

AGENDA

Ordinary Council Meeting

Membership:

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



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

Thursday, 10 April 2025

Time: 10:00 AM

**Location: Council Chamber
Memorial Ave, Kaikohe**

Far North District Council
Ordinary Council Meeting
will be held in the Council Chamber, Memorial Ave, Kaikohe on:
Thursday 10 April 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

No requests for deputations were received at the time of the Agenda going to print.

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

5 HE PĀNUI WHAKAMŌTINI / NOTICE OF MOTION

5.1 NOTICE OF MOTION - PIONEER VILLAGE KAIKOHE

File Number: A5145291

I, Councillor John Vujcich, give notice that at the next Ordinary Meeting of Council to be held on 10 April 2025, I intend to move the following motion:

MŌTINI / MOTION

That Council:

- a) approve additional funding allocation through the remaining Annual Plans within the Long-Term Plan (LTP) 2024-2027, and subsequent Long-Term Plans, to secure two full-time staff positions for Pioneer Village Kaikohe - a Manager and a Curator - to address existing workforce constraints and enhance operational sustainability; and**
- b) include the Pioneer Village Kaikohe in the Arts, Culture, and Heritage Strategy, ensuring recognition of Pioneer Village Kaikohe's contributions and funding for preservation of heritage buildings, collections, and infrastructure upgrades.**

TAKE / RATIONALE

Pioneer Village Kaikohe (PVK) stands as a cornerstone for community pride and engagement, safeguarding significant heritage assets and fostering tourism, educational outreach, events and community well-being. There are 25 buildings, 11 of significant historical value, situated on 5 acres, with a commercial kitchen/café/retail space.

However, PVK faces critical financial and workforce challenges that risk undermining its capacity to meet growing demand and maintain its contributions to Kaikohe and the wider district.

This motion combines elements of PVK's business case and collaborative strategies to ensure:

- Sustainable funding for operational costs and workforce expansion to deliver its roles as a heritage museum, education enabler, visitor destination and community venue.
- Delivery of the PVK revitalisation plan and recommendations of the independent business case report. See attachments. Also, it helps gives effect to the 2019 Kaikohe Town Plan.
- Increased visibility and visitor engagement through coordinated partnerships and innovative tourism initiatives.
- Preservation of historical assets and long-term strategic alignment with FNDC's cultural and economic development priorities and Toi Mana/Arts, Culture and Heritage Strategy.

By securing consistent support, PVK can grow its role as a vibrant hub for tourism, education, and community-driven initiatives, generating lasting value for locals and visitors alike.

I commend this Notice of Motion to Council.

ĀPITI HANGA / ATTACHMENTS

- 1. Notice of Motion - Pioneer Village Kaikohe - A5145251**  
- 2. 20231022 StrategEase PVK Business Case Final - A5145265**  
- 3. The Journey Forward - Pioneer Village Kaikohe - A5145261**  

Notice of Motion**Council Meeting: 10th April 2025****From:** Cr John Vujcich**Date:** 1/04/2025**Subject:** Proposal for Funding and Strategic Collaboration for Pioneer Village Kaikohe

Motion:

Whereas the **Pioneer Village Kaikohe (PVK)** is a vital community asset contributing to Kaikohe's social, cultural, and economic wellbeing, supporting heritage preservation, tourism growth, and local engagement,

1. The Far North District Council **approves additional funding allocation** through the remaining Annual Plans within the Long-Term Plan (LTP) 2024-2027, and subsequent Long-Term Plans, to secure two full-time staff positions for PVK—a Manager and a Curator—to address existing workforce constraints and enhance operational sustainability.
2. The Far North District Council includes the PVK **in the Arts, Culture, and Heritage Strategy**, ensuring recognition of PVK's contributions and funding for preservation of heritage buildings, collections, and infrastructure upgrades.

Rationale:

Pioneer Village Kaikohe stands as a cornerstone for community pride and engagement, safeguarding significant heritage assets and fostering tourism, educational outreach, events and community well-being. There are 25 buildings, 11 of significant historical value, situated on 5 acres, with a commercial kitchen/café/retail space.

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- Delivery of the PVK revitalisation plan and recommendations of the independent business case report. See attachments. Also, it helps give effect to the 2019 Kaikohe Town Plan.

- Increased visibility and visitor engagement through coordinated partnerships and innovative tourism initiatives.
- Preservation of historical assets and long-term strategic alignment with FNDC's cultural and economic development priorities and Toi Mana/Arts, Culture and Heritage Strategy.

By securing consistent support, PVK can grow its role as a vibrant hub for tourism, education, and community-driven initiatives, generating lasting value for locals and visitors alike.



Pioneer Village Kaikohe - Business Case for a sustainable future

Prepared for

PIONEER VILLAGE KAIKOHE

**October
2023**

StrategEase

STRATEGY | BUSINESS AND ECONOMIC ANALYSIS

Acknowledgements

The author wishes to acknowledge the valuable contributions provided by many others to this project, including members of community, education, and business organisations in Kaikohe, and economic development and cultural sector practitioners in Northland, Auckland and Bay of Plenty. This report has benefitted greatly from their knowledge and insights, but they bear no responsibility for the final product.

Disclaimer

This report has been prepared for the Kaikohe and District Historical and Mechanical Trust (trading as Pioneer Village Kaikohe). Although every effort has been made to ensure the accuracy and integrity of information presented in this report, the author accepts no liability for any actions taken on the basis of the information or recommendations contained in the report.

Version control: Final report 22 October, 2023.

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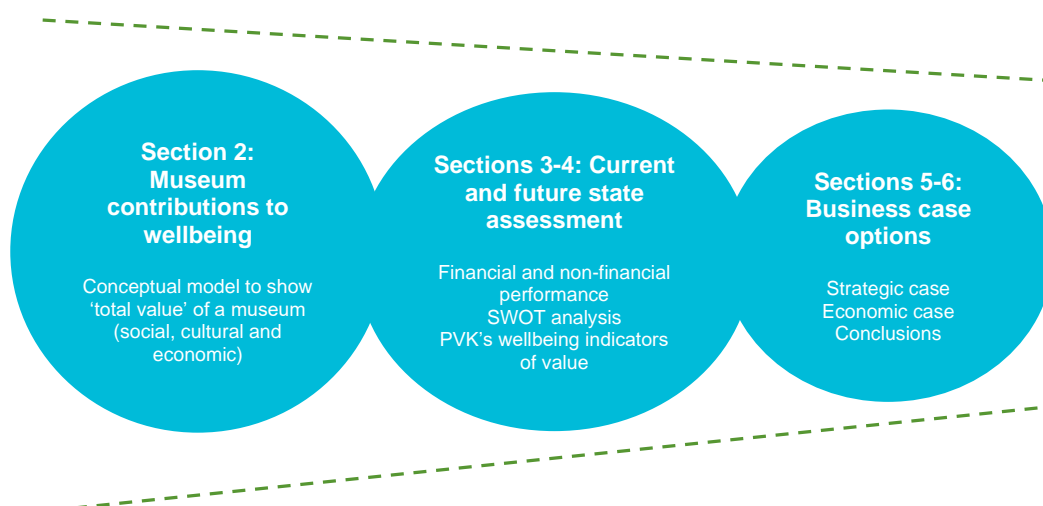
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Executive summary

Pioneer Village Kaikohe (PVK) provides a hub of co-located tourism, heritage, education, and event facilities, which provide opportunities for local residents and visitors from outside the district to engage with the Far North District's (FND) shared history. This report has been commissioned by the Kaikohe and District Historical and Mechanical Trust to inform its future planning for PVK and to support future applications for funding support from Far North District Council (FNDC) and other organisations.

This report is structured as illustrated below, commencing with a broad assessment of how museums generate social, economic, and cultural value and then narrowing down to outline the case for increased funding support for PVK:



In considering the value of a museum it is important to take account of its 'stock' of heritage assets as well as the 'flow' of services or activities it provides to visitors and users. Both are a source of public value that cannot be adequately measured in financial terms.

PVK contributes to community wellbeing in Kaikohe and the wider FND in three main dimensions: social, cultural and economic, by:

1. Protecting significant heritage buildings and a collection that visibly reflects and honours the shared (Māori and Pakeha) cultural identity of the community;
2. Making a contribution to 'sense of place' in Kaikohe, with an array of buildings in a park setting in the heart of town;

3. Being a hub for social inclusion: open to the public, offering many opportunities for voluntary work, and as a venue for community groups, events and education programmes;
4. Providing employment for a few part-time staff, purchasing goods and services from local businesses, and attracting domestic and international tourist visitors and expenditure from beyond the local area.

PVK serves as a community hub with several clubs permanently based there, and by being a focus for 'volunteerism' for senior citizens in the town. That role is as relevant to future potential funders and users as its role as a heritage museum.

By offering a unique destination attraction in Kaikohe, PVK is also well positioned to play its part in the recovery of the district's visitor economy by contributing education programmes, hosting large events, and attracting visitors from the Twin Coast cycleway, cruise ships and others travelling around the district. PVK's total patronage could reasonably be expected to return over the next few years to be in the range of 2,000-2,500 visitors/users per annum.

In the financial year-end March 2023, PVK's total expenditure was \$165,000 and total revenue was \$150,000. Grant funding contributed at least half of its total revenue each year over 2021-23. A large share of that has been required to cover indirect overheads or fixed costs required to keep the museum open and maintain its buildings and collections, rather than to pay for the costs of hosting visitors as such.

Compared to other 'micro-museums' in New Zealand, PVK's number of part-time employees is close to the 1.9 average, but PVK's staff are managing levels of operating revenue and volunteers at three times the average for micro-museums.

The Business case assessment identifies PVK faces two core resourcing challenges:

1. Its current annual income is insufficient to cover annual expenses, particularly the high and lumpy indirect expenses of heritage protection (e.g. building remediation/restoration and collection storage, repairs and maintenance) and operating overheads.
2. PVK lacks staff resource capacity to manage its breadth of business activity as both a heritage museum and as a venue for education programmes, events and group meetings.

To actively make the most of its site and scale of heritage assets and attract growth in visitors and other customers, PVK will need to continue to foster relationships with local businesses, schools, iwi, and

community groups as well as work in partnership with other organisations in Northland's cultural and economic development sectors (e.g. Northland Inc., Creative Northland). However, PVK will require additional staff resource (and revenue) to do that well and maximise beneficial outcomes for visitors and the Kaikohe community and wider district.

PVK is reviewing its Strategic Plan 2021-26 and over the next 6-12 months PVK's board and staff will need to engage with FNDC on the forthcoming Arts, Culture and Heritage Strategy. The strategy may add momentum for the Far North cultural sector to flourish but will likely require concerted efforts to implement, backed by budget provision in the Council's Long-term plan (LTP 2024-34).

It is recommended that PVK:

1. Use the wellbeing indicators model and analysis in this report to inform its Strategic Plan review and outline how additional staff capacity would be applied to connect with other entities, remain as a viable museum and grow its specific contributions to both user and non-users social, economic, and cultural wellbeing in FND; and
2. Pursue an increase in funding through the FNDC LTP process of circa \$150k per annum for a multi-year period, to fund two full-time staff (PVK Manager and Curator). The need for on-going funding can then be reviewed in the next LTP process together with updated reporting on the indicators of value achieved by PVK.

1.0 Introduction

1.1 Purpose

This report has been commissioned by the **Kaikohe and District Historical and Mechanical Trust** to inform and support its engagement with funding organisations in relation to Pioneer Village Kaikohe (PVK). The report aims to show how PVK contributes social, economic and cultural value to Kaikohe and the wider district and indicate how increased funding support for PVK will provide value for money in terms of sustaining that value.

1.2 Location context

Kaikohe is centrally situated in relation to a cluster of towns on the east coast around the Bay of Islands (Kawakawa, Kerikeri, Moerewa, Opuā, Paihia and Russell) and a cluster of small settlements on the south-west coast surrounding the Hokianga Harbour (Horeke, Kohukohu, Omapere, Opononi, Panguru and Rawene) – refer Figure 1. Kaikohe is 27km from the inter-regional ‘Bay of Islands’ airport at Kerikeri (or 22 minutes travel time by car) and 92km from Whangarei’s airport (or about 1.2 hours travel time by car).

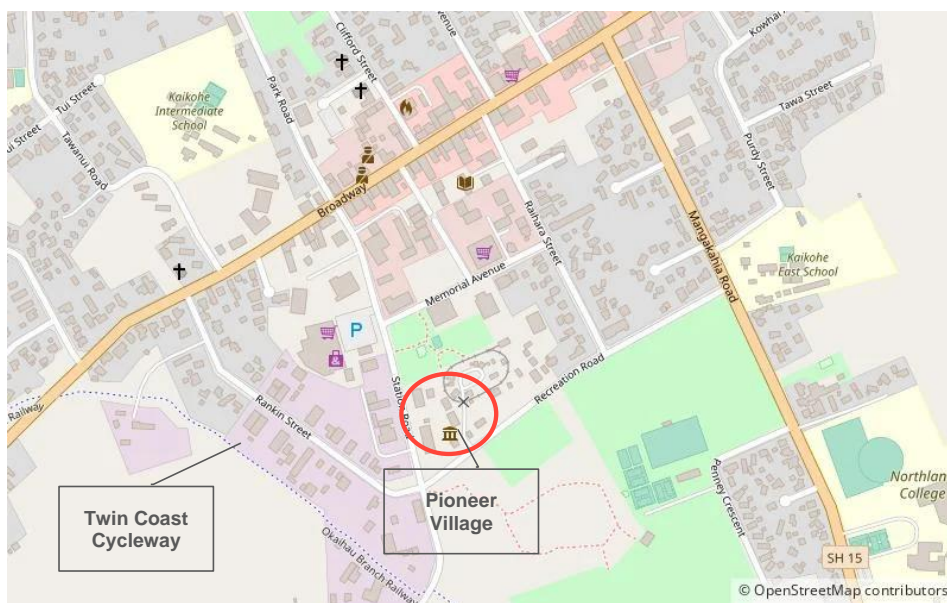
Figure 1: Kaikohe Location map



Source: FNDC, Google maps

PVK consists of a 5 acre site located on Recreation Ave. in the heart of the town and is around 200 metres from the Twin Coast Cycle Trail (refer Figure 2).

Figure 2: Pioneer Village site plan



1.3 Background

The PVK vision is to continue to offer a heritage museum and event venue that:

- adds value to Kaikohe as a destination for domestic and international visitors
- promotes a favourable reputation and recognition for the town
- enjoys the support of the local and wider district community for its contribution to economic and social development.

PVK officially opened in 1977 and operates as a non-profit trust governed by a Trust Board. PVK offers a multi-purpose, diversified mix of services: museum visits and information, cafe and catering, educational programmes and venue hire for events and group bookings.

The village is the main local attraction in Kaikohe, comprising several restored historic buildings including New Zealand's oldest courthouse, an 1875 cottage, a jail, a school and other buildings housing Māori

artefacts, gum-digging equipment and a blacksmith's shop. Additional details on PVK are provided in Attachment A. There is one other museum in Kaikohe, a fire museum. In the larger area of the Mid-North there are several museums and similar institutions including:

- Hokianga Society Museum and Archives Centre
- Manea Footprints of Kupe
- Clendon House
- Māngungu Mission House
- The Stone Store
- Mission House
- Russell Museum
- Kawakawa Museum.

Several of the museums are owned and funded by Heritage New Zealand, while others rely on funding from other organisations (e.g. Manea was supported by the Provincial Growth Fund).

In September 2022 the Chair's report on the Kaikohe-Hokianga Community Board (KHCB) agenda noted¹:

"One of the board's strategic priorities is the Pioneer Village museum in Kaikohe. The board advocated for a modest increase in the annual grant this year. The village was set up by a previous mayor, and many elected members have volunteered at the village in some manner since the 70's. Three current members of the board have joined the Pioneer Village during their terms, because they see it as an important part of Kaikohe. This agenda includes an application, with a substantial quantity of supporting evidence, for a grant to the Pioneer Village. To remain a part of Kaikohe, the museum must have a stable and predictable income base that allows it to remain in place, on top of which it can seek other income and third party funding for the buildings and collection. In much the same way that the Kaitia museum has. I propose that the board fund a Kaikohe-Hokianga museum strategy to, firstly, confirm that the museum is a desirable feature of the ward and district, and, secondly, establish a level of funding that removes the uncertainty of the financial security of the village, and to form a case for long term plan funding".

While the community board resolved to allocate funding to enable future planning by the Council CE, or his nominee, for the Pioneer Village to ensure a sustainable future, it also declined to provide a grant direct to

¹ Refer Kaikohe-Hokianga Community Board Meeting Wednesday 14 September 2022 (https://infocouncil.fndc.govt.nz/Open/2022/09/KHCB_20220914_AGN_2547_AT.htm)

PVK, “due to the Council undertaking a review and development of the Arts, Culture and Heritage Strategy, which will achieve the Community Board’s outcome without having to allocate funding towards this piece of work”².

It is understood that the FND strategy will form part of a wider Northland Region Arts, Culture and Heritage Strategy, which is intended to provide a platform for raising the profile, capability, and performance of the cultural and creative sectors in the region. The FND strategy is due to be reported to FNDC in late 2023 and will then be subject to public consultation.

While the draft strategy is not available to inform this report, there will be an opportunity for PVK to make a submission on it and seek recognition of its role and contribution to the district’s economic and cultural development. It is assumed that the strategy will proceed to an implementation stage and be subject to funding allocated in the Council’s LTP 2024-34. This report should assist PVK to demonstrate it is deserving of funding support in the LTP.

1.4 Methodology

Preparation of this report has included the following activities:

- a) Site visit to PVK and the surrounding area in August 2023.
- b) Meetings with a range of stakeholders and subject-matter experts including members of community, education and business organisations in Kaikohe, and economic development and cultural sector practitioners in Northland, Auckland and Bay of Plenty.
- c) Analysis of demographic and economic information for Kaikohe and the wider district.
- d) Literature review of published information on the social, cultural and economic wellbeing benefits of museums and other cultural facilities.
- e) Analysis of PVK’s ‘current state’ based on visitor patronage, staff resources, financial statements and Strategic Plan 2021-26.
- f) Development and application of a wellbeing framework to provide indicators of PVK’s contributions of value to social, cultural and economic wellbeing in FND.
- g) A SWOT analysis and ‘future state assessment’ of alternative business case options and recommending a preferred option.

² Refer RESOLUTION 2022/49 in KHCB minutes 14 September 2022:
https://infocouncil.fndc.govt.nz/Open/2022/09/KHCB_20220914_MIN_2547_WEB.htm

2.0 How do museums contribute to the four wellbeings?

2.1 Assessing total value

The Local Government Act 2002 (LGA) requires councils to consider how their activities promote economic, social, environmental, and cultural wellbeing (the four wellbeings). Similarly, the New Zealand Treasury requires the impact on economic, social, environmental, and cultural capital to be considered when considering policy decisions through their Living Standards Framework (LSF).

Although the LGA does not define cultural well-being, for the purposes of this report the Ministry for Culture and Heritage (MCH) definition is considered appropriate³ :

“The vitality that communities and individuals enjoy through:

- participation in recreation, creative and cultural activities
- the freedom to retain, interpret and express their arts, history, heritage and traditions”.

Cultural wellbeing is difficult to measure as much of its value is intangible. A recent report by BERL for Museums Aotearoa⁴ provides a comprehensive literature review and evidence base for assessing the ‘total value’ of museum, gallery and heritage sites contributions to the four wellbeings, taking account of ‘economic use values’ and ‘non-use values’. In summary, there are two main sources or types of value:

1. **Use values:** typically measured based on museum ‘user’ activities based on visitor numbers and revenue, employment, education and community/recreational usage, and contributions to tourism/Gross Domestic Product (GDP), and;
2. **Non-use values:** while not easily calculated, these values include ‘inherent existence value’; ‘option value’ (even if some people haven’t taken up the option to use/visit the museum to date they can value the option for the future) and ‘historical and social value’ (passing down the ability to interact with a piece of history to descendants, maintaining an understanding and connection to the past and strengthening social ties to identity and place).

³ Refer MCH Well-being What Is It? Linking local and central government to promote cultural well-being (no date).

⁴ BERL 2022 The value of museums and galleries in Aotearoa, prepared for MUSEUMS AOTEAROA.

Based on a comprehensive review of international and New Zealand literature on approaches to valuing cultural facilities the following conclusions from BERL 2022 are pertinent to PVK:

“The museums and galleries sector is an ecosystem of activity, not a factory

The value of the museums and galleries sector lies in its impact on society, some of which is experienced or noticed by the public, and some of which goes unseen. This is an ecosystem where some areas are priced, and most are not priced. The sector should be thought of as a “stock”, which consistently grows with activities around it (the flow). Simply asking the public how much they would pay to keep it does not adequately value this stock and the ecosystem around it.

‘Culture’ is not a product

The literature review provided a consistent view that the value of museums and galleries is not entirely captured by revenue, profits, and employment. Most of the activity does not occur in a traditional sense of a market that can be measured and valued.

Indigenous perspectives have not been considered by most researchers

There is a growing, but still limited, body of evidence on indigenous perspectives. The definition of cultural value is euro-centric, which is highlighted by the fact that non-use value does not translate easily into a number. Māori approaches to value consider use and non-use value and have done so since before colonisation. Despite this, economic frameworks to value culture attempt to quantify the value of culture into market value, which is drawn from exploitation, production, and trade. Cultural institutions provide public access to history, and uphold, restore, and recognise the mana of individuals and communities”.

BERL 2022 presents an eco-system model for capturing the variety of ways that cultural facilities contribute to the four wellbeings, as an aid to policy makers in the cultural sector wanting to consider the total value for money of their policy interventions.

For the purposes of this report that model has been adapted to apply to the PVK context, recognising that environmental wellbeing is not particularly relevant to many museums. The key indicators of value generated by a museum are shown in Table 1:

Table 1: Indicators of the total value generated by museums

	Indicators of value			
Economic	Employment: No. of full and part-time staff	Operating expenditure	Revenue (incl. Net operating income)	GDP (contributor to local economy and tourism GDP of FND)
Cultural	No. of visitors (international and domestic)	Heritage buildings and collection size/attributes	Contribution to Iwi (e.g. engagement; taonga protected; Māori oriented events)	Other cultural functions (e.g. research; ability to engage with the collection via digital means)
Social	Public amenity/ place-making role	Education programmes participation	Venue for community groups/events	Volunteers engaged

Museums can bring economic benefits through attracting visitors and external investment into the district. They can improve cultural and social wellbeing by showcasing local history in a way that reflects the diverse nature of their communities, and by providing a place that local people belong to, with tangible opportunities for volunteering, gathering, or learning.

A fundamental implication of the above approach is that user values as expressed in a museum's fee income does not truly reflect the value of its 'output': a museum also generates wider social, cultural, and economic wellbeing benefits for both users and non-users. Meaning that the costs of operating a museum (as a 'stock and flow') needs to be viewed alongside indicators of those values (i.e. indicators of correlation, or impact, of the institution on social, cultural, and economic outcomes). It follows that this should be done on a case-by-case basis when assessing the merits of central and local government grant funding for a museum.

2.2 How does PVK compare to similar size museums in New Zealand

BERL 2022 provides a range of metrics relating to both use values and non-use values for the museum and gallery sector in New Zealand, distinguishing between large, medium, small and micro museums. In terms of most metrics comparable to the BERL time periods, PVK fits within the micro rather than small museum category (refer Table 2).

Table 2: Comparative metrics of the micro and small museum/gallery sector (NZ) 2018; 2021

Measure	PVK	Micro museum	Small museum
Visits/users (2018)	790 museum and 3,400 event, education and group bookings (YE March 2019)	1,766 (ave. per institution)	21,000 (ave. per institution)
Collection size	5,000+	6,800 objects (ave.)	20,000 objects (ave.)
Revenue	\$160,000	\$52,000 (ave.)	\$890,000 (ave.)
Net operating income (surplus)	\$63,109	\$26,000	\$103,000
No. of employees (predominantly part-time)	2 core part-time staff 1 Education Programme part-time staff	1.9 (ave.)	6 (ave.)
No. of volunteers	36	12 (ave.)	12 (ave.)

Source: PVK info; BERL 2022

Notes:

1. BERL visitor numbers refer to 2018, reflecting pre-COVID19 times when international and domestic tourism was widespread in New Zealand; all other metrics refer to 2021.
2. The average figures are based on BERL estimates for a total 190 micro museums and 196 small museums in New Zealand.

The metrics indicate that:

1. PVK had a lower reported visitation than the average micro museum or gallery in 2018, but once allowance is made for education, group bookings and events (noting the 2018 number is not available) the total for PVK will likely be closer to the average (noting the BERL figure includes such visitors).
2. PVK was above the average for micro museums and galleries in 2021, in terms of several other metrics: revenue, net surplus, number of volunteers.
3. Micro museums and galleries generally rely on volunteers and a small number of part-time employees for most of their operations - which also means they incur lower 'cash' operating costs than they would if they had to pay the true cost, but equally, their revenue tends to reflect that they are not big enough to attract high-profile fee-paying events and/or government funding which larger entities can attract⁵.

⁵ BERL estimated that in 2021 funding from central and local government accounted for an average of 68 percent of revenue for large institutions, 94 percent for medium institutions, 45 percent for small institutions,

Reflecting the challenging times for cultural facilities post-COVID with the risk that many may not survive, Museums Aotearoa⁶ has advocated for the next government (post the 2023 election) to provide a sustainable funding model, noting:

“Most museums and galleries are funded through a mixture of local government funding, sponsorship, sales through retail, cafes and venue hire and entrance fees. Aside from Te Papa, no museums and galleries receive sustainable funding from Central Government (though a number have received small, time-limited grants and a contribution to their educational programme via a contestable, time bound contract)”.

and 11 percent for micro institutions. Note the BERL data for the 2021 year will include COVID-19 related wage subsidies and hardship grants.

⁶ Refer <https://www.museumsaotearoa.org.nz/publications/repository/ma-briefing-incoming-ministers-2023>.

3.0 PVK Current state assessment

3.1 PVK financial performance

PVK's key financial metrics for the past three financial years are shown in Table 3. Annual total income in the most recent financial year (end-March 2023) was \$150,000. It managed to generate a surplus in two out of the past three years (2021 and 2022) but incurred a deficit of \$15,000 in 2023.

Table 3: PVK summary financial metrics (YE March)

	2021	2022	2023
Total income	159,703	121,381	150,371
Total expenses	96,594	88,960	165,364
Surplus (Deficit)	63,109	32,422	(14,992)
Cash balance	114,121	121,904	101,401

Source: PVK 2023

Te Ahu by comparison reported annual revenue of \$681,900 (year-end June 2021) and \$815,200 (2020), while total expenses were \$1,115,500 and \$1,181,400 respectively (implying annual deficits of \$433,600 and \$366,200)⁷.

Further details on PVK's financial performance are included in Attachment B. Key points derived from the assessment are:



Visitors and user income accounted for 12-17% of total income over 2021-23.

PVK earns its own income from customers (including visitor fees, cafe sales, catering etc.) and has diversified sources of other income (e.g. rent, fundraising etc.) but in total it is insufficient to cover total expenses.



Income from customers and tenants covered only 63% of total 'direct expenses' in 2023

⁷ Source: TACT 2021 Performance report and Audit Opinion. Note employee and volunteer related costs were \$262,000.

Income from customers and tenants (including visitor fees, cafe sales, catering and rent etc.) is insufficient to cover the 'direct expenses' incurred in delivering the visitor/customer experience. Direct expenses in accounting terms include wages and consumables, and exclude overheads such as advertising, insurance, utilities, rates, depreciation and repairs and maintenance. Wage costs were \$74,700 in 2023 and are a high proportion of direct expenses (around 70-80% in recent years) but this reflects that total wage costs have been allocated to the calculation of direct expenses when a large share of staff time is actually spent on 'indirect' activities of collections management, administration, marketing and communications, health and safety, securing funding and strategic planning.



PVK receives 50-60% of its total income from grants

PVK has relied on grant funding for at least half of its total income over 2021-23. A large share of PVK's expenses are indirect 'overheads' or fixed costs required to keep the museum operating and maintain its buildings and collections (e.g restoration, repairs and maintenance were a significant component of expenditure of \$56,000 in 2023). Implying that grant revenue is relied on to cover indirect expenses rather than direct expenses *per se*.



The need to fund planned repairs and maintenance and operating at a deficit pose a significant risk to PVKs assets.

While PVK's has cash reserves of \$100,000 to manage its cashflow over the current financial year and could potentially fund a limited amount of capital or maintenance expenditure, that fund is also vulnerable to being called on in the event of incurring future deficits. PVK faces a significant risk of accumulating a backlog of asset remediation and maintenance expenditure.

3.2 PVK workforce capacity

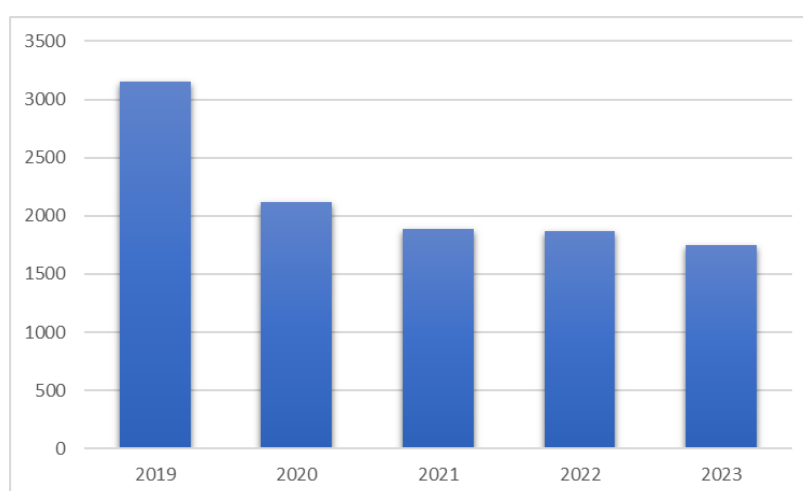
PVK's main workforce currently consists of:

1. two core part-time staff: Operations Manager, paid 20hrs. per week (pw) and 20 hrs. pw voluntary; Collections Manager 10 hrs. pw.
2. one part-time Education Programme Manager 10 hrs. pw.
3. 36 volunteers (15 volunteers that are core to the operation and 21 volunteers that support events or are advisors/experts in their fields).

In addition, a contractor chef is contracted for pre-booked catering and venue hire events.

Allowing for the three paid part-time staff to work a total 40hrs./week for 45 weeks of the year (excluding holidays etc.) implies they work around 1,800 hrs. per annum (pa). As with other small museums PVK relies significantly on a committed pool of local volunteers who have contributed close to an additional 1,800 hours pa of unpaid labour in recent years, and over 3,000 hours in pre-COVID times (refer Figure 1).

Figure 1: PVK Number of volunteer hours 2019-2023 (year-end March)



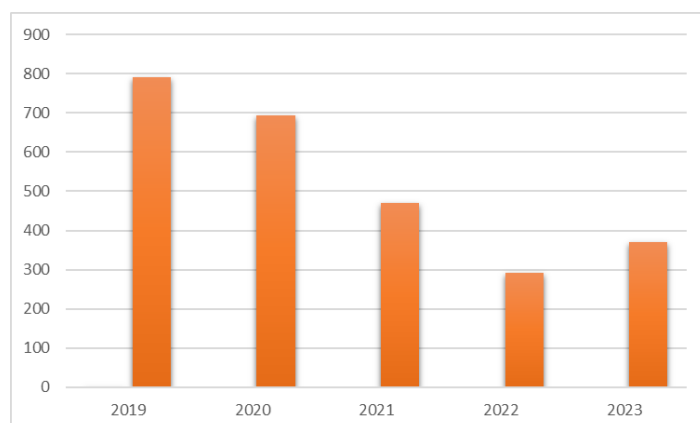
Source: PVK data

Volunteers contribute an additional volume of work hours which exceeded those of the two staff in the busier pre-COVID times but have been less than the staff's total hours in recent years. While PVK's wage costs accounted for \$74,700 in FY23 (and 70-80% of total direct expenses over 2021-23) this does not give the full picture of the value of workforce time operating PVK: volunteer hours contribute additional time to keeping the village running and delivering value to the customer experience. If their time is valued at \$20.00 per hour (in line with the minimum wage level over most of the period), it would be equivalent to an additional labour cost of \$35,000-\$38,000 per annum over 2021-23. The level of engagement of volunteers with the village is a sign of the community's sense of belonging 'with' the village, and while a monetary value is not a true measure of that, it provides a proxy of value generated at PVK that equates to around half of the current wage bill.

3.3 PVK visitors and customers

Information supplied by PVK shows the following snapshot of patronage in recent years and months. Total 'walk-in' museum visitors of 300-500 per annum over 2021-23 (to March year-end) compared to 700-800 in pre-COVID years (2019-20) - refer Figure 2.

Figure 2: PVK museum visitors 2019-2023 (year-end March)



Source: PVK data

Notes:

1. 'walk-in' visitors for self-directed tour only; events and booked groups are not included.
2. COVID-19 lockdown and border closure impacts on PVK reflected in reduction in visitors in 2021 and 2022 (March year-end).

Although PVK is open all year round, patronage is very seasonal with an increase of visitors during school holidays, school term educational programmes and over the summer season. In the year to end of March 2019 (pre-COVID-19) there were 790 museum visitors and an additional 3,400 'Other users/visitors' comprising:

- a. 160 Education programme visitors' (schools and Regent Trades Training)
- b. 784 Group booking 'venue visitors' (private functions, guided tours, and community group/organisation meetings)
- c. 2,460 Event visitors (Wheels Day, Easter Carnival, Father's Day, Halloween, Christmas)

While complete annual data is not available for 'Other users/visitors' over the 2020-23 period, in the first quarter of this year (April-June 2023) there were over 1,300 such visitors:

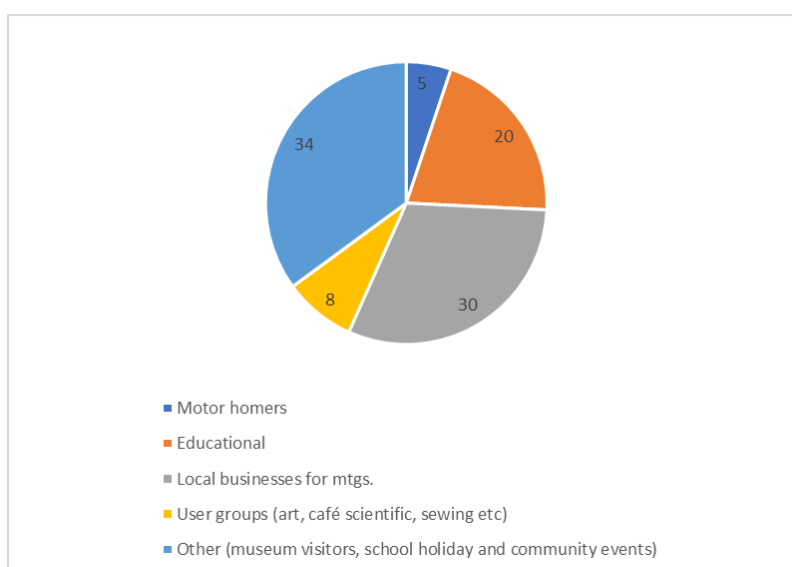
- a. 270 School education and holiday programme 'venue visitors'

- b. 225 Group booking 'venue visitors'
- c. 800+ Event visitors (Cruzn the Bayz)
- d. Additional small number of international visitors for dedicated research purposes

The visitor profile reflects the village's strength as a multi-use venue where the total volume of 'other users' (i.e. education, event and group booking categories) typically exceeds the total number of 'walk-in' museum visitors by several times (e.g. in 2019 there were four times as many such users as museum visitors).

The relative contribution of customer sectors to PVK's fee-earning income reflects that strong diversity, with 50% coming from two sources (local business meetings and education programmes), and 50% from museum visitors, group bookings and events (refer Figure 3).

Figure 3: PVK customer sectors approximate percentage share of fee income 2021



Source: PVK data

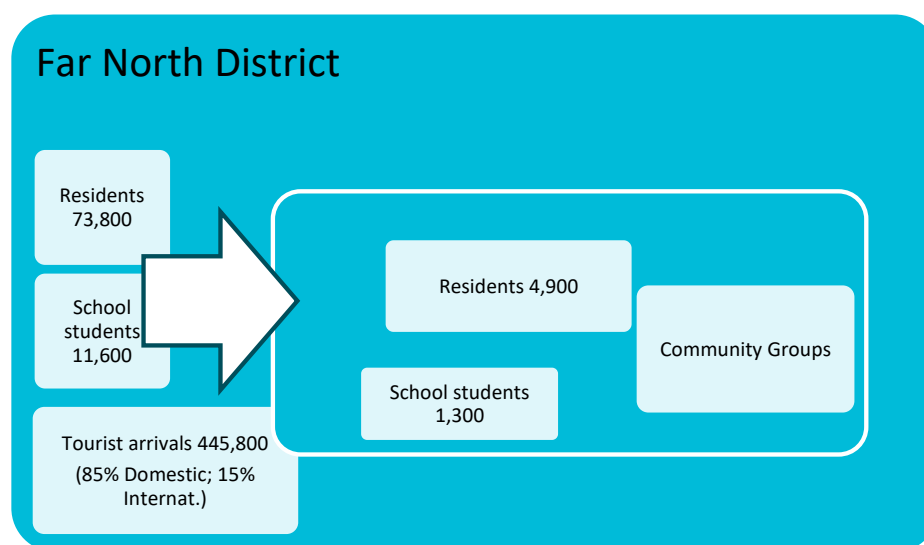
3.5 PVK visitor catchment

PVK's activities and facilities cater for both local Kaikohe residents and residents and tourist visitors originating from a wider catchment. As illustrated in Figure 4 the primary sources of visitors to PVK are assessed to be from three main sources:

1. Kaikohe – including school students, community group members, and other residents

2. the rest of Far North District -including school students and other residents
3. Tourist visitors (domestic and international) to FND– with domestic visitors predominantly likely to be from adjoining areas in the Far North Region and Auckland; while other locations in New Zealand will be a secondary source.

Figure 4: PVK visitor population pools 2022/23



Source: StrategEase; based on data from StatsNZ, MBIE, and Ministry of Education.

Notes:

1. FND residents (73,400) includes Kaikohe residents and students (i.e. they are not net of Kaikohe).
2. Kaikohe together with its immediate surrounding area comprises 15,000 residents (refer Attachment C for breakdown of population estimates).
3. MBIE data on tourist visitors to FND (445,800) includes residents from within the Northland Region and Auckland as well as other areas. The estimate refers only to visitors to FND who stay in commercial accommodation (which tend to average 2.1 nights) but do not include the large number of other visitors who stay with 'friends and family'. Refer [MBIE data source](#).

While Kaikohe on its own provides a primary catchment of only 4,900 residents, there are a total 15,000 residents in the immediate surrounding area and the wider pool of 'rest of FND' residents (59,000) is four times that. The estimated 445,800 tourist visitors is conservative but indicates a much more significant pool from which to attract patronage to PVK.

Patronage figures for heritage and recreation attractions vary depending on the type of attraction, travel time and distance, and entry prices etc. For example, the Twin Coast Cycleway has enjoyed usage levels of over 110,000 per annum (in pre-COVID years) and 59,000 in 2022⁸. PVK's museum patronage has similarly been cut by half in recent years compared to 2019.

The snapshot of PVK patronage above indicates it is reasonable to expect that PVK's aggregate 'business as usual' total patronage could easily return over the next few years to be in the range of at least 2,000-2,500 visitors/users per annum.

Using the high-end of that range (2,500 visitors pa), implies a 'penetration rate' (i.e. PVK actual visitors as a share of the total annual pool of potential visitors) as shown in Table 4:

Table 4: PVK Penetration rate

Share of total FND population	3.39%
Share of total FND popn. and tourist visitors (total annual market)	0.48%

Information analysed by StrategEase on visitor attractions in Auckland shows that very few attractions achieve a high market penetration rate of 3-5% of their total annual market potential, and those that do either offer free entry to residents or are a large 'experience' attraction (e.g. Auckland War Memorial Museum). By comparison a market penetration of 1.5% has previously been achieved by the Navy Museum in Devonport and 3.0% by the Museum of Transport and Technology.

PVK's relatively low penetration rate of around 0.5% reflects its current scale as a 'micro-museum' of local rather than regional significance. However, the projected figure of 2,500 total annual visitors/users can be taken as conservative given the volume of users in the combined education, event and group booking categories in the first months in 2023 was close to 1,300 and visitors/users in July-August 2023 totalled 264 (i.e. a combined 1,564 over five months or average 300 per month). PVK will continue to record visitor/user numbers over 2023 and be able to update the penetration rate accordingly.

⁸ Pers. comm with Trust GM 7 August 2023.

3.6 Tourist visitors economic contribution to FND

Infometrics (2022⁹) reports show that FND tourists spent a total of \$445.4m in 2022. Spending was down by 15.3% compared with the previous year. The tourism sector¹⁰ contributed \$170.9m towards the district's GDP in 2022, accounting for 5.7% of the FND's economic output as compared to \$189m or 6.8% of FND GDP in 2019 (pre-COVID). It is also important to note that in 2022 domestic visitors contributed the majority of the spend (96.0%), compared to International visitors 4.0%, but in pre-COVID years the split between domestic and international tourists expenditure was closer to 66% vs. 34%; indicating that a return of international visitors in future years can be expected to lift the sector's overall employment and GDP contribution to be more in line with trends prior to 2020.

The Taitokerau Northland Destination Management Plan 2021 refers to guest nights in the FND accounting for half of the region's visitor nights, with the majority in the Bay of Islands, driven by the concentration of key attractions in this area. Visitation is also further concentrated in the summer season with the peak of trade occurring across the weeks between Christmas Day and Waitangi Day. The plan also notes there is an identified opportunity to address seasonality, attracting the meeting and conference market from Auckland and the education market with the impending changes to the Aotearoa NZ history school curriculum, making Taitokerau Northland a more relevant destination than ever.

⁹ Source: <https://rep.infometrics.co.nz/far-north-district/tourism/tourism-spending?compare=new-zealand>

¹⁰ The tourism sector comprises parts of various industries including accommodation and food services, retail, arts and recreation services and transport.

4.0 PVK future state assessment

4.1 PVK's contribution to the four wellbeings

The conceptual wellbeing model presented in Section 2 is populated in this section based on the Current State Assessment. PVK's indicators of 'total value' (refer Table 5) are essentially a statement of PVK financial and non-financial performance in a form that aligns PVK's assets and activities to the three wellbeings.

Although the wellbeing indicators model provides a consistent basis for comparing different cultural facilities in terms of the types of wellbeing values, and who they accrue to, it still requires judgements to be made about the extent to which unmeasurable 'non-user' values (such as existence value and option value, as discussed in Section 2.1) should be considered. That is, the cost of running PVK (\$165,000 in 2023) should be viewed as underwriting the provision of all other components of value, many of which are not a function of visitation or usage as such.

Table 5: PVK's total wellbeing value 2022/2023

	PVK Indicators of wellbeing value			
Economic	Employment: 3 part-time staff, 1 contractor	Operating expenditure: \$165k Local businesses also provide specialist services on voluntary basis (not reflected in true costs of repair and maintenance)	Revenue 2023: \$150k Net operating income 2023: (-\$15k) Potential to grow revenue as total visitors return to around 2,500+ per annum	Economic development: Small contribution to the FND tourism sector \$170.9m GDP 2022 Small contribution to increasing demand for goods and services from suppliers in Kaikohe and the wider district (from PVK own activities and event users)
Cultural	No. of museum visitors (2023): 370 (domestic and international)	Heritage buildings and collection size/attributes: 22 buildings and 5,000+ objects Collection of local and national significance; focus on mid 20th Century period in Kaikohe and surrounding area (with 15,000 residents and the rest of FND 59,000 residents in 2022)	Contribution to Iwi: Māori artefacts in collection and conservation plans and restoration projects for buildings of significance to Māori in FND Incorporating relevant local Māori history into the education programme and engaging with kaumatua for te reo delivery Matariki education event	Other cultural functions: Small number of visitors for specialist research purposes On-line presence allows virtual engagement with the collection Visitors gain hands-on experience of heritage train and other transport vehicles
Social	Public amenity/ place-making role: In the heart of Kaikohe, with 5 acres of park like grounds, and special character heritage buildings enjoyed as an amenity by local residents and visitors	Education programmes participation: *270 students in education and holiday programmes Other activities/programmes: Dept. of Corrections work experience	Venue for community groups and events: *225 in group bookings *800+ Event visitors (Cruzn the Bayz) Halloween and other events	Volunteers contribution (2023): 36 volunteers; total 1,740 hrs. (equivalent to paid work of \$39,600#) Skills training at PVK also adds to their employability

Notes:

* numbers for 3 months only (April-May 2023).

volunteer time valued at \$22.70 per hour based on minimum wage level in 2023.

4.2 PVK SWOT analysis

To inform business case options for how PVK may operate in future, this section presents a SWOT analysis: strengths, weaknesses and key opportunities and threats (taking account of significant internal and external factors). The SWOT analysis reflects input from PVK staff and Board members as well as a range of stakeholders consulted during this project.

Table 6: PVK SWOT Analysis

INTERNAL FACTORS	
STRENGTHS +	WEAKNESSES –
<ul style="list-style-type: none"> • Financially solvent (achieves a surplus most years and cash balance around \$100k) • 300-500 museum visitors per annum over past 3 years (double that pre COVID-19) • Additional usage as a venue for a diverse range of community groups and events and private functions (e.g. weddings) • Rated 4.5 out of 5 on Trip Advisor website • High level of community goodwill evident in volunteer workforce (around 1,800 hrs per annum over past 3 years and 3,500-4,000 in pre-COVID 19 times) • Located in centre of the community with easy access to/from: <ul style="list-style-type: none"> ○ new sports stadium and Memorial park/hall ○ all Kaikohe schools and ECEs ○ Twin Coast Cycle Trail ○ heavy traffic bypass- used by motorhomes, buses, trucks • Existing cafe and shop with good reputation • Working relationship with Department of Corrections • Kaikohe base for Hokianga Harbour Care Inc. • Headquarters for Cycle Trail Trust • Conservation Plans already prepared for heritage buildings at considerable cost. • Heritage buildings and collection at an indicative quality standard of 70% currently [based on how much of the total conservation plans have been implemented to date] 	<ul style="list-style-type: none"> • Currently has a low profile and ‘penetration rate’ (i.e. number of visitors as a share of the total annual pool of potential visitors) • Lack of full-time staff capacity to ‘work on the business’ as well as ‘in the business’ (current part-time staff need to manage 36 volunteers; PVK has identified need for a maintenance person, office administration assistant, full time educator, subject to funding) • Site is vulnerable to being disposed of if not gazetted as reserve land • PVK infrastructure is ageing and needs remedial work • Increasing costs i.e., cost of maintaining collection, technology upgrades, repairs and maintenance • Increasing overheads i.e., power bill, infrastructure non-compliant (e.g. wiring needs replacing) • Lack of security from fire, theft and vandalism • Accumulating backlog of asset maintenance and restoration expense • Grants from FNDC and others only partially cover indirect operating costs (e.g. depreciation, restoration, repairs and maintenance)

EXTERNAL FACTORS

OPPORTUNITIES +	THREATS –
<ul style="list-style-type: none"> ● Resident population growing in Kaikohe¹¹ and wider district¹² ● Kaikohe has a young age profile with over 51% below 29 years old (2018) - supports demand for education visits ● Growth in local labour-force and 'business visitors' due to Ngawha Innovation & Enterprise Park ● Pursue links with the Kaikohe cluster of tourist activities and facilities (Cycle Trail, Ngawha thermal pools, accommodation and tour providers etc.) ● Potential to increase role in cultural tourism (Kaikohe being the heart of Ngāpuhi) with return of growth in domestic and international tourism (including cruise ships to Bay of Islands) ● Greater focus on local tourists (e.g. travelling in motorhomes) and targeting families – provide something for everyone (e.g. photography, education and events to suit the season) ● Promote what's on offer by theme (e.g. agriculture, manufacturing, Māori identity) as part of a trail with complementary sites ● Offer outreach programmes as a 'mobile museum' (e.g. showcase collections/history at other museums, schools etc. for a fee) ● Tell the collection stories via digital technology (QR codes, interactive displays, 3D print replicas etc.) ● Potential for venue expansion (e.g. large all-weather venue to cater for large groups of 50-100 people) 	<ul style="list-style-type: none"> ● Competing for visitors with other heritage and special interest museums in Northland region (i.e. 28 museums listed in Northland Heritage Guide 2021¹³) ● Slow return of tourists post-Covid and 2023 weather events ● Funding harder to get, with more organisations competing for access to the same pool of funding and contingent on annual rounds of applications ● While there are many regular volunteers who help maintain the grounds, and staff the café, it is a challenge finding skilled volunteers in the mechanical and building departments ● Risk of demolition by neglect and loss of community goodwill and volunteers commitment to PVK if it appears to be at risk of falling into disrepair or closing

¹¹ Refer Infometrics May 2022 projections for FNDC (p27). Population growth in this area is underpinned by employment prospects in the Ngawha area. Growth in this area will taper off over the projection period, reflecting the district wide trend over time. Kaikohe SA2 is projected to continue to experience positive population growth throughout the projection period (to 2053).

¹² Refer *ibid* (pp12-13): Under the medium projection, the population is projected to grow moderately to reach 80,200 in 2034, followed by slow growth until a peak of 83,200 in 2049. Under the medium scenario, FND population growth is projected to remain above 1% for 2022 and 2023. From 2024 onwards, population growth in FND is projected to slow down compared to Northland and New Zealand, but remain well above the FND's growth in the 2000's.

¹³ Refer Creative Northland <https://indd.adobe.com/view/fe5b4305-06b9-4b18-8ac9-e5fead1f07f8>

ANALYSIS SUMMARY

PVK is highly regarded as an established micro museum with dedicated staff and volunteers and close ties to the local Kaikohe community. It is well placed to attract higher visitor numbers on the back of expected population and tourism growth in the wider district and region over the next 5-10 years. To actively make the most of its scale, heritage assets, and appeal to visitors and other customers it needs to maintain relationships with local businesses, schools, iwi, and community groups as well as work in partnership with other organisations in the cultural and economic development sector to collectively put Kaikohe ‘on the map’. At the same time PVK is presently in a precarious financial position which will constrain its ability to go beyond ‘making ends meet’ and properly maintain its heritage assets and improve its offering in pursuit of growth opportunities.

Source: Strateg.Ease Ltd.

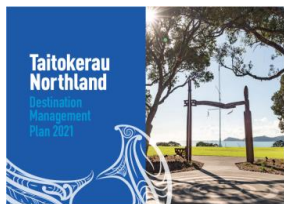
5.0 PVK Business case options

5.1 Strategic Case - alignment with Northland strategic plans

PVK is recognised as an established and important destination in several Northland strategies and plans published by central and local government agencies and community groups. An overview of PVK's alignment to the contents of those plans is shown in Table 7.

Table 7: PVK's Strategic Alignment

Plan/policy	Reference	How does PVK align?
FNDC LTP 2021-31 Community Outcomes	<p><i>Our Community Outcomes</i></p>  <p><i>We embrace and celebrate our unique culture and heritage and value it as a source of enduring pride</i></p>  <p><i>Proud, vibrant communities</i></p>	PVK is one of a network of several small museums in the district that provide opportunities for residents to embrace and celebrate their culture and heritage.
Kaikohe Community Plan 2017-19	 <p>Section 3: Our Plans for 2017-19 Action within Economic Development - Building the brand of Kaikohe: Work with Pioneer Village Museum as an iconic heritage museum and upgrade its profile as an interesting place to visit.</p>	<p>PVK could work with the Kaikohe Business Association to 'build the brand' which appears not to have progressed.</p> <p>Community group events and meetings are a customer sector reflected in PVK's Strategic Plan 2021-26.</p>
NZTA Township Plan 2019	Refers to: "Kaikohe aspires to be a self-sufficient trade and social centre once again, which could be supported by the tourism industry drawing on its many attractions including: Ngāwha springs, Tokareireia (Monument Hill), the Twin Coast Cycle Trail, Pioneer Village , the	<p>Listed as a strength and a weakness as it is "not used by the community, rundown and outdated".</p> <p>Recommendation to "Grow seasonal events at Pioneer Village to increase use by community", which is</p>

	<p>Ngāpuhi festival and Kaikohe Demolition Derby”</p> <p>“Pioneer Village is the main tourism attraction in Kaikohe township, and is very community oriented (hosting events and community meetings). However it could be much more successfully integrated with Memorial Park, Lindvart Park and the adjacent Council HQ block”</p> <p>“Business Case to identify strategic value in relocating, establishing and expanding visitor attractions along the parkway, including options and opportunities for the prominent corner site (e.g. Firehouse museum). Incorporate Pioneer Village to expand offerings and possible income opportunities, access and transportation and truck stop on bypass route Recreation Road.”</p>	<p>reflected in PVK’s Strategic Plan 2021-26.</p> <p>Akau Memorial Park concept plans and upgrade included completing access pathways to pioneer village gates.</p>
<p>Northland Inc.</p> <p>Taitokerau-Northland</p> <p>Destination Plan 2021</p>	 <p>Taitokerau Northland Destination Management Plan 2021</p> <p><u>Relevant Actions and Objectives</u></p> <p><u>Infrastructure:</u></p> <p>Create physical and digital story-telling platforms across the region utilising existing council, iwi, hapū, and government owned assets.</p> <p>To educate visitors on the history and culture of the region, encouraging them to spend more time experiencing and learning about Taitokerau Northland.</p> <p><u>Product Development:</u></p> <p>Education – Develop education-based itineraries and products that meet the</p>	<p>Education programmes and opportunities to attract visitors from the cycleway are reflected in PVK’s Strategic Plan 2021-26.</p> <p>PVK has also identified potential to play a greater role in hosting large community events, subject to funding support.</p>

	<p>learning needs and budget of schools from across NZ.</p> <p>Cycling – Build new cycleways and trails to appeal to a range of audiences, leveraging the current cycling boom and creation of the Pou Herenga Tai: Twin Coast Trail.</p> <p>To attract families and less serious cyclists, appealing to locals and overnight and day trippers from Auckland that are easily accessible and safe. To strengthen opportunities for marae and community collaboration offerings.</p>	
FND Arts, Culture and Heritage Strategy (2023)	Forthcoming late 2023	To be confirmed.

5.2 Economic case – value for money

Assessing the value for money of grant funding the museum by the council and other organisations requires forming a judgement about how much weight to give to the social and cultural value for visitors (beyond the entry charge they pay) as well as the full suite of economic, social and cultural value for current ‘non-users’ in Kaikohe and the wider district (including future generations).

PVK actively engages with business and community stakeholder organisations and third-party funders (central government and non-governmental agencies) to develop and refine plans for its future operation. It is currently undertaking a review of its current Strategic Plan 2021-26 which will include specific goals, detailed objectives, and corresponding budget projections to achieve the vision. At this stage PVK has identified key objectives for the next 5 years as follows¹⁴:

Operational expenditure

1. expand staff capacity and capability by increasing the pool of skilled volunteers. Additional staff resource needs are for collections maintenance, office administration and education programmes,
2. boost marketing efforts to increase visitor and user traffic (including from the Twin Coast Cycleway),

¹⁴ Refer PVK NORTHLAND BUSINESS EXCELLENCE AWARDS ENTRY FORM 2021.

3. enhancing access to library and research resources,
4. cover rising overhead costs i.e., power bill, cost of maintaining exhibitions, repairs and maintenance.

Capital expenditure

1. remediate buildings (implement conservation plans) and infrastructure (lighting, wiring, CCTV),
2. technology upgrades,
3. upgrading the museum's collection storage,
4. key projects to develop the museum and attract more visitors and users, particularly a new large venue for hire to cater for group bookings and events of 50-100 people.

For PVK to actively pursue initiatives in its reviewed strategic plan, it will need to overcome the challenges identified in the current state assessment. Two core resourcing problems fall out of the assessment:

3. PVK's current annual income is insufficient to cover annual expenses, particularly the high and lumpy indirect expenses of heritage protection (e.g. building remediation/restoration and collection storage, repairs and maintenance) and operating overheads.
4. PVK lacks staff resource capacity to manage growth in the breadth of business activity as both a heritage museum and as a venue for education programmes, events and group meetings.

Solutions and the benefits of overcoming the two financial constraints are outlined below:

Problem	Benefit (if overcome)	Response/Solution
PVK's current annual income is insufficient to cover annual expenses, particularly the high and lumpy 'indirect' expenses of heritage protection and associated overheads.	Positive impact on 'stock' of Cultural Wellbeing: <ul style="list-style-type: none"> Heritage assets/collection adequately maintained Partially reduces risk of museum closing and incurring costs of deaccessioning the collection or dealing with stranded assets (which could cost several hundred thousand to over \$1m). 	Seek additional grant funding from third party funders for major collection remediation/repairs; subject to annual applications for co-funding planned projects. Maximise growth in own income sources (primarily visitor/user charges) - noting that the higher the charges, the greater impact on reducing the 'flow' of visitors/users, implying total Social, Cultural and Economic wellbeing will decrease).
PVK lacks staff capacity to manage growth in the breadth of business activity as both a heritage museum and as a venue	Positive impact on 'flow' of Social, Cultural, and Economic wellbeing: <ul style="list-style-type: none"> Avoid major trades-offs between the wellbeings - sustain operation as a dual 	Reset current 2 part-time staff roles to 2 full-time roles for a PVK Manager and Curator. Requires net increase in grant

for education programmes, events and group meetings.	<p>museum and venue for hire (rather than prioritise one over the other)</p> <ul style="list-style-type: none"> • More capacity to recruit volunteers and provide skills training in a range of activities • Mitigates risk of volunteers giving up on a 'lost cause' • Mitigates risk of losing appeal as a museum worth visiting 	<p>funding of circa \$150k per annum for operational expenses (on top of current \$90k grants in FY23).</p> <p>Upgrades or expansion of facilities would still be subject to securing additional funding from third party funders.</p> <p>Recruit additional volunteers to contribute to operational activities (minimal impact on operating expenses).</p>
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The two problems are separate and distinct, but both reflect that PVK is 'running on empty' due to financial constraints that limit the extent to which it can pursue increased income from non-grant sources as well as hope to maintain its heritage assets to an adequate standard. The precarious financial position also limits the extent to which it can or indeed should, make plans to invest in new facilities in pursuit of growth in visitation/usage.

All councils face the challenge of allocating budget to their various activities while needing to integrate and balance the four types of well-being outcomes for their community. Museums are generally accepted as having public good value (providing benefits in common to the public and deserving of funding support) but as with any public good service, that doesn't imply funding is automatic or unconstrained.

As an indication of the FNDC's past decisions on funding arts, cultural and community facilities, it provided annual funding in 2020/21 to¹⁵:

- Mangōnui information centre \$15,000
- Pioneer Village Kaikohe \$33,000
- Turner Centre \$50,000
- Te Ahu Charitable Trust \$50,000

¹⁵ Refer FNDC LTP 2021-31.

While PVK, the Turner Centre¹⁶ and Te Ahu¹⁷ are all governed by charitable trusts, the Council resolved to take over ownership of the Turner Centre building and allocate \$71,000 in its 2023/24 Annual Plan for a grant to cover overhead costs (e.g. insurance, power and maintenance of the building)¹⁸.

The Council has in-effect taken a view that it will shoulder a greater share of the fixed costs of keeping the Turner Centre open and accept that cost is an investment towards the district's social, cultural and economic wellbeing.

5.3 PVK business case options

As with any not-for-profit organisation the levers available to be pulled by PVK to improve its financial situation comprise:

1. Increasing revenue from visitors/users (i.e. from higher fee charges or volume of visitors and users)
2. Securing increased grant funding or donations;
3. Reducing operating costs (including greater use of volunteers of local businesses to provide 'free' services);
4. Asset disposals (e.g. by selling or removing elements of its collection deemed to be surplus or of less relevance to PVK's core mission);
5. Raising debt.

Only the first two levers are considered to be material enough to provide a long-term solution to PVK's two main problems identified above. The levers of asset disposals or reducing operating costs are valid options for PVK to consider in its future business planning but they are likely to make a marginal difference to its longer-term financial challenges. Similarly, the option of raising debt has been discounted given PVK would struggle to service any significant level of debt given its current revenue constraints.

In order to make a case for change in how PVK is funded two business case scenarios are developed below:

- A) Baseline Status Quo (comparator option)
- B) Enhanced grant funding for operational expenses only

¹⁶ The Turner Centre provides a venue for performing and visual arts events, as well as spaces for hire for community groups and commercial purposes.

¹⁷ Te Ahu is home to the council service centre, i-site, library, museum, cinema and a cafe. Library and museum staff are employed by the Council directly.

¹⁸ Refer FDNC Agenda 29 June 2023, Item 7.3 Council Action Sheet Update. Resolution 2023/56 also adds that the Council resolved to repay the outstanding balance of the Westpac loan of circa \$1.1m and that staff develop an operating agreement in conjunction with the Turner Centre Board.

A third option of an increased annual grant funding specifically for asset management/remediation purposes is rejected as an inferior option as it would not address the fundamental need for PVK staff capacity to deliver its full range of activities.

A five-year time horizon is applied to both scenarios on the basis that is a reasonable timeframe for assessing the implications and outcomes of alternative pathways.

Option	Assumptions	Implications
A	<ol style="list-style-type: none"> 1. PVK continues to secure grant funding in line with the 2023 level of a total \$90,000 but not significantly more than that. 2. Total annual income increases from \$160,000 to around \$185,000 due to the visitor/user revenue component (including museum visitors, cafe, education, catering and venue/train hire charges) increasing over the next 5 years, due to higher fees, increased shop sales, and/or on the back of visitation levels returning to pre-COVID levels¹⁹. 3. Staff levels remain at 3 part-time staff and 1 contractor 4. Volunteers retained/recruited to maximum 40 	<p>Staff likely to be preoccupied with short-term growth in customer side of the business, with less attention to strategic/long-term opportunities or its heritage museum role</p> <p>Increased income of \$25,000 per annum is still insufficient to fund 'indirect' overhead activities (i.e. collections management, administration, marketing and communications, health and safety, and securing third-party funding for restoration projects)</p> <p>Risk that PVK current workforce capacity (including volunteers) would not be sufficient to accommodate demand at the level required to double delivery of all visitor/user services, e.g. only a 50% increase may be achievable (i.e. net increase of only \$12,800)</p> <p>PVK will rely on drawing down its reserves</p> <p>Potential liability costs for the Council needing to manage relocation/maintenance of the PVK assets in the event of closure.</p>
B	<ol style="list-style-type: none"> 1. PVK secures additional grant funding of \$150,000 (on top of 2023 total \$90,000) to be allocated to increasing staff resource. 2. Total annual income increases from \$160,000 to around \$185,000 due to the visitor/user revenue component (including museum visitors, cafe, education, catering and venue/train hire charges) increasing over the next 5 years on the back of visitation levels returning to pre-COVID levels. 	<p>Grant funding for 2 FTEs recognises PVK's business need for more resources to work 'on the business' rather than 'in the business' (e.g. to undertake collections management, strategic planning, partnerships and communications, and securing third-party funding for capital projects).</p> <p>PVK still has to rely on securing additional grant funding to maintain and remediate physical assets (buildings and collection)</p> <p>Adds staff capacity to recruit and manage a significant increase in volunteers time. Where</p>

¹⁹ Rationale: Museum visitors were close to 800 four years ago in 2019, around double the level in recent years. If assume total income from visitors and all other users is doubled by 2027 compared to 2023 it would be 2 x \$25,625 cf 2023 = \$51,250. Total income cf 2023 would go up by a net \$25,625 and the visitor share would account for 29% of total income (cf 17% in 2023).

	<p>3. Staff levels increase to 2 full-time staff (Manager and Curator). Maintain existing 1 PT education staff and contractor²⁰</p> <p>4. Volunteers retained/recruited to around 50</p>	<p>possible volunteers recruited to provide services such as marketing and admin that would otherwise need to be paid.</p> <p>In stronger position to attract growth in museum visitors and credibly pursue third party funding for a large purpose built venue to cater for large group bookings/events.</p>
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Notes:

i) While it is usual for the numbers of paid staff to increase as small museums increase in size or usage, volunteers typically remain an important component of their workforce. Hence, both scenarios assume PVK will continue to engage volunteers.

The two alternative business case options essentially show that:

1. The Status Quo pathway can be described as a ‘maintenance and holding’ one. At best it would provide an incremental increase in revenue from visitor/user sources, but not to the extent that it will support maintenance of PVK’s heritage values or avoid the risk of closure or having to deal with stranded assets.

In well-being terms, while there would be a modest increase in economic, social and cultural well-being due to the increased volume of users on the back of a general recovery in tourism, the stock of cultural value would deteriorate over time.
2. The Enhanced Funding pathway at the level of a net increase in \$150,000 would allow sufficient staff capacity to work across the dual roles as a museum and venue for hire, and allow PVK to continue to be enterprising, relevant, and chase opportunities to grow. However, it would still need to secure additional third-party funding to adequately maintain and remediate its assets or build new facilities. In well-being terms, this pathway has a greater promise of an increased contribution to economic, social and cultural well-being due to an increase in PVK capability to grow, both at a community and a commercial level (i.e., as measured by the volume of visitors, users, volunteers and by securing additional funding to protect the stock of cultural value over time).

²⁰ Rationale: The additional funding allows a reset of the two part-time staff positions into full-time positions for a PVK Manager and a Curator (by comparison, Te Ahu museum has two full-time staff members while the Turner Centre has four staff and one contractor).

6.0 Conclusions and recommendations

Museums generate significant public value by providing benefits to whole communities as well as individual users or visitors. BERL's model of wellbeing indicators (developed for Museums Aotearoa) has been adapted in this report to show how PVK contributes value to FND within each of the social, cultural and economic wellbeing dimensions. The model can be updated over time by PVK and provides a basis for stakeholders and funders to make judgements about the aggregate value or impact generated by the village²¹.

PVK will need to engage with FNDC on the forthcoming Draft Arts, Culture and Heritage Strategy (due to be released for submissions in late 2023). To start with PVK should expect to be recognised in the strategy as a cultural heritage asset of local or district-wide significance; but the strategy could go much further than that if it commits to actions, organising frameworks and provision of funding to retain and grow the Far North's cultural and creative sectors.

The PVK future state assessment identifies there is real potential for PVK to make a greater contribution to Kaikohe and the wider district's wellbeing over the next five years but without additional funding support it will have to make trade-offs between:

- improving the state of its stock of heritage/collection assets
- accommodating greater community group use and participation in events
- growing its education (learning outside the classroom) programmes,
- pursuing growth in museum tourist visitors.

While the Draft Arts, Culture and Heritage Strategy may well encourage museums such as PVK to pursue strong partnerships with businesses, schools, tourism operators and other attractions in the district, PVK's current resourcing will be a limiting factor.

A key finding from comparing PVK with other micro-museums in New Zealand (refer Section 2.2) is that PVK's current number of employees is close to the 1.9 average for micro-museums but PVK's staff are managing a level of operating revenue that is more than three times the sectoral average (i.e. \$160,000 vs. \$52,000 revenue in 2021). PVK also manages a volume of volunteers that is three times the sectoral average

²¹ It is outside the scope of this report to apply the wellbeing indicators model to other arts and cultural facilities in the district for comparative purposes. The desirability of doing that could be discussed with FNDC during consultation on the Draft Arts, Culture and Heritage Strategy.

(36 vs. 12 in 2021). The business case options assessment identifies that an increase in PVK's annual grant funding is required to cover two full-time staff positions (PVK Manager and Curator) so that it can both maintain its asset/collection and aim to maximise growth in local and non-local visitation.

While it is plausible that PVK could double its income from visitor fees and user charges over the next five years that will depend on tourism recovery and will also require direct operating expenses to increase. The net surplus would still be likely to fall well short of meeting PVK's on-going asset management and overhead costs.

PVK will need to engage with FNDC on funding provision in the Council's LTP 2024-34. Increased funding of circa \$150k per annum (on top of current grant funding) will be required to support two full-time staff positions. PVK would still need to pursue growth in visitor/user revenue and rely on other grant income to cover overhead expenses and for specific restoration and other projects, but it could do that from a more sustainable starting position.

In considering the extent to which PVK offers value for money the Far North District Council (and other funders) should have regard to how much weight it should give to the following factors:

- make history and heritage accessible by relieving pressure to maximise user charges - so user access (and their social and cultural wellbeing) is less dependent on their willingness and ability to pay;
- 'look through' the museum's commercial viability and recognise protection of history and heritage as an investment in the community's identity and future generations association with their past;
- proactively invest in opportunities to tie history and heritage into tourism and economic development;
- avoid major trades-offs needing to be made between PVK's contributions to the three wellbeings (e.g. by reducing community access in favour of commercial activities);
- ensure fairness or equity of funding support for cultural facilities in the district (e.g. consider PVK's total value and cost compared to that of the Turner Centre and Te Ahu);
- recognise that additional staff capacity will provide optionality by keeping PVK viable as well as able to amplify its activities over the next five years to generate benefits for FND's social, economic and cultural wellbeing.

It is recommended that PVK:

1. Use the wellbeing indicators model and analysis in this report to inform its Strategic Plan review and outline how additional staff capacity would be applied to connect with other entities, remain as a viable museum and grow its specific contributions to both user and non-users social, economic and cultural wellbeing in FND; and
2. Pursue an increase in funding through the FNDC LTP process of circa \$150k per annum for a multi-year period, to fund two full-time staff (PVK Manager and Curator). The need for on-going funding can then be reviewed in the next LTP process together with updated reporting on the indicators of value achieved by PVK.

7.0 References

BERL 2022 The value of museums and galleries in Aotearoa, prepared for MUSEUMS AOTEAROA

Far North District Council: LTP 2021-31 and agendas and minutes 2022/23

Infometrics 2022 Far North District population Projections

https://infocouncil.fndc.govt.nz/Open/2022/06/SPC_20220614_AGN_2509_AT_files/SPC_20220614_AGN_2509_AT_Attachment_12092_1.PDF

Kaikohe Community Plan 2017-19

Kaikohe-Hokianga Community Board various agendas and minutes

Ministry for Culture and Heritage: Well-being What Is It? Linking local and central government to promote cultural well-being (no date)

Ministry of Education school enrolment counts 2020

Northland Inc. Taitokerau-Northland Destination Plan 2021

NZTA Township Plan 2019

Pioneer Village Kaikohe: financial data 2020-23; Strategic Plan 2021-26; Northland Business Excellence Awards entry form 2021

Statistics NZ 2018 Census, population estimates

Attachment A: PVK as a community asset

PVK is home to an extensive collection of exhibits, architecture, technology, and significant Māori and post-colonial history. In addition, PVK delivers school education programmes and its café and venue provides a place to gather for community groups, local events, and formal meetings.

Assets:

Buildings include the Waimate North Courthouse built in 1862 which is the oldest courthouse in New Zealand, the Maioha Cottage built in 1875 and Utakura Hall and School built in 1891.

Collections include the Fergie Neilson collection of Māori artefacts; Bill Pratt collection of gum-digging equipment and the Purdy collection of blacksmith tools.

Machinery includes the only surviving Albion Cuthbertson Water Buffalo in New Zealand; one of only five in the world, a fully restored 1901 Burrell Steam Locomotive, a large collection of agricultural machinery and two fire engines. Rides available on diesel train carriage, 1901 3/4 size replica Grout cycle car, 1936 Leyland fire engine and/or 1901 Burrell Steam Traction engine.

Gardens utilised by/for:

- Photography
- Local florist
- Community (kuia and kaumatua / tangi / social events.eg. kho rugby/ pataka)

Community (User) groups:

- Kaikohe Sewing and craft Thursdays 6pm- 9pm
- northland knitters / workshops third Saturday of the month diversity
- Beginners Block sewing course
- Repair Café last Saturday of the month
- Café Scientifique (18years +) last Sunday of the month
- Foreign Friday film nights

Event venue:

- Hosts Community Events (Christmas, Halloween, potentially Matariki)
- Cruzn the Bayz (PVK the only drawcard)
- Private Functions
- Meetings
- Weddings

Attachment B: PVK financial metrics

Table 1: PVK Key financial component metrics (YE March)

	2021	2022	2023
Total income	159,703	121,381	150,371
Grant revenue*	92,669	57,277	92,146
Grant revenue % of total income	58.0%	47.2%	61.3%
Total income from visitors and users^	19,006	16,935	25,625
Total expenses	96,594	88,960	165,364
<i>Total direct expenses#</i>	68,995	52,689	92,472
Direct expenses % of total expenses	71.4%	59.2%	55.9%
Wage costs as % of total direct expenses	79.8%	68.4%	80.8%
Repairs and maintenance/restoration	2,569	3,748	56,115
Depreciation	9,132	11,135	0
Share of direct expenses covered by non-grant income	97.2%	121.7%	63.0%
Share of total expenses covered by grant revenue	95.9%	64.4%	55.7%

Source: PVK financial data 2021-23

Notes:

*PVK has received grants from Third party funders – FNDC, COGS, Lotteries, Oxford Sports Trust, Perpetual Guardian, National Services Helping Hands and Creative Northland (excls. COVID subsidies).

^ Includes revenue from entry fees, cafe sales, gift shop, education, catering and venue/train hire

direct expenses in accounting terms include wages and consumables, and exclude overheads such as advertising, insurance, utilities, rates, depreciation and repairs and maintenance.

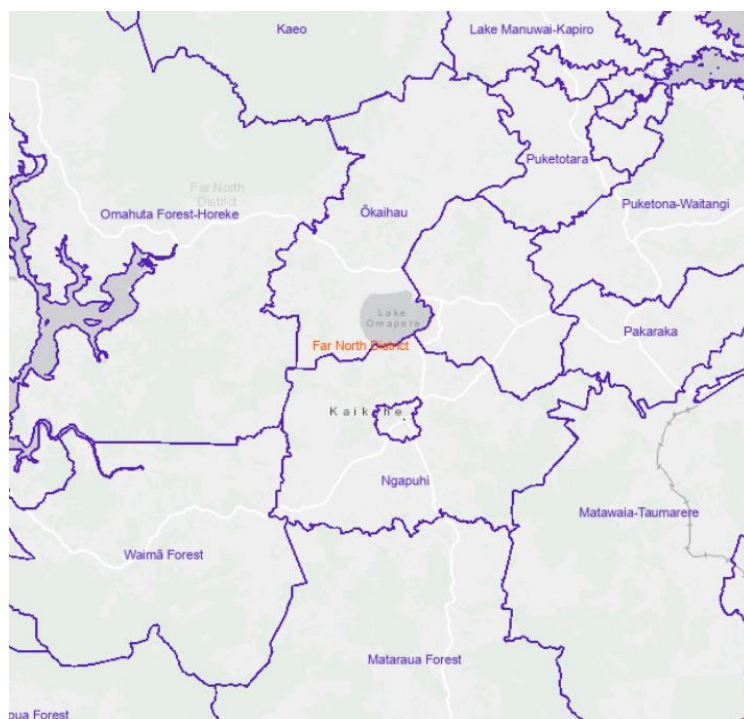
Attachment C: Kaikohe and Far North District catchment populations

Community profile:

Kaikohe's resident population was 4,437 in the 2018 Census and is more recently estimated to be 4,900 (as at June 2022²²) accounting for close to 7% of FND's total population of 73,800.

The Kaikohe statistical area sits within and is surrounded by the much larger Ngāpuhi unit which also includes Ngawha which is close to Kaikohe and is where the Department of Corrections prison facility and the Ngawha Springs thermal pools and NIEP are located (refer Figure 1). The Ngāpuhi unit contained an additional resident population estimated at 1,990 in 2022.

Figure 1: Stats NZ geographic area units (2022 boundaries)



Source: StatsNZ

<https://statsnz.maps.arcgis.com/apps/webappviewer/index.html?id=6f49867abe464f86ac7526552fe19787>

²² Source: StatsNZ population estimates 2022.

The wider area around Kaikohe comprises a resident population taking the total catchment to 15,000 residents (refer Table 1).

Table 1: Subnational population estimates (TA, SA2), by age and sex, at 30 June 2018-2022 (2022 boundaries)

Area	Year at 30 June				
	2018	2019	2020	2021	2022
Kaikohe	4,660	4,740	4,860	4,890	4,900
Omahuta Forest-Horeke	1,100	1,120	1,150	1,180	1,190
Okaihau	1,290	1,310	1,350	1,400	1,460
Waima Forest	1,150	1,140	1,180	1,210	1,240
Ohaeawai-Waimate North	1,190	1,230	1,270	1,290	1,310
Ngapuhi	1,860	1,880	1,960	1,960	1,990
Pakaraka	680	710	720	730	760
Mataraua Forest	530	540	560	580	580
Matawaia-Taumarere	1,440	1,460	1,490	1,530	1,570
Total Kaikohe and surrounding area	13,900	14,130	14,540	14,770	15,000
Total Far North District	67,900	69,200	71,400	73,000	73,800

The Kaikohe community profile based on the 2018 Census (refer Table 2) shows it has a high proportion (64%) of residents of Māori ethnicity (which increased from 2006) and is relatively 'younger' than other areas of the Far North, with almost a third (31.5%) of residents being under the age of 15 and just 26% over 50yrs. of age (compared to FND as a whole with 22.2% under 15 yrs. of age, and 44% over 50yrs of age).

Table 2: Kaikohe demographic indicators 2018 Census

Headline Indicator	Kaikohe	Far North	Observations

Number of occupied private dwellings	1,293	23,055	Kaikohe only accounts for 5.6% of all occupied dwellings
Kaikohe Town usual resident Population < 15 yrs	30.5%	21.6%	Much greater % of very young, school-age, pre-teen children.
Kaikohe Town Population 15 – 29 yrs	20.9%	15.9%	Young adults tend to shift away from Kaikohe for work or education
Kaikohe Town Popn 30 – 64 yrs	36.6%	43.2%	Middle aged residents moderately less than the district as a whole
Kaikohe Town Popn > 64 yrs.	12%	19.3%	Kaikohe doesn't have as many retirees as other areas, and isn't aging as fast as other parts of the District
Māori ethnicity 2018	78.4%	48.3%	High concentration of Māori
Family Structures (Households)			
Single Parent Household	36.5%	20.2%	Very high rate of solo parenting
2 Parents with children	47.7%	48.1%	Similar to elsewhere
Couple with no children	15.9%	31.6%	Retirees aren't staying in Kaikohe; or Kaikohe residents have shorter life expectancy. Māori have shorter life expectancy than NZ average.
Household incomes			
Households with income < \$20K	18.9%	12.5%	Relatively more low income households
HH income > \$20K < \$30K	14.5%	12.4%	
HH income > \$30K < \$50K	19.6%	17.8%	
HH with income > \$50K	47%	57.3%	Relatively less high income households
Median Income	\$39,000	\$51,400	
Employment status (share of population in the labour-force)			

Employed Full time	57.5%	64.3%	
Unemployment	19.3%	10.8%	High unemployment rate
Part time employment	23.2%	24.9%	
Labour-force participation rate (of population aged over 15 yrs.)	57.5%	61.3%	
Housing tenure			
Home Owned	38.3%	55.7%	Low level of housing security
Other			
No Qualifications (NZQA - level 2 and above)	30.5%	23.7%	Low level of qualifications
Access to cell phone	87.2%	87.3%	Kaikohe residents have improved access since 2013 (65.3%)
Access to Internet	64%	77.2%	Kaikohe residents have improved access since 2013 (38%)
Access to telephone	50%	64.8%	

Source: Stats NZ 2018 Census

School counts:

The PVK Strategic Plan 2022 notes there are 13 education providers in Kaikohe alone, and another 23 in the wider area, within 30 minutes travel. Around the town centre Kaikohe has six state funded schools (catering to Yrs. 1 to 13) and 12 early childhood education facilities. Ministry of Education (MoE) school enrolment counts in 2020 (refer Table 3) were static compared to 2013. While changes up or down were experienced by individual schools the total number of enrollees reflects the relatively young demographic profile of Kaikohe residents and indicates a stable base of demand for education programmes offered at PVK.

Table 3: Kaikohe school enrolees 2013-20

School	2013	2020
Kaikohe Christian School	186	178
Te Kura Kaupapa Māori o Kaikohe	159	258
Kaikohe West School	362	183
Kaikohe East School	226	302
Kaikohe Intermed. School	141	138
Northland College	280	281
	1,354	1,340

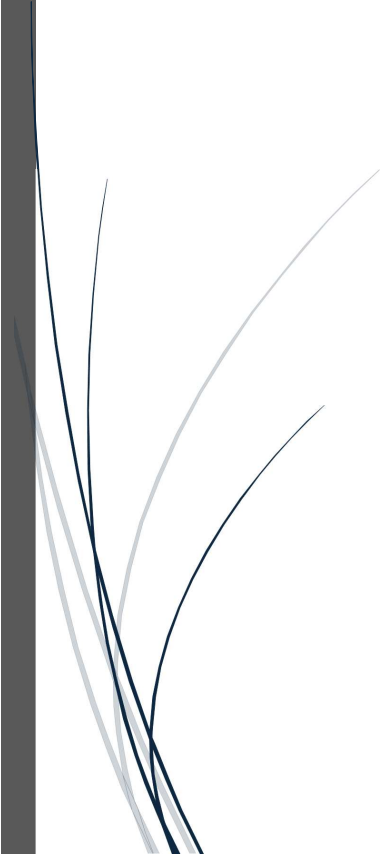
Source: MoE <https://www.educationcounts.govt.nz/statistics/6028>



1/1/2025

Pioneer Village Kaikohe

The Journey Forward





Executive Summary:

The Pioneer Village Kaikohe (PVK) revitalization plan sets out a bold and collaborative vision to establish the village as a cornerstone of culture, tourism, and community life. By leveraging PVK's rich history, prime location, and untapped potential, the strategy ensures sustainable growth while strengthening community pride and fostering deeper connections across the region. The focus lies on blending innovation with cultural preservation to position PVK as a vibrant and integral hub in Kaikohe's journey forward.

Key Highlights:

- **Collaboration Opportunities:** Forge partnerships with local organizations such as Ngāwhā Springs, Northland College, Kohewhata Marae, Pou Herenga Tai Twin Coast Cycle Trail and trail operators. Integrate PVK with Kaikohe's tourism website, civic hubs, and broader networks to enhance visibility and resource sharing. Foster collaboration with entities like FNDC and MSD to drive growth and support innovative initiatives.
- **Cultural and Historical Significance:** Reinforce PVK's role as a cornerstone of Kaikohe's identity by connecting its rich history with future development. Celebrate cultural values and local priorities through innovative programs and storytelling.
- **Tourism and Education:** Develop interactive visitor experiences (e.g., virtual reality tours, historical displays) and educational programs to attract diverse audiences while celebrating the region's heritage. Create opportunities for workshops, tours, and skills training that emphasize Kaikohe's cultural strengths.

- **Community Engagement:** Shape PVK as a space by and for the community, promoting pride, belonging, and inclusivity. Provide opportunities for both paid and volunteer roles, cross-training, and community-driven activities to ensure sustainable ownership.
- **Infrastructure Utilization:** Maximize the potential of PVK's 5-acre site and its 26 buildings despite spatial constraints. Enhance pathways to Kaikohe's town center and link PVK with Memorial Park and other key local attractions.
- **Sustainability and Innovation:** Promote environmental connections through heritage gardens, Rongoā and weaving projects, and green initiatives. Leverage digital tools to grow PVK's technological presence, ensuring long-term success.
- **Event and Activity Hub:** Position PVK as a vibrant space for hosting cultural festivals, markets, seasonal celebrations, workshops, and private functions. Provide a platform for joint tours, innovative displays, and community-centered events.

Conclusion:

Pioneer Village Kaikohe (PVK) embodies the essence of growth and transformation, seamlessly weaving its rich heritage with modern innovation. As a cornerstone of Kaikohe's cultural and tourism landscape, PVK is set to inspire pride, foster community connections, and attract visitors from near and far. By prioritizing collaboration, cultural preservation, and forward-thinking development, PVK not only safeguards its historical roots but also lays the foundation for a thriving future. This vision celebrates the shared value of PVK, reinforcing its role as an accessible, vibrant hub that unites locals and visitors, enriching Kaikohe and Northland as a whole.

In terms of pioneer village's location/current site is their collaboration opportunities with other sites, and have we looked at how these key roles could be integrated into other activities?

- In Kaitaia, what we did.... collaborated all activities, put into one space, to access cash flows and to service the people*
- Would we be open to having the discussion and looking at other key sites and opportunities ie: ngawha innovation park, Mainstreet library hub*

PVK effectively addresses the question posed.

Here's how:

- 1. Collaboration Opportunities:** The strategic plan for Pioneer Village Kaikohe (PVK) highlights numerous opportunities for collaboration with local organizations, such as Ngāwhā Springs, Northland College, Kohewhata Marae, and other community entities. It also emphasizes linking PVK to broader networks like Kaikohe's tourism hub, Mainstreet, and other civic spaces.
- 2. Integration of Key Roles:** The refined key highlights outline how PVK's roles—education, tourism, cultural preservation, and community engagement—are integrated into other activities. Examples include hosting cultural festivals, joint workshops, skills training, and linking PVK with the town centre and Memorial Park.
- 3. Exploring Further Opportunities:** The plan indicates openness to collaboration, with specific focus on maximizing PVK's 5-acre site while addressing spatial constraints. Additionally, the strategy fosters discussions around linking PVK with other key sites and opportunities, such as Ngāwhā Innovation Park, Mainstreet, or the library hub, aligning well with the question's intent.
- 4. Unified Vision:** Similar to the Kaitaia example, the strategy emphasizes collaboration, shared resources, and integrated activities to create a unified space that drives both cash flow and community service.

In summary, the discussion is aligned with addressing the collaboration opportunities and the integration of PVK's key roles into broader community activities.

Pioneer Village in Kaikohe is a historical attraction located in the Northland region of New Zealand. It's a great place to explore the history and heritage of the area. The village is centrally located at **1A Recreation Road**, making it convenient for both locals and visitors to explore the historical attractions and enjoy the events held there.



Nearby Attractions

- **Ngawha Springs Hot Pools:** Located about 7 km from Kaikohe, these geothermal hot pools offer a relaxing and therapeutic experience with various mineral-rich pools
- **Pou Herenga Tai Twin Coast Cycle Trail:** This scenic cycle trail passes through Kaikohe and offers beautiful views of the Northland countryside. You can rent bikes and enjoy a ride along the trail.
- **Hone Heke Memorial Park:** This park commemorates Hone Heke, a significant figure in New Zealand's history. It's a great place to learn more about the local heritage.
- **Kaikohe Speedway:** If you enjoy motorsports, the Kaikohe Speedway hosts exciting races and events that are fun for the whole family.
- **St Michaels Church:** is at the centre of some of the most extraordinary events in Northland history. The church was built in 1871 on the site of a pā built by Ngāti Rangi chief Pene Tauī during the Northern War of 1845-46.
- **Wairere Boulders:** This unique geological site features impressive basalt boulders and scenic walking trails.
- **Puketī Forest:** A bit further out, this forest offers stunning walks among ancient kauri trees and diverse native flora and fauna.

These attractions provide a mix of relaxation, history, and adventure, making Kaikohe a great place to explore.

Suitability of Current Location

Pioneer Village is well-suited to its current location for several reasons:

- **Historical Significance:** Kaikohe has a rich history, being home to significant figures like Hone Heke and a centre for kauri logging and gum digging. This makes it a fitting place for a historical village.
- **Accessibility:** The village is centrally located in Kaikohe, making it easily accessible for both locals and visitors.
- **Community Engagement:** The village serves as a hub for community events and educational programs, fostering a sense of belonging and pride among residents.
- **Tourism:** Being in Kaikohe, it complements other nearby attractions like Ngawha Springs and the Twin Coast Cycle Trail, enhancing the overall tourist experience.

Considerations for Relocation

Moving Pioneer Village's collection to the main street of Kaikohe could have both benefits and drawbacks:

- **Benefits:** Increased visibility, accessibility, and economic boost.
- **Drawbacks:** Potential loss of historical context, space constraints, and relocation costs.

Conclusion

While relocating Pioneer Village could offer some benefits, it's important to weigh these against the potential loss of historical context and the practical challenges involved.

Pioneer Village stands at the heart of the Kaikohe community, serving as a bridge between the past and the present. Its central location, community-focused programs, and potential for collaborative growth make it a vital part of Kaikohe's cultural and social fabric. Engaging the community in discussions about its future and exploring new opportunities for collaboration will ensure that Pioneer Village continues to thrive and enrich the lives of those who visit and live in Kaikohe.

Potential Collaborations

Pioneer Village could potentially share resources with other key stakeholders to enhance its offerings and community impact:

- **Collaborations with Local Iwi:** Partnering with Ngāpuhi, the largest iwi in the region, could provide cultural insights and resources that enrich the village's historical displays and educational programs.
- **Educational Institutions:** Working with local schools and universities could facilitate educational tours, internships, and research projects, benefiting both students and the village.
- **Tourism Operators:** Collaborating with tourism companies could help promote Pioneer Village as part of broader Northland tour packages, increasing visitor numbers and revenue.
- **Community Organizations:** Engaging with local community groups for events and activities can foster a stronger sense of community and shared heritage.
- **Government and Non-Profit Grants:** Seeking funding and support from government bodies and non-profit organizations can provide financial resources for maintenance, expansion, and new projects.

Collaboration with Civic Library and Ngawha Innovation

Collaboration between key staff members of Pioneer Village, the Civic Library, and Ngawha Innovation & Enterprise Park could be highly beneficial:

- **Educational Programs:** Pioneer Village's educators could work with the Civic Library to develop joint educational programs and workshops that highlight local history and innovation.
- **Resource Sharing:** Both the Civic Library and Ngawha Innovation could share resources such as meeting spaces, research materials, and technology to support community projects and events.
- **Community Events:** Jointly organized events, such as heritage days, innovation expos, and cultural festivals, could draw more visitors and engage the community more deeply.
- **Research and Development:** Ngawha Innovation's focus on R&D could complement the historical research and preservation efforts at Pioneer Village, leading to innovative ways to present and preserve history.

- **Skill Development:** Staff from all three organizations could participate in cross-training sessions to enhance their skills and knowledge, benefiting their respective institutions and the community.

Exploring collaboration opportunities with other sites can significantly enhance Pioneer Village's reach and impact. Here are some potential collaboration ideas and how key roles could be integrated into other activities:

Collaboration Opportunities:



1. Ngawha Innovation & Enterprise Park:

- **High Value Manufacturing & Production:** Collaborate on showcasing historical manufacturing techniques alongside modern innovations.
- **Innovation and R&D:** Partner on research projects that explore historical technologies and their modern applications.
- **Workforce Development & Support:** Offer joint training programs that combine historical skills with modern vocational training.
- **Circular Economy:** Develop sustainable practices and exhibits that highlight historical and modern approaches to sustainability



2. Mainstreet Library Hub:

- **Cultural and Educational Growth:** Integrate historical exhibits and educational programs with the library's resources to create a comprehensive cultural hub.
- **Entrepreneurial Support:** Use the library's resources to support local artisans and entrepreneurs, offering workshops and spaces for historical crafts and modern business skills
- **Community Engagement:** Host joint events that combine historical storytelling with modern community activities, attracting a diverse audience.

Integration of Key Roles:**1. Volunteer and Staff Roles:**

- **Cross-Training:** Train volunteers and staff to work across different sites, enhancing their skills and providing more comprehensive visitor experiences.
- **Shared Resources:** Utilize shared resources such as marketing, administration, and event planning to streamline operations and reduce costs.
- **Joint Programs:** Develop joint programs and events that leverage the strengths of each site, such as historical reenactments, educational workshops, and community festivals.

2. Educational and Cultural Programs:

- **Collaborative Exhibits:** Create exhibits that travel between sites, offering a rotating schedule of fresh and engaging content.
- **Workshops and Classes:** Offer workshops and classes that draw on the expertise of staff and volunteers from all collaborating sites, providing a richer educational experience.

3. Marketing and Promotion:

- **Unified Branding:** Develop a unified branding strategy that highlights the unique offerings of each site while promoting the collaborative network.
- **Joint Marketing Campaigns:** Launch joint marketing campaigns to reach a wider audience and attract more visitors to all sites.

By exploring these collaboration opportunities and integrating key roles into other activities, Pioneer Village can enhance its offerings, attract more visitors, and create a more sustainable and vibrant community hub.

Pioneer Village can enhance its impact and reach by collaborating with various organizations.

Here are some ideas for collaboration with each listed organization:

Cycle Trail & Trail Operators

- **Joint Marketing:** Promote Pioneer Village as a key stop along the Twin Coast Cycle Trail, offering discounts or special packages for cyclists.
- **Events:** Host cycling events or rest stops at the village, providing refreshments and historical tours.
- **Trail Development:** Work together to develop and maintain pathways connecting the village to the trail.

Ngawha Springs

- **Wellness Packages:** Create combined wellness and heritage packages that include visits to both Ngawha Springs and Pioneer Village.
- **Cultural Events:** Collaborate on cultural and wellness events that highlight the historical significance of both sites.
- **Cross-Promotion:** Promote each other's attractions through joint marketing efforts.

Cultural Village

- **Cultural Exchange Programs:** Develop programs that showcase the cultural heritage of both villages, including traditional crafts, performances, and storytelling.
- **Joint Exhibits:** Create exhibits that travel between the cultural village and Pioneer Village, highlighting shared history and cultural connections.
- **Educational Workshops:** Offer workshops that teach traditional skills and crafts, drawing on the expertise of both villages.

St. Michael's Church

- **Historical Tours:** Include St. Michael's Church in historical tours, emphasizing its significance in local history.
- **Community Events:** Partner on community events and festivals that celebrate local heritage and culture.
- **Educational Programs:** Develop educational programs that explore the historical and cultural connections between the church and the village.

Kohewhata Marae

- **Cultural Programs:** Collaborate on cultural programs that highlight the history and traditions of the local iwi.
- Enhance cultural and historical exhibits, provide a richer visitor experience
- **Community Engagement:** Engage the local community through joint events and activities that foster a sense of shared heritage.
- **Educational Initiatives:** Partner on educational initiatives that teach about the marae's significance and its role in local history.

Motor Home Association

- **RV-Friendly Facilities:** Develop facilities and services that cater to motor home travelers, encouraging them to visit and stay at Pioneer Village.
- **Special Events:** Host events specifically for motor home enthusiasts, such as rallies or meet-ups.
- **Membership Discounts:** Offer discounts or special packages for members of the Motor Home Association.

Northland Inc

- **Economic Development:** Work with Northland Inc to identify and pursue funding opportunities for village development and tourism initiatives.
- **Business Support:** Leverage Northland Inc's resources to support local artisans and entrepreneurs connected to the village.
- **Regional Promotion:** Collaborate on regional marketing campaigns to promote Pioneer Village as a key tourist destination.

Innovation Park

- **Resource Sharing:** Share resources such as meeting spaces, research materials, and technology to support community projects and events.
- **Joint Projects:** Partner on projects that combine historical preservation with modern innovation, such as digital archives or interactive exhibits.
- **Skill Development:** Offer joint training programs that enhance the skills of staff and volunteers.

Kaikohe Business Association

- **Local Business Support:** Collaborate with local businesses to create packages and promotions that benefit both the village and the business community.
- Promote local business and integrate them into the village activities
- **Community Events:** Partner on community events that draw visitors to Kaikohe and highlight the village's attractions.
- **Economic Initiatives:** Work together on initiatives that support economic growth and development in the region.

Ngapuhi Iwi

- **Cultural Enrichment:** Partner with Ngapuhi Iwi to enrich the village's cultural displays and educational programs.
- **Community Engagement:** Engage with the iwi to ensure that the village's activities and exhibits are culturally respectful and inclusive.
- **Joint Events:** Host events that celebrate Ngapuhi culture and history, drawing on the iwi's knowledge and resources.

FNDC (Far North District Council)

- **Funding and Support:** Seek funding and support from FNDC for village maintenance, expansion, and new projects.
- **Community Planning:** Collaborate on community planning initiatives that enhance the village's role as a cultural and historical hub.
- **Tourism Development:** Work together on tourism development strategies that promote the village and the wider region.

Civic Hub and Library

- **Educational Programs:** Develop joint educational programs and workshops that highlight local history and innovation.
- **Resource Sharing:** Share resources such as meeting spaces, research materials, and technology to support community projects and events.
- Leverage shared resources and staff training
- **Community Events:** Host joint events that draw more visitors and engage the community more deeply.

MSD (Ministry of Social Development)

- **Community Support:** Partner with MSD to provide community support services, such as job training and social programs.
- **Volunteer Programs:** Develop volunteer programs that engage local residents and provide valuable skills and experience.
- **Funding Opportunities:** Seek funding and support from MSD for community initiatives and projects.

Education Providers (Northland College, Papahawiki Sports Hub)

- **Educational Tours:** Offer educational tours and programs for students, highlighting the village's historical and cultural significance.
- **Internships and Research:** Partner with educational institutions to offer internships and research opportunities for students.
- Develop educational training programmes that benefit both students and community
- **Sports and Recreation:** Collaborate with the sports hub to promote physical activity and wellness through historical and recreational events.

Te Papa & Northland Museum Association

- **Exhibit Collaboration:** Partner on traveling exhibits that showcase the region's history and heritage.
- **Professional Development:** Participate in professional development programs and workshops offered by Te Papa and the Northland Museum Association.
- **Resource Sharing:** Share resources and expertise to enhance the village's exhibits and educational programs.

By exploring these collaboration opportunities,

Pioneer Village can enhance its offerings, attract more visitors, and create a more sustainable and vibrant community hub

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

6.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5056465

Author: Marysa Maheno, 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 Ordinary Council meeting held 13 March 2025 and Extraordinary Council meetings held 19 March and 2 April 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. 2025-03-13 Council Minutes - A5115436  
2. 2025-03-19 Council Minutes - A5120987  
3. 2025-04-02 Council Minutes - A5143477  

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 March 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON THURSDAY, 13 MARCH 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, Cr Steve McNally, Cr Mate Radich (virtual), Cr Tāmati Rākena

IN ATTENDANCE: Adele Gardner (Chairperson - Te Hiku Community Board), Belinda Ward (Chairperson - Bay of Islands-Whangaroa Community Board), Chicky Rudkin (Chairperson - Kaikohe-Hokianga Community Board), AJ Rakete-Tane (Kaiwhakawhiti Reo – Language Interpreter)

STAFF PRESENT: Aisha Huriwai (Manager – Democracy Services), Maria Bullen (Democracy Advisor), Jacine Warmington (Group Manager – Strategic Relationships), Lawrence Wharerau (Kaiarahi Kaupapa Māori), Trent Blakeman (Group Manager – Delivery and Operations), Jaye Michalick (Team Leader – Growth Planning and Placemaking), Emma Healy (Executive Officer), Tanya Proctor (Head of Infrastructure), Tammy Wooster (Manager – Integrated Planning), Casey Gannon (Civic Engagement and Education), Guy Holroyd (Chief Executive Officer), Emma Healy (Chief of Staff), Charlie Billington (Group Manager – Corporate Services), Roger Ackers (Group Manager – Planning and Policy), Llani Harding (Pouhautu – Te Hono), Carla Ditchfield (Manager – Legal Services), Ruben Garcia (Group Manager – Community and Engagement), Sue Fox (Senior Financial Accountant).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:00am, Kahika/Mayor Moko Tepania commenced the meeting with a prayer.

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

APOLOGY

RESOLUTION 2025/13

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmati Rākena

That the apology received from Crs John Vujcich and Penetaui Kleskovic be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

- Whatititiri Te Wake representing Ngāti Rēhia, Jo Civil and Rio Greening speaking to Te Pātukurea – Item 6.2.
- **Susan and Liz from Pioneer Village** - presenting an overview of the Pioneer Village status, business development, community engagement and future strategy.
- **Dave Davies-Colley from Northland Basketball** - presenting to Council why an indoor sports stadium is the best future use of the Old Warehouse Building.
- **Jo Civil on behalf of Ngāti Hineira** – Rangitane Maritime Development.

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- **Michael Grant** - establishing a strategy for ensuring Kaitiāia Airport delivers the maximum benefits for the people of Te Hiku o Te Ika in particular but Te Tai Tokerau and all of Aotearoa in general.
- **Dallas King** speaking on behalf of Ngāti Kaharau & Ngāti Hau Hapū, as a member of Te Māhurehure & Te Hikutu Hapū, & as the convenor of Te Mauri o te Wai with regard to Waste Water Treatment Systems that discharge into the Hokianga Harbour and the Rawene WWTP at Te Raupo.

DEPUTATION DOCUMENTS TABLED AT MEETING

1	Pioneer Village Presentation
2	Dave Davies-Colley - Deputation Letter
3	Dave Davies-Colley - Kaitiāia Map
4	Jo Civil - Deputation Photos
5	Jo Civil - Letter of Support - Parawhenua Marae
6	Michael Grant - Kaitiāia Airport - Participant Engagement Model (Level 1) v2
7	Michael Grant - Kaitiāia Community Response Team - Presentation

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Acknowledged and welcomed AJ Rakete-Tane as the stand-in Kaiwhakawhiti Reo – Language Interpreter for this council meeting. AJ is a former student at Te Kura Kaupapa Māori o Kaikohe and is now working for Te Hono team.
- Public Excluded Supplementary item 8.1 Rangitane Maritime Development deferred to an extraordinary meeting, to be held Wednesday 19 March 2025 at FNDC Kaikohe Council Chambers.
- Issued a formal apology to the people in Kaitiāia and Awanui for the lack of communication and engagement with the community, regarding the Quarry Road bridge closure and road detour.
- Acknowledged the recent Council social media posts that have received racial and derogatory comments. Council staff are preparing a press release to reiterate councils values. Link to article: [FNDC condemns online racism | Far North District Council](#)
- 200 year commemorations of Te-Ika-ā-Ranganui on Saturday 15 March 2025. To be held in Kaiwaka and hosted by Ngāti Whātua, in recognition of the battle that took place two centuries ago. Link to event information: [200-year Commemoration of Te-Ika-ā-Ranganui. — Te Rūnanga o Ngāti Whātua](#)
- Festival for Te Āhureka o Ngāti Hine to be held 28-30 March 2025 at Otiria Marae, Moerewa. Link to event information: [HOME | Te Ahuareka o Ngati Hine](#)
- Acknowledged the birthdays of Crs Kleskovic and Rākena.
- Acknowledged the four groups who represented Te Tai Tokerau at Te Matatini 2025. Te Uri o Manumanu (Kaipara), Hātea Kapa Haka, Te Puu Ao (Whangārei) and Muriwhenua (Far North).
- Maramataka today is Ōturu – a high energy day.

At 11:24 the meeting adjourned and resumed at 11:39am.

Ordinary Council Meeting Minutes

13 March 2025

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

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A5056463, pages 6 - 14 refers

RESOLUTION 2025/14

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Felicity Foy

That Council confirm the minutes of the Council meeting held 13 February 2025 are a true and correct record.

CARRIED

6 NGĀ PŪRONGO / REPORTS

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

Agenda item 6.1 document number A5086583, pages 15 - 49 refers

RESOLUTION 2025/15

Moved: Cr Ann Court

Seconded: Cr Hilda Halkyard-Harawira

That Council:

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

CARRIED

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

Agenda item 6.2 document number A5090250, pages 50 – 57 refers

RESOLUTION 2025/16

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Ann Court

That Council approve:

- a) **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.**
- b) **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.**

CARRIED

Attachments tabled at meeting

- 1 Draft Te Pātukurea Document

6.1 LOCAL WATERS DONE WELL

Supplementary Agenda item 6.1 document number A5101937, pages 4 - 12 refers

RESOLUTION 2025/17

Moved: Cr Ann Court

Seconded: Kahika - Mayor Moko Tepania

That Council:

- a) confirm the water service delivery options to be consulted on are:
 - Internal Business Unit ("status quo");
 - Multi-Council CCO water organisation; and
- b) direct the Chief Executive Officer to prepare a Statement of Intent by 31 March 2025 to enter into a Heads of Agreement with Whangārei District Council and Kaipara District Council for the potential future formation of a Multi-Council CCO Water Organisation.

CARRIED

6.1 LOCAL WATERS DONE WELL

Supplementary Agenda item 6.1 document number A5101937, pages 4 - 12 refers

RESOLUTION 2025/18

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council:

Identifies the Internal Business Unit as the current preferred option.

In Favour: Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Crs Ann Court, Hilda Halkyard-Harawira, Babe Kapa and Steve McNally

Against: Crs Felicity Foy and Penetaui Kleskovic

Abstained: Crs Mate Radich and Tāmāti Rākena

CARRIED

6.3 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - FEBRUARY 2025

Agenda item 6.3 document number A5105849, pages 58 - 76 refers

RESOLUTION 2025/19

Moved: Cr Penetaui Kleskovic

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council:

Direct the CE before 1 April 2025 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.

In Favour: Kahika - Mayor Moko Tepania, Crs Felicity Foy, Hilda Halkyard-Harawira, Babe

	Kapa, Penetaui Kleskovic, Steve McNally and Tāmati Rākena	
<u>Against:</u>	Crs Ann Court and Mate Radich	
<u>Abstained:</u>	Kōwhai - Deputy Mayor Kelly Stratford	
		CARRIED
	c. allocate a budget of \$700k per annum.	
<u>In Favour:</u>	Crs Hilda Halkyard-Harawira, Penetaui Kleskovic and Tāmati Rākena	
<u>Against:</u>	Kahika - Mayor Moko Tepania, Crs Ann Court, Felicity Foy, Steve McNally and Mate Radich	
<u>Abstained:</u>	Kōwhai - Deputy Mayor Kelly Stratford and Cr Babe Kapa	
		LOST
	d) that Te Hono have their own General Manager at Senior Leadership Level.	
<u>In Favour:</u>	Kahika - Mayor Moko Tepania, Crs Felicity Foy, Hilda Halkyard-Harawira, Babe Kapa, Penetaui Kleskovic, Steve McNally, Mate Radich and Tāmati Rākena	
<u>Against:</u>	Cr Ann Court	
<u>Abstained:</u>	Kōwhai - Deputy Mayor Kelly Stratford	
		CARRIED
	e) that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori.	
<u>In Favour:</u>	Kahika - Mayor Moko Tepania, Crs Felicity Foy, Hilda Halkyard-Harawira, Babe Kapa, Penetaui Kleskovic, Steve McNally, Mate Radich and Tāmati Rākena	
<u>Against:</u>	Cr Ann Court	
<u>Abstained:</u>	Kōwhai - Deputy Mayor Kelly Stratford	
		CARRIED

At 3:55pm, the meeting was adjourned and resumed at 4:05pm.

At 4:10pm, Kōwhai-Deputy Mayor Kelly Stratford left the meeting.

At 4:15pm, Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.

At 4:17pm, Kōwhai-Deputy Mayor Kelly Stratford left the meeting.

At 4:20pm, Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.

MOTION

RESOLUTION 2025/20

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Babe Kapa

That Council resolve to continue the meeting in accordance with Standing Orders 4.2 Meeting Duration.

CARRIED

6.3 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - FEBRUARY 2025

Agenda item 6.3 document number A5105849, pages 58 - 76 refers

RESOLUTION 2025/21

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Steve McNally

That Council:

- a) 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

6.4 TE KUAKA TERMS OF REFERENCE UPDATE

Agenda item 6.4 document number A5098522, pages 77 - 83 refers

RESOLUTION 2025/22

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmāti Rākena

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.

CARRIED

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

Agenda item 6.5 document number A5102426, pages 84 - 99 refers

RESOLUTION 2025/23

Moved: Cr Felicity Foy

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

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.

CARRIED

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

Agenda item 6.6 document number A5104708, pages 100 - 106 refers

RESOLUTION 2025/24

Moved: Cr Felicity Foy

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

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

Abstained: Cr Mate Radich

CARRIED

At 12:55pm, the meeting was adjourned and resumed at 1:55pm.

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.1 COMMUNITY BOARD MINUTES - FEBRUARY 2025

Agenda item 7.1 document number A5070102, pages 107 - 128 refers

RESOLUTION 2025/25

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Kahika - Mayor Moko Tepania

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;

CARRIED

7.2 MAYOR AND COUNCILLOR'S REPORTS

Agenda item 7.2 document number A5056539, pages 129 - 161 refers

RESOLUTION 2025/26

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

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.

CARRIED

Note: Kahika - Mayor Moko Tepania requested a formalised memorandum of understanding with Waitangi National Trust.

Attachments tabled at meeting

- 1 Member Report - Cr Rākena

At 2:16 pm, Kahika - Mayor Moko Tepania left the meeting and returned at 2:17pm.

7.3 DRAFT COMMUNITY ADAPTATION PROGRAMME PLAN - PART 1

Agenda item 7.3 document number A5093712, pages 163 - 165 refers

RESOLUTION 2025/27

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Hilda Halkyard-Harawira

That the Council receive the report Draft Community Adaptation Programme Plan - Part 1.

CARRIED

7.4 COUNCIL OPEN RESOLUTIONS UPDATE MARCH 2025

Agenda item 7.4 document number A5056501, pages 183 - 183 refers

RESOLUTION 2025/28

Moved: Cr Ann Court

Seconded: Kahika - Mayor Moko Tepania

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

CARRIED

Note: A request from Kahika - Mayor Moko Tepania to staff to tidy up open resolutions and/or close off actions where appropriate.

7.5 LOCAL AUTHORITY ELECTIONS 2025 GUIDELINES FOR ELECTED MEMBERS

Agenda item 7.5 document number A5104198, pages 201 - 202 refers

RESOLUTION 2025/29

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmāti Rākena

That the Council receive the report Local Authority Elections 2025 Guidelines for Elected Members.

CARRIED

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2025/30**

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

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

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

Ordinary Council Meeting Minutes

13 March 2025

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	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
5.2 - 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
5.3 - Road Maintenance and Renewals Contracts - Separable Portion 4 for North and South Area	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
5.4 - Council Public Excluded Open Resolutions Update March 2025	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
5.5 - General Employment Matter	<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</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

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Ordinary Council Meeting Minutes

13 March 2025

	information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	exist under section 6 or section 7
CARRIED		

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

At 5:03pm, Kahika/Mayor Moko Tepania closed the meeting with a karakia.

7 MEETING CLOSE

The meeting closed at 5:03pm

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 10 April 2025.

.....
CHAIRPERSON

Extraordinary Council Meeting Minutes

19 March 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 19 MARCH 2025 AT 9:00 AM**

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

IN ATTENDANCE: Chris Galbraith (FNHL GM Marina & Maritime), Alistair Wells (FNHL Representative) Community Board Chairs Adele Gardner, Belinda Ward and Chicky Rudkin (online).

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Trent Blakeman (Group Manager – Delivery and Operations), Roger Ackers (Group Manager – Planning and Policy), Jacine Warmington (Group Manager – Strategic Relationships), Tanya Proctor (Head of Infrastructure), Margriet Veenstra (Manager – Property Information and Building Compliance), Charlie Billington (Group Manager – Corporate Services), Aisha Huriwai (Manager – Democracy Services), Marysa Maheno (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika-Mayor Moko Tepania commenced the meeting with a prayer at 9:02AM.

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

While there were no apologies it was noted that a number of members were online.

3 NGĀ TONO KŌRERO / DEPUTATION

Dianne Christensen spoke on behalf of the Rangitāne Residents Association.

4 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/30

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

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 - Rangitāne Maritime Development	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

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Extraordinary Council Meeting Minutes

19 March 2025

		exist under section 6 or section 7
and that Community Board Chairs and Far North Holdings Limited staff remain in the public excluded part of the meeting.		
<u>Against:</u> Kōwhai-Deputy Mayor Kelly Stratford and Cr Mate Radich		
CARRIED		

During the public excluded discussion Council resolved to release the following decision. And that information held with the public excluded remain confidential.

Rangitāne Maritime Development**That Council**

- a) **withdraw support to appeal the Resource Consent for the Maritime Facilities Development at Rangitāne; and**
- b) **direct the Chief Executive Officer to request Far North Holdings Limited to modify the plan to consider the wider interests of the community including hapu.**

5 MEETING CLOSE

The meeting closed at 10:21 AM.

The minutes of this meeting will be confirmed at the Extraordinary Council Meeting held on 10 April 2025.

.....
CHAIRPERSON

UNCONFIRMED

Extraordinary Council Meeting Minutes

2 April 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 2 APRIL 2025 AT 9:32 AM**

PRESENT: Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford (arrived late online), Cr Ann Court, Cr Babe Kapa (arrived late online) Cr Felicity Foy (online), Cr Hilda Halkyard-Harawira (online), Cr Penetaui Kleskovic (arrived late online) Cr Steve McNally (online), Cr Mate Radich (arrived late online), Cr Tāmami Rākena (online), Cr John Vujcich

IN ATTENDANCE: Bay of Islands-Whangaroa Community Board Chair Belinda Ward (online).

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Charlie Billington (Group Manager – Corporate Services), Margriet Veenstra (Manager - Property Information & Business Compliance), Jacine Warmington (Group Manager – Strategic Relationships), Aisha Huriwai (Manager - Democracy Services), Marysa Maheno (Democracy Advisor)

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika-Mayor Moko Tepania commenced the meeting with a karakia at 9:32AM.

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

APOLOGY

RESOLUTION 2025/31

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

That the apology received from Kōwhai-Deputy Mayor Kelly Stratford, Cr Kleskovic, Cr Kapa and Cr Radich be accepted and leave of absence granted.

CARRIED

At 9:35AM Cr Penetaui Kleskovic joined the meeting online.

At 9:36AM Kōwhai-Deputy Mayor Kelly Stratford joined the meeting online.

At 9:50AM Cr Mate Radich joined the meeting online.

At 9:51AM Cr Babe Kapa joined the meeting online.

3 NGĀ PŪRONGO / REPORTS

3.1 PUBLIC CONSULTATION ON THE DRAFT VERSION OF THE LOCAL WATER DONE WELL CONSULTATION DOCUMENT

Agenda item 5.1 document number A5142938, pages 6 - 46 refers

RESOLUTION 2025/32

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

That Council approve:

a) the draft Local Water Done Well consultation document, detailed in attachment 1 for

Page 1

UNCONFIRMED

Extraordinary Council Meeting Minutes

2 April 2025

<p>public consultation to take place between 3 April 2025 and 4 May 2025, and</p> <p>b) any grammatical, graphical or other minor corrections to the draft Consultation Document and/or supporting information may be approved in writing by either the Chief Executive or Mayor, prior to publication of the draft on 3 April 2025.</p> <p style="text-align: right;">CARRIED</p>

5 MEETING CLOSE

The meeting closed at 10:04AM.

The minutes of this meeting will be confirmed at the Extraordinary Council Meeting held on 10 April 2025.

.....
CHAIRPERSON

7 NGĀ PŪRONGO / REPORTS

7.1 APPLICATION FOR EASEMENT OVER A RUSSELL ESPLANADE RESERVE

File Number: A5089828

Author: Robin Rawson, Parks & Reserves Planner

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks a decision from Council to grant a stormwater drainage easement over a portion of local purpose (esplanade) reserve near Russell (Lot 5 DP 79476) without public notification pursuant to the Reserves Act 1977.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The owner of 439A Manawaora Road has requested an easement over part of a local purpose (esplanade) reserve to legalise a proposed diverted stormwater pipe and discharge that will reduce coastal erosion.
- Access to the reserve from the road is down a steep bank in an area where there is no on-road parking, and public use is generally limited to adjoining neighbours.
- Easement conditions would be imposed on any easement granted regarding construction materials and form to protect amenity values of the beach area.
- It is recommended that public consultation is not undertaken, as the pipe other than the outlet would be underground and the reserve would not be materially altered, and public access would not be affected; this option is provided for in the Reserves Act.
- The owner also seeks resource consent and a licence to occupy to include an area where there is boat manoeuvring between the existing boat shed, an existing driveway and the bay, and this area includes a section of concrete paving.
- The Bay of Islands-Whangaroa Community Board supports the granting of a stormwater easement without public notification.

TŪTOHUNGA / RECOMMENDATION

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

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

1) TĀHUHU KŌRERO / BACKGROUND

The owner of 439A Manawaora Road, Russell commissioned a report by Haigh Workman Engineers on coastal erosion as the esplanade reserve adjoining their land has been eroding. One of the recommendations of the engineering report is the relocation of a stormwater culvert and associated pipe through the adjoining esplanade reserve, (Lot 5 DP 79476 shown as B on Plan 24495 included as Appendix 2). Stormwater flow to be diverted includes discharge from the road formation within

Manawaora Road, and the engineering report notes that this has resulted in loss of sand on the beach. The proposal is assessed in the application as being the most relatively nature-based solution available to restore the coastal edge and prevent further erosion.

The applicant is also applying for a resource consent due to an impermeable surface and coastal marine area setback breaches. The resource consent application notes that:

The proposed solution is of sound engineering practice. As the stormwater from the road and upper catchment is still being accommodated, with just the outlet being relocated it is not anticipated to create any wider hydrological or environmental effects, especially given that the existing situation involves a piped system. Relocating the stormwater outlet will assist in enabling the beach to naturally replenish itself with sand once again...

The esplanade reserve can be accessed from Manawaora Road, however there is no parking in the vicinity of the reserve frontage and public use is generally limited to neighbours and their visitors.

The proposed stormwater pipe will be largely underground except for the culvert outfall and will not affect public access or recreation within the esplanade reserve, which allows Council the option under Section 48(3) of the Reserves Act to decide that public notification is not necessary for decision-making. Conditions can be imposed so there is control over materials and colours of the culvert to maintain the amenity values of the beach.

The easement application is included as Appendices 1 and 2, and a signed plan of the proposed easement from Ngāti Kuta hapū is included as Appendix 3.

The boat shed on 439A Manawaora Road is located within the applicant's site and adjoining the Council esplanade reserve. Boats are taken across the esplanade to the bay, and at times vehicles and boats are taken up a steep driveway within the property at 439A Manawaora Road. A narrow turn connecting the boat shed to the driveway within the reserve is proposed to be constructed in concrete because of the gradient and landform.

A resource consent application is currently being processed to construct the section of sealed driveway which exceeds 600m² of site coverage and is within 30m of Mean High Water Springs (MHWS), (RMALUC-2250236). In addition to consent approvals, landowner approval would be required from Council for any part of the sealed driveway located in the reserve. The owner seeks landowner approval as a licence to occupy area 'A' of the reserve. A licence to occupy is an approval that can be rescinded by Council.

The Bay of Islands-Whangaroa Community Board approved the following resolution on 20 February 2025:

That the Bay of Islands-Whangaroa Community Board:

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

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

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

The Reserves Act anticipates that easements will be publicly notified except where the rights of the public to use the reserve are not likely to be permanently affected. In this situation it is assessed that

the reserve would not be permanently affected by the proposed stormwater infrastructure and easement.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Easement

Private Stormwater easements through reserves are expected where Council reticulated services do not exist because esplanade reserves are at the lowest levels in a water catchment. Provisions in the Reserves Act allow for easements to be registered over reserves. Redesign of the stormwater system in this catchment will have positive effects by allowing sand to rebuild the beach and preventing further erosion of the esplanade reserve. This is assessed by the applicant's consultant engineer as the best option for this site, and no other realistic options exist with the same benefits. An easement would make the stormwater function through this area explicit in land records.

Council has options to publicly notify the application if it is considered that this would assist in understanding the effects, or not where it agrees with assessment that the proposal will not materially affect public use of the reserve.

The amenity of the beach can be retained through easement conditions over construction materials and form. These will be imposed as part of any easement granted.

The following options can be considered by Council:

Option 1 –

That Council does not support the granting of an easement for the purpose of stormwater drainage on Local Purpose (Esplanade) Reserve Lot 5 DP 79476.

Option 2 –

That Council supports initiation of public consultation to provide background to consideration of the granting of an easement for the purpose of stormwater drainage on Local Purpose (Esplanade) Reserve Lot 5 DP 79476.

Option 3 –

That Council supports the granting of a stormwater drainage easement (shown as B on Plan 24495) over the local purpose reserve, subject to meeting Reserves Act requirements, at no cost to Council.

A condition is imposed that requires controls over design and materials where the drainage structure is visible.

Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially affected.

Licence to Occupy

The Bay of Islands-Whangaroa Community Board did not state any concerns about the proposed licence to occupy. Boat access is an expected activity in many local purpose (esplanade) reserves, and boat ramps are often constructed in concrete, however sealed access driveways are less common. Council's Group Manager – Delivery and Operations is delegated to approve a licence to occupy.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Option 3, for Council to grant the easement application without public notification is recommended for the following reasons:

- The proposed stormwater pipe and culvert within the easement will reduce erosion of the adjoining esplanade

- The proposed stormwater pipe and outfall is largely underground except for the culvert and will not affect public access and recreation
- The amenity of the beach can be retained through easement conditions over construction materials and form, and the rights of the public to use the reserve will not be materially affected.

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

A fee of \$476 has been received for the easement application, and disbursements will be charged at cost. Expenses including legal costs, costs for a valuation of the land underlying the easement and the value of the land will be paid by the applicant.

A processing charge of \$121 applies to applications for new licences to occupy.

ĀPITIHINGA / ATTACHMENTS

1. **Appendix 1 - Easement Application Manawaora - A5052350**  
2. **Appendix 2 - Proposed easement Manawaora - A5059899**  
3. **Appendix 3 - Easement Manawaora - Plans signed Hapu - A5090002**  
4. **Appendix 4 - Ngati Kuta Hapu Support Letter Manawaora - A5134241**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The proposed easement is for an underground pipe that will not materially affect activities on the reserve. Private stormwater pipes through esplanade are expected and needed where Council reticulated services do not exist. Easements for stormwater services are common practice, and the level of significance is assessed as being very low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The proposed easement is for an underground pipe and processes will be consistent with the Reserves Act and Parks and Reserves Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Stormwater easements across esplanade reserves are common around the district and nation, however the specifics of this application relate to the site at Manawaora Bay, and a recommendation has been received from the local Community Board.
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 applicant has provided a letter of support for the proposed activities and for the proposed easement from Ngāti Kuta hapū.
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 amenity of the beach can be retained through easement conditions over construction materials and form, and the rights of the public to use the reserve will not be materially affected.
State the financial implications and where budgetary provisions have been made to support this decision.	A fee of \$476 has been received for the easement application, and disbursements will be charged at cost. Expenses including legal costs, costs for a valuation of the land underlying the easement and the value of the land will be paid by the applicant.

	A processing charge of \$121 applies to applications for new licences to occupy
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

Application for Easement over Reserve Land**Philip Yates****439D Manawaora Road, Parekura Bay**

Date: 12 December 2024

Attention: Robin Rawson

1 – Applicant Details

Property owner - Philip S Yates

Postal Address – 23 Kokinga Point Road, Parekura Bay, Rawhiti

Phone – 021 927830

Email – pyates@genetic.co.nz**2 – Project Details**

An easement is sought over the Esplanade Reserve legally described as Lot 5 DP 79476.

The easement is sought to convey stormwater from Lot 1 DP 79476 through to the Coastal Marine Area. At present stormwater flows from Manawaora Road through Lot 1 DP 79476, into the Esplanade Reserve and out to the coast. It is proposed that the location of the pipeline be redirected to mitigate the adverse effects the location of the existing stormwater outlet has on the beach. The pipeline through the esplanade was originally put in place by the Council, and no formal easement was provided for it at this time.

Recently in October 2024, Council released an interim guide on information required when seeking approval for a new coastal structure. This document details a series of information requirements which should be covered when seeking Council approval for an easement. Each of these items will be covered in detail below.

Sufficient information provided on plans including property boundaries and location of MHWS

- 1.1.1. Refer to the attached Survey Plan, Development Plans and Coastal Hazard Mitigation Report. These plans and report include detail on the property boundaries, MHWS, where the proposed stormwater infrastructure (pipeline, outlet and revetment) will be located and the portion of driveway to be sealed within 30m of the Coastal Marine Area / MHWS.

Clear need for works including degree of risk

- 1.1.2. This is outlined within the Coastal Hazard report. Please refer to the following sections for detail. Section 1.5 where the details of what is recommended is outlined. I note that some of the works includes the need for Regional Consent which is also being sought

concurrently with this application. Section 2.2 details how the erosion that is occurring is non-reversible acute erosion that is considered permanent. Section 2.4 discusses the wave setting and sand replenishment. Section 3.1.1 discusses the requirement for the hard protection structure and the design considerations that have been made. Section 3.4 details the proposed Revetment and the requirement for this to be installed. Section 4 discusses where the stormwater which is currently piped through the site originates from.

Proposed Solution

- 1.1.3. As detailed within the Coastal Hazard Mitigation report the mixture of the pipe relocation and sand replenishment is the best practical option to address the development overall. The pipe relocation is the trigger for the Easement.
- 1.1.4. The outlet structure will not preclude sand replenishment.
- 1.1.5. The loss of sand on the beach is a permanent issue being driven by the placement of the exiting stormwater outlet. The proposal seeks to work with the most nature-based solution that is available.

Sound Coastal Engineering practice, no wider adverse hydrological or environmental effects or increased risk to others

- 1.1.6. The proposed solution is of sound engineering practice. As the stormwater from the road and upper catchment is still being accommodated, with just the outlet being relocated it is not anticipated to create any wider hydrological or environmental effects, especially given that the existing situation involves a piped system.

Does not have effect on public access to CMA

- 1.1.7. Public Access will not be impacted as the infrastructure will be located underground.

Will not affect the amenity of surrounding areas

- 1.1.8. The proposal seeks to relocate the stormwater pipe further west of the existing location. The outlet structure is small to ensure that the amenity of the surrounding area is not compromised.

Will not affect use and enjoyment of public space

- 1.1.9. The infrastructure is located largely underground, with the exception of the manhole and the outlet structure. It is not anticipated that these will impact upon the use and enjoyment of the public space, especially if the sand on the beach is able to be replenished.

Will not affect Council infrastructure

- 1.1.10. The stormwater from the Council Road is directed down through the subject site. This proposal will enhance the infrastructure that conveys the stormwater originating from a council asset. This is a positive effect.

Demonstrates consultation with major stakeholders, hapu?

- 1.1.11. Written Approval from the local hapu has been received as part of this proposal. FNDs Reserves Planner was consulted during the early planning stages of this project and throughout the reporting stage.

Consistency with plans including reserve management plans and Reserves Act classification

- 1.1.12. There is no reserve management plan for the esplanade. The proposal is considered consistent with the Reserves Act classification.

3 – Details of the property requiring easement

Physical address - 439D Manawaora Road, Parekura Bay

Legal Description – Lot 5 DP 79476

4 – Applicable Building or Resource Consents

Yes, RC 2250236 is applicable to the application.

5- Does the application relate to an application for, or approved connection to Council infrastructure

No.

6 – Information requirements

Certificate of title – Refer Appendix A

Site Plan – Refer Appendix B

Description of how the connection will be constructed and the impacts the proposal may have on the reserve – Refer Appendix C Engineering Report and Appendix D Resource Consent AEE.

A statement from a Suitably Qualified person outlining other options that have been considered for providing the connection – Refer Appendix C Engineering Report

7 – Declaration of Applicant or Authorised Agent**Fees and Charges:**

You will be responsible for payment all actual and reasonable costs of processing the application. The processing charge covers tasks such as site visits, report preparation, information searches, and input from other Council staff. Mileage is also charged. You will also be required to cover any surveying and legal costs associated with the application. Compensation for use and occupation

for the land may also be chargeable.

You will be invoiced for costs associated with processing the application when a decision on your application is issued. In some cases, interim billing for processing costs may also occur.

Privacy Information:

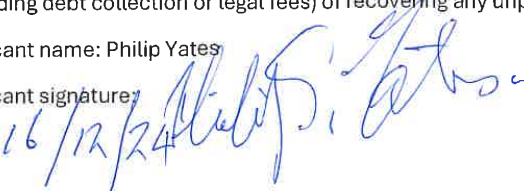
Council requires the information you have provided on this form to process your application and to collect statistics. Council will hold and store the information, including all associated reports and attachments, on a public register. The details may also be made available to the public on Council's website. These details are collected to inform the general public and community groups about all consents which have been processed or issued through Council. If you would like to request access to, or correction of any details, please contact Council.

Applicant Declaration:

I / we confirm that I / we have read and understood the above.

I undertake to pay all costs associated with this application. I also agree to pay all the costs (including debt collection or legal fees) of recovering any unpaid costs.

Applicant name: Philip Yates

Applicant signature: 

Date: 16/12/24

8 – Address for Service

Name: Northland Planning and Development 2020 Limited c/o – Rochelle Jacobs

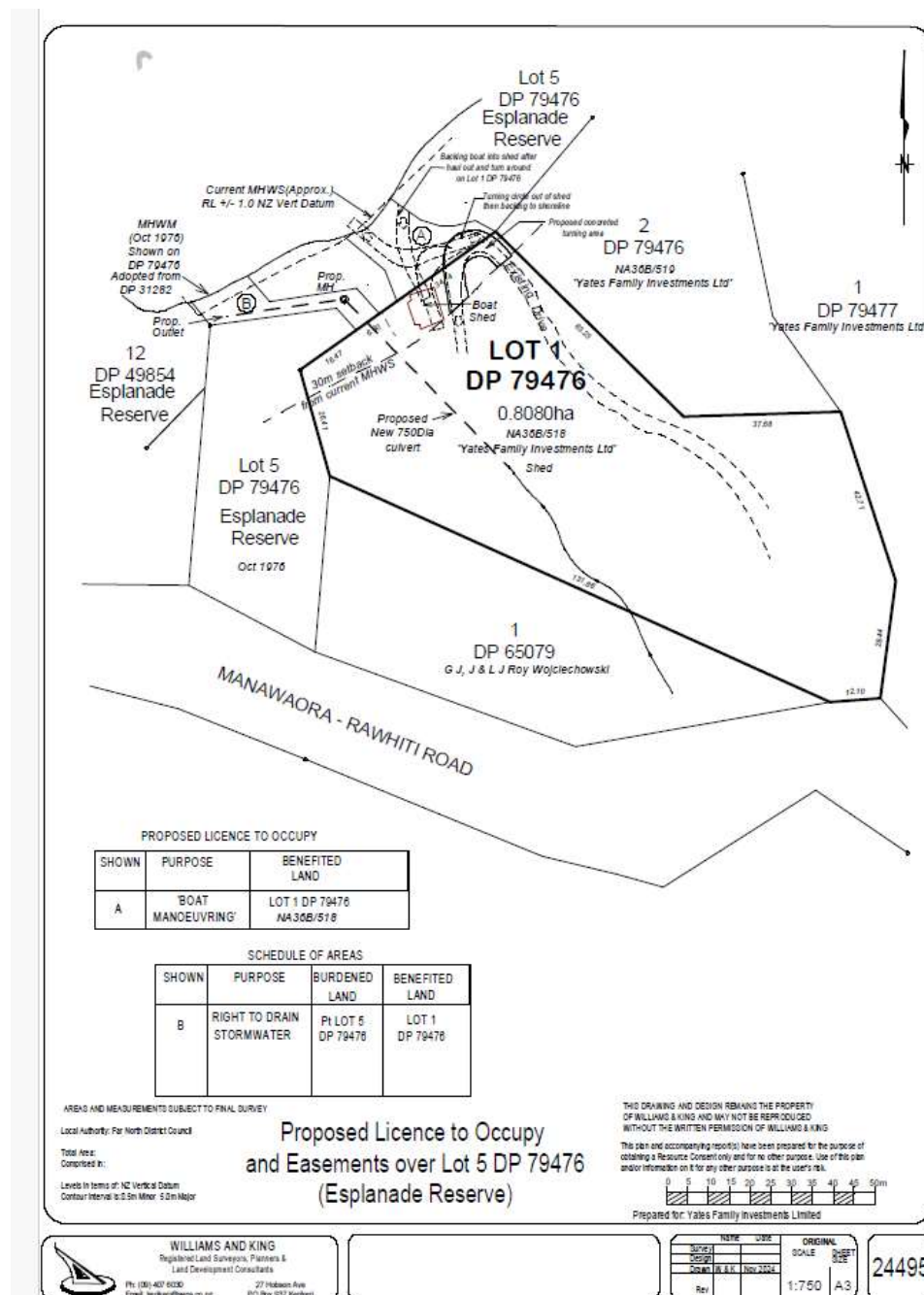
Physical Address: 9/6 Fairway Drive, Kerikeri 0230

Email: info@northplanner.co.nz

Phone: 0274498813

Preferred method of contact: Email

Appendix 2: Plan of proposed easement (area 'B') and licence to occupy (area 'A')







**Ngati Kuta | Hapu**

Te Rawhiti, Ipipiri

www.ngatikuta.maori.nzngatikutahapu@gmail.com

Ko Rakaumangamanga te maunga

Ko Ipipiri te moana

Ko Te Rawhiti te marae

Ko Ngāti Kuta te hapu

Ko Ngapuhi te Iwi

Ngā kaitiaki o nga taonga tuku iho

13.11.2024

Tēnā tātou katoa,

Recently members of our trust met with Philip Yates to discuss his upcoming proposals at Te Uenga Bay and Waipiro Bay.

We discussed the proposal, acknowledging the impacts of Coastal Erosion in the bay and the extensive native revegetation works Philip has been undertaking on his properties. We spoke about the archaeological assessment that has been completed for the project, and specifically the investigation into the new culvert, manhole and the associated earthworks.

Given that there is the potential for disturbance to an archaeological site (shell middens), Philip has offered for us to be on site during the time in which the earthworks are being completed.

I can confirm that we as a trust are satisfied with the works planned by Philip and we have no objections to the proposal.

We thank Philip for the early engagement with our hapu trust and look forward to working with him in the future.

Ngā mihi nui

Glenys Papuni

On behalf of Ngāti Kuta Hapu Trustees

7.2 GROUND LEASE REQUESTS OVER KAIKOHE LANDFILL

File Number: A5094423

Author: Michelle Rockell, Team Leader - Property Management

Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations

TAKE PŪRONGO / PURPOSE OF THE REPORT

To obtain resolution from Council to deny the granting of any future ground lease over Part 3 and 4 DP 22327 Blk XV Ōmāpere SD recreation reserve, under Sections 54 of the Reserves Act 1977 being the Kaikohe landfill located at Recreation Road, Kaikohe.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Kaikohe landfill located at Recreation Road, Kaikohe, operated from prior 1950 to its closure in 1998.
- The Post Closure Care Management Plan 1997 outlines how the landfill is to be managed once no longer operating.
- The Lindvart Park Reserve Management Plan states that the site is suitable for informal recreation only.
- Risks associated with piercing the landfill cap include invisible methane fires, asphyxiation and explosion.
- Far North District Council staff have received multiple lease requests over the years and are now requesting final resolution over the leasing of the landfill.
- This report was presented to Kaikohe – Hokianga Community Board on 21 February 2025 who passed the recommendation.

TŪTOHUNGA / RECOMMENDATION

That Council deny all new ground lease requests over Part 3 and 4 DP 22327 Blk XV Ōmāpere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.

1) TĀHUHU KŌRERO / BACKGROUND

On 21 February 2025, the Kaikohe–Hokianga Community Board passed the following recommendation:

7.3 GROUND LEASE REQUESTS OVER KAIKOHE LANDFILL

Agenda item 7.3 document number A4945860, pages 37 - 42 refers

RESOLUTION 2025/6

Moved: Member Jessie McVeagh

Seconded: Member Harmonie Gundry

That the Kaikohe – Hokianga Community Board recommend that Council deny all new ground lease requests over Part 3 and 4 DP 22327 Blk XV Ōmāpere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.

Abstained: Deputy Chairperson Tanya Filia

CARRIED

The Kaikohe landfill was in operation since prior to 1950, servicing Kaikohe and a large portion of the wider Kaikohe-Hokianga ward, including Kerikeri and Kawakawa.

On 25 November 1996 a resource consent was issued to Far North District Council for the purpose to operate a refuse landfill in the Papahawaiki Stream on Part 3 and 4 DP 22327 Blk XV Ōmāpere SD, commonly known as the Kaikohe Landfill located at Recreation Road, Kaikohe.

This resource consent allowed for the discharge of residual leachate from landfill areas to ground and to discharge stormwater to the Papahawaiki Stream subject to the following conditions:

- Landfill operations were to be carried out in accordance with the Kaikohe Landfill Management Plan and Assessment of Environmental Effects Revision 2 October 1996.
- All refuse shall be disposed, compacted and covered at the end of each operational day. A final cap of no less than 600mm of re-compacted clay with a permeability of less than 10⁻⁷ meters per second shall be constructed over the disposed refuse.
- Leachate from the landfill shall be collected and pumped to Kaikohe sewerage reticulation system for treatment and disposal.
- A Post Closure Care Landfill Management Plan shall be submitted to the Northland Regional Council by 31 December 1997, covering all aspects of closure care operations and monitoring requirements. All operations and maintenance are to be carried out in accordance with this plan.

This resource consent expired 31 August 1998, and the landfill closed in beginning of 1998.

Over the years, various requests to lease the land have been processed and denied by Far North District Council staff. Whilst these have been denied due to concerns regarding explosive gas migration from within the cap and the piercing of the final cap of the landfill by the placing of buildings upon the land, staff continue to receive these requests.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The Post Closure Care Management Plan 1997 outlines how the landfill is to be managed once no longer operating:

- A cap of no less than 600mm of recompacted clay was placed on the landfill – this cap is a near waterproof clay layer that prevents the ingress of water into the landfill. Due to the thickness of the layer, no foundations can be placed or specimen trees planted as this would compromise its stability. This is particularly important on the flat area at the top of the landfill mound.
- The purpose of the cap is to control and minimise water ingress, provide final contour and gas control, allow plant growth and permit end use. The positive effect of the cap is the reduction of leachate production but also slows down the breakdown of materials within the landfill and cause the production of landfill gas to continue for years to come. The integrity of the cap is key to ensuring minimal leachate production post closure.
- Gas is produced in the landfill as a result of biological decomposition, composing mainly of methane and carbon dioxide but can contain other volatile organic compounds. Should the cap be pierced, methane fires may occur that are not visible in daylight and concentration of the gases may occur in manholes and chambers, migrating through pipes and permeable soils, accumulating in poorly ventilated areas and result in either asphyxiation or explosions.

Building over an old landfill is generally not advised due to several significant risks:

Risk to people and the environment

Some of the risks that may affect the occupation of any proposed buildings in close proximity of the landfill site are listed below;

1. **Soil and Groundwater Contamination:** Old landfills often contain hazardous substances like heavy metals and toxic chemicals. These can leach into the soil and groundwater, posing

serious health risks to those using an old landfill for activities or disturb the membrane seal placed on the landfill on decommissioning.

2. **Methane Gas Production:** As noted above, decomposing organic material in landfills produces methane gas, which can accumulate and pose an explosion risk if not properly managed. Other effects includes odour nuisance; migration in surrounding sub-strata; and vegetation die-off on the completed landfill/fill surface and on adjacent areas.

The Lindvart Park Reserve Management Plan states that only low impact recreational activities should be carried out on the former landfill site, which may include walking/cycling tracks, sculpture trail and pump tracks for bicycles subject to sufficient demand and on the proviso that the integrity of the landfill cap is maintained. It also states that fencing, lighting, service trenches or other sculptures should be avoided penetrating the clay cap.

As per Section 54 of the Reserves Act 1977, Council may from time to time grant a lease over recreation reserves. Council is not obliged to grant a lease where there is sufficient evidence provided not to.

Far North District Councils Climate Action Policy 2022 states that Council will reduce Green House Gas emissions through sustainable business practices, in alignment with the government's national emission reduction targets or better. Approval of leases over this site is a direct conflict of this Policy.

The following options are presented for this site:

Option 1 (recommended)

That Council deny all new ground lease requests over Part 4 and 4 DP 22327 Blk XV Ōmāpere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill, due to health and safety risks.

Option 2

That Council Board allow new lease requests over Part 4 and 4 DP 22327 Blk XV Ōmāpere SD, located at Recreation Road, Kaikohe and vested in Far North District Council as recreation reserve, known as the Kaikohe Landfill.

This option is not recommended under any circumstances.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Some of the challenges in building on a landfill site includes;

1. Ground Instability

Landfills are typically built on soft, unstable ground that can settle over time. Landfills are also unstable due to decomposing waste. This can lead to subsidence, causing damage to buildings and infrastructure.

For a typical design the Building Code requires the ground conditions to meet the definition of Good Ground, below is the definition;

The standard defines 'good ground' as: "*any soil or rock capable of permanently withstanding an ultimate bearing capacity of 300kPa (i.e. an allowable bearing pressure of 100kPa using a factor of safety of 3.0.), but excludes:*

- a) *Potentially compressible ground such as top soil, soft soils such as clay which can be moulded easily in the fingers, and uncompacted loose gravel which contains obvious voids;*
- b) *Expansive soils being those that have a liquid limit of more than 50 % when tested in accordance with NZS 4402 Test 2.2, and a linear shrinkage of more than 15 % when tested from the liquid limit in accordance with NZS 4402 Test 2.6; and*
- c) *Any ground which could foreseeably experience movement of 25 mm or greater for any reason including one or a combination of land instability, ground creep, subsidence, seasonal*

swelling and shrinking, frost heave, changing groundwater level, erosion, dissolution of soil in water, and effects of tree roots.

The minimum geotechnical ultimate bearing is required so that buildings are supported adequately by the ground and do not undergo differential settlement during their lifespan. Differential settlement is when part of a building sinks more than another which can lead to uneven or cracked floors/walls. The landfill is unlikely to meet the definition of Good Ground and will therefore require specific design and/significant ground improvements.

2. Construction Challenges

One of the construction challenges will be to stabilize the land to meet the definition of good ground or to improve the stability to allow for specific design.

The unstable nature of the ground requires specialized engineering techniques to ensure the stability of any structures built on it. This can significantly increase construction costs and complexity.

Specialised Engineering techniques may be required, like specialised equipment for compaction, to prevent subsidence. Other options will be to remove the waste fill and replace it with Engineered fill; also at a high cost.

Ongoing Monitoring requirements

Landfills are subject to post-closure care requirements, which include monitoring and maintenance to ensure long-term stability and environmental safety. Council will therefore require access to the landfill area to meet their monitoring requirements and ensure no adverse human or environmental harm is caused.

The Post Closure Care Management Plan for the landfill clearly details the health and safety risks associated with leasing this site and allowing construction of any structures that may pierce the cap.

The Lindvart Park Reserve Management Plan details that only informal recreation activities should be carried out on the landfill.

As Far North District Council is aware of the risks associated with piercing the cap, including methane fires, explosions and asphyxiation, it could be considered negligence to lease this site.

Far North District Council staff will use the resolution as a support, not a crutch. Staff will endeavour to explain to any applicant the reason why the request to lease has been denied.

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

There are no financial implications to Council through denying any new lease requests.

Council currently maintains the landfill through the community services contract and the site is on a rural mowing schedule, being mowed in September, November, January and April each year.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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	Medium
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Lindvart Park Reserve Management Plan – Use of the landfill is allowed as informal recreation only. FNDC Climate Action Policy 2022 – Council commits to reduce its Green House Gass emissions in line with the government's national emission reduction targets or better.
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.	This report was presented to the Kaikohe-Hokianga Community Board on 21 February 2025 who passed the recommendation to deny all lease requests over this site.
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.	Neither iwi nor hapū have been consulted on the denying of leases over the reserve. Consultation occurred at the time of development and implementation of the Lindvart Park Reserve Management Plan.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	All members of the public in the Kaikohe area and surrounds could be negatively affected should leases be approved over the Kaikohe landfill.
State the financial implications and where budgetary provisions have been made to support this decision.	None
Chief Financial Officer review.	CFO has not reviewed this report

7.3 NEW GROUND LEASE TO KOHUKOHU BOWLING CLUB INCORPORATED OVER 22 BEACH ROAD, KOHUKOHU**File Number: A5094490****Author: Michelle Rockell, Team Leader - Property Management****Authoriser: Trent Blakeman, Acting Group Manager - Delivery and Operations****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek Council resolution to initiate public consultation on the granting of a new ground lease over Recreation Reserve, under Section 54 Reserves Act 1977 being 22 Beach Road, Kohukohu being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD to Kohukohu Bowling Club Incorporated.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Kohukohu Bowling Club Incorporated hold a current Deed of Lease over the Recreation Reserve at Kohukohu dated 1 May 1995, with final expiry being 30 April 2025.
- In August 2024, Kohukohu Bowling Club Incorporated formally requested a new ground lease over the site that the Kohukohu Bowling Club has occupied since 1958.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve when no Reserve Management Plan is in place.
- This report was presented to the Kaikohe – Hokianga Community Board on 21 February 2025 who passed the recommendation.

TŪTOHUNGA / RECOMMENDATION**That Council:**

- a) commence the process on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD, approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269;**
- b) the terms of the proposed lease shall be:**
 - **Term: 30 Years (10+10+10)**
 - **Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule; and**
- c) appoint the Kaikohe – Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.**

1) TĀHUHU KŌRERO / BACKGROUND

On 21 February 2025, the Kaikohe – Hokianga Community Board passed the following recommendation:

7.4 NEW GROUND LEASE TO KOHUKOHU BOWLING CLUB INCORPORATED OVER 22 BEACH ROAD, KOHUKOHU

Agenda item 7.4 document number A5039534, pages 69 - 74 refers

RESOLUTION 2025/7

Moved: Member Mike Edmonds

Seconded: Member Jessie McVeagh

That the Kaikohe - Hokianga Community Board:

- a) recommend to Council that the process is commenced on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD, approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269.
- b) The terms of the proposed lease shall be:
 - Term: 30 Years (10+10+10)

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21 February 2025

- Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.
- c) agrees to hear any submissions received in response to the consultation process and to make recommendations to Council.

CARRIED

Kohukohu Recreation Reserve is vested in Council and has been occupied by Kohukohu Bowling Club Incorporated since 1958. The club has seen several generations of families pass through its greens and still serves the community well.

Their current lease is dated 1 May 1995 with final expiry 30 April 2025. In 2024, the Kohukohu Bowling Club Incorporated approached Far North District Council staff formally seeking a new ground lease.

The Kohukohu Bowling Club Incorporated is hired by a variety of groups, including Hau Ora Hokianga and is made available free of charge each year for the Breast Screen truck staff who park just outside the club's premises.

Kohukohu Bowling Club Incorporated host the annual commemorations of ANZAC & Armistice and in 2023, the Club received a medal from the Deputy Chief of the New Zealand Navy in recognition of the years of hosting Aotearoa's service men & women.

The Kohukohu Bowling Club Incorporated members are very proud of their club and with increased membership year on year, will see the Club continue to thrive.



Aerial view of proposed leased area in red.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The 2013 Minister of Conservation Reserves Act Delegations provide for Local Authorities to wear the hat of the Minister for delegated actions over vested recreation reserves.

Section 54(1) of the Reserves Act 1977 ("the Act") provides for Council, with the prior consent of the Minister, to grant leases over recreation reserves. From 2013, prior consent of the Minister is delegated to Council.

Section 54(2) Reserves Act 1977 requires public notification of the proposed lease action where no current reserve management plan is in place for the vested recreation reserve. There is no current reserve management plan for the Kohukohu Domain Recreation Reserve.

Council resolution to commence public consultation satisfies the prior consent of the Minister and the public notice requirements.

The options for this site are:

Option 1: Recommended

That Council:

- a) commence the process on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD, approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269;
- b) the terms of the proposed lease shall be:
 - Term: 30 Years (10+10+10)
 - Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule and
- c) appoints the Kaikohe – Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.

Option 1 will allow Kohukohu Bowling Club Incorporated to continue providing a bowling club to the community of Kohukohu and surrounding areas.

Option 2:

- a. Decline Kohukohu Bowling Club Incorporated request for a new ground lease
- b. Request that Kohukohu Bowling Club Incorporated remove all existing building(s) and associated assets from the reserve and reinstate the recreation reserve at their cost.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Kohukohu Bowling Club Incorporated provide a beneficial service to the community and requiring them to vacate the land will be a loss for the community of Kohukohu.

As per the Reserves Act 1977, Council can grant exclusive leases to part or all of a reserve for a maximum term of 30 years.

Public Notice is a statutory requirement under Reserves Act for the leasing of a Recreation Reserve.

Public consultation will enable the Kaikohe – Hokianga Community Board and Council to assess the communities engagement with the Kohukohu Bowling Club Incorporated proposal. Public consultation gives the community the opportunity to put forward alternative options for the occupation of the building and/or the use of the site.

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

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated green space.

The lease will provide for the lessee to be responsible for the payment of all utility charges, rates and insurances.

All buildings and improvements are owned by the Kohukohu Bowling Club Incorporated.

The annual rent will be in conjunction with Far North District Council Fees and Charges Schedule and amended annually.

Should a lease not be provided to Kohukohu Bowling Club Incorporated and the land reinstated to reserve, Council will become responsible for any ongoing maintenance of the site.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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	Medium
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base. The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease
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.	This does not have District wide relevance. Delegation to the relevant Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan. This report was presented to the Kaikohe – Hokianga Community Board on 21 February 2025 who approved the recommendation.
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.	Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify tangata whenua in the Kohukohu locality of the lease proposal. Should public consultation be approved, relevant Iwi/hapū will be notified via a separate letter to inform them of the requested lease. The letter will include brief summary of the lease and instructions of how to provide feedback should they wish to do so.
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).	Public notice and Iwi consultation will be progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. This will allow staff to identify any people or groups who may be affected or have interest in the matter.

State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Schedule.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7.4 APPLICATION FOR EASEMENT OVER WAIPAPA ESPLANADE RESERVE

File Number: A5102021

Author: Robin Rawson, Parks & Reserves Planner

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report seeks a decision from Council to grant a stormwater drainage easement without public notification pursuant to the Reserves Act 1977, over a portion of local purpose (esplanade) reserve at Waipapa (Lot 3 DP 376253).

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Waipapa Pine Limited have requested an easement over a local purpose (esplanade) reserve to legalise an existing stormwater discharge.
- The existing stormwater discharge and open drain have been in place since 1980.
- No further physical works are proposed at this time.
- The requested easement is for a strip of land with a maximum width of 7.7m over the 20-metre wide reserve.
- The reserve is isolated and does not connect to other esplanade reserve or public land, so access is currently from one adjoining site only.
- Easement conditions will ensure that if this reserve becomes part of an accessible network that an access structure will be constructed by the landowner.
- The Reserves Act 1977 provides a mechanism for Council to consider consenting to the granting of an easement over a local purpose reserve vested in Council.
- It is recommended that no public consultation is undertaken as the reserve will not be materially altered and there is no public access.
- The Bay of Islands-Whangaroa Community Board supports the proposed recommendation.

TŪTOHUNGA / RECOMMENDATION

That Council as the administering body of the Local Purpose (Esplanade) Reserve, Lot 3 DP 376253, (held in CFR 318792) and pursuant to its powers under section 48(1) Reserves Act 1977:

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

1) TĀHUHU KŌRERO / BACKGROUND

The presence of a stormwater channel across the esplanade reserve was identified during enquiries related to a 2024 resource consent application to expand operations at the Waipapa Pine sawmill site (RMAUC-2250036). Works proposed as part of this consent application include upgrades to the existing timber treatment plant, installing a second treatment plant and upgrades to private stormwater and wastewater management systems.

The application is included as Appendix 1, and states that:

The proposed stormwater infrastructure upgrades, and particularly the incorporation of constructed wetlands and a vegetated swale, have been designed in accordance with best practice and industry standards, and will further enhance the quality and reduce the peak flows of stormwater discharges from the site. The upgrades will achieve the stormwater quantity and quality objectives of the Council's Engineering Standards and the NRP.

The stormwater channel was created in 1980 before the creation of the esplanade reserve in 2006 and an easement was not reserved when the esplanade reserve was created. An application has now been received for an easement with a maximum width of 7.7m to legalise the existing stormwater channel, (refer Appendix 1). The proposed easement is included as Appendix 2.

The esplanade reserve is unlikely to be connected to other public land to the north as the adjoining land parcel forms part of the Waipapa Pine site and subdivision of this site is unlikely in the medium term or longer as the entire site is occupied by Waipapa Pine activities. An esplanade reserve could be created on subdivision of the land parcel to the south (Lot 5 DP 69740), and this would create continuous legal access from to State Highway 10 by an existing esplanade reserve and strip, (refer Appendix 3). It is not known whether this would provide physical access without improvements, and demand for a walkway in this location is not known. The likelihood and timeframe of a subdivision of Lot 5 DP 69740 are not known.

Waipapa Pine have offered a condition of easement that should the reserve become part of a connected network that public access will be facilitated by either a bridge over the channel or underground piping of the discharge. The applicant has stated that the estimated cost for either of these options is in the vicinity of \$40,000 to \$45,000. Legal Services have advised that the degree of risk associated with deferred provision of a footbridge to provide for public access is manageable with conditions.

Decisions under the Reserves Act are required to be approved by Council, with Community Boards delegated to consider and report on matters including reserves.

The applicant has provided as plan of the proposed easement signed by a representative of Ngāti Rēhia, included as Appendix 5, and the CFR / title is included as Appendix 4.

The Bay of Islands-Whangaroa Community Board approved the following resolution on 20 February 2025:

That the Bay of Islands-Whangaroa Community Board

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

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

1. the granting of a stormwater drainage easement (shown as A on LT Plan 605935) over the local purpose reserve, subject to it:

- a. meeting Reserves Act 1977 requirements, at no cost to Council
- b. including a condition that requires the landowner benefiting from the easement to provide at their costs an access structure over the drain, if the reserve becomes part of an accessible network.

2. Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, and public access is not currently available.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Private Stormwater easements through reserves are expected where Council reticulated services do not exist because esplanade reserves are at the lowest levels in a water catchment. Reserves Act provisions allow for easements to be established. An easement would make the use explicit in land management records and would give assurance of continued drainage to Waipapa Pine.

Council has options to publicly notify the application if it is considered that this would assist in understanding the effects, or not where it agrees with the assessment that public use of the reserve will not be affected.

The following options can be considered by Council:

Option 1 –

1. the granting of a stormwater drainage easement (shown as A on LT 605953) over the local purpose reserve, subject to meeting Reserves Act requirements, at no cost to Council.
2. a condition of easement requiring the landowner at any time at Council request, to upgrade the open drain to a standard that allows the public to pass and repass over the esplanade reserve by foot and ensures public safety of all structures.
3. Pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, there is no existing public access.

Option 2 –

1. public notification to inform decision making about the proposed easement
2. possible granting of a stormwater drainage easement (shown as A on LT 605953) over the local purpose reserve subject to meeting Reserves Act requirements, at no cost to Council.
3. a condition of easement requiring the landowner at any time at Council request to upgrade the open drain to a standard that allows the public to pass and repass over the esplanade.
4. Pursuant to section 48(2) Reserves Act 1977 Public Notice shall be undertaken.

Option 3 –

1. Not approve the granting of an easement for the purpose of stormwater drainage on Local Purpose (Esplanade) Reserve Lot 3 DP 376253.
2. Direct the landowner to consider other options for the stormwater discharge including re-routing the discharge point to the north where the parcel has river frontage.

The Reserves Act anticipates that easements will be publicly notified except where the rights of the public to use the reserve are not likely to be permanently affected. In this situation it is assessed that the reserve would not be permanently affected by the proposed stormwater infrastructure and easement.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION






Option 1, for Council to grant the easement without public notification is recommended for the following reasons:

- The outflow is existing and has relevant consents from Northland Regional Council
- The esplanade reserve is a short section that does not form part of a network and so does not have existing public access
- Future public access, if required, will be assured by conditions.

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

A fee of \$476 has been received for the easement application, and disbursements will be charged at cost. Expenses including legal costs, costs for a valuation of the land underlying the easement and the value of the land will be paid by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. **Appendix 1 Reserve Easement Application - Waipapa - A5053432** [↓](#) 
2. **Appendix 2 Proposed easement plan - Waipapa - A5053213** [↓](#) 
3. **Appendix 3 Open Space Context - Waipapa - A5053214** [↓](#) 
4. **Appendix 4 CFR - Waipapa - A5130259** [↓](#) 
5. **Appendix 5 Ngati Rehia approval - Waipapa - A5120577** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The proposed easement is for a channel across a section of reserve that is not accessible to the public. Easement conditions will ensure that when this reserve becomes part of an accessible network that an access structure will be constructed by the owner. There are no identified walkways in the vicinity of the site. The level of significance is assessed as being very low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The proposed easement is for drainage and, with easement conditions, will be consistent with the Reserves Act and Parks and Reserves Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Stormwater easements across esplanade reserves are common around the district and nation, however the specifics of this application relate to the Waipapa site, and comment from the Bay of Islands Community Board is included in this report.
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 applicant has provided a signed plan as evidence of support for the easement from Ngāti Rēhia.
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 only persons with legal access to the reserve are the owners to the south, and there is no formed walkway within the esplanade reserve.
State the financial implications and where budgetary provisions have been made to support this decision.	A fee of \$476 has been received for the easement application, and disbursements will be charged at cost. Expenses including legal costs, costs for a valuation of the land underlying the easement and the value of the land will be paid by the applicant.

Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.
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SLR Consulting New Zealand

201 Victoria Street West Auckland 1010, New Zealand



6 September 2024

SLR Ref No.: Reserve Easement Application - Waipapa Pine Limited

Attention: Property Legalisation Officer
Far North District Council
Private Bag 752
Kaikohe 0440

By email: propertylegalisation@fndc.govt.nz

SLR Project No.: 810.V16525.00001

RE: Application for a stormwater discharge easement over a Local Purpose (Esplanade) Reserve under s 48 of the Reserves Act 1977

Introduction

Waipapa Pine Limited (**Waipapa Pine**) seeks a stormwater discharge easement over a Local Purpose (Esplanade) Reserve from the administering body, the Far North District Council (**the Council**), under the Reserves Act 1977 (**the Act**). Section 48(1) of the Act enables the granting of easements over any part of a reserve vested in an administering body for a range of activities including the drainage of land not forming part of the reserve (subs (1)(f)).

Waipapa Pine requires an easement for an existing stormwater discharge from its property located at 1945B State Highway 10, Waipapa as it flows over the Local Purpose (Esplanade) Reserve before it reaches the Kerikeri River. No physical works are proposed; the application simply seeks to authorise the existing discharge. This letter, and the attached plans and documents, sets out Waipapa Pine's application.

The Site, Reserve and Surrounding Environment**The Site**

Waipapa Pine is among the biggest employers in the Waipapa-Kerikeri area and produces timber products for the Northland and Auckland regions. Waipapa Pine's property (**the site**) is located at 1945B State Highway 10. It comprises three lots, legally described as Lots 1 and 2 DP 376253 and Lot 3 DP 343062 and has an area of approximately 10.75 ha. The site is occupied by an existing sawmill which includes a range of associated buildings, yards, infrastructure, and vehicle access, loading and parking areas. The eastern half of the site on Lot 1 DP 343062 is currently an undeveloped paddock.

The Reserve

The Local Purpose (Esplanade) Reserve subject of this application (**the reserve**) adjoins the western boundary of the site. The reserve is legally described as Lot 3 DP 376253 and has a surveyed area of approximately 0.27 ha. Most of the reserve is comprised of grassed and vegetated areas. The reserve slopes down towards its western boundary adjoining the Kerikeri River. From aerial imagery, the lot appears to include part of the Kerikeri River and its riparian margins. The reserve is isolated and does not connect to other esplanade

Far North District Council
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reserves or public land; its northern boundary adjoins the site while its southern boundary adjoins private land used for a range of industrial and commercial activities. The closest esplanade reserve, legally described as Lot 4 DP 321759, is located approximately 300 m south-east of the reserve. There is currently no formal means of land-based access to the reserve without going through private land. There are no known public infrastructure nor public use of the reserve.

Photographs of the site and reserve are provided in Figure 1 and Figure 2 below. Copies of the records of title are included as **Attachment A**.



Figure 1: Aerial photograph of the site outlined in yellow (Source: Waipapa Pine).



Figure 2: Aerial photograph of the reserve outlined in yellow (Source: Waipapa Pine).



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Figure 3: Aerial photograph of the reserve (northern lot outlined yellow) and the closest esplanade reserve (southern lot outlined yellow).

The Surrounding Environment

Land immediately north and south is used for heavy and light industrial activities while land immediately west is pasture. The wider surrounding environment is predominantly characterised by a mixture of other industrial activities, warehouses, small and large retail shops, farmland and rural lifestyle blocks.

Under the Operative Far North District Plan, the site and reserve are zoned Rural Production. Surrounding land is either zoned Rural Production or Industrial. Under the Proposed Far North District Plan, however, the site and surrounding developed land are proposed to be zoned Heavy Industrial while the reserve is proposed to be zoned Natural Open Space.

Stormwater Discharge

Background

The reserve was created as part of the site's subdivision consent 2061247-RMA in 2006. Waipapa Pine purchased the site in 2012 and obtained a land use consent 2150320-RMALUC in 2016 (and subsequently varied by 2150320-RMAVAR/A in 2022) in to expand the existing sawmill. A copy of the consent documents of these resource consents are included as **Attachment B**.

Waipapa Pine has obtained two Deemed Permitted Activity Notices from the Northland Regional Council (**the NRC**) authorising the diversion and discharge of stormwater from the site to the Kerikeri River: AUT.201634.01.01 (granted 12 April 2023, covering stormwater from Lot 3 DP 343062 and Lot 2 DP 37625) and AUT.202504.01.01 (granted 23 August 2024, covering stormwater from Lot 1 DP 376253).

Water quality monitoring has been undertaken from the Kerikeri River, both upstream and downstream of the site, on a regular basis since 2012. The monitoring reports have been



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submitted to the NRC and concludes that water quality is not impacted by the site and there are no contaminant levels of concern.

Stormwater Discharge

The discharge is discussed in the Stormwater Discharge letter, included as **Attachment C**, prepared by Haigh Workman Limited and summarised below.

Following a review of historic aerial photographs, Haigh Workman states that an open drain through the site was straightened and aligned with the southern boundary at some point between 1979 and 1981.

Today, the site's drain leads to an existing pond, Pond A, on the south-western corner of the site. Pond A's outlet is via an open drain that goes through the reserve and into the Kerikeri River. A plan showing the discharge is provided in Figure 4 below.

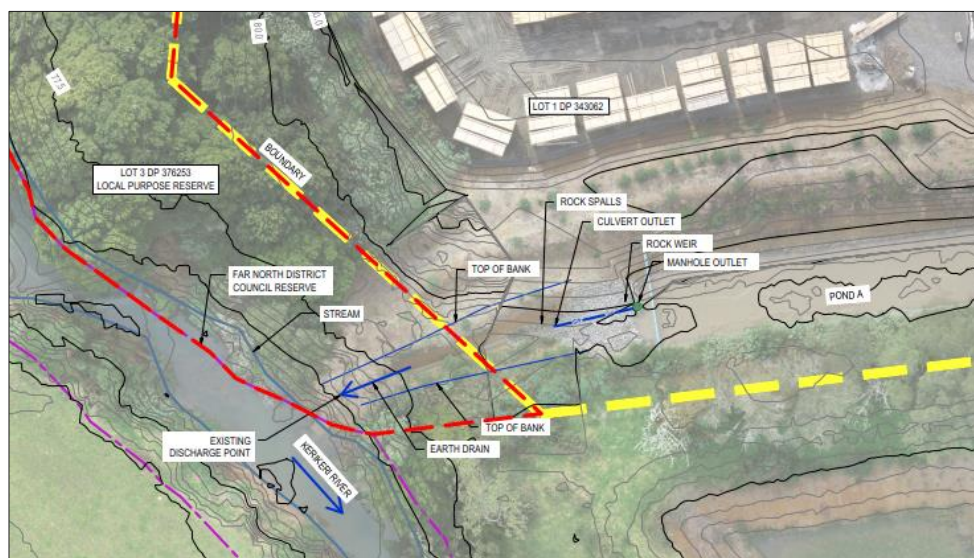


Figure 4: Plan showing the stormwater discharge (Source: Haigh Workman)



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Figure 5 below provides the following photographs with the site: Pond A (#1), the Pond A drain (#2), the Pond A rock weir (#3) and the Pond A culvert outlet to the reserve (#4).



Figure 5: Photographs of the site's existing stormwater pond and culvert outlet
(Source: Haigh Workman)



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Figure 6 below provides the following photographs within the reserve: the open drain (#5 and #6), the open drain's outlet to the Kerikeri River (#7) and the Kerikeri River (#8).



**Figure 6: Photographs of the open drain through the reserve and the Kerikeri River
(Source: Haigh Workman)**

Waipapa Pine plans to develop a new dispatch yard and boron treatment building on the undeveloped paddock on the eastern part of its site and, to mitigate additional stormwater runoff, the site's stormwater management system will be upgraded. The boron treatment building will be fully bunded and the process will not be exposed to rain. Treated timber on the site is fully wrapped so that it is also not exposed to rain and contaminants cannot be entrained in stormwater. Waipapa Pine will follow the requirements for the use, storage and management of hazardous substances including under the FNDP, Hazardous Substances and New Organisms Act 1996 and Health and Safety at Work Act 2015. No process water or trade waste discharges are proposed.

Relevant to the discharge over the reserve is the reconfiguration of Pond A as a constructed wetland, providing additional storage by upgrading the existing drain along the southern boundary into a vegetated swale and reconfiguring outlet arrangements in the discharge manhole. Haigh Workman assesses that the upgrades will attenuate flow rates to below pre-development scenarios during the 2, 5 and 10 year average recurrence interval (ARI) storms, as shown by the flow rates (in litres per second (l/s)) summarised in Table 1 below. Haigh Workman states that attenuation for the 100 year ARI storm is not possible as the Kerikeri River spills into the site during that event.



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Table 1: Comparison of flow rates during the 2, 5 and 10 year ARI storms

ARI storm	Pre-development	Post-development (unattenuated)	Post-development (attenuated)
2 year	101 l/s	517 l/s	83 l/s
5 year	227 l/s	743 l/s	168 l/s
10 year	334 l/s	891 l/s	325 l/s

Proposed Easement

Harrison Grierson Limited has prepared a draft easement plan, included as **Attachment D**, showing the proposed easement through the reserve. An excerpt is in the figure below.

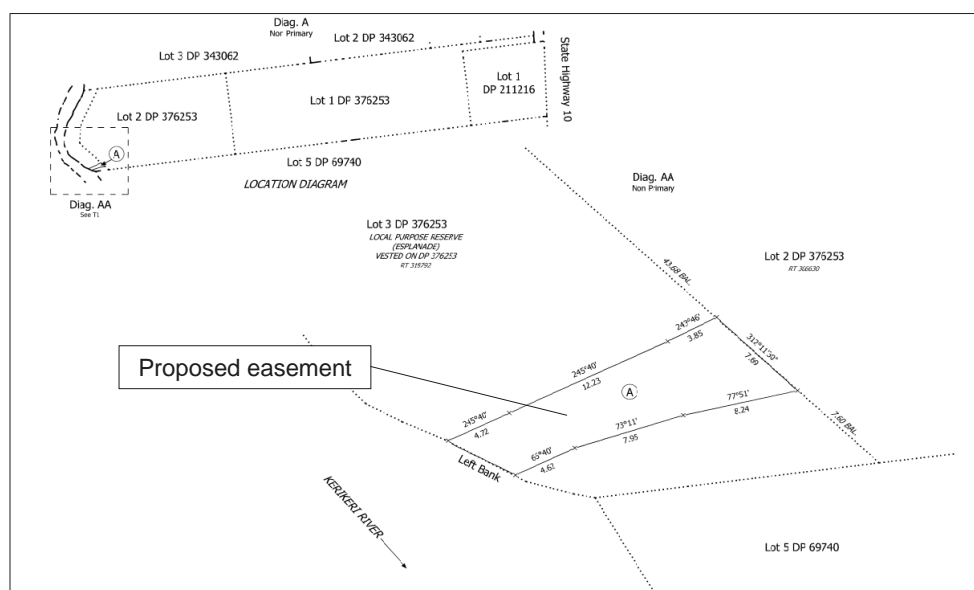


Figure 7: Draft easement plan of the proposed easement (Source: Harrison Grierson)

Purpose of Local Purpose Reserves

Section 23(1) of the Act states that local purpose reserves are “provided for the purpose of providing and retaining areas for such local purpose or purposes as are specified in any classification of the reserve”. Under s 23(2) of the Act, reserves must be administered and maintained for the purpose specified in each reserve’s classification and subs (2)(a) specifically seeks that the right of the public to freely pass and repass esplanade reserves on foot is not impeded¹. In that regard, to provide assurance, Waipapa Pine is open to a condition that, by working collaboratively with the Council and if it is determined necessary, would require drain piping or a footbridge at such a time that the Council intends to establish

¹ Unless the administering body determines that access should be prohibited or restricted to preserve the stability of the land or the biological values of the reserve.



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a public walkway on the reserve. Waipapa Pine requests the opportunity to review and discuss any conditions with the Council prior to finalisation.

Public Notice Assessment

Sections 48(2) and 48(3) of the Act state the following:

- 2) *Before granting a right of way or an easement under subsection (1) over any part of a reserve vested in it, the administering body shall give public notice in accordance with section 119 specifying the right of way or other easement intended to be granted, and shall give full consideration, in accordance with section 120, to all objections and submissions received in respect of the proposal under that section.*
- 3) *Subsection (2) shall not apply in any case where—*
 - (a) *the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and*
 - (b) *the rights of the public in respect of the reserve are not likely to be permanently affected— by the establishment and lawful exercise of the right of way or other easement.*

The following comments are made:

- 1 No physical works in the reserve are proposed as part of this application; the application only seeks to authorise the existing discharge.
- 2 No additional discharge in the reserve is proposed; the planned upgrades to the site's stormwater management system is calculated to attenuate post-development flows to below pre-development levels, which is an improvement, in addition to the upgrading of the existing pond and drain into a constructed wetland and vegetated swale, respectively.
- 3 The reserve does not currently connect to other esplanade reserves or public land; its northern boundary adjoins the site while its southern boundary adjoins private land used for a range of industrial and commercial activities. The closest esplanade reserve is located approximately 300 m south-east of the reserve. The western side of the Kerikeri River is also private farmland. There is currently no formal means of land-based access to the reserve without going through private land. There are no known public infrastructure nor public use of the reserve.
- 4 Notwithstanding point (3), as discussed in the previous assessment of s 23 of the Act, Waipapa Pine is open to a condition that, by working collaboratively with the Council and if it is determined necessary, would require drain piping or a footbridge at such a time that the Council intends to establish a public walkway on the reserve.

Based on these reasons, public notice of the application is not considered necessary.

Conclusion

Under s 48(1) of the Act, Waipapa Pine seeks an easement from the Council to authorise an existing stormwater discharge from its site at 1945B State Highway 10, Waipapa over an esplanade reserve (Lot 3 DP 376253) before flowing into the Kerikeri River. For the reasons discussed in this letter, it is concluded that the reserve easement can be granted without public notice. Waipapa Pine requests the opportunity to review and discuss any conditions with the Council prior to finalisation.

Please contact us should the Council require any further information or clarification.



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Waipapa Pine Limited

Regards,
SLR Consulting New Zealand



Thomas Trevilla
Senior Project Consultant – Planning
thomas.trevilla@slrconsulting.com



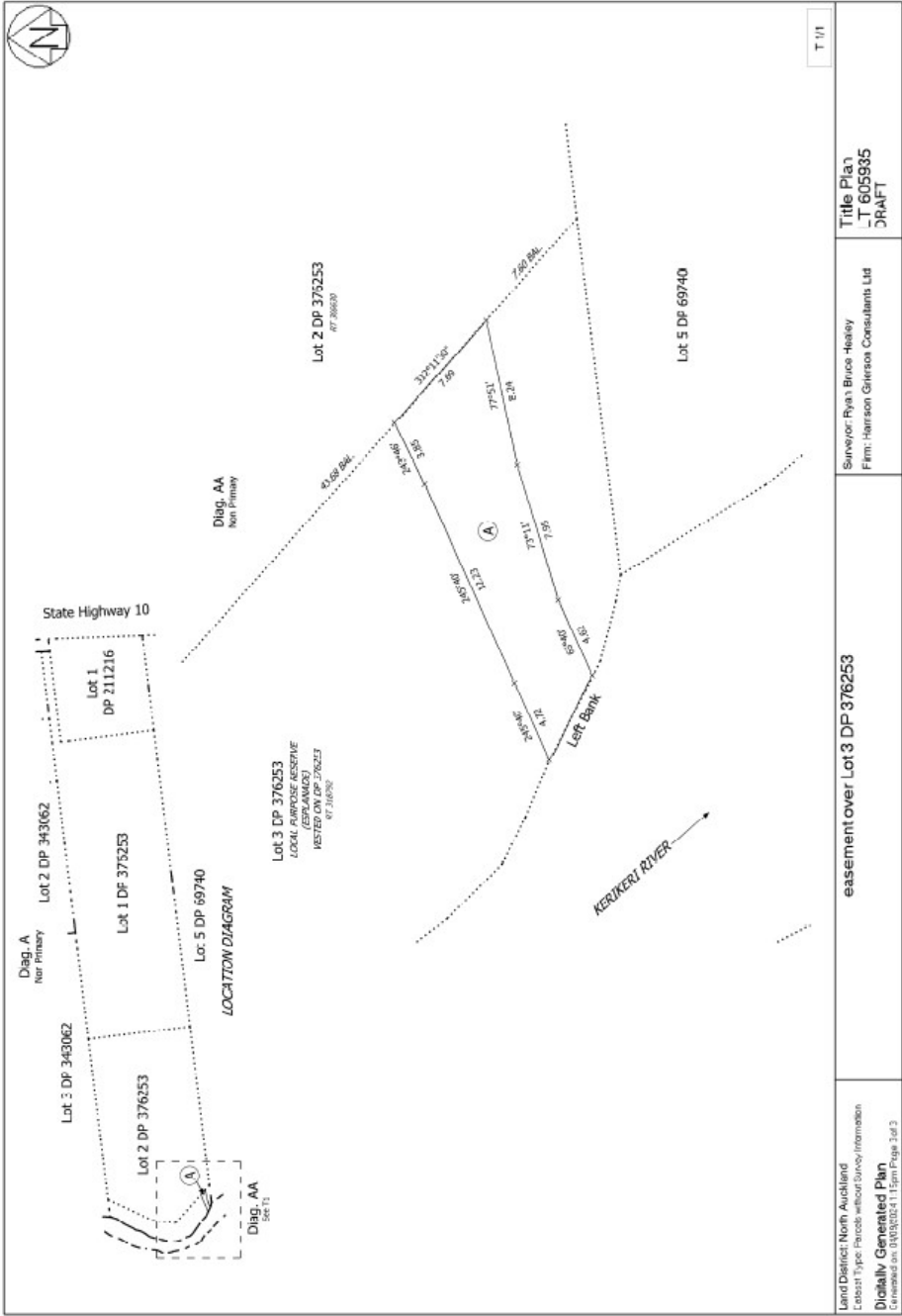
Ben Lee
Northland Planning Manager
ben.lee@slrconsulting.com

Attachments Attachment A: Records of Title
Attachment B: Previous Consent Documents
Attachment C: Stormwater Discharge Letter
Attachment D: Draft Easement Plan

CC Scott Williams, Fletcher Building Limited: Scott.Williams@fbu.com
Maddie Dillon, Fletcher Building Limited: Maddie.Dillon@fbu.com
John Papesch, Haigh Workman Limited: johnp@haighworkman.co.nz



Appendix 2: Proposed easement plan



Appendix 3: Open Space Context

Open space context showing existing Council esplanade reserves outlined in green, the Waipapa Pine site outlined in turquoise and the proposed outfall shown as an orange line.



Appendix 4: CFR for Local Purpose (esplanade) reserve



**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD**
Search Copy



R. W. Muir
Registrar-General
of Land

Identifier 318792
Land Registration District North Auckland
Date Issued 08 December 2006

Prior References
NA138C/332

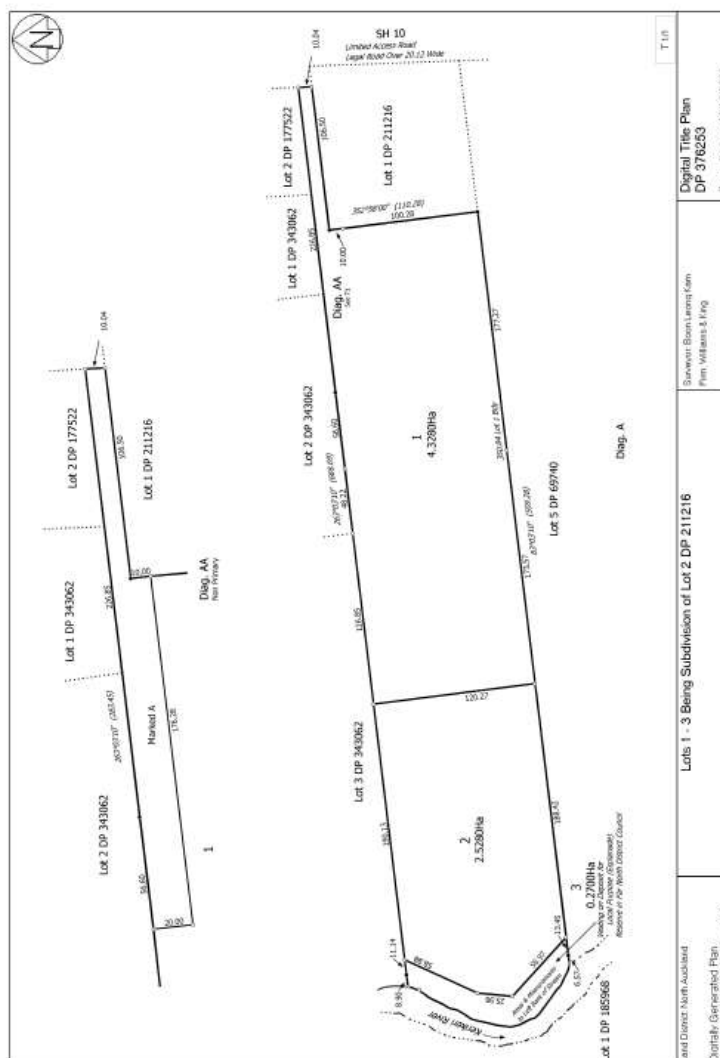
Estate	Fee Simple
Area	2700 square metres more or less
Legal Description	Lot 3 Deposited Plan 376253
Purpose	Local Purpose (Esplanade) Reserve
Registered Owners	Far North District Council

Interests
Subject to the Reserves Act 1977

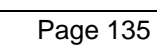
Transaction ID: 3789373
Client Reference: S10.T16525.00001, Phase 11

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Register Only



7.5 THE STRAND, KORORĀREKA/RUSSELL TRAFFIC TRIAL EXTENSION

File Number: A5117808

Author: Elizabeth Stacey, Team Leader - Capital Works & Renewals

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an update on the placemaking project for The Strand, Kororāreka/Russell and to seek a decision by Council to extend the approved six-month traffic change of use pilot on The Strand, Kororāreka/Russell by an additional three-month period to fully consider the public consultation and implement any permanent features that may arise from that consultation.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Kororāreka/Russell community underwent an extensive placemaking exercise to inform decisions about the look and feel of The Strand from April to July 2024. The engagement process identified the community wanted to change to way people and cars interact along the waterfront.
- As a result, Council decided on 12 September 2024 via Resolution 2024/126 to approve a pilot commencing late 2024 for six-months, during which the use of The Strand is changed to Essential Vehicle Access Only from Cass Street to Pitt Street with the remainder of The Strand as a Shared Space.
- Staff are working towards undertaking a four-week consultation to seek feedback from the community on the pilot in April/May 2025. This paper seeks to extend the six-month pilot by three months to give Council time to consider the feedback from the pilot before making its decision implement any permanent features that may arise from that consultation.
- Staff recommend extending the approved six-month traffic change of use pilot on The Strand, Kororāreka/Russell by an additional three-month period to fully consider the public consultation and implement any permanent features that may arise from that consultation.

TŪTOHUNGA / RECOMMENDATION

That Council approve extending the existing Traffic Trial, as currently constructed, until Monday 1 September 2025.

1) TĀHUHU KŌRERO / BACKGROUND

The Strand temporary traffic trial was a small part of the larger Kororāreka/Russell placemaking project and was fully implemented on 8 December, 2024. The current six month period of the traffic trial ends on 8 June, 2025.

The project is guided by a steering committee made up of staff, elected members, mana whenua representation (Kororāreka Marae) and community leaders. The traffic trial is overseen by the Traffic subcommittee which reports up to the Steering Committee.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Regulations enabling a change of use trial along the strand

Under the Land Transport Rule: Streets Layout 2023 ([Rule](#)), Council, as the road controlling authority, may prohibit or restrict access to roadways, change the use of roadways and install, as a pilot, street layout changes on the road as a form of additional consultation. Council, as the road controlling authority, must notify the public at least four weeks prior to commencing the trial, must monitor the trial and must provide opportunities for the public to provide feedback on/during the trial. The trial must not exceed two years in duration and at any time in the pilot Council can consider removal, modification and making the trial permanent.

Options

Option 1: Extend the six-month pilot road closure by three months to Monday 1 September 2025

Advantages: Initial feedback indicates the community could be supportive of retaining the partial pedestrianisation and some or all of the signage, planters and barrels. This option would provide continuity of the shared space.

Disadvantages: People who want the pilot to end and are inconvenienced by the changes to the use of Cass Street and The Stand will be required to endure the conditions for longer.

Staff recommendation: Staff recommend this as the preferred option as it gives Council time to consider the feedback received during the consultation before removing the signage, planters and barrels installed as part of the pilot.

Option 2: End the six-month pilot road closure from Monday 2 June 2025

Advantages: Members of the community who are expecting the use to revert back to pre-pilot conditions after six months.

Disadvantages: If Council removes the signage, planters and barrels, there will be a cost associated with removing then storing and re-installing these fixtures if Council decides to retain the works after consultation.

Staff recommendation: Staff do not recommend this as the preferred option as initial feedback indicates the community could be supportive of retaining the partial pedestrianisation and some or all of the trial materials. This option would therefore increase costs associated with removing and re-installing signage, planters and barrels.

Next Steps

FNDC Staff are working towards undertaking a four-week consultation during April/May 2025. Staff have worked with the Traffic subcommittee and Steering Committee on the consultation methods, survey questions and diagrams demonstrating the different options. The consultation will be designed to distinguish between local residents/ businesses and visitors. There will be two pop up events for the public to attend to talk directly to FNDC staff.

At the end of the pilot project period, staff will engage with elected members on options for modifications to the existing pilot, ending the pilot project or steps to make the pilot permanent. Funding to make the pilot permanent would need to be obtained through a future Annual or Long-Term Plan and would be implemented by the Infrastructure Group.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Council, as the road controlling authority, had the ability to authorise a pilot project under the Rule. It is recommended that Council extending the approved six-month traffic change of use pilot on The Strand, Kororāreka/Russell by an additional three-month period to fully consider the public consultation and implement any permanent features that may arise from that consultation.

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

There are no financial implications associated with a three-month extension of the traffic trial.

ĀPITIHINGA / ATTACHMENTS

1. The Strand Pilot Options - A4831317  
2. Photos - Pilot - 12 Feb 2025 - A5121818  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The extension of the existing six-month change of use pilot on The Strand, Russell is considered to have a low to medium level of significance as it does not trigger the threshold for high significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Relevant policies or legislation includes: Land Transport Rule: Streets Layout 2023 Te Tai Tokerau Regional Accessibility Strategy 2024 FNDC Toi Mana Arts Culture and Heritage Strategy 2024
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.	This proposal does not have district wide relevance and endorsement of this proposal has been obtained from the Bay of Islands-Whangaroa Community Board.
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 steering group established to guide the placemaking project that resulted in this proposal includes mana whenua representation (Kororāreka Marae) and Māori have been provided with opportunity to participate in each stage of public engagement held during the placemaking project. Voters could also tick if they were tangata whenua on the voting form; tangata whenua represented 19% of the vote. Their vote also reflected a desire for change.
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 placemaking project public engagement sessions were carried out in order to gain views and preferences from persons or parties that may be affected or have an interest in this proposal. A community voting opportunity was provided to gain direction in terms of a preferred pilot option and will be further consulted on between April and May 2025
State the financial implications and where budgetary provisions have been made to support this decision.	There are no additional costs associated with an extension of the trial.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report









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REV. R1	REVISION	01/08/24	BOUNDARY ACCURACY: CADASTRAL		PROJECT: Russell Esplanade	TITLE: Option 4 Do Nothing	STATUS: DRAFT
			ORIGINAL PAPER SIZE: A3 (297 x 420mm)	DRAWN: P.B.			NCC REF: 1624
			CHECKED: D.S.				CLIENT REF: -
			INITIAL RELEASE DATE: 16/08/2024	APPROVED: D.S.			SCALE: 1 : 1500
							SHEET: DP4
							R1

View of planters at the entrance to Cass Street from York Street



View of planters at in the middle of Cass Street from York Street



View of planters and barrels adjacent to Russell Fresh and Directional Signage in Cass Street on Cass Street before the Wharf



7.6 BAY OF ISLANDS RUN WALK FESTIVAL

File Number: A5119750

Author: Cath Beaumont, Road Corridor Manager

Authoriser: Tanya Proctor, Head of Infrastructure

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to obtain Council permission for a temporary road closure.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The task of approving a temporary road closure, specifically for the safe operation of an event held on Council roads, falls under the responsibility of elected members.
- Advertising of the event will take place approximately 42 days before the proposed event and 1 week before the event in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965.
- Without Council approval, the Bay of Islands Run Walk Festival 2025 will not take place.

TŪTOHUNGA / RECOMMENDATION

That Council approve the proposed temporary road closures to accommodate the safe operations of the Bay of Islands Run Walk Festival 2025.

1) TĀHUHU KŌRERO / BACKGROUND

Bay of Islands Run Walk Festival – 18 May 2025

The Bay of Islands Run Walk Festival is the fourth event hosted by Sport Northland Events.

The scenic course encompasses some stunning views across the BOI winding its way along Paihia's waterfront, Tii Beach (Te Tii Bay), Te Tii Marae, across the Waitangi Bridge and then access to Waitangi Treaty Grounds, past Waitangi Golf Club and Waitangi Mountain Bike Park.

The event attracts a diverse range of participants and their families. Many are local, also from around New Zealand and Abroad.

This iconic event offers a choice of four distances:

6km (Walk only)

8.7km (Run/Walk) - 21.1km (Run Walk)

51.1km (Ultra)

All finish in the heart of the coastal town of Paihia.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The proposed road closures and times are as follows:

Marsden Road (SH 11) between School Road and Bayview Road would be closed between 6.00am and 12.30pm for the duration of the event. During this road closure, traffic would be detoured from Marsden Road via School Road, Williams Road and Bayview Roads. This will still allow traffic to access the central business area and with access north and south.

Te Karuwā Parade closures from Puketona Road to intersection of Te Kamara Avenue between 7.00am and 11.30am. This area will be coned and allowance for residents to have access to their homes. Participants will be encouraged to stay within the coned area.

There are no other approved road closures within the event boundaries at the time of writing this report.

The recommended option is that Council approves this event to go ahead.

Public Notice to be advertised in a local newspaper 42 days before the event. The second public notice will go out 7 days before the event.




TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

This event is well run, bringing a lot of people into the area in what is known as the shoulder season. This has a positive outcome for local business, accommodation, restaurants and tourism.

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

There are no budgetary implications.

ĀPITIHINGA / ATTACHMENTS

1. **BOI Stakeholders (1) - A5134783** [↓](#) 
2. **Te Tii Marae Notification Email (1) - A5134782** [↓](#) 
3. **Paihia Run Walk Map 2025 - A5134788** [↓](#) 

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.	For the purpose of holding on any road any vehicle races or trails, or any processions, carnivals, celebrations, sporting events, or other special events, the controlling authority may, subject to the provisions of these regulations, close the road to ordinary vehicular traffic for a period or series of periods of not more than 12 hours each in any consecutive 24 hours.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	The event has local relevance and Belinda Ward the representative for this area on the Community Board has been consulted and she is happy for this to go ahead. Funding has been approved from Northland Inc for this event.
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.	Te Tii Marae were sent an email from Hayden Bell the event organiser on 18/2/25 informing them of the event and asking for feedback if they had any. Waitangi National Trust and Waitangi Forestry were also asked for feedback on 5/2/25.
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).	Traffic management is in place and marshals are on hand at strategic areas to assist anyone who may need help or direction. Intercity bus has been informed and will plan to let their passengers know if there will be any changes.
State the financial implications and where budgetary provisions have been made to support this decision.	No budgetary implications.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed the report.

Stakeholders

Name	Company/Area	Contact date
Thys Vanlingen	Bay of Islands Rotary Club- Marshals	21.11.24
Mary Clark	North Tec- Marshals	

Name	Company/Area	Contact date
Janice Fallon	St Johns- Paramedics	20.01.24
Reg Labushagne	TMNZ- Whangarei Manager	20.01.24
Jen Kapa	TMNZ- STMS	20.01.24
Zuleika Arenhold	TMNZ- TMP Manager	
Sabina Dillon	TMP Designer	
Angela Murray	Intercity bus company- Notify of Detour	05.02.24
Pauline Adams	DOC Application-Long term permit- Enowment forest	04.02.24
Tony Lenz	Nothland Waste- Bins for event	05.02.24
Mathew B	Scenic Hotel -Accomodation	
Keiran Hooks	Timing Sports - Event timing	
Dan Sauer	Photos 4 Sale	
Security - Jennifer Rigby	Northern Districts Security	

Name	Company/Area	Contact date
Nicole Wihongi	Waitangi Treaty Grounds	05.02.25
Amy Armstrong	Paihia Village Green- Event Start/Finish area	20.12.24
Merle Tipene	Waitangi Golf Course	05.02.25
Brian Boyd	PF Olsen- Waitangi Forestry	05.02.25
Tiffany Holland	Waitangi MTB Park	05.02.25
Michael Du Toit	Copthorne Waitangi	05.02.25
Reece Brown	Hotprintz - Sponsor	
Richard Holt	Cellinis	
Ash Parasha	Reach Media- Public flyer distribution	



Samantha Grimes

From: Hayden Bell - Sport Northland <haydenb@sportnorth.co.nz>
Sent: Tuesday, 18 February 2025 3:04 pm
To: ngatikawat@gmail.com
Subject: Bay of Islands Run Walk Festival | Sunday 18 May

ACCEPTED FOR REVIEW

CAR E1083155
 Cath Beaumont
 Far North District Council



07 March 2025

Good afternoon Ngati Kawa

My name is Hayden Bell, I am one of the coordinators for Sport Northland Events.

On Sunday 18 May we are hosting the Bay Of Islands Run Walk Festival. The event will be based at the Village Green in Paihia.

Participants will run past the front of Te Tii Marae. We will have traffic managers in place during the event and access to Te Tii Marae will not be affected.

Let me know if you have any queries or concerns.

Kind regards,

Hayden Bell

Events Coordinator

Sport Northland | CDL Group Northland Sports House, 97 Western Hills Drive| PO Box 1492, Whangarei 0140

021571279 Mobile | www.sportnorthland.co.nz | www.runwalkseries.co.nz



CDLGroup
 your outsource business partner

Major Partner of
 Sport Northland



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Enriching lives through play, active recreation and sport.

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REVIEWED BY

CAR E1083155
 Cath Beaumont
 Far North District Council



20 February 2025

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SHEET 2	GENERAL NOTES
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SHEET 6	SITE VEHICLE MOVEMENT PLAN (VMP)
SHEET 7 TO 54	TMD

LOCATION OVERVIEW

SIGNS MANIFEST

TRAFFIC MANAGEMENT NZ

WHEN PRINTING ENSURE SITE SETUP & RISK ASSESSMENT IS PRINTED WITH THIS TMD

DATE OF DESIGN: 06/01/2025

WORKS LOCATION: MARSDEN & PIKETONA ROADS, PAIHIA

BETWEEN ROADS: VARIOUS ROADS

WORKSITE ROAD AUTHORITY: NZTA WAKA KOTAHU & FAR NORTH DC

ESTIMATED JOB DATE: 18/05/2025 TO 18/05/2025

ESTIMATED JOB TIME: 04:00 - 13:00

GARBAGE COLLECTION DAY: -

ISSUE

DESG

DATE

AMENDMENT DESCRIPTION

A			
B			
C			

COURSE MAP OVERVIEW

DURATION: SHORT TERM

TYPE OF CONTROL: ROAD CLOSURE AND STOP/GO

REQUIRED WORK: TO CONDUCT BAY OF ISLANDS RUN WALK FESTIVAL

WORKSITE REQUIREMENTS:

SITE TRAFFIC MANAGEMENT SPECIALISTS: 1

TRAFFIC MANAGEMENT OPERATIVES/TEMPORARY TRAFFIC MANAGEMENT WORKERS: 18

TRUCKS: 1

TRUCKS: 1

TRUCKS: 1

SPECIALIST VEHICLE REQUIREMENTS:

VMS UTE: 0

TMA REQUIRED: 0

DOV REQUIRED: 1

TMA OPTIONAL: 0

POLICE: 0

DEVICE / EQUIPMENT REQUIREMENTS:

TOTAL CONES: 1331

TOTAL SIGNS: 168

VMS TRAILER REQUIRED: 0

VMS TRAILER OPTIONAL: 0

APPROVED FOR IMPLEMENTATION

APPROVED BY - DESIGNER: SAMANTHA GRIMES

REVIEW OR DEPARTURE APPROVED BY:

APPROVAL DATE: 07/02/2025

PRINCIPAL COMPANY: TMNZ (WANGAREI)

CONTRACTOR COMPANY: REG LARUSHAQANE

SHEET NO: 1 OF 54

Item 7.6 - Attachment 3 - Paihia Run Walk Map 2025

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7.7 NORTHLAND INC STATEMENT OF INTENT**File Number: A5129476****Author: Roger Ackers, Group Manager - Planning & Policy****Authoriser: Guy Holroyd, Chief Executive Officer****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval for changes to the Northland Inc Statement of Intent 2025/26 – 2028/29 to be tabled as an agenda item at the 29 April 2025 Joint Regional Economic Development Committee Meeting.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- The Joint Regional Economic Development Committee is due to consider draft changes the Northland Inc Statement of Intent put forward by the board of Northland Inc at its 29 April 2025 Committee Meeting.
- Council Staff and Elected Officials of Te Kaunihera o Te Hiku o te Ika / Far North District Council reviewed the draft Statement of Intent via a workshop conducted on 1 April 2025.
- The outcome of this workshop is captured in the recommendations made in this report. Key recommendations are that the Northland Inc Statement of Intent be changed to;
 - acknowledge and recognise that Northland Inc economic development activity in the Far North must align with Te Pae o Uta – Te Kaunihera o Te Hiku o te Ika Te Ao Māori Framework.
 - key Performance Indicators be made outcome focused and be narrowed to focus on economic development and growth only.
 - not include the creation of separate role focused on management of inward delegations.
- The recommendations made in this report will be tabled as an agenda item at the 29 April 2025 Joint Regional Economic Development Committee Meeting.

TŪTOHUNGA / RECOMMENDATION

That Council approve the following to be tabled as an agenda item at the 29 April 2025 Joint Regional Economic Development Committee meeting:

That Te Kaunihera o Te Hiku o te Ika / Far North District Council request that the Committee make the following changes to the Northland Inc Statement of Intent 2025/26 – 2028/29

- i) **That the Statement of Intent explicitly reference and acknowledge Te Kaunihera o Te Hiku o te Ika / Far North District Council's Te Ao Māori Framework – Te Pae o Uta as a core strategic document driving decision making on economic development in the Far North District.**
- ii) **That the Statement of Intent explicitly state that Northland Inc will give effect to Te Pae O Uta when visiting the Far North District and while working within the jurisdiction of Te Kaunihera o Te Hiku o te Ika / Far North District Council.**
- iii) **That all listings of Shareholder Councils be done in alphabetical order in the Statement of Intent.**
- iv) **That the Statement of Intent contain short biographies and photos of the Northland Inc Board Members and the Elected Members from each Shareholder Council that are on the Joint Regional Economic Development Committee.**
- v) **That the Key Performance Indicators in the Statement of Intent for each of the four Pou and five enablers be explicitly based on delivering measurable outcomes and opposed to undertaking activities.**
- vi) **That Key Performance Indicators be broken down by Shareholder District and then by ward for Te Kaunihera o Te Hiku o te Ika / Far North District Council.**

- vii) That Pou Four – Innovation and Enterprise include the following Key Performance Indicators broken down by Shareholder Council and then by ward in the Far North District;
 - Number of new businesses added (net growth)
 - Bankruptcies
 - Unemployment
 - Vacancy rates – commercial
 - Greenfield vs Brownfield new businesses added
 - Increase average salaries/income.
- viii) That the Statement of Intent include Key Performance Indicators that measure how growing relationships contribute to growing the economy.
- ix) That the Statement of Intent include a Key Performance Indicator that measures engagement with Māori establishing businesses in the Far North District.
- x) That all the Key Performance Indicators in the Statement of Intent demonstrate how they will deliver on the long-term (2040) Outcome Indicators captured in Te Rerenga.
- xi) That the Statement of Intent include a Key Performance Indicator for the administration and delivery of regular governance to governance meetings between the Northland Inc Board and the governing bodies of the Shareholder Councils.
- xii) That the Statement of Intent include a requirement to provide regular financial reporting to each Shareholder Council on Northland Inc activities.
- xiii) That the Statement of Intent replace the reference to Return on Investment with a Key Performance Indicator that demonstrates measurable economic growth in the Shareholder Districts therefore demonstrating the value add that Northland Inc brings to each Shareholder District.
- xiv) That the Statement of Intent include a clause that all major projects must be at the approval of the Shareholders and must have explicit objectives that deliver on economic growth Key Performance Indicators distributed across all the Shareholder Districts.
- xv) That Northland Inc focus on the core activities of economic development and growth, be empowered to deliver outcomes based on these activities alone and that this is explicitly captured in the Statement of Intent.
- xvi) That the Statement of Intent remove all references to climate change and climate change related Key Performance Indicators.
- xvii) That Te Kaunihera o Te Hiku o te Ika / Far North District Council does not support the creation of specific roles at Northland Inc for the management and support of inward delegations.
- xviii) That Northland Inc check for grammar and spelling of English and Te Reo in the document before it is finalised.

1) TĀHUHU KŌRERO / BACKGROUND

In 2013 Northland Inc was formed, bringing together the Regional Tourism Organisation and Enterprise Northland to work alongside one another to grow economic development across Taitokerau.

On 1 July 2021, Far North District Council (FNDC), Kaipara District Council, and Northland Regional Council (NRC) became joint shareholders of Northland Inc.

On 16 July 2024, Whangārei District Council (WDC) adopted its 2024-34 Long Term plan including a decision to become a joint shareholder of Northland Inc Limited and provide funding into the Investment Growth Reserve (IGR) that is administered by NRC for a two-year period. WDC became a shareholder in Northland Inc in August 2024 via the transfer of shares from the other Councils.

On 12 September 2024 Council endorsed Te Rerenga – Taitokerau Northland Economic Wellbeing Pathway following the endorsement of Te Kahu o Taonui on 19 July 2024. Alongside the endorsement of Te Rerenga Council also resolved that

‘Council request joint regional economic development committee (JREDC) investigate a tranche of work to ensure the pan can be enabled through council statutory documents’

On 12 December 2024 as part of the resolution approving Northland Inc as the lead organisation responsible for coordinating the development of a regional deal proposal for Northland, Council also approved an amended Terms of Reference for JREDC to include a clause on regional deals.

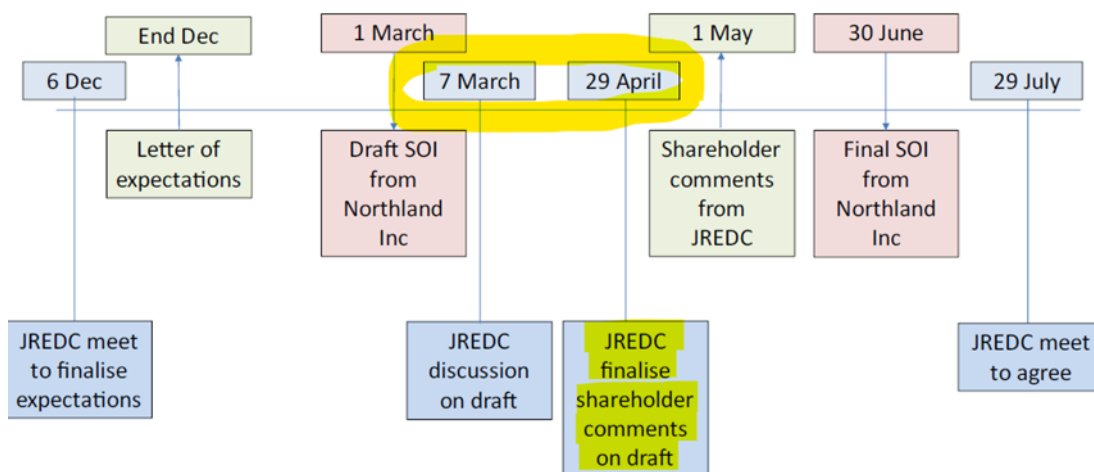
On 12 December 2024 a letter was sent to the Chair of Board and Chief Executive Officer of Northland Inc from the Chair of the JREDC outlining the expectations of the Shareholders for the 2025/26 to 2028/29 Statement of Intent (Attachment 1). The letter points out the following.

...the Joint Committee is not seeking major changes to Northland Inc’s 2025/26 SOI. This is because significant revisions were made to the 2024/25 SOI, and councils have aligned our respective 2024-2034 Long Term Plans with this current SOI. We also recognise the need to allow time for Northland Inc to operate under the significantly revised SOI and the new ownership structure.

Northland Inc responded to the Chair of the Joint Committee on 25 February 2025 with a letter (Attachment 2) and a draft Statement of Intent (Attachment 3) that was tabled at the 7 March 2025 Joint Regional Economic Development Committee alongside the 12 December Letter of Expectation and an exchange of letter communications on the proposed funding of a role to support inward delegations.

The cover paper to the above documents contained the following timeframe for the development and approval of the Northland Inc Statement of Intent 2025/26 to 2028/29 in accordance with S 8(7)(2) of the Local Government Act 2002. There is a small window of opportunity for FNDC to propose changes to this SOI given the milestones and due dates below.

Timeline for development of Northland Inc’s 2025/26



The Joint Regional Economic Development Committee Terms of Reference

The current Terms of Reference for The Joint Regional Economic Development Committee, approved by Council on 12 December 2024, defines the following roles and responsibilities for the Committee;

- All responsibilities, duties and powers of a local authority as a shareholder in Northland Inc Ltd are, as far as legally possible, delegated to the committee. For avoidance of doubt, a meeting of the committee is not a meeting of shareholders under the Companies Act 1993.

- Make funding allocations from the Investment and Growth Reserve (IGR) administered by NRC.
- Receive advice and provide direction and support to economic development in Te Taitokerau.
- Make decisions relating to the government's Regional Deals initiative for establishing long-term agreements between central and local government, including but not limited to submitting a proposal, finalising a Memorandum of Understanding and negotiating a deal, ensuring alignment with regional priorities and collaboration among councils. (added in the December amendment)
- Make recommendations to member councils to ensure a consistent regional approach is applied and adopted to economic development activities.
- Act collectively as an advocate for regional economic development generally and within the individual bodies represented on the committee.
- Ensure the bodies represented on the committee are informed of economic development activities in Te Taitokerau.

Shareholders Agreement

Key clauses in the current Shareholder's agreement to consider when reviewing the Statement of Intent are as follows;

- The Northland Inc Board has full power to direct the activities of Northland Inc in the conduct of activities.
- 'Statement of Intent' means 'a written plan for the Activities approved by the Joint Committee and may be amended by JREDC from time to time.'
- The primary objective of Northland Inc is to carry out the activities and that (2.2) 'The Activities will be conducted in accordance with the Shareholders' Agreement and on the basis of the Statement of Intent, noting that the Company (Northland Inc) is intending to benefit the Northland community and not make a profit.'
- Activities is defined as 'the activities and purpose to be carried on by the group, being the implementation of economic development activities and supporting investment in Northland.'

A workshop with Elected Members was held on 1 April 2025 to consider potential changes to the draft Statement of Intent 2025/26 – 2028/29. This workshop has informed the discussion, options and recommendations in this report.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Option One (recommended option)

That the following changes to the Northland Inc 2025/26 – 2028/29 Statement of Intent be added as an agenda item to the 29 April 2025 Joint Regional Economic Development Committee Meeting:

- i. That the Statement of Intent explicitly reference and acknowledge Te Kaunihera o Te Hiku o te Ika / Far North District Council's Te Ao Māori Framework – Te Pae o Uta as core strategic document driving decision making on economic development in the Far North District.
- ii. That the Statement of Intent explicitly state that Northland Inc will give effect to Te Pae O Uta when visiting the Far North District and when working within the jurisdiction of Te Kaunihera o Te Hiku o te Ika.
- iii. That all listings of Shareholder Councils be done in alphabetical order.
- iv. That the Statement of Intent contain short biographies and photos of the Northland Inc Board Members and the Elected Members from each Council that are on the Joint Regional Economic Development Committee.

- v. That the Key Performance Indicators in the Statement of Intent for each of the four Pou and five enablers be explicitly based on delivering measurable outcomes and opposed to undertaking activities.
- vi. That Key Performance Indicators be broken down by Shareholder District and then by ward for Te Kaunihera o Te Hiku o te Ika / Far North District Council.
- vii. That Pou Four – Innovation and Enterprise include the following Key Performance Indicators broken down by Shareholder Council and then by ward;
 - a. Number of new businesses added (net growth)
 - b. Bankruptcies
 - c. Unemployment
 - d. Vacancy rates – commercial
 - e. Greenfield vs Brownfield new businesses added
 - f. Increase average salaries/income
- viii. That the Statement of Intent include Key Performance Indicators that measure how growing relationships contribute to growing the economy.
- ix. That the Statement of Intent include a Key Performance Indicator that measures engagement with Māori establishing businesses in the Far North District.
- x. That all the Key Performance Indicators in the Statement of Intent demonstrate how they will deliver on the long-term (2040) Outcome Indicators captured in Te Rerenga.
- xi. That the Statement of Intent include a Key Performance Indicator for the administration and delivery of regular governance to governance meetings between the Northland Inc Board and the Governing Bodies of the Shareholder Councils.
- xii. That the Statement of Intent include a requirement to provide regular financial reporting on Northland Inc's activities to each Shareholder Council.
- xiii. That the Statement of Intent replace the reference to Return on Investment with a Key Performance Indicator that demonstrates measurable economic growth in each of the Shareholder Districts.
- xiv. That the Statement of Intent include a clause that all major projects must be at the approval of the Shareholders and must have explicit objectives that deliver on economic growth Key Performance Indicators distributed across the Shareholder Districts.
- xv. That Northland Inc focus on the core activities of economic development and growth, be empowered to deliver outcomes based on these activities alone and that this is captured in the Statement of Intent.
- xvi. That the Statement of Intent remove all references to climate change and climate change related Key Performance Indicators.
- xvii. That Te Kaunihera o Te Hiku o te Ika / Far North District Council does not support the creation of specific roles at Northland Inc for the management and support of inward delegations.
- xviii. That Northland Inc check for grammar and spelling of English and Te Reo in the document before it is finalised.

Advantages

- The economic growth and development outcomes sought by the Te Kaunihera o Te Hiku o te Ika / Far North District Council of Northland Inc are explicitly stated and tabled for consideration at the 29 April 2025 Joint Regional Economic Development Committee meeting.

Disadvantages

- This could be perceived as contradictory to this letter of expectation from the Shareholders, which includes Te Kaunihera o Te Hiku o te Ika / Far North District Council, sent to Northland Inc on 12 December 2024 (Attachment1).

Option Two

FNDC does not put forward any changes to the Draft Statement of Intent for Northland Inc 2025/26 – 2028/29 as an agenda item to the 29 April 2025 Joint Regional Economic Development Committee Meeting.

Advantages

- This demonstrates support for the current framework of shareholding, terms of reference, company structures, agreements and the Statement of Intent for Northland Inc as the Northland Regional mechanism for how Te Kaunihera o Te Hiku o te Ika / Far North District Council will deliver economic outcomes for the communities of the Far North District.

Disadvantages

- The economic development and growth requirements that are specific to Te Kaunihera o Te Hiku o te Ika / Far North District Council are not captured in the Northland Inc Statement of Intent and therefore there is no compulsion on the part of Northland Inc to deliver on outcomes that are specific to the Far North District.




TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Option One is the preferred option as it captures specifically what the governing body of Te Kaunihera o Te Hiku o te Ika / Far North District Council requires in the Northland Inc statement of Intent 2025/26 – 2028/29.

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

There are no direct financial implications associated with the recommendation made in this report.

ĀPITIHINGA / ATTACHMENTS

1. Northland Inc Shareholders Letter of Expectation - 12 December 2024 - A5143426 [↓](#) 
2. Northland Inc Response Letter of Expectation - 25 February 2025 - A5143427 [↓](#) 
3. Draft Statement of Intent Northland Inc - 7 March 2025 - A5143429 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The recommendation made this report is 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.	The Local Government Act 2002 Te Pae o Uta – Te Ao Māori Framework The Northland Inc Shareholders Agreement The Terms of Reference for the Joint Regional Economic Development Committee
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 recommendation in this report has 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.	Iwi and hapū have not been consulted as part of the process of writing this report. The short timeframe to receive the draft statement of intent on 7 March 2025, conduct a workshop with elected members and draft the paper for inclusion at the 10 April 2025 Council meeting has meant there has been no time to consult with iwi and hapū on the content of this paper. Going forward economic development activities in the Far North District that involve Council will be aligned with Te Pae O Uta – Te Ao Māori Framework, specifically Tū Kotahi, increased participation in Council Structures and Decision Making and Kōkiri Tahī, empowered communities, working collaboratively. This is a recommendation made in this report as a requested change to the Northland Inc Statement of Intent.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to	The views of elected members as Northland Inc Shareholder representatives have been sought via a workshop conducted on 1 April 2025.

their views or preferences (for example – youth, the aged and those with disabilities).	Staff views have been sought via an internal workshop conducted on 21 March 2025 with a newly formed Economic Development working group.
State the financial implications and where budgetary provisions have been made to support this decision.	Not applicable
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

Joint Regional Economic Development Committee
7 March 2025

ITEM: 5.2
Attachment 3



12 December 2024

Suzanne Duncan and Paul Linton
Chair and Chief Executive Officer
Northland Inc. Limited
PO Box 1762
Whangārei 0140

Sent by email: huhana.duncan@gmail.com and paul.linton@northlandnz.com

Dear Suzanne and Paul

NORTHLAND INC LTD STATEMENT OF INTENT 2025/26: LETTER OF EXPECTATIONS

On behalf of the Joint Regional Economic Development Committee (Joint Committee), and therefore representing the shareholders of Northland Inc Limited (Northland Inc), I am pleased to outline the expectations of shareholders as you prepare Northland Inc's 2025/26 Statement of Intent (SOI). These expectations align with the strategic vision for Northland and aim to strengthen Northland Inc's role in supporting regional economic development.

In terms of timing for the SOI development, the statutory deadline requires Northland Inc to deliver a draft 2025/26 SOI on or before 1 March 2025. However, as there is a Joint Committee meeting scheduled for 7 March 2025 it would be appreciated if the draft SOI could be delivered by 21 February 2025 to enable it to be incorporated into the agenda. The Joint Committee will provide its written comments back on the draft SOI by 1 May 2025. Northland Inc is required to deliver a completed 2025/26 SOI on or before 30 June 2025.

In preparing the draft SOI, the Joint Committee would like Northland Inc to consider the following comments which are set out by SOI section. As a general comment, the Joint Committee is not seeking major changes to Northland Inc's 2025/26 SOI. This is because significant revisions were made to the 2024/25 SOI, and councils have aligned our respective 2024-2034 Long Term Plans with this current SOI. We also recognise the need to allow time for Northland Inc to operate under the significantly revised SOI and the new ownership structure.

SOI section	Comments
Introduction	<ul style="list-style-type: none"> No change requested.
Objectives	<ul style="list-style-type: none"> It would be useful to indicate how the work of Northland Inc aligns with Northland Mayoral Forum strategic priorities and Te Rerenga Economic Wellbeing Pathway.
Activities	<ul style="list-style-type: none"> Regional Deals – if central government chooses Northland as region to progress a regional deal with, based on the proposal to be sent before 28 February 2025, we will expect Northland Inc to play a major role. This is a priority for councils. Northland Inc would be expected to reprioritise activities accordingly.



Private Bag 9021, Whangārei 0148

Joint Regional Economic Development Committee
7 March 2025

ITEM: 5.2
Attachment 3



	<ul style="list-style-type: none"> Regional identity – while we recognise this as a current activity area of Northland Inc, we ask Northland Inc to work with shareholder councils to help emphasise the brand identity of Northland.
KPIs	<ul style="list-style-type: none"> We would like to see the following three additional KPIs incorporated into the SOI. The rationale for each of these is also provided. <ol style="list-style-type: none"> Return on Investment to Shareholders New Measure: Annual reporting of the economic impact generated by Northland Inc supported projects, with a targeted return on investment benchmark. Rationale: Addresses the shareholders' emphasis on validating the financial commitment, reinforcing the value Northland Inc brings to the districts and region. Major Projects and Successful Outcomes New Measure: Annual reporting on high-impact projects completed, including qualitative case studies to illustrate Northland Inc's role in securing funding, strategic support, and project implementation. Rationale: Provides shareholders with a clear assessment of the investment returns, emphasising the successful completion of major projects attributable to Northland Inc's interventions. Regional Focus and Priorities New Measure: Annual reporting on strategic project alignment with district-specific economic priorities, detailing investment distribution across Whangarei, Kaipara, and Far North districts. Rationale: Emphasises Northland Inc's role in supporting balanced economic growth, prioritising investments aligned with Te Rerenga's economic development framework. We would like to acknowledge the efforts made by Northland Inc to keep all four shareholder councils informed of its activities. In this regard the quarterly highlight report introduced in 2024 is appreciated by shareholders and is important to continue.
Finance	<ul style="list-style-type: none"> We ask Northland Inc to carefully consider and justify any increase in the operational funding request from the Investment and Growth Reserve (IGR) for 2025/26 and 2026/27 above that forecast in the current 2024/25 SOI, i.e. \$2.4 million and \$2.464 million respectively. Inflation has come down and is likely to sit in the Reserve Bank's target range of 1%-3% for the foreseeable future. Each shareholder council has taken steps to review their own internal expenditure and carefully consider expenditure increases. Furthermore, the forecast Northland Inc operational funding for 2025/26 and 2026/27 set out in the current 2024/25 SOI makes available nearly \$1 million for allocation through the Enabling Investment category of the IGR. This provides us with a good opportunity to support projects in the region, including the potential to co-fund RIF projects. An increase in Northland Inc operational funding will come with an opportunity cost of not being able to



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	<p>support projects through Enabling Investment. We have it clear in past letters of expectations that we wish to have this ability.</p> <ul style="list-style-type: none"> • In preparing the budget and the operational funding request, we would like you also to consider that the current financial commitment of Whangarei District Council's (WDC) is limited to a two-year period ending 2025/26. The forecast operational funding request for 2026/27 as set out in the current 2024/25 SOI is of a level which means that the committed deposits into the IGR from the three other shareholder councils is just enough to provide for Northland Inc operations and Project Development funding, leaving nothing for Enabling Investment. • However, we recognise that some changes may be required. But any increase in operational funding above current forecast levels should go through a thorough process detailing why it is needed. • Finally, we would like to hear the work being done to generate income from other sources.
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As noted above, WDC's commitment to joint ownership of Northland Inc and its funding contribution to the IGR beyond an initial two-year period is subject to a review process. This review will need to be completed in the 2025 December quarter, i.e. shortly after next year's local body elections. The shareholders request that Northland Inc provide information and develop indicators/measures to help this review. These are not formal KPIs of Northland Inc but indicators to help the review process. There are two main areas requiring consideration.

- Evidence showing "return on investment" – what do councils receive for the money that is provided to Northland Inc
- Evidence showing "efficiency" – what difference does Northland Inc make to projects

Finally, I would like to thank Northland Inc for the valuable insight and support that it has provided to the Joint Committee. Specifically, I would like to thank and acknowledge the Northland Inc directors who have taken the time to attend Joint Committee meetings during 2024. Developing a strong governance-to-governance relationship between shareholders and Northland Inc is crucial. I would like to take this opportunity to encourage all Northland Inc directors to engage with their shareholders through the Joint Committee. If there is anything we can do to facilitate this occurring in a better way than it is currently, please let me know.

We look forward to another productive year in 2025, working together to lift the economic wellbeing of all Northlanders.

Yours sincerely

FND Cr John Vujcich
Chair of Joint Regional Economic Development Committee

CC FND Cr Penetaui Kleskovic (Deputy Chair), KDC Mayor Craig Jepson, KDC Deputy Mayor Jonathan Larson, WDC Mayor Vince Cocurullo, WDC Deputy Mayor Phil Halse, NRC Chair Geoff Crawford and NRC Deputy Chair Tui Shortland



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25 February 2025

**Chair of Joint Regional Economic Development
Committee (JREDC)
Northland Regional Council
Private Bag 9021
Whangārei 0148**

Sent by email:

Tēnā koe

Northland Inc Limited: Draft Statement of Intent 2025/26 - 2028/29

E ngā mana, e ngā reo, e ngā karangatanga maha o Te Taitokerau, tēnā koutou katoa.

Nei rā te mihi ki a koutou, e ngā māngai o ngā kaunihera e kawē nei i ngā wawata o tō tātou rohe. Ko koutou ngā pou here, ngā pou whakatakoto i te huarahi mō te whanaketanga o Te Taitokerau, kia toitū te taiao, kia toitū te hāpori, kia toitū te ohanga.

In accordance with statutory obligations, please find attached the draft Statement of Intent 2025/26 - 2028/29 (SOI).

Amendments

We have made changes to the draft SOI in response to the JREDC Letter of Expectation (LOE) to Northland Inc of 12 December 2024. Key points are outlined below.

Objectives

The SOI is consistent with the direction discussed at JREDC and it aligns with our strategy which the Board reviewed in 2024.

We now have 4 Strategic Priority areas and 6 Enablers. We promoted the Innovation & Enterprise Enabler to be a Strategic Pou given the importance of small businesses to Northland (being the majority of our businesses).

Our objectives in our SOI neatly align with the Northland Mayor Forum Strategic Priorities.

1. Connecting Northland – implementing a quality transport system – 4 lane expressway, better roading network across region
2. Northland as an economic hub – develop regional economic hubs Marsden Point/Ruakākā, Kaikohe, repurpose refinery, improve rail infrastructure, Northport, dry dock, regional education centres, support local businesses, Ngawha Innovation Park and similar
3. Housing and Associated Infrastructure – urban housing, Māori housing, community housing, key infrastructure to support the community
4. Create resilient infrastructure in Northland by improving critical services and ensuring our communities are ready and supported around climate change
5. Local Government as a trusted partner with central government



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We also align with Te Rerenga – in particular the three main sections:

1. Our Environment – Key Mission: Drive innovative solutions to build environmental resilience
2. Our People – Key Mission: Grow skills and talent
3. Our Economy – Key Mission: Boost infrastructure and investment

In particular this links well with Northland Inc looking at a multi-year view for the economy, ensuring the environment is taken into consideration in our activities, that we are focused on our people (housing, education, workforce, employment) and the Priority Pipeline in Te Rerenga aligns well with both Northland Inc's work and with the Mayoral Forum priorities – particularly infrastructure, investment and regional co-ordination.

Activities

With regard to activities JREDC has asked that if Northland's Regional Deal is chosen, Northland Inc makes this a priority and reprioritise our other activities accordingly.

JREDC has also asked Northland Inc to work with shareholder councils to help emphasise the brand identity of Northland. This work has already started through the Destination Management Plan Leadership Advisory Group with Councils represented on.

Key Performance Indicators (KPI)

JREDC has asked Northland Inc to incorporate the following additional KPIs:

- 1. Return on Investment to Shareholders**
Annual reporting of the economic impact generated by Northland Inc supported projects, with a targeted return on investment benchmark
- 2. Major Projects and Successful Outcomes**
Annual reporting on high-impact projects completed, including qualitative case studies to illustrate Northland Inc's role in securing funding, strategic support, and project implementation.
- 3. Regional Focus and Priorities**
Annual reporting on strategic project alignment with district specific economic priorities, detailing investment distribution across Whangārei, Kaipara, and Far North districts

We understand the intent of these additional KPIs and we believe it appropriate to trial this type of analysis and reporting outside of the formal SOI /KPI process. This will allow us to find the best metrics to use and if it proves useful we can incorporate it as a suitable metric in the next SOI. We would also note that this report would be useful for WDC's review process but if done as part of KPI's this year it will not be completed in time.

With regard to return on investment to shareholders and a targeted return benchmark for Northland Inc supported projects – we acknowledge the need to clearly demonstrate the impact of our activities. An economic impact assessment and ROI model to meet this KPI could cost \$100-200K to be completed independently and properly.

To provide our shareholders with timely information that can be used to demonstrate impact, a more cost-effective way may be sampling key customers and projects for direct feedback on key projects Northland Inc has initiated, such as Savour Northland (Destination promotion) or our impact in the business growth area with businesses, and report on key projects that we have provided feasibility funding towards.



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Northland Inc

Growing Northland's Economy
Kia tupu ai te ōhanga o Te Tai Tokerau

With regard to new major projects and successful outcomes we suggest a change of wording from high impact projects **completed** to high impact projects **supported** (given many are multi-year projects). We also note that case studies are not KPI's but this qualitative information might be better incorporated into our quarterly and annual reporting.

We also suggest in terms of regional focus and priorities that the term **investment distribution** be amended to "**activity across** Whangārei, Kaipara, and Far North districts" as Northland Inc work is across several areas from tourism promotion to small business support and advocacy. Investment distribution could be construed as inward investment only.

Finance

JREDC has asked Northland Inc to carefully consider and justify any increase in the operational funding request from the Investment and Growth Reserve (IGR) for 2025/26 and 2026/27 above that forecast in the current 2024/25 SOI, i.e. \$2.4 million and \$2.464 million respectively.

We have noted that guidance and are not requesting any further funds for current activity beyond that forecast in the current SOI i.e. \$2.4 million and \$2.464 million respectively. Outside of this, we are proposing three areas of additional activity:

1. We have been requested to provide a proposal to JREDC for an Inward Delegations role for all four councils. We address the specifics of that request in a separate paper. To resource that additional role requires an additional \$90,000 per annum for a 0.5 FTE role (or \$160k for a full time role) – the budget consisting of salary, overhead and a budget for entertaining and transport costs of visitors.
2. We have now fully established our **primary sector function** (as articulated in the activities section of the SOI) and have been delivering on our Tuputupu Strategy as well as our SFFF funded project (Pūtaka Whakatupu). The primary sector is the largest contributor to GDP in Northland. This funding from both the SFFF and the I&GR comes to an end in October 2025. For our primary sector team to continue the work in the optimizing land use, value-add manufacturing, commercializing opportunities and supporting Māori led initiatives (including Ngawha Park and Food North) this unit needs secure funding into 2026 and beyond. We will seek project-based funding externally but need to fund the core team to deliver the projects. If we wish this team to continue, this would cost around \$250K annually.
3. There are risks around our **Small Business Support Programme** with the Regional Business Partner Network being wound down by Central Government by the end of 2025 – with no new programme yet identified or the format of that programme communicated. The cost to run the small business support programme is around \$300K in Opex and \$200K in capability uplift funding. We also note that the KPI's for this area will be adjusted slightly as we manage short term contract extensions from MBIE and uncertainty around the Callaghan R&D services and grants distribution channels.

Whangārei District Council Contribution

We are pleased and grateful that WDC has joined Northland Inc and for their financial contribution. We are conscious that any 'beyond forecast' SOI budget could come out of the IGR – and we also desire to build these up to invest in projects across the region.

New Income Sources

The Board and Executive undertook some revenue generation strategy work late 2024. We now have



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some clear plans and directions that we are exploring especially in the area of capital raising for Northland projects, a Centre of Excellence/PMO, and some primary sector-based projects.

Whangārei District Council Commitment

We note the request to provide information on the review process leading to the next WDC decision on whether to extend their membership beyond the two-year period. In particular:

- *Evidence showing "return on investment"* – what do councils receive for the money that is provided to Northland Inc
- *Evidence showing "efficiency"* – what difference does Northland Inc make to project

As noted above, a more cost-effective way of gathering suitable evidence may be a sample-based case study approach based on key projects in the Whangārei District, which we could do leading into the December review.

Moving Forward

We value the open, collaborative and positive relationship with our shareholders and look forward to continuing to deepen this relationship over time with JREDC.

Accordingly, we look forward to discussing the draft SOI and proposed KPI measures at our meeting on 7 March 2025.

We are thankful for the support and guidance of JREDC and look forward to finalising our SOI together.

Heoi anō, ka nui te mihi ki a koutou mō tō koutou tautoko me tō koutou whakapau kaha ki te whakatupu i te oranga o Te Taitokerau. Mā te mahi tahi, ka taea te whakatutuki i ngā wawata ō tō tātou rohe.

Ngā mihi nui, me ngā manaakitanga ki a koutou katoa.



Suzanne Duncan
Chair



Paul Linton
Chief Executive Officer

Attachments
Draft Statement of Intent 2025/26-2028/29 including draft budget.

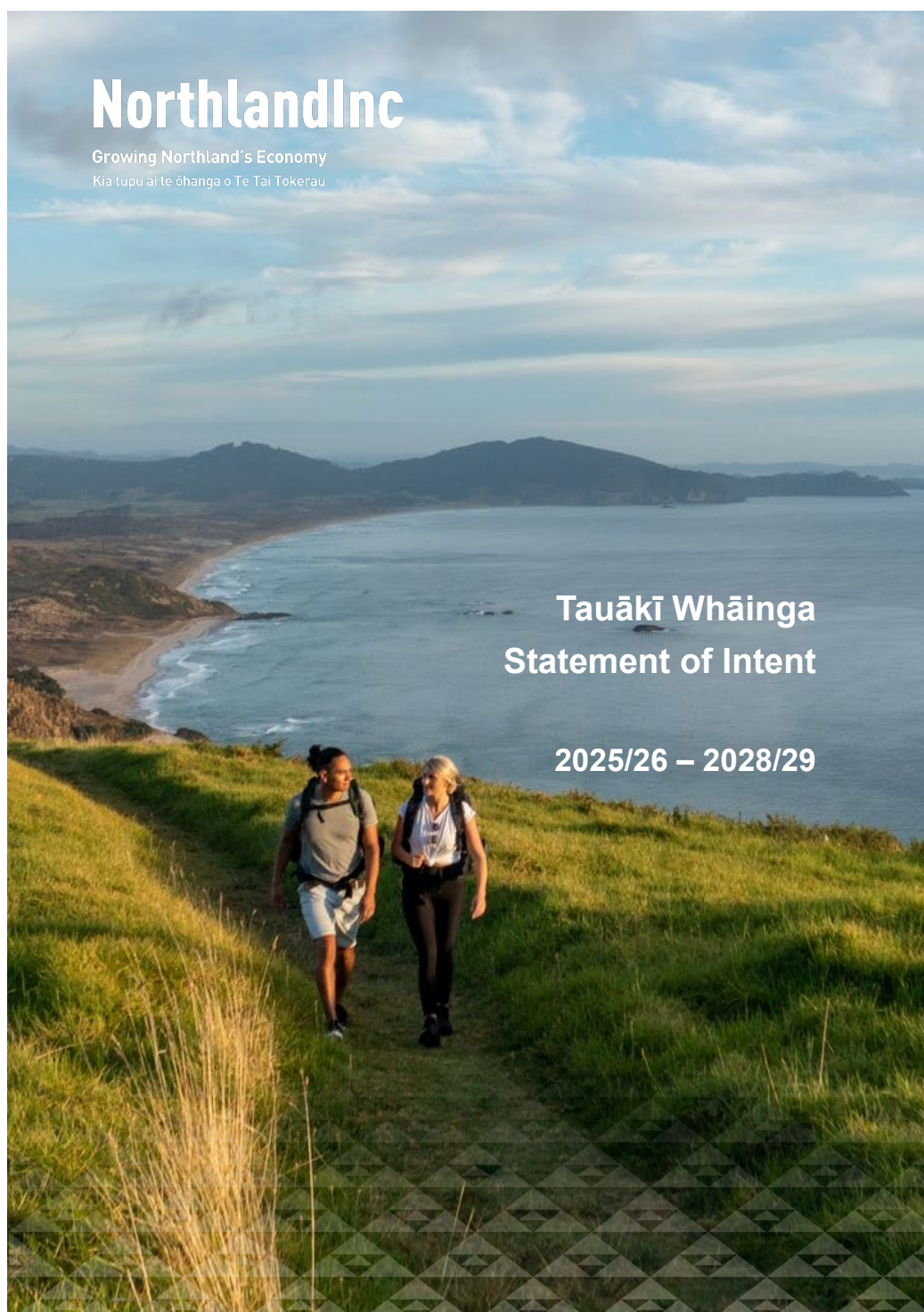


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1 WHAKATAUĀKĪ

"He pukepuke moana, e ekengia e te waka"
A choppy sea can be navigated.

The coast is synonymous with Te Tai Tokerau Northland and suggests that although there are challenges, we can overcome them with intent.

2 KUPU WHAKATAKI - INTRODUCTION

The Board of Directors of Northland Inc Ltd (Northland Inc) present this Statement of Intent (SOI) as a public declaration of the activities and intentions of Northland Inc Ltd in accordance with the requirements of Clause 9 of Schedule 8 of the Local Government Act 2002 (the Act).

Northland Inc is a Company registered under the Companies Act 1993, a reporting entity for the purposes of the Financial Reporting Act 1993. It is owned by Northland Regional Council (NRC), Far North District Council (FNDC), Kaipara District Council (KDC), and Whangārei District Council (WDC), herein referred to as the 'Shareholders'. By virtue of the Shareholders right to appoint directors, Northland Inc is a council-controlled organisation (CCO) as defined under Section 6 of the Local Government Act 2002.

Northland Inc is partially funded by operational contributions from the Shareholders and is project funded through other public and private agencies, with central government being the next largest contributor.

The organisation is governed by a board of five directors appointed for three years (or as otherwise specified from time to time by the Shareholders). The Board Chair is elected by the directors. Operational activity is led by the Chief Executive Officer.

This SOI is the guiding governance tool and terms of reference for Northland Inc and defines the key performance indicators (KPIs) as agreed by the Shareholders. It outlines the Directors' accountabilities to the Shareholders for performance of the business.

Northland Inc aims to provide vision, aspiration, leadership and unity-of-purpose in sustainable economic development for Northland through all its communications and stakeholder engagement. Northland Inc will work with key industry sectors in Northland to address market failures, facilitate value-added activities and value chain improvements, increase exports, and provide business, job and investment opportunities.

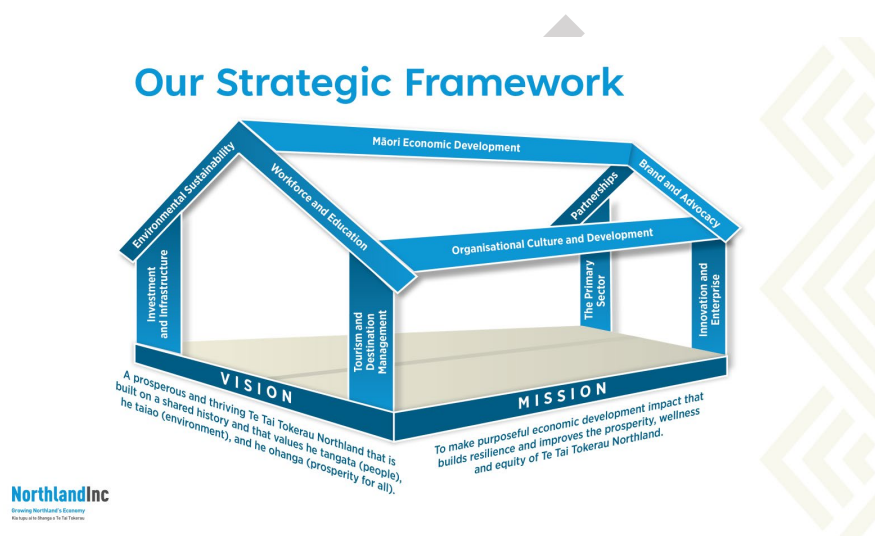
At its core, regional economic development is about improving the livelihoods of Te Tai Tokerau Northland's people.

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3 HE POU MAHI – VISION AND MISSION

Northland Inc works with organisations and institutions in Te Tai Tokerau Northland and public and private sectors with a common purpose to identify and focus on those activities and relationships that will strengthen, diversify, and grow Te Tai Tokerau Northland's economy to help support strong communities and environmental sustainability. The figure below is a visual representation of how we approach our work as the combined Economic Development Agency and Regional Tourism Organisation.



Tirohanga ki Mua - Vision

A prosperous and thriving Te Tai Tokerau Northland that is built on a shared history and that values - he tangata (people), he taiao (environment), he ohanga (prosperity for all).

Te Aronui - Mission

To make purposeful economic development impact that builds resilience and improves the prosperity, wellness and equity of Te Tai Tokerau Northland.

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ORGANISATIONAL OBJECTIVES, ACTIVITIES AND KEY PERFORMANCE INDICATORS

The following pages identify the objectives, nature and scope of activities and the key performance indicators – a 'plan on a page' for the nine enablers and strategic pou that make up the organisational strategy. Enablers are core, supporting or contracted activities while 'Pou' are areas that Northland Inc will be prioritising effort in.

There are four priority areas (Pou) – Investment & Infrastructure; the Primary Sector (Tuputupu Grow Northland), Innovation & Enterprise (e.g. the RBP team is a contracted core activity funded by Central Government) and Destination Management (tourism and the management of visitors and tourism resources).

There are five Enablers - Advocacy & Brand, Māori Economic Development, Environmental Sustainability, Partnerships, and Organisational Culture & Capability. These Enablers are part of the 'BAU' of Northland Inc and support ('enable') our activities over a range of sectors and initiatives.

Each section also includes some Regional Outcomes (often macro-economic) which do not form part of the direct and measurable performance framework but are the longer-term regional scale outcomes that we hope to influence as part of our collective approach to regional economic development. Many are outside the direct control of Northland Inc but the work Northland Inc does contribute to their outcomes.

We are guided by economic models which seek to go beyond just raising GDP. They focus on creating a society that can provide enough materials and services for all while utilising resources in a way that does not compromise our future security and prosperity. They emphasize connecting people to their local environment and hold space for indigenous knowledge. Their social foundation and ecological approach aim to enable a system-shift to a more collaborative, distributive, circular and regenerative future.

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Strategic Pou 1 – Investment & Infrastructure

Context:

Although underpinned by primary production and manufacturing, Te Tai Tokerau Northland's economy is diverse. High-performing sectors include pastoral farming and processing, horticulture, tourism, and marine manufacturing. There is huge potential to further strengthen these areas, in addition to other emerging industries.

Objective:

Grow investment and business support services such that regional economic activity improves consistently year on year.

Activity:

Following assessment and review we will prioritise activities and business ideas/proposals, with a view to applying our resources on focused impactful projects reflecting the organisational capacity at any time.

Strategically focus on attracting, nurturing, and evaluating a pipeline of promising investment opportunities that align with an impact framework. Actively engage in advocating for and securing substantial investments for the region, in collaboration with a range of different investment and delivery partners.

- Credible and proactive in the region linking projects with private investment, Councils and Government & assisting to de-risk key projects;
- Leverage the Investment and Growth Reserve to increase investment into Te Tai Tokerau Northland;
- Actively support and facilitate investment in strategic sectors (Aquaculture, Agriculture and Horticulture, Digital, Tourism, Ship and Boat Building and Repair Services) in Te Tai Tokerau Northland;
- Support and facilitate the development of new and enabling infrastructure such as renewable Energy, digital Connectivity, roads, rail, and water;
- Connected with investment providers into the Region to help direct investment to the most impactful projects;
- Credible and proactive voice for the region that is informing Government funding options and influencing priorities;
- Well informed on infrastructure challenges and opportunities in Te Tai Tokerau; Strongly connected at both regional and national levels, joining the dots to ensure equitable investment in infrastructure.

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Key Performance Indicators		Target
	Number of inward delegations hosted	3 per annum
	Number of high impact projects that are being actively supported (reporting by regional strategic sectors)	4 per annum
Additional Regional Outcomes Sought		
Positive change in regional economic profile (increase in average household income, productivity, structure of economy).		
Increase in level of government investment into the region (where possible breakdown by co investment, sector and research / tertiary activity).		
Increase in the number of filled jobs in the region.		



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Strategic Pou 2 – The Primary Sector (Tuputupu Grow Northland)

Context

Northland's economy has long depended on the economic returns and employment opportunities created by the primary and associated manufacturing sectors. In the Tuputupu framework the primary sector encompasses pastoral & arable farming horticulture, aquaculture and forestry. The changing environment is demanding adaptation, as individuals, as landowners and as business owners. As a result, landowners in particular are being confronted with significant challenges, including biophysical, climate, economic, technological, societal, legislative and personal. Adaptation and innovation in the primary and associated manufacturing sectors is critical to ensure the people and environment of Te Tai Tokerau can thrive into the future.

Objective:

Support and facilitate adaptation and innovation in Northland's primary and associated manufacturing sectors to ensure the people and environment of Te Tai Tokerau can thrive into the future.

Activity:

- Facilitate adaptation and innovation in Te Tai Tokerau Northland's primary sector around land use optimisation through to commercialising new agri-business opportunities for domestic and export markets.
- Facilitate and enable proposals for commercialisation and value-added manufacturing investment locally;
- Support the Ngawha Innovation and Enterprise Park;
- Collaborative engagements across - central and local government, national and regionally based sector organisations; landowners and supply chain enablers;
- Advocate for world class food and fibre businesses to be based in and grow out of Te Tai Tokerau.

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Key Performance Indicators		Target
	Projects assisted through stages of growth	6 per annum
	Number of meaningful engagements and relationships with landowners, businesses, stakeholder that lead to and support positive outcomes.	88 per annum
	Number of businesses and landowners that as a result of engagement are exploring, developing, leading and delivering on change activity	24 per annum
Additional Regional Outcomes Sought		
Positive change in regional economic profile - living standards, productivity and contribution of primary sector to the economy.		



Strategic Pou 3 – Tourism and Destination Management

Context

Tourism is integral to economic development in Te Tai Tokerau and can be strategically utilised to achieve wider economic development outcomes. Destination management provides the platform for enabling this to occur through ensuring that an integrated approach is taken across the three interdependent components of:

- Visitor experience- the destination's experience offering, including activities, attractions, supporting infrastructure, services and amenities;
- Marketing and promotion- the destination's marketing and promotional activity, creating demand and enabling the destination to be competitive, productive and sustainable;
- Resource management- the destination's management and development.

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Objectives:

Support Te Tai Tokerau's visitor industry through delivery of destination management and marketing activity that aims to better manage the impacts of visitation, improve the distribution of benefits and enhance our region's, heritage, and culture.

Position Te Tai Tokerau Northland within target markets as a desirable place to visit.

Activity

- Lead the Destination Management Plan (DMP) in partnership with relevant stakeholders, industry, iwi and hapū;
- Facilitate regional investment through sector collaboration groups, marketing the region nationally and internationally, and providing targeted business support for tourism operators;
- Play a key role in attracting direct investment into the region for infrastructure to support tourism and support the development of sustainable pathways for businesses operating in the region;
- Honour dual heritage and Māori story telling traditions by supporting stories told by those who have the right to tell them. A strong partnership approach with iwi, hapū, Māori tourism operators and landowners are the basis for growing this portion of the market;
- Improve regional dispersal, length of stay, expenditure, and the appeal of off-peak travel particularly through leverage of the Twin Coast Discovery programme as a region wide development framework for tourism;
- Co-ordinate, and where appropriate, lead the implementation of an Annual Regional Tactical Marketing Plan for destination marketing, in alignment with the direction of national tourism organisations and in partnership with the Te Tai Tokerau Northland tourism sector.

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Key Performance Indicators		Target
	Number of destination marketing campaign initiatives to generate national exposure to the region (reporting will include number of businesses that are engaged in the campaign).	1 campaign per annum
	Number of Destination Management Plan initiatives completed in partnership with stakeholders.	2025/26: 7 2026/27: 8 2027/28: 8
Additional Regional Outcomes Sought		
Dispersal of tourism activity into the region measured through the accommodation data programme.		
Tourism activity in the region measured through TECT (electronic transactions indicating tourism spend).		



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Strategic Pou 4 – Innovation & Enterprise

Context

Business growth is crucial for Te Tai Tokerau Northland's economy as it creates jobs, increases revenue, fosters innovation and competition, benefits the supply chain, diversifies the economy, and enhances the quality of life for residents. Growing businesses drive innovation, introduce new products and services, and increase competition, which benefits consumers. They also create a ripple effect in the supply chain, benefiting other local businesses.

Whatever size or stage a business is at, Northland Inc has tools and resources to help. Our role is to support businesses through their journey as a business owner – this might include employing more staff, setting up scalable business processes, identifying new finance options or exploring the export potential of products. We can also help activate innovation, accelerate commercialisation - developing new and innovative products, processes, or services, or supporting established R&D programmes.

Objective:

Support SME's and Start Ups who want to start or grow their business in Te Tai Tokerau Northland.

Activity:

We seek to partner with others to deliver this service most effectively focusing on helping owners and entrepreneurs to identify their next move. We also provide a front door for them into the many central government programmes, services and funding available to them.

- Work with Government and other Stakeholders to deliver funding, innovation, R&D and business support programmes into Te Tai Tokerau;
- Contribute towards Te Tai Tokerau Northland's journey towards a more innovative, digital and technologically advanced environment that supports our core and developing industries;
- Deliver business advice effectively across the region to support innovation, capacity and capability development through incubation services and the Regional Business Partnership, New Zealand Trade & Enterprise, Callaghan Innovation and Business Mentors New Zealand;
- Develop clusters, business networks or associations to take advantage of market development opportunities that leverage Te Tai Tokerau Northland's key sectors and comparative advantages;
- Build and sharing specialist knowledge through a business events programme and providing opportunities to access a range of capital support mechanisms for Te Tai Tokerau Northland businesses.

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Key Performance Indicators		Target
	Number of business engagements assisted (includes both one to one and one to some assistance and reporting by TA and industry).	250 per annum
	Proportion of those business engagements that are Māori (by TA and industry).	2025/26: 35% 2026/27: 35% 2027/28: 3 5%
	Client satisfaction with businesses assistance provided by Northland Inc as measured by Net Promotor Score.	Annual net promoter score >50
Additional Regional Outcomes Sought		
Positive change in regional economic profile (living standards, productivity, structure of economy).		
Increase in the number of filled jobs in the region.		
Sustaining the number of business units in the region.		



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Enabler 1 – Advocacy and Brand

Context

Advocacy and branding are important tools for Northland Inc to promote economic development, attract investment and talent, and build a strong, resilient economy for the region.

Advocacy efforts help promote Te Tai Tokerau Northland as an attractive destination for investment, tourism, and talent. By showcasing the region's unique assets, such as its natural beauty, Māori culture, heritage, and business opportunities, Northland Inc can attract interest and support for the region's economic development.

Advocacy also helps Te Tai Tokerau Northland unify its voice and strengthen its relationship with Central Government by bringing the region together and seeking support for infrastructure, programmes and funding. Northland Inc is seen as a trusted channel to Central Government, and for Central Government to provide industry and business support into the region.

A strong brand identity helps distinguish Te Tai Tokerau Northland from other regions, creating a positive perception and reputation. This can attract businesses, investors, tourists, and skilled workers who are aligned with Te Tai Tokerau Northland's values and offerings.

A strong organisational brand and reputation positions Northland Inc regionally and nationally as a unique effective entity able to support the region.

Objectives:

Advocate for Te Tai Tokerau Northland to improve the economic well-being of the region, helping to support strong communities and environmental sustainability.

Develop and improve the profile of economic development and of Northland Inc to ensure that Te Tai Tokerau Northland understands and values the efforts of Northland Inc.

Activity:

- Northland Inc is proactive and well informed on both the challenges and opportunities in Te Tai Tokerau and is acknowledged as regional leader in impactful economic development;
- A respected voice for the region and a credible source for central and local government to understand the regional context and to prioritise investment, policy settings and decisions on key economic opportunities;
- Uses powerful communications and a well-connected network to improve the reputation and visibility of the region while advocating for its needs;
- Leads the implementation of the regions long-term Economic Development Strategy for Te Tai Tokerau (Te Rerenga);
- Provides economic development intelligence and insights;
- Assists with project management and delivery of economic response activities.

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Key Performance Indicators		Target
	Number of regional economic development updates or reports released.	6 per annum
	Number of media features that profile the region.	24 per annum
	Number of media activity that references Northland Inc.	52 per annum
Additional Regional Outcomes Sought		
Active support from Central Government and other partners into Northland.		
Positive change in the profile of economic development and Northland Inc.		



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Enabler 2 – Māori Economic Development (“Āe Mārika”)

Context

The regional aspiration is to establish an equitable economic platform which enhances Māori participation in the Te Tai Tokerau Northland economy and enables whānau, hapū and iwi to be economically secure and to grow their wealth.

We are focused on building and enhancing our Māori relationships in Te Tai Tokerau to identify opportunities which deliver sustainable economic growth for our whānau, hapū and iwi. We support by Māori for Māori initiatives which recognise the mana Motuhake of Māori enterprises and collectives to lead their own economic success.

Objective:

Assist strategic partners in the Māori Economic Development economy with their high impact Māori economic development projects across all levels, with a specific focus on improving capacity and capability of those with whom we partner with for delivery.

Activity:

Respect and implement the principals of Te Tiriti o Waitangi, which support meaningful partnership with Māori.

Implement our internal capability pathway – He Korowai Manawanui – a programme of continuous cultural development that elevates the importance of Māori Economic Development and becoming a better partner for Māori with a genuine understanding of Tikanga and Te Ao Māori.

- Support tangata whenua to develop and implement their own visions and economic development plans;
- Partner with Māori organisations to deliver services to Māori businesses¹;
- Connect into existing local and national Māori Economic Development activity and strategies that will support Te Tai Tokerau;
- Engage and partner with iwi, hapū, marae and the Māori community, central government agencies and other entities supporting Māori Economic Development to advance their aspirations in economic development and enable investment, business growth and completion of economic development projects;
- Work with, advocate for and support Māori businesses, trusts and entities with their aspirations for growth;
- Build a competent team (Northland Inc and partners) that operates as Te Tiriti based partners to support iwi, hapū, whānau and pakihi in achieving their economic development goals;
- Engage with MBIE on the continual improvement of the RBP delivery into the Māori Economy.

¹ A Māori business is a business that is owned by a person or people who have Māori whakapapa, and a representative of that business self-identifies the business as Māori.

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Key Performance Indicators		Target
	Number of iwi/hapū groups and other Māori organisations, e.g. marae, land trusts, etc. actively supported.	2025/26: 20 2026/27: 22 2027/28: 24
	Proportion of Māori organisations that are satisfied with Northland Inc support.	2025/26: >80% 2026/27: >80% 2027/28: >80%
Additional Regional Outcomes Sought		
Reduction in Māori unemployment rate in Northland.		
Positive change in the profile of economic development and Northland Inc.		



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Enabler 3 – Environmental Sustainability

Context

In Te Tai Tokerau as our export economy is predominantly biologically based this means that our long-term economic wellbeing is more reliant on the environment than other regions. The environment plays a critical role in supplying our needs for resources, food, energy, water, recreation and cultural connections and as such as a polluted or degraded environment has public health, economic and social consequences.

Pursuing environmental sustainability initiatives that give focus to reducing the impact on the natural environment can make a business more efficient, long term and less costly to run. Careful consideration and planning for climate change adaptation is also key for ensuring the sustainability of businesses within the region over time.

Objective:

Help Te Tai Tokerau Northland businesses achieve environmental sustainability; particularly by reducing their emissions; through partnerships that provide support and practical programmes.

Activity:

- Support Te Tai Tokerau Northland businesses to meet climate adaptation targets set by Central Government through access to appropriate information and tools;
- Partner to provide support to businesses with practical programmes;
- Use an environmental sustainability focus for all active projects;
- Assessing the environmental aspirations of businesses and projects;
- Utilise Te Ao Māori/Mātauranga Māori in environment/sustainability kaupapa;
- Have environmentally sustainable business practices within Northland Inc.

Key Performance Indicators		Target
	Number of businesses and organisations supported to improve their environmental sustainability.	2025/26: 30 2026/27: 40 2027/28: 50
	Number of Northland businesses taking action to reduce their emissions.	2025/26: 30 2026/27: 40 2027/28: 50
	Number of Northland businesses supported to meet climate adaptation targets set by Central Government.	2025/26: 30 2026/27: 40 2027/28: 50
Additional Regional Outcomes Sought		
Reduction of total greenhouse gas emissions per unit of GDP in Northland ² .		

² In June 2019, with the Climate Change Act 2008 (2050 Target Amendment) Order 2019, the Government committed to a 100% reduction of greenhouse gas emissions by 2050 compared with 1990 levels. This is referred to as the net zero target.

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Enabler 4 – Partnerships

Context

Partnerships are essential in economic development as they enable organisations to leverage each other's strengths, resources, and networks to achieve shared goals and drive economic development.

Objective:

Develop and nurture high trust partnerships across the region with those who have the capability to positively impact economic development outcomes across Te Tai Tokerau.

Activity:

Northland Inc is a trusted and valuable organisation to partner with that develops initiatives that have visible and measurable impact and generates positive economic development outcomes

Expand these partnerships leading to increased opportunities and resilience, creating a stronger, interconnected region.

- Develop and maintain high trust partnerships with stakeholders who impact economic development outcomes across Te Tai Tokerau;
- Northland Inc is embedded within a network of relationships that bring capabilities and contributions to key projects with shared interests;
- Partnership activity spread across Central Government, Local Government, business communities, investors and other stakeholders.

Note: KPI's and Regional Outcomes covered by other sections

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Enabler 5 – Organisational Culture & Capability

Context

Upholding a culture of respect and support within Northland Inc is crucial for fostering employee well-being, team cohesion, and organisational reputation. A positive internal culture maintains morale, motivation, and productivity among employees, leading to better outcomes for the organisation. It also helps attract and retain top talent, strengthens relationships with stakeholders, enhancing our reputation as a supportive and respected organisation.

Objective:

Uphold an internal culture where our team are respectful and supportive of one another; our histories, our whānau, and our aspirations.

Activity:

Our culture is supportive, encouraging and positive - supporting our people and their livelihoods.

Our capability is performance focused, fit for purpose and within resource available.

- Have quality resource that supports capability uplift in staff skills;
- Capability to deploy impact or surge capacity in times of crisis or emergency response and have a strong network of operational partners that can activate as opportunity or needs arise;
- Well-connected across the region; understands our local economy and employs highly skilled networked people;
- Attract, retain and grow appropriate talent aligned to our culture and capability needs;
- Culture of being performance and outcome driven, encouraging professional development, and personal wellbeing.

Note: KPI's and Regional Outcomes covered by other sections

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NGĀ HUA MŌ NGĀ KAIPŪPURI SHAREHOLDERS' FUNDS, DISTRIBUTIONS AND THE VALUE OF SHAREHOLDERS' INVESTMENT

This section to be updated

Shareholders' funds (being retained surpluses plus share capital) 30 June 2023 was as follows:

	30 June 2023
Total Assets \$	2,346,086
Total Liabilities \$	2,154,512
Shareholders' Funds \$	191,574
Shareholders' Funds as % of Total Assets	8.16

Northland Inc forecasts small surpluses year-on-year. Accordingly, Shareholders' Funds as % of Total Assets will remain approximately at this level.

Northland Inc is not required to make any distributions to its Shareholders.

The value of the shareholders' investment in Northland Inc is estimated by directors to be equal to current shareholders' funds being \$191,434.

KAIWHAKARURUHAU - GOVERNANCE

The Board will effectively represent and promote the interests of its Shareholders by seeking to fulfil its mandate as described above. The Board will discharge their duties in accordance with Northland Inc's Board Charter.

In undertaking its activities, Northland Inc will to:

- Achieve the objectives of its Shareholders, both commercial and non-commercial as specified in this Statement of Intent;
- Demonstrate ethical and good behaviour in dealing with all parties;
- Achieve active partnerships with Māori, and other key stakeholders and ethnic groups within the region, promoting effective communication where appropriate;
- Comply with all relevant legislative requirements, including those relating to the principles of the Treaty of Waitangi;
- Maintain an open and transparent approach to decision-making with its Shareholders while respecting the need for commercially sensitive information to be protected;
- Be a good employer; and
- Hold itself to the highest standards of social and environmental responsibility.

The Board will adopt the following approach to its fiduciary responsibilities to ensure good governance:

- Prepare a 3-year SOI setting out its strategic goals for agreement with its Shareholders, as shareholder;
- Establish a clear business plan which reflects the agreed SOI;

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- Establish a clear performance framework and job description for the Chief Executive Officer;
- Approval of detailed operating, capital and cashflow budgets;
- Attend regular meetings to review performance and progress towards set objectives and budgets; and
- Operation of appropriate Board subcommittees to appropriately manage Risk, Compliance, Remuneration and Board performance.

The Board believes regular communication with its Shareholders is important to ensure good governance. The Board and Chief Executive will use their best endeavours to communicate in a regular and timely manner and ensure that matters are raised so there will be 'no surprises'. Established processes will be maintained to ensure regular contact between the Board, management and its Shareholders, and informal meetings will be encouraged to ensure regular communication flows regarding matters of mutual interest.

NGĀ KAUPAPA HERE KAUTE - ACCOUNTING POLICIES

The accounting policies that have been adopted are detailed in the company's latest audited financial statements. A copy is included as **Appendix A**.

NGĀ KŌRERO HEI TUKU KI NGĀ KAIPŪPURI - INFORMATION TO BE PROVIDED TO THE SHAREHOLDERS

Directors will formally report progress against the SOI to its Shareholders quarterly via a written report submitted within six weeks of the end of the 1st and 3rd quarters, and attendance at Joint Regional Economic Development Committee or Council(s) meetings thereafter as scheduled by Shareholders.

In compliance with Clause 66 of Part 5 of the Act the Directors will, within two months after the end of the first half of each financial year, deliver to its Shareholders an unaudited half year report containing:

- a Statement of financial Performance, Position and Cash flow as at the half year balance date
- financial forecasts for the full year and comparison to approved budgets
- commentary on progress to meeting performance targets and the expected year end position.

In accordance with Section 2 of Schedule 8 of the Act the Directors will deliver a draft SOI to its Shareholders as the shareholder by 1 March of each year for the subsequent three-year period.

In accordance with Section 3 of Schedule 8 of the Act the Directors will deliver a Board approved SOI to its Shareholders as the shareholder on or before the 30 June of each year.

In compliance with Clause 67 of Part 5 of the Act the Directors will, within three months of the end of the financial year, deliver to its Shareholders an audited Annual Report which meets the requirements of Section 68 and Section 69 of Part 5 of the Act. In addition, the Annual Report is to contain a declaration by the Board as to the compliance with the Act and specifically that the requirements of Schedule 8 have been met.

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NGĀ URUNGA, NGĀ WHIWHINGA ME NGĀ HOKONGA HOU - NEW ENTITIES, ACQUISITIONS AND SALES

Directors may not create any new legal entity, acquire shares or any equity interest in any existing legal entity or sell any interest held by Northland Inc without the specific approval of the Shareholders as the shareholder.

KIA RAPU PŪTEA NŌ NGĀ KAUNIHERA MŌ WĒNEI TAKE - ACTIVITIES FOR WHICH LOCAL AUTHORITY FUNDING IS SOUGHT

Northland Inc reserves the right to seek compensation from time to time for the necessity to provide any service required by its Shareholders where funding has not been previously agreed.

WĒTAHI ATU TAKE - ANY OTHER MATTERS

Northland Inc can request its Shareholders hold a confidential meeting of the Joint Regional Economic Development Committee or Council(s) meeting for discussion about commercially sensitive matters, subject to this request meeting the requirements of section 7(2) of the Local Government Official Information and Meetings Act 1987. Any report submitted by Northland Inc for formal consideration by its Shareholders should be accompanied by advice from their management.

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WHAKAMARAMATANGA-A-PŪTEA - FINANCIAL INFORMATION A PROSPECTIVE STATEMENT OF FINANCIAL PERFORMANCE IS INCLUDED BELOW.

NORTHLAND INC Forecast Prospective Statement of Financial Performance					
	Actuals 23/24	Budget 24/25	Draft Forecast Budget 25/26	Draft Forecast Budget 26/27	Draft Forecast Budget 27/28
Income					
BAU					
CCO Opex	\$ 1,972,000	\$ 2,245,000	\$ 2,400,000	\$ 2,464,014	\$ 2,611,854
IGR Project Development	\$ 19,460	\$ 110,000	\$ 110,000	\$ 110,000	\$ 220,000
WRE RBP	\$ 369,063	\$ 369,063	\$ -	\$ -	\$ -
WDC	\$ 107,000	\$ -	\$ -	\$ 105,000	\$ 105,000
Orchard Income	\$ 236,717	\$ 184,020	\$ 200,000	\$ 200,000	\$ 200,000
Website Income	\$ 12,900	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Other Income/Interest/gains	\$ 105,291	\$ -	\$ -	\$ -	\$ -
Total BAU Income	\$ 2,822,431	\$ 2,923,083	\$ 2,725,000	\$ 2,894,014	\$ 3,151,854
BAU Expenses					
Investment - IGR Project Development	\$ 19,460	\$ 110,000	\$ 110,000	\$ 110,000	\$ 220,000
Business Grow - awards	\$ 16,551	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
RBP Partnership	\$ 75,100	\$ 75,100	\$ -	\$ -	\$ -
The Orchard	\$ 13,340	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Investment Activities	\$ 22,753	\$ -	\$ -	\$ -	\$ -
Destination Management & Marketing	\$ 59,653	\$ 150,000	\$ 140,000	\$ 150,000	\$ 160,000
Salaries	\$ 1,660,807	\$ 1,725,586	\$ 1,570,903	\$ 1,613,317	\$ 1,677,848
Overheads	\$ 858,374	\$ 778,888	\$ 801,520	\$ 823,181	\$ 845,386
Total BAU Expenses	\$ 2,726,038	\$ 2,858,574	\$ 2,641,423	\$ 2,715,478	\$ 2,922,235
Strategic Projects Income					
Whariki	\$ -	\$ 235,000	\$ -	\$ -	\$ -
Grow Northland /Tuputupu	\$ 35,857	\$ -	\$ -	\$ -	\$ -
Ngawha	\$ 171,701	\$ -	\$ -	\$ -	\$ -
Peanuts	\$ 322,848	\$ -	\$ -	\$ -	\$ -
Action Plan	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Resilience	\$ 475,793	\$ 100,000	\$ -	\$ -	\$ -
Water	\$ 4,004	\$ -	\$ -	\$ -	\$ -
Regional Strategy	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Regional Events Fund	\$ 443,886	\$ -	\$ -	\$ -	\$ -
Other Project Income	\$ 658,075	\$ -	\$ -	\$ -	\$ -
Strategic Project Reserves					
Regional Events Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Peanuts	\$ 29,759	\$ -	\$ -	\$ -	\$ -
Ngawha	\$ 143,577	\$ -	\$ -	\$ -	\$ -
Inshore Fishing	\$ 2,348	\$ -	\$ -	\$ -	\$ -
Grow Northland	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Action Plan	\$ 58,888	\$ -	\$ -	\$ -	\$ -
Regional Strategy	\$ 117,419	\$ -	\$ -	\$ -	\$ -
Resilience	\$ -	\$ 24,375	\$ -	\$ -	\$ -
Whariki	\$ 333,924	\$ 235,000	\$ -	\$ -	\$ -
Total Strategic Projects Income	\$ 2,918,079	\$ 594,375	\$ -	\$ -	\$ -
Strategic Projects Expenses					
Whariki Activities	\$ 131,262	\$ 118,449	\$ -	\$ -	\$ -
Ngawha	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Grow Northland	\$ 17,302	\$ 25,000	\$ -	\$ 84,500	\$ 165,000
Regional Event Fund	\$ 429,126	\$ -	\$ -	\$ -	\$ -
Action Plan	\$ 9,018	\$ -	\$ -	\$ -	\$ -
Inshore Fishing	\$ 2,348	\$ -	\$ -	\$ -	\$ -
Resilience	\$ 470,016	\$ -	\$ -	\$ -	\$ -
Other Project Expenses	\$ 909,898	\$ -	\$ -	\$ -	\$ -
Strategic Salaries	\$ 900,712	\$ 321,965	\$ -	\$ -	\$ -
Overheads	\$ 48,301	\$ 53,961	\$ -	\$ -	\$ -
Total Strategic Project Expenses	\$ 2,917,983	\$ 549,375	\$ -	\$ 84,500	\$ 165,000
Total Income BAU & Strategic Projects	\$ 5,740,510	\$ 3,517,458	\$ 2,725,000	\$ 2,894,014	\$ 3,151,854
Total Expenses BAU & Strategic Projects	\$ 5,644,021	\$ 3,407,949	\$ 2,641,423	\$ 2,799,978	\$ 3,087,235
Total Net Surplus/Deficit	\$ 96,489	\$ 109,509	\$ 83,577	\$ 94,036	\$ 64,619
Other Income/Expenses					
NIEP					
IGR Project Development	\$ 136,055	\$ 190,000	\$ 190,000	\$ 190,000	\$ 80,000
Tenant Income	\$ 165,714	\$ 100,000	\$ 120,000	\$ 120,000	\$ 60,000
Total NIEP Income	\$ 301,769	\$ 290,000	\$ 310,000	\$ 310,000	\$ 140,000
NIEP Expenses					
Overheads	\$ 324,071	\$ 330,654	\$ 324,400	\$ 333,158	\$ 168,752
Salaries	\$ 66,431	\$ 68,557	\$ 68,340	\$ 70,185	\$ 35,376
Total NIEP Expenses	\$ 390,502	\$ 399,211	\$ 392,740	\$ 403,343	\$ 204,128
Total Net Surplus/Deficit Other Income/Expenses	\$ 88,733	\$ 109,211	\$ 82,740	\$ 93,343	\$ 64,128
Total Net Surplus/Deficit	\$ 7,756	\$ 298	\$ 837	\$ 693	\$ 491

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APPENDIX A: NGĀ KAUPAPA HERE KAUTE - ACCOUNTING POLICIES

1. Statement of Accounting Policies

BASIS OF PREPARATION

The financial statements have been prepared in accordance with Tier 2 Public Benefit Entity (PBE) Financial Reporting Standards as issued by the New Zealand External Reporting Board (XRB). They comply with New Zealand equivalents to International Public Sector Accounting Standards Reduced Disclosure Regime (NZ PBE IPSAS with RDR) and other applicable Public Benefit Entity Financial Reporting Standards as appropriate to Public Benefit Entities.

The entity is eligible to report in accordance with Tier 2 PBE Accounting Standards on the basis that it does not have public accountability and is not large. The entity transitioned to PBE Standard Tier 2 from 1st July 2016.

The financial statements have been prepared in accordance with the Local Government Act 2002, which requires compliance with generally accepted accounting practice in New Zealand ("NZ GAAP"). [LGA. 111].

The entity is deemed a public benefit entity for financial reporting purposes, as its primary objective is to provide services to the community for social benefit and has been established with a view to supporting that primary objective rather than a financial return.

CHANGES IN ACCOUNTING POLICIES

Previously adopted Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit). The impact of new and amended standards and interpretations applied in the year was limited to additional note disclosures.

7.8 PROPOSED REMIT - SECURITY SYSTEM PAYMENTS FOR ELECTED MEMBERS**File Number: A5133206****Author: Aisha Huriwai, Manager - Democracy Services****Authoriser: Jacine Warmington, Group Manager - Strategic Relationships****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek Council's support for a remit to be submitted to Local Government New Zealand.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- This draft remit seeks financial support for elected members to install and monitor security in their homes.
- This is a joint remit with Central Otago District Council.
- If supported by FNDC will be sent to Zone 1 for regional support.
- Remits are a submission process by Local Government New Zealand.
- Remits are considered at the Local Government New Zealand AGM each year.

TŪTOHUNGA / RECOMMENDATION

That Council support the Security System Payments remit for submission to Local Government New Zealand.

1) TĀHUHU KŌRERO / BACKGROUND

Councils proposing to submit a remit for consideration at the LGNZ Annual General Meeting must have the formal support of either 5 Councils, or of their Zone 1 Meeting. This remit has been prepared with Central Otago District Council. They will be seeking support from their Council in April. If approved by FNDC, it can be considered by Zone 1 in April at a date to be confirmed). Remits are due to LGNZ by 13 May.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The remit application is attached for reference. The remit seeks to allow financial support for elected members to have a home security system installed and maintained.

Central Otago District Council will be seeking their Council's support in April, and Zone 6 support prior to submission to LGNZ before the 13 May deadline.

The remit proposed meets the requirement of the LGNZ policy as it addresses matters at a national political level and is relevant to the sector as a whole.

The Remuneration Authority set the pay, and allowances for key public office holders including ministers of parliament and local government members. Given the Remuneration Authority have determined that an allowance of this nature is relevant for members of Parliament, their feedback has been sought as to whether they have considered an allowance for local authority members.

Their feedback is not anticipated to be received prior to the agenda being printed and has been sought on the premise that the remit can proceed, if supported without their feedback.

Ultimately, LGNZ will assess each remit prior to a decision to progress (or not) to the AGM. Councils will have an opportunity to vote for this remit at the AGM, if it progresses to that stage.

There are a number of allowances already available to elected members. Two principals behind the allowances are:

1. remove barriers for people to become elected officials

2. ensure that elected members can seek reimbursement to avoid incurring personal expense in fulfilling their elected role.

Examples of existing allowances are:

- internet,
- phone,
- childcare,
- travel reimbursement,
- compensation of travel time.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION


To seek a legislative change to support elected members safety and remove barriers for local government members.

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

There are no financial implications or need for budgetary provision in supporting a remit. If the remit is approved the Remuneration Authority will consider whether it is reasonable for the local government sector.

Each Council is responsible for funding allowances from rates income.

ĀPITI HANGA / ATTACHMENTS

1. **Proposed Remit - Security System Allowance - A5133263** [!\[\]\(49df8a4e44a4a6006d56e621d81a5547_img.jpg\)](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is considered 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.	Council has an Elected Member Expense and Reimbursement Policy – most of it linked through to the Local Members Determination set by the Remuneration Authority.
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 Community Board views 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.	There are no implications on Māori.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	There are no identified persons specifically affected. The proposed change may make the roles of elected member more accessible.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or need for budgetary provision in supporting the remit.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



REMIT APPLICATION FORM

How to submit a remit/

Remits are positions or policies put to LGNZ's AGM for a vote.

Any remit needs the support of either an LGNZ Zone, Sector or five councils.

LGNZ reviews all proposed remits to ensure they meet the criteria below.

If your council wants to propose a remit for consideration by the 2025 AGM, please complete this form and email it, along with any supporting information, to agm@lgnz.co.nz by Tuesday 13 May, 2025.

If you have any questions about the remit process, or want help completing your application, please contact [Simon Randall](#), Policy and Advocacy Manger.

Criteria for remits/

1. The remit is relevant to local government as a whole, not just a single Zone, Sector or council;
2. The remit relates to significant matters, including constitutional and substantive policy, rather than matters that can be dealt with administratively;
3. The remit concerns matters that can't be addressed through channels other than the AGM.
4. The remit does not deal with issues that are already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy.

The process from here/

Once LGNZ receives your proposed remit, it will be considered by our Remit Screening Committee. This Committee is made up of LGNZ's President, Vice-President, Chief Executive and Director of Policy and Advocacy. The Remit Screening Committee will determine whether your proposed remit satisfies the criteria above, and whether or not to put it forward to the 2025 AGM.

We will let you know whether your remit is going forward to the AGM by Tuesday 27 May 2025.

// 1



REMIT APPLICATION FORM

Council proposing remit: Far North District Council and Central Otago District Council

Contact name(s): Mayor Moko Tepania and Mayor Tamah Alley

AGM speaker: Mayor Tamah Alley

This person must attend the AGM and be registered as a delegate.

Phone: Tamah Alley or Moko Tepania

Email: mayor@codc.govt.nz / mayor@fndc.govt.nz

Remit subject: Security System Payments

Remit: That LGNZ advocates for security system payments to be included as an allowance under the Local Government Members Determination, in line with those afforded to Members of Parliament.

Starting with "That LGNZ", this is a statement of the specific position or action to be progressed by LGNZ.

Who supports the proposed remit?

Remits must be endorsed by either an LGNZ Zone, Sector Group, or five councils.

// 2



Why is this remit important?

Briefly describe what the issue is and why it requires action.

Max. 150 words

The importance of safety for elected members has become more apparent in recent times. With an increase in animosity towards “government figures,” both online and in person, the time has come to address this. Recent examples of elected members being threatened, harassed and abused, including incidents occurring at or near their home address, highlights the need for changes to the Local Government Act to be updated. The ability for security system payments to be made as an allowance would go some way towards encouraging actual and perceived safety for existing elected members, as well as ensuring future candidates can feel more safe while representing their communities.

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Background and context:

You may wish to include:

- > What has caused this issue?
- > Relevant legislation, policy or practice
- > Key statistics to show the scope of the issue
- > An outline of what your council/others have already done to address this issue or bring about the proposed change.

Max 500 words

Democracy worldwide is currently considered a “tinderbox” according to multiple news sites. In 2024, 37 candidates for election were murdered in Mexico. While this may seem extreme – our own Electoral Commission in NZ has a page dedicated to “security advice” for potential candidates. The rise of fringe groups, anonymity of online forums, general mistrust of government figures and polarising coverage of worldwide democratic outcomes has been creating a platform for those with singular or disaffected viewpoints. While we recognise that some of the sentiment is online, there have been instances of this spilling over into daily life for our elected members. Much of “being safe” is about “feeling safe.” (could put links to the media articles in here?)

The Members of Parliament Determination 2023 (Section 48) allows for up to \$4500 to install a security system at a member’s primary place of residence, along with up to \$1000 per year to monitor this.

Key Stats:

LGNZ’s own research carried out last year identified three quarters of elected members had suffered abuse or harassment at public meetings, a third at the supermarket or school pick up, and that half of EM’s felt it was worse than a year ago. Supporting new anti-stalking and harassment Legislation is a good start, but this is something that could immediately help our elected members to feel safer at home.

Some Councils are already supporting elected members in personal safety. Central Otago District has paid for a member to install a camera at their home address where they live with young kids following an obnoxious campaign including items being left in their letterbox. There will be multiple other examples where councils are promoting personal safety, wellbeing initiatives and also installing or providing additional security measures at homes and council offices.

Far North and Central Otago Districts are just two examples of our huge, remote areas. Overnight Central Otago, all 9,968 square kilometres of it, is covered by two on-call Police officers, based 30km apart. Feeling safe plays a big role in actual safety. Expectations of safety will be different for an older female to a young dad with kids, a large family or a person living alone, and they are also different between rural and urban areas.

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This election, we want to ensure worry about how safe someone is in their own home is not a barrier to putting their hand up to fulfil a wonderful role for our communities.

How does this remit relate to LGNZ's current work programme?

Ties into the research on safety that LGNZ carried out last year, and also the support of the Crimes Legislation (Stalking and Harassment) Amendment Bill.

Briefly describe how the proposed remit aligns with [LGNZ's Strategy](#) and policy priorities but does not duplicate existing or planned work.

Approx. 150 words

How will your council help LGNZ to make progress on this remit?

Connect with Minister Mark Patterson (Minister for Rural Communities) for support
Investigate the possibility for a partnership with a national retailer/supplier of home security systems and/or trail cams
Timeframe - depends how quickly things could progress before the election?

Briefly describe the steps that your council would be prepared to take to assist LGNZ to progress the remit

100 – 300 words

Supporting information and research

Please attach to your email:

- > A copy of this application form.
- > Evidence of support from an LGNZ Zone or Sector Group or five councils. This could be in the form of emails, letters or Zone/Sector Group meeting minutes or resolutions.
- > Any further contextual/background information you'd like to share, combined in a single word or PDF file.

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8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

8.1 COUNCIL OPEN RESOLUTIONS UPDATE APRIL 2025

File Number: A5056509

Author: Marysa Maheno, 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.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- Open resolutions are a mechanism to communicate progress against decisions/resolutions.
- Open resolutions are also in place for all formal elected member meetings.

TŪTOHUNGA / RECOMMENDATION

That Council receive the report Council Open Resolution Update April 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. Council Open Resolutions - A5145646  

OPEN RESOLUTION REPORT			
		Division: Committee: Council Officer:	Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025
Meeting	Title	Resolution	Notes
Council 12/12/2024	2024-27 National Land Transport Plan (NLTP) Outcomes	RESOLUTION 2024/172 That Council approve works for unsubsidised funding for the following: 1 - tree trimming 3 - REAP road safety 4 - pothole prevention 5 - road rehabilitation 6 - school zones and that more information be provided to a Te Koukou Committee workshop, for items 2, 7, 8, 9 and 10. CARRIED	
Council 13/03/2025	Adoption of Statement of Proposal for Fees & Charges for 2025/26	RESOLUTION 2025/15 Moved: Cr Ann Court Seconded: Cr Hilda Halkyard-Harawira That Council: a) adopt the Statement of Proposal to consult on the Schedule of Fees and Charges for 2025/26. CARRIED	21 Mar 2025 9:42am Fox, Sue The Statement of Proposal (SOP) for Fees and Charges is currently online for community feedback. This feedback period finishes 15 April, when results will be prepared for presentation to a Council Workshop.
Council 13/06/2024	ALTERNATIVE MOTION	RESOLUTION 2024/93 That Council: c10) request CEO to provide a report to Te Koukou- Transport and Infrastructure Committee to update Elected Members on the stormwater project called “ Turner Centre sub-catchment and Upgrade to Heritage Bypass, Kerikeri Water” for decision on capital investment.	17 Jan 2025 3:26pm An elected members report has been prepared and will be presented in workshop session with Te Koukou at the February meeting. Depending on the workshop outcome a formal decision paper will come to a future council meeting. 28 Feb 2025 12:57pm An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is April Council meeting.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		CARRIED	25 Mar 2025 8:14am An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is May Council meeting.
Council 13/02/2025	Annual Plan 2025/26	MOTION That Council: a) approve to inform only on the Annual Plan 2025/26 and enable the community to provide feedback. CARRIED	21 Mar 2025 12:42pm The Annual Plan (AP) is currently online for community feedback. This feedback period finishes 15 April, when results will be prepared for presentation to a Council Workshop.
Council 13/03/2025	Committee Recommendations and Resolutions - February 2025	RESOLUTION 2025/19 That Council: Direct the CE before 1 April 2025 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. CARRIED d) that Te Hono have their own General Manager at Senior Leadership Level. CARRIED e) that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori. CARRIED	25 Mar 2025 9:10am Chief Executive is working through employer obligations and developing a plan on how to give effect to this resolution

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
Council 14/11/2024	Committee Recommendations and Resolutions - October 2024	RESOLUTION 2024/160 That Council <u><i>Te Kuaka- Te Ao Māori Committee: Item 5.1 – Te Oneroa-a-Tōhē</i></u> <u><i>Variation to Speed Limits</i></u> amend Te Kaunihera o Te Hiku o Te Ika Interim Speed Management Plan to include 30 kilometre per hour speeds 200 metres either side of the following beach access points: a) Hukatere Access; b) Te Wakatehāua Access; and c) Kauēparāoa Access. CARRIED	17 Jan 2025 3:29pm A variation to the existing speed management plan, considering the new Rules, is being prepared for NZTA Waka Kotahi approval. Anticipated submittal is February 2025 28 Feb 2025 1:01pm A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval. 25 Mar 2025 8:15am A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval.
Council 12/12/2024	Control of Earthworks Bylaw Consultation	RESOLUTION 2024/171 That Council: a) approves, under section 160(3)(b)(ii) of the Local Government Act 2002, to consult on continuing the Control of Earthworks Bylaw without amendment in a manner that gives effect to the requirements of section 82 of the local government act 2002. b) approves, the Proposal for Consultation on the Control of Earthworks Bylaw, in attachment one, to be made publicly available for the purpose of the consultation. c) approves, the period for making written submissions on the proposal will be a minimum of 4 weeks. d) delegates authority to the Mayor to decide on the date of oral presentation/s of submissions. e) directs council staff to make all necessary logistical arrangements for people's verbal submissions to be heard	28 Jan 2025 9:44am The approval to consult was sought and granted by Council in the 12 December 2024 Council meeting. 28 Feb 2025 2:14pm Consultation underway - 10 February to 13 March 2025. Oral submsions will be 01 April if required. 24 Mar 2025 1:52pm Consultation for written submissions concluded on 13 March 2025. 43 written submissions were recieved. Three oral submissions will be heard on 01 April 2025, 12.30-1 pm.

OPEN RESOLUTION REPORT			
		Division: Committee: Council Officer:	Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025
Meeting	Title	Resolution	Notes
		in person in the council chambers or online via Microsoft Teams on the date decided by the mayor. f) authorises the Chief Executive to make minor changes to the Proposal for Consultation on the Control of Earthworks Bylaw to correct grammatical or spelling errors, or formatting. CARRIED	
Council 9/02/2023	Easement On Local Purpose Esplanade Reserve-Wairarawa Stream	RESOLUTION 2023/5 That Council approve the granting of a right of way easement pursuant to section 48(1)(f) of the Reserves Act 1977 on Local Purpose Esplanade Reserve Lot 16 DP 146304 for the purpose of constructing and using a private bridge over the Wairarawa Stream connecting: i. 2276C State Highway 10 Kerikeri - Lot 1 DP 91402 contained in record of title NA64B/178; and ii. 15 Conifer Lane Kerikeri - Lot 1 DP 535123 and Lot 14 DP 158690 contained in record of title 884105; and iii. 2228 State Highway 10, Kerikeri - Lot 1 DP 457586 contained in record of title 593590. and that approval is provided subject to: 1. NRC granting Resource Consent for construction of the bridge; and 2. public consultation in accordance with sections 48(2), 119 and 120 of the Reserves Act 1977; and 3. compensation being negotiated and finalised in a written Compensation Agreement payable by the landowners to the Council; and 4. Landowners -	23 Aug 2024 10:52am Draft agreement is now with FNDC staff. A draft is hoped to have been achieved by end of Sep. 24 Sep 2024 8:08am As per the above note. 05 Nov 2024 4:07pm Agreement to grant easement is with the landowner's solicitor. Seeking execution of that agreement by the end of this month (November). 29 Nov 2024 1:42pm Same as above. 24 Jan 2025 9:36am As above in Nov 2024 - FNDC has drafted agreement to grant easement and sent to the land owners for review and signature. We have not heard back from owners as yet. 25 Mar 2025 3:05pm Easement agreement has been drafted by FNDC. That agreement is with the landowner's legal counsel. They are dragging their feet. We are going to put a deadline on it, after which this action will stop. The benefit of the easement is for the landowner (not Council) - the length of time this is taking is due to the landowner.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		a) bearing all costs and disbursements in relation to the required public consultation. b) if required by law and prior to commencing construction works, seeking relevant consent(s) and / or permits from the Council under Local Government Act 1974, Resource Management Act 1991 and / or Building Act 1991. c) bearing all legal and survey costs and disbursements in relation to creating and registering the easement instrument on all relevant titles; d) bearing full responsibility for the construction, maintenance, upkeep, repair, removal of the bridge (if required) during its lifetime, and end of its lifetime; e) the bridge being the landowner's asset, which if abandoned, neglected or on becoming a nuisance of any kind or degree, must be removed or decommissioned and Reserve land remediated to Council's satisfaction; f) indemnifying the Council of all costs, claims and expenses arising from use and operation of the bridge during its lifetime. CARRIED	
Council 13/02/2025	Initiation of public consultation on disposal of sections of Kerikeri reserve	RESOLUTION 2025/5 That Council: a) approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke small parts of Recreation Reserve (Lot 10 DP 62588 – owned by the Far North District Council) underlying an existing retaining wall owned by Woolworths Ltd; b) appoint Bay of Islands-Whangaroa Community Board to hear any submissions received in response to the	28 Feb 2025 11:10am The applicant is preparing an application for a licence to occupy and proceeding with further engineering detailing. 25 Mar 2025 8:49am A licence to occupy has been received and is being processed by Council staff. The applicant advises that once this is finalised they will seek resource consent including a boundary adjustment and building consent.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		consultation processes and to make recommendations to the Council in respect of the reserve classification and revocation. CARRIED	
Council 13/02/2025	Initiation of public consultation on the granting of a ground lease over 36 Recreation Road, Kaikohe - Sportsville	RESOLUTION 2025/4 That Council: a) commence the public consultation process on the granting of a new ground lease to Kaikohe & Districts Sportsville Incorporated (over approximately 485.7m2 of 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	24 Feb 2025 4:20pm Public consultation approved, working with engagement team to progress. Team are drafting LTO as per Council resolution 07 Mar 2025 12:55pm LTO sent to Sportsville for their review 24 Mar 2025 8:34am Public consultation to go live on 4 April for 4 weeks

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
Council 12/09/2024	Kororāreka/Russell Placemaking - Traffic Changes Pilot on The Strand	RESOLUTION 2024/126 That Council approve a pilot commencing late 2024 for six-months, during which the use of The Strand is changed to: Option 3: Essential Vehicle Access Only from Cass Street to Pitt Street with the remainder of The Strand as a Shared Space (Attachment 1 Map 3). CARRIED	03 Dec 2024 10:18am The six month trial period (during which time The Strand will operate as a shared space between Cass Street and Kent Street, and operate as a limited vehicle access road between Cass Street and Pitt Street) is on track to commence on 6 December. 27 Feb 2025 12:58pm The 6 month trial commenced in early December 2024 and is still in progress. Staff are currently finalising the engagement plan to enable public consultation to be carried out in the latter stage of the trial, to gain public feedback on the trial including whether any part of the trial should become a permanent change to The Strand 25 Mar 2025 9:15am The traffic trial on The Strand commenced in early December 2024. At the 10 April 2025 Council meeting, staff will attend to request approval to extend the traffic trial from a 6-month duration to a 9-month duration (meaning the trial would be completed on 1 September 2025). Formal public consultation on the traffic trial will be undertaken between 23 April and 23 May. Staff are planning to present the findings from the consultation event to BOIWCB members in June, to seek a resolution for any permanent changes to The Strand when the trial ends. Staff are planning to present the BOIWCB resolution to Council in July 2025, to see a decision on any permanent change to The Strand when the trial ends.
Council 13/03/2025	Local Waters Done Well	RESOLUTION 2025/17 That Council: a) confirm the water service delivery options to be consulted on are: Internal Business Unit (“status quo”); Multi-Council CCO water organisation; and b) direct the Chief Executive Officer to prepare a Statement of Intent by 31 March 2025 to enter into a Heads of Agreement with Whangārei District Council and Kaipara	25 Mar 2025 8:50am The draft Consultation Document is being prepared ahead of the Elected Member workshop on 27 March and will be presented to Council on 2 April for approval. It will outline the Council's selected options for water service delivery, including the currently preferred option of an in-house business unit and an second option of a multi-council CCO water organisation. Public consultation will occur during April–May, aligning with Whangārei and Kaipara District Councils. , The draft Statement of Intent will be ready for the Chief Executive by the resolution due date of 31 March 2025.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		District Council for the potential future formation of a Multi-Council CCO Water Organisation. CARRIED	
Council 13/02/2025	Maritime Facilities Bylaw - Analysis of Submissions and Adoption of a new Bylaw	RESOLUTION 2025/3 That Council: <ul style="list-style-type: none"> a) approve the recommendations in the staff report in attachment 1 that: <ul style="list-style-type: none"> i) the preliminary clause, clauses 4 to 10, clause 14 and clauses 19, 20, and 21, are amended to improve certainty and clarity ii) no changes are made to clauses 1 to 3, 11 to 13, 15 to 18, and 22 to 23 b) adopt the new Maritime Facilities Bylaw in attachment 3 under sections 145 of the Local Government Act 2002 and every other enabling power and authority c) revoke the Maritime Facilities Bylaw 2002 and the Mooring Charges Bylaw 2002. CARRIED	28 Feb 2025 2:01pm The Maritime Facilities Bylaw 2025 was made by Council on 13 February 2025. This replaced the Maritime Facilities Bylaw and the Moorings Bylaw. The new bylaw has been published on the website and the previous bylaws were removed. 24 Mar 2025 1:57pm Discussion with the legal team is happening regarding adding Maritime fees and charges to the Fees and Charges schedule.
Council 8/02/2024	New Ground Lease to Playcentre Aotearoa - Russell Playcentre over 12 Church Street, Russell	RESOLUTION 2024/12 That Council: <ul style="list-style-type: none"> a) grant a new ground lease to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and 	02 Dec 2024 11:59am Sitting now with the tenant to sign lease 24 Jan 2025 9:24am Tenant does not want to take ownership of the building. Discussions with legal have produced 3 options: FNDC carry out a building condition assessment and either: <ol style="list-style-type: none"> 1. dismantle the draft lease and negotiate a new commercial lease on commercial terms (to cover cost of the building), 2. tenant decides they do not want to enter into a new lease and we work towards other options of use for the building and or green space,

OPEN RESOLUTION REPORT			
		Division: Committee: Council Officer:	Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025
Meeting	Title	Resolution	Notes
		vested in Far North District Council as Local Purpose Reserve. The terms of the lease shall be: <ul style="list-style-type: none"> 30 years (10+10+10) Rental: as per FNDC Fees and Charges schedule for a community lease. \$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule. <p>b) with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa.</p> <p style="text-align: right;">CARRIED</p>	<p>3. tenant decides to take over ownership of the building and we continue with existing negotiations., , Currently sitting with the tenant to decide before we take further action</p> <p>24 Feb 2025 4:19pm Have requested update from tenant, no reply as of yet</p> <p>21 Mar 2025 1:34pm As above, no changes</p>
Council 11/12/2023	Ngakahu Steering Group Recommendations	RESOLUTION 2023/166 That Council: <ul style="list-style-type: none"> a) confirm that Kauri Dam has not been transferred to any 3 Waters Entity, b) cancel the Ford Repair Agreement, and; c) confirm the Steering Group guidelines covered by Council Resolution 2021/72 <p style="text-align: right;">CARRIED</p>	<p>29 Nov 2024 1:42pm Have received external recommendations. Report going to Council meeting 14 Dec 2024 to outline those recommendations. Land offer back and easement surrender will follow.</p> <p>24 Jan 2025 9:34am Information Report to Council Dec 2024 supported the recommendation to offer land back to successors in title. This action is now underway. It will take some time.</p> <p>25 Mar 2025 3:09pm Sale and Purchase agreements for offer back of land (for nil value) have been drafted for the relevant successors in title and are about to issue. Easement surrender is also underway.</p>
Council 24/02/2022	Ngakahu Steering Group Update	RESOLUTION 2022/12 That Council, in receiving the recommendations from the Ngakahu Steering Group and subject to discussion and agreement with the Ngakahu/Ngakohu Whanau Ahuwhenua Trust, agree to;	<p>29 Jan 2025 8:49pm</p> <ul style="list-style-type: none"> The recommissioning of electricity to the Pump Station shed was completed before Christmas 2024., Contractor has completed Stages 13, 14, and 15A as of Christmas 2024.,

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		<p>a) obtain the processed and analysed data from the Northland Regional Council sonar soundings of the dam, done in 2017.</p> <p>b) stage the lowering of the dam water level, beginning with a water level drop of 2 metres, once lowered the water level will be maintained at the lower levels.</p> <p>c) staff assist the Ngakahu Steering Group to prepare a report showing a visual presentation, including landscaping, of the preferred option, or options, with a rough order of cost to implement.</p> <p>d) and that further recommendations be brought to the 7 April Council meeting.</p> <p style="text-align: right;">CARRIED</p> <p><u>Note:</u> The Potential Decommissioning of Kauri Creek Dam report from John Duder referenced in the report was commissioned by the Ngakahu/Ngakohu Whanau Ahuwhenua Trust.</p>	<ul style="list-style-type: none"> The final stage, 15B, is scheduled for completion in Q1 of 2025 (fencing the stream, labour for cleaning the paddocks, re-grassing the exposed earthworks, and repairing the farm roads. Additionally, there are contingency measures, which may include silt control.). 17th January 2025, liaised with Contractor and included Trustee, for when final stage 15B works would recommence. 28/01/2025 contractor advised all works except fencing and regrassing have been completed. They are in progress of fencing quotes from subcontractor. <p>06 Mar 2025 9:52am Stages15B - Fencing quote received., Additional topsoil requirements for grazing paddocks proposal provided by Bellingham Quarry. I am awaiting on the decision made at the steering committee in February 2025.</p> <p>26 Mar 2025 6:13pm Latest update from Bellinghams Quarries. Carting of topsoil in progress at Kauri Dam site for grazing paddocks. Estimated completion April 2025.</p>
Council 12/12/2024	Notice of Motion - Cancel Fluoride to Protect Public Health	<p>RESOLUTION 2024/165</p> <p>That council defers this decision to ensure that appropriate financial and legal advice can be provided and discussed in a workshop in the new year.</p> <p style="text-align: right;">CARRIED</p>	<p>25 Mar 2025 3:13pm Fluoridation workshop set for 1 April 2025 - addressing financial and legal implications. This will apprise members of any further queries and information still pending prior to bringing the NOM back to Council meeting.</p>
Council 12/12/2024	Notice of Motion - Promotion & protection of He Wakaputanga o Te Rangatiratanga o Nū tireni & Te Tiriti o Waitangi within the areas of the Far North District Council	<p>RESOLUTION 2024/166</p>	<p>28 Mar 2025 11:49am The effect of growing the organisation's ability to be responsive and inclusive of Te Ao Māori is reflected in Te Pae o Uta Te Ao Māori Framework. Also, Council policy reviews include recognition of He Whakaputanga and Te Tiriti o Waitangi. Furthermore, He Whakaputanga and Te Tiriti workshops have commenced and are available for all staff to continue growing organisation's capability and competency in this area.</p>

OPEN RESOLUTION REPORT			
		Division: Committee: Council Officer:	Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025
Meeting	Title	Resolution	Notes
		That Council: <ol style="list-style-type: none"> 1. future proof Tiriti gains made over the last 184 years, and in years to come, so that incoming governments cannot undermine local progress and cause unnecessary anxiety amongst 53% of its population; 2. adopt and embrace mutual and beneficial partnerships with Māori that uplift community wellbeing i.e. housing, incentives for health, education and sustainability industries within the area; 3. proactively heed the recommendations of the Waitangi Tribunal findings regarding matters that impact on the territories within Tai Tokerau i.e. Te Paparahi o Te Raki Stage 1 & 2 Reports; <p style="text-align: right;">CARRIED</p>	
Council 14/03/2024	Options Analysis for Financial Contributions	RESOLUTION 2024/19 That Council approve the development of a draft financial contributions chapter. <p style="text-align: right;">CARRIED</p>	<p>01 Oct 2024 9:59am Elected Members via a briefing paper have been advised that staff recommend financial contributions are introduced after Council decisions on the Proposed District Plan. This has also been advised in the CEO Quarterly update. Work is till progressing on the development of a chapter.</p> <p>06 Nov 2024 7:07pm work is proceeding on creating a draft chapter, but wanting to also see what direction is being provided from elected members on the DC policy work to ensure integration and non duplication of work</p> <p>29 Jan 2025 3:38pm Working with the Development Contributions team to ensure we are not conflicting. Awaiting some direction from that project team</p> <p>13 Mar 2025 8:59am Working with the Development Contributions project team to ensure we are looking at the interdependencies and creating a framework that works together</p>

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
Council 17/10/2024	Proposal fee increase for Property Files and LIM Reports	RESOLUTION 2024/145 That Council: <ol style="list-style-type: none"> Approve amendments to the Fees and Charges Schedule 2024/25 to increase fees for Property Files from \$26.00 to \$33.50 and for Land Information Memorandum Reports from \$319.00 to \$395.00. Approve the fee increases for Property Files and Land Information Memorandum Reports to take effect from 11 November 2024, for the remainder of the 2024/25 rating year. Approve a news story being published on the Council website, clearly outlining the fee adjustments and the date that they will take effect, and Instruct the Chief Executive to commence a structured, evidence-based review of fees and charges for Property File and LIM Report services with a view to reporting to Council on any further changes required to cover 100% of costs of providing services for simple and complex/commercial Property File and LIM Report services in preparing the 2025/26 Annual Plan. CARRIED	04 Nov 2024 3:08pm The news story was published 25 October 2024. The website and pathway/epathway change requests are in place and will be completed for go live 11 November 2024. 29 Nov 2024 2:12pm Fee changes have taken effect, no issues reported. , The team have been collecting timesheet data and will provide analysis to accounting services to ensure this is included in the LTP consultation process. 16 Jan 2025 8:44am Analysis has been completed and proposed fee increases for the 2025/26 rating year have been submitted for review. 21 Mar 2025 4:30pm Proposed fee increases for 2025/26 rating year have been submitted for consultation.
Council 24/08/2023	Rangitoto Reserve, Mangonui	RESOLUTION 2023/98 That Council: <ol style="list-style-type: none"> approve the initiation of a public consultation process under Section 16 of the Reserves Act 1977 to classify Rangitoto Reserve (Allot 71 PSH of Mangonui East) as a Historic Reserve. appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to the Council in respect of the reserve classification. 	04 Dec 2024 1:23pm Discussions are continuing with hapu on representation on the hapu reference group. 23 Jan 2025 8:31am The Working Group for the Rangitoto Historic Reserve reserve management plan has been established as a partnership between Ngāti Ruaiti, Matarahurahu, and Council, with a further agreement that all written communications will be circulated to Ngāti Kahu ki Whaingaroa. The initial focus is on messages to be included in the first round of public consultation. 24 Feb 2025 4:14pm

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		<p>c) staff develop a Management Plan under s41 of the Reserves Act to eradicate the invasive wattle trees and moth plants.</p> <p style="text-align: right;">CARRIED</p> <p><i>NOTE: Kahika/Mayor Tepania requests a briefing paper on how many reserves Council has, what their classifications are, how many have reserve management plans and how many can be sold.</i></p>	<p>The Rangitoto Reserve reserve management plan working group are finalising messages for public consultation for the reserve management plan. The initial public consultation phase will take place in May to fit in with Communications staff resources and other consultations.</p> <p>24 Mar 2025 9:04am Consultation messages for public consultation have been agreed by the working group, and staff are preparing for consultation to start at the beginning of May.</p>
Council 12/12/2024	Regional Deal Te Tai Tokerau Northland	<p>RESOLUTION 2024/178</p> <p>That Council:</p> <p>a) endorse the preparation of a Regional Deal proposal for submission to central government.</p> <p>b) agrees to collaborate with the other three local authorities, Kaipara District Council (KDC), Whangārei District Council (WDC), and Northland Regional Council (NRC) as a single “region” for the purpose of the Regional Deal.</p> <p>c) approves Northland Inc as the lead organisation responsible for coordinating the development of the Regional Deal proposal, with support from all four councils.</p> <p>d) approves the Joint Regional Economic Development Committee as the governance entity overseeing the development of the proposal.</p> <p>e) approves the amendment to the Joint Regional Economic Development Committee Terms of Reference as provided in Attachment 4 of this agenda item.</p> <p>f) agrees that the Chair of the Joint Regional Economic Development Committee be the spokesperson of the Regional Deal programme on behalf of the region.</p>	<p>24 Jan 2025 12:45pm The Northland Councils confirmed their intention to submit a light touch proposal by Northland Inc submitting a registration on behalf of the Councils before 18 December 2024. An Operational Working Group made up of staff from all four Councils and Northland Inc worked on the content of the Light Touch Proposal over December 2024 and January 2025. The Joint Regional Economic Development Committee has meetings on 31 January 2025 and then again on 21 February 2025 to review the content of the proposal and then approval proposal prior to the proposal submission due date of 28 February 2025.</p> <p>24 Mar 2025 5:18pm On 28 February Northland, on behalf of the Northland Councils, submitted the Northland Lite Touch Proposal - Igniting Northland's Potential to The Department of Internal Affairs. Northland Inc now awaits the assessment of this proposal by the Governments Infrastructure Investment Committee against the other 17 applications. A decision on the first regional deal is due in May 2025 with two more deals due to be agreed to in 2026.</p>

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		g) approves the registration form being submitted by Northland Inc. on behalf of Northland Local Authorities (by 18 December 2024), following review by the Chief Executive. h) notes that the Joint Regional Economic Development Committee may be required to meet outside of the normal council meeting cycle during the traditional Christmas recess period. i) notes that similar recommendations are being presented to KDC, WDC, and NRC at their December 2024 meetings to ensure regional alignment and collaboration. CARRIED	
Council 14/11/2024	Review of Development Contributions Policy	RESOLUTION 2024/158 That Council: a) note, the Development Contributions Policy has been reviewed b) approve, to develop a new development contributions policy for Kawakawa, Kaikohe and Kerikeri by July 2025 and September 2025 for the rest of the district. CARRIED	24 Jan 2025 9:05am Staff have commenced work on developing a new development contributions policy. 25 Feb 2025 3:54pm Staff are on track to deliver a workshop to elected members on 11 March 24 Mar 2025 10:11am Workshop delivered 11/03/25.
Council 11/08/2022	Russell Landfill Options Report	RESOLUTION 2022/61 That Council: a) approve in principle, the permanent closure of Russell Landfill (Option One). b) approve staff commence the resource consent application Northland Regional Council to close the Russell Landfill	04 Dec 2024 10:42am Draft Assessment of Environmental effects has been written by PDP and is currently being reviewed. 28 Jan 2025 9:49am Funding for this project is uncertain as the budget for the Russell closure plan in the Better off Fund has been re-allocated to another project. 24 Mar 2025 12:17pm No further update from January. Next step is public consultation

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
		c) request staff bring back to Council the terms of the resource consent and investment required to close the landfill d) approve staff commence the community consultation process and report to Council the outcome of that consultation e) delegate to the Chief Executive, or his nominee, the negotiation, agreement and signing of contract variations with Northland Waste Ltd to provide on-going transport and disposal of waste from the Russell facility whilst Council progress the resource consent and consultation process. CARRIED	
Council 13/06/2024	Setting of Speed Limit - Temporary and Permanent - Russell Catchment	RESOLUTION 2024/80 That Council: a) note the requirements associated with setting of temporary speed limits and endorses the staff recommendation to not proceed with this process for Aucks Road/Russell Whakapara Road; b) approve that staff commence consultation with the public on setting permanent speed limits for the Russell Catchment area; and c) note that implementation of any permanent speed limits is dependent on final funding for the 2024-2027 Long-Term Plan. CARRIED	30 Oct 2024 11:46am Consultation has been re-opened for three weeks to satisfy the new speed limit rule. A full report will be prepared post consultation. 04 Dec 2024 4:01pm An elected members report has been prepared and will be provided to elected members for consideration of how to move this catchment forward. This project did not receive NZTA funding. 17 Jan 2025 3:28pm An elected members report has been prepared and will be presented in workshop session with Te Koukou at the February meeting. Depending on the workshop outcome a formal decision paper will come to a future council meeting. 28 Feb 2025 12:59pm An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is April Council meeting. 25 Mar 2025 8:15am An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is May Council meeting.

OPEN RESOLUTION REPORT			
Division: Committee: Council Officer:		Printed: Thursday, 3 April 2025 12:02:27 pm Date From: 1/01/2021 Date To: 3/04/2025	
Meeting	Title	Resolution	Notes
Below resolutions have been suggested for closure and will be removed prior to the next Council meeting.			
Council 8/08/2024	2024 Local Government New Zealand Annual General Meeting Remits	RESOLUTION 2024/111 That Council support the following remits, in order of priority: <ul style="list-style-type: none"> a) Representation Reviews b) Entrenchment of Māori Ward seats for local government c) Local government constituencies and wards should not be subject to referendum d) Good and services tax (GST) revenue sharing with local government e) Appropriate funding models for central government initiatives f) Community Services Card g) Proactive lever to mitigate the deterioration of unoccupied buildings h) Graduate driver licensing system CARRIED	04 Nov 2024 10:15am No further update at this stage 06 Nov 2024 8:40am Communications are expected from LGNZ in early November. It is understood that of the 8 remits submitted for consideration at the AGM, there was just one that was not supported to proceed - Entrenchment of Maori Ward Seats for local Government. This particular remit was initiated by NRC and supported by FNDC at a Zone 1 meeting. More information will be shared with elected members once received from LGNZ. 25 Mar 2025 2:21pm While the accepted remits have been confirmed no further information has been available. ie information about how each of the agreed remits are being pursued to effect change., The deadline for Remits this year is approaching quickly. It is suggested this item be closed.
Council 12/12/2024	Adoption of Far North Holdings Statement of Intent for the year ended 30 June 2025	RESOLUTION 2024/180 That Council: <ul style="list-style-type: none"> a) adopts the Far North Holdings Limited Statement of Intent for the year ended 30 June 2025 b) publishes the Far North Holdings Limited Statement of Intent for the year ended 30 June 2025 on its website within 1 month of adoption CARRIED	28 Jan 2025 12:36pm Work in progress 21 Mar 2025 12:42pm This can be closed, the 2024/25 FNHL SOI was adopted in December 2024, and put online.

8.2 MAYOR AND COUNCILLOR'S REPORTS

File Number: A5056543

Author: Marysa Maheno, 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-Mayor Moko Tepania, Kōwhai-Deputy Mayor Kelly Stratford, Cr Court, Cr Halkyard-Harawira, Cr Kapa and Cr Vujcich.

TE TĀHUHU KŌRERO / BACKGROUND

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

TE MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Members reports are attached for information.

REASON FOR THE RECOMMENDATION

To formally receive the Mayor and Councillor reports.

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

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

NGĀ ĀPITIHINGA / ATTACHMENTS

1. Members Report - Kahika Moko Tepania - A5139765 [↓](#) 
2. Members Report - Kōwhai Kelly Stratford - A5144220 [↓](#) 
3. Members Report - Cr Court - A5138983 [↓](#) 
4. Members Report - Cr Halkyard-Harawira - A5139789 [↓](#) 
5. Members Report - Cr Kapa - A5141497 [↓](#) 
6. Members Report - Cr Vujcich - A5141502 [↓](#) 



Te Tari o te Kahika o Te Hiku o te Ika Office of the Mayor of the Far North

Member's Report - March 2025

DATE	MEETING TOPIC
03/03/25 Waipapakauri	Council Agenda Preview, Kaikohe Snapper Bonanza Opening Quarry Road Flood Mitigation Project Followup via Teams
04/03/25 Online	Call with Governor-General Rep CE Catchup via Teams Quarry Road Flood Mitigation Project Followup via Teams
05/03/25 Headquarters	Local Water Done Well Workshop Te Huia Executive Review Committee Workshop Keeping of Animals Bylaw Oral Submissions
06/03/25 Online	Te Huia Executive Review Committee Meeting Te Koukou Transport & Infrastructure Agenda Preview Strategic Relationships Far North Awards Catchup Local Water Done Well Agenda Preview
07/03/25 Online	Office of the Mayor Briefing Joint Regional Economic Development Committee Meeting Northland Mayoral Forum
10/03/25 Online	Radio Wātea Interview Quarry Road Flood Mitigation Project Update
11/03/25 Headquarters	Local Water Done Well Checkin Aotearoa Tomorrow Podcast Interview Development Contributions Workshop
12/03/25 Headquarters	Council Informal Catchup Mayors Taskforce for Jobs Transport Industry Catchup Strategic Relationships Catchup Comms Team Filming for Careers Webpage

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Te Tari o te Kahika o Te Hiku o te Ika
Office of the Mayor of the Far North

13/03/25 Headquarters	Council Meeting
14/03/25 Doubtless Bay	Office of the Mayor Briefing via Teams Kupe Waka Centre Visit
17/03/25 Headquarters	Panguru Slip Information Update Local Water Done Well Consultation Briefing CE Catchup
18/03/25 Headquarters	LGNZ Zone 1 Meeting Northland Forward Together Workshop
19/03/25 Headquarters	Extraordinary Council Meeting Te Koukou Committee
20/03/25 Headquarters	Business & Agency Leaders' Call via Teams Whangaroa Hui for Repatriation of Mātaatua Puhi People & Transformation Confidential Hui - Kerikeri The Pick Hui via Teams
21/03/25 Headquarters	Office of the Mayor Briefing Te Oneroa-a-Tōhe Board Workshop via Teams People & Transformation Confidential Hui via Teams National Council Meeting via Teams
24/03/25 Headquarters	Radio Wātea Interview CE Catchup
25/03/25 Ngāwhā	Nā Wai i Teka Filming
26/03/25 Headquarters	Te Hono Catchup Manaaki Rangatahi Hui for Youth Homelessness True North Podcast Interview Kerikeri Promotional Video Filming RNZ Interview for Northland Unemployment Te Maruata Monthly Wānanga via Zoom

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Te Tari o te Kahika o Te Hiku o te Ika
Office of the Mayor of the Far North

27/03/25 Headquarters	Business & Agency Leader Call via Teams Te Hiku FM Interview Council Agenda Preview Local Water Done Well Workshop Office of the Mayor Briefing
28/03/25 Kaitiāia	Pōwhiri for the Governor-General at Te Ahu Centre Strategic Relationships Catchup via Teams
30/03/25 Moerewa	Te Āhuareka o Ngāti Hine Political Panel at Ōtiria Marae
Attachments	LGNZ 3-Monthly Recap



Member Report

Name: Kōwhai | Deputy Mayor Kelly Stratford

Ward: Bay of Islands – Whangaroa

Date: 28 March 2025

Meetings/Events Attended

Date	Meeting Topic	Comment
3 Mar 2025	Council Agenda Preview	
	Kawakawa Domain Committee AGM	Attend AGM to support and offer advice.
4 Mar 2025	Northland Civil Defence Emergency Management Hui	
	Housing for the Elderly Steering Group	
	Temu Tapua, Kahika, Kōwhai Catchup	Catchup with CE to discuss and progress top of mind issues on behalf of council
	Follow-up on Quarry Road Flood Mitigation Project – next steps	Misaligned traffic management plan, which was not approved at council table. Good starting conversation on sorting this and comms.
5 Mar 2025	Local Waters Done Well	
	Te Huia Workshop	Workshopping new KPIs for the CE.
	Animal Bylaw Oral Submissions	Didn't get to capture all of them, due to this session being booked over the top of our KPI workshop. But got some great insight from the speakers I did get to listen to.
	NEMA	Improvement Management Programme session with fellow CDEM chairs across the country.
6 Mar 2025	Business Call Hui	
	Te Huia – Executive Review Committee	Council is responsible for the employment of the CE.
	Site Visit Rural Moerewa Roads	A drive with Ngati Hine Health Trust representative seeking assurance of better level of service for the staff that have to drive these



Member Report

		roads (Pipiwai, Matawaia – Maromaku Road, Orakau Rd etc)
7 Mar 2025	Office of the Mayor Briefing	Hui clashes or organising on the horizon for the mayors calendar
8 Mar 2025	Cavalli Development	Hosted by Ngāti Kura in Matauri Bay for the opening and blessing of a new whare. It has been a long time coming due to challenges with council infrastructure. But it was great to hear of potential further whare imminent.
10 Mar 2025	Update on Quarry Road	Hui to confirm the comms and traffic management for Quarry Road is all joined up and clear.
12 Mar 2025	Hui with He Pou a Rangi Climate Commission	Independent entity of the crown provides advice, monitoring, and reporting to the New Zealand government on climate change. More info in portfolio report.
13 Mar 2025	Council hui	
14 Mar 2025	Te Pūkenga Northtec Graduation	I attended on behalf of the Far North District Council as many graduates are from our rohe! The valedictorian left us with a powerful reminder, 'When you know something, you can't unknow it. The challenge is doing something about it.'
17 Mar 2025	Panguru Roding update	
	Local Waters Done Well Briefing	
	Temu Tapua, Kahika, Kōwhai Catchup	
18 Mar 2025	Local Government NZ Zone 1 Hui	
	Northland Forward Together Wānanga	
19 Mar 2025	Extraordinary Council Hui	
	Te Koukou Hui	



Member Report

	Te Koukou Wananga	
20 Mar 2025	Business Call	
	Joint Climate Change Adaptation Committee	
24 Mar 2025	Temu Tapua, Kahika, Kōwhai Catchup	
25 Mar 2025	Strategy and Policy Projects wananga	
26 Mar 2025	Addressing Youth Homelessness	Manaaki Rangatahi and Kaikohe hapū representatives wishing to work with council to address and prevent youth homelessness.
	Wai Ora Wānanga	Enabled by Northland Regional Council this wānanga brought together hapū, kaitiaki, and community members from across Te Taitokerau to share their work and strategies for protecting the mauri and mana of our freshwater and coastal environments. MCs Dallas King and Nyze Manuel created a space that was both grounded and forward focused, weaving together kōrero on restoration, monitoring, data sovereignty, matauranga, pest control, and succession planning. I was particularly struck by the reminder that "this mahi isn't about ego – it's about legacy." The dedication of whānau-led initiatives was evident throughout, and the wānanga affirmed the importance of supporting hapū-led solutions and maintaining strong relationships between councils, agencies, and communities to ensure the long-term wellbeing of te taiao.
27 Mar 2025	Council Agenda Preview	
	Governor Generals Visit to Te Kaikohekohe	Attended representing Council and Far North Holdings as partners in this project that was showcased to Dame Cindy Kiro.
	Office of the Mayor Briefing	



Member Report

Community Matters

Topic	Comment
Russell WWTP	Public works act inquiry – progressing, still waiting for final needs assessment on the land. But it is looking like the demands of the landfill site are going to impact what the resident is seeking.
Hihitahi Rise	Need to ensure funding is sought to deliver this resilience work. Health and Safety issue with the road, and our water storage at this location. Looking for an update on the monitoring data in July please.
Ōhaeawai stormwater	Need staff to front up to the community on this issue. <i>They did an LTP submission, and I was assured it was in hand by staff, otherwise I would have fought for it in deliberations.</i>
Laundromat	Moerewa has no wastewater treatment plant. Community and hapū are concerned that a consent may be granted for discharge into the river for the new laundromat. A consent was erroneously granted. And then cancelled. Currently no consent in place. Applicant working on a new one. Any update?
Kohukohu Town Hall	Concerns regarding the unsuccessful funding application. What next, for this high-profile historic hall please, ensuring it stays open, and is not degrading.
Rangitāne Maritime	A notice to appeal has been lodged as a placeholder, pending a decision of council.

Portfolio Update: Housing

- Work still progressing on the divestment of our Housing for the Elderly Portfolio.

Portfolio Update: Emergency Management

- Northland's GM of Emergency Management has retired. A new GM to be announced after advertising, shortlisting and interviews were conducted by Northland Regional Council.

Portfolio Update: Climate Action

- He Pou a Rangi Climate Change Commission visited and looked at some of the climate adaptation and mitigation mahi underway. They accompanied staff to one of the hui in Hokianga and one in Punaruku too. They wanted to know how changes in climate are affecting our area. They wanted to know what we were doing, and what others were doing to adapt. And also some of the challenges we face in addressing adaptation. And what could be done. They also wanted to know how decisions are made. And whether there were any policy changes which would benefit our mahi.



Member Report

Name: Cr Ann Court

Date: March 2025

Meetings Attended

Date	Meeting Topic	Comment
3 rd	Disability Action Group Meeting	
5 th	Local Waters Done Well Animal Bylaw Oral Submissions	
6 th	Kaeo River Management Te Koukou Agenda Preview	
11 th	Local Waters Done Well: Question Time with Charlie Development Contributions Workshop	
13 th	Council	
18 th	LGNZ Zone One NFT Strategic Planning Workshop Automobile Association Meeting Whangarei	
19 th	Extra Ordinary Council Meeting Te Koukou Committee Meeting Te Koukou Workshop	
20 th	BOI Whangaroa Community Board Meeting Challenging Councils Public Meeting	
24 th	Preview of Roading Policy Discussion	
25 th	Workshop Day: Chambers Strategy/Policy/LWDW/Roading	
27 th	Roading Maintenance Contracts Working Group Meeting	

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Māori Ward Councillor Report hhh 28.3.2025






H Halkyard-Harawira all minutes & agenda <https://infocouncil.fndc.govt.nz/>

	 <p>Emergency medical services, that provide:</p> <ul style="list-style-type: none"> a. vital part in the emergency medical airlifts of Far North residents <ul style="list-style-type: none"> • Northland Emergency Services Trust Helicopter, • Starship Airline for child related emergency flights to Tāmaki Makaurau, • Air Ambulance from Whangarei Hospital • Helicopter services related to monsoon bucket deployment • and/or emergency rescue services provided by private operators b. Scheduled daily medical services, e.g. SunAir for theatre operators and nurses (currently Whangārei-Kaitaia) c. Scheduled commercial services, e.g. Barrier Air for paying passengers (currently Auckland-Kaitaia return) d. Kaitaia Aeroclub- To provide support for local pilots and flight training hours for learner pilots . e. Kaitaia Airport is <u>not</u> listed as a civil defence emergency site yet. <p>Civil Defence Communication / Emergency Management area with Northland Regional Council, Iwi , Te Hiku Iwi Development Trust , FNDC, FENZ, Police Border Security , armed forces and local emergency support services.</p>
<p>Recommendations by Kaitaia Airport Committee - FNDC to place tight controls on spending of already-secured \$5.4 million plus \$2.4 million (\$7.8 million) to be tagged for top priority actions</p> <ul style="list-style-type: none"> • Airport Fuel for managed access & sufficient volumes for 2 aviation fuel types • Security - to prevent theft of fuel stored for unplanned emergencies • Upgrade and maintenance of 2 runways – to improve aircraft classification levels 	



Māori Ward Councillor Report hhh 28.3.2025



 <p>Former Kauri Dam</p>	<p>Ngākahu / Ngākohu Ahuwhenua Trust Steering Committee 13 o Noema 2024</p> <ul style="list-style-type: none"> a) Return and expedite the reinstatement of lands to Ngākahu/ Ngākohu Trust - via the Māori Land Court; <i>e mahi ana</i> b) Follow up on FNDC remission of rates on Māori land locked blocks; <i>e mahi ana</i> c) Source & plant trees for wetlands <i>hei mahi</i>
<p>Request For Service</p> 	<ul style="list-style-type: none"> • 4211570 Clear culverts at Kohumaru , Kenana Marae. Contractor waiting for sign off. • REQ-52959- Kaitaia Airport needs a tidy up- a little shabby. Mana whenua want to be the caretakers of the whenua - ie fencing, maintenance. • Quarry Rd Bridge Closure- road upgrade better comms needed for 280 + Kura and Kohanga students, staff and local whānau who use the road daily. (4 meetings followed re this issue). Grading & dust suppression, speed signs & weekly comms.
<p>Infrastructure Updates</p> <p>https://infocouncil.fndc.govt.nz/</p>	<ul style="list-style-type: none"> • To find out about roading improvements in the last month and the next month and wastewater treatment plant updates - click link and look for Te Koukou Minutes
<p>Māori Ward Poll</p> <p><i>Voters on both Māori and general rolls will be asked do you agree with Māori ward sets?</i></p> <p>The answer will either continue or close down the Māori wards seats at the 2028 election.</p> 	<p>Far North Council Elections</p> <ul style="list-style-type: none"> • 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)
<p>Upgrade the wharepaku at Mangamuka by Oct 2025 Local hapu to confirm preferred</p>	<p>site & discuss with Kaikohe Hokianga Community Board or Councillors - to commit the budget</p>



Māori Ward Councillor Report hhh 28.3.2025



Hui attended March 2025

4 Mar	9.30am Pōhiri Hinekā - new curator at Te Ahu Museum - me mihi atu ki a Whina
5 Mar	9.30 Local Waters Done Well 1pm Te Huia 2pm Animal Bylaw 6pm Bridge closure Quarry - hui with Ngai Tohianga local Oturu whānau and kura whānau 7.30 pm Maruata
6 Mar	9.30 Te Huia 7pm - Hui with NRC, FNDC - Quarry Rd bridge- solutions going forward
7 Mar	Muriwhenua Welcome back

Rā Horoi 8 Mar **9.30 Matauri Sub division 1 Cavalli Housing Projects**





Māori Ward Councillor Report hhh 28.3.2025



11.30 am Turners Centre- International Women's Day - Kerikeri






Dame Jenny Shipley, Mere Mangu, Ripeka Evans and Karleen Everitt.
Women being ready to influence change.



Māori Ward Councillor Report hhh 28.3.2025




3pm informal visit Rangitane Jetty - proposed site for Marine development.	
9 Mar	Tangi o Iris Simeon (Korky)- Te Pātu Marae
10 Mar	4pm Catch Up with Desley Austen re Ngākahu, Ngākohu Ahuwhenua Land Blocks - contiguous rating of 5 land blocks & return of land blocks taken under Public Works Act for Kauri Dam. Travel to Kororāreka 3.30 pm for overnight stay.
11 Mar Kororāreka	6.45 Karakia at Te Maiki flagstaff , Tāpeka 181st anniversary of the battle of Kororāreka, followed by a karakia for sailors and Māori who fell at Kororāreka. Enjoyed the whare hui led by many Pakeha of the area. Wonderful. Lovely kai of kutai & fruit. 10.00 Local Waters Done Well Workshop online 1pm Development Contributions Workshop online
12 Mar	9.30 -10 Informal Councillors Catch Up with Kahikā Moko Admin Day
13 Mar Kaikohe	10am -3 - Hui Kaunihera -caught a ride with Te Hiku Community Board chair Adele
14 Mar	11 Te Aurere - Update by Arawai Trust re Te Kupe Waka Centre and the Hekenukumai Waka Legacy. A group of Iwi Taketake from Canada were also there.   



Māori Ward Councillor Report hhh 28.3.2025



	Te Arawai awaiting resource consent for a whare navigation Compass
	3 pm Haititai Marangai- Māori Land Rating Relief . We were asked “why do we have to pay rates- there are no sealed roads, we catch our own water and septic tanks ?” He pātai pai.
15 Mar	10 .00 Hui a Marama ki Te Marae o Whangape -Rāhui pāua put in place. Boats travel in from everywhere and have emptied the pāua beds. Rāhui in place for a couple of years- uphold kaitiaki tikanga & to replenish ngā kai moana.
17 Mar	2.30 North Hokianga Roading Komiti Catch up Cr Rākena
18	10.30 Local Waters Done Well
19	9 .00 Extraordinary Council Meeting 10.30 Te Koukou Infrastructure 2pm Rating Relief Working Hui
20	11am Māori Women’s Welfare League visit Te Punawaiora to check facilities for National Hui in October.
22	12 Parapara Marae- follow up re Te Aurere
25 9am Strategy & Policy Workshop 2pm - Zoom with seniors of Manganuiowae	
	
29th March Muriwhenua- Home performance at Te Rangi Āniwaniwa	



Māori Ward Councillor Report hhh 28.3.2025



26 March **Proposed District Plan Hearing 10 - Ka Uri, Awanui**
Māori Purpose Zones, Māori Treaty Settlement Lands

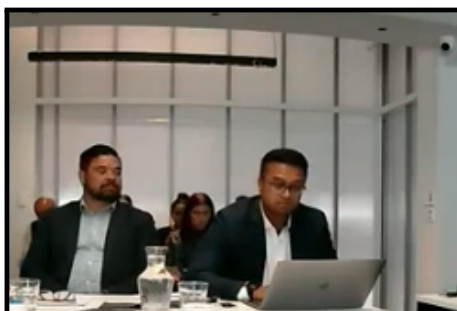


- **Tapuaetahi Incorporation**- currently the MPZ limits housing to 10 residential units for papakainga and Te TI seek an exemption mechanism similar to Matauri X
- Tapuaetahi Incorporation, covering about 315 hectares on the north side of Peowhairangi (Bay of Islands), seeks an exemption from the MPZ limit of 10 papakāinga residential units, similar to the provision for Matauri X.
- As the economic arm for neighboring Te Tii, Tapuaetahi engages in beachfront leasing, farming, mining, and forestry, representing 480 shareholders and thousands of descendants. Founded in 1965 with the vision “Kia kaua te whenua e riro ai” (to never lose the land), its evolving purpose now focuses on protecting and re-acquiring their whenua while enhancing the social, cultural, and economic wellbeing of their whanau through ventures like beachfront property development and Wagyu beef farming.
- At its inception, the vision was determined as “**Kia kaua te whenua e riro ai**”; that the land is never lost. Recently, and as a result of benefits coming from the decades of effort, our kaupapa (purpose) has evolved. It has taken such a long time for us to reach this position, because the whenua, our primary asset is not available to be used for security, and so with very little other assets, access to capital has been difficult.

Excerpts of PLANNING EVIDENCE OF STEVEN REMANA SANSON

The Māori Purpose Zone, established as a Special Purpose Zone in the PDP, supports activities that reflect Māori customs and values and enables kaitiakitanga on Māori freehold, customary, and other Māori-owned lands as defined by TTWMA.

In contrast, the Treaty Settlement Land Overlay applies to land returned through Treaty settlements (either as cultural or economic redress) and, being primarily on general title and managed by a post-settlement governance entity, adds extra controls over the underlying zone's provisions.



14. Māori land is often owned collectively by multiple descendants, sometimes numbering in the hundreds so any decisions regarding subdivision are difficult and requires agreement from a significant portion [if not all] of the landowners. Subdividing land often involves input from a number of specialists including surveyors, lawyers, planners and engineers. Then there are the conditions of consent to address matters such as infrastructure development (e.g., roads, water, power). Many Māori land blocks are in rural areas



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with limited access to essential services, making development expensive. Securing funding can also be challenging, especially if the land cannot be used as collateral for loans due to its status as Māori land. I have been experienced in dealing with these matters across numerous Papakainga and Māori housing developments in the Far North.

30 the Tapuaetahi landholdings do not fit neatly within a categorisation of Māori Purpose zone – Rural, based on existing development at Tapuaetahi, the current zoning within the ODP and the work undertaken to further develop the site.

31. The rationale for Matauri X's exclusion from the residential unit component of MPZ-R5 has similarities with the Tapuaetahi landholdings where the ODP has zoned areas: • Coastal Residential; • Coastal Living; and • General Coastal.

32. I therefore consider that the same treatment for part of the Tapuaetahi landholdings is appropriate, falling under a similar context and rationale for excluding Matauri X. See The section 32 Report for Tangata Whenua.

Jet #2 Trust Barrister Stuart Ryan Jet 2 is a private investor of land on the Karikari peninsula.

Rather than providing exemptions for Treaty settlement plans, it is preferable to adopt established planning concepts in a planned and coherent way.

The Jet 2 Trust raises concerns about the planning implications of broad exemptions granted through the Treaty Settlement Land Overlay (TSLO), arguing that their full impact has not been considered. While post-settlement governance entities in the Far North aspire to improve iwi social, cultural, economic, and environmental wellbeing, the concern lies in the extent of planning departures allowed under the TSLO.

The Trust highlights that land in the Karikari Peninsula is not currently subject to treaty settlement, as agreements reached in 2010 have not resulted in settlement legislation, and claims are still being pursued in the Waitangi Tribunal.

The TSLO introduces substantial exemptions from district plan rules, potentially allowing buildings and structures to appear in landscapes in ways not anticipated by the broader community. This includes the possibility of significant structures near outstanding landscapes, which would not be permitted for non-Treaty landowners.

Comparisons between the TSLO, the Natural Open Space Zone, and the Rural Production Zone reveal significant relaxations of rules and standards under the TSLO. The Trust argues that planning rules should be applied consistently to avoid incoherent development outcomes. Instead of granting broad exemptions, they suggest using established planning tools—such as papakāinga zones, settlement zones, special purpose zones, or precincts—to ensure a structured and coherent approach to Treaty Settlement Land development. They propose limiting the TSLO to an informational role rather than allowing it to function as an exemption mechanism.





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• **Te Runanga o Te Aupouri** CEO TIPENE KAPA-KINGI



Te Aupōuri owns approximately 4,810ha of land, with 1,370ha as cultural redress and 3,273ha for commercial use. They also share ownership of various cultural and commercial properties with other Te Hiku Iwi.

Te Aupōuri asserts its intergenerational duty to nurture their oranga (wellbeing) and calls for the Crown and Council to support their aspirations in the post-Treaty era. They note that past Crown actions have been unsupportive and propose transformative changes. The TSL Overlay and MPZ aim to recognize the iwi's deep cultural ties to their lands and taonga instead of focusing solely on primary production or open space uses.

Te Rūnanga Nui o Te Aupōuri represents about 14,000 descendants of Te Ikanui and his wives. They are signatories of both Te Tiriti o Waitangi and He Whakaputanga and have formalized their Treaty Settlement with the Crown—initially in 2012, then amended in 2013 and 2015—returning approximately 4,810 hectares of land. The governance structure includes subsidiaries that manage commercial development, fisheries, and social and cultural initiatives.

The TSL Overlay and MPZ seek to recognize tangata whenua's cultural and historical connections to their lands and taonga, rather than prioritizing primary production or open space zoning.

Te Rūnanga Nui o Te Aupōuri oversees governance, conservation, and community resilience, with subsidiaries focused on commercial ventures, fisheries, and social development, ensuring sustainable growth and wellbeing for the iwi.

Key initiatives supporting the iwi include:

1. **Pou Tangata:** These initiatives focus on whānau wellbeing, including housing developments, repairs, plumbing training programs, and a water initiative providing over 100 water tanks.
2. **Pou Tikanga:** These initiatives promote access to Aupōuri knowledge and traditions, such as hosting Te Taumata and Ngā Toi Tūhono.
3. **Pou Taiao:** Focused on environmental protection and revitalization, including pest management, land restoration, and cultural site protection.
4. **Pou Tōnuī:** Aims to grow Te Aupōuri's asset base through forestry (Te Ngahere O Te Hiku),



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farming, aquaculture, and fisheries. This includes investments in carbon farming, with plans for expansion in aquaculture and land-based processing activities.

Makarena Evelyn Te Paea Dalton, Planner Consultant recommended amendments to clarify the enabling role and expected outcomes of Treaty Settlement Land within both the TSL Overlay and RPROZ, aligning these with the statutory framework and overall policy intentions.

Key points include:

The TSL Overlay should acknowledge the significance of Treaty Settlement claims and the dual purpose of cultural and commercial redress lands, positioning iwi as guardians. It is designed to support activities like papakāinga, marae, and community facilities that enhance tangata whenua wellbeing.

Similarly, the RPROZ Overview should recognize that much of Treaty Settlement Land falls within the Rural Production Zone, permitting customary, cultural, and commercial activities under the overlay.

A minor amendment clarifies that Treaty Settlement Land includes both cultural and economic (commercial) redress, both of which support the enduring relationship between Māori and their ancestral lands. While the s32 Report distinguishes cultural redress (spiritually or historically significant land) from commercial redress (compensation for treaty breaches and economic development), both serve similar purposes and should not be treated as mutually exclusive.

Te Aupōuri also seeks amendments to TSL-R11 to permit kōhanga reo and kura kaupapa, recognizing their essential role in Māori-centered education and cultural preservation. They argue that the TSL Overlay and MPZ remain too restrictive due to RPROZ provisions, limiting their enabling function. Unlike the RPROZ, which focuses on primary production or open space, the TSL Overlay and MPZ prioritize tangata whenua's relationship with their land, culture, and traditions.

Te Aupōuri believes key issues in their submissions remain unresolved and need to be addressed by the Hearing Panel. They argue that the TSL Overlay and MPZ do not provide a sufficiently enabling planning framework due to restrictive RPROZ provisions.

The TSL Overlay and MPZ are based on a different statutory framework from the RPROZ, with a primary focus on recognizing and supporting tangata whenua's relationship with their land, culture, and traditions, rather than prioritizing primary production or open space preservation.

Te Aupōuri maintains that their proposed amendments best achieve the RMA's resource management goals by balancing Māori and Treaty Settlement land use for social, cultural, and economic wellbeing while managing environmental impacts.



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26
Release
of
turtles.



Rangiputa

27 9am Wānanga Waiora - Waitangi- Hapu , Iwi & Councillors

While Council workshops the Local Waters Done Well, so too are our hapu and Iwi tohunga and representatives. Kia ora Kelly and Tui for attending .





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Nga Kaitiaki O Nga wai Māori



1 pm - Local Waters Done Well - online

28 March

10.30 Community Organisation Grants (COGs) hui - Far North Public meeting in Kaikohe

Approximately 25 community organisation volunteers attended a public hui at the Ngāwhā Hub. 2024, 151 Cogs applications were received, 123 were approved.

All volunteers present were champions of small organisations providing service in many ways. We acknowledge the tough times and are saddened by the closure of Kerikeri and Kawakawa Budgeting Services. Thanks for all your good mahi over the years.

The next round of applications is open 16 April until 12 noon 14 May.





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On the same day as COGs- our Queen Bees were meeting with King Charles representative the Governor General Cindy Kiro at Te Ahu





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Seal Marae Roads over next 3 years

Te Hiku

Kenana,
Te Ahua,
Taemaro,
Haititai
Marangai,
Wharemaru,
Waimanoni **oti**
Wainui,
Rangikohu,
King Hori,
Kotahitanga
Taiao,
Te Ohaki,
Morehu,
Ngāti
Manawa,
Waiparera,
Motutī,
Waihou,
Matihetihe

Kaikohe - Hokianga

Ngāpuhi,
Te Arohanui,
Ngai Tūpoto,
Tauteihiihi,
PāTeOro,
Pikipāria,
Mātai Aranui ,
Whakamahara
tanga,
Piki Te Aroha,
Motukiore,
Puketawa,
Te Rangatahi,
Otaatara,
Moehau,
Māhuri,
Otaua,
Kaingahoa,
Ngaitawake.
Mokonuiarangi,
Tauwhara
Wharepunga

Whangaroa - Bay of Islands

Patunga
Tuhiwai
Tahaawai
Te Huia
Wainui,
Te Ngaere,
Waimahana
Taupo,
Takou ,
Te Tii,
Rāwhiti
Te Kainga
Hoa
Waikare, **
Waiomio ,
Maromaku
Kawiti,
Mohinui,
Kaikou,
Motatau,
Matawaia,

Unsafe Roads

Seal Kohanga Reo 500m

Rangaunu **oti**
Whangape
Pā Arapatea
Ngāpuhi
Whakamaharatanga
Tauwhara
Wharepunga
Waikare
Waimamaku
Taurangi

Roundabouts

Kaikohe x 3
Awanui x 1

Other Roads

Parapara
Porters Access,
Otangaroa Rd,
Pupuke Rd,
Weber, Waihapa
Rd, Matangirau
Old School Rd

Waitangi Bridge

2 lanes

Roadway slips

Panguru ...
Motutī, ...
Herekino,
Broadwood,
Whangape,
Pawarenga ...
Wainui Rd ...

Drop Speed zones

in front of
Karangahape
Marae , Urupā,
Kohanga Reo and
Kaumatua flats,
Whangaroa
Houhora
Ngataki Marae
Quarry Rd Awanui
Te Oneroa a Tohe
KKM o Pukemiro
crossing

Coastal erosion

Flooding :

Ahipara,
Rangikohu ,
Owhata,
Whangapē,
Pawarenga,
Mitimiti,
Motutī,
Motukaraka,
Wharemaru
Taipā
Pakanae
Omanaia

Relocate coastal Marae

Te Hāpua
Matihetihe
Wharemaru

57 Marae and 10 Kohanga Reo are on unsealed roads-

would like 10 Marae roads to be sealed each year- as significant venues for community gathering.

The Far North district has a total 2510km network of roads - 1614 km of which is unsealed.

North Hokianga Roding Komiti Is currently working on slips in Panguru, Motutī and Pawarenga.

For any update information on current roading projects visit Te Koukou Infrastructure Committee for minutes of all roading projects, updates and water hui

<https://infocouncil.fndc.govt.nz/>



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	Other Significant Projects & Wish Lists
2025	<p>PERMANENT CEASEFIRE in GAZA</p> <p>RESOLUTION 2024/47 "That the Far North District Council:</p> <ul style="list-style-type: none"> a) call for an immediate permanent humanitarian ceasefire in Gaza; b) call on the Prime Minister and Minister of Foreign Affairs to show their support and call for peace; c) call for immediate international aid to be allowed into Gaza; d) condemn all acts of violence and terror against civilians on both sides of the conflict; e) call for the immediate return of hostages. <p>CARRIED 23 Mei, 2024 Extraordinary Hui-</p> <div style="text-align: right;"> </div>
Moana Restoration	<p>Upgrade all 17 WasteWater Treatment Plants (wwtp) in Far North. Developing wetlands for wai tiko - reuse of sludge</p> <ul style="list-style-type: none"> <input type="checkbox"/> FNDC staff to work with hapu/ Iwi, community groups to co-design solutions <input type="checkbox"/> Stop any sewage outflow into rivers and harbours of Tai Tokerau <input type="checkbox"/> Seek infrastructure grants to systematically improve wwtps in Far North. <input type="checkbox"/> Purchase extension land disposal site Hokianga -Opononi, Kohukohu, <input type="checkbox"/> Alternate land bought in Rawene to remedy spoilage of Hokianga ✓ harbour. <ul style="list-style-type: none"> o Rawene electrocoagulation unit opens 1st March 2025 ✓ <input type="checkbox"/> Stop other local towns dumping their waste in Hokianga <input type="checkbox"/> All wwtps develop natural wetlands & better taiao ways of dealing with sewage. <input type="checkbox"/> NRC to work in tandem with FNDC to improve wwtps, otherwise we get a reactive solution rather than a long term solution. <input type="checkbox"/> New housing projects to contribute / develop their own wwtp systems & footpaths
Oct 2025	Make Lake Ngātu an Alcohol Free Zone -due to the reckless behaviour of hoons who smash bottles and leave jagged broken glass in the Lake .
Oct 2025	Upgrade the Mangamuka Toilets Find a budget to support the local community plan to upgrade Mangamuka toilets on the south side.
Yesterday	More housing, health, dental , mental health services to Tai Tokerau
2028	<p>Me whiriwhiri He Whakaputanga me Te Tiriti i te Ture Tuapapa o Aotearoa. Weave He Whakaputanga and Te Tiriti into the Constitution of Aotearoa as per Matike Mai Report led by Moana Jackson, Makere Mutu and rangatahi. Otherwise Māori will always be subject to flip flop government changes. We will need the support of Pasifika, Pākehā and other nationalities to achieve this.</p>



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WHAKANUIA 2025

- Far North Roding- Tai Tokerau Māori Business Award
- Wikitōria Makiha - tana pukapuka rotarota **Hiikoi- Iti Te Kupu, nui te Kōrero**
- Ngai Takoto trio -Myra Berghan 96, Ruth Jones 86, Aggie Smith 80+
- Renovation of 101 year old Te Tiriti o Waitangi Marae, Waitangi
- Dr Makarena Dudley NZ Order of Merit nō Manukau, mō āna rangahau o te mate wareware.
- Craig Wells, Kings Medal - nō ngā Iwi katoa o Muriwhenua, an accountant, CEO mō Te Runanga o Ngai Takoto
- Haami Piripi - kaikōrero mō Wai 262 , te takutai moana me ngā take maha
- Chris and Sandra Henare -Te Waka Toi Awards 2024 - Creative NZ and Te Matatini for their contributions to te ao Haka

Kaupapa Hāpori	Nā koutou i tangi, nā tātou i tangi
<p>Kua wheturangitia</p>	<ul style="list-style-type: none"> • Iris Simeon, he mareikura o Ngāti Haua. He wahine pukumahi, kaha te tiaki ōna mokopuna me ngā ahikā o Whangape me Te Pātū. • Pere Maitai, he kairipoata o Te Karere me Te Waka Huia , he uri nō Ngāti Kahungunu . • Tangihaere Greaves- he kuia nō Parapara. • Divine Reihana, he wahine maia nō Parapara. • Manu Kirkwood, he toa nō Te Aupouri

Tai Tokerau Māori Business Awards 2025- Far North Roding Group





Member Report

Name: KAPA, Babe
Ward: Maori Ward
Date: Ending 28 March

Meetings Attended

Date	Meeting Topic	Comment
Mon 03	>Kho Library & Civic Hub >Housing Portfolio	>Site visit Portfolio Meeting attended >Catchup Online
Tues 04	>Sport Nth Appointment's Panel >Cycle Trail	>Discussions & arrangements Online >Trustee Workshop attended in evening
Wed 05	>Local Water Done Well	>Workshop attended
Thurs 06	>Te Huia hui >Miria Marae, Waiomio	>Executive Review Committee online >Building Resource Consent discussion
Fri 07	Te Hau Ora o Ngapuhi [THOON] Housing	National Māori Housing Conference to be held in Tai Tokerau. Online
Tues 11	>Kororāreka [Russell] Commemorations & Celebrations	>180 Years Anniversary attended
Wed 12	Kho Placemaking	Community discussion with representatives attended
Thurs 13	Council Ord Meeting	Chambers, Kaikohe
Fri 14	Aurere Kupe Waka Centre	Visit and met with Trustees
Mon 17	Panguru Road Slip	Discussion online
Tues 18	>Northland Forward Together >Cycle Trail	>Workshop attended >Trust Hui in evening attended
Wed 19	>Kainga Ora, Kerikeri >Extra Ord Council Hui,	>Opening of homes in Kerikeri attended >Chambers attended
Fri 28	Sport Northland, Whangarei	Appointment's Committee attended



Member Report

Community Matters

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

Topic	Comment
Leaking water	Park Road property in Khe has very wet spot; possible leak from water supply. Responsibility to repair not established to date. Leak according to tenant has been like this for some time. EM visited the property and advised main tap turned off however, leak continued. EM sent email correspondence to Support Staff to issue RFS. WIP Still open?
Damaged road	Corner DeMerle & Ripi Str has large pot hole been visible a month old. RFS issued. Issue is resolved and closed

Portfolio Update: (Name of Portfolio)

- **Turner Centre:-**

17 MARCH 2025 UPDATES:

EXECUTIVE SUMMARY FOR FNDC

>Successful Funding applications totalling \$70,895 from Freemasons Foundation (towards schools shows and school buses for tamariki), Lotteries, Community Board, LW Nelson Trust and Creative Communities.

>A number of successful schools shows with 1185 students in for free shows in the first two weeks of March for NZ Opera, Royal NZ Ballet and Suitcase Show. Schools included: Kawakawa, Pākaraka, Matauri Bay, Oruatiti, Kāeo, Oromāhoe, Paihia, Kerikeri Primary, Kerikeri Homeschoolers, Waimate North Homeschoolers, Kaikohe West, Bay of Islands Academy, Kerikeri High School.

>We have hosted a number of successful events including Tribal Boundaries O Ngāti Rēhia x 2, Suitcase Show, Royal New Zealand Ballet, NZ Opera with Opera in Schools, International Women's Day Conference, and The Petersens (USA).

>Detailed Design is nearly completed for Phase One of our Rejuvenation Project

>February included 39 event days over 21 bookings

>Presently there seems to be a lack of awareness of the Rejuvenation Project among elected members. Recommend that the workshop Deputy Mayor Kelly Stratford requested is actioned.

>GM and Board Chair met with Foundation North, Head of Funding, talked through Strategic Plan and community outcomes and how operational funding is a challenge. Presently Turner Centre is not eligible as FNDC own the building. FN are looking at this exclusion.



Member Report

>Upcoming programming includes: Rainbow Film Festival, Ocean Film Festival, Local production Flock!, Suzy Cato tamariki show, Ans Westra Tai Tokerau Exhibition, NZSO, Ngā Reta (Te Reo Show), Rockquest, Community Kapa Haka Programme.

- **Twin Cycle Trail**

FNDC and NRC resource consent's have been granted for the full length of the trail from Taumārere Station through to Colenso Triangle. FNDC consent is approved for 5 year and the NRC consent has a 35 year lapse period for construction and coastal permits. Close working relationship with Te Roroa ki Ōpua, Ngāti Hine and Ngāti Manu. Project is shovel ready.

- **Lake Ōmāpere**

Email dated:- Thu, Feb 20, 2025 from a Trustee stating:

As you will know - the Lake Ōmāpere project has been listed in the Fast Track bill - however the costs to undertake this are exorbitant as no doubt you've seen with the FNDC wastewater project.

An earlier email sent early this year 28 Jan 2025 asking for financial assistance toward their Fast track consent application. Again, recently received another email dated Fri 28 March informing no response from earlier contact and asked if Councillor could assist.

Matters for Discussion

This section should be completed for matters which the elected member wishes to raise with wider Council, Community Boards and/or in relation to delivery.

Training / Conference Attendance

This section is to be completed when an elected member has attended a professional development opportunity or a conference on behalf of Council. It should outline the learnings from attending the event and value to the organisation.

Name of Event:

Date of Event:

Learnings:

Value for the organisation:



Member Report

Name: John Vujcich

Ward: Far North District Council

Date: 28/03/2025

Meetings Attended

Date	Meeting Topic	Comments
28/03/25	JREDC Interviews	NRC Whangarei
28/03/25	JREDC Meeting Support Staff	NRC Whangarei
27/03/25	Meeting Pioneer Village report to Council	Innovation Park
27/03/25	Local Waters Done Well Workshop	Council Chambers
27/03/25	Business Call	Teams Meeting
26/03/25	Catchup Pioneer Village	Pioneer Village
26/03/25	Agenda Preview Te Miromiro ARF	Teams Meeting
25/03/25	Community Board Network Meeting	Teams Meeting Mayor Nick Smith, update on electoral Reform and CB remuneration Survey.
25/03/25	Pioneer Village Workshop	Pioneer Village
25/03/25	Strategy and Policy Workshop	Council Chambers
24/03/25	Meet Nicole re FNHL Board and Update	Kaikohe Cafe
20/03/25	Comms & Engagement	Teams Meeting
20/03/25	Business Call	Teams Meeting
19/03/25	Transport Infrastructure Committee Workshop	Council Chambers
19/03/25	Transport Infrastructure Committee Meeting	Council Chambers
19/03/25	Extraordinary Council Meeting	Council Chambers
18/03/25	PHTTCCT Trust Meeting (Cycle trust)	Pioneer Village



Member Report

18/03/25	Meeting Re Kaikohe Hospitality Training	Pioneer Village. Meet with CEO of QRC and also Council Mayor Taskforce for Jobs manager
18/03/25	Northland Forward together. Left early because of clash	Attended via Teams
18/03/25	Te Huia - Executive Review Committee	Elected Member Lounge
18/03/25	Pioneer Village Working Group	Pioneer Village
17/03/25	On Leave	from March 3 rd to Monday 17 th Did take some important calls
07/03/25	JREDC Meeting attended in part	Attended start via teams (on leave)
03/03/25	Went on leave until 18 th March.	

8.3 COMMUNITY BOARD MINUTES - MARCH 2025

File Number: A5070104

Author: Marysa Maheno, 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 and Bay of Islands-Whangaroa Community Boards March 2025 meetings are attached for Council information.
- The Kaikohe-Hokianga Community Board March 2025 meeting was cancelled due to lack of business.

TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- 18 March 2025 Te Hiku Community Board; and
- 20 March 2025 Bay of Islands-Whangaroa Community Board.

TĀHUHU KŌRERO / BACKGROUND

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

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

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

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

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

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

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

ĀPITIHINGA / ATTACHMENTS

1. 2025-03-18 Te Hiku Community Board Minutes - A5113766 [!\[\]\(0822af13ecfa7a22025e196c010e938f_img.jpg\)](#) [!\[\]\(b19bc368ac396d6db0bd95a4fa95bf13_img.jpg\)](#)
2. 2025-03-20 Bay of Islands-Whangaroa Community Board Minutes - A5119705 [!\[\]\(70c1e5c3414bd3d67a8e29a9df8bb9c9_img.jpg\)](#) [!\[\]\(0863248a138817a46b573bd0d9cf9394_img.jpg\)](#)

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

**MINUTES OF
TE HIKU COMMUNITY BOARD MEETING
HELD AT THE CONFERENCE ROOM - TE AHU, CNR STATE HIGHWAY 1 AND MATHEWS
AVENUE, KAITĀIA
ON TUESDAY, 18 MARCH 2025 AT 10:00 AM**

PRESENT: Chairperson Adele Gardner, Member Darren Axe, Member William (Bill) Subritzky, Member Rachel Baucke

STAFF PRESENT: Marysa Maheno (Democracy Advisor), Amber Wihongi-Alderton (Democracy Advisor), Beverly Mitchell (Community Board Coordinator), Kathryn Trewin (Funding Advisor)(online), Michelle Rockell (Property Management – Team Leader)(online).

1 KARAKIA TIMATANGA / OPENING PRAYER

Member Baucke started the meeting with a karakia at 10:00AM

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

APOLOGY

RESOLUTION 2025/16

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

That the apology received from Deputy Chair John Stewart, Board Member Sheryl Bainbridge and Cr Hilda Halkyard Harawira be accepted and leave of absence granted.

CARRIED

4 NGĀ KAIKŌRERO / SPEAKERS

George Fa'alogo spoke to item 7.2, funding application for Graeme Dingle Foundation.

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

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 6.1 document number A5045161, pages 8 - 15 refers

RESOLUTION 2025/17

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

That Te Hiku Community Board confirm the minutes of the meeting held 18 February 2025 to be a true and correct record.

CARRIED

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION 2025/18**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - New lease request over part 6 South Road, Kaitaia - Far North Community Foodbank Trust	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

CARRIED**6 NGĀ PŪRONGO / REPORTS****6.1 PROJECT FUNDING REPORTS**

Agenda item 7.1 document number A5097045, pages 16 - 21 refers

RESOLUTION 2025/19

Moved: Member Darren Axe

Seconded: Member William (Bill) Subritzky

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

- a) Graeme Dingle Foundation**
- b) Kaitaia Croquet Club**

CARRIED

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

6.2 FUNDING APPLICATIONS

Agenda item 7.2 document number A5097051, pages 22 - 36 refers

RESOLUTION 2025/20

Moved: Member William (Bill) Subritzky

Seconded: Member Darren Axe

That Te Hiku Community Board approve the sum of \$6,000 (plus GST if applicable) be paid from the Board's Community Grant Fund account to Graeme Dingle Foundation for costs towards providing KiwiCan to Te Hiku area schools in term 3 and 4.

CARRIED**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****7.1 TE HIKU COMMUNITY BOARD MARCH 2025 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5045155, pages 37 - 42 refers

RESOLUTION 2025/21

Moved: Chairperson Adele Gardner

Seconded: Member Rachel Baucke

That Te Hiku Community Board receive the report Te Hiku Community Board March 2025 Open Resolution Report.

CARRIED**7.2 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.2 document number A5103479, pages 43 - 49 refers

RESOLUTION 2025/22

Moved: Member Darren Axe

Seconded: Member Rachel Baucke

That Te Hiku Community Board note the February 2025 member reports from Chairperson Adele Gardner and members Darren Axe, Rachel Baucke and Bill Subritzky.

CARRIED**MOTION****RESOLUTION 2025/23**

Moved: Chairperson Adele Gardner

Seconded: Member Darren Axe

That Te Hiku Community Board request that official notification of the outcome of resolution 2024/75 from the 17 December 2024 Te Hiku Community Board meeting be sent to the Lake Ohia Hall Committee.

CARRIED

Page 3

UNCONFIRMED

Te Hiku Community Board Meeting Minutes

18 March 2025

9 TE KAPINGA HUI / MEETING CLOSE

The meeting closed at 11:26AM.

The minutes of this meeting will be confirmed at Te Hiku Community Board Meeting held on 15 April 2025.

.....
CHAIRPERSON

Bay of Islands-Whangaroa Community Board Meeting Minutes

20 March 2025

**MINUTES OF BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI
ON THURSDAY, 20 MARCH 2025 AT 10:05 AM**

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

IN ATTENDANCE:

STAFF PRESENT: Kim Hammond (Community Board Coordinator), Maria Bullen (Democracy Advisor), Trinity Lane (Finance and Customer Services Administrator), Jonnina Jackson (Roading Customer Service Administrator), Ryan Bath (Infrastructure Support Officer), Lisa Nelson (Support Officer – Strategic Relationships), Maraea Tahere (Support Officer – Strategic Relationships), Michelle Rockell (Team Leader – Property Management)(virtual), Peggy Veen (Principal Advisor)(virtual), Lawrence Wharerau (Kaiarihi Kaupapa Māori)(virtual).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:05am, Chair Ward commenced the meeting and Member Amy Slack opened with a karakia.

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

APOLOGY

RESOLUTION 2025/14

Moved: Chairperson Belinda Ward

Seconded: Deputy Chairperson Lane Ayr

That the apology received from Member Bruce Mills be accepted and leave of absence granted.

CARRIED

3 TE WĀHANGA TŪMATANUI / PUBLIC FORUM

- Chair Ward presented a volunteer recognition award to representatives of Our Kerikeri, Chairperson Annika Dickey and Trustee Kirsty Grant, in recognition of their volunteer work within the community.

At 10:13am, the meeting was adjourned and resumed at 10:30am.

4 NGĀ TONO KŌRERO / DEPUTATIONS

- Roger Crowden representing the Kawakawa Memorial Library Centre, speaking to item 7.1, new lease to Kawakawa Memorial Library Centre, Kawakawa.

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20 March 2025

5 NGĀ KAIKŌRERO / SPEAKERS

- There were no speakers for this meeting.

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

Agenda item 6.1 document number A5044373, pages 8 - 15 refers

RESOLUTION 2025/15

Moved: Member Jane Hindle

Seconded: Member Amy Slack

That Bay of Islands-Whangaroa Community Board confirm the minutes of the meeting held on 20 February 2025 are a true and correct record.

CARRIED**7 NGĀ PŪRONGO / REPORTS****7.1 NEW LEASE TO KAWAKAWA MEMORIAL LIBRARY CENTRE INCORPORATED OVER 3 WYNYARD STREET, KAWAKAWA**

Agenda item 7.1 document number A5063625, pages 16 - 20 refers

RESOLUTION 2025/16

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Roddy Hapati-Pihema

That the Bay of Islands-Whangaroa Community Board recommends that Council:

- a) approves a new lease to Kawakawa Memorial Library Centre Incorporated over Local Purpose (Community Facility) Reserve being Part Lot 36 DEEDS W 46, approximately 227 square metres, held in New Zealand Gazette 2000, page 2043 held in Record of Title NA35B/1247.

The terms of the proposed lease shall be:

- **Term: 30 (5+5+5+5+5) years**
 - **Annual Rental: As per FNDC Fees and Charges Schedule for a Community lease.**
 - **\$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.**
- b) **authorises the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.**

CARRIED

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7.2 NEW ROAD NAME: 2185 STATE HIGHWAY 10, WAIPAPA

Agenda item 7.2 document number A5080191, pages 21 - 26 refers

RESOLUTION 2025/17

Moved: Member Amy Slack

Seconded: Deputy Chairperson Lane Ayr

That Bay of Islands-Whangaroa Community Board name the right of way "Haumarua Lane" located at 2185 State Highway 10, Waipapa.**CARRIED****7.3 NEW ROAD NAME: 2A ASH GROVE CIRCLE, HARURU**

Agenda item 7.3 document number A5093810, pages 27 - 34 refers

RESOLUTION 2025/18

Moved: Chairperson Belinda Ward

Seconded: Member Tyler Bamber

That Bay of Islands-Whangaroa Community Board name a private road "Huatakarua Quay" that is located at 2a Ash Grove Circle, Haruru.**CARRIED****7.4 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.4 document number A5099169, pages 35 - 44 refers

RESOLUTION 2025/19

Moved: Deputy Chairperson Lane Ayr

Seconded: Member Jane Hindle

That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Ward and Members Lane Ayr and Jane Hindle, and the verbal report from Member Tyler Bamber.**CARRIED****8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****8.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5044354, pages 45 - 47 refers

RESOLUTION 2025/20

Moved: Member Amy Slack

Seconded: Member Tyler Bamber

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

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9 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
9.1 - 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
9.2 - Community Board Public Excluded Minutes	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
9.3 - New Lease Request Over Part 6 South Road, Kaitiāia - Far North Community Foodbank Trust	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

9.4 - General Employment Matter	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
9.5 - Council Public Excluded Open Resolutions Update April 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

10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

11 TE KAPINGA HUI / MEETING CLOSE