

# 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, 8 May 2025**

**Time: 10:00am**

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



**Far North District Council  
Ordinary Council Meeting**  
will be held in the Council Chamber, Memorial Ave, Kaikohe on:  
**Thursday 8 May 2025 at 10:00 AM**

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**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer</b> .....	<b>4</b>
<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest</b> .....	<b>4</b>
<b>3</b>	<b>Ngā Tono Kōrero / Deputations</b> .....	<b>4</b>
<b>4</b>	<b>Ngā Kōrero A Te Kahika / Mayoral Announcements</b> .....	<b>4</b>
<b>5</b>	<b>He Pānui Whakamōtini / Notice of Motion</b> .....	<b>5</b>
	5.1 Notice of Motion - Sweetwater Aquifer.....	5
<b>6</b>	<b>Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes</b> .....	<b>7</b>
	6.1 Confirmation of Previous Minutes.....	7
<b>7</b>	<b>Ngā Pūrongo / Reports</b> .....	<b>19</b>
	7.1 Development of a Smokefree/Vapefree Policy .....	19
	7.2 New lease to Kawakawa Memorial Library Centre Incorporated over 3 Wynyard Street, Kawakawa .....	45
	7.3 Elected Member Steering Group for Local Water Done Well .....	50
	7.4 Committee Recommendations and Resolutions - April 2025 .....	61
<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports</b> .....	<b>81</b>
	8.1 Chief Executives Report - Period January - March 2025 .....	81
	8.2 Mayor and Councillor's Reports.....	130
	8.3 Council Open Resolutions Update May 2025 .....	194
	8.4 Community Board Minutes - April 2025 .....	214
<b>9</b>	<b>Te Wāhanga Tūmataiti / Public Excluded</b> .....	<b>243</b>
	9.1 Confirmation of Previous Minutes - Public Excluded.....	243
	9.2 Community Board Public Excluded Minutes .....	243
	9.3 Housing for the Elderly Portfolio of Assets - Outcome of Due Diligence and Negotiations .....	243
	9.4 Council Public Excluded Open Resolutions Update May 2025 .....	243
<b>10</b>	<b>Karakia Whakamutunga / Closing Prayer</b> .....	<b>244</b>
<b>11</b>	<b>Te Kapinga Hui / Meeting Close</b> .....	<b>244</b>

## **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 - SWEETWATER AQUIFER****File Number: A5173866**

I, Councillor Mate Radich, give notice that at the next Ordinary Meeting of Council to be held on 8 May 2025, I intend to move the following motion:

**MŌTINI / MOTION**

**That Council request that an independent judicial review be done immediately on the Sweetwater Aquifer.**

**TAKE / RATIONALE**

The motion was verbally mentioned at Te Koukou-Transport and Infrastructure Committee meeting on Wednesday 23 April. I, Councillor Radich will speak to the rationale of the motion at the ordinary Council meeting to be held 8 May 2025.

I commend this Notice of Motion to Council.

**ĀPITI HANGA / ATTACHMENTS**

1. **Notice of Motion - Sweetwater Aquifer - A5173863**  

**Notice of Motion:**            **Council Meeting, Thursday 8<sup>th</sup> April 2025**

**From:** Cr Mate Radich

**Date:** 22/04/2025

**Subject:** Request for an immediate judicial review of the Sweetwater Aquifer.

**Motion:**

That Council request that an independent judicial review be done immediately on the Sweetwater Aquifer.

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A5056470

**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 Council meeting held 10 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. 2025-04-10 Council Minutes - A5153798 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.  State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no implications for Māori in confirming minutes from previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant report.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	This report is asking for minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON THURSDAY, 10 APRIL 2025 AT 10:05 AM**

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

**IN ATTENDANCE:** Bay of Islands-Whangaroa Community Board Chair Belinda Ward, Te Hiku Community Board Deputy Chair John Stewart, Kawiti Waetford (Kaiwhakawhiti Reo – Language Interpreter)(online).

**STAFF PRESENT:** Guy Holroyd (Chief Executive Officer), Jacine Warmington (Group Manager – Strategic Relationships), Tanya Proctor (Head of Infrastructure), Emma Healy (Chief of Staff), Roger Ackers (Group Manager – Planning and Policy), Nicola Smith (Acting Group Manager – Community and Engagement), Charlie Billington (Group Manager – Corporate Services), Ed Varley (Manager – Transportation), Ken Lewis (Manager – Communications and Engagement), Michelle Rockell (Team Leader – Property Management), Rebecca Rowsell (Senior Solicitor), Aisha Huriwai (Manager – Democracy Services), Marysa Maheno (Democracy Advisor), Penelope Kavanagh (Executive Assistant to Group Manager – Strategic Relationships), Ruben Garcia (Acting Group Manager – Delivery and Operations)(online), Robin Rawson (Parks and Reserves Planner), Elizabeth Stacey (Team Leader – Capital Works & Renewals).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Kahika-Mayor Moko Tepania commenced the meeting with a karakia at 10:05 am.

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

**APOLOGY**

**RESOLUTION 2025/31**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Babe Kapa

**That the apologies received from Councillors Tāmati Rākena and Hilda Halkyard-Harawira, be accepted and a leave of absence granted, and note apologies from Kaikohe Hokianga Community Board Chair Chicky Rudkin and Te Hiku Community Board Chair Adele Gardner.**

**CARRIED**

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

- Acknowledged the passing of Hinewhare Harawira - sister of Hone Harawira and sister-in-law of Cr Hilda Halkyard-Harawira.
- Acknowledged the absence of Te Hiku Community Board Chair Adele Gardner whose husband is very unwell.
- Welcomed Te Hiku Community Board Deputy Chair John Stewart who is sitting in on his first Council meeting.
- Acknowledged and welcomed Nicola Smith who has stepped in as Acting Group Manager of Community and Engagement.

- 50th Te Tai Tokerau Kapa Haka Festival which is being livestreamed via Te Hiku Media today and hosted by Te Kura Takiwā o Ōpononi. Also acknowledged all three Community Boards who granted funding towards the festival.
- Regional Deals which are a significant opportunity that have been put up by the current Government. Far North District Council have submitted alongside Whangārei District, Kaipara District and Northland Regional Councils.

**4 HE PĀNUI WHAKAMŌTINI / NOTICE OF MOTION**

**4.1 NOTICE OF MOTION - PIONEER VILLAGE KAIKOHE**

Agenda item 5.1 document number A5145291, pages 5 - 69 refers.

**RESOLUTION 2025/32**

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

**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.**

In Favour: Kōwhai-Deputy Mayor Kelly Stratford, and Crs Babe Kapa, Penetaui Kleskovic, Steve McNally, Mate Radich and John Vujcich

Against: Crs Ann Court and Felicity Foy

Abstained: Kahika-Mayor Moko Tepania

**CARRIED**

*At 10:47 am Kōwhai-Deputy Mayor Kelly Stratford left the room.*

*At 10:48 am Kōwhai-Deputy Mayor Kelly Stratford returned to the room.*

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

**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A5056465, pages 70 - 85 refers.

**RESOLUTION 2025/33**

Moved: Kahika - Mayor Moko Tepania  
 Seconded: Cr Ann Court

**That Council**

- a) **confirm the minutes of the Ordinary Council meeting held 13 March 2025 are a true and correct record with an amendment that Cr Penetaui Kleskovic was an apology for lateness rather than absence; and**
- b) **confirm the minutes of Extraordinary Council meetings held 19 March and 2 April 2025 are a true and correct record.**

**CARRIED**

**5.2 COMMUNITY BOARD MINUTES - MARCH 2025**

Agenda item 8.3 document number A5070104, pages 250 - 257 refers.

**RESOLUTION 2025/34**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

**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.

**CARRIED**

*At 11:10 am Cr Babe Kapa left the room.*

*At 11:10 am Cr Babe Kapa returned to the room.*

*The meeting adjourned at 11:13 am and resumed at 11:43 am.*

**6 NGĀ PŪRONGO / REPORTS**

**6.1 APPLICATION FOR EASEMENT OVER A RUSSELL ESPLANADE RESERVE**

Agenda item 7.1 document number A5089828, pages 86 - 101 refers.

**RESOLUTION 2025/35**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

**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.**

**CARRIED**

**6.2 GROUND LEASE REQUESTS OVER KAIKOHE LANDFILL**

Agenda item 7.2 document number A5094423, pages 102 - 106 refers.

**RESOLUTION 2025/36**

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Council leave to lie item 7.2 – Ground Lease Requests Over Kaikohe Landfill pending further information.**

**CARRIED**

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

Agenda item 7.3 document number A5094490, pages 107 - 113 refers.

**RESOLUTION 2025/37**

Moved: Cr John Vujcich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**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.

**CARRIED**

**6.4 APPLICATION FOR EASEMENT OVER WAIPAPA ESPLANADE RESERVE**

Agenda item 7.4 document number A5102021, pages 114 - 136 refers.

**RESOLUTION 2025/38**

Moved: Cr Ann Court

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**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.

**CARRIED**

**6.5 THE STRAND, KORORĀREKA/RUSSELL TRAFFIC TRIAL EXTENSION**

Agenda item 7.5 document number A5117808, pages 137 - 147 refers.

**RESOLUTION 2025/39**

Moved: Cr Ann Court  
 Seconded: Cr John Vujcich

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

**CARRIED**

**6.6 BAY OF ISLANDS RUN WALK FESTIVAL**

Agenda item 7.6 document number A5119750, pages 148 - 153 refers.

**RESOLUTION 2025/40**

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

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

**CARRIED**

**6.7 NORTHLAND INC STATEMENT OF INTENT**

Agenda item 7.7 document number A5129476, pages 154 - 193 refers.

**RESOLUTION 2025/41**

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

**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
  - xix) That the Statement of Intent include reference to Toi Mana.
  - xx) That Northland Inc make a submission and advocate for district plan and planning processes relating to economic development.
- Abstained: Cr John Vujcich
- CARRIED**

*At 12:23 pm Cr Penetaui Kleskovic left the meeting.*

**6.8 PROPOSED REMIT - SECURITY SYSTEM PAYMENTS FOR ELECTED MEMBERS**

Agenda item 7.8 document number A5133206, pages 194 - 201 refers.

**RESOLUTION 2025/42**

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

**That Council**

- a) support the Security System Payments remit for submission to Local Government New Zealand; and
- b) support a remit for a national led approach to address the sale alcohol fees schedule.

**CARRIED**

**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**7.1 COUNCIL OPEN RESOLUTIONS UPDATE APRIL 2025**

Agenda item 8.1 document number A5056509, pages 202 - 219 refers.

**RESOLUTION 2025/43**

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

**That Council receive the report Council Open Resolution Update April 2025.**

**CARRIED**

**7.2 MAYOR AND COUNCILLOR'S REPORTS**

Agenda item 8.2 document number A5056543, pages 224 - 224 refers.

**RESOLUTION 2025/44**

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

**That Council note the reports submitted by Kahika-Mayor Moko Tepania, Kōwhai-Deputy Mayor Kelly Stratford, Cr Court, Cr Halkyard-Harawira, Cr Kapa, Cr Vujcich and tabled member report from Cr Tāmāti Rākena and the Local Government New Zealand Four Monthly report that was omitted as an attachment to Kahika-Mayor Moko Tepania's report.**

**CARRIED**

**Attachments tabled at meeting**

- 1 Kahika Moko Tepania - LGNZ\_four-monthly\_report\_for\_members\_February\_2025
- 2 Members Report - Cr Rākena

*At 12:53 pm Kōwhai-Deputy Mayor Kelly Stratford left the room.  
 At 12:56 pm Kōwhai-Deputy Mayor Kelly Stratford returned to the room.*

**8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2025/45**

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

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p><b>8.1 - Confirmation of Previous Minutes - Public Excluded</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>8.2 - Community Board Public Excluded Minutes</b></p>	<p>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</p>	<p>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</p>
<p><b><u>Supplementary Item</u></b>  <b>8.6 - Direction to Fluoridate Water Supplies Kaitāia, Kerikeri - Revisiting the Notice of Motion</b></p>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

<p><b>8.3 - New Lease Request Over Part 6 South Road, Kaitāia - Far North Community Foodbank Trust</b></p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>8.4 - General Employment Matter</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>8.5 - Council Public Excluded Open Resolutions Update April 2025</b></p>	<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>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

**And that the Community Board Chairs, Te Hiku Community Board Deputy Chair and Kaiwhakawhiti Reo Kawiti Waetford remain in the public excluded part of the meeting.**

**CARRIED**

DECISIONS AND INFORMATION TO BE RELEASED TO THE PUBLIC:

Direction to Fluoridate Water Supplies Kaitāia, Kerikeri – Revisiting the Notice of Motion

**That Council receive the report ‘Direction to Fluoridate Water Supplies Kaitāia, Kerikeri - Revisiting the Notice of Motion’ and resolves;**

- **not to cancel the fluoridation of Far North waters until local residents on town water supply agree to do so; specifically**
- **not to prohibit the implementation of the Direction to fluoridate Kerikeri and Kaitāia water supplies, issued July 2022 pursuant to section 116E of the Health Act 1956 by the Director-General of Health.**

**9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

Kahika-Mayor Moko Tepania closed the meeting with a karakia at 3:02 pm.

**10 MEETING CLOSE**

**The meeting closed at 3:02 pm.**

**The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 8 May 2025.**

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 DEVELOPMENT OF A SMOKEFREE/VAPEFREE POLICY

**File Number:** A4951657

**Author:** Donald Sheppard, Policy Advisor

**Authoriser:** Roger Ackers, Group Manager - Planning & Policy

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval to develop a smokefree/vapefree policy for the Far North District.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council does not have a smokefree/vapefree policy.
- A smokefree/vapefree policy would align with the approach of other Northland local councils as well as councils around New Zealand.
- The policy would help meet national smokefree goals, enhance public health, and support a cleaner environment.

#### TŪTOHUNGA / RECOMMENDATION

**That Council approve the development of a smokefree/vapefree policy for the Far North District.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

In 2021, the government set a national goal of fewer than 5% of New Zealanders smoking by 2025. The associated *Smokefree 2025 Action Plan* focused on reducing smoking initiation, increasing quitting rates, and reducing exposure to second-hand smoke.

The Council can support the Smokefree 2025 goal via a smokefree/vapefree policy. This policy would be non-statutory (it is not covered in legislation), is not mandatory, and cannot be enforced by the Council, as there is no supporting legislation.

A smokefree/vapefree policy can:

- 1) designate Council-owned or administered public spaces as smokefree and vapefree
- 2) ensure that signage clearly identifies these areas for the public
- 3) commit to partnering with other relevant agencies such as Health NZ and Hauora (Māori health) organisations to promote these areas.

Under legislation, Council's cannot:

- Regulate smoking and vaping on private property
- Restrict or limit vape shops – this is managed by the Vaping Regulatory Authority within the Ministry of Health
- Restrict or limit areas covered by the Act: e.g.
  - smokefree/vapefree areas such as workplaces, schools etc
  - smoking and vaping in vehicles
  - promotion and advertising of tobacco and vapes.

Council's previous *Reserves Policy 2017* included a provision to promote Council-owned parks, playgrounds, and reserves as smokefree areas via signage and publicity.

The *Parks and Reserves Policy 2022* replaced the 2017 Reserves Policy but omitted smokefree provisions as spaces and places other than parks and reserves could also be smokefree.

Therefore, Council currently does not have a policy in this area.

#### Legislative Context

*Smokefree Environments and Regulated Products Act 1990 (the Act):*

- regulates the sale, supply, advertising, and promotion of tobacco and vaping products.
- requires a range of areas to be smokefree and vapefree, including enclosed public spaces, workplaces, schools, public transport, and vehicles carrying children. A Council smokefree/vapefree policy could potentially extend these restrictions by designating public places that are owned or administered by the Council as smokefree and vapefree.

In January 2023 the Act was extended to cover vaping products as well as tobacco.

*The Health Act 1956*

Section 23 mandates local authorities to "improve, promote and protect public health" within their districts.

**Council’s Role relating to Smokefree/Vapefree Areas**

By promoting smokefree/vapefree areas in the Far North, Council can demonstrate its commitment to the Long-Term Plan outcome: “Communities that are **healthy, safe, connected and sustainable**” and Council’s duty under the Health Act 1956 to "improve, promote and protect public health".

**Smokefree/vapefree policies of other local councils**

In 2024 over fifty local councils had policies that designated council areas as smokefree and vapefree. In Northland, Kaipara and Whangārei District Councils (KDC and WDC) have robust smokefree/vapefree policies, whereas the Far North District currently does not have a policy.

Smokefree/vapefree areas	FNDC	WDC	KDC
Council-owned/controlled parks, sports fields, skateparks, and playgrounds		✓	✓
Neighbourhood reserves		✓	
Swimming pool complexes		✓	✓
Bus and taxi shelters		✓	✓
Transport hubs		✓	
Council-owned and administered cemeteries		✓	
Inside Council-owned buildings and facilities		✓	✓
Entranceways to Council buildings and outdoor seating areas near Council’s buildings		✓	✓
Inside Council-controlled social housing/ housing for the elderly	✓	✓	✓
Council-owned carparks		✓	✓
Beaches that are accessible to the public		✓	
Council funded, administered, or supported events or events held on Council land		✓	✓

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

Following is a summary of the findings from a research report which investigates developing a smokefree/vapefree policy for the Far North (see attachment 1).

**Socio-demographic challenges in Far North**

The socio-demographic make-up of the Far North District presents unique challenges for the population in relation to smoking and vaping, including:

- *Community deprivation* – from the 2018 Census, nearly seven out of ten residents in the Far North District (69%) live in areas with the highest levels of deprivation (quintile 5) where smoking is much more common than in low deprivation areas.
- *Socio-economic factors* – on average, people in the Far North are more likely than the national population to have lower education levels, earn under \$30,000 annually, be solo parents, and not work full-time.
- *A largely rural population* – the district is characterised by a much higher proportion of residents living in rural areas compared with the national average (61% cf. 16% nationally). Access to healthcare facilities for smoking cessation support or diagnosis of smoking-related diseases is a challenge for residents living in relatively remote rural areas, as travel to healthcare centres is often time-consuming and costly.
- *Ethnic identification* – in the 2023 Census 50% of Far North residents identified as Māori, much higher than the national average of 18%. The adult Māori population in the Far North has a much higher smoking rate than non-Māori. Māori in the district also have a younger age profile than non-Māori. This is relevant in that rangatahi Māori are particularly vulnerable to start smoking and vaping if smoking/vaping is normalised in their households and communities.

## **Tobacco smoking**

### *Smoking rates are higher in the Far North than nationally*

In the 2023 Census 13% of those aged 15 or more from the Far North said they smoked tobacco regularly compared with 8% nationally.

### *Geographical spread of smoking in the district*

Highest levels of regular smokers are in the west of the district (centred in the North Hokianga area) and in the Whakaraka area on the east coast which includes Kāeo, Whangaroa and Mātauri Bay.

### *Health risks of tobacco smoking*

In New Zealand, the risks of smoking include:

- *Morbidity and mortality* – smoking-related harm is a leading cause of preventable morbidity (illness) and mortality, with approximately 5,000 deaths per annum. About one in five deaths are attributable to smoking
- *Cancers* – smoking is a significant risk factor for many types of cancer. According to the Cancer Society, over 2,000 lives are lost to cancer every year because of smoking, with lung cancer the leading cause of cancer-related deaths. Rates of lung cancer for Māori are more than double those of non-Māori, largely due to higher smoking rates
- *Other diseases* – smoking is also a risk factor for cardiovascular and cerebrovascular diseases (relating to the heart, blood flow and blood vessels); chronic respiratory diseases; and chronic kidney disease
- *Life expectancy* – individuals who continue smoking throughout their lives have an average life expectancy around ten years shorter than non-smokers
- *Secondhand smoking* – has been linked to heart disease, lung cancer, stroke, and respiratory issues.

### *Smoking initiation*

A leading reason for adolescents to start smoking is perceiving that this is a normal activity, typically by observing others smoking.

## **Vaping**

Electronic cigarettes (e-cigarettes) and vapes were introduced to New Zealand in the early 2000's, as a 'more healthy' alternative to traditional tobacco smoking. Vaping statistics are only available at the national level. However, there is nothing to indicate that the national trends described below do not apply in the Far North.

*Vaping is now more popular than smoking amongst the national adult population*

In 2023/24 11% of the adult population were daily vapers compared with 6% who were daily smokers. Highest daily vaping rates were among adults who identify as Māori (29%) and young people aged 15 to 24 (24%).

#### *Vaping by school students*

In 2024, 9% of year 10 students aged 14 to 15 years were daily vapers. However, very high rates were recorded for Māori girls (25%) and Māori boys (17%)<sup>1</sup>.

#### *Health risks of vaping*

These risks include:

- *Nicotine addiction* – vaping can cause young people to become addicted to nicotine.  
“The Asthma and Respiratory Foundation often hears stories of children - some as young as six - becoming addicted to vaping”.
- *Long-term health effects* – extended use of vaping products may also result in long-term health effects that are not yet fully understood.
- *Risks of second-hand vape smoke* – risks include: 1) an increased incidence of bronchitis and shortness of breath among young adults, 2) vaping can leave a toxic film on surfaces which can be absorbed through the skin on contact.

#### *Vaping initiation*

In New Zealand initiation of vaping among adolescents is occurring at increasingly younger ages by pre-teens and early teens. As with smoking, a major factor influencing young people to start vaping is the perception that it's a normal behaviour, shaped by regularly seeing peers, family members, or others vaping.

#### **Other issues associated with smoking and vaping**

- *Economic impacts of smoking & vaping*
  - the economic cost of smoking in New Zealand (largely related to healthcare expenditure and lost productivity) was approximately \$3.6 billion annually in 2022. On a pro rata basis, this would translate to about NZ\$54 million per year in the Far North (or \$58 million on an inflation-adjusted basis in 2024).
  - data on the economic costs of vaping in New Zealand is currently not available.
- *Financial costs for individuals and households*
  - a person who smokes one 30g pack of roll-your-own tobacco each week spends an estimated \$4,674 per year. With the median personal income for Far North adults aged 15 and over at \$29,700 in 2023, this represents a substantial financial burden for individuals and their families. By contrast, the cost of vaping is much lower (vaping at roughly the same level as above would cost around \$870 per year). Disposable vapes typically cost around \$5 each and are very affordable for young people.
- *Public nuisance*
  - second-hand smoke from vaping or smoking tobacco in public places can be unpleasant and irritating to non-smokers. It may deter individuals from spending time in these areas.
- *Environmental impacts*
  - smoking litter such as cigarette butts, discarded vapes and associated packaging is a significant contributor to environmental pollution. Discarded cigarettes and the lithium batteries in discarded vapes can pose fire risks.
- *Effect on the amenity values of public spaces*
  - smoking and vaping litter can also be an eyesore, lowering the amenity values of public spaces.

#### **Recommended elements of a new smokefree/vapefree policy**

Council staff recommend that a new smokefree/vapefree policy will:

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<sup>1</sup> From a Survey of over 30,000 Year 10 students conducted by ASH (Action for Smokefree 2025)

- be a standalone policy rather than including policy provisions in other policies such as the Parks and Reserves Policy 2022
- designate smokefree/vapefree areas in the Far North that align with other Northland local councils. If the Council approves developing a new smokefree/vapefree policy, these smokefree/vapefree areas will be included in a draft policy for Council’s approval
- rely on voluntary compliance by the public, with no monitoring or enforcement by the Council
- require prominent signage to indicate smokefree/vapefree areas to the public
- involve working in partnership with health agencies such as Health NZ and Hauora organisations to promote the smokefree/vapefree areas and help encourage compliance.

**Significance and engagement**

A new smokefree/vapefree policy would not be highly significant under the Significance and Engagement Policy as:

- it does not involve the transfer of the ownership or control of a strategic asset or other important asset
- it is not inconsistent with Council plans or policies – by contrast, it would be consistent with the Long-Term Plan outcome of communities that are healthy, safe, and connected.

If Council decides that a policy should be developed, public consultation should take place on the draft policy as it is likely to have significant public interest, with particular interest to Māori due to high levels of smoking/vaping-related harm occurring in Māori communities.

**Implications for Māori**

The relatively high rate of smoking and vaping occurring in Māori communities has three main consequences:

- higher rates of smoking-related diseases and mortality
- the financial burden of smoking for individuals and families
- Māori youth are susceptible to start smoking and vaping as they see this as a normal and acceptable activity.

**Options**

There are two options:

1. Develop a new smokefree/vapefree policy
2. Don’t develop a new smokefree/vapefree policy.

Advantages and disadvantages of these options are listed below:

Options	Advantages	Disadvantages
<p><b>1) Develop a new smokefree/vapefree policy (recommended)</b></p>	<ul style="list-style-type: none"> <li>• Supports the national Smokefree 2025 goal</li> <li>• Aligns the Far North with other districts in Northland and across New Zealand</li> <li>• Protects people from the dangers of second-hand smoke</li> <li>• Improved health and wellbeing of the community</li> <li>• Reduced smoking/vaping initiation by children and adolescents due to positive role modelling behaviour</li> <li>• Increased public awareness of the issues involved with smoking/vaping in public</li> <li>• A fresh and clean environment,</li> <li>• Increased pride in public places</li> <li>• Benefits for the local economy including lower healthcare costs and improved productivity</li> </ul>	<ul style="list-style-type: none"> <li>• May be seen as overregulation, particularly by smokers and vapers who feel their personal freedoms are restricted</li> <li>• Costs associated with signage and public awareness campaigns</li> </ul>

Options	Advantages	Disadvantages
	<ul style="list-style-type: none"> <li>Reduced financial burden of smoking/vaping for individuals and households</li> </ul>	
<p><b>2) Do not develop a new smokefree/vapefree policy</b></p>	<ul style="list-style-type: none"> <li>No impact on the perceived personal freedoms of smokers and vapers</li> <li>Costs associated with signage and public awareness campaigns</li> </ul>	<ul style="list-style-type: none"> <li>Will not support the national Smokefree 2025 goal</li> <li>Will not align with other districts in Northland and across New Zealand</li> <li>Will not reduce smoking/vaping in public</li> <li>Will not protect people from the dangers of second-hand smoke</li> <li>Will not improve the health and wellbeing of the community</li> <li>Will not reduce smoking/vaping initiation by children and adolescents</li> <li>Will not increase public awareness of the issues involved with smoking/vaping in public</li> <li>Will not foster a fresh and clean environment</li> <li>Will not increase pride in public places</li> <li>Will not help reduce the economic costs of smoking/vaping or the financial costs to individuals and households</li> </ul>

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

A standalone non-regulatory policy will align with the approach of other Northland local councils and with other councils across New Zealand. It will provide clear guidance regarding Council-owned and administered areas where smoking is discouraged. This will advance the Smokefree 2025 vision, and can potentially address:

- health risks for smokers and vapers
- risks associated with inhaling secondhand smoke
- the normalisation of smoking and vaping, which increases the likelihood of smoking/vaping initiation by youth
- the environmental impacts of smoking and vaping litter
- economic costs for the district, including public health impacts and lost productivity, estimated at \$58 million per year in 2024
- the financial costs of smoking and vaping for individuals and households.

**NEXT STEPS**

If Council agrees to the development of a smokefree policy, staff will engage with Health NZ, Hauora organisations, other interested parties, and the wider community to design the policy and investigate implementation costs and logistics. A draft policy and an implementation plan will then be presented to Council for consultation and adoption.

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

Costs to develop a draft smokefree policy will be minimal (staff resourcing) and will be met from existing budgets.

The costs to implement the policy, including signage and public education, will be identified in the design phase and presented to Council with the draft policy.

Note that compliance and enforcement costs will not be involved as Council cannot legally enforce the policy.

### **ĀPITIHANGA / ATTACHMENTS**

1. **Research Report for a Smokefree and Vapefree Policy - A5170125**  

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	In line with the Significance and Engagement Policy, the level of significance is not high. Engagement will include public consultation, as the proposed policy is likely to have a high level of public interest.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<p><b>Legislation:</b></p> <ul style="list-style-type: none"> <li>• Local Government Act 2002, Section 10</li> <li>• Smokefree Environments and Regulated Products Act 1990</li> <li>• Health Act 1956</li> </ul> <p><b>Long-Term Plan Community Outcomes:</b></p> <ul style="list-style-type: none"> <li>• Communities that are healthy, safe and connected</li> </ul>
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 has district-wide relevance as it seeks to improve public health, and promote cleaner, safer environments across the Far North District. Input from Community Boards will be sought during the policy's design phase. This will ensure that local perspectives are considered.
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.	Reflecting the disproportionate impact smoking and vaping has on Māori communities, initial conversations have occurred with Hauora (Māori health) organisations including Te Hauora o Ngāpuhi, and Hauora Te Hiku. These organisations strongly support having a smokefree/vapefree policy and said they are willing to help promote the policy if it is adopted. At the Design stage of the project there will be further engagement with Māori to seek their input.
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 Smokefree/Vapefree Policy potentially impacts all members of the community as well as visitors to the district who: <ul style="list-style-type: none"> <li>• may be exposed to second-hand tobacco and vape smoke in public places owned or administered by the Council, with the health risks this involves</li> </ul>

	<ul style="list-style-type: none"> <li>• are affected by the environmental damage and impact on amenity values of smoking/vaping litter in these public places.</li> </ul> <p>Specifically, de-normalising smoking and vaping in public can help reduce smoking/vaping initiation amongst youth.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Costs to develop a draft smokefree policy will be minimal (staff resourcing) and will be met from existing budgets.</p> <p>The costs to implement the policy, including signage and education campaigns, will be identified in the design phase and presented to Council with the draft policy.</p> <p>Note that compliance and enforcement costs will not be involved as Council cannot legally enforce the policy.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>



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## Research Report

### Smokefree/Vapefree Policy Investigation

#### 1 Purpose

To describe and discuss the problems and opportunities relating to the Council designating smokefree and vapefree areas in the Far North District.

#### 2 Context

Unlike most local councils in New Zealand, currently the Council does not have a smokefree/vapefree policy to help address the issues relating to smoking and vaping in the district. This report investigates these issues to help the Council decide whether to develop a policy or not.

##### 2.1 Legislative Context

###### Smokefree 2025

In March 2021 the government set a national target of *Smokefree 2025*, aiming for fewer than 5% of New Zealanders to be smokers by 2025. To achieve this, in December 2021 the *Smokefree Aotearoa 2025 Action Plan* was introduced. This *Plan* outlined measures to reduce smoking rates. Objectives of *Smokefree 2025* are:

1. To reduce smoking initiation
2. To increase quitting
3. To reduce exposure to secondhand smoke.

NB. In this report, the term “smokefree” represents a goal that less than 5% of the district’s population will be tobacco smokers and does not mean banning smoking altogether.

###### Smokefree Environments and Regulated Products Act 1990

The Smokefree Environments and Regulated Products Act 1990<sup>1</sup> (the Act) is one of the most comprehensive pieces of tobacco legislation in the world. This Act was amended in January 2023 to also cover vaping products.

In March 2024, the government passed legislation to repeal some parts of the Act, including:

1. The ban on selling tobacco to anyone born after 2008 (the “generational ban”)
2. Plans to significantly reduce the number of tobacco retailers
3. The requirement to reduce nicotine levels in cigarettes.

Despite these repeals, several important tobacco and vaping control measures remain in place, including:

- Regulations regarding the sale and supply of tobacco and vaping products
- Restrictions on advertising and sponsorship
- Health warnings on packaging
- Declaring smokefree and vapefree areas:
  - in all workplaces
  - in enclosed public places
  - in schools, early childhood education and care centres
  - on passenger service vehicles, aircraft, and in travel terminals
  - in licensed premises, gaming machine venues, and restaurants
  - in vehicles carrying children.

<sup>1</sup> [Smokefree Environments and Regulated Products Act 1990](#)

Potentially a policy designating Council-owned and administered areas as smokefree/vapefree could complement the smokefree/vapefree areas that are covered by the Act.

#### **Health Act 1956**

Section 23 of the Health Act 1956 states that “it is the duty of every local authority to improve, promote and protect public health within its district”.

#### **2.2 Council’s Role Relating to Smokefree Environments**

The Council can potentially support the Smokefree 2025 goal via a smokefree/vapefree policy. This policy would be non-statutory (it is not mentioned in the Act), is not mandatory (Council is not required to have a policy), and cannot be enforced by the Council.

Via a smokefree/vapefree policy the Council can:

1. designate public spaces owned or administered by the council as smokefree and vapefree areas
2. inform the public of these areas via signage and education
3. commit to partnering with other relevant agencies such as Health NZ | Te Whatu Ora and Hauora organisations to promote these areas.

By promoting smokefree/vapefree areas in the Far North, Council could help achieve the Long-Term Plan outcome: “*Communities that are **healthy, safe, connected and sustainable***”.

#### **2.3 Health New Zealand Role**

The Community Whanau and Wellbeing team at Health New Zealand’s National Public Health Service promotes public health in Northland and aims to reduce smoking and tobacco-related harm. Their efforts support individuals and communities to achieve the *Smokefree 2025* goal through tailored initiatives. These include awareness and education programmes, as well as engaging with communities to encourage quitting and discourage people from starting to smoke. This team collaborates with schools, workplaces, and local councils to implement smokefree policies in public spaces and at events.

Health NZ also funds Hauora (Māori health) services under the *Te Pae Tata | Interim New Zealand Health Plan* and the *Pae Ora (Healthy Futures) Act 2022*.

The Council could partner with Health NZ including Hauora organisations to develop and promote a district-wide smokefree/vapefree policy and jointly promote smokefree and vapefree public areas.

#### **2.4 Council’s Previous Policy Response to Smokefree Environments**

Far North District Council was the first local council in Northland to address smoking in Council-owned and administered areas by prohibiting smoking in Housing for the Elderly units and designating its parks, playgrounds and reserves as smokefree. While the prohibition still applies for Housing for the Elderly units, the policy applying to parks, reserves and playgrounds has since lapsed, and **Council does not currently have a smokefree/vapefree policy**

##### **Smokefree Parks, Playgrounds, and Reserves Policy 2012**

This Policy was adopted by Council in 2012. Its stated purpose was to “*demonstrate leadership by promoting a smokefree lifestyle as being desired throughout the Far North District. Council will send a positive message that our children’s health and the environment should be protected from the effects of smoking*”. Council’s approach centred on raising awareness and promoting smokefree spaces through education, consistent messaging, and collaboration with health partners, rather than monitoring and enforcement.

##### **Reserves Policy 2017**

Section Six of the *Reserves Policy 2017* superseded the previous *Smokefree Parks, Playgrounds, and Reserves Policy 2012* with a policy provision that “*Council owned parks, playgrounds and reserves will be promoted as smokefree areas through signage and publicity*”.

##### **Parks and Reserves Policy 2022**

The *Reserves Policy 2017* was replaced by the *Parks and Reserves Policy 2022* and has no smokefree or vapefree provisions. Therefore, currently the Council does not have a smokefree/vapefree policy in place. During the development of the *Parks and Reserves Policy 2022*, Council staff recommended that Council adopt a standalone smokefree and vapefree policy (rather than including policy provisions within other

policies). Such a policy would cover public areas owned or managed by Council including parks and reserves and other areas. This report investigates developing such a standalone policy.

**Housing for the Elderly Units**

Although the Council does not currently have a smokefree policy, smoking is not permitted inside Council’s Housing for the Elderly units with smoking only allowed on balconies or in outdoor areas.

**3 Research objective**

The research objective is to identify and discuss problems and opportunities relating to smoking and vaping in public in the Far North District.

**4 Scope of the research report**

**In scope**

- To understand:
  - the legislative context for possibly developing a smokefree/vapefree policy
  - smoking and vaping trends in the Far North and in New Zealand generally
  - the issues relating to smoking and vaping
  - smokefree and vapefree policies developed by other local councils
  - the opportunity for the Council to develop a smokefree/vapefree policy.

**Out of scope**

- Smoking and vaping on private property
- Areas managed or regulated by the government: e.g.
  - smokefree/vapefree areas such as workplaces and schools (see section 2.1)
  - smoking and vaping in vehicles
  - tobacco and vape sales, promotion and advertising – including the proliferation of vape outlets
  - public education around quitting smoking and vaping (the responsibility of Health NZ).

**5 Problem areas and opportunities**

**5.1 Socio-demographic challenges**

The socio-demographic make-up of the Far North District includes a range of factors that make it challenging to meet *Smokefree 2025* goals.

**1) High levels of community deprivation**

2018 Census data revealed that nearly seven out of ten residents in the Far North District (69%) live in areas with the highest levels of deprivation (quintile 5), as indicated in the following table:

*Table 1: Percentage of the Far North population living in areas with each deprivation quintile*

Deprivation quintile	%
Deprivation quintile 5 (highest level of deprivation)	69%
Quintile 4	19%
Quintile 3	12%
Quintile 2	8%
Quintile 1 (least deprived)	3%

88% in quintile 4 or 5

*Base: usually resident population from the 2018 Census. Total adds to more than 100% due to rounding*

Smoking rates in Northland are higher in more deprived communities. From 2017 to 2020, individuals in the most deprived areas (quintile 5) were over three times more likely to smoke than those in the least deprived areas (quintile 1). See the following table:

Table 2: Percentage of Northland adults aged 15 or more who currently smoke tobacco by deprivation quintile

Deprivation quintile	Current smokers %
Deprivation quintile 5 (highest level of deprivation)	32%
Quintile 4	19%
Quintile 3	17%
Quintile 2	9%
Quintile 1 (least deprived)	10%

Source: New Zealand Health Survey 2017 to 2020

Factors associated with high community deprivation, such as low incomes, limited access to healthcare, low levels of education, and high levels of financial stress, can exacerbate the harmful effects of tobacco smoking and create barriers to achieving smokefree goals.

**2) Socio-economic challenges**

The Far North is characterised by several socio-economic factors that place residents at a disadvantage compared with New Zealanders as a whole. Examples of these factors include the following:

Table 3: Far North District socio-economic statistics

Socio-economic factors	Far North %	NZ %
No educational qualifications or Level 1-2 Certificate	44%▲	37%
Personal income less than \$30,000 per year	62%▲	48%
Employed full-time	39%▼	50%
Solo parents with children	20%▲	15%

Source: 2018 Census - residents aged 15 or more

Individuals in socio-economically disadvantaged groups may face barriers to accessing smoking cessation resources associated with low levels of income and education and be more likely to experience stresses that can lead to higher levels of smoking.

**3) A largely rural population**

The Far North District, with over 40 small towns and townships (and no cities), is characterised by its geographically dispersed population. The district has a much higher proportion of residents living in rural areas<sup>2</sup> compared with the national population (61% cf. 16% nationally).

Access to healthcare facilities for smoking cessation support or diagnosis of smoking-related diseases is a challenge for many residents living in relatively remote areas, as travel to healthcare centres is often time-consuming and costly. Residents in these areas with early signs of smoking-related diseases including lung cancer can put off visiting a GP and first seek treatment at an emergency department.

**4) Ethnic identification and smoking**

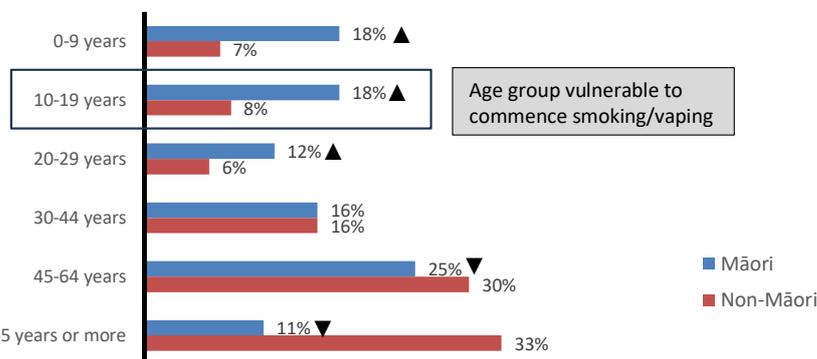
In the 2023 Census 50% of Far North residents identified as Māori, much higher than the national average of 18%. From 2023 Census results, the adult Māori population in the Far North were 2.3 times more likely to smoke than non-Māori (18% were regular smokers cf. 8% non-Māori) (see section 5.3).

**5) Age profile**

The Māori population in the district has a younger age profile than non-Māori and in the 2023 Census the median age of Māori in the Far North was 31 years compared with 57 years for non-Māori. See the following chart:

<sup>2</sup> Stats NZ - [Subnational population estimates \(urban rural\), by age and sex, at 30 June 2023](#) [Rural areas include small townships with less than 1,000 people and fully rural areas]

Figure 1: Age Distribution of Far North Residents – Māori versus non-Māori



KEY: ▲ ▼ Māori significantly higher/lower than non-Māori

Base: Far North residents in the 2023 Census

With younger people aged 10 to 19 susceptible to start smoking or vaping (see sections 5.6 and 6.5) it is important to note that 18% of Māori residents and 8% of non-Māori residents are in this age group.

**Insights into these socio-demographic challenges**

In a recent article<sup>3</sup> Professor Jason Gurney (Ngāpuhi), who leads the Otago University cancer and chronic conditions research group, made the following points:

- high rates of cancer in Northland (see section 5.5) are due to inequities experienced by the population, particularly Māori
- Māori are three times more likely to develop and 30% more likely to die of lung cancer, once diagnosed, than Europeans
- this is due to low average incomes and less access to higher education, which are both linked to greater rates of tobacco smoking (see the next section)
- surviving lung cancer is about getting an early diagnosis, and Māori are more likely to first present with symptoms at their ED than at their GP, meaning delayed diagnosis
- Northland’s geographical spread and high numbers of rural patients also contribute to these statistics, leading to both late diagnosis and difficulty accessing care once diagnosed.

**5.2 Smoking rates in the Far North and nationally**

The following chart compares the proportion of adults aged 15 or more who regularly smoke cigarettes<sup>4</sup> in New Zealand as a whole and in the Far North.

As the chart shows:

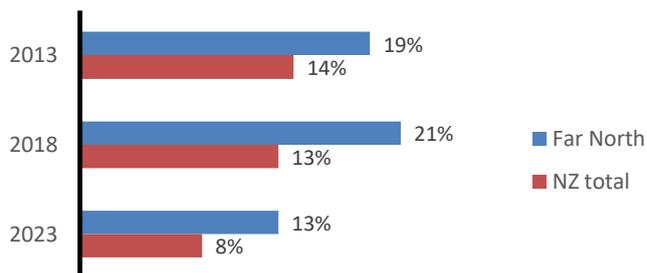
- the proportion of Far North adults who regularly smoke cigarettes has declined from 19% of adults in 2013 to 13% in 2023
- smoking has consistently been more common in the Far North than in New Zealand as a whole – in the 2023 Census 13% of those aged 15 or more from the Far North smoked regularly compared with 8% nationally. In 2023 this level of smoking placed the Far North seventh out of 67 territorial authorities in New Zealand (Wairoa was first with 20% of adults being regular smokers)
- by 2023, the national rate of smoking (8%) had almost reached the Smokefree 2025 target of fewer than 5% of New Zealanders smoking by 2025.

<sup>3</sup> Northern Advocate (7 October 2024) - [Cancer in Northland: Stark figures show postcode lottery for cancer care](#)

<sup>4</sup> Regular smoking is defined in the Census as smoking one or more cigarettes per day including manufactured and roll-your-own cigarettes. Cigarette smoking refers to tobacco smoking and does not include:

- smoking cigars or pipes
- smoking e-cigarettes (vaping)
- smoking other substances such as herbal cigarettes or marijuana.

Figure 2: Regular smokers in the Far North versus NZ total

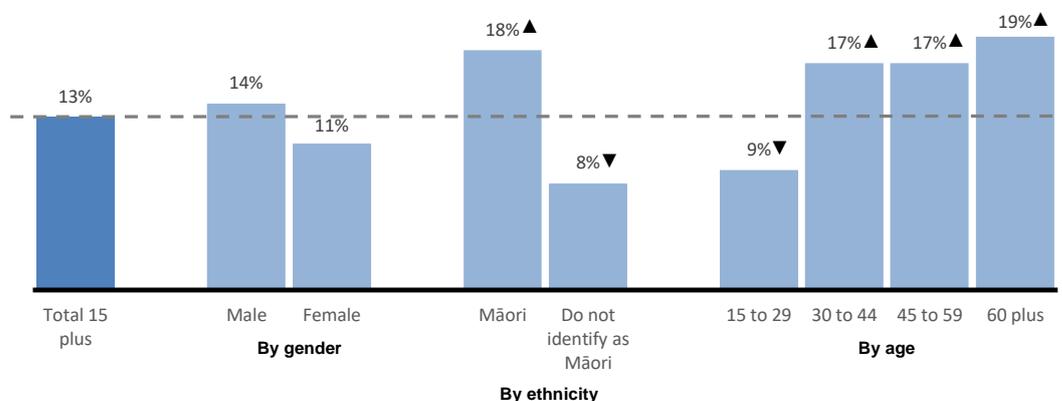


Source: Stats NZ – Census results for adults aged 15 or more

5.3 Smoking in the Far North in 2023 by demographics

In 2023 those who identified as Māori and people aged over 30 were more likely to smoke regularly while non-Māori and those aged 15 to 29 were less likely to be regular smokers.

Figure 3: Regular smokers in the Far North by demographics



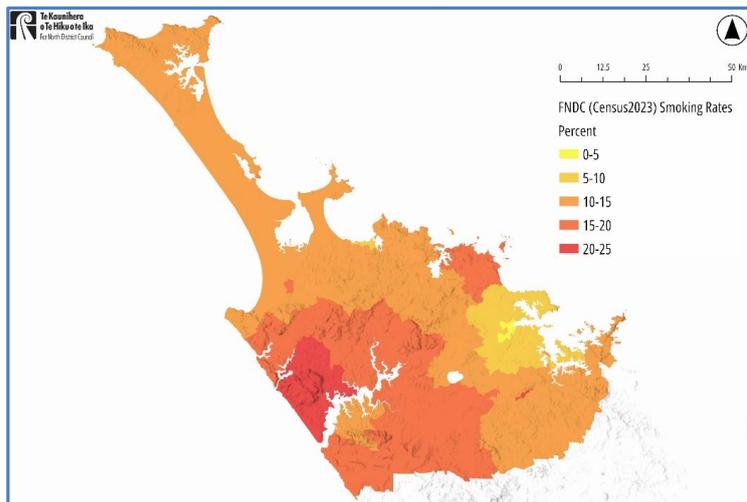
Source: 2023 Census results for adults aged 15 or more

Cont'd...

#### 5.4 Smoking in the Far North in 2023 by statistical area unit

The map below shows levels of smoking by statistical area unit in the Far North recorded in the 2023 Census. As the map shows, the highest levels of regular smoking are in the west of the district (centred in the North Hokianga area) and in the Whakaraka area on the east coast which includes Kāeo, Whangaroa and Mātauri Bay. By contrast, smoking levels in the Bay of Islands are lower, with one area (Riverhead, shown in yellow on the map) meeting the national *Smokefree 2025* target of fewer than 5% of the population being smokers.

Figure 4: Regular smokers in the Far North by statistical area unit



Source: Stats NZ – 2023 Census results for adults aged 15 or more

#### 5.5 Health risks of tobacco smoking

##### International evidence

Smoking poses severe health risks not only to individuals who smoke but also to those around them who are exposed to secondhand smoke, as highlighted by the World Health Organization (WHO)<sup>5</sup>:

- **Mortality:** "Tobacco kills up to half of its users who don't quit"
- **Annual deaths:** "Tobacco kills more than 8 million people globally each year, including an estimated 1.3 million non-smokers who are exposed to secondhand smoke"
- **Addiction and disease:** "Nicotine contained in tobacco is highly addictive and tobacco use is a major risk factor for cardiovascular and respiratory diseases, over 20 different types or subtypes of cancer, and many other debilitating health conditions"
- **Life expectancy:** "Smokers who start smoking early in adult life and do not quit lose a decade of life expectancy versus non-smokers"
- **Secondhand smoking (passive smoking):** "Secondhand smoke causes serious cardiovascular and respiratory diseases, including coronary heart disease and lung cancer, and kills around 1.3 million people prematurely every year".

##### New Zealand evidence

In New Zealand, the risks of smoking include:

- **Morbidity and mortality<sup>6</sup>:** smoking-related harm is a leading cause of preventable morbidity (illness) and mortality in New Zealand, with approximately 5,000 deaths per annum<sup>7</sup>. About one in five deaths in New Zealand are attributed to smoking. Smoking causes about three times as many deaths as all non-medical causes combined (for example, murder, suicide, drowning, and road accidents)<sup>5</sup>.

<sup>5</sup> World Health Organisation – [Tobacco Key Facts July 2023](#)

<sup>6</sup> [New Zealand's Tobacco Control Programme](#) [Ministry of Health, April 2016]

<sup>7</sup> Treasury Report – [Briefing for Cabinet December 2023](#)

- **Cancers:** Smoking is a significant risk factor for lung, head and neck, upper digestive tract, stomach, pancreas, bladder and kidney cancers. According to the Cancer Society<sup>8</sup>, over 2,000 lives are lost to cancer every year because of smoking.
  - **Lung cancer** is the leading cause of cancer-related deaths in New Zealand<sup>9</sup>. Up to 90% of lung cancer in New Zealand is caused by smoking<sup>10</sup> and secondhand smoke is estimated to be responsible for one in four lung cancers found in non-smokers<sup>11</sup>. Māori communities are disproportionately affected, with lung cancer rates more than double those of non-Māori, largely due to higher smoking rates<sup>4</sup>.
- **Other diseases:** smoking is a risk factor<sup>4</sup> for:
  - cardiovascular and cerebrovascular diseases relating to the heart, blood flow and blood vessels - the risk of heart attack is up to four times greater and the risk of stroke up to two times greater for smokers than non-smokers
  - chronic respiratory diseases that affect the airways and other structures of the lungs
  - chronic kidney disease
  - smoking in the home has been linked to higher rates of asthma and glue ear in children
  - smoking during pregnancy contributes to lower birth weight and poorer outcomes for infants.
- **Life expectancy:** smoking is the second highest risk factor contributing to reduced life expectancy (after high body weight)<sup>12</sup>. On average, individuals who continue smoking throughout their lives have a life expectancy approximately ten years shorter than non-smokers<sup>13</sup>
- **Secondhand smoking:** exposure to secondhand smoke in New Zealand has been linked to heart disease, lung cancer, stroke, and respiratory issues in children<sup>14</sup>.

#### Northland evidence

Professor Jason Gurney from Otago University (see section 5.1) noted that Northland had the third highest rate of lung cancer of all regions in New Zealand from 2018 to 2022<sup>15</sup>.

In 2023, the incidence of lung cancer per head of population in the Far North was three times the national average<sup>16</sup>.

#### Recommendation from the WHO

To mitigate these health risks, the WHO advocates comprehensive smokefree policies in public places, workplaces, and on public transport to protect non-smokers, and especially vulnerable populations, from the dangers of secondhand smoke.

#### 5.6 Smoking initiation

Exposure to smoking plays a crucial role in smoking initiation (commencing smoking).

A report<sup>17</sup> on the age of smoking initiation in New Zealand found that nearly 80% of adolescents aged 13–15 who had tried smoking had their first cigarette before turning 13, based on data from 2010 to 2020.

<sup>8</sup> [Cancer Society Manifesto 2023-24](#)

<sup>9</sup> [Lung Health | Lung Foundation NZ](#)

<sup>10</sup> Asthma Foundation - [Lung Cancer Information for Family and Carers](#)

<sup>11</sup> Taylor R; Najafi F; Dobson A. *Meta-analysis of studies of passive smoking and lung cancer* [International Journal of Epidemiology 2007]

<sup>12</sup> Ministry of Health - [Health and Independence Report 2023 - Te Pūrongo mō te Hauora me te Tū Motuhake 2023](#)

<sup>13</sup> Heart Research Institute (NZ) - [Smoking and heart disease](#)

<sup>14</sup> Smokefree.org.nz – [Secondhand smoke](#)

<sup>15</sup> Northern Advocate (7 October 2024) - [Cancer in Northland: Stark figures show postcode lottery for cancer care](#)

<sup>16</sup> Source: Ngā Tai Ora - Public Health Northland (April 2025)

<sup>17</sup> Xing S; Zhao M; Magnussen C; et al *Proportion and trend in the age of cigarette smoking initiation among adolescent smoking experiencers aged 13–15 years in 148 countries/territories* [Public Health Journal November 2022]

From a number of studies<sup>18</sup>, main reasons that New Zealand adolescents commence smoking include:

1. perceiving that smoking is a normal activity, typically by observing others smoking
2. influence of others (e.g. peer pressure and parental/sibling smoking)
3. adolescent attitudes (e.g. lack of awareness of health risks, curiosity and experimentation, wanting to assert independence or conversely wanting to fit in with others)
4. access to tobacco products (often through friends and social sources).

Amongst these reasons, perceiving that smoking is a normal activity by observing others smoking (reason 1) suggests that designating Council-owned and administered areas as smokefree can play a part in reducing smoking initiation. The higher-than-average smoking rates in the Far North (see section 5.2) place children and adolescents at an increased risk of exposure to smoking, particularly among Māori and those living in more deprived communities. This can increase the likelihood that they will view smoking as a typical or desirable behaviour and take up smoking themselves.

Establishing smokefree environments has been shown to reduce smoking initiation rates including rapid reductions in smoking initiation among adolescents<sup>19</sup> and supports those currently trying to quit smoking. Indeed, a 2021 UK Royal College of Physicians report<sup>20</sup> noted that calls for smokefree environments to protect children may be less to do with exposure to secondhand smoke and more to prevent children from seeing adults smoking and modelling their smoking behaviour on this exposure.

## 6 Vaping

Electronic cigarettes (e-cigarettes) and vapes were introduced to New Zealand in the early 2000s, initially as an alternative to traditional tobacco smoking.

### 6.1 Types of vaping products sold in New Zealand

There are two main types of vaping products sold in New Zealand:

1. **Vapes** work by vaporising an e-liquid solution containing nicotine and flavours
2. **Heated tobacco products (HTPs)** heat real tobacco within a specific temperature range, using an electronic system to prevent it from burning. These products are currently unavailable but are likely to return to the market.

Under the *Smokefree Environments and Regulated Products Regulations 2021*, both these vaping products are regulated in the same way e.g. the law restricts “vaping,” including inhaling HTPs, in the same places where smoking is prohibited. If the Council introduces a smokefree/vapefree policy, to avoid any confusion, the definition of vaping in this policy should include smoking HTPs.

### 6.2 Incidence of vaping

Vaping statistics are only available at the national level. However, there is nothing to indicate that the national trends described below do not apply in the Far North.

#### **Vaping is now much more popular than smoking amongst the national adult population**

According to the Ministry of Health<sup>21</sup> the estimated number of daily vapers in New Zealand increased dramatically from 33 to 480 thousand over the eight years from 2015/16 to 2023/24, while the number of daily tobacco smokers dropped from 552 to 300 thousand over the same period. See the following chart.

<sup>18</sup> See: Hoek, J; Lee, E; et al. *How do New Zealand youth perceive the smoke-free generation policy? A qualitative analysis.* [Tobacco Control Journal 2022]

Ponnia NS, *Addressing smoking among young people in New Zealand* [Doctoral Thesis, University of Otago 2011]

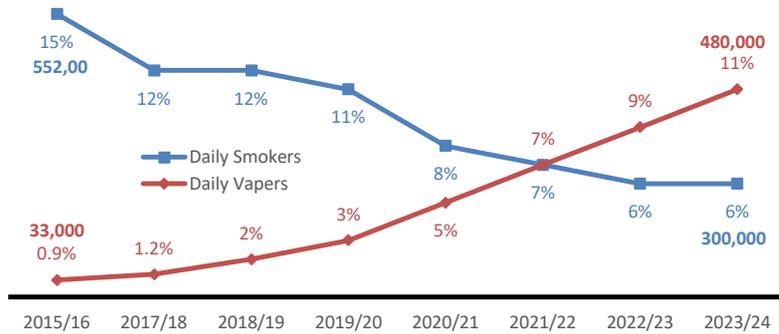
Littlecott HJ; Moore GF; et al, *Perceptions of friendship, peers and influence on adolescent smoking according to tobacco control context: a systematic review and meta-ethnography of qualitative research.* [BMC Public Health. March 2023]

<sup>19</sup> Semple S; Dobson R; et al, *Smoke-free spaces: a decade of progress, a need for more* [Tobacco Control Journal, 2022]

<sup>20</sup> Royal College of Physicians, *Smoking and health 2021: a coming of age for tobacco control?* London: RCP, 2021

<sup>21</sup> [Trends in smoking and vaping](#) [Ministry of Health 2024]

Figure 5: Daily smokers and vapers – percent of the national population aged 15 or more

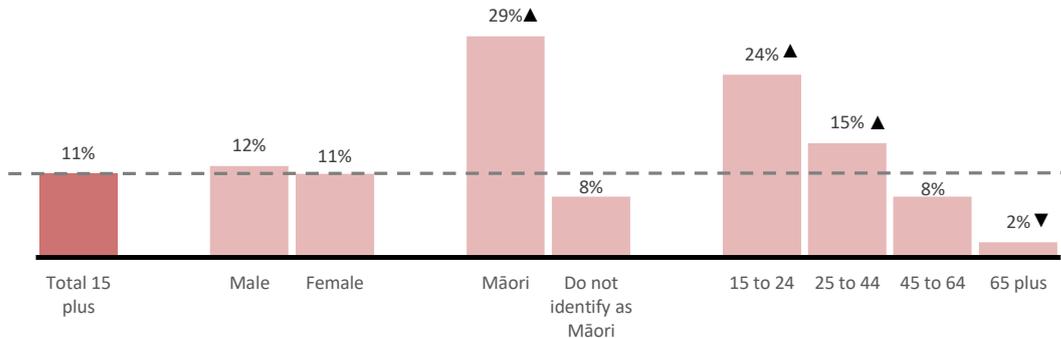


Source: New Zealand Health Survey - adults aged 15 or more

**Daily vaping in New Zealand by demographics – 2023/24 results**

As the next chart shows, daily vaping is most common among adults who identify as Māori (29%) and those aged 15 to 24 (24%). By contrast, scarcely any people aged 65 or more are daily vapers (just 2%).

Figure 6: Daily vapers in New Zealand by demographics – 2023/24 results



Source: New Zealand Health Survey results for adults aged 15 or more

**Vaping by young people**

The next two charts (published by ASH - Action for Smokefree 2025) show survey results from the *Action for Smokefree 2025 Youth Smoking and Vaping Surveys*<sup>22</sup> which recorded daily smoking and vaping levels by year 10 students (aged 14 or 15) in New Zealand. As the charts show:

- daily vaping among Year 10 students has increased significantly, rising from 3.0% in 2019 to 8.7% in 2024
- by 2024 the daily tobacco smoking rate had dropped to a very low level (1.2% of Year 10 students) compared with 8.7% of Year 10 students who were daily vapers (7.3 times higher).
- there was a small reduction in daily vaping from 10.0% of Year 10 students in 2023 to 8.7% in 2024, a statistically significant decrease. This is attributed to tighter regulations on vape sales to minors
- in 2024 the highest incidence was among Māori girls (25%) and Māori boys (17%). By contrast, daily vaping by non-Māori/non-Pacific Year 10 students was much lower (5% for both boys and girls).

<sup>22</sup> [ASH Year 10 Snapshot Survey Results](#) [Action for Smokefree 2024]

Figure 7: Daily smoking and vaping among year 10 students 1999 to 2024

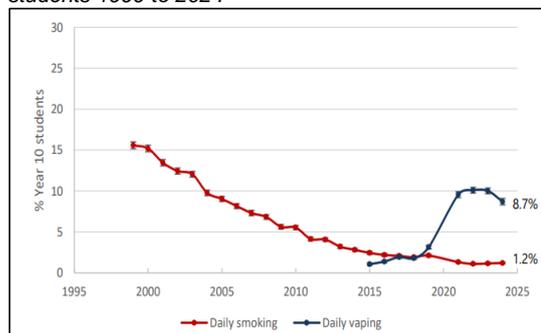
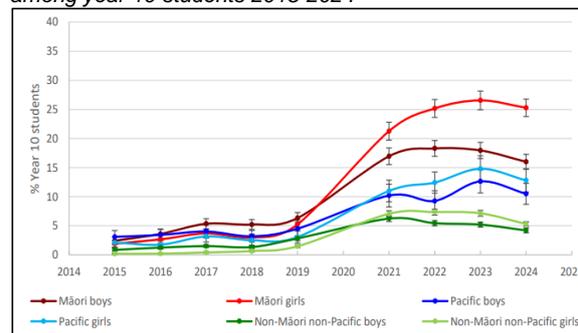


Figure 8: Daily vaping incidence by gender and ethnicity among year 10 students 2015-2024



Source: Action for Smokefree 2025 Youth Smoking and Vaping Surveys [charts courtesy of ASH]

### 6.3 Risks of vaping

While many experts view vaping as a relatively safe tool to help adult smokers quit, others warn of potential risks, especially as vaping can cause young people to become addicted to nicotine. “*The Asthma and Respiratory Foundation often hears stories of children - some as young as six - becoming addicted to vaping*”.<sup>23</sup> Within the Far North, Hauora Te Hiku mentioned that young children aged six to eight had been found vaping at Ahipara Primary School.

The Cancer Society of New Zealand has identified three main potential harms associated with vaping by children and adolescents<sup>24</sup>:

1. The potential for **nicotine addiction**, leading to prolonged use of nicotine products with uncertain long-term health effects
2. Extended use of vaping products may result in **long-term health effects** that are not yet fully understood
3. The possibility that vaping could serve as a **gateway** to smoking traditional cigarettes. A 2024 Australian study<sup>25</sup> found that young people who vape are five times more likely to try smoking than those who do not vape.

### 6.4 Risks of secondhand vape smoke

The long-term risks of inhaling secondhand vape smoke (passive vaping) are unknown. However, a range of short-term risks have been reported:

- **Respiratory issues:** a study published by the Asthma and Respiratory Foundation NZ<sup>26</sup> found that secondhand vape smoke exposure was associated with an increased incidence of bronchitis symptoms and shortness of breath among young adults
- **Surface residues:** research from the University of Technology Sydney indicates that vaping indoors can leave a toxic, oily film on surfaces. This residue contains harmful chemicals like formaldehyde and acetaldehyde, which can be absorbed through the skin upon contact.

Recognising these risks, the government has made it illegal to vape in a motor vehicle carrying children and young people under 18 years of age. Vaping is also prohibited in areas where smoking is banned, including indoor workplaces, schools, and early childhood education facilities.

### 6.5 Vaping initiation

In New Zealand, initiation of vaping among adolescents has been documented at increasingly younger ages by pre-teens and early teens.

Reasons for commencing vaping described in a range of studies<sup>23 to 28</sup> include:

1. perceptions that vaping is a normal activity
  - observing others vaping including peers and family

<sup>23</sup> [Vaping 'report card' for Government reveals average grades](#) [Asthma and Respiratory Foundation, April 2024]

<sup>24</sup> [Vaping: Degrees of harm – A narrative review of evidence](#) [Cancer Society, June 2019]

<sup>25</sup> Egger S; et al, *The association between vaping and subsequent initiation of cigarette smoking in young Australians from age 12 to 17 years* [Australian and New Zealand Journal of Public Health, 2024]

<sup>26</sup> [Second-hand vaping exposure](#) [Asthma and Respiratory Foundation]

2. peer pressure - "I just wanted to try it because everyone else was doing it"<sup>24</sup>
3. belief that vaping poses fewer health risks than smoking
  - o the fruit flavours are perceived to denote healthiness<sup>27</sup>
4. sensory appeal - "the fruity flavours are really nice; they don't taste like cigarettes"<sup>28</sup>
  - o it smells better than tobacco<sup>29</sup>
5. targeted marketing via social media and sponsorship of events
  - o a University of Auckland study<sup>30</sup> noted that vaping companies have sponsored music festivals and collaborated with artists and designers, creating an image of vaping as a trendy lifestyle choice
6. affordability
  - o a briefing by the Public Health Communication Centre (PHCC)<sup>31</sup> highlighted that price discounting strategies have made vaping products appealing to young people – "[these are] pocket money priced products"
7. curiosity and experimentation
8. ease of obtaining vapes – often bought online without ID.

A typical scenario reported by a 15-year-old girl<sup>32</sup> to BBC News, Auckland is as follows:

**"It got more accessible for me, so I got addicted. Everyone around me was vaping at the time"**

"Coco, whose name has been changed to protect her identity, was 12 when she vaped for the first time. She's now 15 and trying to quit. Coco had never brought the vapes home, but as she grew more used to the habit, she also wanted to vape after school.

" 'What attracted me to it was more the flavours like 'Peach ice' or 'Lychee grape'. You can find vapes inspired by video games, they come in bright colours and flavours like bubble gum and candy floss'.

"It's illegal to sell vapes to under 18s in New Zealand, but Coco said that never stopped her or her friends. 'The older kids sell to the younger kids and lots of shops don't check IDs' she said. 'You can just walk in there and say, 'I want strawberry, raspberry, watermelon' and they'll sell it to you. You can even go in your uniform, and they just don't say anything"

As with smoking, to help prevent vaping initiation the Council can potentially address perceptions that vaping is a normal activity (reason 1. above) by designating Council-owned and administered areas as vape-free.

## 7 Other issues and opportunities associated with smoking and vaping

### 7.1 Economic impacts

#### Smoking

The impacts of smoking on the New Zealand economy are significant. According to the Tobacco Atlas<sup>33</sup>, the total economic cost of smoking in New Zealand was approximately \$3.6 billion annually in 2022. Assuming the Far North District bears a proportionate share of these costs, this would translate to about NZ\$54 million per year (1.5% of \$3.6 billion). Adjusting for inflation, this figure translates to \$58 million in 2024.

Main economic costs associated with smoking include:

- **Healthcare expenditure:** Smoking-related health conditions cost the New Zealand health system more than NZ\$2 billion annually<sup>34</sup>, for instance through hospitalisations, practitioner consultations, prescription medicines, and invalid benefits

<sup>27</sup> Ball J; Pettie M; et al, "You just wanna hit it 'cause like it smells like fun": a qualitative investigation of adolescents' experiences of nicotine vaping in Aotearoa New Zealand. [New Zealand Journal of Social Sciences, 2024].

<sup>28</sup> Caie S; Ran GJ, *The rationale of non-smoking adolescents' use of electronic cigarettes (vaping)* [Social Work Journal, April 2023]

<sup>29</sup> Health NZ: [Youth Insights Survey 2018](#)

<sup>30</sup> Auckland University [How savvy marketing made vaping into a youth sensation May 2023](#)

<sup>31</sup> Public Health Communication Centre [New Vaping Bill: Some important progress but critical gaps remain September 2024](#)

<sup>32</sup> BBC News, Auckland [New Zealand's youth vaping crisis clouds smoke-free future August 2023](#)

<sup>33</sup> [The Tobacco Atlas – Country Factsheets – New Zealand](#)

<sup>34</sup> [Last Generation of Kiwi Smokers Need More Support Than Ever to Quit on World Smokefree Day](#) [Asthma and Respiratory Foundation, May 2023]

- **Productivity losses:** Smoking contributes to sickness and premature mortality, resulting in significant losses in productivity.

### Vaping

Data on the economic costs of vaping in New Zealand is currently not available. While vaping may represent lower costs and reduced harm to users compared with smoking, the long-term health implications and associated costs of vaping are unclear.

## 7.2 Financial costs for individuals and households

### Costs of smoking

The current estimated average annual cost for a smoker who smokes one 30g pack of Roll Your Own tobacco per week costing \$89.90 per pack<sup>35</sup> is \$4,674. Given that the median personal income of Far North adults aged 15 or more was \$29,700 in 2023<sup>36</sup> (28% lower than the national median income of \$41,500), these costs can place a significant burden on the individuals concerned and their families.

### Costs of vaping

The same smoker who vapes at roughly the same level as a 30g Roll Your Own tobacco pack per week would pay around \$16.65 per week for vape cartridges or around \$870 per year, representing a much lower burden for individual and household budgets. NB. A disposable vape costs around \$5 (\$10 for a two-pack) and is attractive for young people as it is cheap, and discreet (easily hidden from teachers and parents without the bad smell of tobacco smoke).

## 7.3 Public nuisance

Secondhand smoke from vaping or smoking tobacco can be unpleasant and irritating to non-smokers, affecting their enjoyment of public spaces such as parks, outdoor dining areas, and public transportation. It may also deter individuals from spending time in these areas.

## 7.4 Environmental impacts

### Impacts from smoking

Cigarette litter is a significant contributor to environmental pollution, as cigarette butts contain toxic chemicals and can persist in the environment for years. These butts, which are non-biodegradable, release harmful chemicals as they break down, posing risks to ecosystems and wildlife. Marine environments are particularly vulnerable to cigarette litter. Discarded butts wash into waterways and oceans, where they release toxic substances and create ingestion hazards for marine animals. Discarded cigarettes also represent a fire hazard.

### Impacts from vaping

Disposable vapes are emerging as a significant environmental concern in New Zealand, contributing to pollution through hazardous chemicals and non-biodegradable materials including:

- **nicotine** which can leach into soil and waterways, adversely affecting ecosystems,
- **heavy metals** such as lead, tin, and nickel, which are toxic and can contaminate the environment if not properly disposed of
- **lithium batteries** which are a fire hazard and, if damaged or improperly discarded, can leak harmful chemicals.
- **plastic** makes up a huge amount of our solid waste and takes centuries to break down in landfill.

In response to environmental and health concerns, the government has announced a ban on disposable vapes, set to take effect in mid-2025.

### Effect on amenity values of public spaces

Litter from cigarette butts, disposable vapes and their packaging can also be an eyesore, lowering the amenity values of public spaces.

## 7.5 The opportunity

Unlike most local councils, the Council currently does not have a smokefree policy. Developing a policy to discourage smoking and vaping in council-owned and administered areas could potentially help address the problems and issues associated with smoking and vaping described above.

<sup>35</sup> Cost for 30g Holiday Roll Your Own Red Tobacco from Pak 'n Save stores - 9 January 2025

<sup>36</sup> Stats NZ – 2023 Census result

The literature points to the importance of smoke-free outdoor areas to help de-normalise smoking as an acceptable behaviour and thus decrease the incidence of smoking particularly amongst young people<sup>37</sup>:

“... evidence of de-normalisation of smoking is particularly relevant for Māori and Pacific communities where smoking is normalised and significant smoking inequalities exist compared with the general population”<sup>33</sup>

## 8 Smokefree policies of other New Zealand Councils

As reported by smokefree.org.nz in 2022, over fifty local councils had taken steps to make public outdoor areas smokefree and vapefree. All these councils took a non-regulatory approach, using policies, signage and public awareness tools, rather than using regulations in bylaws. In the past, Whanganui District Council and Palmerston North City Council both included smokefree provisions in bylaws. However, both these councils have since removed these regulations from their bylaws and now have smokefree policies.

### 8.1 Northland Local Councils

Whangārei District Council (WDC) and Kaipara District Council (KDC) have implemented comprehensive smokefree and vapefree policies<sup>38,39</sup>.

As the next table shows, with no policy in place the Council lags behind other local councils in Northland.

Table 4 – Smokefree/vapefree areas implemented by Northland Local Councils as of January 2025

Smokefree/vapefree areas	FNDC	WDC	KDC
Council-owned/controlled parks, sports fields, skateparks, and playgrounds		✓	✓
Neighbourhood reserves		✓	
Swimming pool complexes		✓	✓
Bus and taxi shelters		✓	✓
Transport hubs		✓	
Council-owned and administered cemeteries		✓	
Carparks		✓	
Inside Council-owned buildings and facilities		✓	✓
Entranceways to Council buildings and outdoor seating areas near Council's buildings		✓	✓
Inside Council-controlled social housing/ housing for the elderly	✓	✓	✓
Council-owned carparks		✓	✓
Beaches that are accessible to the public		✓	
Council funded, administered, or supported events or events held on Council land		✓	✓

## 9 Possible elements of a smokefree policy for the Far North

This section discusses elements that could be included in a smokefree/ vapefree policy for the Far North. At this stage, no decisions have been made regarding which elements, if any, should be included in a policy, as further consultation with the community and relevant stakeholders will be required to design the policy.

### 9.1 Inclusion of vaping in a smokefree policy

Reflecting the addition of vaping to the Smokefree Environments and Regulated Products Act 1990 in 2023, a Council smokefree policy would cover both smoking tobacco and vaping including the use of HTP products (see section 6.1).

<sup>37</sup> See extensive references in Thompson et al, [Expanding smokefree outdoor areas in Wellington City: Rationale and options](#) [University of Otago March 2016]

<sup>38</sup> [Smokefree and Vapefree Policy - Whangarei District Council](#)

<sup>39</sup> [Smokefree Kaipara Policy](#)

### 9.2 Designated smokefree/vapefree areas

Designated smokefree/vapefree areas in public places owned or administered by the Council would be a key component of a smokefree policy, helping to reduce exposure to secondhand smoke, reduce youth uptake of smoking/vaping, support those trying to quit smoking/vaping, and prevent the normalisation of smoking in these public spaces. There is an opportunity to align these areas with those covered in WDC’s and KDC’s policies (see section 8.1). If Council decides to make a smokefree/vapefree policy, investigating which areas would be covered in such a policy would involve engaging with the public and other stakeholders.

### 9.3 Communicating a smokefree/vapefree policy

#### Signage

If Council decides to implement a smokefree/vapefree policy, clear signage will be required to inform the public as to which areas are smokefree/vapefree. Placing and maintaining this signage would be the responsibility of the Council, as Health NZ has ceased to supply free signs to local councils.

The costs and logistics of providing signage will be investigated at the design stage of developing the policy. In this regard the Council can potentially learn from other local councils including WDC and KDC, and Health NZ is willing to share advice on the most cost-effective approaches to signage that other councils have used. The following considerations are relevant to Council placing and maintaining signs:

- legacy signage from pre-2022 is still displayed in many parks, playgrounds, and reserves – this refers to smokefree areas, not smokefree and vapefree areas
- if Council decides that new smokefree/vapefree areas should be included in the policy such as the entranceways to Council building or areas where al fresco dining occurs, then new signs would be needed
- new smokefree and vapefree signs have been designed by WDC. See below:

Figure 9 – Example of signs and artwork used by WDC



- to save costs, WDC is happy to share the artwork for these signs which can be adapted to print signs for our district. This approach was used by KDC (who changed the colours to match KDC branding) and, if adopted, would mean that the three local councils in Northland would have consistent signage
- careful consideration would be given to the types of signs used. Potentially printed adhesive stickers (which are relatively cheap to produce) could be used
- to manage labour costs, signs could be placed as Council staff (or contractors) go about their daily business rather than treating this a new one-off activity.

#### Public awareness campaigns

Public awareness campaigns would potentially play a key role in promoting smokefree/ vapefree areas and help to encourage compliance. Whangarei, Auckland and Dunedin Councils have implemented extensive awareness campaigns using social media, signage, and local media to promote smokefree/vapefree areas and this material could guide the design of any campaigns in the Far North

- for example, WDC created a video for social media platforms [Link](#) and added a page to their website [Smokefree and Vapefree Policy - Whangarei District Council](#)

### 9.4 Public support for a smokefree/vapefree policy

If the Council decides that a smokefree/vapefree policy should be developed, a key element of the policy would be support from the public and stakeholder groups.

In general, the New Zealand public supports smokefree/vapefree legislation. This is indicated by survey results:

- a One News/ Verian poll<sup>40</sup> conducted in February 2024 found that 60% of respondents opposed the Government's removal of some smokefree measures (see section 2.1), reflecting strong public backing for controls on smoking
- a survey of smokers and recent quitters<sup>41</sup> conducted in 2021 found that 56% supported *Smokefree 2025* goals.

This suggests that a smokefree/vapefree policy is likely to be supported in the Far North. If Council gives the go ahead to develop such a policy, a short survey of Far North residents will be conducted to measure this level of support.

Despite this overall level of support, smoking /vaping in public is not a pressing issue for many residents. For instance, from RFS (Request for Service) records only one person had contacted the Council to complain about people smoking or vaping in public from 2022 to 2024.

If a policy is implemented, Council could seek the support of interested parties to help promote the policy. Some examples of this support from around New Zealand include:

- support from iwi-led health bodies (in the Far North, Te Hauora o Ngāpuhi and Hauora Te Hiku have already indicated strong support)
- students designing posters
- local carvers creating signage
- local artists creating murals for public spaces
- billboards designed by communities placed at the entrances to towns and /or state highways to raise awareness among community and tourists
- digital signs on trailers used on various sites around the region to promote the Smokefree/Vapefree message at public events.

## 10 Discussion

### 10.1 Is a smokefree policy instrument necessary to manage smokefree environments in the Far North?

Developing a policy to discourage smoking and vaping in Council owned and administered public places could be an important strategy to address the problems and issues associated with smoking and vaping in the Council-owned and administered public places described above.

A targeted policy instrument would designate smokefree/vapefree spaces to:

- protect the health of smokers/vapers
- protect non-smokers from inhaling secondhand smoke
- avoid creating the belief, especially amongst vulnerable young people, that smoking and vaping is a normal activity, and thus discourage them from starting to smoke or vape
- support those people trying to quit smoking/vaping by creating smokefree/vapefree public spaces.

By promoting smokefree environments, the policy would support the broader public health goal of reducing smoking prevalence, aligning with the *Smokefree 2025* goal.

Additionally, a smokefree/vapefree policy would demonstrate the Council's commitment to fostering "*Communities that are healthy, safe, connected and sustainable*" as expressed in the Long-Term Plan.

### 10.2 Possible policy instruments to address smoking and vaping in public places

#### A regulatory approach via a bylaw

Making a bylaw requires a legislative mandate, and section 20 of the Smokefree Environments and Regulated Products Act 1990 states that local councils could use section 145 of the Local Government Act 2002 (LGA02) to make a bylaw to provide greater protection from smoking than provided by this Act. An alternative could be making a bylaw under the Health Act 1956. Both the Health Act and LGA02 enable the Council to make bylaws to improve, promote, or protect public health, and prevent the public from nuisance<sup>42</sup>. However, there are two main issues with making a bylaw for these purposes:

<sup>40</sup> [Poll: Most people opposed to Govt's smokefree law roll-back](#) – One News 25 February 2024

<sup>41</sup> Edwards E; Johnson E; et al, *Support for New Zealand's Smokefree 2025 goal and key measures to achieve it* [Australian and New Zealand Journal of Public Health, June 2021]

<sup>42</sup> See sections 145 (a) and (b) of the Local Government Act 2002 and section 64 of the Health Act 1956

- a bylaw would not allow infringement fees to be issued for those smoking or vaping in public places, with formal prosecution the only enforcement remedy available. The process to bring about a prosecution is lengthy, expensive and consumes time and effort, with Council's costs not recoverable. In most cases prosecution under a bylaw would not be considered a proportionate response to smoking or vaping in public
- Council does not have the resources to monitor and enforce smokefree/vapefree regulations in a bylaw.

These issues suggest that a bylaw would not be the best approach to address smoking and vaping in the district and no local councils in New Zealand currently address smoking and vaping in public via bylaws.

### **A public policy**

Compared with making a bylaw, a non-regulatory 'educative' public policy would be more appropriate, as such a policy would rely on signage and education to encourage compliance by the public and would not be enforced. Over fifty local councils around New Zealand have reached the conclusion that a public policy is the most appropriate instrument to address smoking and vaping issues.

### **10.3 Is a standalone policy the most appropriate public policy instrument?**

A standalone smokefree/vapefree policy (as against provisions included in other policies) would offer a focused approach to promoting smokefree environments in the Far North and be less confusing than inserting smokefree provisions in other policies such as the Parks and Reserves Policy and the Cemeteries Policy etc.

## **11 Conclusion**

The Council can develop a smoking and vaping policy to help meet the Smokefree 2025 goal and meet Council's Health Act 1956 duty to improve, promote and protect public health within its district.

Smoking and vaping in the Far North poses significant challenges and risks to a district that has high levels of deprivation, socio-economic challenges, geographically dispersed communities, and a very significant Māori population.

The district has smoking levels that are higher than the national average (particularly amongst those who identify as Māori, those living in more deprived areas, and people aged over sixty). Smoking is associated with severe health risks both to the smokers themselves and to non-smokers who inhale secondhand smoke.

Nationally vaping has overtaken smoking. In 2024 from the New Zealand Health Survey 11% of adults were daily vapers compared with 6% who were daily smokers, and vaping was much more common among Māori than non-Māori. There is no reason to believe that these national findings do not apply in the Far North. While vaping is believed to be safer than smoking, vaping does have health risks including nicotine addiction while secondhand vape smoke can cause respiratory issues and leave toxic residues on surfaces. However, the long-term health effects of vaping are not yet fully understood.

A key reason for young people starting smoking or vaping is perceiving that this is a normal activity, typically by observing others smoking or vaping.

Establishing and promoting smokefree and vapefree requirements in Council-owned and administered areas in the district could potentially help address:

- the health risks for smokers and vapers
- the risks associated with inhaling secondhand smoke
- normalisation of smoking and vaping, which increases the likelihood of smoking/vaping initiation by adolescents
- support those people trying to quit smoking/vaping by creating smokefree/vapefree public spaces.
- the environmental impacts of smoking and vaping litter, including cigarette butts and disposable vapes
- economic costs for the district, including public health impacts and lost productivity, estimated at \$54 million per year in 2022
- financial costs for individuals and households.

## 7.2 NEW LEASE TO KAWAKAWA MEMORIAL LIBRARY CENTRE INCORPORATED OVER 3 WYNYARD STREET, KAWAKAWA

**File Number:** A5155332

**Author:** Michelle Rockell, Team Leader - Property Management

**Authoriser:** Ruben Garcia, Acting Group Manager – Delivery and Operations

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek Council resolution on the granting of a new lease over Local Purpose (community facility) Reserve, under Section 61 Reserves Act 1977 being 3 Wynyard Street, Kawakawa being Part Lot 36 DEEDS W46 to Kawakawa Memorial Library Centre Incorporated.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- On 1 October 2000, Kawakawa Memorial Library Centre Incorporated entered a Deed of Lease over 3 Wynyard Street, Kawakawa. This Deed of Lease expired on 30 September 2020.
- In December 2024, Kawakawa Memorial Library Centre Incorporated formally requested a new lease over the site that the Kawakawa Museum has occupied since 1997.
- The site is classified Local Purpose (community facility) Reserve and the proposed lease is consistent with the reserve purpose.
- The Reserves Act 1977 does not require public consultation on the issuing of a lease over a Local Purpose Reserve.
- This report was presented to the Bay Of Islands – Whangaroa Community Board on 20 March 2025 who supported the recommendation.

### TŪTOHUNGA / RECOMMENDATION

**That Council:**

- a) approve 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) authorise the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.

### 1) TĀHUHU KŌRERO / BACKGROUND

On 20 March 2025, the Bay Of Islands – Whangaroa Community Board passed the following resolution:

## 7.1 NEW LEASE TO KAWAKAWA MEMORIAL LIBRARY CENTRE INCORPORATED OVER 3 WYNARD 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+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**

Kawakawa Local Purpose (community facility) Reserve is vested in Council and has been occupied by Kawakawa Memorial Library Centre Incorporated, since 1997. The Kawakawa Memorial Library was built on the site by public subscription in 1921 to spread knowledge and honour the servicemen, women and families that were affected by World War II. Furthermore, the Kawakawa Memorial Library Museum was founded within the building on 25 April 1997, ANZAC Day.

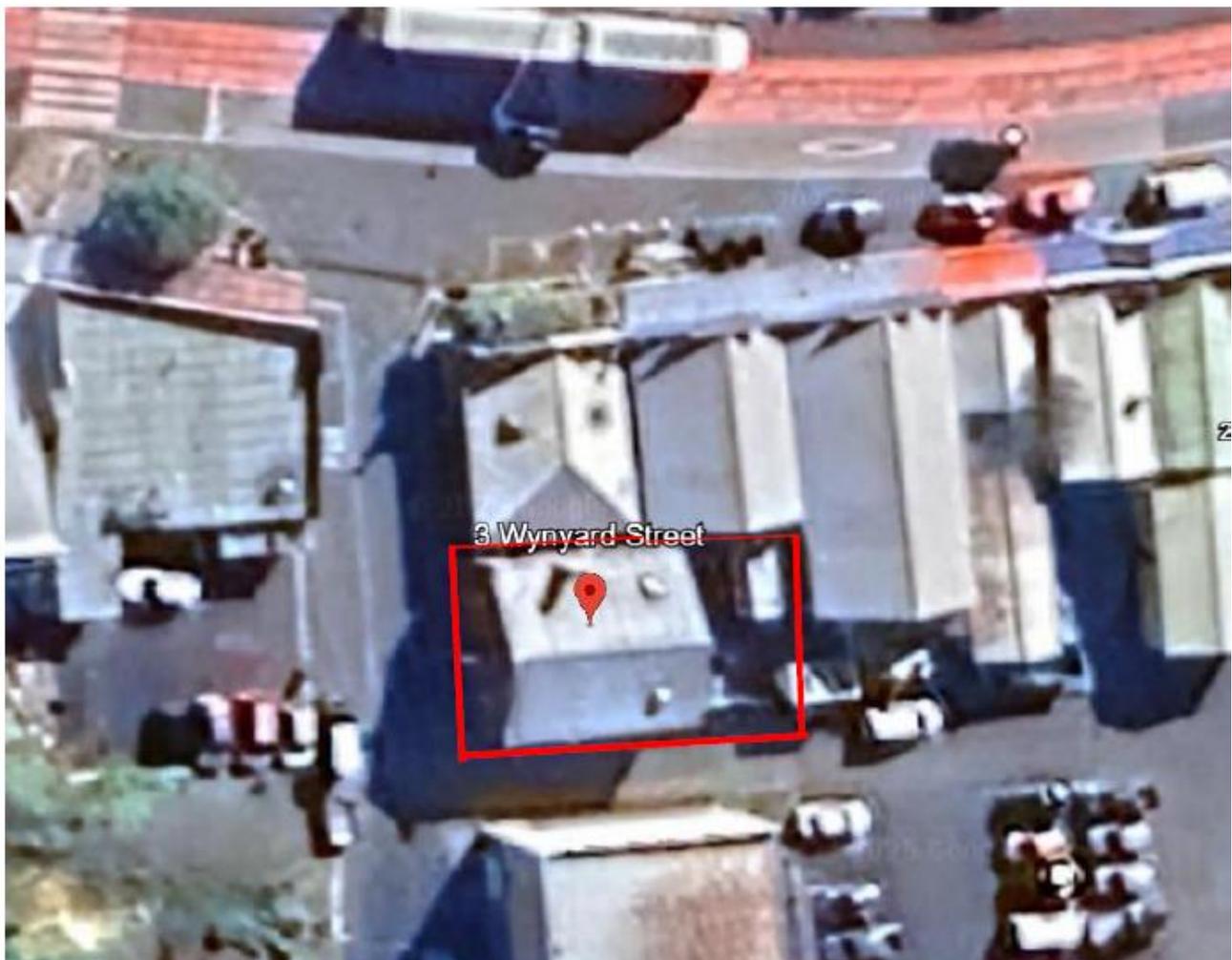
The building is owned by Far North District Council.

Kawakawa Memorial Library Centre Incorporated entered a lease with Far North District Council for 20 years (10+10) on 1 October 2000. This lease expired on 30 September 2020, and in December 2024, Kawakawa Memorial Library Incorporated approached Far North District Council staff formally seeking a new lease of the site.

### Community Group History

The Kawakawa Memorial Library hosts a variety of activities and exhibitions, including over 50 events featuring items loaned from other museums and live demonstrations such as printing, bookbinding, fudge making, and picture framing. It serves as a museum, endorsed by the Kawakawa RSA, showcasing rare photographs, World War I artifacts, and personal stories from local servicemen. The library also holds annual ANZAC Day exhibitions and regularly hosts school tours and participates in the Kawakawa Festival of Transport.

The library is home to local history clubs, including the History Club and the Coal Mining and Steam Group, and has hosted artists like Frederick Hundertwasser. It offers adult literacy courses, provides facilities for scanning rare documents, and serves as a stable place to preserve and display Kawakawa's history for future generations. The museum is operated by volunteers six days a week and continues to play an important role in the community.



Aerial view of proposed leased area in red.

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

As per the Reserves Act 1977 section 61, public consultation is not required on the granting of a lease over local purpose reserve.

The options available for this site are:

### Option 1: Recommended

That the Bay of Islands - Whangaroa Community Board recommends that Council:

- a) approves a new lease to Kawakawa Memorial Library Centre Incorporated over part 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+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.

Option 1 will allow Kawakawa Memorial Library Incorporated to continue providing their service to the community.

**Option 2:**

- a) Decline Kawakawa Memorial Library Incorporated request for a new lease and require them to vacate the building.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

Kawakawa Memorial Library Incorporated provide a beneficial service to the community and requiring them to vacate the building will be detrimental to the Community, whānau and tamariki of the area.

As per the FNDC Parks and Reserves Policy 2022, Council can grant exclusive leases to part or all of a reserve for a maximum term of 30 years.

The term of 5+5+5+5+5+5 was requested to by Kawakawa Memorial Library Incorporated to aid forward planning and ensure the lease is still fit for purpose for both parties. Smaller renewal terms affords Council the opportunity to regularly check in with the tenant and keep open communication.

Public Notice is not a statutory requirement under Reserves Act for the leasing of a Local Purpose Reserve, however Ngāti Hine have been informed of the proposed lease.

**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 ongoing maintenance of the building, the payment of all utility charges, rates (if any) and insurances.

Should a lease not be provided to Kawakawa Memorial Library Incorporated, Council will become responsible for any ongoing maintenance of the site. The building is owned by Far North District Council.

**ĀPITI HANGA / ATTACHMENTS**

**Nil**

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.  Reserves Act 1977 Section 61 Powers in respect of local purpose reserves.
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.
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 Kawakawa locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance.  A letter has been sent via email to Ngāti Hine Chief Executive to inform of the requested lease. At the time of writing this report a response has not been received.
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 consultation is not a requirement as per the Reserves Act 1977. The community of Kawakawa and surrounding areas will be affected should a lease not be granted.
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.

**7.3 ELECTED MEMBER STEERING GROUP FOR LOCAL WATER DONE WELL****File Number: A5164299****Author: Andy Dowdle, Change Specialist - Organisational Development****Authoriser: Charlie Billington, Group Manager - Corporate Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek Council approval to establish a Multi-Council Elected Member Steering Group to support the development of a joint Water Services Delivery Plan (WSDP) and further investigate collaborative opportunities for water service delivery under the Local Water Done Well (LWDW) legislative framework.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Public consultation for how the Far North District Council should deliver water services under Local Waters Done Well is currently underway.
- One of the two options presented for public consultation is the formation of a Regional Council Controlled Organisation (CCO) with Kaipara District Council and Whangārei District Council.
- To provide governance oversight for the Regional CCO, it is proposed to establish a Multi-Council Elected Member Steering Group, with three Elected Members from each of the three councils.

**TŪTOHUNGA / RECOMMENDATION****That Council approve:**

- a) **The formation of a Multi-Council Elected Member Steering Group with three representatives from each of the following councils (Far North District Council, Kaipara District Council and Whangārei District Council) to oversee the LWDW programme,**
- b) **The appointment of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ to the Multi-Council Elected Member Steering Group,**
- c) **The draft Terms of Reference (ToR) for the Multi-Council Elected Member Steering Group as provided in Attachment A,**
- d) **Delegated authority to the Mayor and Chief Executive Officer to make editorial changes to the ToR, if needed,**
- e) **The appointment of an independent qualified expert to the Multi-Council Elected Member Steering Group,**
- f) **Delegated authority to the Multi-Council Elected Member Steering Group to select and appoint the independent qualified expert to the Multi-Council Elected Member Steering Group, and**

**That Council note:**

- g) **The Multi-Council Elected Member Steering Group will make recommendations to each Council for future decision-making, and**
- h) **The Multi-Council Elected Member Steering Group will be supported by an operational team from each council.**

## 1) TĀHUHU KŌRERO / BACKGROUND

Following the repeal of the previous Three Waters legislation, the Local Government (Water Services Preliminary Arrangements) Act 2024 was enacted to establish the foundation for a new water services system.

Key provisions of the Act require Councils to:

- Develop a Water Services Delivery Plan (WSDP) by 3 September 2025.
- Consult on at least two service delivery options (e.g. in-house vs. CCO).
- Consider financial sustainability, regulatory compliance, and regional collaboration.

Council has already undertaken an options analysis with external consultants and participated in joint Northland modelling exercises with Beca and Martin Jenkins. A Northland CCO was found to be potentially viable.

In developing consultation plans both Far North District Council and Whangārei District Council selected an in-house model as the preferred option over a CCO, while Kaipara District Council identified its preferred option as a regional CCO. All three councils are currently consulting on the chosen options, with the Far North District Council's final date for submissions being 4 May 2025.

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

### LWDW Consultation

At the Extraordinary Council Meeting held on 2 April 2025 council approved the draft 'Local Waters Done Well' consultation document and that 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 on 3 April 2025.

Public consultation was entered into on 3 April 2025 and submissions closed on 4 May 2025.

The Consultation Document presented the following options:

**Option 1** – Keep water services in-house but with significant changes.

**Option 2** – A three-council water services organisation (for water supply and wastewater only) owned by Far North District Council (FNDC), Kaipara District Council (KDC) and Whangārei District Council

Option 1 was presented in the Consultation Document as the preferred option, whilst outlining councils' intention to collaborate further with KDC and WDC to understand how a three-council water services organisation could work.

A key decision is expected in June as to which Option Council will proceed with, and is required to form the water services delivery plan due to the Department of Internal Affairs (DIA) on 3 September 2025. Given the time constraints, understanding whether there is political support for a regional model in a timely manner is critical in meeting these ambitious timelines. The decision by Elected Members will take into consideration the results from the steering group, iwi and hapu, and the feedback from the public consultation.

Supporting further collaboration with KDC and WDC, council directed the Chief Executive Officer to prepare a Statement of Intent (SOI) to enter into a Heads of Agreement with KDC and WDC for the potential future formation of a Multi-Council CCO water Organisation. The SOI outlines that the formation of the regional CCO requires agreement from all three councils on key items, such as governance, shareholding, and more. It is the aim of the steering group to facilitate and provide

recommendations to Council in understanding and determining if agreement can be reached on these key items. A copy of the SOI is attached (Attachment B).

### **Forming an Elected Member Steering Group**

In recommending to proceed with consultation between 3 April 2025 and 4 May 2025 the formation of a Multi-Council Elected Member Steering Group was proposed.

The proposed steering group, consisting of three members from each of the three councils, offers flexibility and agility. This structure allows for efficient decision-making while ensuring that key decisions still come back to the councils for approval. By contrast, including all elected members from all three councils would be more challenging to coordinate and would likely add additional time requirements to the process.

Further to the approval of the consultation material and approach, the Chief Executive Officers from FNDC, KDC and WDC have drafted a Terms of Reference (ToR) for the Elected Member Steering Group. A copy of the ToR is attached (Attachment A).

**Option 1:** Council approves recommendations.

#### **Advantages**

- The steering group will provide a dedicated forum for consistent and regular input from all three councils and prioritises input across councils
- Elected member involvement ensures decisions reflect political expectations and community considerations early on.
- Having elected members directly involved helps streamline governance and avoids delays in decision-making and implementation.
- Governance level oversight will help build public trust in the process.

#### **Disadvantages**

- There may be uncertainty about the steering group's decision-making powers unless clearly defined in the Terms of Reference (ToR).
- Steering group members may change due to council elections or other commitments, which can affect continuity of direction and knowledge.
- Supporting the steering group will require additional coordination and reporting effort from staff.
- Time commitment from elected members and staff may stretch existing workloads unless resourcing is planned.

**Option 2:** Council does not approve the recommendations.

#### **Advantages**

- Ensures that all councillors across the three councils have the same opportunity to contribute to discussions and decisions.
- Utilises the current council meeting structure and delegations, which are already well-understood and embedded.
- Keeps key decisions in the hands of the full governing body, reinforcing transparency and direct accountability to the public.

#### **Disadvantages**

- Slower progress due to the need to consult with three separate councils individually.
- Greater risk of miscommunication or decisions being revisited if not all councils are on the same page.
- Staff may be left without a clear governance group to test options and get timely direction.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

It is recommend that Council approve the formation of the steering group to enable more efficient and aligned decision-making across the three participating councils. The group will provide a focused governance forum that supports collaboration, accelerates progress, and ensures elected member oversight is embedded early in the process. Expectations as set out in the draft terms of reference will define the group's role and maintain transparency, while also ensuring full councils remain the final decision-makers on key matters. This structure balances efficiency with accountability and helps position the project for regional success.

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

The formation and operation of the Steering Group will incur minimal costs, that are primarily related to meeting facilitation and administrative support. These costs are expected to be absorbed within existing budgets. Any future financial implications arising from the Steering Group's recommendations will be presented to the Council for consideration.

**ĀPITIHINGA / ATTACHMENTS**

1. **Joint LWDW Working Group Terms of reference - A5168816** [↓](#) 
2. **LWDW Statement of Intent - A5168817** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	High significance in accordance with our Significance and Engagement Policy.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government (Water Services) Bill Local Government (Water Services Preliminary Arrangements) Act 2024 Water Services Acts Repeal Act Water Services Entities Act 2022. (repealed) Water Services Legislation Act 2023. (repealed) Water Services Economic Efficiency and Consumer Protection Act 2023. (repealed)
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 proposal 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.	There are wide reaching implications for Māori, whenua Māori, awa and moana. Contact has been made with Te Kahu o Taonui to help ensure awareness is filtered to 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).	As this a district wide service, there will be a wide ranging number of people & groups who will be affected and their views will be considered as part of the consultation process.

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>There are negligible financial implications. Existing BAU budgets will absorb costs.</p>
<p>Chief Financial Officer review.</p>	<p>This report was not reviewed by the CFO, although has been reviewed by the Group Manager Corporate Services</p>

## **Terms of Reference: Joint Local Water Done Well Working Group**

### **Background**

Local Water Done Well is the Coalition Government's plan to address New Zealand's longstanding water infrastructure challenges. It recognises the importance of local decision-making and flexibility for communities and councils to determine how their water services will be delivered in the future. It will achieve this while maintaining a strong emphasis on meeting economic, environmental, and water quality regulatory requirements

### **Purpose of the working group**

For the Whangārei District Council (WDC), Far North District Council (FNDC) and Kaipara District Council (KDC) to work together to ensuring the long-term sustainability, efficiency, and regulatory compliance of water service delivery in Northland.

These Terms of Reference outline the scope of work for the Local Water Done Well Working Group (the Working group) required to;

- explore the establishment of a Multi-Council CCO for regional water services
- explore the possibility of a shared service/contract for service model between WDC and KDC, which could also include FNDC

### **Membership**

Membership will consist of:

- Three elected members appointed by KDC
- Three elected members appointed by WDC
- Three elected members appointed by FNDC
- An independent expert in an advisory capacity, appointed by the Working Group

The Working Group will elect a Chair from within its membership using normal Local Government Act processes.

The Working Group will be supported by the Northland Chief Executives Group and an operational staff project team from the three Northland Councils.

### **Responsibilities**

The Working Group;

- has no authority to make decisions
- will assess and understand material to determine and then recommend the best regional approach to LWDW
- to oversee the creation and production of a joint Water Services Delivery Plan
- to make recommendations to each parent Council for decision-making on the draft Water and Wastewater services delivery model and the management of Stormwater functions in Northland.

### **Life of the Advisory Group**

The Working Group will be disestablished at the end of this triennium but may conclude its business earlier as Water Services Delivery Plans are finalised and submitted.

**Meetings of the Working Group**

- The Working Group will meet as regularly as required
- Working group meetings are not open to the public
- A quorum of 1 elected member from each Council is required for meetings of the Working Group
- The Chair shall be responsible for all Working Group meeting processes and procedures
- Recommendations made by the Working Group are to be by consensus and by majority if needed
- WDC will provide secretariat services for the Working Group
- Agendas and minutes will be created for all Working Group meetings by the secretariat

**Further Considerations**

The following LWDW considerations will guide the Working Group:

- **Financial Sustainability** – Developing an equitable model that ensures financial viability and affordability for consumers
- **Operational Efficiency** – Implementing shared services to optimise infrastructure management and delivery
- **Regulatory Compliance** – Aligning governance structures with national water service standards
- **Māori Partnership** – Engaging with Māori and encouraging participation
- **Environmental Responsibility** – Aligning water service management with climate resilience and sustainability principles
- **Transparency and Accountability** – Ensuring clear public reporting and decision-making processes
- **Establishment date of any new model** – The new model establishment is to tie in with the end of the current Long Term Plan period, i.e. 2027 or 2028

By adopting a collaborative and transparent approach, Northland Councils aim to establish a regional water services framework that meets community needs while ensuring economic, environmental, and regulatory sustainability.



**HE ARA TĀMATA**  
**CREATING GREAT PLACES**  
*Supporting our people*

Private Bag 752, Kaikohe 0440, New Zealand

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0800 920 029

[fndc.govt.nz](http://fndc.govt.nz)

Guy Holroyd  
Chief Executive  
Far North District Council  
Email: [guy.holroyd@fndc.govt.nz](mailto:guy.holroyd@fndc.govt.nz)  
Date: 31 March 2025

Simon Weston  
Chief Executive  
Whangarei District Council  
Email: [simon.weston@wdc.govt.nz](mailto:simon.weston@wdc.govt.nz)

Jason Marris  
Chief Executive  
Kaipara District Council  
Email: [jmarris@kaipara.govt.nz](mailto:jmarris@kaipara.govt.nz)

Tēnā koe Simon and Jason,

**Subject: Statement of Intent – Local Water Done Well**

The Far North District Council (FNDC) is committed to ensuring the long-term sustainability, efficiency, and regulatory compliance of water service delivery. This Statement of Intent outlines FNDC's objective to explore, with the guidance of a Multi-Council Elected Member Steering Group, the formation of a Multi-Council Council-Controlled Organisation (CCO) for regional water services with Whangārei (WDC) and Kaipara (KDC) District Councils. The establishment of this entity could represent a meaningful step towards improving services, financial sustainability, and operational effectiveness of water delivery in Northland.

In publishing this statement, FNDC affirms a strong commitment to exploring options under the Local Waters Done Well legislation, including where we can work collaboratively with other councils. We will work in good faith with our regional partners to address water infrastructure challenges and serve the best interests of our communities, residents, and ratepayers.

FNDC acknowledges that negotiating such an agreement is a complex process, requiring careful consideration of financial structures, pricing and investment arrangements, governance models, and regulatory obligations. This initiative will be approached with full transparency and collaboration, ensuring that all partners, stakeholders, and communities are actively engaged. A rigorous and evidence-based approach will be taken to assess the feasibility and benefits of a regional CCO before making any final commitments.

**What FNDC Intends to Do**

FNDC intends to enter into a Heads of Terms Agreement with WDC and KDC as the foundation for establishing a Multi-Council CCO responsible for delivering and managing water services across the Northland region. The objective of this negotiation process is to explore and agree on a shared way forward that meets requirements set by the Local Water Done Well (LWDW) framework while ensuring an equitable and efficient model for all participating councils on behalf of their districts.

This initiative will focus on:

- Exploring the feasibility of a joint model that leverages a regional approach to improve efficiency and service delivery.

- Ensuring that all the respective council's interests, particularly regarding financial sustainability and community engagement, are protected throughout the negotiation process.
- Establishing a clear roadmap for how the councils can work together to address current and future water infrastructure challenges.

### **Why FNDC is Pursuing This Approach**

The decision to explore a Multi-Council CCO is based on the following strategic considerations:

- **Financial Sustainability:** A joint regional entity could enable mechanisms for sharing resources and costs that may reduce financial pressure on individual councils. This approach will provide greater access to capital, such as through the Local Government Funding Agency (LGFA), and achieving economies of scale in procurement, infrastructure investment, and service operations.
- **Operational Efficiencies:** The formation of a Multi-Council CCO would allow councils to pool resources, technical expertise, and management structures, reducing duplication and optimising service delivery.
- **Regulatory Compliance:** The evolving legislative landscape under LWDW requires councils to meet stringent regulatory requirements enforced by Taumata Arowai and the Commerce Commission. It is expected that a dedicated water entity will have the governance structure and operational focus necessary to ensure long-term compliance with national water quality and service delivery standards.
- **Resilience and Future-Proofing:** Northland faces unique environmental and climate challenges, including water scarcity and extreme weather events. A Multi-Council CCO could have the capacity to invest in regional infrastructure projects that enhance resilience, supporting growth, ensuring sustainable and secure water services for the future.
- **Community and Stakeholder Engagement:** FNDC recognises the importance of engaging with iwi, local communities, and businesses to ensure that water services remain responsive to the districts' needs. A collaborative model needs to provide opportunities for enhanced transparency and public accountability.

### **Key Challenges and Complexities in Negotiation**

While the benefits of a Multi-Council CCO could be significant, achieving consensus on critical elements of the agreement presents challenges. FNDC acknowledges that successful negotiations will require all parties to:

Agree on key structural and financial details, including:

- Shareholding arrangements and equity structures among councils.
- Governance frameworks, including representation, decision-making processes, and oversight mechanisms.
- Pricing strategies that ensure affordability and investment sufficiency to sustain compliant operations.
- Investment prioritisation and allocation of funds for capital upgrades, compliance, and future growth.
- Workplace locations and the distribution of operational functions across districts.
- Transitioning and harmonising existing contracts, particularly for Operations & Maintenance (O&M) services or infrastructure projects that are partially completed.

Standardise IT systems, asset management data and planning methodologies, as currently, each council operates under different systems and data standards. This misalignment could impact:

- The ability to accurately assess infrastructure conditions across districts.
- Investment planning for future growth and regulatory compliance.
- The development of a unified financial strategy that ensures sufficient revenue and long-term asset sustainability.
- Develop a shared approach to investment, financing, and risk management, including:
- Securing sustainable funding models to support both compliance-driven upgrades and infrastructure expansion.
- Aligning financing strategies across the participating councils to optimise borrowing and cost management.

- Implementing a structured risk management framework that ensures service continuity and mitigates financial exposure.

Engage Māori in governance and decision-making, ensuring:

- Participation of iwi and hapū.
- The recognition of Te Tiriti o Waitangi obligations.
- A framework for long-term collaboration with Māori stakeholders.

#### **Objectives of the Heads of Terms Agreement**

FNDC's negotiations will be guided by the following objectives:

- **Achieving Financial Sustainability:** Developing an equitable model that ensures financial viability and affordability for consumers.
- **Enhancing Operational Efficiencies:** Implementing a shared-service approach that optimises infrastructure management and service delivery.
- **Ensuring Regulatory Compliance:** Establishing a governance framework that aligns with national water service standards and reporting obligations.
- **Strengthening Māori Partnership:** Embedding genuine Māori participation in governance and decision-making.
- **Promoting Environmental Responsibility:** Aligning water service management with climate resilience strategies and sustainability principles.
- **Facilitating Transparent Decision-Making:** Maintaining clear lines of accountability and public reporting mechanisms.

#### **Next Steps and FNDC's Commitment**

FNDC is committed to transparent, collaborative negotiations, ensuring full understanding of all terms and conditions before making binding commitments on behalf of the district. The council will continue to engage actively with partner councils and Māori stakeholders, maintain a central focus on the best interests of FNDC ratepayers, and prepare internally to support a potential transition to a Multi-Council CCO.

Nāku noa, nā,



Guy Holroyd  
**Chief Executive**  
**Far North District Council**

**7.4 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - APRIL 2025**

**File Number: A5170105**

**Author: Marysa Maheno, Democracy Advisor**

**Authoriser: Aisha Huriwai, Manager - Democracy Services**

**TAKE PŪRONGO / PURPOSE OF THE REPORT**

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

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- The following Committee meetings were held in April 2025.
  - 8 April 2025, Te Miromiro-Assurance, Risk and Finance Committee
  - 23 April 2025, Te Koukou-Transport and Infrastructure Committee
  - 24 April 2025, Te Kuaka-Te Ao Māori Committee
- Copies of the Committee meeting minutes are attached for information.
- Links to the agendas containing the reports that formed the basis of the recommendations below are included in this report.

**TŪTOHUNGA / RECOMMENDATION**

**That Council**

*Te Koukou-Transport and Infrastructure Committee: Item 5.3 Water and Transport Portfolio Members Reports.*

Moved: Cr Steve McNally

Seconded: Kahika Moko Tepania

**That Te Koukou – Transport and Infrastructure Committee recommend to Council:**

- i) that Redwood trees on reserve be removed urgently under Health & Safety legislation to reduce risk to public who walk through from Hawkings Crescent to Kerikeri high school and residents in Retirement Village and Hawkings Crescent residential homes and
- ii) That the CEO report the financial risk to ratepayer, insurance premiums, excess and consequential loss due to Council negligence.

*Te Kuaka-Te Ao Māori Committee: Item 5.2 Reorua Te Kerikeri*

Moved: Interim Chairperson Kipa Munro

Seconded: Cr Tāmati Rākena

**That Te Kuaka – Te Ao Māori Committee:**

- a) receive the report Reorua Te Kerikeri;
- b) endorse the new Reorua Strategy name, “Te Rauora” – “Kia rāhiri te reo, hei mōhiohio ka rauora te tūākiri (The revitalisation of language through education, respect and identity)”; and
- c) recommend to Council to approve the new Reorua strategy name.

**and:**

Te Kuaka-Te Ao Māori Committee: Item 5.3 Rating Relief Policy 2021 Review

Moved: Cr Tāmami Rākena

Seconded: Cr John Vujcich

**That Te Kuaka – Te Ao Māori Committee receive the report Rating Relief Policy 2021 Review and recommend that Council**

- a) agree, the Rating Relief Policy has been reviewed.
- b) approve, the Rating Relief Policy continue with amendment.

**TĀHUHU KŌRERO / BACKGROUND**

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

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

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

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

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

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

8 April 2025 – Te Miromiro-Assurance, Risk and Finance Committee

[Agenda of Te Miromiro - Assurance, Risk and Finance Committee Meeting - Tuesday, 8 April 2025](#)

23 April 2025 – Te Koukou-Transport and Infrastructure Committee

[Agenda of Te Koukou - Transport and Infrastructure Committee Meeting - Wednesday, 23 April 2025](#)

24 April 2025 – Te Kuaka-Te Ao Māori Committee

[Agenda of Ordinary Te Kuaka - Te Ao Māori Committee Meeting - Thursday, 24 April 2025](#)

[Supplementary Reports Agenda of Ordinary Te Kuaka - Te Ao Māori Committee Meeting - Thursday, 24 April 2025](#)

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

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

**ĀPITIHINGA / ATTACHMENTS**

1. **2025-04-08 Te Miromiro - Assurance, Risk and Finance Committee Minutes - A5147409**  

2. **2025-04-23 Te Koukou - Transport and Infrastructure Committee Minutes - A5165420**   


3. **2025-04-24 Te Kuaka - Te Ao Māori Committee Minutes - A5166888** [↓](#) 

**UNCONFIRMED**

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

8 April 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
TE MIROMIRO - ASSURANCE, RISK AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON TUESDAY, 8 APRIL 2025 AT 10:00 AM**

**PRESENT:** Chairperson Mr Graeme McGlinn, Deputy Chairperson John Vujcich, Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Steve McNally, Cr Penetaui Kleskovic (online)

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

**STAFF PRESENT:** Guy Holroyd (Chief Executive Officer), Angie Thomas (Acting Chief Financial Officer), Emma Healy (Chief of Staff), Charlie Billington (Group Manager – Corporate Services), Jacine Warmington (Group Manager – Strategic Relationships), Roger Ackers (Group Manager – Planning and Policy), Ruben Garcia (Acting Group Manager - Delivery and Operations) (online), Nicole Smith (Acting Group Manager - Community and Engagement) (online), Tanya Proctor (Head of Infrastructure), Carla Ditchfield (Manager – Legal Services), Aisha Huriwai (Manager – Democracy Services), Ian Wilson (Health, Safety and Wellbeing Specialist), Margriet Veenstra (Manager - Property Information & Business Compliance), Joshna Panday (Risk & Assurance Specialist Corporate Services, Kayla Jonas (Manager - People & Capability), Amber Wihongi-Alderton (Democracy Advisor), Ken Lewis (Manager - Communications & Engagement) (online)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Kōwhai - Deputy Mayor Kelly Stratford opened the meeting with a karakia at 10:02 AM.

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

Declaration of Interest received from Chair Graeme McGlinn advising appointment to West Coast Regional Assurance and Risk Committee.

**APOLOGY**

**RESOLUTION 2025/7**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Steve McNally

**Recommendation:**

**a) That the apology received from Kahika-Mayor Moko be accepted and leave of absence granted; and**

**b) an apology from Chair Graeme McGlinn for lateness be accepted.**

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATION**

There were no deputations.

**UNCONFIRMED**

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

8 April 2025

**4 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS**

Opening remarks from Deputy-Chair John Vujcich noted Chairpersons estimated time of arrival.

An update on Northland's 'light touch' regional deal noted the application has been submitted and made available publicly.

**5 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES****5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A5113328, pages 12 - 17 refers

**RESOLUTION 2025/8**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

**That Te Miromiro - Assurance, Risk and Finance Committee confirm the minutes of the previous meeting held 19 February 2025 are a true and correct record.**

**CARRIED****6 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****6.1 COUNCIL FINANCIAL REPORT FOR THE PERIOD ENDING 28 FEBRUARY 2025**

Agenda item 5.1 document number A5105286, pages 18 - 42 refers

**RESOLUTION 2025/9**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Steve McNally

**That Te Miromiro – Assurance Risk and Finance Committee receive the Far North District Council Financial Report for the period ending 28 February 2025.**

**CARRIED**

*At 10:20 AM Cr Penetaui Kleskovic joined the meeting online.*

**6.2 HEALTH, SAFETY AND WELLBEING REPORT**

Agenda item 5.2 document number A5116458, pages 43 - 53 refers

**RESOLUTION 2025/10**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Deputy Chairperson John Vujcich

**That Te Miromiro - Assurance, Risk and Finance Committee receive the report Health, Safety and Wellbeing Report.**

**CARRIED**

**UNCONFIRMED**

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

8 April 2025

**6.3 REVENUE RECOVERY REPORT AS AT 31 DECEMBER 2024**

Agenda item 5.4 document number A5076088, pages 66 - 74 refers

**RESOLUTION 2025/11**  
 Moved: Kōwhai - Deputy Mayor Kelly Stratford  
 Seconded: Deputy Chairperson John Vujcich  
**That Te Miromiro - Assurance, Risk and Finance Committee receive the report Revenue Recovery Report as at 31 December 2024.**  
**CARRIED**

*At 10.45 AM Chair Graeme McGlenn arrived at the meeting  
 At 10.46 AM FNHL representatives Lisa Parkes and Robert Binney arrived.*

**6.4 FNHL QUARTERLY REPORT - DECEMBER 2024**

Agenda item 5.3 document number A5117714, pages 54 - 65 refers

**RESOLUTION 2025/12**  
 Moved: Kōwhai - Deputy Mayor Kelly Stratford  
 Seconded: Deputy Chairperson John Vujcich  
**That Te Miromiro - Assurance, Risk and Finance Committee receive FNHL Quarterly Report - December 2024.**  
**CARRIED**

*Apologies received from Andy Nock, FNHL CE*

**6.5 RESOURCE CONSENT ABATEMENT NOTICE UPDATE**

Agenda item 5.5 document number A5128162, pages 75 - 79 refers

**RESOLUTION 2025/13**  
 Moved: Deputy Chairperson John Vujcich  
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford  
**That Te Miromiro - Assurance, Risk and Finance Committee receive the report Resource Consent Abatement Notice Risk Profile.**  
**CARRIED**

*At 11:03 AM Cr Penetaui Kleskovic left the meeting  
 At 11.25 AM Kōwhai Kelly Stratford left the meeting  
 At 11.28 AM Kōwhai Kelly Stratford left the meeting*

**7 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**UNCONFIRMED**

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

8 April 2025

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2025/14**

Moved: Cr Steve McNally

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>6.1 - Confirmation of Previous Minutes Public Excluded</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.2 - Risk Management Update</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.3 - FNDC Current Legal Action Potential Liability Claims</b>	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>6.4 - Tender Panel and Procurement Activity Update</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  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**

**UNCONFIRMED**

Te Miromiro - Assurance, Risk and Finance Committee Meeting Minutes

8 April 2025

**CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC**

At the conclusion of the public excluded discussion, Te Miromiro – Assurance, Risk and Finance Committee confirmed the following decision be restated in public meeting as follows:

- Summary of the Procurement Tender Panel report excluding sensitive information to be released to the public.

**Attachment:**

ARF Te Miromiro Committee Tender Panel and Procurement Activity update April 2025 .

**8 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

At 12:38 PM Kōwhai - Deputy Mayor Kelly Stratford closed the meeting with a karakia.

**9 MEETING CLOSE**

The meeting closed at 12:38PM.

The minutes of this meeting will be confirmed at the Te Miromiro - Assurance, Risk and Finance Committee Meeting held on 14 May 2025.

.....  
**CHAIRPERSON**

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting  
Minutes

23 April 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY TE KOUKOU - TRANSPORT AND INFRASTRUCTURE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON WEDNESDAY, 23 APRIL 2025 AT 10:00 AM**

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

**STAFF PRESENT:** Charlie Billington (Group Manager – Corporate Services), Emma Healy (Acting Chief Executive Officer), Elizabeth Stacey (Team Leader – Capital Works and Renewals), Edward Varley (Manager – Transportation), Mary Moore (Acting Head of Infrastructure), Ruben Garcia (Acting Group Manager – Delivery and Operations), 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 10:02AM.

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

**APOLOGY**

**RESOLUTION 2025/31**

Moved: Kahika Moko Tepania  
Seconded: Cr John Vujcich

**That the apology received from Cr Babe Kapa be accepted and leave of absence granted.**

**CARRIED**

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

- Acknowledged the passing of Pope Francis.
- Acknowledged Anzac events coming up this week.
- Congratulated Cr Court on becoming a trustee of the Top Energy Consumer trust.

**4 NGĀ TONO KŌRERO / DEPUTATION**

- Hillary Sumpton spoke to the committee about the redwood tree that fell from a Council reserve on to the Kerikeri Retirement Village Property.

*The meeting adjourned at 10:18 AM and resumed at 10:22 AM.*

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

**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A5044430, pages 8 - 16 refers

**COMMITTEE RECOMMENDATION**

Moved: Cr John Vujcich  
Seconded: Cr Ann Court

**That Te Koukou – Transport and Infrastructure Committee confirm the minutes of the meeting held 19 March 2025 are true and correct.**

**6 NGĀ PŪRONGO / REPORTS**

**6.1 ŌKAIHAU TRAFFIC CALMING PETITION RESPONSE**

Agenda item 5.1 document number A5162381, pages 17 - 19 refers

**RESOLUTION 2025/32**

Moved: Cr John Vujcich  
Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Te Koukou:**

- a) fund a permanent zebra crossing site per option 2 at the schools;
- b) fund a temporary crossing point at the location of the Ōkaihou town centre following consultation with the community as per option 1; and
- c) that the final detailed final costings be presented to this committee and fall within the estimated cost outlined in the report.

**CARRIED**

**6.2 REVIEW OF THE RANGE OF PLASTICS ACCEPTED AT FNDC FACILITIES**

Agenda item 5.2 document number A5091392, pages 20 - 24 refers

**COMMITTEE RESOLUTION 2025/33**

Moved: Kōwhai - Deputy Mayor Kelly Stratford  
Seconded: Cr John Vujcich

**That Te Koukou;**

**(1) approve the suspension of accepting coloured #1 (PET) plastic at Council facilities as recyclable items from June 2025 until sustainable options for coloured #1 (PET) plastic develop; and**

**(2) approve the landfilling of the stockpile of coloured #1 (PET) plastic at an estimated cost of \$45,000**

In Favour: Crs Moko Tepania, Steve McNally, Kelly Stratford, Felicity Foy, Ann Court, Hilda Halkyard-Harawira, Babe Kapa, Penetaui Kleskovic, Mate Radich and John Vujcich

Against: Cr Tāmami Rākena

**CARRIED**

*At 11:14 AM Kōwhai-Deputy Mayor Kelly Stratford left the meeting.  
At 11:16 AM Kōwhai-Deputy Mayor Kelly Stratford returned to the meeting.*

**6.3 WATER AND TRANSPORT PORTFOLIO MEMBERS REPORTS**

Agenda item 5.3 document number A5119121, pages 25 - 25 refers

**RESOLUTION 2025/34**

Moved: Cr Steve McNally  
Seconded: Kahika Moko Tepania

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

- a) **note the verbal March 2025 reports from Members Ann Court and Steve McNally as Transport Portfolio holders and the verbal March 2025 reports from Member Mate Radich as Water Portfolio holders.**
- b) **recommend to Council:**
  - i) **that Redwood trees on reserve be removed urgently under Health & Safety legislation to reduce risk to public who walk through from Hawkings Crescent to Kerikeri high school and residents in Retirement Village and Hawkings Crescent residential homes and**
  - ii) **That the CEO report the financial risk to ratepayer, insurance premiums, excess and consequential loss due to Council negligence.**

Abstained: Cr Ann Court

**CARRIED**

**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**7.1 TE KOUKOU OPEN RESOLUTIONS UPDATE APRIL 2025**

Agenda item 6.1 document number A5044473, pages 26 - 27 refers

**RESOLUTION 2025/35**

Moved: Kahika Moko Tepania  
Seconded: Cr John Vujcich

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

**CARRIED**

**7.2 INFRASTRUCTURE CONSENTING STATUS REPORT**

Agenda item 6.2 document number A5087728, pages 28 - 33 refers

**RESOLUTION 2025/36**

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

**That Te Koukou - Transport and Infrastructure Committee receive the report Infrastructure Consenting Status Report.**

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting Minutes

23 April 2025

**CARRIED**

**7.3 TRANSPORTATION - HOKIANGA FERRY SERVICE CONTRACT FEBRUARY 2025 UPDATE**

Agenda item 6.3 document number A5121606, pages 34 - 36 refers

**RESOLUTION 2025/37**

Moved: Cr John Vujcich  
 Seconded: Cr Tāmati Rākena

**That Te Koukou - Transport and Infrastructure Committee receive the report Transportation - Hokianga Ferry Service Contract February 2025 Update.**

**CARRIED**

**7.4 INFRASTRUCTURE WORKING GROUP UPDATES**

Agenda item 6.4 document number A5121668, pages 37 - 43 refers

**RESOLUTION 2025/38**

Moved: Kōwhai - Deputy Mayor Kelly Stratford  
 Seconded: Cr Tāmati Rākena

**That Te Koukou - Transport and Infrastructure Committee receive the report Infrastructure Working Group Updates.**

**CARRIED**

**7.5 INFRASTRUCTURE COMPLIANCE**

Agenda item 6.5 document number A5123600, pages 44 - 55 refers

**RESOLUTION 2025/39**

Moved: Kōwhai - Deputy Mayor Kelly Stratford  
 Seconded: Cr John Vujcich

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

**CARRIED**

*The meeting adjourned at 12:04 PM and resumed at 1:03 PM*

**7.6 CAPITAL PROGRAMME DELIVERY UPDATE**

Agenda item 6.6 document number A5134159, pages 56 - 63 refers

**RESOLUTION 2025/40**

Moved: Kahika Moko Tepania  
 Seconded: Cr Tāmati Rākena

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

**CARRIED**

**7.7 WAIPAPA ROAD CHIP SEAL PETITION - STAFF EVALUATION**

Agenda item 6.7 document number A5137976, pages 64 - 71 refers

**RESOLUTION 2025/41**

Moved: Kahika Moko Tepania

Seconded: Cr Tāmati Rākena

**That Te Koukou - Transport and Infrastructure Committee receive the report Waipapa Road Chip Seal Petition - Staff Evaluation.**

*Note: A formal letter with operational detail be sent as a response to petitioners.*

**CARRIED**

**7.8 FNDC TRANSPORTATION MAINTENANCE AND RENEWALS ACTIVITY UPDATE FEBRUARY 2025**

Agenda item 6.8 document number A5139080, pages 72 - 113 refers

**RESOLUTION 2025/42**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Kahika Moko Tepania

**That Te Koukou - Transport and Infrastructure Committee receive the report FNDC Transportation Maintenance and Renewals Activity Update February 2025.**

**CARRIED**

*At 1:41 PM Kōwhai-Deputy Mayor Kelly Stratford left the meeting.*

*At 1:51 PM Cr Tāmati Rākena left the room.*

**7.9 ROAD SAFETY & TRAFFIC ENGINEERING REPORT**

Agenda item 6.9 document number A5139283, pages 114 - 118 refers

**RESOLUTION 2025/43**

Moved: Kahika Moko Tepania

Seconded: Cr Ann Court

**That Te Koukou - Transport and Infrastructure Committee receive the report Road Safety & Traffic Engineering Report.**

**CARRIED**

*At 2:01 PM Cr Tāmati Rākena returned to the meeting.*

**7.10 TRANSPORT CAPITAL WORKS PROGRAMME UPDATE**

Agenda item 6.10 document number A5139287, pages 119 - 126 refers

**RESOLUTION 2025/44**

Moved: Cr John Vujcich

Seconded: Cr Hilda Halkyard-Harawira

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

Against: Cr Steve McNally

Abstained: Cr Felicity Foy

**CARRIED**

**8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2025/45**

Moved: Kahika Moko Tepania

Seconded: Cr Hilda Halkyard-Harawira

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>7.1 - Confirmation of Previous Minutes - Public Excluded</b>	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
<b>7.2 - Infrastructure Acceleration Fund - Kaikohe Water and Wastewater Upgrades</b>	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)  s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>7.3 - Kaitāia and Kerikeri Fluoridation Funding Agreement with Manatū Hauora - Ministry of Health</b>	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

Ordinary Te Koukou - Transport and Infrastructure Committee Meeting  
Minutes

23 April 2025

<b>CARRIED</b>
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**9 MEETING CLOSE**

The meeting closed at 2:34 PM.

The minutes of this meeting will be confirmed at the Ordinary Te Koukou - Transport and Infrastructure Committee Meeting held on 20 May 2025.

.....  
**CHAIRPERSON**

**UNCONFIRMED**

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes

24 April 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY TE KUAKA - TE AO MĀORI COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, MEMORIAL AVENUE, KAIKOHE  
ON THURSDAY, 24 APRIL 2025 AT 10:00 AM**

- PRESENT:** Deputy Chairperson Hilda Halkyard-Harawira, Kahika - Mayor Moko Tepania, Kōwhai – Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Felicity Foy, Cr Steve McNally, Cr Mate Radich, Cr Tāmāti Rākena, Cr John Vujcich, Te Kahu o Taonui Representatives: Interim Chairperson Kipa Munro, Mane Tahere (online), Wallace Rivers (online), George Riley (online)
- IN ATTENDANCE:** Phil Grimshaw (Kaitohutohu Taiao Senior Advisor – Te Kahu o Taonui), Kawiti Waetford (Kaiwhakawhiti Reo Language Interpreter), Kiri Hobson-Slone (Operations Manager – Te Kahu o Taonui) (online)
- STAFF PRESENT:** Emma Healy (Chief of Staff), Charlie Billington (Group Manager - Corporate Services), Jacine Warmington (Group Manager - Strategic Relationships), Ruben Garcia (Group Manager - Delivery and Operations), Llani Harding (Pouhautu Te Hono), Casey Gannon (Manager Civic Engagement & Education), Tammy Wooster (Manager - Integrated Planning), Shayne Storey (Team Leader Policy & Bylaws), Marlema Baker (Te Kuaka Te Ao Māori Committee Coordinator), Jude Campbell (Principal Advisor - Te Hono), Piripi Rākena (Kaiarahi Kaupapa Māori), Dena-Maree Hemara (Kaiarahi Kaupapa Māori), Lawrence Wharerau (Kaiarahi Kaupapa Māori), Aisha Huriwai (Manager - Democracy Services), Amber Wihongi-Alderton (Democracy Advisor)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Deputy Chair Hilda Halkyard-Harawira commenced the meeting at 10:01AM and Kawiti Waetford opened with a karakia.

Te Kahu o Taonui Representative Kipa Munro was appointed Interim Co-Chairperson for this meeting.

Councillor Tāmāti Rākena and Kipa Munro delivered opening mihi.

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

**APOLOGIES**

**RESOLUTION 2025/11**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmāti Rākena

**That Te Kuaka – Te Ao Māori Committee apologies from Te Kahu o Taonui Representatives Pita Tipene, Pita Lucas, Aperahama Edwards, Katie Murray and Toa Faneva and Councillors Babe Kapa, Mate Radich and Penetaui Kleskovic be accepted and a leave of absence granted.**

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATION**

There were no deputations.

**UNCONFIRMED**

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes

24 April 2025

**4 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS**

Deputy Chairperson Hilda Halkyard-Harawira acknowledged ngā hunga mate, honouring those who passed recently. A mihi was extended to Councillor Ann Court, Ngāti Rēhia and the community for Te Puāwaitanga opening and Te Kahu o Taonui representatives were acknowledged.

Kahika Moko-Tepania recognised Councillor Hilda Halkyard-Harawira as a recipient of the New Zealander of the Year Local Hero Award, highlighting her numerous contributions to the community.

Councillor Tāmami Rākena highlighted recent achievements and events, including Far North District Council's recognition as finalists at the Human Resources Institute of New Zealand awards for Te Pae o Uta and the 50th Anniversary of Te Tai Tokerau Kapa Haka Festival, acknowledging staff involved.

Upcoming ANZAC remembrance services were also acknowledged with a mihi to soldiers and Te Hokowhitu-a-Tū.

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

**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 4.1 document number A5117867, pages 8 - 15 refers

**RESOLUTION 2025/12**

Moved: Kōwhai – Deputy Mayor Kelly Stratford

Seconded: Kahika - Mayor Moko Tepania

**That Te Kuaka – Te Ao Māori Committee confirm the minutes of the meeting held 27 February 2025 as a true and correct.**

**CARRIED**

**6 NGĀ PŪRONGO / REPORTS**

**6.1 ELECTION OF TE KUAKA TE AO MĀORI COMMITTEE CHAIRPERSON**

Agenda item 5.1 document number A5146532, pages 16 - 19 refers

**RESOLUTION 2025/13**

Moved: Cr Hilda Halkyard-Harawira

Seconded: Te Kahu o Taonui Representative George Riley

**That Te Kuaka Te Ao Māori Committee:**

**LEAVE TO LIE** the election of Te Kuaka Te Ao Māori Committee Chairperson until Te Kahu o Taonui have had opportunity to wananga this item at their meeting in May.

**CARRIED**

**UNCONFIRMED**

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes

24 April 2025

**6.2 REORUA TE KERIKERI**

Agenda item 5.2 document number A5158118, pages 20 - 37 refers

**RESOLUTION 2025/14**

Moved: Interim Chairperson Kipa Munro  
 Seconded: Cr Tāmati Rākena

**That Te Kuaka – Te Ao Māori Committee:**

- a) receive the report Reorua Te Kerikeri;
- b) endorse the new Reorua Strategy name, “Te Rauora” – “Kia rāhiri te reo, hei mōhiohio ka rauora te tūākiri (The revitalisation of language through education, respect and identity)”; and
- c) recommend to Council to approve the new Reorua strategy name.

**CARRIED**

**6.3 RATING RELIEF POLICY 2021 REVIEW**

Agenda item 5.3 document number A5100885, pages 38 - 80 refers

**RESOLUTION 2025/15**

Moved: Cr Tāmati Rākena  
 Seconded: Cr John Vujcich

**That Te Kuaka – Te Ao Māori Committee receive the report Rating Relief Policy 2021 Review and recommend that Council**

- a) agree, the Rating Relief Policy has been reviewed.
- b) approve, the Rating Relief Policy continue with amendment.

**CARRIED**

**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**7.1 CIVIC ENGAGEMENT AND EDUCATION UPDATE**

Agenda item 6.1 document number A5119317, pages 81 - 83 refers

**RESOLUTION 2025/16**

Moved: Cr Tāmati Rākena  
 Seconded: Interim Chairperson Kipa Munro

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

**CARRIED**

**UNCONFIRMED**

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes

24 April 2025

**7.2 WHENUA MĀORI - FREEHOLD LAND RATING RELIEF**

Agenda item 6.2 document number A5151433, pages 84 - 86 refers

**RESOLUTION 2025/17**

Moved: Interim Chairperson Kipa Munro

Seconded: Te Kahu o Taonui Representative George Riley

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

**CARRIED**

*At 11:16 AM Te Kahu o Taonui Representative Mane Tahere left the meeting.*

*At 11:49 AM the meeting was adjourned and resumed at 12:03 PM.*

The Deputy Chairperson announced an additional item, Te Kahu o Taonui Update

**7.3 TE KAHU O TAONUI UPDATE**

Additional Item

**RESOLUTION 2025/18**

Moved: Interim Chairperson Kipa Munro

Seconded: Cr John Vujcich

**That Te Kuaka – Te Ao Māori Committee receive Te Kahu o Taonui Update report circulated prior to the meeting.**

**CARRIED**

**7.4 MEMORANDUM OF UNDERSTANDING UPDATE**

Agenda item 6.3 document number A5162537, pages 87 - 90 refers

**RESOLUTION 2025/19**

Moved: Cr Tāmati Rākena

Seconded: Interim Chairperson Kipa Munro

**That Te Kuaka – Te Ao Māori Committee receive the report Memorandum of Understanding Update.**

**CARRIED**

**7.5 TE PAE O UTA - TE AO MĀORI FRAMEWORK QUARTERLY PROGRESS UPDATE**

Agenda item 6.4 document number A5135703, pages 91 - 94 refers

**RESOLUTION 2025/20**

Moved: Kahika - Mayor Moko Tepania

Seconded: Interim Chairperson Kipa Munro

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

**CARRIED**

**UNCONFIRMED**

Ordinary Te Kuaka - Te Ao Māori Committee Meeting Minutes

24 April 2025

**7.6 NGĀ KAUPAPA MĀORI / MATTERS OF IMPORTANCE TO MĀORI**

Agenda item 6.5 document number A5136455, pages 95 - 99 refers

**RESOLUTION 2025/21**

Moved: Cr Tāmati Rākena  
 Seconded: Interim Chairperson Kipa Munro

**That Te Kuaka – Te Ao Māori Committee receive the report Ngā Kaupapa Māori / Matters of Importance to Māori.**

**CARRIED**

**7.7 TE KUAKA - TE AO MĀORI COMMITTEE OPEN RESOLUTIONS UPDATE**

Agenda item 6.6 document number A5119668, pages 100 - 107 refers

**RESOLUTION 2025/22**

Moved: Cr John Vujcich  
 Seconded: Te Kahu o Taonui Representative Wallace Rivers

**That Te Kuaka – Te Māori Committee receive the report Te Kuaka – Te Ao Māori Open Resolution Report as at 15 April 2025.**

**CARRIED**

**7.8 LOCAL WATERS DONE WELL - UPDATE**

Supplementary Agenda item 6.7 document number A5162872, pages 4 - 29 refers

**RESOLUTION 2025/23**

Moved: Kahika - Mayor Moko Tepania  
 Seconded: Te Kahu o Taonui Representative George Riley

**That Te Kuaka – Te Ao Māori Committee receive the report Local Waters Done Well - Update.**

**CARRIED**

**8 MEETING CLOSE**

The meeting closed at 1.20pm.

The minutes of this meeting will be confirmed at the Ordinary Te Kuaka - Te Ao Māori Committee Meeting held on 19 June 2025.

.....  
**CHAIRPERSON**

## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 CHIEF EXECUTIVES REPORT - PERIOD JANUARY - MARCH 2025

**File Number:** A5168148

**Author:** Philippa Boye, Project & Facilities Coordinator

**Authoriser:** Emma Healy, Chief of Staff

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to provide Elected Members with an overview of key activities across the organisation for quarter three of the 2024/2025 financial year.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Chief Executive's report to Council presents an overview of activities that Council undertakes.

#### TŪTOHUNGA / RECOMMENDATION

**That Council receive the report Chief Executives Report - Period January - March 2025.**

#### TĀHUHU KŌRERO / BACKGROUND

The Chief Executive's report to Council is attached and covers a detailed overview of progress against Council's activities.

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

This Report is for information only.

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

There are no financial implications or budgetary provision needed as a result of this report.

#### ĀPITIHINGA / ATTACHMENTS

1. CE Report - A5168115 [↓](#) 



## CHIEF EXECUTIVE'S REPORT

Period: January– March 2025 (Q3)  
Update on operational activities

### Chief Executive's Introduction

The first three months of the calendar year have seen a focus on regional collaboration. Under Local Water Done Well, Council must submit a Water Services Delivery Plan by 3 September 2025. This plan will set out how Council's water services will be delivered in the future, including the water services delivery option, investing in our water infrastructure, and meeting new regulatory standards. The focus of this quarter has been on asset and financial analysis to inform Council's decision on a preferred option to consult the public on. This has meant working with Kaipara and Whangarei Councils and closely with their Chief Executives. Other collaborative discussions have focused on regional deal options, election preparation and the future of Northland Forward Together (the collective work programme for all four Northland councils to work together to deliver better outcomes for Northland and its people).

Waitangi Day presents a special opportunity to commemorate the first signing of New Zealand's founding document: Te Tiriti o Waitangi, The Treaty of Waitangi, on 6 February 1840. Increased support for Waitangi celebrations was provided this year which meant working with the Waitangi National Trust, Waitangi Day Commemorations Committee and Waitangi marae. Council had stalls promoting the mobile library and work of the Climate Action and Resilience Team, and in collaboration with Electoral Commission, highlighted the 2025 local authority elections in October. We ensured a Council presence at Māngungu Te Tiriti o Waitangi Commemoration in acknowledging the significance of the site of the largest signing of Te Tiriti o Waitangi.

Other significant public engagement activities during this period included Te Pātukurea (shaping the growth of Kerikeri and Waipapa over the next 30+ years), fees and charges and the proposed Annual Plan and continuing the whenua Māori information sessions, and civic engagement leading up to the next elections.

A significant milestone was reached when supplementary water from two bores at Sweetwater began flowing to Kaitiāia homes in February, marking a significant milestone in improving the drought resilience of the district's second largest town and reducing Kaitiāia's reliance on the Awanui River. In March, the government announced, for the eighth time in 20 years, a drought in Northland when water consumption was high across the district with all council water treatment plants running at or near capacity. Water restrictions were applied and continued to be monitored alongside maintaining a focus on targeting leaks and discussing water use reduction strategies with commercial consumers.

The mahi that has gone into lifting the competency and capability in responding to Māori communities was recognised when Council was named as finalists in the Mana Tāngata – Emerging Māori HR Award at the NZ HR Awards for Te Pae o Uta – Te Ao Māori framework. Whilst Council didn't walk away with the win, there were more than 100 submissions across the categories, with 59 finalists, representing the top one per cent of the HR industry in New Zealand.

In order to make internal collaboration easier, enable better problem-solving opportunities and ultimately lift levels of service delivery to our communities, the organisation wants to achieve a better balance in hybrid working to have more staff work more often in the office. The Chief Executive met with Group Managers and a selection of their People Leaders to clarify the 'why', what they found was working well within their teams to enable this, and what any barriers were. This also formed part of the quarterly People Leader day and forms the basis of a programme of work to provide tools and support to realise this. We are making positive progress in addressing the hybrid working balance.

The organisation saw some leadership changes, with the GM Communications & Engagement stepping into the GM Delivery & Operations role. During this quarter we welcomed the Manager of Transportation to the Infrastructure group after an extensive recruitment process, the Manager Organisational Development, Manager Museums and Archives Te Ahu and Manager Compliance and progressed recruitment of the Chief Financial Officer.

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## Delivery & Operations

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### Building Services

Building Consent and Code Compliance Certificate compliance for the year are 100% respectively, with average working and calendar days for building consents are 11 and 22 days, while code compliance certificates 5 and 12 days. January had 46 building consents received, 59 building consents granted, and 70 code compliance certificates issued. February had 79 building consents received, 63 building consents granted, and 79 code compliance certificates issued.

With the construction industry in decline presently the BCA has time to refine procedures and look for efficiencies that can save time and resource during busy times. This includes working to implement Artisan as a remote inspection tool.

In February five team members attended compliance schedule training in Whangarei over two days as we attempt to boost our competency in commercial construction. Stu Hofstetter has left the Building Services team to take up a position as Project Manager in the Infrastructure department. Pete Kana has replaced Stu as Building Compliance Team Leader, vacating his role as Building Inspector.

We have successfully employed a new Building Inspector who will begin work with us in May. He is originally from Kawakawa but currently resides in Waikato and brings with him a wealth of construction management experience.

In relation to our Te Pae o Uta goals, we currently have staff attending Te Pae o Waho classes and more have expressed an interest for the next intake. Matt McCambridge has been engaged to complete the building information pamphlet; work is scheduled to begin on this at the end of March. Our team are also currently working on creating six new goals with some draft goals already proposed.

### Compliance

#### Monitoring and Compliance

Monitoring received 160 Requests for Service (RFS) in January 2025 and 175 in February 2025.

A total of 88 noise complaints were received and responded to in January, and 67 in February 2025. In January response times of 80% were achieved for urban areas and 25% for rural. In February response times of 88.5% were achieved for urban areas and 16.7% in rural areas.

There were 38 parking tickets issued in January and 90 in February 2025.

#### Animal Management

796 RFS's were received for Animal Management in January and February 2025. 111 urgent and 685 non-urgent. Officers responded to urgent RFS (within 1.5 hours) and non-urgent RFS (within 3 working days).

72 dogs were impounded during January 2025 and 44 in February 2025. 81 were released from the shelter overall including dogs carried over from previous months. In terms of the dogs released, 19 were claimed by their owners, 21 taken by a Rescue Group and 1 was adopted out to a new home. A total of 56 dogs were euthanised due to not being claimed by an owner and not meeting the criteria to be rehomed.

There were 137 infringements issued during January and February by the Animal Management team:

- 109 x failure to register dog - s42
- 23 x not under control – s53(1)
- 0 x Failure to confine – s52A
- 5 x breaching dog control notices – s20 (5)
- 0 x Wilful Obstruction of an Officer – s18

Dogs registered at the end of February were: 8,201 out of 9,822 known dogs – (83.5%).

### Environmental Health

A total of 42 Food Verification audits were completed in January and February 2025.

During January and February 2025, 24 good host visits were completed by the Environmental Health Services team. The level of service target is that 25% of licensed premises are visited once every four years.

A total of 187 Requests for Service (RFS) were received in January and February 2025.

### Resource Consents

In January, we issued 60 decisions, with 17 requiring statutory compliance. We achieved a 100% compliance rate for these. In February, we issued 85 decisions, with 35 requiring statutory compliance, achieving a 94.29% compliance rate by issuing 33 within timeframes and 2 outside.

The use of consultants for processing resource consents has significantly decreased and is now at an almost all-time low. Currently, only 6% of applications (three in total) are being processed by consultants. Despite the slowed economy, the Far North District is bustling with development. The Resource Consents Team is managing 30 large-scale applications, including four Papakāinga developments, with projects ranging from 15 to 140 lots.

The team has welcomed two new starters: Senior Resource Planner (January 20) and Resource Consent Engineer Gourav Rana. An internal appointment was made to the new Planner Team Leader, bringing extensive experience to the role.

The Resource Consent team is dedicated to their Te Pae o Uta goals to enhance cultural competency and build strong relationships with Iwi/Hapū. Planners and engineers are developing engagement plans, practice notes, and attending courses to improve consultation with Iwi/Hapū. Staff are encouraged to participate in relevant training such as Te Pae o Waho classes and Te Tiriti o Waitangi workshops. Additionally, the team is collecting data on papakāinga applications.

### Property and Facilities Management

#### Property Management

Property Management's focus in January and February has been reviewing FNDCs burial application process. This piece of work is ongoing and includes a revamp of our applications, bringing them online to our website and a review of our data held in Plotbox. Once this work has been completed, a briefing paper will be provided.

Staff are working carrying out inspections of the Housing For the Elderly units alongside FNHL and other potential divestees.

Staff have begun the year presenting various reports for lease renewals, promptly beginning a season of public consultation over the granting of these.

Audits of the OCS, Crewcut and Hapori contracts are going well, with the seasonal pools enjoying a busy season.

#### Technical Operations

Technical Operation's focus for January and February has been on monitoring levels of service in the district over peak summer season and responding to urgent works due to the increased pressure on our facilities, including repair work and vandalism.

There has been a focus on the cruise ship season, with City care and Focus Paihia working collaboratively together to ensure Paihia has operated well. The preparation leading up to Waitangi was important to ensure our reserves were well protected, toilets and bins were coping with the increase of people and event permits were issued. Unfortunately, there was freedom camping on our reserves, and we are working on how we can mitigate this for next year.

Warmer temperatures have meant grass growth across the district has been challenging to keep on top of. FNDC staff are receiving many requests for service for mowing and edge control and are attending to them accordingly.

We have introduced a more proactive approach to tree management by bundling tree-related requests and conducting bulk assessments twice a year. This shift has reduced response times and allowed for better management of customer expectations. Recently, approximately 30 trees were identified as posing risks to health, safety, or property. A contractor has been appointed to address these issues, with all work expected to be completed by June 2025. Tree requests for pruning or removal are still coming in fast, with approximately 38 requests received in the past two months.

Building wash downs for council occupied buildings, halls and Housing for the Elderly units are being carried out over March, in line with water restrictions.

Key challenges for Technical Operations are managing the large number of reactive jobs being called through and delivering on complex jobs, asset failures, and additional vandalism and dumping of rubbish.

### Te Pae o Uta

Delivery & Operations staff have been taking advantage of the Council's Te Reo and Tikanga Māori courses, including the Te Tiriti and He Whakaputanga workshops. Some of our colleagues have already attended these courses, and others are currently participating. Additionally, several staff members have expressed their intention to attend the next available course.

Regarding Building Services, please note that application forms cannot be modified due to Building Regulations that dictate their format. Instead, Building Services is working on pamphlet to provide guidance on what the Building Services team do. Matt McCambridge is set to begin this project at the end of March 25.

In the Compliance department, all compliance signs have been translated and will be updated and rolled out as new signage is required. Forms will also be updated accordingly. Compliance is also making efforts to establish a stronger relationship with hapu and provide educational resources for hapu, such as marae-based registration days. Additionally, a new Community Liaison Officer role has been proposed and is awaiting approval from Guy. Te Hono supports this position, and Jude and Llani have reviewed the job description. Furthermore, tikanga practices are being incorporated into DLC hearings, and karakia is now in place.

Resource Consents have made significant progress in meeting many of their current goals. However, there is still ongoing work in a few areas, such as collaborating with Te Hono to develop a short course (potentially a webinar) to help Iwi/Hapu understand the RMA and when consultation is necessary. We are currently waiting on Te Hono's assistance with this initiative. Additionally, the translation of our FNDC RC pages into Te Reo and the translation of SharePoint into Te Reo Māori are in progress, with Web Services handling these tasks.

Lastly, Property and Facilities have set a goal to create an iwi/hapu engagement plan for leases over reserves. Engagement with iwi/hapu will be conducted for every new lease request over a reserve.

## Planning & Policy

### Economic Development

#### Regional Deal

- Staff worked with Northland Inc, who led the development of a light touch proposal to form a regional deal between the Government and Northland. This followed on from the resolution of Council on 12 December 2024 that approved the submission of a lite touch proposal and approved Northland Inc as the lead organisation responsible for coordination of the proposal across the Northland Councils.
- The lite touch proposal as submitted to the Government on 28 February 2025 focusing in the following sectors:
  - Future Energy
  - Marine Manufacturing
  - Primary Industries
  - Visitor Economy.
- The proposed Regional Deal is projected to increase Northland's GDP by \$977 million, create over 6,000 new jobs, and boost exports by \$877 million over the next 30 years.
- The government will announce in May 2025 the first region to be invited to negotiate a regional deal and two other regions that will be invited to negotiate a deal in 2026.
- In preparation for the possibility that Northland will be invited by the Government to negotiate a regional deal Staff of all Councils and Northland Inc are preparing options for the composition of a negotiation team on behalf of Northland.

#### Northland Inc

- Staff prepared for a workshop on 1 April 2025 on the review of the draft statement of intent for Northland Inc. The outcome of this workshop was to seek approval from Council to request Far North District Council specific changes to the statement of intent to be considered by the Joint Regional Economic Development Committee on 29 April 2025.

### Strategy & Policy

- An information only report on the progress of Far North 2100 was submitted to the 13 February 2025 Council meeting. A request to review the Strategy was verbally made by the Mayor. This is now being planned.
- The development of a grants and donations policy that will inform Council decision making on the allocation of funds to community and sports groups has commenced.
- In March, two workshops were held with elected members discussing development contributions, the Strategy and Policy work programme, solid waste strategy, and housing strategy.
  - Staff aim to present the development contributions policy draft to Council in June for consultation.
  - Elected members prioritised the potential upcoming non-statutory policy projects on our work programme.
  - Feedback was provided to inform the draft Solid Waste Strategy and Waste Management and Minimisation Plan. Staff aim to present to draft documents to Council in June for consultation.
  - Work on the housing strategy has progressed, requiring the Housing Interim Action Plan to be updated.
- Final peer review of the draft Solid Waste Strategy and WMMP is underway. The drafts will be presented to Council in June for consultation.
- Work is progressing on the Open Spaces Strategy. A stakeholder workshop was held in March. The district wide kaupapa steering group has been selected, engagement with the steering group will commence shortly.
- Work across Council is progressing on the Housing Strategy, the Interim Housing Action Plan will be updated to reflect the progress made. Upcoming focus on stakeholder engagement. The strategy will clearly define Council's role in housing.
- Staff are moving forward with gathering the evidence required to inform a development contributions policy. Staff expect to present a draft policy to Council in June for consultation. Central government has signalled

intention to replace development contributions with development levies. Staff will continue to monitor for any legislation changes, however the information required for both development contributions and development levies will be similar.

- The Class 4 Gaming and TAB Venue Policy review, and Dangerous and Insanitary Buildings Policy review, and the Maritime Facilities Bylaw review processes have been completed with all policy instruments adopted by Council.
- Amendments to the Land Drainage Bylaw are being drafted and will be presented to Council in the second quarter of 2025.
- Council staff are working with Te Whatu Ora and the Police on the Local Alcohol Policy and Review of Alcohol Control Areas.
- Oral submissions have been heard for both the Keeping of Animals Bylaw and Control of Earthworks Bylaw. Analysis of submissions reports will be presented to Council in Q2 2025.
- Staff have been working with teams across Council to review the Rating Relief Policies, and a review report will be presented to Te Kuaka in April.
- Staff attended the digital accessibility training course. The course was a regional training course hosted by Northland Regional Council. The course may be beneficial for many staff across Council. Professional development regarding accessibility is an action identified in the Regional Accessibility Strategy.

## Climate Action & Resilience

### Community Adaptation Programme

A Community Adaptation Programme Plan is in development, due mid-2025. The Community Adaptation Programme Plan will guide ten plus years of Council work. It will set a standard for each adaptation planning project and for the wider adaptation initiatives.

There are three workstreams in the Community Adaptation Programme:

- **Community Adaptation Planning** – Council facilitated, community-wide adaptation planning, looking out 100+ years. Stage One project, Hokianga – Whangapē-Herekino area, is in the preparation and scoping stage.
- **Tangata Whenua-Led Adaptation Planning** - Council supporting tangata whenua in their resilience and adaptation.
- **Community Toolkits** - Resources for communities to lead their adaptation planning; introduces and helps kickstart adaptation planning.

The Climate Action and Resilience Department and Policy and Planning Group have signed an operational Memorandum of Understanding with Northland Regional Council. This MoU confirms working relationships and resourcing support on Community Adaptation Planning

In the Community Adaptation Programme, the highlight of this quarter's update is Tangata Whenua-Led Adaptation Planning.

- Kaupapa Māori adaptation tools are in the final stages of draft content. A draft story map guide will be available to tangata whenua who wish to undertake adaptation planning.
- We have welcomed an additional Kaimanaaki Māori to the North Hokianga team, Jenna Waipouri, whose focus is on establishing stronger connections and re-building engagement with marae across North Hokianga.
- Kaimanaaki Hapori have started engagement with six schools across North Hokianga and are creating a calendar that shares students' whakaaro on climate change. Proceeds from the calendars will support māra kai initiatives at the participating schools.
- March 12 and 13 we hosted the Climate Change Commissions to hear kōrero direct from whānau and kaimahi in the climate action and resilience space around the Hokianga.
- Our Kaupapa Māori lead continues support and relationship-building, working with NRC on Marae Resilience. She is supporting resilience planning across Morehu, Ohaki, Taiao marae – Pawarenga; Taemaro Bay; Mangamuka marae; Tauteihiihi marae - Kohukohu; Waipuna marae – Panguru; Matihetihe marae – Mitimiti; Ōtiria marae – Moerewa; Kokohuia marae – Ōmāpere; Tuhirangi marae – Waima; Waimanoni marae - Awanui.

### Climate Action Policy Implementation

- A staged approach to the development of the Implementation Plan is being undertaken.
- Objectives setting of the Climate Action Policy is progressing with objectives drafted and stakeholder/partner consultations scheduled to take place in April.
- Baseline of the Climate Action Policy will assess current state, gap analysis and identify opportunities to achieve the objectives (including resource capability/capacity needs and governance and assurance). The Baseline Assessment Report with recommendations is scheduled for completion and release in June 2025 which will inform the Action Plans development (including the Emissions Reduction Plan) for implementation.

### Far North Net Zero

#### Emission Inventory and Reporting

Council's 2023 and 2024 emissions footprint reports are almost ready. Toitū Envirocare is in the final steps of the audit and sign-off. Our department will present the reports to the Climate Action Reference Group, Te Kuaka and Council mid-2025. This work is part of Council's commitment to reduce emissions in line the Government's national emission reduction targets or better and to support business, communities, and council towards a Carbon Zero 2050.

#### Community Greenhouse Gas Emission Reporting

Staff are working with other Councils across New Zealand to deliver a local emission platform. The platform will support emission reduction and provide data and scenario planning at a local level for decision making. Historical data is currently being uploaded to the platform from a previous inventory completed for the 2021-2022 financial year. Data collection for an updated inventory is underway. Once complete, access to the platform will be rolled out in late 2025.

### Integrated Planning

#### Proposed District Plan (PDP)

- Hearing 10 was held on the 24 March 2024. This covered the Māori Purpose Zones (Rural and Urban) and the Treaty Settlement Overlay. This timeframe was required to avoid continuing processes through the summer closedown for submitters and their representatives.
- The total number of hearing days for Hearing 10 was reduced by two. This created time and cost savings for the Council and submitters. The one day hearing was held in Awanui.
- Hearing 10 also saw the introduction of an interpreter translating Te Reo into English. This was a valuable investment and provided enhanced communication across parties in a way that is more comfortable to those who wish to speak Māori. The uptake of tikanga for the hearings continues with consistent use of karakia to open and close each day.
- Staff are continuing to move hearings around the three wards of the district, particularly with more certainty now over the Mangamuka gorge road connection. Staff have been using venues such as Ka Uri and Te Kona, and in the case of future hearings Hearing 11 and 12 they will be held at Roma Marae, and Waitangi respectively, while managing the budget. A number of hearings later in the year will make use of Chambers and also Te Ahu.
- Staff have begun engagement with submitters as part of 'Final Minute 14', which was developed to assist submitters seeking a change of zone in the PDP. The process is 'opt in,' and requests evidence to be provided 'in advance' of the normal timeframe to give Council Reporting Officers sufficient time to consider the significant amount of information required. At the time of writing approximately 15 submitters have chosen to 'opt in'.
- The right of Reply on matters arising from the Rural Hearing block, Hearing 9 were prepared. This was split into two, general matters, and the Horticulture Zone tools. Reporting officers have recommended retaining the protections for the area identified as the Horticultural Zone in the Proposed Plan, but have recommended the use of a 'precinct' as a more robust tool in lieu of a Special Purpose Zone.
- There has been a strong focus on preparation work for the 'rezoning' block of hearing (15A-D) later in the year. This has included research and analysis of key issues and identifying information gaps.
- Reports for Hearing 11 were prepared covering Renewable Energy Generation, Infrastructure and Transport Chapters along with Designations. This hearing is programmed in late April.

### Reserve Management Plans (RMP)

- Simpson Park, Moerewa: A second round of consultation on the potential need for a fourth playing field occurred in December 2024, the draft reserve management plan is currently being prepared for formal consultation in mid-2025.
- Rangitoto Pa, Hihī: Staff have established a partnership model with mana whenua to deliver the draft reserve management plan for this site and are now collaboratively progressing the Rangitoto Pa RMP project. Staff are planning to go out for the first round of public consultation in May 2025, during which public notice of Council's intention to prepare a management plan for the reserve will be given, and people will be invited to provide suggestions for the draft plan.
- Kaikohe Memorial Park, Kaikohe: Early engagement with mana whenua, supported by Te Hono, is underway, with staff attending Ngā Hapū o Kaikohekohe (NHoK) hui to initiate discussion around extent of involvement that NHoK wish to have in this project. The project is working towards the first round of public consultation later in 2025 when people will be invited to provide suggestions for the draft plan.
- Rawene Domain, Rawene: Work on the Rawene Domain RMP cannot progress while hapū engagement regarding existing activities on the site is underway. Engagement with hapū is being undertaken by another department.
- Work is progressing on a Council Reserves Network project, which is required to rationalise land across the district that has historically not been correctly recorded with Far North District Council or predecessor as owner at the time of subdivision. So far, titles for approximately 44% of the sites have been issued. The project is now paused as additional funding is required to get the remaining titles issued. This project was funded by surplus budget and was constrained to that amount. It's anticipated that an additional \$55,000 is required for approximately 36% of the additional titles. The final 20% of titles are more complex and will require a further process to be generated. Staff are currently working to source additional funds to continue this work.

### Te Pātukurea Kerikeri Waipapa Spatial Plan

- The draft version of Te Pātukurea is currently out for public consultation in accordance with special consultative procedure under the Local Government Act. The consultation period opened on 20 March and will close on 22 April, following which staff will prepare the agenda for verbal submissions to be carried out on 1 and (if needed) 2 May.
- There are a number of pop-up events scheduled for both Kerikeri and Waipapa. The events held in March have been well received by the public.
- After written and verbal submissions are received, staff will support elected members to deliberate on changes that may be required to the draft spatial plan as a result of public feedback obtained during consultation. A deliberations workshop is scheduled with elected members for 22 May.
- Staff currently remain on track to submit a final version of the spatial plan for adoption to the 18 June 2025 Council meeting.

### District Wide Spatial Strategy

- Staff from Planning and Policy workshopped a District Wide Kaupapa Framework for Tangata Whenua partnership and governance with Te Kuaka in October. Te Kuaka approved a structure and terms of reference for the Kaupapa Steering Rōpū overseeing the Strategy in December.
- Te Hono staff are working to form the District Wide Kaupapa Steering Rōpū (KSR).
- Early input to the development of the project plan for this strategy will be sought from both elected members and the KSR via workshops that are currently being planned for both Council and the KSR. Staff will be recommending a strategy that produces early growth planning outputs (locations for growth and high-level infrastructure servicing and cost estimates) that can inform the upcoming LTP process, with completion of the project focusing on wellbeing outputs that seek to serve the balance of the district both rural non-growth areas.

### Placemaking

- Taipā: Is currently being concluded, with some costings still needing to be provided to the Te Hiku Community Board. It was formally adopted by the Te Hiku Community Board in October subject to this additional work being undertaken.
- Russell: Staff are working to have public engagement on what should happen after the road trial finishes start in late April. This is to facilitate a decision by Council at the July Council meeting. To facilitate this process staff have sought an extension to the trial till the 1 September 2025 (10 April Council meeting). The extension is to avoid disruption and unnecessary costs, if it is decided to make the trial permanent or

repurpose some of the materials for other options implemented. Staff are also working with the Community Steering Group to complete the Russell Placemaking plan, and have it adopted by the community board in June 2025.

- Kaikohe: The project team in collaboration with the project steering group are currently undertaking informal public engagement to identify priority placemaking outcomes for Broadway.

## Strategic Relationships

### Group Manager Introduction

The purpose of this report is to provide Elected Members with a snapshot overview of key activities across the Strategic Relationships group for this quarter.

Key Deliverables for this quarter include

- Attendance at HRNZ Awards as a finalist for the Mana Tangata – Emerging or Leader Māori in HR Award for Te Pae o Uta;
- The completion of Te Reo Māori Action plan;
- HSW team's 257 touch points with staff members through the rolling out of the new Job Safety Analysis (JSA) of psychosocial hazards.

### Highlight

Dame Cindy Kiro, the Governor-General of New Zealand, recently toured the Northland region, including Kaikohe, as part of her official engagements. During her visit, she participated in various community-focused activities, including visiting marae, schools, and local organisations. Her tour emphasised her commitment to engaging with communities and strengthening connections in the region she calls home.

### Te Hono

The role of Te Hono is to provide advice to the Council on its He Whakaputanga and Te Tiriti o Waitangi obligations, implement the Te Pae o Uta – Te Ao Māori framework, and enhance the Council's understanding of mana whenua partners and their priorities. These efforts aim to foster stronger partnerships and support the Council in gaining a deeper understanding of its objectives to improve outcomes for mana whenua partners and Māori.

Te Hono works across the organisation to develop the necessary guidance and training that will enable the Council to succeed in all of these areas.

### Achievements:

- Attendance at HRNZ Awards as a finalist for the Mana Tangata – Emerging or Leader Māori in HR Award
- Support Elected Members at events notably:
  - ◆ Te Wiki o Waitangi:
    - National Iwi Chairs Forum Pōwhiri and Conference
    - Pōwhiri for the Governor General
    - Pōwhiri for the Judiciary, LGNZ and International guests
    - Pōwhiri for the Kingitanga
    - Pōwhiri for the Government
    - Dawn Service at Te Whare Runanga
  - ◆ Māngungu Commemoration
  - ◆ Governor General visit to Te Ahu, Kaitaia
- 140 check-ins with People Leaders to progress goals against Te Pae o Uta completed
- Support Tikanga and Cultural Services at:
  - Quarterly love your work celebration
  - New Starters Pōwhiri
  - All Staff Meeting
  - Staff support at Tangihanga
- Support staff internally through:
  - Te Rōpū Tupuwanawana Facilitation
  - Organisational Strategy Working Group
  - Health and Safety Representative
  - Te Oneroa a Tohe Beach Board Working Group
  - Whenua Māori Working Group
  - Quarterly New Starters Induction
- Māori Freehold Land Statistics:
  - Māori Land Correspondence – 16
  - Māori Land enquiries – 2
  - Online Registrations – 3

- Māori Land 0401 Unused Remission – 4
- Māori Land 0402 Papakainga Remission - 1
- Inhouse hui – 6 x weekly
- Offsite Hui – x3 weekly

**Kaupapa nui te taha ō ngā hapū:**

- Safety Cameras collaboration alongside NZTA
- Te Oneroa a Tohe Board – Māori advisory support
- North Hokianga Rooding Working Group – Hapū engagement
- Ngāti Te Ara & Ngāti Kopaki Hapu Hui
- Support Matauri X with Rating Relief enquiries
- Te Ahuareka o Ngāti Hine Festival
- Engagement Hui with Kaitaia Digital Hub
- Engagement Hui with Te Rarawa Kaimahi
- Haititai Marangai Marae whenua Māori roadshow

**Te Pae o Uta goals:**

- Implementation plan for Te Reo and Tikanga Policy - In Progress
- Increase Māori Leadership across council - Develop Māori staff network, Develop Māori Leadership training opportunities i.e. working with L&D to provide specific Māori leadership training – In Progress
- Te Reo Māori Action plan – Completed
- Tuakana/Teina Leadership programme in Council – Started

**Civic Engagement & Education**

The Civic Engagement and Education (CEE) work programme, initially focusing on the 2025 local government elections, has adopted an "early and often" engagement strategy that has significantly increased interest in council activities within Māori communities since the introduction of the Māori Ward in 2022. This strategy has improved comfort levels for individuals engaging with council staff and participating in council events and processes.

Each engagement has fostered ongoing connections, enhanced civic education and understanding of local government roles, and ensuring all communities' voices are heard in the democratic process. The programme emphasises active community participation beyond voting, encouraging contributions to decision-making by sharing relevant information and consultations at events, viewing each engagement as an opportunity for learning and growth.

**Civic Engagement & Education engagements Jan-March 2025**

Far North District Council has committed to increasing engagement with all our communities throughout the district. Our approach is a cross-organisation approach which pulls in other government agencies, regional and central, as needed. The commitment from the Electoral Commission has been outstanding even with their limited resources for the Far North (1.5 FTE for the whole region – covering all four councils).

**Waitangi week commemorations**



Waitangi Week commemorations have stood out as a significant highlight, where the council has actively engaged with Māori communities to honor the signing of the Treaty of Waitangi. The events during this week included traditional ceremonies, educational workshops, and open forums that allowed for meaningful dialogue between council members and the community. These commemorations not only celebrate the historical significance of Waitangi Day but also strengthen the connection between the local government and our Māori partners, fostering a spirit of collaboration and mutual respect. Multiple future engagement invitations were given as a result of our presence at Waitangi Week commemorations, including invitations to attend events focused on rangatahi, aged, marae, hapu, iwi, rural, and business communities throughout the district.

**Māngungu Te Tiriti o Waitangi Commemoration**

The Civic Engagement & Education work programme aligns with Te Pae o Uta and is committed to whaingā (goal) 1 – Increased Participation in Council Structures and Decision-Making Processes. Council presence at Māngungu Te Tiriti o Waitangi Commemoration is significant and acknowledges the site of the largest signing of Te Tiriti o Waitangi. It presents an excellent opportunity to collaborate with hapū in hosting such an auspicious event.

**Kaitaia A&P Show**



The Kaitaia A&P Show was held 22 February 2025. This annual event provided an excellent platform for council to engage directly with a diverse cross-section of the community. The show featured agricultural exhibits, local crafts, and various entertainment activities, attracting attendees from all over the district.

During the Kaitaia A&P Show, staff focused on increasing awareness about local government processes and encouraging active participation in upcoming elections. The council's booth offered informative brochures, and opportunities for residents to ask questions and provide feedback on council initiatives. The event was a resounding success, with many attendees expressing a newfound interest in participating in council activities. The council's efforts at the Kaitaia A&P Show exemplify its commitment to fostering a well-informed and engaged community, ensuring that all voices are heard and considered in shaping the future of the Far North district.

**Women Leading the Future event**

The Women Leading the Future event held at the Turner Centre on 8 March 2025 was a remarkable occasion that brought together inspiring female leaders from various sectors across the country. This event provided a platform for women to share their experiences, insights, and strategies for leadership and community engagement. The day featured keynote speeches, panel discussions, focused on empowering women and promoting gender equality in leadership roles.

Participants had the opportunity to network with peers, gain valuable knowledge, and engage in meaningful discussions about the challenges and opportunities facing women in leadership today. The event was a testament to the Far North District Council's dedication to fostering an inclusive and supportive environment for all community members.

**Te Ahuareka Ngāti Hine Festival**

Te Ahuareka Ngāti Hine Festival, held from 28-30 March 2025 celebrated the rich cultural heritage and traditions of Ngāti Hine. With Kawakawa/Moerewa subdivision having one of the lowest voter turnouts, having a presence at the festival was essential. While the event was located in Moerewa at Otiria Marae and hosted by Ngāti Hine – it has a district wide reach. The event featured a variety of activities, including kapa haka performances, art exhibitions at local art gallery in Kawakawa, and housing workshops.

The festival provided an invaluable opportunity for the Far North District Council to engage with Ngāti Hine community leaders and participants from throughout the district.

**Pawarenga Festival**

The Pawarenga Festival on 29 March 2025 was another key event in the Civic Engagement & Education work programme. This festival, located at Te Kura a iwi o Pawarenga featured performances by Annika Moa, arts & crafts made by the rangatahi, and raffles, drawing participants from across the rohe. Council took the opportunity to connect with the community, providing information about local government services and encouraging civic participation. The council's presence at the festival also resulted in additional invitations for future engagements focused on rangatahi, aged, marae, hapu, iwi and rural communities throughout the district.

**Democracy Services**

Democracy Services are responsible for ensuring compliance with the statutory requirements associated with the official meetings of the Council. Their operations are guided by two core pieces of legislation: the Local Government Act (LGA) and the Local Government Official Information and Meetings Act (LGOIMA).

**Achievements:**

- Facilitated 14 formal meetings, including two extraordinary formal meetings
- Assisted in coordinating 2 workshops with elected members
- 7 Portfolio meetings with appointed elected members were held virtually
- The Formal Meeting Calendar for 2025 was adopted at the December Council meeting
- Mayor and Councillors reports went live on the Far North District Council website from October 2024  
<https://www.fndc.govt.nz/Council/governance/Elected-member-reports>
- Elected Member profiles updated to show their external appointments on the FNDC website  
<https://www.fndc.govt.nz/Council/governance/Elected-member-reports>

<b>Meetings Jan – March 2025</b>	
Council	2
Extraordinary Council	1
Te Huia - Executive Review Committee	2
Te Kuaka - Te Ao Māori Committee	1
Te Miromiro - Assurance, Risk and Finance Committee	1
Te Koukou - Transport and Infrastructure Committee	2
Bay of Islands – Whangaroa Community Board	2
Kaikohe-Hokianga Community Board	1
Te Hiku Community Board	2
Workshops	12
Portfolios	7

**Elected Member Support**

Changes to the way our elected members are supported are underway. Democracy Advisors and the Te Kuaka Committee Coordinator are in regular contact with councillors (as Community Board Coordinators are with their Boards) to ensure they are supported with information in preparation for their upcoming meetings and events. A review of the elected member support process for lodging, following up and reporting on, service requests is also underway. The review is being supported by the Strategic Leadership Team (SLT) and aims to build trust, enhance collaboration, and ensure timely resolutions for councillor and community board requests.

### Consultations/Hearings/Events

In quarter 3, several important hui were held, fostering collaboration and discussion on various matters of significance. These meetings provided an opportunity for diverse voices to come together and share perspectives, enabling progress on key initiatives and ranged from visiting dignitaries, strategic workshops and naturalising new citizens to the Far North Region.

- Zone 1 / Northland Forward Together – Strategic Workshop on 31 January 2025 and Far North District Council hosted on 18 March 2025.
- The Love your Work Awards Quarterly Celebrations was on 20 February 2025.
- Animal Bylaw Oral Submissions on 5 March 2025.
- Far North District Council hosted the Northland Mayoral Forum on 7 March 2025.
- Aurere Kupe Waka Centre Site Visit on 14 March 2025.
- Whenua Māori Marae Hui on 14 March 2025.
- Proposed District Plan hearings on 24 March 2025.
- Pōwhiri for Governor General Dame Cindy Kiro at Te Ahu in Kaitaia on 28 March 2025.
- Citizenship Ceremony for 44 new citizens on 31 March 2025.

### Stakeholder Relationships

#### Kai Ora Fund

The Kai Ora Fund Working Group continues to meet regularly, and the fund is currently open until the end of April. Connections have been made with the Northern Regional Council (NRC) regarding their funding pools, and we are working with stakeholders on Kai Resilience activities district wide. Recent sessions in Kaikohe have highlighted the interest in this programme, along with the Kai Sovereignty and Kai Resilience programmes.

#### Northland Chamber of Commerce

Continue to build a relationship with the Northland Chambers of Commerce (NCOC), which includes the business awards and a kōrero around supporting a Good Youth Employers Kaupapa.

#### Creative Northland

Maintain strong relationships with Creative Northland, who are stakeholders in supporting the Arts, Heritage and Culture Strategy, and a Destination Management stakeholder with Northland Inc.

#### Business Associations

Business Associations and local community organisations are looking at developing brand and/destination management activities which highlights the need for relationship building across the Chamber of Commerce and Northland Inc. This includes local business development activities that are facilitated by these agencies.

#### Te Tai Tokerau Regional Funding Forum:

Engagement on funding and organisational priorities from government agencies with recent sessions from the Corrections Department, Accident Compensation Corporation (ACC), and Te Puni Kōkiri (TPK). Many of these agencies connect with business associations to encourage good business practices and workforce development.

#### Te Pukenga

Staff are working to start promoting and advertising Te Kaunihera o Te Hiku o te Ika, Te Tohu Tutuki - Far North District Council Lifetime Achievements Awards. Awards will be presented as part of the Matariki Citizenship Ceremony at Te Ahu in June. Categories are based on the community outcomes in the Long-Term Plan and include:

- Contribution to positive outcomes for Māori.
- Contribution to culture and history.
- Contribution to economic development.
- Contribution to resilient communities.

- Contribution to proud, vibrant communities.
- Overall award, selected from the winners of the above categories.

**Community Boards**

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

The Moerewa-Kawakawa Subdivision Pest Plant Community Meeting in February was held at Simson Park Hall. The meeting brought together representatives from the Northland Regional Council, Far North District Council, and residents to discuss the ongoing issue of weed management. Actions agreed upon during the meeting include:

- Establishing a plan to manage the eradication of weeds.
- Creating green waste days for the collection of weeds.
- Continuing network meetings to progress further actions.

The Bay of Islands-Whangaroa Community Board carried on with their Volunteer Recognition Awards presentations. The first presentation was a nomination submitted by Member Roddy Pihema, who acknowledged the efforts of his tamariki in contributing to the community. Their activities included cleaning up the recycling station in Moerewa, painting local bus stops to give them a refreshed appearance, weeding and gardening at the Taumatamakuku community garden, attending working bees, and much more. The award was presented to his children at their kura, in front of their classmates, with Aunties, Uncles, and Grandmothers also attending this proud occasion.

The second award was presented to Our Kerikeri at the Community Board meeting in March 2025. Our Kerikeri was recognised for its continued dedication to providing leadership within the community, as well as its ongoing efforts in town beautification and events.



**Disability Action Group**

The first meeting of the year was held in March, with the agenda including discussions on Mobility Car Parks in Paihia, Kawakawa, and Kerikeri. Members of the public have raised concerns about these car parks, noting that some are either poorly located or not fit for purpose.

The Disability Action Group reviewed the feedback and provided suggestions to staff for further investigation. Updates and recommendations will be brought back to the Disability Action Group for further consideration or progressed through standard procedures.

The first photo illustrates that the current car park is unsuitable for those needing to assist passengers in wheelchairs. The second photo shows a proposed new location for a mobility car park.



**Kaikohe-Hokianga Board**

**Kaikohe Placemaking Project**

The project is gaining momentum as Ākau progresses with their focused community engagement, which includes a range of stakeholder groups such as schools, Takiwā, Hapu, Pou Herenga – Twin Coast, KBA, and the general community. A draft proposal will be presented to the Steering Group and FNDC navigator in time for the June Kaikohe-Hokianga Community Board (KHCB) meeting. This will allow for the formal prioritisation of options and the finalisation of budgetary considerations before the end of the fiscal year. The project scope includes Broadway and its immediate surroundings, including the entrance ways to the township.

**Amenity Lighting**

The Board have prioritised their 24/27 amenity lighting budget which will see new solar lighting installed at 3 locations. Kaikohe Marino Court EV Charging Station is the first priority location to be completed this financial year. Followed by Omapere Freese Park playground and Opononi Fairlie Cres/SH12 walkway. This will improve safety and amenity for users of these spaces.

**Rawene Domain**

Feedback was provided by Community Board Members and Councillors during a workshop with staff in January has supported next steps in the future use of the Rawene recreation reserve (Clendon Esplanade site). Staff will now be able to clarify occupiers on the lease and support further investigation by the Hokianga Community Gym to assess the viability of their long-standing request to expand the gym.

**Upcoming Puanga event**

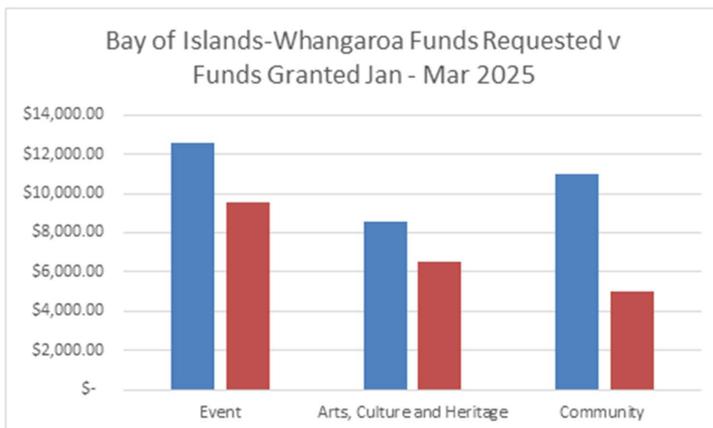
This is being coordinated by Ngāpuhi Iwi Social Services (NISS) and planned to take place in June at Kaikohe Memorial Park. Community Board Coordinators are supporting NISS to navigate requirements on Council end and the Kaikohe-Hokianga Community Board (KHCB) will be invited to support this event.

January to March has been a relatively quiet quarter for the Kaikohe Hokianga Community Board. Following the holiday break, there was only one formal meeting in February due to a lack of business. The next meeting is scheduled for April.

**Community Board Funding**

**Bay of Islands-Whangaroa Community Board**

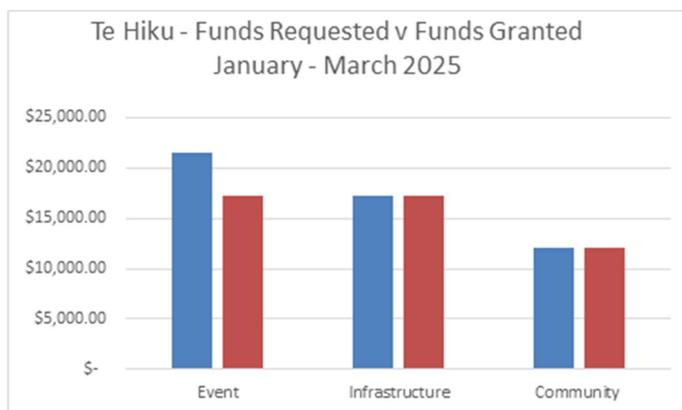
- The Board started the financial year with \$301,609.
- The board received 7 applications for funding in the amount of \$31,147 and granted \$21,088.
- One application was left to lie pending a request for further information from the applicant.



NB – the amount requested is shown in blue (left pillar of each type) and the amount granted is show in orange (right pillar of each type)

**Te Hiku Community Board**

- The Board started the financial year with \$246,811.

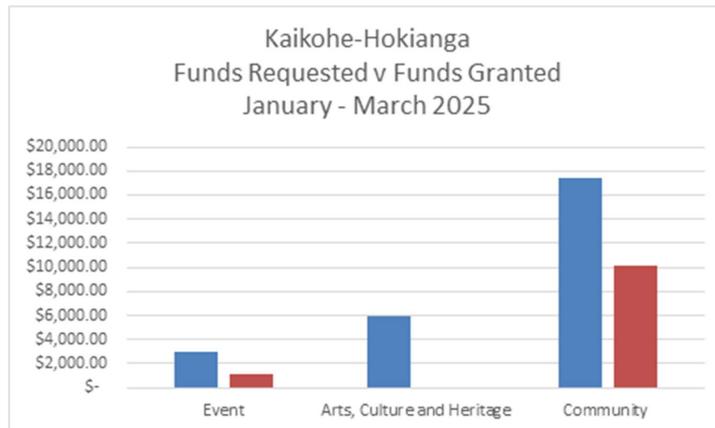


Te Hiku Community Board considered 7 applications for funding in the amount of \$50,794, granting \$46,498.

NB – the amount requested is shown in blue (left pillar of each type) and the amount granted is show in orange (right pillar of each type)

**Kaikohe-Hokianga Community Board**

- The Board started the financial year with \$206, 927



This Board considered 7 applications for funding in the amount of \$26,324, granting \$11,220.

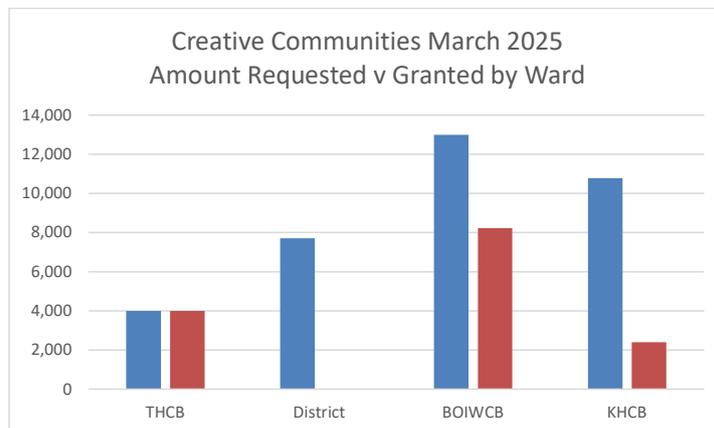
NB – the amount requested is shown in blue (left pillar of each type) and the amount granted is show in orange (right pillar of each type).

**Creative Communities**

The Creative Communities Committee is formed mostly of members of the wider Far North District Community who volunteer to consider applications four times a year (March, June, September, and November/December). One Councillors sit on the committee by appointment of Council (Cllr Rakena).

The committee is actively seeking new members to join, particularly as there is no community representative from Te Hiku ward and there is no youth voice. While the role is unpaid, mileage is reimbursed for members attending the meetings (and the option to join by VC is also available). One new member joined the committee in March 2025.

The Committee considered 10 applications for funding at their March meeting, requesting \$35,488 and granted \$14,625 to 7 applicants. Applications included a school holiday show featuring Suzy Cato at the Turner Centre, Hokianga Toi Māori Matariki art show and wananga in the Hokianga and Kahikatea Remastered, an orchestra experience for Tamariki/rangitahi to participate in, in Te Hiku ward.



NB – the amount requested is shown in blue (left pillar of each type) and the amount granted is show in orange (right pillar of each type).

**Other Funding Matters**

The community boards did not meet in January. The Bay of Islands-Whangaroa and Kaikohe-Hokianga Community Boards consider funding applications at alternate meetings (every second month), while Te Hiku considers applications monthly.

All application dates up to the end of the triennium are clearly outlined on the Funding page, where application form(s) are located. Due to the upcoming election, a communications campaign is planned to ensure that applications for activities such as Christmas events are received by August 2025, to ensure applications are considered prior to the dissolution of the current boards.

Rural travel funding for the summer period will be considered at the September meetings (with applications closing at the end of July) to ensure that clubs have decisions and funding in time for their activities. (Winter rural travel funding will be considered at the board meetings in April 2025).

**Health, Safety and Wellbeing**

**Introduction**

The quarterly report uses data from various sources to demonstrate how the main critical risks to Council are identified and managed as well as how wellbeing is monitored.

**Hazard and risk management**

*“Organisations must identify and assess work-related health and safety risks. During organisational change, risk assessments should be undertaken so that the health and safety impacts can be understood and managed. There must be processes to eliminate or minimise risks to health and safety caused by the work.” (WorkSafe, 2016).*

The Health, Safety and Wellbeing (HSW) team are focussed on managing FNDC’s risks, in particular critical risks. A critical risk is one that will occur infrequently but has serious consequences to health should it occur. Following consultation with staff in 2023 six critical risks were identified that are involved with activities carried out by FNDC staff. The critical risks identified are listed below:

- [Driving on Council business](#)
- [Lone working](#)
- [Psychosocial hazards](#)
- [Contractor OHS management](#)
- [Site visits](#)
- [Threatening behaviour](#)

Each quarter the HSW team focusses on reducing the risk to staff conducting activities that involve critical risks through audits, workshops, staff engagement, and training.

**Audits**

Five audits in total were conducted in Q3, as shown in Table 1. One quarterly workplace inspection was audited on how a workplace inspection was carried out at the Paihia iSite by staff. The audit did not highlight any areas of concern.

Table 1: HSW audits conducted during Q3 2024

Date	Topic	Team	Location
06/01/2025	Workplace inspection audit	Visitor Information	Paihia iSite
31/01/2025	Contractor Management	Ventia	Kaitaia WWTP
31/01/2025	Contractor Management	Ventia	Ahipara WWTP
31/01/2025	Contractor Management	Technical Operations	Procter library
26/03/2025	Contractor Management	Infrastructure Delivery (Hoskin Civil)	Kawakawa WTP

Two contractor audits were conducted at wastewater treatment plants (WWTP) (Kaitaia and Ahipara) with the Ventia Safety, Health, Environment, and Quality (SHEQ) Manager. Kaitaia was found to be experiencing an

avian botulism outbreak, and a number of dead birds were seen on and around the waste stabilisation ponds. This is a naturally occurring issue that is found across New Zealand and is not considered a cause for concern. Measures have been put in place for the weekly removal and safe disposal of any dead birds found.

Ahipara WWTP did not raise any concerns from the audit. Good progress had been made on a new security fence around the perimeter of the site and the HSW Manager was given a demonstration of the new ultraviolet treatment system recently installed in treat effluent.

The audit at Kawakawa water treatment plant (WTP) looked at the exploratory geo-civil drilling for the future renewal of the reticulation infrastructure project being carried out under the Infrastructure Acceleration Fund (IAF) carrying out. Figure 1 highlights the complicated contractor chain involved in projects such as this. Seven 'Persons Conducting a Business or Undertaking' (PCBUs), which is the term applied to businesses and organisations under the Health and Safety at Work Act 2015 (HSWA), were involved in this work, and FNDC has a duty under HSWA to ensure that all PCBUs involved have considered and documented the H&S hazards and risks associated with the work. The audit found that sufficient safety practices were in place and was a great opportunity to continue building the relationships between FNDC and the contractors it uses.

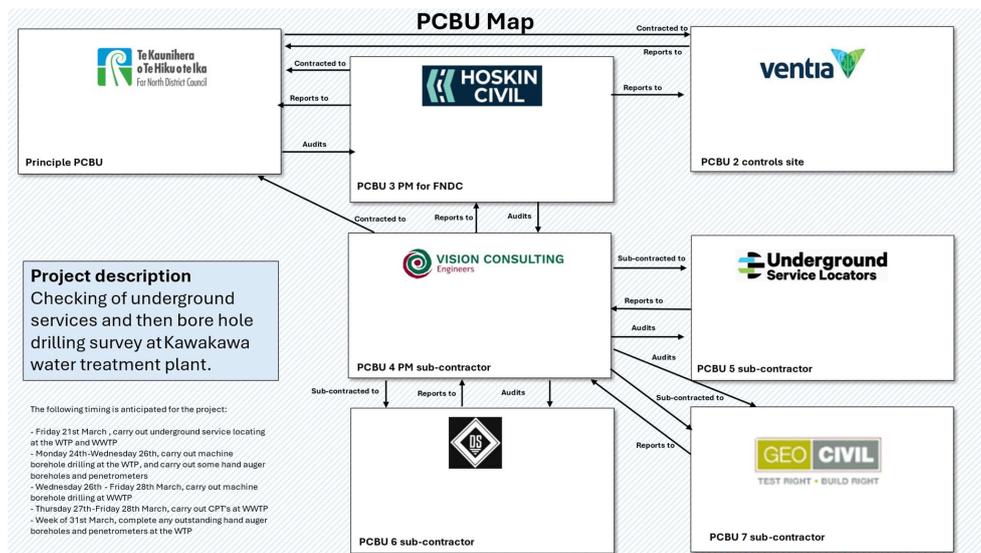


Figure 1: A section of the 'Overlapping Duties Charter' for geo-tech testing at Kawakawa WTP and WWTP.

An audit was carried out with staff from the Technical Operations team on 31 January during work to remove a large beehive living under the roof over the main entrance of Procter library in Kerikeri. An apiarist and roofing specialist were contracted to carry out the work, which involved working at height using a boom lift to access the hive (see Figure 2).

The work was safely carried out and the hive removed. The audit highlighted the necessity for a detailed 'site specific safety plan' to be fully reviewed and agreed on by all PCBUs involved prior to work starting, and also the need for a more detailed understanding of the working at heights requirements. As a result, on 17 March the HSW team attended a full day working at heights practical training course with Safety'n'Action in Whangarei, which was found to be very informative, with two unit standards being obtained by the team.



Figure 2: Boom lift in action to access the beehive at Procter library.

**Staff engagement**

During Q3 the HSW team had 257 touch points with staff members through the rolling out of the new Job Safety Analysis (JSA) of psychosocial hazards, the introduction of HSW role profiles, and meeting with the H&S Committee. The number 257 does not translate to 257 individual staff members as some will have attended more than type of engagement session. The diversity of staff engaged can be seen in Table 2.

The rolling out to staff of the JSA of psychosocial hazards marks the end of six months' work by the HSW team, who held seven all staff meetings during that time as well as attending a Masterclass in Managing Psychosocial Risk training. The HSW team will review the critical risk again in two years' time.

Table 2: Staff engagement by the HSW team during Q3.

Date	Topic	Team	No. of attendees	Notes
22/01/2025	Psychosocial Hazards	Kerikeri JBC/Teams	75	Job Safety Analysis (JSA) - Psychosocial Hazards introduction
28/01/2025	Psychosocial Hazards	Kaikohe HQ/Teams	40	JSA - Psychosocial Hazards introduction
03/02/2025	HSW role profile review	Infrastructure Leaders group	5	Introduction to HSW role profiles
04/02/2025	Psychosocial Hazards	Kerikeri JBC/Teams	50	JSA - Psychosocial Hazards introduction
12/02/2025	Psychosocial Hazards	Kaitaia Te Ahu Centre/Teams	47	JSA - Psychosocial Hazards introduction
13/02/2025	HSW role profile	D&O - Monitoring Team	10	Introduction to HSW role profiles
20/02/2025	HSW role profile	D&O - Library & Services programmes	1	Introduction to HSW role profiles
27/02/2025	HSW role profile	D&O - Manager - Quality	1	Introduction to HSW role profiles
03/03/2025	HSW role profile	D&O - Property & Facilities Management	4	Introduction to HSW role profiles
06/03/2025	HSW role profile	D&O - Resource Consents Administration	1	Introduction to HSW role profiles
06/03/2025	HSW role profile	P&P - Planning & Policy Leaders	5	Introduction to HSW role profiles
07/03/2025	HSW role profile	CS - Transaction Services	1	Introduction to HSW role profiles

10/03/2025	HSW role profile	Capital Works & Renewals - Transportation	6	Introduction to HSW role profiles
11/03/2025	HSW Committee	C&E - Customer Services & Contact Centre	All	Josh Dalbeth nominated HSW rep HSWR - Customer Services & Contact Centre nomination process
12/03/2025	HSW role profile	D&O - Building Compliance	5	Introduction to HSW role profiles
28/03/2025	HSW Committee	HSW Committee	6	Monthly H&S Committee Meeting

The new staff role profile introductions were continued in Q3 and 46 staff in eleven teams were engaged. HSW Role Profiles ensure that employees receive the appropriate training, understand and follow relevant policies, and know what personal protective equipment they may need in a simplified form that can be used to demonstrate how the Health, Safety, and Wellbeing Key Success Factors has been met. The HSW team plans to complete the role profile introductions across the organisation by the end of Q4.

**Training**

H&S training is arranged by the HSW team in accordance with the controls listed in various Job Safety Analysis (JSAs), and what is shown on individual staff role profiles. 59 staff members attended four different training courses during Q3. HSW inductions are carried out with new staff on a fortnightly basis. All training is booked through, and attendance recorded in Ci Anywhere.



The HSW team receiving Heights Safety and Awareness training at Whangarei.

**HSW Incidents**

There were 30 HSW incidents entered into PeopleSafe during Q3, which are shown in Figure 3. PeopleSafe is FNDC's Health and Safety reporting database for all work-related injuries, incidents, accidents, near misses, risks, hazards, discomfort and pain. It is a requirement under the Health and Safety at Work Act (2015) for FNDC to provide a platform to report such incidents. The most frequently reported incidents are threatening behaviour, which is listed as a critical risk.



Figure 3: PeopleSafe incidents for Q3 2025

## Infrastructure Group

The Infrastructure Group holds the following responsibilities within six separate teams:

- **Asset Management**
- **Infrastructure Engineering**
- **Infrastructure Delivery**
- **Infrastructure Services**
- **Waters Services**
- **Transportation**

After being formed in March 2024 the Infrastructure Group's 3 key priorities were:

1. Implement an Asset Management Information System
2. Using the project management framework for all projects
3. Improved contract management for the Roading and 3 Waters contracts



### Key Priorities

#### 1. Implement an Asset Management Information System

This project is being delivered by the Technology Programme Delivery team with Infrastructure Asset Management providing resourcing into structure and data cleansing. Data quality issues are being addressed in planning the configuration of the system. GIS improvement recommendations from the vendor are being worked through to improve the asset registry geospatial information.

#### 2. Project Management Framework

The Project Management Framework promotes good planning and management of infrastructure investment. The Group's is now structured functionally, aligning with the framework with Asset Management, Engineering, Project Delivery teams. Populating CAMMS with the LTP 24/27 District Facilities and Waters capital works was completed in March. CAMMS is now the one source of truth for project delivery management.

#### 3. Contract management for Roading and 3 Waters contracts

The appointees to the positions of Manager – Transportation and Manager – Waters have commenced their roles and progress towards contract management improvements will be reported in future updates.

### Te Pae o Uta

The Infrastructure team is actively fostering a deeper connection with Te Reo and Te Ao Māori among its members. This commitment is reflected through various initiatives and opportunities aimed at enhancing cultural knowledge and language proficiency. Team members are strongly encouraged to enrol in Te Reo courses, with new participants joining for the first time in 2025 and others advancing to the next level of the 2025 intakes. These courses provide a fun yet structured approach to learning the Māori language, ensuring that both new learners and those progressing can develop their skills effectively.

#### Karakia, Mihi, and Waiāta Sessions

Every Monday morning, before the Infrastructure Team meeting, our GM facilitates a session dedicated to karakia, mihi, and waiāta. This informal space allows staff to practice these elements, offering mutual support and encouragement. These sessions are not only a means of practicing Te Reo but also a way to start the week with a sense of unity and cultural respect.

### **Kōrero Kai**

In addition to the Monday sessions one of our Team members, Doug Astill, has initiated "Kōrero Kai," a gathering in the central courtyard during some lunchtimes (te wā tina). This provides another opportunity for the Infrastructure Team to meet and engage in kōrero with colleagues. The informal setting encourages the sharing and practicing of Te Reo in a relaxed atmosphere.

### **Building Confidence and Team Spirit**

These initiatives are designed to increase confidence and knowledge in Te Ao Māori. They are also enjoyable and serve as excellent team-building activities. By creating multiple opportunities for cultural engagement, the Infrastructure team is not only enhancing its members' language skills but also fostering a collaborative and supportive work environment.

Through these efforts, the Infrastructure team demonstrates a strong commitment to embracing and integrating Māori culture into their daily practices, contributing to a richer and more inclusive workplace.

### **Asset Management**

#### **Asset Management Team**

Recruitment of a Manager and a District Facilities Asset Manager remain outstanding. Significant input is continuing into the development of Asset Management Plans and a Capital Works Programme for Local Water Done Well planning. The Delivery Plan is now out for consultation. Input into the Asset Management Information System project is ongoing.

#### **Infrastructure Engineering**

Recruitment of a Manager, Senior Waters Engineer, District Facilities Design Officer and replacement Development Engineer is ongoing.

A Land Discharge Officer appointment has been made, and the appointee commenced their role in March.

#### **Development Engineering**

For the period 1 July 2024-31 March 2025, a total of 102 Resource Consent applications have been received and processed within 5 working days, an additional 20 since November 2024, while a total of 27 Engineering Plan Approvals have been received and processed within 10 working days, an additional 2 since November.

A draft Stormwater Strategy is being reviewed by externals for further feedback and inclusion in updating the Stormwater Catchment Management Plans. Feedback will include implications of Local Water Done Well to the Strategy.

Rating for the Matauri Bay Wastewater Treatment Plant is now in the planning stages as the best approach to establishing the Area of Benefit is confirmed with Finance. A report to the May Te Koukou Committee will outline the recommended approach.

#### **3 Waters Engineering**

Updating of 3 Waters models is ongoing.

Assistance is being provided to the Design Engineers when assessing options and peer reviewing external designs.

Still awaiting receipt of the Northland Regional Council flood model for the Kerikeri catchment (not including urban area pipe network <450mm diameter) which is now expected in April 2025.

#### **Design Engineering**

Ongoing technical input into LTP capital projects, RFS matters, and Local Water Done Well planning.

Kotare Drive, Allen Bell Drive, and Matthews Avenue/Farrimond Place stormwater projects are now actively in detailed design.

Peer review of external designs include Ahipara Tasman Heights and Reef View Rd stormwater projects, and Kaipatiki Rise reactive works.

#### District Facilities – Projects in Design

- **Kāeo Memorial Hall:** Building Consent has been obtained to complete weathertightness issues and bring up to standard for fire safety and accessibility. Project is currently out for tender and closes 2<sup>nd</sup> April 2025. Physical works are expected to commence late May 2025.
- **Kaitiāia Resource & Recovery Centre Bridge:** Replacement bridge access is nearing completion of the final design phase. Resource Consent application lodged in 2023 awaiting confirmation of final design and agreement from local iwi/hapu.
- **Te Puawaitanga:** Remaining works required to complete project includes Signage, Ablution Block, House demolition, Metal Carpark, Wood piles, Entrance Gates and Fencing. Final costs for the house demolition are nearing completion and this should be ready for procurement of a contractor within the next month.
- **Ōkaihau Hall Renovations:** The Hall is under construction with Bay Builders, programme of works has been extended due to some significant changes of scope and the contract will now extend until end of June 2025 to accommodate this.

#### 3 Waters – Projects in Design

- **Paihia Water Treatment Plant Upgrade:** Feasibility study for the river's edge site is expected to be received 11<sup>th</sup> April. Early engineers cost estimates are around 13mil excluding land purchase. Infiltration gallery has been ruled out as a water intake means. Other land options are being investigated. Iwi and Hapu engagement recommenced with TOR being reviewed and a working group set up. Expect the river's edge site to be 'feasible' for siting of the new plant. Meeting with community group in May to present the works to date.
- **IAF Kawakawa:** This includes 5 projects covering Transport, Water Treatment, Water Reticulation, Wastewater Treatment, and Wastewater Reticulation. Milestone stages are:
  - Stage 1 (Early) – feasibility, concept design and designer engaged
  - Stage 2 (pre-implementation) – detailed design, consents approved, and contractor procured
  - Stage 3 (implementation) – construction completion
  - Stage 4 (practical completion)
 Stage definitions are:  
 Stage 1:
  - engagement of consultant to deliver feasibility
  - engagement of consultant to deliver the design work
  - concept design completed and approved by recipient
 Stage 2:
  - Resource consents issued
  - Detailed design drawings approved by the Recipient
  - Tender method and tenderers approved by the Recipient, the Developer and Kāinga Ora
  - Head Contractor approved by Kāinga Ora
  - Tender awarded
 Stage 3:
  - Physical works completed e.g. utilities relocation, site works
  - Monthly certified progress schedule signed by Engineer to Contract
  - Construction activities complete
 Stage 4:
  - Practical Completion has been achieved in relation to the transport IAF Funded Enabling Infrastructure Project(s).
 IAF Kawakawa is being externally managed and the update report to March 2025 is summarised as:
  - Stage 1 milestones for Transport, Wastewater Reticulation, Wastewater Treatment and Water Reticulation have been completed by their due dates. Water Treatment is still progressing and expected to be complete by the due date of June 2025.
  - Stage 2 milestones for Wastewater Treatment, Water Treatment and Water Reticulation

are underway.

Updates are provided direct to the Chief Executive.

- **Kotare Drive stormwater pipe renewal:** like for like renewal is in detailed design with options to package with other renewals in the area being investigated. Delivery by June 2025 is being targeted.
- **Allen Bell Drive stormwater pipe renewal:** a site investigation has confirmed perceived “slumping of the road” to be a design element for an overland flow path. A key issue identified is a severe blockage for which an RFS has been submitted to the Operations contractor for clearing. Once the pipe is cleared an assessment of the pipe condition will confirm the works required.
- **Commerce St, Kaitaia stormwater realignment:** detailed design is 90% complete and being peer reviewed by in-house Engineer and Consenting team prior to Issued for Construction drawings being finalised. Construction scheduled for next construction season commencing September 2025.
- **Parkdale Cres, Kaitaia stormwater:** resource consent lodged with FNDC and NRC for diversion drain works. Land-owner discussions in progress for easement(s) which are in draft. Issued for Construction drawings expected December 2025. Project delivery delayed due to identification of a preferred alternative pathway that is expected to deliver a superior result but is taking longer due to multiple access negotiations.
- **Kohukohu Wastewater Treatment Plant improvements:** baffle curtain design in progress, construction awaiting completion of desludging process expected to take 4-6 months.

#### Infrastructure Delivery

Recruitment of a Manager and a further 2 Intermediate Project Managers is underway.

#### District Facilities – Projects in Construction

- **Awanui Sport Complex:** Programmed health and safety work has been completed within scheduled timeframe.
- **Housing for the Elderly – Rāwene - Accessibility Ramps & Paths:** Contractors are building new compliant timber ramps to all 10 units. Existing concrete paths will then be replaced with wider ones linking the entire complex with the car park. This will provide tenants and emergency services (when required) with safe compliant access to and from each unit. Physical works are expected to be completed early to mid-April 2025.
- **Te Puawaitanga -** Construction has begun on the fencing for the fields and is on track to be completed by 21<sup>st</sup> April 2025.
- **Kāeo Memorial Hall:** Building Consent has been obtained to complete weathertightness issues and bring up to standard for fire safety and accessibility. Project is currently out for tender and closes 2<sup>nd</sup> April 2025. Physical works are expected to commence late May 2025.
- **Lake Ohia Hall:** Procurement for reduced design is still out for tender and due to lack of market interest is expected not to progress quickly.
- **Ōkaihau Hall Renovations:** Construction is underway by Bay Builders. Programme of works has been extended due to some significant changes of scope and the contract will now extend until end of June 2025 to accommodate this.

#### Infrastructure Delivery – Projects in Construction

- **IAF Kaikohe:** The delivery plan deadline for contracts to be awarded is 30 June 2025. To meet this timeframe 9 work packages have been combined into a single tender comprising 3 work packages. This tender was released to the market on 12 March and closes 29 April 2025. Regular progress reporting is being supplied to Te Koukou Committee and the Kaikohe-Hokianga Community Board.
- **Donald Road Wastewater Upgrades:** Contract works are nearing completion. The April due date for completion has been extended to May 2025.
- **Kaitāia Wastewater Overflows:** Response to the 2016 abatement notice for excessive overflows. The contract has been awarded, and the contractor will establish to site 1<sup>st</sup> April 2025. Construction works will begin on Bonnets Road progressing down Pukepoto then along Puckey Avenue to the engineered overflow point on the Bank Street reserve.
- **Kaitāia Wastewater Treatment Plant Security Gates:** This work is now being delivered along with the septage screen works as the power supply depends on the power pole relocation, May 2025.
- **SH12 Ōmāpere Stormwater:** A contract has been awarded, and the contractor wants to take possession of the site late April with completion expected July 2025.

- **Jacaranda Odour Control:** Direct award to Ventia under the O&M contract to install the filter already procured. Expected completion May 2025 with some post-implementation odour monitoring by the supplier.
- **Kawakawa Flow Monitoring:** Equipment installed and post implementation monitoring to be completed in April, with operational handover in May.
- **Kawakawa Wastewater Treatment Plant Stream diversion:** Procurement complete and on track and on budget to be started the 7 April 2025. Essential works to prevent damage to the effluent ponds and protect site in preparation for IAF upgrades.
- **Kaitāia Septage Screen:** Top Energy to commence power pole relocation early May. Civil works to follow with equipment installation expected July and commissioning August 2025.
- **Kaikōhe Septage Screen:** Civil works are nearing completion. Equipment installation delayed due to electrical contractor procurement. Commissioning expected July 2025.
- **Rāwene Septage Screen:** Relocation of power distribution panel being tied in with Electro-coagulation project, works expected to be delivered May 2025. Once complete civil works can proceed with mechanical and electrical installation following. Commissioning expected August 2025.
- **Kaitāia Wastewater Pump Station 5 Access Track:** Consultation with land-owners on which the access is proposed has been protracted. Verbal engagement has been positive however written approval has still not been received. An approach via Te Rūnanga O Ngaitakoto is to be made to achieve written consent. Once received construction will be prompt.
- **Kaitāia Wastewater Treatment Plant Pond Desludging:** Preliminary work and mobilisation to site to commence desludging completed. Expected timeframe to complete desludging is 22 months.
- **Marreine Place Stormwater:** Now in construction with an expected completion date of May 2025.
- **Moerewa Stormwater Improvements:** Construction commenced January 2025 with 44% of the project complete. Drainage work within Plunket St is complete and works started on installing 3 megapits and 296m of pipeline. A Wildlife Permit issued in March has allowed one endangered native lizard to be safely relocated and construction of the open swale commence. The contractor's economic contribution to the local economy is valued at \$11,000 and community feedback remains positive and stakeholders are being kept informed of progress.
- **Opononi Wastewater Treatment Plant Improvements:** baffle curtain is in procurement with power supply requirements being determined to inform final detailed design of clarifier works. In pond works expected to be completed by June 2025 with the clarifier by September 2025.

#### District Facilities – Projects Completed

- **Awanui Sport Complex:** Programmed health and safety work scheduled through to February 2025

#### Infrastructure Delivery – Projects Completed

- **Kaitāia Wastewater Treatment Plant Potable Water Supply:** Installation of new and re-purpose existing pipework from the Kaitāia Water Treatment Plant to convey potable water to site.
- **Kaitāia Water Treatment Plant:** PLC replacement completed February 2025.

### Infrastructure Services

#### Project Analyst and QA Lead

Successful recruitment to these two positions both starting in January.

Reporting of capital works delivery to Te Koukou Committee has been developed, using the Project Management Framework stage gates, to provide visibility of the work in progress, that which has not commenced, and forecasting of carry forward project budgets for June 2025. This reporting will continue until project management reporting from CAMMS is fully operational.

The QA Lead has upskilled with ProMapp and this quarter has been a period of familiarisation with both Council and Infrastructure activities. Process mapping has begun, and a forward works plan is being finalised. With the arrival of new people to Council and to Infrastructure, this is an ideal opportunity to visit our operational processes, identifying and prioritising critical processes which aligns with the work being led by the Process Design Specialist.

### Consenting Team

The Consenting team reports their identified programme of work regularly to Te Koukou Committee.

- **Kaitāia Wastewater Treatment Plant resource consent renewal:** Work with one submitter is awaiting their response. In the meantime, Northland Regional Council have advised this application will proceed to hearing.
- **Kaikōhe Wastewater Treatment Plant resource consent renewal:** submitted in 2021 will be publicly notified in April 2025. An amended application is currently seeking working group support prior to lodgement and public notification.
- **Kerikeri Urban Stormwater resource consent application:** An amended application to update the original application lodged in 2012 has been completed and to be submitted to NRC April 2025. Notice letters have been sent to relevant hapū reps and community groups to advise of the amended application.
- **Houhora Campground Wastewater Disposal System:** This application was granted in March 2025.
- **Kaitāia Urban Stormwater Network resource consent application:** Iwi/hapū engagement has begun with representatives from Ngai Tohianga/Oturu Marae, Ngā hapū tokotoru o Pukepoto (Ngāti Te Ao, Te uri o Hina, Te Tahawai) and Te Rūnanga o Te Rarawa.
- **Heritage New Zealand Archaeological Authorities 2025/386 and 2025/387:** authorities received for works at Marreine Place stormwater works, and the intersection of Tokerau Beach Rd and Whale Crescent for wastewater storage.

### Compliance

Reporting of compliance status, abatement notices, and consenting work programmes to Te Koukou and Te Miromiro Committees continues to evolve, incorporating feedback from Elected Members into future reports. Longstanding abatement notices for Ahipara, Ōpononi and Kaitāia wastewater schemes remain a priority, and this quarter has seen:

- Six consecutive months of compliance at the Ahipara treatment plant. Application will be made in April 2025 for Northland Regional Council to cancel the notice.
- Pond desludging and wetland reinstatement at Ōpononi was completed in February. Procurement of baffle curtains is in progress with final design elements for the clarifier being established prior to procurement. The UV installation is expected to require additional budget, and this will be confirmed once the clarifier works are completed, and treatment performance is established.
- The Kaitāia wastewater network overflows reduction project is continuing, and the contract will run till the end of October 2025. The project is being run in several stages due to cost and logistics. Northland Regional Council will be advised upon completion of each stage.
- One new abatement notice received in January 2025 was issued in error due to the facility not being in use for several years. This notice has since been cancelled.





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Far North District Council | Long Term Plan 2018-28 | Rating Policies 31

**Water and Wastewater RMA Compliance Report – March 2025**

Compliance Key	
Currently compliant with resource consent	●
Administrative compliance issue.	●
Marginal noncompliance.	●
Noncompliant as of most recent sample.	●

Compliance by Month															Abatement Notice (Current)	Comments and Maintenance
	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25			
<b>Water treatment</b>																
Kaitiāia	●	●	●	●	●	●	●	●	●	●	●	●	●			
Kaikohe	●	●	●	●	●	●	●	●	●	●	●	●	●			
Kawakawa	●	●	●	●	●	●	●	●	●	●	●	●	●			
Rāwene Ōmanaia	●	●	●	●	●	●	●	●	●	●	●	●	●			
Kerikeri	●	●	●	●	●	●	●	●	●	●	●	●	●			
Ōkaihau	●	●	●	●	●	●	●	●	●	●	●	●	●			
Ōpononi	●	●	●	●	●	●	●	●	●	●	●	●	●			
Paihia	-	●	●	●	●	●	●	●	●	●	●	●	●			
<b>Wastewater treatment</b>																
Hihi	●	●	●	●	●	●	●	●	●	●	●	●	●		Ammoniac Nitrogen non-compliance - working with operator to change treatment process to achieve compliance Rainfall gauge fixed and working from February E-Coli variances continuing - compliant at treatment outlet but non-compliant downstream post constructed wetland Wetland improvement options to be included in BPO process now in planning phase	
Kāeo	●	●	●	●	●	●	●	●	-	●	●	●	●		Cyanobacteria levels have reduced after a spike in February	
Kaikohe	●	●	●	●	●	●	●	●	●	●	●	●	●		E-Coli variances continuing - compliant at treatment outlet but non-compliant downstream post constructed wetland Wetland improvement will be included in BPO process that is continuing	
Rangiputa	●	●	●	●	●	●	●	●	●	●	●	●	●			
Russell	●	●	●	●	●	●	●	●	●	●	●	●	●		Landfill leachate inflows are currently compliant due to very low rainfall Resolution of leachate volumes from the landfill is ongoing and dependent on landfill capping	

Taipā	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●		Non-compliant for Condition 5 – Nitrogen, TSS and Faecal coliforms as recorded at constructed wetland discharge point Recent test results for wetland show 100% avian coliforms Currently commissioning a trial electro-coagulation treatment process and discharge to land commitment to be implemented by September 2027
Whatuwhiwi	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●		Non-compliance due to ongoing TSS levels due to pond sludge levels Sludge survey has confirmed need to desludge ponds prior to planned renewal of aqua mats
<b>Compliance by rolling 12-month average</b>																	
	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Abatement Notice (Current)	Comments and Maintenance		
<b>Wastewater treatment</b>																	
Ahipara	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	5-Sep-22	Condition 10 of the resource consent limits faecal coliforms as measured at the artificial wetland to a med 12 of 5000mpn/100ml. Since the installation of the SCUUV faecal coliform results have been below 1000mpn Except for 15th Jan 2025 noted as work in progress. NRC has stated that 6 months of compliant data is required before the abatement notice can be lifted. FNDC compliance has requested abatement review from NRC as now compliant for 7 months. Condition 2 of the resource consent limits leachate discharge from the landfill to the WWTP to 10m3/day.
Kohukohu	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	29-Oct-24	Rain gauge appears to be working again. Moderate non-compliance for E.coli. Compliance with the 50th and 90th percentile values shall be determined OVER a fixed 12-month period
Kaitiāia	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	20-Apr-16	Compliance with the 50th and 90th percentile values shall be determined OVER a fixed 12-month period.
Kawakawa	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●		Compliance with the 50th and 90th percentile values shall be determined OVER a fixed 12-month period.
Kerikeri	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●		Compliance with the 50th and 90th percentile values shall be determined OVER a fixed 12- month period.
Ōpononi	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	20-Apr-16	Condition 19 - E.coli above consent limit only. Constructed wetland results in monthly report. Remaining two points not monitored as unfenced stream area. Abatement Notice for E.coli breaches. Compliance with the 50th and 90th percentile values shall be determined OVER a fixed 12- month period.
Paihia	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●		Only TSS noncompliant. Compliance with the 50th and 90th percentile values shall be determined OVER a fixed 12- month period.
Rāwene	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●		Condition 8 – TSS still high. March monitoring readings are good for all metrics. Compliance with the 50th and 90th percentile values shall be determined over a fixed 12- month period.

## Water Services

### The Team

A Water Services Manager commenced in March. Recruitment for an additional Water Technical Officer and a Land Drainage Technical Officer is continuing.

### Sweetwater Source Update

All earth, civil, electrical, SCADA works are completed. Telemetry and temporary Starlink communication from bores to WTP are also complete. Resource consent for contingency discharge point granted. The UF membrane plant has been in production for several weeks and additional wastewater pipework has been installed to allow higher flows through the UF membrane plant from the Sweetwater borefield.

### Water Restrictions Update

The Water Shortage Management Committee weekly meetings are continuing. Water restrictions currently implemented due to low river levels, increased demand, and predicted minimal rainfall: Ōpononi-Ōmāpere, Ōmanaia-Rāwene, and Kawakawa/Moerewa moved to Level 3, while Kaitāia, Kerikeri, Ōkaihau, and Paihia moved to Level 2. Engagement with our monitoring team continues. Water level signage has been updated according to changes in restriction levels.

### Land Drainage

Land Drainage spraying works and drain clearing works completed March 2025. The work programme to continue as per Land Drainage Committee direction. Resource consent requirement inspections are commencing April 2025.

## Transport Services

### Road Safety and Traffic Engineering

Requirements for speed limit reversals are being finalised as well as a cost to complete the work on reversals required in 2025 and designing and implementing the remaining schools to be completed by 2026. The team is addressing a petition placed by the Ōkaihau community for road safety improvements following a fatal crash involving a cyclist on Settlers Way.

### Capital Works and Renewals

The capital team has finalised a number of slip repair projects and are waiting to assign works for twelve projects to the newly established contractor panel. Due to delays in establishment of the contractor panel our 2024-2025 slip repair programme is tracking behind schedule at this time. Work continues on design to prepare for the Year 2 contract season. One hundred percent of the reseal repairs and enabling works have been completed and the reseal programme is underway. Key highlights from the Capital programme are as follows:

#### Completed Projects:

- Hihi Bridge 07 Resilience
- Whangae Road Slip
- SH 11 (Haruru Falls) footpath
- Parnell Street footpath
- Rangiahua Road rehab
- Takahue Road rehab

#### Under Construction:

- West Coast Road (Panguru) Slip
- West Coast Road (Motuti) Slip
- Foreshore Road (Ahipara) Footbridge
- Ngapipito Slip
- West Coast Road Sealing

**Maintenance, Operations & Renewals**

60% of the maintenance, operations and renewals programmed has been delivered from the budget of \$32 million. Focus area for maintenance, operations and renewals is programmed below:

Activity	Programmed	Completed to Date	Percentage Complete	Comments
Resurfacing	78 km	44.8 km	58%	On programme
Pre-Reseal Repairs	43,631 sq.m	43,115 sq.m	99%	On programme
Rehabilitation	7.1 km	3.6 km	50%	Further 2km under construction
Culvert Cleaning (P1&P2)	2525	2443	97%	On programme
Water Table Clean	100 km	75 km	75%	On programme
Sealed Road Dig Out	12,966 sq.m	8285 sq.m	64%	On programme
Unsealed Rd Rehab	62.1 km	42.8 km	69%	On programme
Maintenance Aggregate	66,395 cu.m	50,525 cu.m	76%	On programme
Seal Extension	3.43 km	1.5 km	44%	On programme. West Coast Rd is well underway, clearing and drainage work completed and pavement under construction.

**Asset Management**

Ongoing value for money, optimized asset management and least life cycle costs are being delivered through the Network Improvement Plan projects.

Forward Works Programmes for 2024/25 issued to the Maintenance and Capital Teams, and the 2025-2026 Forward Works Programmes are currently being finalised.

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## Corporate Services

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### Financial Services

#### Accounting Services

The Accounting Services team is continuing to revise financial reporting framework to enhance the structure and layout of financial information. This initiative aims to improve transparency and facilitate better interpretation of Council financial data. Elected members are invited to provide feedback for further refinements as these are presented.

Now that testing is completed of TechOne to move to the Cloud, the new platform is now Live. The support team is in a 'hypercare' period to resolve issues which might arise.

The Annual Plan 2025/26 and fees and charges are out for public feedback which will conclude in April.

There has been a lot of contribution to the Local Waters Done Well from the team and the consultation document is being prepared and will be adopted in April.

The Annual Report 2024/25, discussions are in progress with Deloitte regarding the interim and final audit. Discussion is also in progress regarding how we progress with the adoption of the Annual Report 2024/25 in an election year.

Work will begin on the pre-election report shortly.

**Te Pae o Uta** - Staff have been participating in Te Reo classes and are participating in Waiata at meetings. Karakia is conducted at main team gatherings.

We are ensuring the use of place names or Kupu that need macrons are being implemented into reports and documents and translations throughout formal documents are being sourced.

#### Rating Services

In addition to business as usual we have been working with several Māori Landowners/occupiers to resolve some historic/outstanding issues and good progress has been made in this space, with application and draft report completed for our second Incentivising Māori Economic Development application.

We have also collaborated with other teams to remodel the rates invoice template and review our existing online services such as direct debits and rates by email requests.

We have met with members from Far North Waters Operations regarding outstanding issues such as water meter maintenance. This has now been escalated to management due to concerns over delays with meter replacements due to staff shortage.

Several sessions with Policy and Planning have occurred to make further progress with the review of the Rating Relief Policies, feedback and documentation has been supplied as necessary.

A review of the rating delegations is also underway with the legal team finalising recommendations to present to Council.

Rates have completed audits on water direct debits for Kaitaia and Kerikeri and started work on resolving historic issues with requests for rates by email. The Rates by email BI report was rewritten as it had been created many years ago and the new report identified 2000 errors which were not previously identified and will be addressed as capacity allows.

**Te Pae o Uta** - Training on whenua Māori (rating) – Full team training session has been completed. Several staff now competent in responding to Māori land queries and completing applications. Training is ongoing with newer staff members.

Whenua Māori Roadshow – Staff have attended all marae roadshows to date and continue to contribute towards the Rating Relief Working Group. Focus has shifted from processing of bulk CEO write offs to individual cases. Also now instigating follow up letters to ratepayers with arrears and receiving a remission under our Papakainga policy.

Increasing Education around Te Ture Whenua Māori Act – basic training was provided to the rates team in a training workshop, also attended by revenue recovery and several other staff from across Council.

#### **Transactions Services**

Fleet and publications have been monitoring our Blackhawk reporting with manual checks to ensure data is correct before using their system for future reporting to lessen misuse and increase fleet efficiency and accountability.

The revenue recovery team have issued first notices for Mortgage demand to 542 properties, with the final demand notices being issued 90 days after the dated first notice. We currently have issued final demand for 135 properties.

Their key priorities for the remaining financial year are to:

- collaborate with other departments within the Council to reduce the sundry debtor debt,
- review the 2501 Māori Freehold land rateable accounts, and
- work with our ratepayers to offer alternative payment arrangements that have more flexibility in the amounts they pay without being penalised due to the increase of the cost of living.

The team are currently testing Pathway UX and are experiencing some concerns/issues during this upgrade/onboarding of a new system. The migration of TechOne to SaaS has been completed and the team are learning the new implications of this upgrade.

**Te Pae o Uta** - To date there have been several team members who signed up for Te Pae o Waho. Due to conflicting schedules, a suitable schedule is yet to be established with Te Hono.

Transaction Services have implemented opening and closing karakia in all team meetings, encouraging participation and rotating responsibility. Meetings are scheduled based on the Maramataka. Copies of the Maramataka have been distributed to the team.

The team is actively engaging in policy reviews, collaborating with Te Hono on the Te Pae o Uta framework, and supporting the Whenua Māori Rating Relief working group. They attend Marae roadshows and cultural events to share information on Whenua Māori and answer queries from whanau.

#### **Digital Information Services**

In addition to carrying out the Council's essential IT tasks, the DIS team is committed to ongoing development, which includes cybersecurity, and a continuous improvement approach.

The TechOne Financial and HR migration to the cloud project is now complete and rolled out across the organisation. This was a massive migration project and were involved and collaboration across the business, including DIS (project Delivery and ICT Operations), Data Analytics team, Finance and P&C. An excellent example of an IT project done well.

We are also working closely with the Information Management team on the upcoming migration of our Enterprise Content Management (ECM) system to Microsoft SharePoint. This entails over 4 million records & documents that will need to be migrated over the next 18 months.

The ICT Operations team are making savings with vendor negotiations and technical changes across the IT Environment, some of the savings are circa \$35k pa.

The AVD (remote desktop) environment is working well and now planning to decommission the old Citrix Servers.

The new Asset Management system project is now in full swing, with the Project Delivery Team, Asset specialists and the GIS working together with the vendor to get the data into the system.

We have completed our DIS Strategy review. The ERP (core system review) is on pause whilst we focussed on delivery of the TechOne Financial and HR migration.

Nothing but Net (NBN) is still handling the connectivity and public Wi-Fi rollout, NBN continues to engage with communities and internally to support several work streams, including upgrading of the Water and Wastewater

Treatment locations to a more robust and resilient network. NBN working with the wider DIS team is also focussed on an AI Strategy for Council.

**Te Pae o Uta** - The DIS team has and continues to engage with Te Hono and work together on the Te Pae o Uta framework. We are enhancing our adoption of te ao Māori within our work programmes and ensuring we provide more opportunities that IT can deliver in a tangible way. Several of the DIS team are enrolled and working through the Te Pae o Waho courses.

### Digital Information

We are currently revising the Council's Information Management Strategy to ensure full compliance with Local Government legislative requirements.

To ensure that best practices in information management and security are implemented, the Digital Information Management Team is continuing to actively work with other departments within the organisation to support and concentrate on areas that need improvement.

We have started the process of assessing and interacting with the business to help with the information migration into Objective, our records management system, as part of the initiative to decommission the Shared Drives.

We have initiated a new Induction/Refresher Programme, which was authorised by our Strategic Leadership Team (SLT) and has now been deployed and communicated to all staff.

Additionally, we commenced two significant initiatives: the Historic Map Project and the Digitisation of Historic Cemeteries. These projects aim to preserve and make accessible valuable historical records. Our teams have already begun the process of accessioning historic maps for archiving and scanning historic cemetery books, which will soon be available to the public.

**Te Pae o Uta** - The DIM team has and continues to engage with Te Hono and work together on the Te Pae o Uta framework and have increased to five goals which we continue to work on, enhancing our adoption of te ao Māori within our work programmes. Majority of the team have completed or are on the waitlist for the Te Pae o Waho course.

### Digital Analytics

The data analytics team supported the transition to Tech1 cloud by developing the webservices to extract data from the cloud environment. We use the data extract for finance and HR reports in Power BI. The team had also built the integration in between us on prem active directory and Tech1 cloud, this enables a two-way sync in between the two systems keeping them updated without any user intervention.

The implementation of the FNDC Snowflake data warehouse is underway. Once completed, it will enable Snowflake Data AI, allowing the council to leverage AI technologies with our cloud data warehouse. This includes using technologies like document AI and a large language model on curated council data, facilitating data-driven decision making.

New Far North maps launched this week, combining building consent data, resource consent data, and NRC data. This map makes it easy to overlay and understand regulatory activities in FNDC. It will be public to reduce inquiries about property consents. External vendors, Iwi, and Hapu can also use it. Additionally, we launched the FNDC open data portal, which includes water services, hazards, natural environment, district plan, culture & heritage, and social information in one application.

The map can be found here [Far North Atlas / Kohinga Mahere](#)

Work on the asset data is progressing well. The data is being reorganized for the asset management solution and cleaned during transfer to the new database by filling in blanks and missing attributes. We also restructured the GIS test environment to mirror the production environment, ensuring a test platform is ready for training and testing when the system is delivered.

The new Satellite imagery for the Far North and delivered and processed. This will be made into a basemap that we can share with the public and our partners showing all the development that was done over the last year. This is part of our 3-year LTP work plan.

**Te Pae o Uta** - The Te Pae o Uta dashboard was delivered to the Te Hono team and is functioning well. Four team members signed up for Te Pae o Waho classes. We are now setting new goals for the financial year.

### Risk & Assurance

For the first quarter in 2025, a large focus has been on risk control awareness with the creating of a risk controls database flowing into the next quarter. Our group risk registers are managed on CammsRisk and contributes to the organisations combined strategic and operational risks.

Development of a waters risk register is underway. This will enable the waters team to capture risks per scheme for better decision making around our water assets.

In the coming two quarters, the Senior Leadership Team (SLT) is committed to review and update Council's strategic register and additionally, the risk appetite thresholds to establish a formal risk appetite statement.

Increased risk awareness across the Council is contributing to a positive trajectory in the organisation's risk maturity.

**Te Pae o Uta** - Risk and Assurance are currently busy with Te Pae o Waho classes and met all three of its goals under the Te Pae o Uta framework. The next goal is to attend other classes.

### Legal

**Te Pae o Uta** - Legal Services has articulated 3 specific goals under the Te Pae O Uta framework. The record itself is showing that this work is 50% complete. Legal has completed all three goals, in that it has issued and completed advice against all three pieces of work. However, Legal agreed with Te Hono to keep them all in progress just in case there is further back and forth on the work.

Legal has also identified another 3 goals with which it is currently contributing to the Te Pae O Uta strategy, but these have yet to be formerly recorded. At the next couple of catch ups with Te Hono we will bed these down for record purposes.

### Business Compliance & Property Information

#### Business Compliance

##### Project Management System (CAMMS)

Work continues to onboard, train and support new project managers and management during the period. The recent recruitment of line management into Infrastructure offers opportunities to review the CAMMS Project Management System functionality and ensure best fit for business operations.

Focus during the first quarter of this year has centred on reporting and ensuring those managing projects have been undertaking the required updates for reporting purposes and settling into a reporting rhythm. This has led to the rollout of the first operational BI dashboard for the Strategic Leadership Team. Several static reports are being progressed with individual teams, and the system is being used to extract information for Committee reporting. Reporting remains a work in progress with new reports being commissioned as business needs require.

Over the next period, developing the pipeline planning framework for the 2027-37 Long Term Plan (LTP) is the priority to ensure operations is ready to input, assess and prioritise projects prior to workshops with the elected members.

##### Procurement

The Tender Panel is now fully operational and reporting quarterly to Te Miromiro Committee. It ensures procurement decisions provide value for money through comprehensive methodology, realistic pricing, delivery timelines, and broader outcome considerations.

Senior management now have greater oversight and due diligence on high-value or high-risk procurements, allowing for timely intervention when necessary.

There were 49 procurements registered during the reporting period with an estimated value of \$39.8million.

The team are collaborating with the Transport Department to complete a Procurement Plan for the Roothing Operations & Maintenance Contract re-tender and have started developing the Transport Procurement Strategy for the next 3 years to be endorsed by NZTA.

We have also established the Emergency Works and Slip Repairs Roothing Construction Supplier Panel after Council approval in February, which has created a panel of pre-qualified suppliers to support ongoing slip repairs over the next 3 years. 17 Panel Agreements were drafted and signed.

The Procurement Specialist is facilitating the competitive tender for all Infrastructure Acceleration Fund (IAF) Kaikohe - Water and Wastewater Treatment Plants and reticulation contracts. Supplier briefing sessions were held in late March.

A new Procurement Advisor has joined the team to support the Procurement Specialist in facilitating the increased workload due to the Transport Team coming back into the organisation.

**Contract Management**

The Contract Management Specialist supported 15 Contracts by providing either technical advice, drafting contract documents and variations, or acted as an Evaluator on competitive tenders (*see below – you can either just go with the narrative or include the table too*)

We are collaborating with IT Delivery to identify user and functional requirements for the Contract Management Lifecycle System to automate the end-to-end procurement and contract management functions (plan, source and manage).

1	Kaitaia Airport Project Services Contract	Draft contract and advise
2	Te Ahu Power Purchase Agreement	Advise and facilitate contract approval
3	Te Ahu Lease Agreement – Chattels query	Advise
4	Contract Lifecycle Management SME	SME
5	Paihia I site Refurbishment	Advise
6	Taraiere Hills Water Treatment Plant	Advise
7	Proctor Library Refurbishment Contract	Draft Contract and advise
8	Kaikohe Waste Water Treatment Plant BPO Contract	Draft Contract and advise
9	Food Safety & Compliance Consultancy Agreement	Draft Contract variation and Advise
10	Community Facilities Maintenance Contract – KPI's	Advise
11	Emergency and Resilience Works Supplier Panel evaluation	Evaluator
12	Emergency and Resilience Works Supplier Panel evaluation – re-evaluate submission	Evaluator
13	Hapori Contract Variation	Advise
14	Bond Release – Green by Nature	Draft document and advise
15	Kaikohe Infrastructure Acceleration Fund Professional Services Agreement - Beca	Draft Contract and advise
16	Kaikohe Infrastructure Acceleration Fund Professional Services Agreement – Haigh Workman	Draft Contract and advise

**Te Pae o Uta** - Several staff have enrolled in the 2025 Te Pae o Uta programme.

We requested an update to the New Supplier Form to capture Māori and Pasifika owned businesses to enable more comprehensive reporting on our supplier base.

The PMO Team have collaborated with Te Hono staff to investigate ways to support and increase opportunities around contract engagement with Māori businesses. A joint meeting was held with Height Consulting to support this initiative to commence in the new FY.

**Property Information**

All LIM reports and Property file requests have been processed and sent to requestors within the statutory timeframe.

LGOIMA amendments are set to come into force on 1 July 2025, introducing the requirement for LIMs to contain understandable information about natural hazards.

QV visited Kaikohe headquarters on the 20<sup>th</sup> of March and met with staff members from various departments at FNDC to discuss the 2025 tri-annual revaluation. QV have confirmed the effective date for the revaluation is 1 September 2025, which is the date all properties in the Far North will be valued on. The revaluation is mostly completed through comparative market analysis and trends, after which the Office of the Valuer General (OVG) reviews and audits the data and valuation processes to ensure accuracy and fairness. Going forward, staff will take part in monthly meetings with QV until the revaluation has been completed, to align communication strategies and ensure the right level of community engagement. QV will be updating elected members and community boards of market trends prior to the effective date and once the revaluation has been completed, before the updates are sent to owners.

**Te Pae o Uta** - The Property Information team translated the headers in the LIM reports to Te ao Māori and we will complete the same for the Property Files. We continue to identify further opportunities, especially for communications directly with rate payers and customers.

## Chief of Staff

### Organisational Development

#### Organisational Strategy

The internal strategy, which sets an overall vision mission purpose and priorities for the organisation was shared with all staff. An internal working group formed to embed the strategy has been focused on options to embed and sustain communications. Measurements for the strategic priorities have been developed and staff have been encouraged to align their programs of work and deliverables to the six strategic priorities (better informed decisions, value for money, health safety & wellbeing, people & culture, te ao Māori and service delivery).

#### Diversity Equity & Inclusion (DEI)

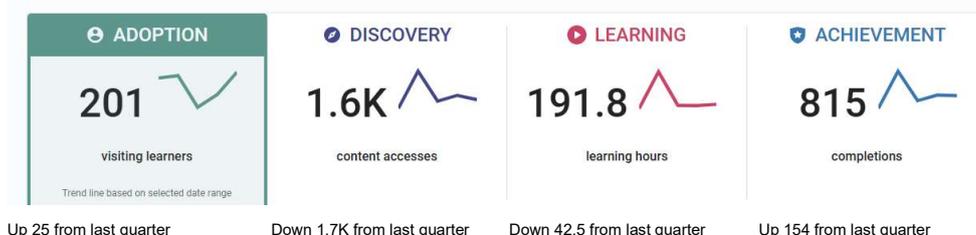
The organisation has looked at DEI as it is a mechanism to attract talent and foster innovation by bringing together diverse perspectives and ideas. Additionally, it promotes a positive work culture, improving employee morale and business ethics. The Diversity Works NZ DEI Recommendations Report was received end of January which outlined what our strengths as an organisation are in what we are already doing, and suggestions on improvements to consider. A plan to increase our DEI competency has been drafted. Initial actions already undertaken include developing a DEI calendar in collaboration with Health, Safety & Wellbeing and Te Hono, and launching a Menopause/Ruahinetanga in the Workplace intranet site with resources on International Women's Day.

#### Learning and Development

During this quarter there were 485 kaimahi engaged in learning and development activities. Courses ranged from digital accessibility, erosion and sediment control and building standards 3910. This also included webinars by Taituāra including Water Services, pre-election reports and fast track approvals. In house workshops have also continued to help people to navigate Pathways to update and close RFS'. The ten-week Te Pae o Waho classes began again in February to help people to learn and improve their Te Reo Māori skills and increase their understanding of Tikanga.

The organisational learning needs analysis has been completed, which will enable learning opportunities to be developed in relation to our strategic priority areas. We are continuing to encourage all learning activities to be recorded in Ci Anywhere, so our staff have up-to-date learning and development records.

The analytics show that self-directed learning on Percipio, our learning management system, has been maintained this quarter, with numbers peaking at 29% for March.



#### Leadership Framework

The steering group continues to meet to review the uptake and content of the leadership framework. A SMART measure for our leadership key success factor is being finalised and introduced for the next financial year 25/26. An intranet page will be launched to encourage Leaders to use Percipio to upskill themselves in key leadership skills. People Leaders have been surveyed about Peer group coaching and the groups will be reorganised to ensure groups can continue to meet to use the toolkit to collaborate across business areas and to coach each other. The theme for the People leader offsite in February was accountability in leadership and it covered the SLT focus areas, project management, hybrid working, and measuring leadership and tools available.

**Staff Engagement Survey**

The first of our biannual staff engagement surveys closed on 9 March 2025 and we have reached an 87% participation rate which is deemed successful for an organisation of our size. 369 employees have taken part, collectively submitting 2732 pieces of feedback. Our overall engagement score reduced by a slight 0.3 percentage points, ending at 6.6, but the following drivers have seen improved scores against the previous survey in June 2024; Strategy, Reward, Transformation & Change, and engagement towards Te Pae o Uta. The business is currently focused on improvements through action planning. All people leaders have access to record these plans within our survey software, enabling monthly reporting to be provided to SLT for oversight on what we are doing with the results. At time of reporting, 38 improvement actions have been entered into the software.

**People & Capability**

**Recruitment and Staffing**

Recruitment has been steady across the organisation, with key vacancies being filled in quarter three ranging from Executive Assistants, Senior Resource Planners, Policy Advisors, Support Officers and key tier three Managers (Compliance, Organisational Development and Museums and Archives Te Ahu).

There are currently 25 open vacancies being recruited to – 12 being interviewed, 6 with offers made/references checked, remaining 7 currently accepting applications).

	# staff leaving	Turnover rate	# of staff hired/position filled	External Hires	Internal Movements
Quarter One	16	4.09%	27*	23	9
Quarter Two	18	4.88%	52	33	19
Quarter Three	24	5.87%	55	33	12

*\*Q1 includes 6 fixed term new starters on the Cadetship Programme*

*Please note, information may be updated from previous quarters if other staff movements occur post publishing of the report.*

As at the time of authoring the report, there is a total headcount of 437 (396 permanent staff, 30 fixed term and 11 casual). This is distinct from Full Time Equivalent (FTE) which is the number of full-time positions (for clarity 1 FTE may have a headcount of 2 part-time employees). Future reporting will include more FTE information, which is currently under development. Any additional FTE requires CE authorisation.

**System Upgrades**

We have passed the halfway mark in our annual performance management cycle, now using the upgraded CiAnywhere modules. Despite minor teething problems, staff are adapting well to the system. Many are already familiar with it, as it's the same platform used for recruitment activities and timesheet/leave submissions.

**Mayors Taskforce for Jobs**

At the latest All-Staff meeting at HQ on March 26, an educational segment was presented. Staff were encouraged not only to understand and discuss the significant work being done in this area but also to reach out to their friends and whānau who may own businesses or know of business seeking staff. They can connect with our Programme Coordinator, to explore the support MTFJ can provide.

**PSA and FNDC Relationship**

A two-year agreement was reached for 1 July 2024 – 30 June 2026. The remuneration increase for 1 July 2025 has been agreed in principle, but further discussion will commence in the 3 months preceding to confirm.

### Executive Projects

The programme for the Executive Projects Advisor is broad and consists of a mixture of existing projects which require advancing, progressing opportunities, and business improvement actions. In addition to the below, the Executive Projects Advisor also provides ad hoc advice and support across the organisation when requested. The projects which the Executive Projects Advisor is involved in play a vital role in managing FNDC's balance sheet, and the role is intended to provide a focal point for key, complex projects which sit across the organisation.

Projects have included:

- Housing for the Elderly: Decisions on next steps were made by the Council in November 2024 following a recommendation from the elected member Steering Group. That Steering Group has continued to meet as part of progressing the Council's November 2024 resolution. A decision paper is to come to Council to the May 2025 meeting.
- 11 Matthews Ave: Council resolved in its December 2024 meeting on a pathway for next steps, and a paper on these is to go to Council meeting in June 2025.
- Te Puāwaitanga: Work ongoing to ensure sports park is open and in use by 25 April 2025. Briefing paper completed to the elected members about other workstreams occurring and coming up, including steps to occur to address future use(s) of the whole property.
- Support has also been given to other projects such as IAF Kawakawa, Kaikohe Library & Civic Hub, and infrastructure funding projects.
- Work on these projects by the Executive Projects Advisor has also identified business improvement actions and opportunities to improve processes, which work is ongoing.

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## Community & Engagement

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### Te Ahu Museum

The first quarter of 2025 showed a mixed performance for the museum across its key metrics.

January saw a steady stream of tourists, returning whanau and holidaymakers with 2,700 visitors, then a substantial drop to 1,848 in February likely due to the start of the school year. We had an increase in numbers through March to 2,038 perhaps due to a renewed focus on marketing efforts including the first of an ongoing series of radio interviews at Te Hiku Media, a small feature article in Te Hiku Connect community newsletter, and Facebook posts announcing the ANZAC APRIL exhibition.

Researcher Bookings was very low during the absence of public engagement and at the height of summer holidays. There were still 8 bookings in January, but only 3 in February. The numbers have since started to revive with a combination of phone enquiries as well as onsite Archival visits of 15. With consistent marketing in coming weeks and months this is likely to continue to grow.

The Museum has not increased the number of collection items and discussions about storage in offsite facilities with the Far North Regional Museum Trust have included the need to initiate the de-accession process for some parts of the collection. While acquisitions were suspended during the onboarding of the new manager, a few community members brought in items for donation in March, these are awaiting processing as the Museum has a significant backlog of accessioning.

Moving forward, strategies to maintain engagement through Autumn include a monthly feature exhibition commencing with ANZAC APRIL. There will also be a special focus on 28<sup>th</sup> April to commemorate the signing in Kaitiāia of Te Tiriti o Waitangi, followed by MUSIC MAY and then collaborative workshops and wānanga through June for PUANGA/MATARIKI celebrations with targeted marketing, to help sustain momentum.

### isite Visitor Information Centres

The performance analysis of the first quarter, January-March 2025 reveals notable success for the three isite Information Centres in the Far North District, Paihia (Bay of Islands), Ōpononi (Hokianga) and Kaitiāia, particularly evident when assessing crucial performance indicators such as visitor metrics, revenue generation and Facebook Engagement.

The arrival of 44 cruise ships in the Bay of Islands significantly increased foot traffic through the Paihia isite, playing a key role in its strong business performance; particularly when compared to the final quarter of 2024. Approximately 63,000 visitors came ashore during this period, fuelling local businesses, creating a vibrant atmosphere in the township and a strong economic momentum for the region.

During this three-month peak season, water-based activities are in high demand, for both cruise ship passengers and holidaymakers. Experiences such as Hole in the Rock cruises, sailing excursions, and ferry services to the surrounding islands and Russell are particularly popular.

During the first quarter of 2025, isites collectively generated a total of \$121,602 through FNDC revenue: rates payments, application fees for manager's licenses, and other FNDC-related revenue. Facebook engagement is a new performance indicator that aims to enhance community engagement by keeping residents informed about events, cruise ship schedules, and other relevant information, while also providing a new avenue for making bookings through platform interactions. The isites Facebook page has garnered 65 additional followers, 88,000 views and nearly 458 interactions with posted content between January – March 2025.

Driven by favourable weather, school holidays, and a strong cruise ship presence, the isites collectively generated over one million dollars during the January to March 2024 period, demonstrating effective sales strategies and a high level of staff dedication.

### Contact Centre

Contact Centre performance analysis for the January-March 2025 quarter has achieved good results with the new changes that have been implemented.

The average wait time refers to the amount of time a customer has to wait to have their call answered by an operator from the phone queue. This is an important metric to monitor as this tracks how effectively the team are managing initial call handling and is measured in minutes and seconds.

The average wait time in January was 9 seconds, which is the lowest wait time during this reporting period. The average wait time in February and March was 10 seconds, meaning performance exceeded the baseline KPI for the entire quarter.

Average call handle time refers to the time it takes to fully complete a customer query and is measured in minutes and seconds. This demonstrates how effectively the team are managing call flows and the average amount of time a customer remains on the phone while their query is managed by an operator. The average handle time in March was 4 minutes 6 seconds, which is the lowest handle time during this reporting period.

Percentage of calls abandoned has a target of 12% as an LTP success measure. Abandoned calls are those where customers have disconnected the call while waiting to speak with an operator. This metric is important to monitor because it demonstrates the percentage of attempted calls per month that are not taken. While it has been volatile throughout the 2024-25 year it is pleasing to see lower percentages of abandoned calls being consistently maintained in the last 3 months.

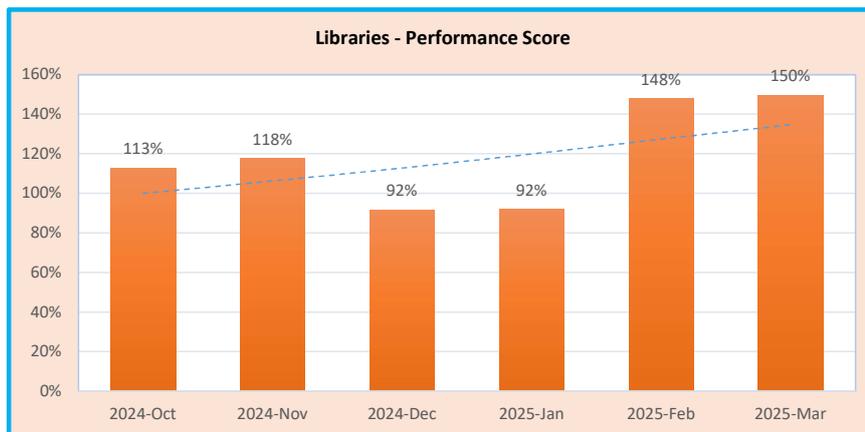
The abandoned rate for January, February and March was 2%.

**Libraries**

Libraries' weighted performance metrics measure actual delivery against set goals, collectively establishing the baseline for the team's total performance score.

Monthly goals are based on the previous year's 12-monthly average figure, plus a 1% increase. Each weighted metric for 2024-25:

- Total number of programmes offered (35% of total score) = 270
- Total programme attendee numbers (20% of total score) = 1,690
- Total online engagement (25% of total score) = 205,000
- Total mobile library interactions (20% of total score) = 245



Strong positive use figures for the current quarter reflect the ongoing value return on ratepayer investment library services offer, with January's performance score being expected due to fewer days open to the public affecting the baseline metrics for programmes offered and attendee numbers.

Results above 100% are due to the number of programmes offered during February and March being well above the baseline. This is due in part to school holiday programming and in part to the reformatting of programming for smaller sites away from specific time-and-date events to open activities available all week, to better meet community needs.

Highlights from this reporting period were progressing the Kaikohe Library new build through developed design phase; commencing renovation works for Procter Library to return the service centre function in-house,

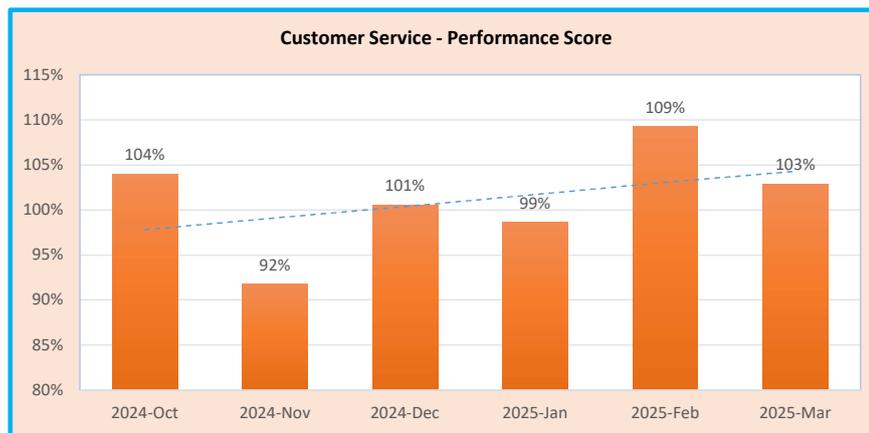
launching the combined mobile library and service centre trial on the regular run, and offering another very successful summer holiday programme (ngā kaitiaki o te ao).

**Customer Services**

Customer Services weighted performance metrics measure actual delivery against set goals, collectively establishing the baseline for the team’s total performance score.

Resolution at first point of contact has been reset at 80% based on the team consistently attaining this across multiple reporting periods. All other monthly goals are based on the previous year’s 12-monthly average figure, plus a 1% improvement. Each weighted metric for 2024-25:

- Walk-ins resolved at first point of contact (45% of total score) = 80%
- RFS closure rate (30% of total score) = 80%
- Average handle time for email requests (25% of total score) = 10 minutes



Customer Services performance this quarter has been positive, tracking just on or above 100%. Results above 100% are due to walk-in resolution rates above 90% consistently achieved across five of the previous six months, and email handle times under 10 minutes being achieved every month in the January-March quarter. The walk-in resolution target has been raised to 80% for the final quarter of 2024-25, and the email handle time reduced to 10 minutes.

**Communications & Engagement**

The start of the calendar year is traditionally slower for the Communications & Engagement Team with the Christmas-New Year holiday break meaning there is less council business to inform communities about and many of our customers also focused on summer holidays.

Several members of the team also took a break, but despite being shorthanded, the team published 32 news stories during January. These focused on core holiday and summertime themes of informing residents (and particularly our many visitors) about rubbish and recycling options in the district, how to access boat ramps, wharves and jetties, and the need to conserve council water supplies.

Water conservation remained a key theme during the first quarter with restrictions applied to all council supplies from 17 March when Kaikohe, Kaitiāia and Ōkaihau moved to Level 2. This came on the heels of Agriculture Minister Todd McClay giving Northland an official drought classification. By the end March, Level 3 restrictions had also been applied to Kawakawa and Moerewa.

A key piece of work for the C&E team and the whole organisation early in the first quarter was preparing for Waitangi Day celebrations and activities arranged for that week. The team began public messaging late in January, part of a news story and video campaign developed to promote the council’s role in the biggest occasion on the Far North events calendar. A video produced and published by the team detailing public parking options was very successful and widely shared, as was a map showing parking and other facilities

managed by the council around Waitangi and Paihia. Related to this was commemorations the following week of the signing of Te Tiriti at Māngungu on the Hokianga Harbour. A video posted ahead of the 12 February event was the most watched, shared and commented on video published during February.

Several major public engagement campaigns were launched during March. These included consultations on the Annual Plan, Fees and Charges and Te Pātukurea - Kerikeri Waipapa Spatial Plan. Considerable work was also undertaken preparing the consultation document for Local Water Done Well, which went live early in April.

The council made national headlines in March after the mayor, on behalf of the entire council, condemned increasing numbers of objectionable and often racist comments being posted on the Far North District Council's Facebook page. This followed a noticeable increase in comments specifically targeting Māori. In a statement, the council confirmed its commitment to ensuring that digital spaces, as well as physical ones, are free of harmful and hateful material.

**Customer Service Excellence Special Project: RFS**

In response to the backlog of outstanding RFS, a Customer Service Excellence Coordinator role was established in July 2024. This backlog represented a key issue for improving overall operational efficiency and customer satisfaction, as identified by elected members. The purpose of this role was to address the outstanding backlog of RFS and foster a stronger customer service-oriented culture within the Council.

Since the implementation of this new role significant progress has been observed: the Total Open RFS by Month has shown a marked decrease, demonstrating a positive downward trajectory. The Total Overdue RFS by Month similarly declined dramatically, further underscoring the success of targeted initiatives.

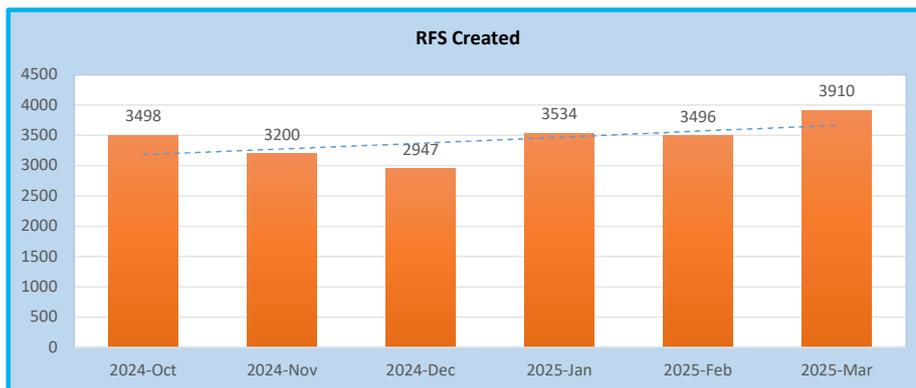
These improvements are directly attributed to the comprehensive evaluation of our current RFS system, the targeted work programme and customer service excellence strategy spearheaded by the Customer Service Excellence Coordinator.

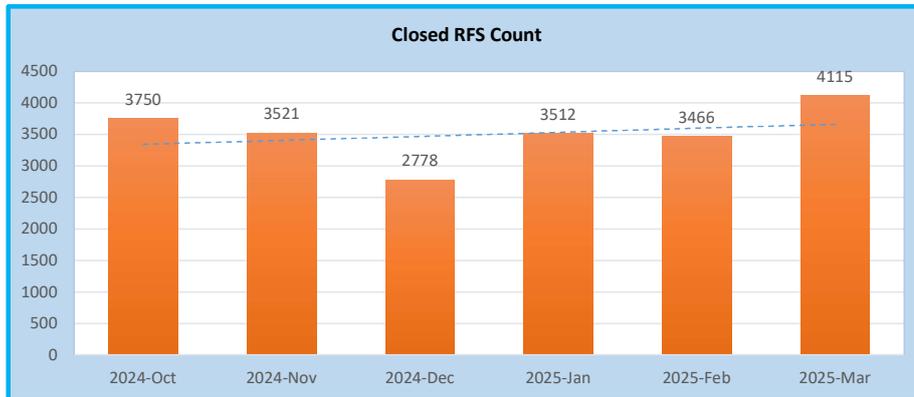
It is essential to emphasise that our main objective is not to indiscriminately close RFS cases; rather, we aim to resolve them with careful consideration while keeping our customers informed throughout the process.

We have identified that many community members feel disheartened about submitting RFS issues, often expressing sentiments such as, "Why should I bother? No one ever responds to me?". Council is committed to changing this perception.

A uniform approach is necessary. This project is not simply about closing RFS cases; it is about enhancing customer service and ensuring our communities have a positive customer experience, along with delivering excellent service.

Our commitment to this initiative reflects on our brand, and the best way to achieve positive customer satisfaction is by exceeding their expectations. The charts below show the progress being made.





More RFS' were closed in March than created, meaning we are now closing our historical and overdue RFS. The closure rate was slower over the January/February period, but March demonstrates good progress. Teams are being urged to thoroughly review every RFS assigned to them. Additionally, there is emphasising being placed on the importance of reassigning RFS to the appropriate teams when necessary. This aspect is crucial.

Through constant collaboration with teams facing challenges in the RFS process, we have identified ways to offer support and find solutions to enhance the process. We are shifting the mindset from "just leave the RFS" to one where people actively seek help to resolve queries promptly. Teams are actively seeking feedback to improve their RFS management, asking about the challenges they face and finding solutions. This is a truly exciting shift in teams recognising the importance of addressing RFS' within their group.

There is a noticeable shift in collective understanding regarding the necessity of addressing RFS promptly and constructively. A consistent approach across the entire Council is essential to ensure a positive customer experience and provide exceptional service. The active emphasis of this initiative is to empower staff to appreciate the significance of adhering to procedures, which will help reshape the community's perception of our Council and the effectiveness of the RFS system.

Our commitment to this goal reflects on our brand, and the most effective way to achieve customer satisfaction is by surpassing their expectations.

## 8.2 MAYOR AND COUNCILLOR'S REPORTS

**File Number:** A5056545

**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 Kelly Stratford and Crs Ann Court, Hilda Halkyard-Harawira, Babe Kapa and John Vujcich.

### TE TĀHUHU KŌRERO / BACKGROUND

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

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

Members reports are attached for information.

### REASON FOR THE RECOMMENDATION

To formally receive the Mayor and Councillor reports.

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

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

### NGĀ ĀPITIHINGA / ATTACHMENTS

1. **Members Report - Kahika Moko Tepania - A5170005**  
2. **Members Report - Kōwhai Kelly Stratford - A5175889**  
3. **Members Report - Cr Court - A5170332**  
4. **Members Report - Cr Halkyard-Harawira - A5173985**  
5. **Members Report - Cr Kapa - A5175216**  
6. **Members Report - Cr Vujcich - A5169718**  



## Te Tari o te Kahika o Te Hiku o te Ika Office of the Mayor of the Far North

Member's Report - April 2025

DATE	MEETING TOPIC
31/03/25 Headquarters	Citizenship Ceremony CE Catchup Te Huia Subcommittee
01/04/25 Headquarters	Fluoridation Workshop Northland Inc Draft Statement of Intent Workshop Control of Earthworks Bylaw Oral Submissions Far North Holdings Draft Statement of Intent Workshop Local Water Done Well Q&A Mayors Taskforce for Jobs (MTFJ) Update
02/04/25 Headquarters	Extraordinary Council Meeting
03/04/25 - 04/04/25 Taupō	Te Maruata Whānui Hui
07/04/25 Headquarters	Radio Waatea Interview Constituent Hui Action Station Catchup
08/04/25 Waitangi/Kerikeri	Associate Minister of Justice Visit to Waitangi for Gun Reform Te Pātukurea Consultation with Healthy Families Far North at Kerikeri High School
09/04/25 Online	Te Koukou Agenda Preview Te Huia Subcommittee Hui
10/04/25 Headquarters	Council Meeting
11/04/25 Whangārei	Te Huia Subcommittee Hui

Far North District Council | Private Bag 752, Kaikohe 0440 | 0800 920 029 | [www.fndc.govt.nz](http://www.fndc.govt.nz)



**Te Tari o te Kahika o Te Hiku o te Ika**  
**Office of the Mayor of the Far North**

15/04/25 Whangārei	Meeting with CE, Tertiary Education Commission
16/04/25 Headquarters	Te Huia Committee Constituent Hui - Laundromat Consenting Northland MP / Ngā Puhi Hui
17/04/25 Headquarters	Business & Agency Leaders' Call via Teams Cyclone Tam Interviews & Updates
22/04/25 Headquarters	Cultural Audit Interview CE Catchup Hui with Te Pou Herenga Tai Twin Coast Cycle Trail
23/04/25 Headquarters	Te Koukou Committee NZTA Catchup for Northland Expressway
24/04/25 Waipapa/HQ	Te Puāwaitanga Opening Te Kuaka Committee Office of the Mayor Briefing
25/04/25 Anzac Day	Kaitāia Dawn Parade Karikari Service
28/04/25 Online	National Council Meeting via Teams Panguru Slip Prebrief via Teams
Attachments	LGNZ Values Document

# THE VALUE OF LGNZ MEMBERSHIP

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April 2025



## From the President

It's a real privilege to be the President of LGNZ and to work alongside elected members from all around the country. I see councils and community boards facilitating the improvement of infrastructure, delivering projects and impact for your communities. I also hear that many elected members and executives feel deeply stressed by always having to do more with less while juggling unfunded mandates and constantly shifting reforms and government expectation. As local government, we are present and accountable to our local community – as we should be. It means we receive sought-after and warranted feedback. Unfortunately I continue to hear that we also receive more and more unwarranted abuse, which only amps up in our election year.

Whether you feel like your council is running at 100kph or treading water, LGNZ has your back. We've listened to what you need from your membership body. We are here to champion, connect and support elected members and councils. We are focused on what unites local government – including what we can advocate on together, for the good of all councils and communities. Your National Council leaders, including me, are very deliberate about speaking out only on issues that have broad consensus, to avoid a repeat of Three Waters. Our advocacy work is robust and backed by evidence-based data – like the reports LGNZ commissioned last year on the drivers behind council costs and rates rises.

LGNZ's relationship with the Government has entered a new phase as the Government is more settled in its second year. Our new Minister Simon Watts said at our February All-of-local-government event that we have a positive relationship and he wants to work with us as equals at the table rather than continuing a parent-to-child relationship. Minister Watts acknowledged local government was fatigued by waves of reform – and that a lot of the cost and burden that falls on local government is often because of central government legislation. LGNZ commissioned research from NZIER last year that clearly demonstrated this burden.

This report you are about to read has been requested by members and prepared so all councils and elected members can understand the breadth and depth of LGNZ's work on your behalf.

It goes into a lot of detail about advocacy wins, the value you get for your dollar, and exactly what LGNZ delivers for you. It also sets out the significant programme of work LGNZ is doing right now aimed at making sure councils elected in October hit the ground running. In terms of pure return for investment, we provide examples of how belonging to LGNZ saves ratepayers money (check out page 7) but it's very hard to put a price on all the intangible benefits. Things like the power councils gain by speaking with one voice, or providing easy access to politicians, or generating media campaigns that highlight the issues you face and support greater understanding in the public domain. Every day, the small LGNZ team works on your behalf, in line with our LGNZ constitution that reminds us to look after the national interests of local government as a whole. That means the system as a whole, as well as the different parts within that system.

The figures show that a council choosing to leave LGNZ on the basis of cost savings doesn't make sense – councils often end up spending far more on these individual services. Councils leave for political reasons. Often reasons that don't reflect LGNZ's current direction or our actual relationship with the Government.

This report shows how LGNZ delivers many services that councils use every day that no one else could provide as efficiently and cost effectively, or sometimes even at all. So please absorb this report, ask us questions and get involved. The more engaged members are with LGNZ, the more value you get out of us, and the more our work responds to your feedback because we are a reflection of you.

In both mountaintop and challenging times, your LGNZ networks of fellow elected members and executives will help you learn and grow, stay the course and celebrate your successes. I know I have needed, and continue to appreciate, my networks within our local government family. They have helped me get through some difficult times and supported me to look for the opportunities to learn inside each challenge – and refresh my perspective. Local Government New Zealand is your organisation. I trust this report paves new ways to understand both the individual benefits and connections we offer, as well as a greater appreciation of the collective impact we can make together.

Ngā mihi

Sam Broughton  
President

NATIONAL COUNCIL MEMBERS

THE VALUE OF LGNZ MEMBERSHIP \_\_\_\_\_ 3

# National Council members



**Sam Broughton**  
LGNZ PRESIDENT



**Campbell Barry**  
VICE PRESIDENT, ZONE 4 REPRESENTATIVE



**Moko Tepania**  
ZONE 1 REPRESENTATIVE



**Toby Adams**  
ZONE 2 REPRESENTATIVE



**Craig Little**  
ZONE 3 REPRESENTATIVE



**Dan Gordon**  
ZONE 5 CHAIR AND REPRESENTATIVE



**Ben Bell**  
ZONE 6 REPRESENTATIVE



**Toni Boynton**  
TE MARUATA REPRESENTATIVE

**NATIONAL COUNCIL MEMBERS**

THE VALUE OF LGNZ MEMBERSHIP \_\_\_\_\_ 4



**Iaeen Cranwell**  
TE MARUATA REPRESENTATIVE



**Paula Southgate**  
METRO SECTOR CHAIR



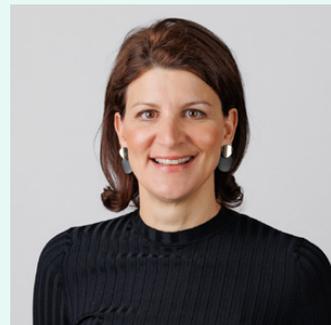
**Vince Cocurullo**  
METRO SECTOR REPRESENTATIVE



**Jules Radich**  
METRO SECTOR REPRESENTATIVE



**Rachel Keedwell**  
REGIONAL SECTOR REPRESENTATIVE



**Rehette Stoltz**  
REGIONAL SECTOR REPRESENTATIVE



**Alex Walker**  
RURAL SECTOR CHAIR AND REPRESENTATIVE



**Neil Holdom**  
PROVINCIAL SECTOR CHAIR AND REPRESENTATIVE



**Alex Crackett**  
YOUNG ELECTED MEMBERS REPRESENTATIVE

# TOP 10 ADVOCACY WINS FROM THE PAST YEAR >

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**1. Minister Watts told our February All-of-local government meeting that he wants to work in partnership with local government and LGNZ.**

In a [q+a with LGNZ](#), he also said: "As Minister of Local Government, my vision is for a financially sustainable sector that works in true partnership with central government to drive economic growth and productivity in our cities and regions."

**2. In November we launched a set of funding and financing tools, which gained significant media and political attention, and now two are set to be delivered.**

The Government will replace development contributions with a development levy system, allowing you to charge developers a share of long-term infrastructure costs.

The Minister has expressed strong interest in progressing the Ratepayers Assistance Scheme. The RAS will allow ratepayers to cheaply borrow for specific improvements to their properties or to pay ratepayer charges. By leveraging the high credit quality of local government rates, it accesses efficient capital market financing, passing savings to ratepayers. Like the Local Government Funding Authority, which LGNZ helped set up in the early 2010s, RAS has the potential to be a gamechanger for councils.

**3. No one likes rates rises but our rates rise toolkits meant everyone knew councils were facing rising costs.**

Research we commissioned by [Infometrics](#) revealed that the cost of building bridges had gone up 38% in three years, among other facts. Many of you used this data to help explain rates rises to your communities.

**4. Unfunded mandates research we commissioned from NZIER gave new prominence to the costs that governments pass to councils.**

For example, new water quality standards under the National Policy Statement for Freshwater Management (NPS-FM) meant regional and district councils had to monitor freshwater quality more rigorously and invest in better infrastructure, generating significant costs for you. Ministers now have greater visibility of these costs and we don't have to explain them from scratch every time. This research has strengthened our submissions against any new reforms that create additional unfunded mandates, and has also meant media and the public are now more aware of the issue.

**5. We sourced a "red tape" list from you of ways to save councils money and reduce the complexity you need to navigate, so that these can be addressed as part of upcoming changes to the Local Government Act.**

This list was presented to the PM and then-Minister of Local Government and we understand a number of these items will be included in changes to the Act. These include removing the requirements to carry out s17a reviews and removing requirements for newspaper notices.

**6. We set up the Electoral Reform Working Group, chaired by Mayor Nick Smith, which engaged extensively with members to develop its thinking.**

Its [March 2025 draft position](#) paper – which makes it clear that postal voting has a very limited shelf life and change is urgent – gained significant media, political and third-party interest. It’s also allowed you to respond proactively to key issues that matter. Minister Watts and the Prime Minister are positive about the working group’s recommendations and keen to make progress for the 2028 local body elections.

**7. Our city/regional deals framework was picked up and used by the Government, to local government’s advantage, including the focus on partnership, new funding tools and a commitment to long-term planning.**

In particular, our framework called for all councils to have an opportunity to be part of the EOI process – which the Government eventually enabled despite initially only inviting five regions to participate.

**8. We ran an Infrastructure Symposium attended by more than 200 people, with speakers including Infrastructure Minister Chris Bishop, former Prime Minister Bill English, Fulton Hogan’s COO and the President of the Australian Local Government Association.**

Strong media coverage included stories on Stuff, BusinessDesk, the NBR and RNZ setting out our view that you need more funding tools to pay for infrastructure.

**9. We ensured people who get local government were in key conversations.**

For example, we secured a local government representative on the technical expert working group feeding into the Government’s work on adaptation to climate change. In another example, LGNZ put forward local government people to be part of the steering group set up by MBIE to inform a comprehensive review of the seismic strengthening system. We also set up our own informal Seismic Strengthening Group, chaired by Manawatū deputy mayor Michael Ford, which met for the first time in late November.

**10. There was strong media coverage of our balanced position on Māori wards: that they should be treated the same as all other wards, with councils able to decide what’s right for their community.**

For some councils, that means not having a Māori ward while for others it means having one.

# HOW LGNZ SAVES COUNCILS (AND RATEPAYERS) MONEY >

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## Guides, guidance and crises

- > We develop guides and templates that councils use every day.
  - > Our standing orders templates (and guide) would cost you **\$50K-\$60K** to commission yourself.
  - > Our Code of Conduct template (and guide) would cost you **\$50K-\$60K** to commission yourself.
  - > Members can also access these guides, which would cost you **tens of thousands of dollars to create** yourself:
    - + Elected member governance guide
    - + Mayors and Chairs governance guide
    - + Community boards governance guide
    - + Community boards chairs governance guide
    - + Tax guide for elected members
    - + Guide to recruiting and managing your CE
    - + Guide to council declaration
    - + Representation reviews guide
  - > We can also give expert advice on how to use these templates and guides, saving you more time and money.
- > We field a lot of calls from you when you want a sense check – or when things go wrong. Whether it's questions about the Local Government Act, conflict between the Mayor/councillors/CE, or other curly issues, you can ring Susan, Scott, Dr Mike, Simon and the team when you want advice or just a confidential sounding board. We are impartial and we work to deescalate conflict so you can avoid costly legal disputes. Calling us can save your council a huge amount of money.
- > We provide crisis media support for councils, particularly when multiple councils are involved. Tailored guidance like this would cost individual councils thousands of dollars.
- > LGNZ gives every elected member in New Zealand free, anonymous access to counselling.

## Policy and submissions

- > We develop submissions on policies that impact local government. Councils use our draft content in your own submissions, saving you time and money. Because we do the heavy lifting, your staff can focus on making local implications clear. Each submission is worth between **\$30K-\$80K+** depending on its complexity. Our submissions saves councils spending money on your own research, legal advice, and consultancy/subject matter experts – as well as staff time in terms of preparing your submissions or even needing to submit.
- > For example, in response to concerns raised by councils, in the past year our submissions have reflected technical or legal advice on:
  - + The limits on the proposed change in the Resource Management (Consenting and Other System Changes) Amendment Bill which grant the Minister for the Environment the power to direct a local authority to prepare or amend their district plans or regional policy statements
  - + In the water space, what changes would be needed for the Water Services Bill to ensure that councils could continue to collect development contributions after transferring assets to a CCO but before they had adopted a development contributions policy.
- > Our submissions reflect our extensive engagement with officials and Ministers and as members of working groups. This means either bills already reflect our input or we are really clear on the best ways to frame our submissions to enact change. Select committees also prioritise LGNZ so that our oral submissions are heard in hearing processes with tight timeframes.

HOW LGNZ SAVES COUNCILS (AND RATEPAYERS) MONEY

THE VALUE OF LGNZ MEMBERSHIP \_\_\_\_\_ 77

- > Submissions since the start of 2024 represent about **\$1 million** in value. GPS Land Transport 2024 (Round 2)
  - > Fast Track Approvals Bill
  - > Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill
  - > Local Government (Water Services Preliminary Arrangements) Bill
  - > Inquiry into Climate Adaptation (further Submission)
  - > NZTA Emergency Works Investment Policies consultation
  - > New Zealand's second emissions reduction plan (2026-30): Discussion document
  - > Building (Earthquake-prone Building Deadlines and Other Matters) Amendment Bill
  - > Consultation on increasing the use of remote inspections in the building consent process
  - > Petition of Christian van der Pump: Remove Building Act 2004 restriction of access to the District or High Court
  - > Consultation on Testing our thinking: Developing an enduring National Infrastructure Plan discussion document
  - > Land Transport Management Act (Time of Use Charging) Amendment Bill
  - > Local Government (Water Services) Bill
  - > Principles of the Treaty of Waitangi Bill
  - > Resource Management (Consenting and Other System Changes) Amendment Bill
  - > Crimes Legislation (Stalking and Harassment) Amendment Bill
- > In November we shared an explainer on water services reform ahead of the introduction of the Local Government Water Services Bill in December, which had a very tight timeframe for submissions that ran over the holiday period. Our work supported your staff to produce quality submissions without having to grapple with complex legislation from scratch.
- > Now the Government is proposing changes to the resource management system and Local Government Act with significant implications for the structure and functions of local government. All councils need to understand the legal impact of these changes before you respond – and it doesn't make sense for every council to individually commission expensive advice. LGNZ will share advice that all members can use.

## Data councils can use

- > We now produce national data you can use locally, giving all member councils access to centrally produced research by respected economists. We package our research with slides and key messages that members can use, as well as generating media interest. It would be cost prohibitive for councils to commission this research individually.
- > In March 2024, we shared [research by Infometrics on how costs had risen dramatically for councils](#), driving rates rises. For example, that the cost to build a bridge had risen 38% in just three years.
- > In July 2024, we released work we had commissioned from NZIER on the [impacts of unfunded mandates on local government](#).
- > In April 2025, we launched our first [Infometrics Local government economic insights report](#). These reports will come out quarterly, exclusively to members, and mean elected members and CEs can have quality local government economic data at their fingertips. You could also join a zoom with Infometrics Chief Economist Brad Olsen, and an Infometrics economist will speak at our next All-of-local-government event.

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## Events and networks

- > At our events you regularly have access to multiple Ministers at once, saving you travel time and money. You get opportunities to pull them aside and discuss local issues.
- > We offer dedicated networks for Māori elected members, Young Elected Members, and Community Board members, and we've started to run events to connect women in local government. These networks meet in-person and online to provide support and development. There's no way of recreating this without spending significant council staff time and effort.

## Elections

- > If you're aiming to be back on council, you want colleagues who understand what being an elected member means and can quickly get up to speed. We've developed a "pre-elected" programme that steps potential candidates through what it means to be an elected member – and you can freely share this with candidates.
- > Alongside the pre-elected programme, we've updated the guide for candidates, which will be available on the VoteLocal website.
- > [Our Vote25 toolkit](#) includes design files councils can customise to create posters, graphics and social media content to promote voter registration, standing, and voting. It would cost you **\$50k-70k** to develop this toolkit externally from scratch – and what's the point of all councils paying individually to create the same thing?

## Induction and professional development

- > Through our Ākona platform, elected members can now access **\$1.2 million** worth of professional development for free – that's what it would cost to commercially develop and host the 15 Ako hours and 22 courses available, with more being added all the time in response to your feedback.
- > Ākona isn't just the online platform – it's induction for elected members (more on page 14):
  - > Mayors school is right after the elections – so both new and returning Mayors can hit the ground running. The Prime Minister and Minister have both confirmed they plan to be there. You'll also get some insights into how you can really drive your councils' performance.
  - > Later in October, there's induction for elected members, with LGNZ delivering sessions all around the country to help people get quickly up to speed and deliver for communities. This will be relevant for both new and returning EMs.
  - > And once chairs are elected, we'll be running a Chairs' School along similar lines to the Mayors' School.
  - > Many councils choose to use our induction template to support your own elected member induction, saving significant amounts staff time.

*It's much cheaper for us to do this work for all members than if you do it yourselves. Councils that leave LGNZ end up spending more on these services across a range of cost centres, because they don't benefit from collective buying power.*

# SETTING YOUR NEXT COUNCIL UP FOR SUCCESS >

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In October 2025, your new council needs to hit the ground running. LGNZ is here to support each part of that process.

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**1. Making sure candidates know what they're getting into**

We've developed a "pre-elected" programme that steps potential candidates through what it means to be an elected member. This interactive course covers how councils work, your obligations, and dealing with the demands of the job. Three animated videos look at: 'Structure of Local Government', 'Roles within a council' and 'How councils are funded'. Plus there are two e-modules: 'Stepping into Local Leadership: The role of an elected member' and 'Stepping into Local Leadership: The life of an elected member'.

Unlike the rest of Ākōna, this pre-elected material doesn't need a log-in – so you can share it freely with any potential candidate.

We're also updating the written Candidates Guide that is available on the Votelocal website.

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**2. Promoting registering, standing and voting**

In December 2024 we shared a free toolkit of Vote25 digital assets that you can customise into posters, social media tiles or any other format.

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**3. Mayors' School**

Join New Zealand's mayors, the Local Government Minister and expert speakers in Wellington for two days of intensive networking and learning how to drive council performance. We are also working with the Prime Minister's office to schedule his attendance.

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**4. Elected member induction**

We'll be in 11 cities and towns around New Zealand, delivering in-person induction for elected members that complements your own council's induction, and lets you meet many of your new regional colleagues. Thanks to your feedback, induction has been revamped for 2026 to better deliver what you need, with relevance for both new and returning EMs. You can also use our template to deliver induction to your own council.

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**5. Chairs' School**

Once Regional Councils have elected their Chairs, we'll be holding a Chairs' School in mid-November. The Minister of Local Government will attend this event.

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**6. Team builder toolkit for Mayors and Chairs**

Our team builder toolkit will set out a range of activities and strategies that Mayors and Chairs can use to create an event that brings your council together for the first time, so you can lay the best possible foundation for you to work productively together.

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**7. Post-induction Ako hour academy**

A three-month academy of Ako hours will offer two live Ako hours every week between February and May 2026. Each Ako hour will focus on a different governance topic, offering elected members the chance to engage with both experts and their peers from around the country.

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**8. Ongoing professional development via Ākona**

Our Learning and Development Manager is meeting with every member council in turn to discuss what materials they could upload into the new Ākona platform so it's a one-stop shop for all your elected member learning.

LGNZ already has over 20 custom-designed and built catalogues of learning that offer micro-learning opportunities alongside our popular live Ako hours, workshops, templates and downloadable resources designed to support new and returning elected members throughout the triennium.

# LG NZ'S 2025 STRATEGY >

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# OUR VISION/

To create the most active and inclusive local democracy in the world.



<b>Our purpose:</b>	We serve members by championing, connecting and supporting local government		
	<b>CHAMPION/</b>	<b>CONNECT/</b>	<b>SUPPORT/</b>
	<ul style="list-style-type: none"> <li>&gt; Advocate for local government on critical issues.</li> <li>&gt; Build relationships with ministers and officials.</li> <li>&gt; Decode policy and make submissions.</li> <li>&gt; Speak out for local government in the media.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Bring members together at zone, sector and conference events or via networks like Te Maruata and YEM.</li> <li>&gt; Create strong feedback loops between members and LGNZ's work.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; Provide professional development uniquely tailored to local government.</li> <li>&gt; Support councils and elected members when they are stuck.</li> <li>&gt; Support elected members to deal with pressure and harassment.</li> </ul>

<b>Our long-term goals:</b>	<b>01.</b>	<b>02.</b>	<b>03.</b>	<b>04.</b>	<b>05.</b>	<b>06.</b>
	Local government and central government are trusted partners.	Council can access the right funding and financing tools to reduce pressure on ratepayers and entrench localism.	Elected members are connected, engaged and highly capable.	Te Tiriti partnerships between local government and Māori are authentic, strong and respected.	More New Zealanders value and participate in local government.	A sustainable and fit-for-purpose LGNZ.

<b>Our work in 2025:</b>	<b>CHAMPION/</b>	<b>CONNECT/</b>	<b>SUPPORT/</b>
	<ul style="list-style-type: none"> <li>+ Focus our advocacy effort on shifting the dial on systematic issues that are mutually beneficial to local government, its communities and central government.</li> <li>+ Leverage off the strengthened working relationship with the Government and new Minister to develop solutions.</li> <li>+ Advocate for councils to have access to a greater range of funding and financing tools that are fit-for-purpose, through the lens of regional deals.</li> <li>+ Show the value that councils deliver to communities and the cost pressures that they face in the lead up to the 2025 elections.</li> </ul>	<ul style="list-style-type: none"> <li>+ Deliver All-of-local government and SuperLocal25 events focused on the challenges and opportunities in front of councils.</li> <li>+ Advocate for increased safety for all elected members, while specifically enhancing, connections between women EMs.</li> <li>+ Make members feel more connected to our advocacy.</li> <li>+ Activate LGNZ's new Māori strategy, Hutia te Rito.</li> </ul>	<ul style="list-style-type: none"> <li>+ Revitalise induction for Mayors, Chairs and elected members, supported by our Ākona learning and development platform.</li> <li>+ Launch a resolution and support service to help councils deescalate and effectively resolve conflict.</li> <li>+ Launch the revitalised CouncilMARK/Te Korowai.</li> </ul>

# EVERYTHING LGNZ DOES FOR MEMBERS >

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## LGNZ champions local government

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### **We hold regular meetings with the PM and key Ministers**

We meet every quarter, in-person, with the Prime Minister. For example, we had one of our regular quarterly meetings with the PM on 1 April:

- > The PM was very open to our electoral reform work, led by Mayor Nick Smith, and understood the need to progress recommendations in time for the 2028 elections.
- > We made clear our concerns about the potential unintended consequences of rates capping. But – without sugarcoating it – the PM does have serious concerns about the financial literacy of councils.
- > In response we acknowledged that there may be some work to do to build capability – and that we all agree on the need to reduce rates rises.
- > The PM is very keen to reduce red tape for local government and wants us to help. We gave him a list of 10 actions suggested by members in our meeting in December – and now we'll again work with members to see if there are any more quick wins.

We have regular meetings locked in with Local Government Minister Simon Watts; Infrastructure, Transport and Resource Management Reform Minister Chris Bishop, Regional Development Minister Shane Jones; and Under Secretary Simon Court. We meet other Ministers, such as the Minister for Rural Communities and Minister for Social Development and Tourism Louise Upston, when issues arise. For example, we met with Minister Casey Costello about the role councils could play in reform of vaping regulations, which resulted in an agreement that LGNZ would further engage with health officials on what a system in which councils have greater control over where vape retailers are located could look like.

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### **We help Ministers engage with local government – and local government issues**

When Minister Watts stepped into the Local Government portfolio in February, we provided both an [immediate letter](#) on key issues, and a [fuller briefing for the Minister](#) that set out the current state of play, including where there are opportunities to work together in support of New Zealand's economic development.

Ministers want to deal with one body rather than 76 separate councils. Minister Watts is very clear he wants to work constructively with LGNZ and local government – and take full advantage of LGNZ's events and meetings.

Ministers use our events to make announcements, which helps us attract media and gives Mayors and councillors who are there the chance to comment to media directly. For example, the February All-of-local-government meeting featured an announcement on funding and financing for housing growth by Minister Chris Bishop and Under Secretary Simon Court; at SuperLocal last August, the Government made announcements around its Regional Deals framework.

While we work hardest and most closely with the government of the day, we maintain relationships with all political parties, so that local government is ready to build relationships with whoever is in government.

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### **We calibrate our advocacy to the government of the day**

You'll remember our Future by Local Government project in the second half of 2023 (a response to the previous government's Future for Local Government report). It came up with five agreed directions, approved at an SGM. But we're not advocating on all of them. We're only pushing those that resonate with the current government. The others can wait for future governments.

It's the same with our funding and financing tools. Our [set of 25 tools](#) was divided into three categories reflecting where we are likely to get traction with this government – some to focus on now, some for later, and others for the distant future. We have no plans to advocate for GST on rates or paying rates on Crown land, for example, because they aren't currently palatable.

## We champion local government issues in the media

Our media engagement means balancing standing up for councils while being seen as a constructive partner of the Government. We are very thoughtful about keeping that balance steady.

Some examples: Our June 2024 Infrastructure Symposium, including Infrastructure Minister Chris Bishop's speech at our networking function the night before, received very strong media coverage, with stories in The Post, BusinessDesk, NBR and RNZ focused on our support for more funding tools to pay for infrastructure. Our SuperLocal conference in August 2024 generated 394 pieces of media coverage on topics ranging from bed taxes and regional deals to being a young elected member.

We educate media about local government. We hold regular briefings with journalists funded by the Local Democracy Reporter scheme, to help them have a better understanding of the challenges councils face. We invite senior journalists to key events: for example, Stuff's political editor spent an hour with National Council at their February 2025 meeting. Through that he gained insights into the challenges facing councils, which resulted in a [thoughtful opinion editorial](#) later that week.

## We advocate on topical issues that affect all councils

**Electoral reform:** We set up a working group led by Mayor Nick Smith to create a roadmap for future electoral reform, given the reality of declining voter turnout and the declining postal system.

**Rates capping:** If the Government introduces rates capping, councils' ability to raise rates will be constrained. In Australia, while rates capping constrained rates increases, it has degraded delivery and left councils increasingly financially unstable. Every overseas jurisdiction that has implemented rates capping is telling us to oppose it as strongly as we can, because of its negative impacts on councils' ability to deliver. In March 2025 S&P downgraded 18 councils' credit ratings, identifying the Government's proposal to investigate rates capping as an area of concern.

You've heard from Victoria and New South Wales guests at the November All-of-local government meetings – and then from South Australia, which avoided rates capping by pushing for greater transparency and accountability – at our February meeting. We've shared facts and messages you can use to talk to MPs, Ministers and the public about the potential implications. LGNZ is talking to the Local Government Minister and other Ministers, sharing information with officials and getting media coverage, to advocate for local government's interests.

**Funding and financing:** In late November we launched a set of 25 tools to help councils better fund infrastructure and services – from sharing GST on new builds, to value capture, to improving councils' ability to recover costs. We take every opportunity to advocate on the tools in category one, to both politicians and the media (while working less intensively on category two and not at all on category three right now, as discussed above).

Some of these tools are already being delivered:

- > The Minister for Infrastructure used our February All-of-local-government meeting to announce changes to New Zealand's infrastructure funding and financing settings. The Government will replace development contributions with a development levy system, allowing councils to charge developers a share of long-term infrastructure costs. Councils will also have more flexibility to set targeted rates that apply to new developments, among other changes.
- > In April 2025 we submitted on the Land Transport Management (Time of Use Charging) Bill, another tool. We want to make sure the model adopted gives councils as much flexibility as possible.

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## We engage on critical local government reforms

Our relationships with Government officials mean we discuss policy as it's developed, providing opportunities to influence before decisions are made.

Recently we submitted on multiple pieces of legislation related to **resource management**, and we expect significantly more consultations in the RM space over the next 18 months, including new legislation to replace the RMA and changes to national direction.

Our **Transport** Forum, chaired by Mayor Neil Holdom, is engaging with Government Ministers and officials on a range of issues as well as gathering data to support this advocacy. For example, we surveyed Transport Forum members to get an idea of the cost of implementing the Government's new policy of variable speed limits in school areas. Early indications are that this is having a significant fiscal impact on councils already facing significant financial pressure as a result of funding decisions made in the NLTP 2024-27. We have also raised concerns with Ministers and in the media about the proposal to increase the private share of public transport operating expenditure, which is of concern to regional councils because it would significantly increase passenger fares.

In August we shared an explainer on **water services reform** ahead of the introduction of the Local Government (Water Service Preliminary Arrangements) Bill, and the Local Government (Water Services) Bill. As well as submitting on those bills in January, we hosted a well-attended Āko hour to inform councils' engagement on the Commerce Commission's discussion paper on the economic regulation of water. There is still a huge amount of investment required in the water space – which is only getting more expensive over time. We are thoughtful that, even with reform, CCOs will still be constrained by consumers' ability to pay for water services.

The Government made announcements around its **regional deals** framework at SuperLocal, with the framework largely reflecting our position. It included partnership, new funding tools and a commitment to long-term planning, and was modelled on LGNZ's proposal released earlier in 2024. We know funding tools and regulatory relief will be made available in the regions that secure deals. We have been advocating for those benefits to be available for all of local government (where that makes sense). The government so far has committed to completing one regional deal by the end of 2025 and a further two by 2026. We called for more deals to be agreed sooner in our briefing to Minister Watts when he took over as Minister of Local Government, and we understand he is supportive of this view.

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### **We advocate to protect elected members**

Every elected member knows harassment and bullying related to your role is on the rise, especially online. We help connect you to expertise (see below) and we also push for broader system change. For example, our advocacy meant the requirement to put your address on electioneering material was dropped. This year we submitted in favour of new anti-stalking legislation and how it could be relevant to elected members. We also run surveys across local government that track these trends and provide data about the scale of the problem that we can use in the media and submissions.

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### **We innovate in the long-term interests of local government**

LGNZ was instrumental in creating the Local Government Funding Authority back in 2011. Now we're working on the **Ratepayers Assistance Scheme**, which would leverage the high credit quality of local government rates, to give ratepayers access to cheap borrowing for specific home improvements or ratepayer charges in support of local and central government priorities. By accessing efficient capital market financing, the RAS would pass savings to ratepayers. The RAS lends directly to ratepayers, keeping councils financially whole.

The new Local Government Minister has expressed strong interest in progressing the RAS. We are now taking next steps to secure the necessary financial commitment and legislative changes.

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### **We celebrate the best of local government**

Our annual SuperLocal awards recognise outstanding local government projects and people – and generate media coverage for the winners.

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### **We help Iwi connect with local government**

Through our MOU with the Iwi Chairs Forum, we are engaging more closely with that group. We are working on building our direct relationships with mana whenua to support our ability to guide councils and enable Iwi to partner with you.

# LGNZ connects local government

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## Events

Our events give you the chance to network with Ministers and other politicians. Recent events have featured Local Government Minister Simon Watts (and before him Simeon Brown), Chris Bishop (several times), Chris Penk, Simon Court, Mark Patterson, Matt Doocey, Shane Jones (several times), James Meager, Penny Simmonds, Louise Upston, Mark Mitchell, Andrew Hoggard, Todd McLay. SuperLocal featured the Prime Minister and all key Ministers (and Opposition), with Finance Minister Nicola Willis speaking at the pre-conference women's lunch. Minister Watts has told us he wants to maximise LGNZ events because he sees them as a great opportunity to engage with a wide range of local government at once – so we work closely with his office to give him opportunities to address the sector together.

All LGNZ events – from our SuperLocal conference to All-of-local government meetings, Sector meetings and Zone meetings – help elected members build relationships, learn from experts and hear about best-practice. They're a chance to build and grow relationships that provide critical support or enable regional or cross-regional projects. SuperLocal is the local government event of the year, with the Prime Minister, Ministers, experts and guest speakers joining local government to speak, network and set the media agenda. More than 800 people attended in 2024.

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## Networks

Our dedicated networks provide support and advice for specific groups of elected members. Te Maruata connects Māori elected members, helping give new elected members a strong local government foundation as well as somewhere to go with challenges and questions. Te Maruata holds monthly zooms as well as also meeting two or three times a year in person to hear expert speakers, workshops and discussions. Te Maruata also plays a pivotal role in LGNZ's relationship with the Iwi Chairs Forum.

Young Elected Members holds an annual in-person hui as well as meeting ahead of SuperLocal, and providing YEMs with ongoing support.

The Community Boards Executive Committee brings together community board members and runs a biennial conference, as well as working to build better relationships between community boards and councils.

Last year we brought women in local government together both online and in person, including at the hugely popular pre-conference event featuring Finance Minister Nicola Willis that received significant media coverage after she “called out the trolls”. This year we’ll be creating more vehicles for women to come together while continuing to advocate for measures to keep all elected members safer.

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### **Elected member safety**

A poll at LGNZ’s All-of-local-government meeting in April 2024 revealed 53% of attendees felt abuse and harassment was worse than a year ago. We’ve highlighted the seriousness of these issues in the media, and via our zooms with the likes of NZ Police and Netsafe. Last year we ran three zooms on your safety and security, with tips and advice from security experts, real-life case studies, and a session on how to deal more efficiently and safely with Sovereign Citizens, who are consuming huge amounts of some councils’ resources. These zooms gave elected members and CEs the chance to share experiences and realise the scale and seriousness of the problem, as well as sharing strategies to manage it.

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### **Keeping you in the loop**

Finally, we keep you informed through a broad range of communications, from personal emails to newsletters like *Keeping it Local*, social media and topical zooms.

## LGNZ supports local government

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### **Ākona professional development for election members**

Elected members can access our professional development platform Ākona at home or whenever it suits you. Or, like increasing numbers of councils, councillors can gather and go through one course together. Ākona has about 500 active users, with 42 users even choosing to engage with the platform over the summer break. Over 200 users have made use of the skills analysis tool and 483 members have enjoyed the top five e-modules.

At the moment, 22 courses are available on the Ākona online platform covering these topics:

- > Asset management
- > Chairing meetings
- > Climate change
- > Conflicts of interest
- > Council membership
- > Designing and delivering great speeches
- > Engaging with Māori
- > Engaging with the media
- > Engaging with your community
- > Financial governance
- > Funding and finance
- > Governance
- > Health & safety and good governance
- > Leading complex communities
- > Local Government Official Information and Meetings Act
- > Long Term Plan
- > Navigating Local Government meetings
- > Remuneration and Tax for elected members
- > Te Reo Māori
- > The chief executive relationship
- > What is local government?

There are also 23 recorded Ako hours available:

- > Economic regulation of water services – information disclosure
- > Introducing water meters
- > Funding and financing infrastructure
- > Standing Orders with Dr Mike Reid
- > Tairāwhiti: resourcing regional resilience
- > Mangatāwhai Wetlands restoration project
- > Innovations for climate adaptation
- > Pecuniary and non-pecuniary interests
- > Te Tiriti o Waitangi
- > No News is good news – working with media
- > Social media safety
- > Empowering localism
- > Deliberative democracy
- > Privacy Act
- > Code of Conduct
- > Applied governance
- > Debate not destruction
- > Electoral reform and the future of local democracy
- > Electoral reform – a historical perspective
- > Applied governance
- > Māori wards legislation
- > Community committees
- > How to transition a new Mayor

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## Te Korowai

Our Te Korowai programme helps councils to understand how you're performing by identifying your most pressing challenges and opportunities, guiding you toward growth and continuous improvement. Formerly known as CouncilMARK, Te Korowai has been totally revamped and provides insights and analysis that can be turned into real action and change.

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## Guides and templates

LGNZ publishes a large range of guides as noted on [page 7](#). Most recently, the 2025-2028 edition of the LGNZ standing orders template was [published in late December](#). There are three templates: one for city and district councils, one for regional councils and one for community boards. Then in March we published the [Guide](#) to these templates, which includes:

- > Advice on implementing the Ombudsman's Guidance on public access to workshops;
- > More information on delegations and setting agendas;
- > Guidance on issues that emerged in the last term, such as using co-chairs and vacating the chair;
- > Protocols for online meetings and people joining meetings remotely; and
- > Templates for parental leave and childcare policies.

Last year at SuperLocal, we launched [Localism: A Practical Guide](#), which sets out a wide range of tools and approaches councils can use to apply localism across your day-to-day work.

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## Data and decision making

We are a founding partner of the Road Efficiency Group Te Ringa Maimoa (REG) sector partnership, which works with Road Controlling Authorities and NZTA Waka Kotahi to enhance business practices in the transport sector. This programme focuses on improving the local government capability, leading to better decision-making based on solid activity planning, service delivery, and quality comparative data.

We also work with councils to implement the Moata Carbon Portal, which helps councils manage and reduce carbon in infrastructure projects.

## Want even more detail?

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Every four months, LGNZ publishes a report that sets out exactly what we've worked on and achieved for members during that period. Read our most recent four-monthly reports:

- > [November-February 2025](#)
- > [July-October 2024](#)
- > [March-June 2024](#)

# WHAT PROGRESS HAVE WE MADE ON 2023 AND 2024 REMITS?

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*Member councils can propose remits to LGNZ's AGM. The AGM then prioritises the remits that pass, to guide how much resource LGNZ puts into them.*

## 2024 remits

### Remit

### Progress update

#### **Appropriate funding models for central government initiatives**

That LGNZ proactively promote and lobby for the development of a more equitable and appropriate funding model for central government initiatives.

This remit is being progressed as part of the wider funding and financing work programme (and is a core objective of this work).

#### **GST revenue sharing with local Government**

That LGNZ be proactive in lobbying central government on sharing GST revenue with local government, derived from local government rates and service fees related flood protection mitigation, roading, and three waters, for investment in these areas.

This remit is being progressed as part of the wider funding and financing work programme. The Government has signalled the return of GST on new housing and wider incentives for councils as part of pillar three of its Going for Housing Growth policy. We have been engaging with officials and the Minister to advocate for such measures.

#### **Local Government Māori Wards and Constituencies should not be subject to a referendum**

That LGNZ lobbies central government to ensure that Māori wards and constituencies are treated the same as all other wards in that they should not be subject to a referendum. We oppose the idea that Māori wards should be singled out and forced to suffer a public referendum.

Now that legislation has been passed, we know that 42 councils will be holding a referendum on Māori wards. LGNZ will support Te Maruata and the wider membership around the upcoming referenda and elections broadly.

**Proactive lever to mitigate the deterioration of unoccupied buildings**

That LGNZ advocate to Government:

- > For legislative change enabling local authorities to compel building owners to remediate unoccupied derelict buildings and sites that have deteriorated to a state where they negatively impact the amenity of the surrounding area.
- > To incentivise repurposing vacant buildings to meet region-specific needs, for example, accommodation conversion.

Late last year we had an initial discussion with Gisborne District Council to determine the work programme for progressing this remit, which was also discussed at the first meeting of the LGNZ Seismic Strengthening Group. We are working with GDC to deliver the work programme for this work, including raising it in engagement with Minister Penk as part of his reforms of the building system.

**Representation Reviews**

That LGNZ advocate for changes that support the provision of timely and accurate regional and sub-regional population data to councils for use in council representation reviews.

We have written to the Minister to highlight these matters. Statistics NZ is reviewing the methodology for the 2028 census. We are monitoring this process in case it provides an opportunity to progress this remit. A move to a four-year term, which we are actively lobbying for, would require a change in the timings of representation reviews so this remit is also informing the thinking of the Electoral Reform Working Group.

**Community Services Card**

That LGNZ advocate to Central Government to amend the Health Entitlement Cards Regulations 1993 so that the cardholder can use the Community Services Card as evidence for the purposes of accessing Council services which would otherwise rely on a form of means testing.

We wrote to relevant Ministers asking that councils be allowed to make use of the Community Services Card when offering discounts to council facilities. We have yet to receive a response. We also put out a media release, which got good coverage, and engaged via social media.

**Graduated Licensing System**

That LGNZ advocate for changes to the fee structure for driver licensing, better preparing young people for driver licence testing, and greater testing capacity in key locations throughout New Zealand, in order to relieve pressure on the driver licensing system and ensure testing can be conducted in a quick and efficient manner.

Mayors Taskforce for Jobs (MTFJ) has agreed to progress this remit because it relates to its work with the Driving Change Network. As part of this work, MTFJ has revitalised its links with the network, including joining its steering group as an *ex officio* member. The remit aligns well with the Network’s work to create an equitable and accessible driver education, training and licensing system that enables safe drivers.

Since the remit was adopted, the Government has also announced changes to the drivers licensing system in line with the remit, in particular free unlimited resits of license tests have been stopped, and the community driver testing officers programme has been rolled out.

## 2023 remits

### Remit

### Progress update

#### **Allocation of risk and liability in the building sector**

We've raised the issues that this remit addresses in engagement with the Minister for Building and Construction, particularly through the Metro Sector's engagement with him, and when the Minister announced a number of changes to streamline building consent requirements earlier this year. We also used the Minister's recent announcements on moves to make remote building inspections the default as an opportunity to raise the issues this remit addresses in the media. We will continue to advocate for the changes this remit proposes in our ongoing engagement with the Minister and MBIE, and in our submission on the shift to remote building inspections.

#### **Rates rebates**

The Minister for Local Government announced an increase to the rates rebate scheme, shortly after we met Ministers Brown and Costello in early April 2024, and talked about the need for these changes to support low-income households. However, the increases that were announced are only in line with inflation, not the Local Government Cost Index, which is the core ask of a similar remit put forward by Horowhenua District Council in 2020. We'll continue to advocate for increases to the rates rebate scheme in line with the LGCI.

#### **Roading/transport maintenance funding**

Our Transport Forum is leading work on this remit. Our submission to the draft Government Policy Statement advocated for increased investment in road maintenance. The Government subsequently announced through the Budget significant additional investment (over and above that signalled in the draft GPS) of \$939.3 million for roads damaged by last year's severe weather events, and confirmed that \$1.9 billion for pothole prevention on local roads will be made available through the NLTP. Our Transport Forum will continue to advocate on this remit.

#### **Local election accessibility**

We have written to the Minister for Local Government and Minister for Disability Issues about this remit. It is also included in the draft position paper of the Electoral Reform Working Group.

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**Ability for co-chairs at formal meetings**

We incorporated guidance (informed by legal advice) on how to introduce co-chairs into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.

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**Parking infringement penalties**

Following discussions around progressing this remit, the Ministry of Transport confirmed that it was working to increase the maximum fees councils could charge for parking infringements and towing costs. This goes some way to addressing the concerns raised by the remit, though would not ultimately give councils the authority to set rates at the levels they deem appropriate as the remit requested. We will continue to advocate for devolving authority to councils in this area as part of our funding and finance work.

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**Rural and regional public transport**

This remit is being progressed through the work that our Transport Forum is leading. Our submission to the draft GPS Land Transport advocated for increased investment in rural and regional public transport. The Government subsequently announced a 41% increase in indicative funding for public transport in June, including beginning rollout of the National Ticketing Solution, and in July announced \$802.9 million for investment in Lower North Island commuter rail. Our Transport Forum will continue to advocate on this remit.

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**Establishing resolution service**

We built work on developing a resolution service into the refreshed LGNZ strategy, but National Council has decided to pause this work as a result of some councils withdrawing from LGNZ (which has had an impact on our resourcing levels). We are doing work to bring together all the work we already do in this space so that councils are aware of what support is available to them.

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**Earthquake prone buildings**

As championed by Manawatū District Council (the mover of this remit), a review of the current earthquake strengthening requirements has been announced. Our Policy Team has been working with Manawatū District Council and officials at MBIE to ensure the review meets the needs of local government, and that there is strong local government input into it – including getting our three suggested members appointed the steering group. There has been good media coverage of this review, and the role Manawatū District Council has played in pushing for it. An issues paper has now been drafted ahead of convening a group of elected members/officers to help guide LGNZ’s response to the review.

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**KiwiSaver contributions for elected members**

We have engaged with Ministers and officials on this issue. We have engaged Simpson Grierson to provide detailed advice on options for providing KiwiSaver contributions for elected members – including drafting of relevant legislative clauses. We have proactively raised this issue with Minister Watts as part of our briefing to the incoming minister.

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**Scope of audits and audit fees**

We have raised the cost of audits with the Minister and Prime Minister as part of our wider advocacy around seeking reform of the Long-term Plan to make it more effective and efficient.

Another part of our approach to reduce fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-term Plans and Annual Plans and reports are reduced to be better aligned with needs and cost less to audit. We have met with Audit NZ, Taituarā and the Office of the Auditor General to review the current requirements of long-term planning and associated reporting. This has informed further advocacy to DIA and the minister.





Member Report

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

**Ward:** Bay of Islands – Whangaroa

**Date:** April 2025

**Meetings/Events Attended**

Date	Meeting Topic	Comment
28 Mar 2025	Our first mokopuna arrived	
31 Mar 2025	Kawakawa Tennis Club site visit	Discussion with the surrounding residents, re their future aspirations. A club meeting is planned. Then I will connect them with Sport Northland to assist with a plan.
	Temu Tapua, Kahika, Kōwhai	
1 Apr 2025	Fluoridation workshop	
	Northland Inc Workshop	Workshopping the statement of intent
	Control of Earthworks bylaw	Hearing of oral submissions
	Far North Holdings	Workshopping the statement of intent
	Local Waters Done Well	Workshop
2 Apr 2025	Extraordinary Council Hui (online)	
3-4 Apr 2025	Te Maruata Hui	
4 Apr 2025	Housing for the Elderly	Steering Group hui
7 Apr 2025	Accessibility Action Group hui	
	LGNZ Infometrics Session	Economic insights for local government
8 Apr 2025	Te Miromiro hui	
9 Apr 2025	Tukau Law	Climate change discussion
	Housing for the Elderly	Steering group workshop
10 Apr 2025	Council hui	



Member Report

14 Apr 2025	Hospice	Battle of the Ballroom kōrero
	Update on CDEM Manager	And Group Controller
16 Apr 2025	Te Huia	
22 Apr 2025	Site visits	Taemaro Road, Rangiputa and Powells Road
	Temu Tapua, Kahika, Kōwhai	CE catchup
23 Apr 2025	Te Koukou hui	
	Te Koukou workshop	
	Leaders hui – Northland Corridor	Emerging preferred corridor
24 Apr 2025	Te Kuaka hui	

**Community Matters**

Topic	Comment
Russell WWTP	Public works act inquiry – progressing, still waiting for final needs assessment on the land. But it is looking like the demands of the landfill site are going to impact what the resident is seeking.
Hihitahi Rise	Need to ensure funding is sought to deliver this resilience work. Health and Safety issue with the road, and our water storage at this location. Looking for an update on the monitoring data in July please.
Ohaeawai stormwater	Need staff to front up to the community on this issue. <b><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></b>
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.
Rangiputa Road slip	Issue with the slip into the residential area. Solution staff proposed being met with objection by affected landowner. I need to facilitate a collaborative discussion with affected landowner and staff. Finding suitable staff, time and venue.
Rangitane Maritime	A notice to appeal has been lodged as a placeholder, pending a decision of council. Council are not appealing. Await confirmation on whether FNHL withdrew their appeal.
Powells Road	Council maintained this bridge up until approximately 8 years ago.



Member Report

	<p>We have a sewer pipe under it. And a stormwater culvert &amp; I have already checked with NZTA and they say its FNDC bridge.</p> <p>This is the one contractor trucks access also to get to our WW pump station.</p>
<p>Waitangi erosion</p>	<p>Erosion at Waitangi Beach (right of the roundabout towards Caltex) has worsened, with reserve land lost and the footpath shifting. The issue stems from a stormwater culvert that has been blocked for some time, altered its flow, now running along the beachfront then the sea rather than straight onto the beach then sea.</p> <p>Focus Paihia proposed a solution around six months ago following a site visit with council staff, but no further action occurred. Escalated to the Chief Executives of Northland Regional Council and Far North District Council for urgent intervention. Remedial works, including potential rock armouring and redirection of the stormwater flow, are now being pursued, noting that a resource consent may be required.</p>

**Portfolio Update: Housing**

- Work still progressing on the divestment of our Housing for the Elderly Portfolio.

**Portfolio Update: Emergency Management**

- Number of events – our response has been really proactive. Looking for an update in the CE report.

**Portfolio Update: Climate Action**

- Should be an update in CE report

**Attendance of Te Maruata Conference**

I snapped up the opportunity to attend Te Maruata conference, and found it a real boost. There was a morale boosting session, really deep workshop on the RMA reforms and accompanying legislation on the horizon. We also workshopped encouraging Māori to stand, voter participation and the upcoming referendum. Also heard kōrero on the partnership between local Hapū Turangitukua and the Taupo District Council and why co-governance or a Mana Whakahono is working for them and could be viable option for other councils. The conference also including a tour of the waterfront and the Pou, its significance and the partnership between Tuwharetoa Māori artists and the Taupō District Council. Also visited Te Hono o Tūwharetoa Korero the new building, and heard about its significance and the partnership between Tuwharetoa Māori Trust Board, Tuwharetoa Settlement Trust and the Taupō District Council. Then a big tiki tour to Pūkawa Whakatau and Te Whare Tupuna. The final evening featured an awards ceremony, where our Whaea Hilda was recognised for her mahi. It was an inspiring evening and conference.



Member Report

**Name: Cr Ann Court**

**Date: April 2025**

**Meetings Attended**

Date	Meeting Topic	Comment
1 <sup>st</sup>	Regional Land Transport Committee Meeting (am)	
	Regional Land Transport Committee Meeting Workshop	
2 <sup>nd</sup>	Extra Ordinary Council Meeting	
3 <sup>rd</sup>	Northland Freight Group Meeting: Whangarei	
7 <sup>th</sup>	Accessibility Action Group Meeting	
	DLC Pending Hearing Remarkable Wines Limited	
8 <sup>th</sup>	Audit Risk and Finance Committee Meeting	
9 <sup>th</sup>	Transport and Infrastructure Agenda Preview	
10 <sup>th</sup>	Council	
	Kerikeri and Districts Business Association Meeting	
11 <sup>th</sup>	Northland Freight Group Northland Corridor Introduction	
	Lunch with Simeon Brown at Marsden Estate	
14 <sup>th</sup>	DLC Hearing: Remarkable Wines Limited	
15 <sup>th</sup>	Automobile Association meeting: Whangarei	
16 <sup>th</sup>	Moerewa Laundromat: Chambers	
17 <sup>th</sup>	Bay of Islands Whangaroa Community Board Meeting	
22 <sup>nd</sup>	Top Energy Consumer Trust	
23 <sup>rd</sup>	Transport and Infrastructure	
24 <sup>th</sup>	Opening Te Puawaitanga	



Member Report

	Te Ao Maori Committee	
	Top Energy Consumer Trust	
28 <sup>th</sup>	Pre-Opening Tour: Procter Library and Service Centre	



Māori Ward Councillor Report hhh 28.4.2025



**H Halkyard-Harawira** all minutes & agenda <https://infocouncil.fndc.govt.nz/>

	<p><b>FNDC To Establish a Working Group by June</b> - FNDC is setting up a working group to manage the Kaitaia Airport to ensure that local priorities outlined are met.</p> <ul style="list-style-type: none"> <li>● <b>REQ-52959- Kaitaia Airport</b> needs a tidy up- a little shabby. Mana whenua want to be the caretakers of the whenua - ie fencing, maintenance.</li> </ul>
<p><b>Former Kauri Dam</b></p>	<p><b>Ngākahu / Ngākohu Ahuwhenua Trust Steering Committee 13 o Noema 2024</b></p> <ol style="list-style-type: none"> <li>Return and expedite the reinstatement of lands to Ngākahu/ Ngākohu Trust - via the Māori Land Court; <i>e mahi ana</i></li> <li>Follow up on FNDC remission of rates on Māori land locked blocks; <i>e mahi ana</i></li> <li>Source &amp; plant trees for wetlands <i>hei mahi</i></li> </ol>
<p><b>Request For Service</b></p>	<p><b>Quarry Rd Bridge Closure-</b> road upgrade better comms needed for 280 + Kura and Kohanga students, staff and local whānau who use the unsealed road daily. Supposed to reopen early May.</p>



Māori Ward Councillor Report hhh 28.4.2025



<p><b>Infrastructure Updates</b>  <a href="https://infocouncil.fndc.govt.nz/">https://infocouncil.fndc.govt.nz/</a></p>	<ul style="list-style-type: none"> <li>To find out about roading improvements in the last and the next month as well as wastewater treatment plant updates - click link and look for Te Koukou Minutes</li> </ul>
<p><b>Māori Ward Poll</b>  <i>Voters on both Māori and general rolls will be asked do you agree with Māori ward seats? YES or NO</i>                  The results will either continue or close down the Māori wards seats at the 2028 election.</p>	<p><b>Far North Council Elections</b></p> <ul style="list-style-type: none"> <li><b>4 July – Nominations open</b> (pre-election period begins)</li> <li><b>1 August – Nominations close (noon)</b></li> <li><b>9 to 22 September – Voting documents delivered</b></li> <li><b>11 October – Voting closes (noon)</b></li> </ul>
<p><b>Fluoridation of Kaitaia, Kerikeri Wai</b></p>	<p>Ministry of Health has directed Council to comply or pay daily fine of \$10,000 for non compliance</p>
<p><b>Petition</b> We want a new Waste Management and Minimisation Officer not a new ‘Solid Waste Engineer’</p>	<p><a href="https://our.actionstation.org.nz/petitions/we-want-a-new-waste-management-and-minimisation-officer-not-a-new-solid-waste-engineer">https://our.actionstation.org.nz/petitions/we-want-a-new-waste-management-and-minimisation-officer-not-a-new-solid-waste-engineer</a></p>
<p><b>Speed Changes hōhā</b> five categories of roads are required to reverse to their previous speed in a one-off ‘transition’ exercise in July 2025,</p>	<p>-urban connectors, transit corridors, rural connectors, and interregional connectors.</p>



**Mangamuka closed again-** photo by Samson Murray courier driver 26 April, 2025



Māori Ward Councillor Report hhh 28.4.2025



## Hui attended April 2025

1 April	9am - Fluoridation Workshop update 10am Northland Inc 12.30 Submissions on earthworks
2 April	9.30-11.30 Extraordinary Council Hui 11-12 Cogs hui online <b>XX link did not work</b> 12.00 Flew from Kaitaia to Hui Maruata Māori Councillors Hui in Taupō
3-4 April	<p><b>Hui Maruata. Pōhiri by Te Kura Kaupapa ki Tūwharetoa.</b>  <i>Rawe te rongō ki ngā kaikaunihera Māori puta noa i te motu , a rātou ngākaunui ki ngā kaupapa o te hāpori , engari ko te tino pai a rātou ake mōhioranga o ngā take Māori o tēna o tēna rohe.</i></p>  <p>Good to see the Māori mayors and deputies - sharing ideas and strategies. Councils have the ability to share strategies what does and doesn't work. Hard working Hui Maruata executive members Councillors Toni Boynton (Whakatane) &amp; Iaeen Cranwell (Canterbury) .</p> <p><b><i>The value of Māori wards - is to provide an avenue for Māori to have a voice in local decisions by having a representative elected to Council.</i></b></p> <p><b>RNZ News Pōkere Paewai 7 April</b> “The councillors met for the annual hui of Te Maruata, the Local Government NZ subcommittee for Māori elected members.</p> <p>Forty-two councils around New Zealand will be running both an electoral contest and a poll for Māori wards at the 2025 local body elections in six months time.</p> <p>The Local Government (Māori Wards) Amendment Bill passed last year requires councils that brought in Māori wards without polling residents to either hold a binding poll at the 2025 local government election or remove Māori seats from this year's election entirely.</p> <p>Only four councils with Māori wards are exempt from the poll, either because they've previously held a poll or because local legislation enables a Māori constituency. Those councils are Bay of Plenty Regional Council, Ōpōtiki District Council, Waikato Regional Council and Wairoa District Council.</p>



Māori Ward Councillor Report hhh 28.4.2025



Te Moananui o Kaipara Māori ward councillor Pera Paniora is in a unique position as the only Māori ward councillor guaranteed to lose her seat at this year's elections. Kaipara District Council was the **only council to vote to disestablish its Māori ward rather than take it to a poll.**

Paniora said she was disappointed that Māori had to justify Māori wards all over again. Without her seat, the Kaipara District Council will undoubtedly lose their connection to the

Māori community, she said.”

The hui discussed reforms to government policies and Councils would need to respond to key bills: ie Resource Management Act, Local Waters Done Well, Treaty Principles Amendment Act.

New legislation will narrow the scope of the resource management system and the effects it controls.

Two new Acts - for land use planning and natural resource management – will eventually replace the Resource Management Act 1991 (RMA). OMG - we just made a ton of submissions on the other two acts .

- • One set of national policy directions, under each new act, is proposed to simplify, streamline, and direct local government plans and decision-making and provide guidance on how to resolve conflicts between competing priorities.

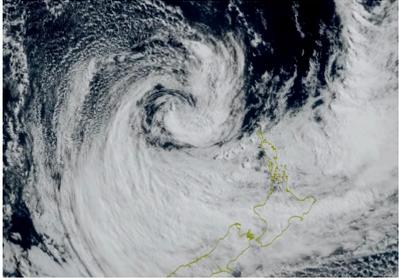


**Hui Maruata 2025 Taupō:** Tai Tokerau contingent : Cr Rakena, Cr Kapa, Cr Shortland, Cr Paniora, Kōwhhai Stratford, Cr Halkyard-Harawira, Kahika Moko Tepania.



Māori Ward Councillor Report hhh 28.4.2025



4 April	Flew Taupo to Akld- Air Barrier flights delayed due to bad weather, caught a late flight back to Kerikeri, got a ride with Rosie King to Mangamuka and husband picked me up in Mangamuka.
	NRC, FNDC Weekly update re Quarry Rd Bridge by - CLL Comms team
7 April	10am- Māori Rating hui- Roma Marae, Ahipara.
8 April	10am - Te Miromiro Hui - quarterly Audit & Risk Committee
9-11	Tangi for sister in law Hinewhare Harawira at Waitangi and Whakapara Marae
11 April	<b>Fluoridation of Wai</b> My motion to poll Kerikeri, Kaitaia residents on their views re water supply fluoridation, was left to lie on the table until Council got a legal opinion. Following a High Court decision May 2024, Council has been instructed to comply with the Ministry of Health’s directive to fluoridate Kerikeri & Kaitaia waters to prevent teeth decay in children. If the council doesn’t comply, it faces a fine of up to \$200,000 per plant, followed by \$10,000 for each day of non-compliance.
11 April	NRC, FNDC Weekly update re Quarry Rd Bridge by - CLL Comms team
Rā Horoi 12	Unveiling for my Mum Frances Halkyard , Rangitoto Urupā, Whangapē
15 April	10am Te Hiku Community Board
16 April	10am Te Huia Exec Review- online
17th April	Petition delivered to Councillors- We want a new Waste Management and Minimisation Officer not a new ‘Solid Waste Engineer’ <a href="https://our.actionstation.org.nz/petitions/we-want-a-new-waste-management-and-minimisation-officer-not-a-new-solid-waste-engineer">https://our.actionstation.org.nz/petitions/we-want-a-new-waste-management-and-minimisation-officer-not-a-new-solid-waste-engineer</a>
18 April	NRC, FNDC Weekly update re Quarry Rd Bridge by - CLL Comms team
16-19	<p><b>Cyclone Tam's</b> havoc on Northland occurred from 16 to 18 April 2025, with the most severe effects on 17 April. The storm caused significant disruptions, including power outages, flooding, and transportation issues.</p> 



Māori Ward Councillor Report hhh 28.4.2025



	<p><b>Tai Tokerau Māori Civil Defence</b> made contact with all the rural communities to check in during Cyclone Tam- when power was cut . A number of people kept up comms via facebook and messenger about the situation in various areas &amp; kept everyone informed.  <b>Kia ora to Nyze Manuel, Deputy Mayor Stratford, Samson Murray &amp; Roddy Pihema, Council staff and the Multi Agency Civil Defence Team .</b>  <b>Special mihi to all the linesmen who fixed things and then had to go back again.</b></p>
	<p>RNZ is New Zealand's statutory civil defence lifeline radio broadcaster, providing vital information and updates as they come to hand. National FM frequency 101</p>
<p>April 21</p>	<p><b>I mate a Pope Francis Definition of "Hospital" by Pope Francis</b></p> <p>"The walls of hospitals have heard more honest prayers than churches...          They have witnessed far more sincere kisses than those in airports...          It is in hospitals that you see a homophobe being saved by a gay doctor.          A privileged doctor saving the life of a beggar...          In intensive care, you see a Jew taking care of a racist...          A police officer and a prisoner in the same room receiving the same care...          A wealthy patient waiting for a liver transplant, ready to receive the organ from a poor donor.</p> <p>It is in these moments, when the hospital touches the wounds of people, that different worlds intersect according to a divine design. And in this communion of destinies, we realize that alone, we are nothing.</p> <p>The absolute truth of people, most of the time, only reveals itself in moments of pain or in the real threat of an irreversible loss.</p> <p>A hospital is a place where human beings remove their masks and show themselves as they truly are, in their purest essence.</p> <p style="padding-left: 40px;">This life will pass quickly, so do not waste it fighting with people.          Do not criticize your body too much. Do not complain excessively.          Do not lose sleep over bills. Make sure to hug your loved ones.          Do not worry too much about keeping the house spotless.</p> <p>Material goods must be earned by each person—do not dedicate yourself to accumulating an inheritance.</p> <p>You are waiting for too much: Christmas, Friday, next year, when you have money, when love arrives, when everything is perfect...</p> <p>Listen, perfection does not exist.</p> <p>A human being cannot attain it because we are simply not made to be fulfilled here.</p> <p>Here, we are given an opportunity to learn.</p> <p>So, make the most of this trial of life—and do it now.          Respect yourself, respect others. Walk your own path, and let go of the path others have</p>



Māori Ward Councillor Report hhh 28.4.2025



	<p>chosen for you.                  Respect: do not comment, do not judge, do not interfere.                  Love more, forgive more, embrace more, live more intensely!                  And leave the rest in the hands of the Creator.”</p>
22 April	<b>1pm Reforms Portfolio call</b> - 7 bills have priority
24 April	<b>8am-</b> Karakia for Puawaitanga Fields opening with Ngāti Rēhia & contractors: Ventia, Summit, Stellar, Northdrill . Special thanks to Nora Rameka & Cr Ann Court
	<b>10am- 4 Te Kuaka Hui</b>
	NRC, FNDC Weekly update re Quarry Rd Bridge by - CLL Comms team
25 April	6am - Dawn Service at Waimanoni Marae - Austen mokopuna whānau art
	<div style="display: flex; justify-content: space-around;">   </div>
28 April	<p>10am - Commemoration of Te Hainatanga o Te Tiriti o Waitangi</p> <p><b>EREONORA + 60 CHIEFS SIGNED TE TIRITI O WAITANGI IN KAITAIA 1840</b></p> <p>12 noon - Re opening of Te Punawai at Te Rangi Aniwaniwa</p>



Māori Ward Councillor Report hhh 28.4.2025



### Seal Marae Roads over next 3 years

Te Hiku	Kaikohe - Hokianga	Whangaroa - Bay of Islands
Kenana, Te Ahua, Taemaro, Haititai Marangai, Wharemaru, Waimanoni <b>oti</b> Wainui, Rangikohu, King Hori, Kotahitanga Taiao, Te Ohaki, Morehu, Ngāti Manawa, Waiparera, Motutī, Waihou, Mātihetihe	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	Patunga Tuhiwai Tahaawai Te Huia Wainui, Te Ngaere, Waimahana Taupo, Tākou , Te Tii, Rāwhiti Te Kainga Hoa Waikare, ** Waiomio , Maromaku Kawiti, Mohinui, Kaikou, Motatau, Matawaia,

### Unsafe Roads

Seal Kohanga Reo 500m	Roadway slips	Coastal erosion
Rangaunu <b>oti</b> Whangape Pā Arapatea Ngāpuhi Whakamaharatanga Tauwhara Wharepunga Waikare Waimamaku Taurangi <b>Roundabouts</b> Kaikohe x 3 Awanui x 1 <b>Other Roads</b> Parapara Porters Access, Otangaroa Rd, Pupuke Rd, Weber, Waihapa Rd, Matangirau Old School Rd <b>Waitangi Bridge</b> 2 lanes	Panguru ... Motutī, ... Herekino, Broadwood, Whangape, Pawarenga ... Wainui Rd ...  <b>Drop Speed zones</b> 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	<b>Flooding :</b> Ahipara, Rangikohu , Owhata, Whangapē, Pawarenga, Mitimiti, Motutī, Motukaraka, Wharemaru Taipā Pakanae Omanaia  <b>Relocate coastal Marae</b> 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 Pawarenga & Whangape. For any update information on current roading projects visit Te Koukou Infrastructure Committee for minutes of all roading projects, updates and water hui  
<https://infocouncil.fndc.govt.nz/>



Māori Ward Councillor Report hhh 28.4.2025



Other Significant Projects & Wish Lists	
<b>2025</b>	<p><b>PERMANENT CEASEFIRE in GAZA</b></p> <p><b>RESOLUTION 2024/47</b> “That the Far North District Council:</p> <p>a) call for an immediate permanent humanitarian ceasefire in Gaza;</p> <p>b) call on the Prime Minister and Minister of Foreign Affairs to show their support and call for peace;</p> <p>c) call for immediate international aid to be allowed into Gaza;</p> <p>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> <p><b>CARRIED 23 Mei, 2024 Extraordinary Hui-</b></p> <div style="float: right; background-color: black; color: white; padding: 5px; text-align: center; width: 100px;"> <p><b>CEASE FIRE NOW</b></p> </div>
<b>Moana Restoration</b>	<p><b>Upgrade all 17 WasteWater Treatment Plants (wwtp) in Far North. Developing wetlands for wai tiko - reuse of sludge</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> FNDC staff to work with hapu/ Iwi, community groups to co-design solutions</li> <li><input type="checkbox"/> Stop any sewage outflow into rivers and harbours of Tai Tokerau</li> <li><input type="checkbox"/> Seek infrastructure grants to systematically improve wwtps in Far North and for new plants .</li> <li><input type="checkbox"/> <b>Purchase extension land disposal site Hokianga</b> -Opononi, Kohukohu,</li> <li><input type="checkbox"/> <b>Alternate land bought in Rawene</b> to remedy spoilage of Hokianga ✓ harbour.                         <ul style="list-style-type: none"> <li>o Rawene electrocoagulation unit opened 1st March 2025 ✓</li> </ul> </li> <li><input type="checkbox"/> Stop other local towns dumping their waste in Hokianga</li> <li><input type="checkbox"/> All wwtps develop natural wetlands &amp; better taiao ways of dealing with sewage.</li> <li><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.</li> <li><input type="checkbox"/> New housing projects to contribute / develop their own wwtp systems &amp; footpaths</li> </ul>
<b>Oct 2025</b>	<p><b>Make Lake Ngātu an Alcohol Free Zone</b>-due to the reckless behaviour of hoons who smash bottles and leave jagged broken glass in the Lake .</p>
<b>Oct 2026</b>	<p><b>Upgrade the Mangamuka Toilets</b> Find a budget to support the local community plan to upgrade Mangamuka toilets on the south side.</p>
<b>Yesterday</b>	<p><b>More housing, health, dental , mental health services to Tai Tokerau</b></p>
2028 - 2030	<p><b>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.</b> Otherwise Māori will always be subject to flip flop government changes. We will need the support of Pasifika, Pākeha and other nationalities to achieve this. Don't believe we should wait until 2040.</p>



Māori Ward Councillor Report hhh 28.4.2025





### WHAKANUIA 2025

- **Whaea Isey Cross** 106 years young
- **Tai Tokerau Civil Defence teams & linesmen**
- **Far North Roading- 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
<div style="display: flex; align-items: center;"> <div style="width: 20%; text-align: center;"> <p style="color: #800080; font-weight: bold;">Kua wheturangitia</p>  </div> <div style="width: 80%; padding-left: 10px;"> <ul style="list-style-type: none"> <li>● <b>Hinewhare Harawira</b> , he wahine toa o Ngāpuhi, pēra i tana Māmā a Titewhai i whawhai roa mō te mana o Te Tiriti o Waitangi.</li> <li>● <b>Ani Taurua</b>, he kuia nō Waitangi, ngākaunuitia e tōna Iwi.</li> <li>● <b>Leo Smith</b>, he kaumātua nō Ngāti Kahu ki Whangaroa, he tuakana ki a Mike Smith.</li> <li>● <b>Pope Frances, ara</b> Jorge Mario Bergoglio, i hinga ai i Roma, he tangata rongonui mō tana aroha ki ngā Iwi pōhara. Pai tana tuhinga e ai ki te wāhi o te Hohipera.</li> </ul> </div> </div>	



**Puawaitanga Blessing Waipapa**  
 Mihi to Nora Rameka & Cr Ann Court





Māori Ward Councillor Report hhh 28.4.2025



### Te Hikoi o Te Aupouri

descendants

Journey from Te Rerenga Wairua retracing ngā tapuwae o ngā tūpuna

**Whānau removing caulerpā** over long weekend Ōmakiwi Cove and other areas of Kororāreka & Rāwhiti



Photo: Supplied / Ngāti Kuta, Patukeha





Member Report

**Name:** KAPA, Babe  
**Ward:** Maori Ward  
**Date:** Ending 30 April

**Meetings Attended**

Date	Meeting Topic	Comment
Mon 31	>Housing Portfolio >Te Kauta Steering	>Online >Catchup Online
Tues 01	>Fluoridation Wshop >Control of Earthworks Bylaw Submission >FNHL draft Statement of Intent Wshop	>All in chambers
Wed 02 - Sat 05	Attend LG Maori Conference 3 nights	>Flight Auck to Taupo And return.
Thurs 04	Housing for the elderly catchup	Online
Mon 07	Sport Nth Monthly Meeting	Whangarei
Tues 08	Exec Meeting Cycle Trail	Online
Wed 09	Employment Hui	Whangarei
Thurs 10	Council Monthly Hui	Chambers
Fri 11	Post Employment Hui	Online
Mon 14 – Thurs 24	>On leave >Kaikohe Placemaking	>Two Weeks >Chambers
Mon 28	Sport Nth Co-Chair brief before next meeting	Online

**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.*



Member Report

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 <b>Still open?</b> <b>28 Apri WIP</b>
Whakarongowaitapu Burial Ground	An easement has been applied without the consent of trust to this property. Email to CE of FNDC requesting explanation. Email acknowledge and forward to appropriate SL. WIP

**Portfolio Update: (Name of Portfolio)**

**No reports this month.**

**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: 28/04/2025**

**Meetings Attended**

Date	Meeting Topic	Comments
24/04/25	Te Ao Māori Committee Workshop	Council Chambers
24/04/25	Te Kuaka-Te Ao Māori Committee	Council Chambers
23/04/25	Te Koukou – Transport and Infrastructure Committee Workshop	Council Chambers
23/04/25	Te Koukou – Transport and Infrastructure Committee	Council Chambers
16/04/25	Kaikohe-Hokianga Community Board Meeting	Council Chambers
16/04/25	Te Huia-Executive Review Committee	Elected Members Lounge
15/04/25	Pioneer Village Kaikohe meeting with Manager and Chair	Pioneer Village
15/04/25	Pioneer Village Working Party	Pioneer Village
14/04/25	Business Association, Akau Placemaking presentation and workshop	Ngawha Innovation Park
14/04/25	Broadway Kaikohe Placemaking Project Steering Group	Council Chambers
14/04/25	JREDC Agenda Preview	Teams Meeting
11/04/25	Kaikohe Hospitality Training and Job Opportunities	Pioneer Village Kaikohe
10/04/25	Meet Andy Nock	Ngawha Innovation Park
08/04/25	Te Miromiro Assurance, Risk and Finance Committee	Council Chambers
08/04/25	PVK Executive Trustees Meeting	Pioneer Village



Member Report

07/04/25	LCNZ Zoom with Brad Olsen	Zoom Meeting
04/04/25	Catchup Meeting CEO Northland Inc	Mahinga- Ngawha Innovation and Enterprise Park
03/04/25	Meet David re Rawene Hotel Pan Charges	Rawene – See comments below.
02/04/25	Extraordinary Council Meeting	Council Chambers
01/04/25	Workshop – Far North Holdings Statement of Intent	Council Chambers
01/04/25	Control of Earthworks by-law	Council Chambers
01/04/25	Pioneer Village Executive	Pioneer Village
01/04/25	Fluoridation Workshop	Council Chambers



## Member Report

**Community Matters****Refurbishment of Rawene Masonic Hotel**

The owners of Rawene Masonic Hotel are doing an amazing job in refurbishing the old building. They are not only restoring the original hotel façade but completely refurbishing the interior. What I saw looks great so far.

It's a struggle to keep as much of the original historic building and its character, and meet the modern building standards and conditions of consent. When finished it will provide much-needed high-class accommodation for visitors to Rawene.

This initiative has the potential to encourage visitors to come and stay in Rawene, the third oldest town in New Zealand, boost economic returns to Rawene and its residents, and help create a vibrant and more resilient community.

Initiatives such as this should be actively encouraged by Council, as its vision and mission are:

**Vision: A District of Sustainable Prosperity and Well-Being.**  
**Mission: Creating great places, supporting our people.**



**Rawene Masonic Hotel**  
 From Photo showing original hotel around 1900

One issue the owners are facing is the large increase in pan charges, simply because they wish to replace the old unhygienic trough urinals with four modern individual urinal pods. Each now is going to incur an extra pan charge, yet more than four men could stand and use the trough urinal at once, and, the number of rooms is being reduced.

Therefore, there should be NO additional charges, as the impact on the sewerage system will in fact be less.

**Pou Herenga Tai - Twin Coast Cycle Trail**

The Trust has supported the Mission House in Mangungu to remain open several days of the week.



## Member Report

This building, the location of the third and largest signing of the Treaty, provides a historic and welcome end to the Hokianga side of Northland's only Great Ride cycle trail.

Having this open was well received, and locals wish to have it open for longer. Also, there are now three places in Horeke offering accommodation for visitors. Great for Horeke jobs and economic growth, but it's become very clear that there is a



**Mangungu Mission House**

great need for trained local people to fill hospitality job positions. With this in mind the Cycleway Trust has recently had several meetings with the CEO from QRC, a hospitality training organisation. The desire is to provide training in hospitality for anyone interested in such an opportunity.

Accommodation is one of the bigger issues facing the visitor sector in the Far North. The Cycleway Trust hopes to help businesses with challenges of finding and training individuals for the visitor market

### **Portfolio Update - Joint Regional Economic Development Committee**

At the time of writing this report we are still waiting for the government announcement on Regional Deals. Far North District Council submitted its "light touch" proposal answering very specific questions asked of all Council applicants.

Should we be selected, based on our application, we will then work with a dedicated government team to create a detailed 10-year plan with clear economic development outcomes and actions. At this point we will be working with iwi/ hapu and private enterprises. The plan will have a solid business case, with greater depth of detail, but may not include all the options and ideas listed in our light touch proposal.

You will see in our light touch proposal we identified four key sector development initiatives: Future Proofing Energy; Expanding Marine Manufacturing; Enhancing Primary Industries; Visitor Economy. It's an ambitious initiative. With supporting infrastructure and investment from private businesses, iwi, hapu, and governments, it's an achievable goal.



## Member Report

More detail can be found at: <https://www.northlandnz.com/northland-inc/news/northland-proposes-ambitious-regional-deal-to-unlock-economic-potential/>

### 8.3 COUNCIL OPEN RESOLUTIONS UPDATE MAY 2025

**File Number:** A5056512

**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.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Open resolutions are a mechanism to communicate progress against decisions/resolutions.
- Open resolutions are also in place for all formal elected member meetings.

#### TŪTOHUNGA / RECOMMENDATION

**That Council receive the report Council Open Resolution Update May 2025.**

#### 1) TĀHUHU KŌRERO / BACKGROUND

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

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

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

The outstanding tasks are often multi-facet projects that take longer to fully complete. Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

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

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

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

There are no financial implications or need for budgetary provision in receiving this report.

#### ĀPITIHINGA / ATTACHMENTS

1. Open Resolution Report - A5175090 [↓](#) 

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
Division: Committee: Council Officer:		Date From: 1/01/2020 Date To: 30/05/2025

Meeting	Title	Resolution	Notes
Council 10/04/2025	Northland Inc Statement of Intent	<p><b>RESOLUTION 2025/41</b></p> <p>That Council approve the following to be tabled as an agenda item at the 29 April 2025 Joint Regional Economic Development Committee meeting:</p> <p>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</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>iii) That all listings of Shareholder Councils be done in alphabetical order in the Statement of Intent.</li> <li>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.</li> <li>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.</li> <li>vi) That Key Performance Indicators be broken down by Shareholder District and then by ward for Te</li> </ul>	<p><b>29 Apr 2025 10:41am</b></p> <p>The changes recommended to the Northland Inc Statement of Intent as approved by Council is to tabled at the Joint Regional Economic Development Committee Meeting on 29 April 2025. The paper being tabled has included a reply to each of the 20 proposed changes from Northland Inc</p>

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
Division: Committee: Council Officer:		Date From: 1/01/2020 Date To: 30/05/2025

Meeting	Title	Resolution	Notes
		<p><b>Kaunihera o Te Hiku o te Ika / Far North District Council.</b></p> <p>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;</p> <ul style="list-style-type: none"> <li>• Number of new businesses added (net growth)</li> <li>• Bankruptcies</li> <li>• Unemployment</li> <li>• Vacancy rates – commercial</li> <li>• Greenfield vs Brownfield new businesses added</li> <li>• Increase average salaries/income.</li> </ul> <p>viii) That the Statement of Intent include Key Performance Indicators that measure how growing relationships contribute to growing the economy.</p> <p>ix) That the Statement of Intent include a Key Performance Indicator that measures engagement with Māori establishing businesses in the Far North District.</p> <p>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.</p> <p>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.</p> <p>xii) That the Statement of Intent include a requirement to provide regular financial reporting to each Shareholder Council on Northland Inc activities.</p> <p>xiii) That the Statement of Intent replace the reference to Return on Investment with a Key Performance</p>	

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
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Meeting	Title	Resolution	Notes
		<p>Indicator that demonstrates measurable economic growth in the Shareholder Districts therefore demonstrating the value add that Northland Inc brings to each Shareholder District.</p> <p>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.</p> <p>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.</p> <p>xvi) That the Statement of Intent remove all references to climate change and climate change related Key Performance Indicators.</p> <p>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.</p> <p>xviii) That Northland Inc check for grammar and spelling of English and Te Reo in the document before it is finalised</p> <p>xix) That the Statement of Intent include reference to Toi Mana.</p> <p>xx) That Northland Inc make a submission and advocate for district plan and planning processes relating to economic development.</p> <p style="text-align: right;"><b>CARRIED</b></p>	

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025

Meeting	Title	Resolution	Notes
Council 12/12/2024	Regional Deal Te Tai Tokerau Northland	<p><b>RESOLUTION 2024/178</b></p> <p><b>That Council:</b></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>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.</p> <p>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.</p>	<p><b>24 Jan 2025 12:45pm</b> 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><b>24 Mar 2025 5:18pm Ackers, Roger</b> 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> <p><b>15 Apr 2025 2:43am Ackers, Roger</b> Details of Northland’s Lite Touch Proposal for a Regional Deal was made available to the public by Northland Inc via a press release on 1 April 2025. Staff of all Councils and Northland Inc are preparing options for the composition of a negotiation team on behalf of Northland.</p> <p><b>29 Apr 2025 10:39am Ackers, Roger</b> Staff of all Councils and Northland Inc are preparing options for the composition of a negotiation team on behalf of Northland. A decision on the first Regional to enter into a Regional Deal with the Government is expected in late May.</p>

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<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025

Meeting	Title	Resolution	Notes
		<p>i) notes that similar recommendations are being presented to KDC, WDC, and NRC at their December 2024 meetings to ensure regional alignment and collaboration.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
Council 13/03/2025	Local Waters Done Well	<p><b>RESOLUTION 2025/17</b></p> <p><b>That Council:</b></p> <p>a) confirm the water service delivery options to be consulted on are:</p> <p style="padding-left: 40px;"><b>Internal Business Unit (“status quo”);</b></p> <p style="padding-left: 40px;"><b>Multi-Council CCO water organisation; and</b></p> <p>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.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>25 Mar 2025 8:50am</b> 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.</p> <p><b>29 Apr 2025 11:49am</b> Council is currently undergoing public consultation will occur from 3 April to 4 May. Verbal submissions will be held on 7 May and 9 May. A paper has been prepared for the May Council meeting to appoint three elected members to participate in a regional elected member steering group which will discuss key decisions required to proceed on a regional CCO. Staff will prepare for deliberations on 27 May prior to Council decision making on option in June.</p>
Council 9/02/2023	Easement On Local Purpose Esplanade Reserve-Wairarawa Stream	<p><b>RESOLUTION 2023/5</b></p> <p><b>That Council approve the granting of a right of way easement pursuant to section 48(1)(f) of the Reserves Act 1977 on Local Purpose Esplanade Reserve Lot 16 DP 146304 for the purpose of constructing and using a private bridge over the Wairarawa Stream connecting:</b></p> <p>i. 2276C State Highway 10 Kerikeri - Lot 1 DP 91402 contained in record of title NA64B/178; and</p> <p>ii. 15 Conifer Lane Kerikeri - Lot 1 DP 535123 and Lot 14 DP 158690 contained in record of title 884105; and</p>	<p><b>23 Aug 2024 10:52am</b> Draft agreement is now with FNDC staff. A draft is hoped to have been achieved by end of Sep.</p> <p><b>24 Sep 2024 8:08am</b> As per the above note.</p> <p><b>05 Nov 2024 4:07pm</b> Agreement to grant easement is with the landowner's solicitor. Seeking execution of that agreement by the end of this month (November).</p> <p><b>29 Nov 2024 1:42pm</b> Same as above.</p> <p><b>24 Jan 2025 9:36am</b></p>

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
Division: Committee: Council Officer:		Date From: 1/01/2020 Date To: 30/05/2025

Meeting	Title	Resolution	Notes
		iii. <b>2228 State Highway 10, Kerikeri - Lot 1 DP 457586 contained in record of title 593590.</b>  <b>and that approval is provided subject to:</b> 1. <b>NRC granting Resource Consent for construction of the bridge; and</b> 2. <b>public consultation in accordance with sections 48(2), 119 and 120 of the Reserves Act 1977; and</b> 3. <b>compensation being negotiated and finalised in a written Compensation Agreement payable by the landowners to the Council; and</b> 4. <b>Landowners -</b> a) <b>bearing all costs and disbursements in relation to the required public consultation.</b> b) <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.</b> c) <b>bearing all legal and survey costs and disbursements in relation to creating and registering the easement instrument on all relevant titles;</b> d) <b>bearing full responsibility for the construction, maintenance, upkeep, repair, removal of the bridge (if required) during its lifetime, and end of its lifetime;</b> e) <b>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;</b>	As above in Nov 20204 - FNDC has drafted agreement to grant easement and sent to the land owners for review and signature. We have not heard back from owners as yet.  <b>25 Mar 2025 3:05pm</b> 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.  <b>28 Apr 2025 5:14pm</b> The completion of this action is reliant on cooperation from the landowners. The landowners have not yet completed their task by reviewing and signing the easement agreement. Council cannot move this matter forward without the landowners signing the easement agreement. This was an easement over reserve requested by the landowner. Further delay from the landowners will likely result in the abandonment of this action.

<b>OPEN RESOLUTION REPORT</b>			
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b> <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025	
Meeting	Title	Resolution	Notes
		f) indemnifying the Council of all costs, claims and expenses arising from use and operation of the bridge during its lifetime.  CARRIED	
Council 11/12/2023	Ngakahu Steering Group Recommendations	<b>RESOLUTION 2023/166</b>  <b>That Council:</b> a) confirm that Kauri Dam has not been transferred to any 3 Waters Entity, b) cancel the Ford Repair Agreement, and; c) confirm the Steering Group guidelines covered by Council Resolution 2021/72  CARRIED	<b>08 Oct 2024 3:39pm</b> External advisor engaged to manage PWA process to offer land back where a public work no longer required. Investigation into successors of land prior to public work well underway. <b>23 Oct 2024 4:19pm</b> Expecting a report from external advisor on PWA offer back successors - week of 4 Nov. <b>29 Nov 2024 1:42pm</b> Have received external recommendations. Report going to Council meeting 14 Dec 2024 to outline those recommendations. Land offer back and easement surrender will follow. <b>24 Jan 2025 9:34am</b> 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. <b>25 Mar 2025 3:09pm</b> 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. <b>28 Apr 2025 5:17pm</b> As above, the next steps are with the landowners. The landowners have not long received the sale and purchase agreements. They will require time to seek legal advice, review the sale and purchase contracts before signing.
Council 13/03/2025	Committee Recommendations and Resolutions - February 2025	<b>RESOLUTION 2025/19</b>  <b>That Council:</b> <b>Direct the CE before 1 April 2025 to dedicate at least 2 new FTE's in Te Hono to ensure:</b> a. Development of Whenua Māori and	<b>25 Mar 2025 9:10am</b> Chief Executive is working through employer obligations and developing a plan on how to give effect to this resolution <b>30 Apr 2025 8:31am</b>

<b>OPEN RESOLUTION REPORT</b>			
Division: Committee: Council Officer:		Printed: Wednesday, 30 April 2025 2:50:23 pm Date From: 1/01/2020 Date To: 30/05/2025	
Meeting	Title	Resolution	Notes
		b. <b>Streamlining and expediting the consenting process and facilitation between landowners and relevant stakeholders.</b> <p style="text-align: right;"><b>CARRIED</b></p> c. <b>allocate a budget of \$700k per annum.</b> <p style="text-align: right;"><b>LOST</b></p> d) <b>that Te Hono have their own General Manager at Senior Leadership Level.</b> <p style="text-align: right;"><b>CARRIED</b></p> e) <b>that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori.</b> <p style="text-align: right;"><b>CARRIED</b></p>	Chief Executive is working through employer obligations and developing a plan on how to give effect to this resolution. Opportunities identified to make submissions to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori include a potential response to the Te Ture Whenua Māori Act discussion document. Council staff are reviewing the document which notes the purpose of the proposed changes are to "... ensure greater equality of opportunity for and with Māori through streamlining and simplifying processes within the Māori land system. Making it easier to develop and use your whenua, boost the economic potential of land and support the continued growth of the Māori economy.", The government has also proposed to replace the RMA with two acts later in 2025, which may present opportunities to support the removal of regulatory barriers to the cost of consenting.
Council 10/04/2025	Proposed Remit - Security System Payments for Elected Members	<b>RESOLUTION 2025/42</b> <b>That Council</b> a) <b>support the Security System Payments remit for submission to Local Government New Zealand; and</b> b) <b>support a remit for a national led approach to address the sale alcohol fees schedule.</b> <p style="text-align: right;"><b>CARRIED</b></p>	<b>30 Apr 2025 1:13pm</b> Remits in progress, waiting for the LGNZ Zone 1 meeting to be scheduled to seek regional endorsement prior to submission to LGNZ for consideration at their AGM.

<b>OPEN RESOLUTION REPORT</b>			
		<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>	<b>Printed:</b> Wednesday, 30 April 2025 2:50:23 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025
Meeting	Title	Resolution	Notes
Council 12/12/2024	2024-27 National Land Transport Plan (NLTP) Outcomes	<b>RESOLUTION 2024/172</b> <b>That Council approve works for unsubsidised funding for the following:</b> 1 - tree trimming 3 - REAP road safety 4 - pothole prevention 5 - road rehabilitation 6 - school zones  <b>and that more information be provided to a Te Koukou Committee workshop, for items 2, 7, 8, 9 and 10.</b>  <b>CARRIED</b>	<b>30 Apr 2025 8:32am</b> Discussed at Te Koukou workshop 23 April 2025. Staff requested to provide report to Te Koukou with details of previously approved prioritised works programmes and an option assessment for consideration. Staff are developing report will present it to Te Koukou when it is available. Recent developments and suggestions on revised spending priorities tabled by elected members may require more detailed discussion on alternatives
Council 14/11/2024	Review of Development Contributions Policy	<b>RESOLUTION 2024/158</b> <b>That Council:</b> 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.  <b>CARRIED</b>	<b>24 Jan 2025 9:05am</b> Staff have commenced work on developing a new development contributions policy. <b>25 Feb 2025 3:54pm</b> Staff are on track to deliver a workshop to elected members on 11 March <b>24 Mar 2025 10:11am</b> Workshop delivered 11/03/25. <b>30 Apr 2025 10:33am</b> Work is progressing, aiming to present draft policy at July meeting (dependent on three waters projects).
Council 12/09/2024	Kororāreka/Russell Placemaking - Traffic Changes Pilot on The Strand	<b>RESOLUTION 2024/126</b> <b>That Council approve a pilot commencing late 2024 for six-months, during which the use of The Strand is changed to:</b>	<b>27 Feb 2025 12:58pm</b> 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 <b>25 Mar 2025 9:15am</b>

<b>OPEN RESOLUTION REPORT</b>	<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
Division: Committee: Council Officer:	Date From: 1/01/2020 Date To: 30/05/2025

Meeting	Title	Resolution	Notes
		<b>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).</b>  <p style="text-align: right;"><b>CARRIED</b></p>	<p>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.</p> <p><b>29 Apr 2025 6:19pm</b>                  Update largely unchanged from the previous update: The traffic trial on The Strand commenced in early December 2024. At the 10 April 2025 Council meeting, staff requested 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 commenced in late April. 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.</p> <p><b>30 Apr 2025 1:13pm</b>                  Public engagement on what should happen after the trial ends began on the 29 April 2025, with submissions due to close on the 27 May 2025. There will be two drop-in sessions for the public at the Russell RSA during this time period. Staff are working towards having agenda item to the June BOIW community board meeting.</p>
Council 24/02/2022	Ngakahu Steering Group Update	<b>RESOLUTION 2022/12</b>  <b>That Council, in receiving the recommendations from the Ngakahu Steering Group and subject to discussion and agreement with the Ngakahu/Ngakohu Whanau Ahuwhenua Trust, agree to;</b>	<p><b>29 Jan 2025 8:49pm</b></p> <ul style="list-style-type: none"> <li>• The recommissioning of electricity to the Pump Station shed was completed before Christmas 2024.,</li> <li>• Contractor has completed Stages 13, 14, and 15A as of Christmas 2024.,</li> <li>• 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.).</li> </ul>

<b>OPEN RESOLUTION REPORT</b>			
Division: Committee: Council Officer:		Printed: <b>Wednesday, 30 April 2025 2:50:23 pm</b> Date From: 1/01/2020 Date To: 30/05/2025	
Meeting	Title	Resolution	Notes
		a) <b>obtain the processed and analysed data from the Northland Regional Council sonar soundings of the dam, done in 2017.</b> b) <b>stage the lowering of the dam water level, beginning with a water level drop of 2 metres, once lowered the water level will be maintained at the lower levels.</b> c) <b>staff assist the Ngakahu Steering Group to prepare a report showing a visual presentation, including landscaping, of the preferred option, or options, with a rough order of cost to implement.</b> d) <b>and that further recommendations be brought to the 7 April Council meeting.</b>  <p style="text-align: right;"><b>CARRIED</b></p> <p><u>Note:</u> The Potential Decommissioning of Kauri Creek Dam report from John Duder referenced in the report was commissioned by the Ngakahu/Ngakohu Whanau Ahuwhenua Trust.</p>	• 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. <b>06 Mar 2025 9:52am</b> 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. <b>26 Mar 2025 6:13pm</b> Latest update from Bellinghams Quarries. Carting of topsoil in progress at Kauri Dam site for grazing paddocks. Estimated completion April 2025. <b>30 Apr 2025 9:55am</b> 24/04/25 - 2195 m3 of topsoil spread over 2 hectare area. Grass seed to be sown and fencing contractors in progress of completing fencing. Delays due to recent weather event / condition.
Council 13/02/2025	Initiation of public consultation on disposal of sections of Kerikeri reserve	<b>RESOLUTION 2025/5</b> <b>That Council:</b> a) <b>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> b) <b>appoint Bay of Islands-Whangaroa Community Board to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect of the reserve classification and revocation.</b>  <p style="text-align: right;"><b>CARRIED</b></p>	<b>28 Feb 2025 11:10am</b> The applicant is preparing an application for a licence to occupy and proceeding with further engineering detailing. <b>25 Mar 2025 8:49am</b> 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. <b>30 Apr 2025 10:32am</b> Licence to occupy in progress, application for reserve revocation not yet received

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025

Meeting	Title	Resolution	Notes
Council 10/04/2025	Application for Easement Over a Russell Esplanade Reserve	<p><b>RESOLUTION 2025/35</b></p> <p>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:</p> <ol style="list-style-type: none"> <li>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</li> <li>2. approve the granting of a stormwater drainage easement (shown as B on Plan 24495) over the local purpose reserve, subject to it:                             <ol style="list-style-type: none"> <li>a. meeting Reserves Act 1977 requirements, at no cost to Council</li> <li>b. having a condition imposed that requires the applicant to use materials and design that protect the amenity values of the beach area.</li> </ol> </li> </ol> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Apr 2025 10:33am</b> Processing waiting on clarification of fees payable</p>
Council 24/08/2023	Rangitoto Reserve, Mangonui	<p><b>RESOLUTION 2023/98</b></p> <p>That Council:</p> <ol style="list-style-type: none"> <li>a) approve the initiation of a public consultation process under Section 16 of the Reserves Act 1977 to classify Rangitoto Reserve (Allot 71 PSH of Mangonui East) as a Historic Reserve.</li> <li>b) appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to the Council in respect of the reserve classification.</li> <li>c) staff develop a Management Plan under s41 of the Reserves Act to eradicate the invasive wattle trees and moth plants.</li> </ol> <p style="text-align: right;"><b>CARRIED</b></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><b>23 Jan 2025 8:31am</b> 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.</p> <p><b>24 Feb 2025 4:14pm</b> 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><b>24 Mar 2025 9:04am</b></p>

<b>OPEN RESOLUTION REPORT</b>			
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Printed:</b> Wednesday, 30 April 2025 2:50:23 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025	
Meeting	Title	Resolution	Notes
			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. <b>29 Apr 2025 10:43am</b> The request for comments to inform the reserve management plan has been advertised and will be live on the website on Friday 2 May.
Council 10/04/2025	Application for Easement Over Waipapa Esplanade Reserve	<b>RESOLUTION 2025/38</b> 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: <ol style="list-style-type: none"> <li>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</li> <li>2. approve the granting of a stormwater drainage easement (shown as A on LT Plan 605935) over the local purpose reserve, subject to it:                             <ol style="list-style-type: none"> <li>a. meeting Reserves Act 1977 requirements, at no cost to Council</li> <li>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.</li> </ol> </li> </ol> <p style="text-align: right;"><b>CARRIED</b></p>	<b>30 Apr 2025 10:34am</b> Processing of easement waiting on clarification of fees payable
Council 8/02/2024	New Ground Lease to Playcentre Aotearoa - Russell Playcentre over 12 Church Street, Russell	<b>RESOLUTION 2024/12</b> That Council: <ol style="list-style-type: none"> <li>a) grant a new ground lease to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately</li> </ol>	<b>24 Jan 2025 9:24am</b> Tenant does not want to take ownership of the building. Discussions with legal have produced 3options: FNDC carry out a building condition assessment and either,

<b>OPEN RESOLUTION REPORT</b>			
Division: Committee: Council Officer:		Printed: <b>Wednesday, 30 April 2025 2:50:23 pm</b> Date From: 1/01/2020 Date To: 30/05/2025	
Meeting	Title	Resolution	Notes
		<p><b>736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.</b></p> <p><b>The terms of the lease shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>30 years (10+10+10)</b></li> <li>• <b>Rental: as per FNDC Fees and Charges schedule for a community lease.</b></li> <li>• <b>\$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule.</b></li> </ul> <p><b>b) with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>1. dismantle the draft lease and negotiate a new commercial lease on commercial terms (to cover cost of the building) ,</p> <p>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,</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><b>24 Feb 2025 4:19pm</b> Have requested update from tenant, no reply as of yet</p> <p><b>21 Mar 2025 1:34pm</b> As above, no changes</p> <p><b>28 Apr 2025 12:55pm</b> Reply from tenant is that key personnel are on leave and unfortunately have not been able to determine an outcome yet.</p>
Council 10/04/2025	New Ground Lease to Kohukohu Bowling Club Incorporated over 22 Beach Road, Kohukohu	<p><b>RESOLUTION 2025/37</b></p> <p><b>That Council:</b></p> <p><b>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></p> <p><b>b) the terms of the proposed lease shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>Term: 30 Years (10+10+10)</b></li> <li>• <b>Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule; and</b></li> </ul>	<p><b>28 Apr 2025 12:58pm</b> Working alongside Comms and Engagement to commence public consultation</p>

<b>OPEN RESOLUTION REPORT</b>			
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Printed:</b> Wednesday, 30 April 2025 2:50:23 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025	
Meeting	Title	Resolution	Notes
		c) appoint the Kaikohe – Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.  <p style="text-align: right;"><b>CARRIED</b></p>	
Council 13/02/2025	Initiation of public consultation on the granting of a ground lease over 36 Recreation Road, Kaikohe - Sportsville	<b>RESOLUTION 2025/4</b> 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: <p style="text-align: center;"><b>Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977</b></p> <p style="text-align: center;"><b>Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</b></p> b) appoint the Kaikohe-Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council. c) grant an immediate Licence to Occupy to Kaikohe & District Sportsville Incorporated to enable them to function in their management role.  <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>24 Feb 2025 4:20pm</b> Public consultation approved, working with engagement team to progress. Team are drafting LTO as per Council resolution</p> <p><b>07 Mar 2025 12:55pm</b> LTO sent to Sportsville for their review</p> <p><b>24 Mar 2025 8:34am</b> Public consultation to go live on 4 April for 4 weeks</p> <p><b>30 Apr 2025 2:45pm</b> Public consultation closing tomorrow 1 May</p>

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025

Meeting	Title	Resolution	Notes
Council 10/04/2025	Ground Lease Requests Over Kaikohe Landfill	<b>RESOLUTION 2025/36</b> That Council leave to lie item 7.2 – Ground Lease Requests Over Kaikohe Landfill pending further information.  <b>CARRIED</b>	<b>30 Apr 2025 2:40pm</b> More information has been requested by EMs - will be pulling together and presenting when information is available.
Council 10/04/2025	Notice of Motion - Pioneer Village Kaikohe	<b>RESOLUTION 2025/32</b> 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.  <b>CARRIED</b>	<b>29 Apr 2025 3:27pm</b> a.) Increase to PVK grant funding to secure two fulltime staff positions is being budgeted for from 2025-26. , b.) PVK is specifically referenced on page 48 of Toi Mana Arts, Culture & Heritage Strategy, and will be included in the implementation plan.
Council 13/06/2024	ALTERNATIVE MOTION	<b>RESOLUTION 2024/93</b> 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.  <b>CARRIED</b>	<b>29 Apr 2025 11:50am</b> The new Waters Manager will provide an update to the June Council meeting.

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025

Meeting	Title	Resolution	Notes
Council 13/06/2024	Setting of Speed Limit - Temporary and Permanent - Russell Catchment	<p><b>RESOLUTION 2024/80</b></p> <p><b>That Council:</b></p> <p>a) <b>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></p> <p>b) <b>approve that staff commence consultation with the public on setting permanent speed limits for the Russell Catchment area; and</b></p> <p>c) <b>note that implementation of any permanent speed limits is dependent on final funding for the 2024-2027 Long-Term Plan.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>17 Jan 2025 3:28pm</b> 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.</p> <p><b>28 Feb 2025 12:59pm</b> 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.</p> <p><b>25 Mar 2025 8:15am</b> 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.</p> <p><b>29 Apr 2025 9:54am</b> 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 June Council meeting.</p>
Council 14/11/2024	Committee Recommendations and Resolutions - October 2024	<p><b>RESOLUTION 2024/160</b></p> <p><b>That Council</b></p> <p><u><i>Te Kuaka- Te Ao Māori Committee: Item 5.1 – Te Oneroa-a-Tōhē Variation to Speed Limits</i></u></p> <p><b>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:</b></p> <p>a) <b>Hukatere Access;</b></p> <p>b) <b>Te Wakatehāua Access; and</b></p> <p>c) <b>Kauēparāoa Access.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>17 Jan 2025 3:29pm</b> 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</p> <p><b>28 Feb 2025 1:01pm</b> A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval.</p> <p><b>25 Mar 2025 8:15am</b> A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval.</p> <p><b>29 Apr 2025 9:55am</b> A variation to the existing speed management plan, considering the new Rules, has been prepared for NZTA Waka Kotahi approval.</p>

<b>OPEN RESOLUTION REPORT</b>			
		<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>	<b>Printed:</b> Wednesday, 30 April 2025 2:50:23 pm <b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025
Meeting	Title	Resolution	Notes
Council 11/08/2022	Russell Landfill Options Report	<b>RESOLUTION 2022/61</b> <b>That Council:</b> a) approve in principle, the permanent closure of Russell Landfill (Option One). b) approve staff commence the resource consent application Northland Regional Council to close the Russell Landfill c) request staff bring back to Council the terms of the resource consent and investment required to close the landfill 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 from to provide on-going transport and disposal of waste from the Russell facility whilst Council progress the resource consent and consultation process. <p style="text-align: right;"><b>CARRIED</b></p>	<b>30 Sep 2024 8:55am</b> Pattle Delamore Partners have performed a Geotechnical Slope Stability Assessment on the Russell Landfill and it indicates that the slopes remain stable under both static and seismic conditions and for the upper and lower bound refuse strength parameters. The results are being peer reviewed by NZ Environmental Management. <b>30 Oct 2024 3:55pm</b> no further update form 30/09 <b>04 Dec 2024 10:42am</b> Draft Assessment of Environmental effects has been written by PDP and is currently being reviewed. <b>28 Jan 2025 9:49am</b> 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. <b>24 Mar 2025 12:17pm</b> No further update from January. Next step is public consultation.
Council 13/02/2025	Annual Plan 2025/26	<b>MOTION</b> <b>That Council:</b> a) approve to inform only on the Annual Plan 2025/26 and enable the community to provide feedback. <p style="text-align: right;"><b>CARRIED</b></p>	<b>21 Mar 2025 12:42pm</b> 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. <b>29 Apr 2025 10:37am</b> Consultation has now finished; analysis of feedback will be provided at the upcoming workshop on 28th of May 2025., There were 2 that requested (1 resident and the Te Hiku Community Board) to do a verbal submission which will be arranged for the workshop 28th of May 2025.
Council 13/03/2025	Adoption of Statement of Proposal for Fees & Charges for 2025/26	<b>RESOLUTION 2025/15</b> <b>That Council:</b>	<b>21 Mar 2025 9:42am</b>

<b>OPEN RESOLUTION REPORT</b>		<b>Printed: Wednesday, 30 April 2025 2:50:23 pm</b>
<b>Division:</b> <b>Committee:</b> Council <b>Officer:</b>		<b>Date From:</b> 1/01/2020 <b>Date To:</b> 30/05/2025

Meeting	Title	Resolution	Notes
		a) <b>adopt the Statement of Proposal to consult on the Schedule of Fees and Charges for 2025/26.</b>  <b>CARRIED</b>	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. <b>29 Apr 2025 10:36am</b> Consultation has now finished; analysis of feedback will be provided at the upcoming workshop on 28th of May 2025. , There was one resident that requested to do a verbal submission which will be arranged for the workshop 28th of May 2025.
Council 14/03/2024	Options Analysis for Financial Contributions	<b>RESOLUTION 2024/19</b> <b>That Council approve the development of a draft financial contributions chapter.</b>  <b>CARRIED</b>	<b>30 May 2024 1:16pm</b> work is still underway to complete a draft chapter for a further district plan change to include FC <b>01 Oct 2024 9:59am</b> 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. <b>06 Nov 2024 7:07pm</b> 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 <b>29 Jan 2025 3:38pm</b> Working with the Development Contributions team to ensure we are not conflicting. Awaiting some direction from that project team <b>13 Mar 2025 8:59am</b> Working with the Development Contributions project team to ensure we are looking at the interdependencies and creating a framework that works together <b>23 Apr 2025 4:06pm</b> Working with the Development Contributions project team to ensure we are looking at the interdependencies and creating a framework that works together

## 8.4 COMMUNITY BOARD MINUTES - APRIL 2025

**File Number:** A5070106

**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, Bay of Islands-Whangaroa and Kaikohe-Hokianga Community Board April 2025 meetings are attached for Council information.

### TŪTOHUNGA / RECOMMENDATION

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

- 15 April 2025 Te Hiku Community Board;
- 16 April 2025 Kaikohe-Hokianga Community Board;
- 17 and 10 April 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. 2025-04-15 Te Hiku Community Board Minutes - A5159510 [↓](#) 
2. 2025-04-16 Kaikohe-Hokianga Community Board Minutes - A5158958 [↓](#) 
3. 2025-04-17 Bay of Islands-Whangaroa Community Board Minutes - A5160338 [↓](#) 
4. 2025-04-10 Bay of Islands-Whangaroa Community Board Minutes - A5155382 [↓](#) 

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

15 April 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, 15 APRIL 2025 AT 10:00 AM**

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

**IN ATTENDANCE:** Cr Hilda Halkyard-Harawira

**STAFF PRESENT:** Marysa Maheno (Democracy Advisor), Kathryn Trewin (Funding Advisor)(online), Michelle Rockell (Team Leader – Property & Facilities Management)(online)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Member Baucke commenced the meeting with a karakia at 10:00 AM

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

**APOLOGY**

**RESOLUTION 2025/24**

Moved: Member Darren Axe  
Seconded: Member Rachel Baucke

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

**CARRIED**

**3 NGĀ TONO KŌRERO / DEPUTATIONS**

Ruka Rawiri spoke on behalf of Waitomo Papakainga Development Group regarding their proposal of a 30-year lease to the Herekino Memorial Hall Committee.

**4 NGĀ KAIKŌRERO / SPEAKERS**

Carlie Reynolds spoke to item 7.3, funding application for Momentum Charitable Trust.

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

**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A5045153, pages 8 - 13 refers

**RESOLUTION 2025/25**

Moved: Member Darren Axe  
Seconded: Member Sheryl Bainbridge

**That Te Hiku Community Board confirm the minutes of the meeting held 18 March 2025 to be a true and correct record.**

**CARRIED**

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

15 April 2025

**6 NGĀ PŪRONGO / REPORTS**

**6.1 NEW GROUND LEASE TO WAIPAPAKAURI SPORTS COMPLEX INCORPORATED OVER 24 WAIPAPAKAURI DOMAIN ROAD**

Agenda item 7.1 document number A5094862, pages 14 - 20 refers

**RESOLUTION 2025/26**

Moved: Member Rachel Baucke

Seconded: Member Darren Axe

**That Te Hiku Community Board recommend to Council:**

- a) that the public consultation process is commenced on the granting of a new ground lease to Waipapakauri Sports Complex Incorporated over 24 Waipapakauri Domain Road, Recreation Reserve being Section 34 Block X Rangaunu SD, approximately 82,988 square metres, held in New Zealand Gazette 1952 page 1995.
- 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) That the Te Hiku Community Board is appointed to hear any submissions received in response to the consultation process and to make recommendations to Council.

**CARRIED**

**6.2 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS**

Agenda item 7.2 document number A5128208, pages 21 - 24 refers

**RESOLUTION 2025/27**

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

**That Te Hiku Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:**

- a) Te Kura a Iwi o Pawarenga \$250
- b) Te Hapua Sports and Recreation Club \$500
- c) Pukenui School \$200
- d) Panguru RFC \$600
- e) Phoenix Netball \$350
- f) Muriwhenua Whai Repo \$500
- g) Mt Hobson UNISS Netball Team \$150
- h) Kaitaia United AFC \$500
- i) Kaitaia Pirates Sports Club \$1,400
- j) Kaitaia City Rugby Union Football Club \$1,000

Page 2

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

15 April 2025

<p>k) Eastern United RFC JMB/IMB \$600</p> <p>l) Coastal Homes Netball \$370</p> <p>m) <u>Te Rarawa Rugby Club</u> \$1,100</p> <p style="text-align: center;">\$7,520</p>	<b>CARRIED</b>
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**6.3 PROJECT FUNDING REPORTS**

Agenda item 7.3 document number A5131937, pages 25 - 28 refers

<p><b>RESOLUTION 2025/28</b></p> <p>Moved: Member Rachel Baucke                  Seconded: Member Darren Axe</p> <p><b>That Te Hiku Community Board note the project report received from:</b></p> <p style="padding-left: 20px;">a) <b>Momentum Charitable Trust</b></p>	<b>CARRIED</b>
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**6.4 FUNDING APPLICATIONS**

Agenda item 7.4 document number A5132228, pages 29 – 93 refers

<p><b>RESOLUTION 2025/29</b></p> <p>Moved: Deputy Chairperson John Stewart                  Seconded: Member Rachel Baucke</p> <p><b>That Te Hiku Community Board:</b></p> <p style="padding-left: 20px;">a) approve the sum of \$1,652 (plus GST if applicable) be paid from the Board’s Community Grant Fund account to <u>Tania Pomana</u> for costs towards providing printing workshops in Te Hiku Libraries for Matariki 2025;</p> <p style="padding-left: 20px;">b) approve the sum of \$1,666 (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Jannine Pikari for costs towards providing rongoa workshops in Te Hiku Libraries for Matariki 2025;</p> <p style="padding-left: 20px;">c) approve the sum of \$1,706 (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Korari Enterprises for costs towards providing papermaking workshops in Te Hiku Libraries for Matariki 2025; and</p> <p style="padding-left: 20px;">d) approve the sum of \$792 (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Medina Koni for costs towards providing raranga workshops in Te Hiku Libraries for Matariki 2025.</p>	<b>CARRIED</b>
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**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

15 April 2025

**6.4 FUNDING APPLCIATIONS**

Agenda item 7.4 document number A5132228, pages 29 – 93 refers

**RESOLUTION 2025/30**

Moved: Member Rachel Baucke

Seconded: Member Darren Axe

- e) **That Te Hiku Community Board approve the sum of \$2,000 (plus GST if applicable) be paid from the Board’s Community Grant Fund account to Momentum Charitable Trust for costs towards providing life skills and financial courses at Kaitaia Probation Centre**

**CARRIED**

**MOTION**

**RESOLUTION 2025/31**

Moved: Member Sheryl Bainbridge

Seconded: Member Darren Axe

**That Te Hiku Community Board:**

- a) **request again that a letter be sent to all land drainage rate payers explaining their obligations under the Land Drainage Bylaw,**
- b) **request that staff progress the draft Land Drainage Management Plan; and**
- c) **request that a workshop be held for Land Drainage Bylaws.**

**CARRIED**

**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**7.1 TE HIKU COMMUNITY BOARD APRIL 2025 OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5045151, pages 94 - 100 refers

**RESOLUTION 2025/32**

Moved: Member Rachel Baucke

Seconded: Member William (Bill) Subritzky

**That Te Hiku Community Board receive the report Te Hiku Community Board April 2025 Open Resolution Report.**

**CARRIED**

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

15 April 2025

**7.2 TE HIKU COMMUNITY HALL ANNUAL INFORMATION 2023-2024**

Agenda item 8.2 document number A5111383, pages 101 - 138 refers

**RESOLUTION 2025/33**

Moved: Member William (Bill) Subritzky  
 Seconded: Member Rachel Baucke

**That Te Hiku Community Board receive the report Te Hiku Community Hall Annual Information 2023-2024.**

**CARRIED**

**7.3 DRAFT ALFRESCO DINING LICENCES FOR COMMENT.**

Agenda item 8.3 document number A5119846, pages 139 - 151 refers

**RESOLUTION 2025/34**

Moved: Member Rachel Baucke  
 Seconded: Member Darren Axe

**That the Te Hiku community board:**

- a) **Pursuant to the Council resolution passed on 30 June 2022, provide comment on the renewal of alfresco dining approval applications from: Jesse’s on the Waterfront Café, Beach Box café Gelato and Mussel Rock Café and Bar.**

**CARRIED**

**MOTION**

**RESOLUTION 2025/35**

Moved: Member Sheryl Bainbridge  
 Seconded: Deputy Chairperson John Stewart

**That Te Hiku Community Board formally ask NRC to take the lead to:**

- **Establish a multi-agency working group to develop a coordinated MR strategy.**
- **Fast-track NRC classification of MR to enable regulatory control measures.**
- **Ensure fair representation of private farmers in future discussions.**
- **Increase DOC accountability for invasive weed control on conservation land.**
- **Launch an education and awareness campaign led by NRC.**

**CARRIED**

**UNCONFIRMED**

Te Hiku Community Board Meeting Minutes

15 April 2025

**MOTION**

**RESOLUTION 2025/36**

Moved: Deputy Chairperson John Stewart  
 Seconded: Member Darren Axe

**That Te Hiku Community Board request that Far North District Council prioritise Allen Bell Drive traffic calming.**

*Note: The Board is aware that traffic calming is not encouraged in the GPS, but after the horrific results of the speed trailer and multiple RFS requests from residents, the board believe this has to be escalated.*

**CARRIED**

**MOTION**

**RESOLUTION 2025/37**

Moved: Deputy Chairperson John Stewart  
 Seconded: Member Darren Axe

**That Te Hiku Community Board request that Council staff progress fuel storage, runways and budgeted works as soon as possible for the Kaitāia Airport.**

**CARRIED**

**7.4 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 8.4 document number A5140865, pages 151 - 169 refers

**RESOLUTION 2025/38**

Moved: Deputy Chairperson John Stewart  
 Seconded: Member Darren Axe

**That Te Hiku Community Board note the March 2025 member reports from Chairperson Adele Gardner and members Sheryl Bainbridge, Bill Subritzky, Darren Axe, John Stewart and Rachel Baucke.**

**CARRIED**

**7 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 12:51 PM.

The minutes of this meeting will be confirmed at the Te Hiku Community Board Meeting held on 13 May 2025.

.....  
**CHAIRPERSON**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**MINUTES OF  
KAIKOHE-HOKIANGA COMMUNITY BOARD MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVENUE, KAIKOHE  
ON WEDNESDAY, 16 APRIL 2025 AT 10:00 AM**

**PRESENT:** Chairperson Chicky Rudkin, Member Mike Edmonds, Councillor John Vujcich, Member Tanya Filia (online), Member Trinity Edwards (online), Member Harmonie Gundry (online), Member Jessie McVeagh (online)

**STAFF PRESENT:** Melissa Wood (Community Board Coordinator), Kathryn Trewin (Funding Advisor), Edward Varley (Manager – Transportation), Elizabeth Stacey (Team Leader – Capital Works and Renewals), Michelle Rockell (Manager – Property & Facilities Management), Fauna Murphy (Senior Project Manager), Casey Gannon (Manager – Civic Engagement & Education), Emma Manning (Senior Strategic Planner – Growth Planning and Placemaking), Aisha Huriwai (Democracy Manager), Amber Wihongi-Alderton (Democracy Advisor)

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Chairperson Chicky Rudkin opened the meeting with a karakia at 10:04AM

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

Nil

**3 NGĀ KŌRERO A TE HEAMANA / CHAIRPERSON ANNOUNCEMENTS**

Opening remarks from Chair Chicky Rudkin acknowledged new staff, recent events, the passing of loved ones since the last meeting and achievements from local community members.

*Councillor John Vujcich joined the meeting at 10:08AM*

**4 NGĀ TONO KŌRERO / DEPUTATIONS**

Tamati Warmington regarding a public arts space in Kaikohe.

**5 NGĀ KAIKŌRERO / SPEAKERS**

- Matthew Kopa for Tupuhaere ki te rangi (Tautoro Titans) item 7.5g, page 48 refers.
- Megan Hepi for Ngā Taonga o Kaikohe item 7.5l, page 48 refers.
- George Fa'alogo for Graeme Dingle Foundation item 7.5j, page 48 refers.
- Carlie Reynolds for Momentum Charitable Trust item 7.5e, page 47 refers.
- Maryann Connor for Paua Trust item 7.5f, page 48 refers.

**6 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

- Shaun Reilly spoke about the history of the Kaikohe Landfill and views regarding the recent item before council regarding ground lease requests.
- Linda Bracken provided an update from the Kaikohe Business Association.

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

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

**7.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A5130006, pages 8 - 17 refers

**RESOLUTION 2025/22**  
 Moved: Member Mike Edmonds  
 Seconded: Cr John Vujcich  
**That the Kaikohe-Hokianga Community Board confirm the minutes of the meeting held 21 February 2025 to be a true and correct record.**  
**CARRIED**

**8 NGĀ PŪRONGO / REPORTS**

**8.1 ALFRESCO DINING LICENCES FOR COMMENT**

Agenda item 7.1 document number A5119968, pages 18 - 27 refers

**RESOLUTION 2025/23**  
 Moved: Member Mike Edmonds  
 Seconded: Cr John Vujcich  
**That the Kaikohe-Hokianga Community Board:**  
**Pursuant to the Council resolution passed on 30 June 2022, offer the comment “go for it” on the renewal of alfresco dining approval applications from: A New Era Café and Kaikohe Bakehouse.**  
**CARRIED**

**NEW MOTION**  
 Moved: Member Mike Edmonds  
 Seconded: Member Jessie McVeagh  
**That the Kaikohe-Hokianga Community Board:**  
**Recommend to Council that the bylaw length of time be extended and that the checking of insurance becomes and administrative requirement rather than a requirement to go back to the Community Board for comment.**  
**CARRIED**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.2 ŌKAIHAU TRAFFIC CALMING PETITION RESPONSE**

Agenda item 7.2 document number A5129500, pages 28 - 30 refers

**RECOMMENDATION**

Moved: Member Tanya Filia  
 Seconded: Member Jessie McVeagh

**That the Kaikohe-Hokianga Community Board recommend to Te Koukou Infrastructure Committee:**

**That Council fund the installation of two temporary, rubberised raised crossings and associated lighting on Settlers Way, Ōkaihou as identified in Option 1. of the report.**

**LOST**

**SUSPENSION OF STANDING ORDERS**

**RESOLUTION 2025/24**

Moved: Chairperson Chicky Rudkin  
 Seconded: Member Mike Edmonds

**That the Kaikohe-Hokianga Community Board Standing Orders be suspended to allow discussion.**

**CARRIED**

*Councillor John Vujcich left the meeting at 11.24AM  
 Councillor John Vujcich returned to the meeting at 11:41AM*

**RESUMPTION OF STANDING ORDERS**

**RESOLUTION 2025/25**

Moved: Chairperson Chicky Rudkin  
 Seconded: Member Mike Edmonds

**That the Kaikohe-Hokianga Community Board resume Standing Orders.**

**CARRIED**

**MOTION - ŌKAIHAU TRAFFIC CALMING PETITION RESPONSE**

**RESOLUTION 2025/26**

Moved: Member Jessie McVeagh  
 Seconded: Member Tanya Filia

**That the Kaikohe-Hokianga Community Board:**

**Recommend to Te Koukou Infrastructure Committee that Council fund a permanent raised crossing and lighting on Settlers Way, Ōkaihou as identified in Option 2. with temporary rubberised crossings and associated lighting actioned if necessary.**

**CARRIED**

*Councillor John Vujcich left the meeting at 11.50AM*

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.3 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS**

Agenda item 7.3 document number A5131373, pages 31 - 34 refers

**RESOLUTION 2025/27**

Moved: Member Mike Edmonds

Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:**

a) Te Kura o Ōmanaia	\$260.00
b) Taheke United JMB	\$565.00
c) Ōpononi JMB	\$520.00
d) Mangamuka School	Decline
e) Kaikohe Rugby Football Sports Club Inc	\$1,810.00
f) Kaikohe Amateur Football Club	\$470.00
g) Horeke School	Decline
h) Hokianga Sports Club	\$315.00
i) Bay of Islands Hockey Association	\$210.00
j) Whero Ha Community Trust	\$310.00
k) Ōtaua Sports Club Inc	\$630.00
l) <u>Hokianga Womens Rugby</u>	<u>\$420.00</u>
<b>TOTAL</b>	<b>\$5,510.00</b>
	<b>CARRIED</b>

*Councillor John Vujcich returned to the meeting at 11:51AM*

**8.4 PROJECT FUNDING REPORTS**

Agenda item 7.4 document number A5139323, pages 35 - 46 refers

**RESOLUTION 2025/28**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

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

- a) **Kaikohe and Districts Sportsville – Fence**
- b) **Kohukohu Community Library**
- c) **Manaki Tinana Trust – Carpark**
- d) **Manaki Tinana Trust – Hall Hire**
- e) **South Hokianga Hall Committee – Floor Polisher**

**CARRIED**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.5 FUNDING APPLICATIONS**

Agenda item 7.5 document number A5139326, pages 47 - 200 refers

**RESOLUTION TO EXCLUDE THE PUBLIC**

<p><b>RESOLUTION 2025/29</b></p> <p>Moved: Chairperson Chicky Rudkin                  Seconded: Member Jessie McVeagh</p> <p><b>That the public be excluded from the following parts of the proceedings of this meeting.</b></p> <p><b>The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:</b></p>		
General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.5 – Funding Applications discussion	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>CARRIED</b>		

*Member Trinity Edwards left the meeting at 12:00PM*

**8.5A FUNDING APPLICATION**

<p><b>RESOLUTION 2025/30</b></p> <p>Moved: Member Mike Edmonds                  Seconded: Chairperson Chicky Rudkin</p> <p><b>That the Kaikohe-Hokianga Community Board approve the sum of <b>\$1,652</b> (plus GST if applicable) be paid from the Boards Community Grant Fund Account to <u>Tania Pomana</u> for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
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**8.5B FUNDING APPLICATION**

<p><b>RESOLUTION 2025/31</b></p> <p>Moved: Member Mike Edmonds                  Seconded: Chairperson Chicky Rudkin</p> <p><b>That the Kaikohe-Hokianga Community Board approve the sum of <b>\$1,666</b> (plus GST if applicable) be paid from the Boards Community Grant Fund Account to <u>Jannine Pikari</u> for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.</b></p> <p style="text-align: right;"><b>.CARRIED</b></p>
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**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.5C FUNDING APPLICATION****RESOLUTION 2025/32**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of \$1,706 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Korari Enterprises for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.**

**CARRIED****8.5D FUNDING APPLICATION****RESOLUTION 2025/33**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of \$792 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Medina Koni for the costs towards the Matariki 2025 wananga with FNDC libraries in Kaikohe-Hokianga Ward.**

**CARRIED****8.5E FUNDING APPLICATION****RESOLUTION 2025/34**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of \$1,000 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Momentum Charitable Trust for the costs towards life education and financial courses at Kaikohe Probation Centre.**

**CARRIED****8.5F FUNDING APPLICATION****RESOLUTION 2025/35**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of \$3,500 (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Paua Trust/Maryann Connor for the costs towards operating a Matariki movie in Rawene.**

**CARRIED**

Page 6

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.5G FUNDING APPLICATION****RESOLUTION 2025/36**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board leave the application from Tupuhaere ki te rangi (Tautoro Titans Club) for the costs towards running an after-school programme for rangatahi to lie until the May Kaikohe-Hokianga Community Board meeting.**

**CARRIED****8.5H FUNDING APPLICATION****RESOLUTION 2025/37**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of **\$2,257** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Historical Society for the costs towards purchase and installation of a heat pump.**

**CARRIED****8.5I FUNDING APPLICATION****RESOLUTION 2025/38**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Hokianga Community Education Trust for the costs towards a Matariki Toi Māori showcase and wananga.**

**CARRIED****8.5J FUNDING APPLICATION****RESOLUTION 2025/39**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

**That the Kaikohe-Hokianga Community Board approve the sum of **\$2,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Graeme Dingle Foundation for the costs towards running a mentoring Ngā Ara Whetū at Northland College.**

**CARRIED**

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.5K FUNDING APPLICATION****RESOLUTION 2025/40**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

That the Kaikohe-Hokianga Community Board approve the sum of **\$1,000** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Denise Brophy for the costs towards running a Youth Week Sports Tournament in Kaikohe.

**CARRIED****8.5L FUNDING APPLICATION****RESOLUTION 2025/41**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

That the Kaikohe-Hokianga Community Board approve the sum of **\$2,500** (plus GST if applicable) be paid from the Boards Community Grant Fund Account to Ngā Taonga o Kaikohe for the costs towards running financial education wananga for the Kaikohe/Ngāwaha community.

**CARRIED****8.5M FUNDING APPLICATION****RESOLUTION 2025/42**

Moved: Member Mike Edmonds  
Seconded: Chairperson Chicky Rudkin

That resolution 2024/131 for funding in the sum of **\$12,000** (plus GST if applicable) to Maihi Memorial Trust for the 2025 CPI event be amended as follows:

- a) **\$4,000** (plus GST if applicable) be paid to the applicant for the 2025 Heke Half Marathon;  
and
- b) the balance of **\$8,000** (plus GST if applicable) be paid to the applicant from the 2025/26 budget for the 2026 CHI Festival subject to the updated documentation required being submitted and approved by Council no later than February 2026 including:
- updated waste management plan
  - updated health and safety plan
  - updated letter from LINZ and the lease-holder of the property, confirming their approval for the event to take place
  - updated list of food vendors
  - if the scope of the event is substantially changed, an updated traffic management plan will also be required.

**CARRIED**

Page 8

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**8.6 CHAIRPERSON AND MEMBERS REPORTS**

Agenda item 7.6 document number A5084925, pages 201 - 204 refers

**RESOLUTION 2025/43**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board note the March 2025 Member Report from Chair Chicky Rudkin.****CARRIED****9 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS****9.1 KAIKOHE - HOKIANGA COMMUNITY HALL ANNUAL INFORMATION 2023-2024.**

Agenda item 8.1 document number A5111261, pages 205 - 308 refers

**RESOLUTION 2025/44**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board receive the report Kaikohe - Hokianga Community Hall Annual Information 2023-2024.****CARRIED****9.2 LOCAL AUTHORITY ELECTIONS 2025 GUIDELINES FOR ELECTED MEMBERS**

Agenda item 8.2 document number A5119919, pages 309 - 341 refers

**RESOLUTION 2025/45**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board receive the report Local Authority Elections 2025 Guidelines for Elected Members.****CARRIED****9.3 KAIKOHE-HOKIANGA COMMUNITY BOARD OPEN RESOLUTION REPORT**

Agenda item 8.3 document number A5120511, pages 342 - 347 refers

**RESOLUTION 2025/46**

Moved: Chairperson Chicky Rudkin

Seconded: Cr John Vujcich

**That the Kaikohe-Hokianga Community Board receive the Open Resolution Report as at 31 March 2025.****CARRIED**

Page 9

**UNCONFIRMED**

Kaikohe-Hokianga Community Board Meeting Minutes

16 April 2025

**10 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2025/47**

Moved: Chairperson Chicky Rudkin  
 Seconded: Member Mike Edmonds

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>9.1 - Confirmation of Previous Minutes Public Excluded</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.2 Infrastructure Acceleration Fund – Kaikohe Water and Wastewater Upgrades</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  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**

*Member Harmonie Gundry left the meeting at 12:56PM*

**10 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 12:58PM with a karakia.

The minutes of this meeting will be confirmed at the Kaikohe-Hokianga Community Board Meeting held on 16 May 2025.

.....  
**CHAIRPERSON**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**MINUTES OF  
BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE TURNER CENTRE, 43 COBHAM ROAD, KERIKERI  
ON THURSDAY, 17 APRIL 2025 AT 10:04 AM**

**PRESENT:** Member Belinda Ward, Member Lane Ayr, Councillor Ann Court, Member Amy Slack, Member Jane Hindle (online), Member Tyler Bamber

**STAFF PRESENT:** Kathryn Trewin (Funding Advisor), Kim Hammond (Community Board Coordinator), Aisha Huriwai (Manager – Democracy Services), Michelle Rockell (Team Leader – Property & Facilities Management), Marysa Maheno (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Member Amy Slack commenced the meeting with a karakia at 10:04 AM.

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

**APOLOGY**

**RESOLUTION 2025/23**

Moved: Member Belinda Ward  
Seconded: Member Lane Ayr

**That the apologies received from members Bruce Mills, Roddy Hapati-Pihema and Cr Babe Kapa be accepted and leave of absence granted.**

**CARRIED**

**3 NGĀ KAIKŌRERO / SPEAKERS**

- Rachel Dubois spoke to item 7.4f, funding application for the Dust Palace.
- Tania McInnes spoke in relation to item 7.4g, funding application for Far North Resilient Communities.
- Nickie Mouncey spoke in relation to item 7.4o, funding application for Road Safety Education Limited.
- Rod Brown spoke in relation to item 7.4j, funding application for Vision Kerikeri.
- Sarah Burren spoke in relation to item 7.4h, funding application for Living Theatre Charitable Trust.
- Kevin Herewini spoke in relation to item 7.4m, funding application for Whangaroa RSA.
- Trevor Hewett spoke in relation to item 7.4n, funding application for Kerikeri Football Club.
- Gerry Paul spoke in relation to item 7.4i, funding application for The Turner Centre.
- Jannine Pikari spoke in relation to item 7.4c, funding application for Matariki Rongoā Wānanga.

**4 TE WĀHANGA TŪMATANUI / PUBLIC FORUM**

John Tuinjer spoke in objection to item 8.2, Alfresco Dining Applications.

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

The meeting adjourned at 11:50 AM and reconvened at 12:09 PM.

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

**5.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 6.1 document number A5044375, pages 8 - 15 refers.

**RESOLUTION 2025/24**

Moved: Member Belinda Ward  
 Seconded: Member Amy Slack

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

- a) confirm the minutes of the meeting held on 20 March 2025 are a true and correct record; and
- b) confirm the minutes of the extraordinary meeting held 10 April 2025 are a true and correct record with an amendment that Member Bruce Mills was not present.

**CARRIED**

**6 NGĀ PŪRONGO / REPORTS**

Jane joined the meeting at 12:12 PM.

**6.1 WINTER 2025 RURAL TRAVEL FUNDING APPLICATIONS**

Agenda item 7.1 document number A5131367, pages 16 - 19 refers.

**RESOLUTION 2025/25**

Moved: Member Lane Ayr  
 Seconded: Member Tyler Bamber

**That Bay of Islands-Whangaroa Community Board allocates Rural Travel Grant funding in accordance with the recommendations received from Sport Northland as follows:**

a)	Moerewa Tigers Rugby League	\$2,235
b)	Kerikeri High School	\$1,235
c)	Kerikeri Football Club	\$2,235
d)	Bay of Islands Gymnastics	\$1,235
e)	Bay of Islands College	\$2,235
f)	<u>Russell Marlins Football Club</u>	<u>\$1,250</u>
		<b>\$10,425</b>
		<b>CARRIED</b>

**6.2 CHAIRPERSON AND MEMBERS REPORT**

Agenda item 7.2 document number A5132057, pages 20 - 27 refers.

**RESOLUTION 2025/26**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

Moved: Member Belinda Ward  
Seconded: Member Tyler Bamber

**That the Bay of Islands-Whangaroa Community Board note the reports from Chairperson Belinda Ward and Member Jane Hindle.**

*Note: Far North Holdings to come to the board for a Q&A session as well as Vistoria Neki to attend a future Community Board meeting to discuss CityCare.*

**CARRIED****6.3 PROJECT FUNDING REPORTS**

Agenda item 7.3 document number A5135534, pages 28 - 46 refers

**RESOLUTION 2025/27**

Moved: Member Amy Slack  
Seconded: Member Tyler Bamber

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

- a) **Fiona Craig – Barbed Wire on the Beaches**
- b) **Kerikeri Business Association – Hanging Baskets**
- c) **Bay of Islands Budgeting Services - Moerewa Christmas**
- d) **Turner Centre – Harmonic Resonators**
- e) **Wainui Marae – Piri Mokeno Tournament**
- f) **Friends of Northland Dance – Welcome to the Circus**

**CARRIED**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**MOTION**

**RESOLUTION 2025/28**

Moved: Member Belinda Ward  
 Seconded: Member Tyler Bamber

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
7.4 – Funding Applications	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**6.4 FUNDING APPLICATIONS**

Agenda item 7.4 document number A5135540, pages 47 - 225 refers

**RESOLUTION 2025/29**

Moved: Member Tyler Bamber  
 Seconded: Member Amy Slack

- a) That Bay of Islands-Whangaroa Community Board rescind resolution 2024/133 of November 2024 granting the sum of \$5,000 (plus GST if applicable) to the Northern Dance Academy for costs towards the show Enliven, as the show was unable to take place.**

Abstained: Cr Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/30**

Moved: Member Belinda Ward  
 Seconded: Member Jane Hindle

- b) That Bay of Islands-Whangaroa Community Board approve the sum of \$1,652 (plus GST if applicable) be paid from the Boards Community Fund account to Tania Pomana for costs towards running Matariki Printing Wānanga in Bay of Islands-**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**Whangaroa ward libraries.**

Abstained: Crs Lane Ayr and Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/31**

Moved: Member Amy Slack

Seconded: Member Lane Ayr

- c) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,333 (plus GST if applicable) be paid from the Boards Community Fund account to Jannine Pikari for costs towards running Matariki Rongoā Wānanga in Bay of Islands-Whangaroa ward libraries.**

Abstained: Cr Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/32**

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

- d) That Bay of Islands-Whangaroa Community Board approve the sum of \$1,706 (plus GST if applicable) be paid from the Boards Community Fund account to Korari Enterprises for costs towards running Matariki Papermaking Wānanga in Bay of Islands-Whangaroa ward libraries.**

Abstained: Cr Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/33**

Moved: Member Amy Slack

Seconded: Member Tyler Bamber

- e) That Bay of Islands-Whangaroa Community Board approve the sum of \$1,585 (plus GST if applicable) be paid from the Boards Community Fund account to Medina Koni for costs towards running Matariki Raranga Wānanga in Bay of Islands-Whangaroa ward libraries.**

Abstained: Cr Ann Court

**CARRIED**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**6.4 FUNDING APPLICATION**

**RESOLUTION 2025/34**

Moved: Member Lane Ayr  
 Seconded: Member Tyler Bamber

- f) That Bay of Islands-Whangaroa Community Board approve the sum of \$4,851 (plus GST if applicable) be paid from the Boards Community Fund account to The Dust Palace Trust for costs towards running the show Te Tangi a Te Tūi**

Abstained: Cr Ann Court

**CARRIED**

**6.4 FUNDING APPLICATION**

**RESOLUTION 2025/35**

Moved: Member Tyler Bamber  
 Seconded: Member Belinda Ward

- g) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Fund account to Far North Resilient Communities for costs towards seed funding for kai resilience.**

Abstained: Cr Ann Court

**CARRIED**

**6.4 FUNDING APPLICATION**

**RESOLUTION 2025/36**

Moved: Member Tyler Bamber  
 Seconded: Member Jane Hindle

- h) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,959 (plus GST if applicable) be paid from the Boards Community Fund account to Living Theatre Charitable Trust for costs towards running Matariki Glow Show 2025.**

Abstained: Cr Ann Court

**CARRIED**

Member Amy Slack left the meeting at 1:08 PM and returned at 1:11 PM.

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/37**

Moved: Member Amy Slack  
 Seconded: Member Tyler Bamber

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**I) That Bay of Islands-Whangaroa Community Board approve the sum of \$2,600 (plus GST if applicable) be paid from the Boards Community Fund account to The Centre for costs towards running Matariki Ngā Reha te reo Māori play performance.**

Abstained: Cr Ann Court

**CARRIED**

**6.4 FUNDING APPLICAITONS**

**RESOLUTION 2025/38**

Moved: Member Belinda Ward  
 Seconded: Member Lane Ayr

**J) That Bay of Islands-Whangaroa Community Board approve the sum of \$2,898 (plus GST if applicable) be paid from the Boards Community Fund account to Vision Kerikeri for costs towards tree maintenance on the Wairoa Stream track.**

Abstained: Crs Ann Court and Amy Slack

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RECOMMENDATION**

**k) That Bay of Islands-Whangaroa Community Board approve the sum of \$2,521 (plus GST if applicable) be paid from the Boards Community Fund account to Whangaroa Health Services Trust for costs towards replacing gym equipment for community use**

**LOST**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/39**

Moved: Member Amy Slack  
 Seconded: Member Tyler Bamber

**I) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,000 (plus GST if applicable) be paid from the Boards Community Fund account to Paua Trust/Maryann Connor for costs towards running Matariki movies in Moerewa**

Abstained: Crs Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/40**

Moved: Member Lane Ayr

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

Seconded: Member Tyler Bamber

**m) That Bay of Islands-Whangaroa Community Board approve the sum of \$3,200 (plus GST if applicable) be paid from the Boards Community Fund account to Whangaroa RSA for costs towards running Whangaroa RSA Centenary Commemorations**

Abstained: Crs Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/41**

Moved: Member Lane Ayr

Seconded: Member Tyler Bamber

**n) That Bay of Islands-Whangaroa Community Board decline funding application for the Kerikeri Football Club for costs towards mobile pitch floodlights**

Abstained: Crs Ann Court

**CARRIED**

**6.4 FUNDING APPLICATIONS**

**RESOLUTION 2025/42**

Moved: Member Amy Slack

Seconded: Member Lane Ayr

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

**CARRIED**

The meeting adjourned for lunch at 2:00 PM.

The meeting resumed at 2:25 PM

**RESUMPTION OF STANDING ORDERS**

**RESOLUTION 2025/43**

Moved: Member Belinda Ward

Seconded: Member Tyler Bamber

**That Bay of Islands-Whangaroa Community Board resume Standing Orders.**

**CARRIED**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**7.1 BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD OPEN RESOLUTION REPORT**

Agenda item 8.1 document number A5044358, pages 226 - 228 refers.

**RESOLUTION 2025/44**

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

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

**CARRIED**

**7.2 ALFRESCO DINING APPLICATIONS**

Agenda item 8.2 document number A5113688, pages 229 - 242 refers.

**RESOLUTION 2025/45**

Moved: Member Lane Ayr

Seconded: Member Tyler Bamber

**That the Bay of islands-Whangaroa Community Board:**

**a) Pursuant to the Council resolution passed on 30 June 2022, provide comment on the alfresco dining approval applications from:**

**i) CC's Café Cinema, Kerikeri**

**CARRIED**

Moved: Member Belinda Ward

Seconded: Councillor Ann Court

**ii) Greens Thai Cuisine, Paihia**

**CARRIED**

Moved: Councillor Ann Court

Seconded: Member Belinda Ward

**iii) Kawakawa Bakehouse Café and Roast, Kawakawa**

**LEFT TO LIE**

**7.3 BAY OF ISLANDS - WHANGAROA COMMUNITY HALL ANNUAL INFORMATION 2023-2024**

Agenda item 8.3 document number A5111137, pages 243 - 309 refers

**RESOLUTION 2025/46**

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

**That the Bay of Islands-Whangaroa Community Board receive the report Bay of Islands - Whangaroa Community Hall Annual Information 2023-2024.**

**UNCONFIRMED**

Bay of Islands-Whangaroa Community Board Meeting Minutes

17 April 2025

**CARRIED**

**MOTION**

**RESOLUTION 2025/47**

Moved: Member Belinda Ward  
 Seconded: Member Lane Ayr

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>9.1 - Lease request over 25 Homestead Road, Kerikeri - Northland District Health Board</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**8 TE KAPINGA HUI / MEETING CLOSE**

The meeting closed at 3:27 PM.

The minutes of this meeting will be confirmed at the Bay of Islands-Whangaroa Community Board Meeting held on 15 May 2025.

.....  
**CHAIRPERSON**

**UNCONFIRMED**

Extraordinary Bay of Islands-Whangaroa Community Board Meeting  
Minutes

10 April 2025

**MINUTES OF  
EXTRAORDINARY BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD MEETING  
HELD AT THE VIRTUAL VIA MICROSOFT TEAMS  
ON THURSDAY, 10 APRIL 2025 AT 6:00 PM**

**PRESENT:** Member Belinda Ward, Member Lane Ayr, Member Amy Slack, Member Roddy Hapati-Pihema, Member Jane Hindle.

**IN ATTENDANCE:** Cr Babe Kapa.

**STAFF PRESENT:** Kim Hammond (Community Board Coordinator), Nadine Hopkins (Executive Projects Advisor), Marysa Maheno (Democracy Advisor).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Member Roddy Hapati-Pihema commenced the meeting with a karakia at 6:03 PM.

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

**APOLOGY**

**RESOLUTION 2025/21**

Moved: Member Belinda Ward

Seconded: Member Lane Ayr

**That the apology received from Cr Ann Court and Member Tyler Bamber be accepted and leave of absence granted.**

**CARRIED**

**3 NGĀ PŪRONGO / REPORTS**

**3.1 ALLOCATION OF PRIDE OF PLACE FUNDING 24/25**

Agenda item 6.1 document number A5107430, pages 8 - 22 refers

**RESOLUTION 2025/22**

Moved: Member Lane Ayr

Seconded: Member Jane Hindle

**That the Bay of Islands-Whangaroa Community Board allocate \$85,613.03 funding from their Pride of Place budget to:**

- a) **\$11,234.78 (excluding GST) towards the purchase of football goal posts and nets;**
- b) **\$27,788.25 (excluding GST) towards the purchase and installation of league goal posts;**
- c) **\$16,590.00 (excluding GST) for the purchase of three shipping containers and transportation to Te Puāwaitanga Sports Complex; and**
- d) **Up to \$30,000.00 (excluding GST) for the installation of CCTV at Te Puāwaitanga.**

**CARRIED**

**UNCONFIRMED**

Extraordinary Bay of Islands-Whangaroa Community Board Meeting  
Minutes

10 April 2025

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**4 TE KAPINGA HUI / MEETING CLOSE**

**Cr Babe Kapa closed the meeting with a karakia at 6:21 PM.**

**The minutes of this meeting will be confirmed at the Extraordinary Bay of Islands-Whangaroa Community Board Meeting held on 17 April 2025.**

.....  
**CHAIRPERSON**

**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>9.1 - Confirmation of Previous Minutes - Public Excluded</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of 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
<b>9.2 - Community Board Public Excluded Minutes</b>	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
<b>9.3 - Housing for the Elderly Portfolio of Assets - Outcome of Due Diligence and Negotiations</b>	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
<b>9.4 - Council Public Excluded Open Resolutions Update May 2025</b>	s7(2)(g) - the withholding of the information is necessary to	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure

	<p>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>	<p>of information for which good reason for withholding would exist under section 6 or section 7</p>

**10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**11 TE KAPINGA HUI / MEETING CLOSE**