProtocols-Dale Ofsoke - A5104152** [↓](#) 
3. **LGNZTaituara Communication in the pre-election period Guidelines - A5104163** [↓](#) 

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	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 - 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	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

<p>8.4 - General Employment Matter</p>	<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)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE