

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, 31 July 2025

Time: 10:00 AM

**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 31 July 2025 at 10:00 AM**

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	4
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest	4
3	Ngā Tono Kōrero / Deputations	4
4	Ngā Kōrero A Te Kahika / Mayoral Announcements	4
5	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	5
5.1	Confirmation of Previous Minutes.....	5
6	Ngā Pūrongo / Reports	26
6.1	The Strand, Kororāreka Russell Traffic Trial.....	26
6.2	Te Rūnanga ā Iwi o Ngāpuhi Mana Whakahono ā Rohe	53
6.3	Land Drainage Bylaw - Approval of Amended Land Drainage Bylaw for Public Consultation	79
6.4	Housing for the Elderly Review of Rent Settings and Options for Public Consultation	162
6.5	Governance of Te Puāwaitanga	209
6.6	Development Contributions Policy Statement of Proposal	304
6.7	Road Rename: Te Ara Tika, Kaikohe	390
6.8	Water Services Authority - Taumata Arowai Levies	395
7	Ngā Pūrongo Taipitopito / Information Reports	398
7.1	Community Board Minutes - July 2025	398
7.2	Committee Minutes July 2025	420
7.3	Council Open Resolutions and Actions Update July 2025	429
7.4	Joint Committee Minutes - July 2025.....	455
7.5	Mayor and Councillor's Reports.....	457
7.6	Sweetwater Aquifer - Internal Review.....	572
7.7	CE Report to Council (March - July 2025)	580
8	Te Wāhanga Tūmataiti / Public Excluded	630
8.1	Confirmation of Previous Minutes - Public Excluded.....	630
8.2	Public Excluded Committee Minutes July 2025	630
8.3	Council Public Excluded Open Resolutions and Actions Update July 2025	630
8.4	Kaikohe Library and Civic Hub - Approval of Construction and Civil Contract.....	630
8.5	Rāwene Land Purchase	631
9	Karakia Whakamutunga / Closing Prayer	631
10	Te Kapinga Hui / Meeting Close	631

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

5.1 CONFIRMATION OF PREVIOUS MINUTES

File Number: A5056478

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 Extraordinary Council meeting held 25 June and the Council meeting held 3 July 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. [2025-06-25 Council Minutes - A5243842](#)  
2. [2025-07-03 Council Minutes - A5257199](#)  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

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

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON WEDNESDAY, 25 JUNE 2025 AT 10:00 AM**

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

IN ATTENDANCE: Bay of Islands-Whangaroa Community Board Chair Belinda Ward, Kaikohe-Hokianga Community Board Chair Chicky Rudkin, Te Hiku Community Board Chair Adele Gardner and Kawiti Waetford - Kaiwhakawhiti Reo (online).

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Charlie Billington (Group Manager – Corporate Services), Tanya Proctor (Head of Infrastructure), Ruben Garcia (Acting Group Manager – Delivery and Operations), Nicola Smith (Acting Group Manager – Community and Engagement), Nadine Hopkins (Acting Chief of Staff), Briar Macken (Acting Group Manager – Planning and Policy), Ken MacDonald (Chief Financial Officer), Angie Thomas (Team Leader – Accounting Services), Ken Lewis (Manager – Communications and Engagement) Aisha Huriwai (Manager – Democracy Services), Amber Wihongi-Alderton (Democracy Advisor), Jacine Warmington (Group Manager – Strategic Relationships).

1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

APOLOGY

RESOLUTION 2025/63

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

That apologies received from Cr Kapa and Cr Kleskovic be accepted and leave of absence granted.

CARRIED

3 NGĀ TONO KŌRERO / DEPUTATION

There were no deputations.

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Request that audio for meeting livestreaming be checked following reports of poor sound.
- Maramataka phase - Whiro.
- Mihi to our dedicated school teachers as the term ends.
- The Paihia Latter-Day Saints Chapel opens this week.
- FNDC & NRC Local Elections information evening is happening this evening.

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

5 NGĀ PŪRONGO / REPORTS

5.1 ADOPTION OF FEES AND CHARGES FOR 2025/26

Agenda item 5.1 document number A5234522, pages 5 - 31 refers

RESOLUTION 2025/64

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

That Council

- a) **adopt the Schedule of Fees and Charges for 2025/26, and**
- b) **delegate the Chief Executive Officer authority to make any final minor edits to the fees and charges prior to publication.**

CARRIED

5.2 ADOPTION OF THE 2025-26 ANNUAL PLAN

Agenda item 5.2 document number A5234405, pages 32 - 131 refers

RESOLUTION 2025/65

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

That Council:

- a) **Adopt the Annual Plan for 2025/26**
- b) **Delegate authority to the Chief Executive Officer to approve any minor accuracy, grammatical or formatting amendments prior to the Annual Plan 2025/26 being published and uploaded to the Far North District Council website.**

Against: Cr Ann Court, Cr Felicity Foy, Cr Tāmami Rākena

CARRIED

5.3 SETTING OF RATES, DUE DATES AND PENALTIES FOR 2025-2026

Agenda item 5.3 document number A5205808, pages 132 - 141 refers

RESOLUTION 2025/66

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

That, pursuant to Section 23 of the Local Government (Rating) Act 2002 (the Act), Council sets the rates as described below for the year commencing 1st July 2025 and concluding 30th June 2026;

All rates are shown inclusive of GST

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

GENERAL RATE		
General Rate		
Differentiated on the basis of land use set on all rateable rating units		
Differential	Basis	Rate
General Differential	Per \$ of Land Value	\$0.0033654
Commercial Differential	Per \$ of Land Value	\$0.0092549
Uniform Annual General Charge (UAGC):		
A UAGC of \$450.00 per Separately Used or Inhabited Part (SUIP) on every rateable rating unit		
Definition of a SUIP:		
<ul style="list-style-type: none"> Any part of a rating unit that is used or occupied by any person, other than the ratepayer, having a right to use or inhabit that part by virtue of a tenancy, lease, licence, or other agreement Any part or parts of a rating unit that is used or occupied by the ratepayer for more than one single use. 		
The following are considered to be separately used parts of a rating unit:		
<ul style="list-style-type: none"> individual flats or apartments separately leased commercial areas which are leased on a rating unit basis vacant rating units 		
TARGETED RATES		
ROADING RATES		
Uniform Roading Rate		
A Uniform Targeted Rate of \$100 per SUIP on every rateable rating unit		
Differential Roading Rate		
Differentiated on the basis of land use set on all rateable rating units.		
Differential	Basis	Rate
Residential	Per \$ of Land Value	\$0.0000954
Lifestyle	Per \$ of Land Value	\$0.0001052
Farming General	Per \$ of Land Value	\$0.0001309
Horticulture	Per \$ of Land Value	\$0.0000807
Dairy	Per \$ of Land Value	\$0.0002244
Forestry	Per \$ of Land Value	\$0.0016441
Commercial	Per \$ of Land Value	\$0.0002666
Industrial	Per \$ of Land Value	\$0.0002265
Mining/Quarry	Per \$ of Land Value	\$0.0092693
Other	Per \$ of Land Value	\$0.0002052

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

Ward Services Rate

Differentiated on the basis of location set on all rateable rating units in the identified wards

Differential	Basis	Rate
BOI - Whangaroa Ward	Per SUIP	\$485.60
Te Hiku Ward	Per SUIP	\$497.10
Kaikohe - Hokianga Ward	Per SUIP	\$584.10

STORMWATER RATES

Stormwater Public Good Rate is set on every rating unit in the district

Per Rating Unit	\$10.00
-----------------	---------

Fixed rate set on differential categories for all rateable rating units identified in the rating area maps for the listed urban communities:

Ahipara	Haruru Falls	Kaikohe	Kawakawa
Awanui	Hihi	Kaimaumu	Karikari
East Coast	Houhora/Pukenui	Kaitāia	Kerikeri/Waipapa
Kohukohu	Ōkaihau	Paihia/Te Haumi	Taupo Bay
Moerewa	Ōpononi/Ōmāpere	Rāwene	Tauranga Bay
Ngāwhā	Ōpua/Ōkiato	Russell	Whangaroa/Kāeo

Differential	Basis	Rate
General	50%	\$187.50
Commercial	100%	\$375.00

DEVELOPMENT RATES

Paihia CBD Development Rate

Differentiated on the basis of land use set on all rateable rating units identified in the rating area maps

Differential	Basis	Rate
General Differential	Per SUIP	\$18.00
Commercial Differential	Per SUIP	\$56.00

Kaitāia BID Rate

Commercial rating units defined in the rating area map	Basis	Rate
	Per \$ of Land Value	\$0.0007369

BOI Recreation Centre Rate

Rating Units defined in the rating area map	Basis	Rate
	Per SUIP	\$5.00

SEWERAGE RATES

Separate sewerage rates are set for each sewerage scheme on every rating unit that is connected to each scheme or to which the scheme is “available”, that is where a rating unit is capable of

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

being connected to a public reticulated wastewater disposal system.
 The additional pan rate is set on the basis of the third and every subsequent water closet or urinal per SUIP. A rating unit or SUIP used primarily as the residence for one household will be treated as having not more than one toilet or urinal.

Ahipara Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$344.07
Available	Per Rating Unit	\$344.07
Additional Pan Rate	Per additional pan	\$206.44

East Coast* Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$320.26
Available	Per Rating Unit	\$320.26
Additional Pan Rate	Per additional pan	\$192.16

Hihi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$1,302.32
Available	Per Rating Unit	\$1,302.32
Additional Pan Rate	Per additional pan	\$781.39

Kāeo Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$762.14
Available	Per Rating Unit	\$762.14
Additional Pan Rate	Per additional pan	\$457.28

Kaikohe Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$247.16
Available	Per Rating Unit	\$247.16
Additional Pan Rate	Per additional pan	\$148.30

Kaitiāia and Awanui Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$464.60
Available	Per Rating Unit	\$464.60
Additional Pan Rate	Per additional pan	\$278.76

Kawakawa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$598.61
Available	Per Rating Unit	\$598.61

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

Additional Pan Rate	Per additional pan	\$359.17
Kerikeri Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$628.31
Available	Per Rating Unit	\$628.31
Additional Pan Rate	Per additional pan	\$376.99
Kohukohu Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$1,079.28
Available	Per Rating Unit	\$1,079.28
Additional Pan Rate	Per additional pan	\$647.57
Ōpononi Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$265.38
Available	Per Rating Unit	\$265.38
Additional Pan Rate	Per additional pan	\$159.23
Paihia Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$520.41
Available	Per Rating Unit	\$520.41
Additional Pan Rate	Per additional pan	\$312.25
Rangiputa Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$280.05
Available	Per Rating Unit	\$280.05
Additional Pan Rate	Per additional pan	\$168.03
Rāwene Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$524.00
Available	Per Rating Unit	\$524.00
Additional Pan Rate	Per additional pan	\$314.40
Russell Sewerage Capital Rate		
Differential	Basis	Rate
Connected	Per SUIP	\$555.69
Available	Per Rating Unit	\$555.69
Additional Pan Rate	Per additional pan	\$333.42
Whangaroa Sewerage Capital Rate		
Differential	Basis	Rate

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

Connected	Per SUIP	\$807.56
Available	Per Rating Unit	\$807.56
Additional Pan Rate	Per additional pan	\$484.54

Whatuwhiwhi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$399.88
Available	Per Rating Unit	\$399.88
Additional Pan Rate	Per additional pan	\$239.93

**East Coast includes Taipa, Cable Bay, Coopers Beach, Mangonui. This is a change in name from Taipa to East Coast and not a new rate..*

Sewerage Public Good Rate is set on every rating unit in the district

Per Rating Unit	\$15.00
-----------------	---------

District Wide Sewerage Operating Rate is set on every rating unit connected to a sewerage scheme

Operating Rate	Basis	Rate
Connected (All schemes)	Per SUIP	\$917.06
Additional Pan Rate	Per additional pan	\$550.23

WATER RATES

Separate water rates are set for each water supply scheme differentiated on the basis of supply or availability of supply to each scheme, that is, capable of being connected to a public reticulated water supply system.

Kaikohe Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$399.92
Available	Per Rating Unit	\$399.92

Kaitiāia Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$538.76
Available	Per Rating Unit	\$538.76

Kawakawa Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$468.18
Available	Per Rating Unit	\$468.18

Kerikeri Water Capital Rate

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

Differential	Basis	Rate
Connected	Per SUIP	\$238.15
Available	Per Rating Unit	\$238.15

Ōkaihau Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$410.99
Available	Per Rating Unit	\$410.99

Ōmāpere/Ōpononi Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$681.73
Available	Per Rating Unit	\$681.73

Paihia Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$242.33
Available	Per Rating Unit	\$242.33

Rāwene Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$266.94
Available	Per Rating Unit	\$266.94

Water Public Good Rate is set on every rating unit in the district

Per Rating Unit	\$15.00
-----------------	---------

District Wide Water Operating Rates

The District wide operating rates are assessed on the basis of the quantity of water supplied as recorded by meter, or for a non-metered supply, per SUIP.

Metered Supply rate (all schemes)

Operating Rate	Basis	Rate
Potable Water	Per m ³ Supplied	\$4.62
Non-potable Water	Per m ³ Supplied	\$3.00

Non-Metered Water Supply Rate (Includes 250 M³ Supply)

Operating Rate	Basis	Rate
Potable Water	Per SUIP	\$1,527.92
Non-potable Water	Per SUIP	\$1,123.84

DRAINAGE RATES are set on all rateable land in the relevant drainage area

Kaitiāia Drainage Area	Basis	Rate
Area of land within the defined rating area	Per hectare	\$13.00

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

Kaikino Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$7.64
Differential B	Per hectare	\$3.82
Differential C	Per hectare	\$1.28

Motutangi Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$32.05
Differential B	Per hectare	\$16.03
Differential C	Per hectare	\$5.35

Waiharara Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$8.21
Differential B	Per hectare	\$4.11
Differential C	Per hectare	\$1.37

And that, pursuant to Section 24 of the Act and with the exception of the targeted rates set for the supply of water pursuant to Section 19 of the Act, Council charges the rates for the 2025-2026 rating year by way of four equal instalments. Each instalment to be paid on or before the due dates set out below;

Rate Instalment	Due Date	Penalty Date
First Instalment	20 August 2025	27 August 2025
Second Instalment	20 November 2025	27 November 2025
Third Instalment	20 February 2026	27 February 2026
Fourth Instalment	20 May 2026	27 May 2026

And that, pursuant to Sections 57 and 58 of the Act and with the exception of the targeted rates set for the supply of water pursuant to Section 19 of the Act, Council imposes the following penalties:

A ten percent (10%) penalty on any portion of any instalment of rates assessed in the 2025-2026 financial year that is not paid on or by the due date for payment as detailed above. This penalty will be added on the penalty dates detailed above;

And that the water meters be read and invoiced on a six-month cycle, or more often if required, and the subsequent invoices become due for payment on the dates in the table below.

And that, pursuant to Sections 57 and 58 of the Act, Council imposes the following penalties in respect of targeted rates set for the supply of water pursuant to Section 19 of the Act:

A ten percent (10%) penalty on any portion of the rate for the supply of water charged pursuant to Section 19 of the Act, as separately invoiced, that is not paid on or by the due date for payment as set out below;

UNCONFIRMED

Extraordinary Council Meeting Minutes

25 June 2025

Scheme	1 st Invoice	Due Date	Penalty Date	2 nd Invoice	Due Date	Penalty Date
Kaikohe	Nov 2025	22/12/2025	29/12/2025	May 2026	22/06/2026	29/06/2026
Kaitiāia	Aug 2025	22/09/2025	29/09/2025	Feb 2026	20/03/2026	27/03/2026
Kawakawa	Jul 2025	20/08/2025	27/08/2025	Jan 2026	20/02/2026	27/02/2026
Kerikeri	Sep 2025	20/10/2025	27/10/2025	Mar 2026	20/04/2026	27/04/2026
Ōkaihau	Jul 2025	20/08/2025	27/08/2025	Jan 2026	20/02/2026	27/02/2026
Ōmāpere/ Ōpononi	Jul 2025	20/08/2025	27/08/2025	Jan 2026	20/02/2026	27/02/2026
Paihia	Oct 2025	20/11/2025	27/11/2025	Apr 2026	20/05/2026	27/05/2026
Rāwene	Jul 2025	20/08/2025	27/08/2025	Jan 2026	20/02/2026	27/02/2026

And that, pursuant to Section 88 of the Act, Council sets Postponement Fees as provided for in the relevant Rates Postponement Policies;

FEES IN RESPECT OF POSTPONED RATES

Pursuant to Section 88 of the Local Government (Rating) Act 2002, Council will charge a postponement fee on all rates that are postponed under any of its postponement policies.

The Postponement fees are as follows:

- Application Fee: \$308
- Administration Fee: \$51 per year
- Financing Fee on all Postponements: Currently set at 4.18% pa but may vary to match Council's average cost of funds. At Council's discretion all these fees may be added to the total postponement balance.

Against: Cr Tāmami Rākena, Cr Ann Court

CARRIED

The meeting adjourned at 11:21 AM and resumed at 11:31 AM.

6 MEETING CLOSE

The meeting closed at 11:40 AM with a karakia.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 31 July 2025.

.....
CHAIRPERSON

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE
ON THURSDAY, 3 JULY 2025 AT 10:03 AM**

PRESENT: Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court (online), Cr Felicity Foy (online), Cr Hilda Halkyard-Harawira, Cr Babe Kapa (online), Cr Penetaui Kleskovic (online 10am and then in person at 11:15am), Cr Steve McNally, Cr Mate Radich (online), Cr Tāmāti Rākena (online), Cr John Vujcich.

IN ATTENDANCE: Adele Gardner (Chair – Te Hiku Community Board), Chicky Rudkin (Chair – Kaikohe-Hokianga Community Board), Belinda Ward (Chair – Bay of Islands-Whangaroa Community Board).

STAFF PRESENT: Guy Holroyd (Chief Executive), Jacine Warmington (GM – Strategic Relationships), Kayla Jonas (Acting Chief of Staff), Charlie Billington (GM – Corporate Services), Tanya Proctor (Head of Infrastructure), Nicola Smith (Acting GM – Community & Engagement), Ruben Garcia (Acting GM – Delivery & Operations), Roger Ackers (GM – Planning & Policy), Carla Ditchfield (Manager – Legal Services), Ken Lewis (Manager – Communications & Engagement), Aisha Huriwai (Manager – Democracy Services), Marlema Baker (Te Kuaka Te Ao Māori Coordinator).

1 KARAKIA TIMATANGA / OPENING PRAYER

Kahika - Mayor Moko Tepania commenced the meeting and opened with the council karakia.

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

2.1 APOLOGIES

RESOLUTION 2025/63

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

That Council receive apologies from Crs Court and Foy for early departure to attend a meeting with Minister Chris Penk, and note an apology from Cr Rākena who is travelling and may lose reception/coverage.

CARRIED

Cr Radich joined the meeting online at 10:22 AM.

3 NGĀ TONO KŌRERO / DEPUTATION

Nick & Julie Du Pain & Matt King – regarding flooding at the Pukepoto Road Bridge in Ōkaihau.
(Tabled documents: Objective ID A5272690 and A5272686 refers)

David Senior – Disability Action Group (DAG) Chairperson: Item 6.1 refers.

4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Reminder that the meeting is being recorded and livestreamed on FNDC’s YouTube channel and Facebook page.
- Maramataka Māori – today is Tamatea Kai Ariki

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

- Acknowledgement of the passing of Te Pāti Māori MP Takutai Kemp on 26 June 2025. Her burial was Tuesday 1 July.
- Acknowledgement of the passing of Hugh Te Kiri Richard Rihari on 27 June 2025. Who among other Council projects was heavily involved in Te Pātukurea Hapū Rōpū.
- Northland Rugby visiting Kaikohe this morning (3 July around 9.30 am).
- Nominations for this year's local government election open Friday. Nomination forms will be available and can be lodged from Friday 4 July. Forms can be lodged online or in person.
- Battle of Ōhaeawai commemorations Sunday June 7, 2025. 9:00 am St Michael's Church Ōhaeawai followed by kai hākari at Ngāwhā school.
- Invite all deputations/speakers, to approach the podium, speak loud and clear for recording purposes.

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

6.1 FROM DISABILITY TO ACCESSIBILITY: A STRATEGIC SHIFT

Agenda item 6.1 document number A5196846, pages 25 - 34 refers.

RESOLUTION 2025/64

Moved: Cr Hilda Halkyard-Harawira

Seconded: Cr John Vujcich

That Council:

- a) **approve renaming the Disability Action Group to the Accessibility Action Group.**
- b) **adopt the updated Terms of Reference for the Accessibility Action Group.**

CARRIED

5.1 CONFIRMATION OF PREVIOUS MINUTES

Agenda item 5.1 document number A5056474, pages 6 - 24 refers.

RESOLUTION 2025/65

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council confirm the minutes of the Council meeting held 5 June 2025 and Extraordinary Council Meeting held 18 June 2025 are a true and correct record.

CARRIED

Secretarial note: While a resolution passed at the previous meeting with public excluded was not restated in public it was confirmed later during this meeting that it can be released to public and has been under item 8 of these minutes.

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

6 NGĀ PŪRONGO / REPORTS

6.1 COMMUNITY BOARD MINUTES - JUNE 2025

Agenda item 7.2 document number A5070113, pages 387- 401 refers.

RESOLUTION 2025/66

Moved: Cr John Vujcich
 Seconded: Cr Steve McNally

That Council note the following Community Board minutes:

- **10 June 2025 Te Hiku Community Board.**
- **11 June 2025 Bay of Islands-Whangaroa Community Board;**
- **23 June 2025 Kaikohe-Hokianga Community Board Extraordinary meeting.**

CARRIED

6.2 ROAD RENAME: PATERETERE PLACE, KĀEO.

Agenda item 6.2 document number A5236126, pages 35 - 41 refers.

RESOLUTION 2025/67

Moved: Cr Hilda Halkyard-Harawira
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council approve to rename a private road “Roto Place” that is currently addressed at Pateretere Place, Kāeo.

CARRIED

6.3 2025 LOCAL GOVERNMENT NEW ZEALAND ANNUAL GENERAL MEETING REMITS

Agenda item 6.3 document number A5212477, pages 42 - 260 refers.

RESOLUTION 2025/68

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

That Council support the following remits:

- a) **Improving Joint Management Agreements**
- b) **Alcohol Licensing Fees**
- c) **Aligning Public and School Bus Services**
- d) **Review of Local Government Arrangements to Achieve Better Balance**
- e) **Rates Capping Annual General Meeting (AGM) Paper**

.CARRIED

Mayoral Note: In their AGM Agenda LGNZ recognises Cr Ann Court for long service to Local Government.

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

6.4 FAR NORTH DISTRICT COUNCIL COMMITTEE AMENDMENTS

Agenda item 6.4 document number A5231048, pages 261 - 263 refers.

RESOLUTION 2025/69

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

That Council resolve to:

- a) **reduce the quorum for the following Council Committees to 4:**
 - 1. **Te Koukou – Transport and Infrastructure Committee**
 - 2. **Te Kuaka – Te Ao Māori Committee**
 - 3. **Te Huia – Executive Review Committee**
- b) **appoint Kahika-Mayor Moko Tepania to Te Koekoeā as a replacement to Cr McNally.**
- c) **that Te Koekoea Committee Terms of Reference be expanded to manage the relationships with all Council Controlled Organisations (CCO’s) in addition to being the Committee to consider director appointments to Council Controlled Organisations (CCO’s).**

CARRIED

The meeting adjourned at 11:10 am and resumed at 11:17 am

Cr Foy left the meeting. 11:10 am

Cr Kleskovic arrived in person at 11:15 am

6.5 REVIEW OF APPOINTMENT OF DIRECTORS FOR COUNCIL ORGANISATIONS POLICIES.

Agenda item 6.5 document number A5243246, pages 264 – 287 refers.

RESOLUTION 2025/70

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Hilda Halkyard-Harawira

That Council:

- a) **revoke the Appointment of Elected Members as Directors of Council Organisations Policy (#2123); and**

In Favour: Kahika – Mayor Moko Tepania, Crs Hilda Halkyard-Harawira, Babe Kapa, Penetaui Kleskovic and Tāmami Rākena

Against: Kōwhai – Deputy Mayor Kelly Stratford, Crs Ann Court, Mate Radich and John Vujcich

Abstained: Cr Steve McNally

CARRIED 5/4

- b) **approve the amendments made to the Appointment and Remuneration of Directors for Council Organisations Policy (#2117) as in attachment 3.**

In Favour: Kahika – Mayor Moko Tepania, Kōwhai – Deputy Mayor Kelly Stratford and Cr Hilda Halkyard-Harawira

Against: Crs Ann Court, Babe Kapa, Penetaui Kleskovic, Mate Radich, Tāmami Rākena and John Vujcich

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

Abstained: Cr Steve McNally

LOST 3/6

Secretarial note 1: Cr Court stated her reasoning for her vote via the online chat and this was recorded during voting.

Secretarial note 2: Elected Members request a workshop regarding the drafting of an "Appointment of Elected Members as Directors of Council Organisations" Policy.

Cr Court left the meeting 11:55 AM.

6.6 AMENDED RATING RELIEF POLICY DRAFT - PROPOSAL FOR PUBLIC CONSULTATION

Agenda item 6.6 document number A5246888, pages 288 - 346 refers.

RESOLUTION 2025/71

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

That Council:

- a) **adopt the proposal in attachment 2 to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002.**
- b) **approve, the period for making written submissions on the proposal will be a minimum of 4 weeks.**
- c) **delegate authority to the Mayor to decide on the date of oral presentation/s of submissions.**
- d) **authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the proposal to correct errors or omissions, or to reflect the decisions made by the Council prior to final publication and public release.**

CARRIED

6.7 COMMITTEE RECOMMENDATIONS AND RESOLUTIONS - AS AT 3 JULY 2025

Agenda item 6.7 document number A5246842, pages 347 - 361 refers.

RESOLUTION 2025/72

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

That Council receive the minutes from Te Koukou – Transport & Infrastructure Committee held 17 June 2025 and Te Kuaka Te Ao Māori Committee held 19 June 2025.

CARRIED

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.4 JOINT COMMITTEE MINUTES - JULY 2025

Agenda item 7.4 document number A5248545, pages 481 - 493 refers.

RESOLUTION 2025/73

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

That Council note the following minutes:

- a) **Civil Defence Emergency Management Group - 3 June 2025.**
- b) **Regional Transport Committee - 10 June 2025.**

CARRIED

7.1 MAYOR AND COUNCILLOR'S REPORTS

Agenda item 7.1 document number A5056551, pages 362 - 388 refers.

RESOLUTION 2025/74

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

That Council;

- a) **note the June reports submitted by Kahika-Mayor Moko Tepania, Kōwhai-Deputy Mayor Kelly Stratford, Cr Babe Kapa, and Cr John Vujcich, and**
- b) **note the May report submitted by Councillor Hilda Halkyard-Harawira which was received in time but was omitted from the 5 June 2025 Council agenda.**

CARRIED

Secretarial Note: In her members report Kōwhai - Deputy Mayor Kelly Stratford mentioned Hihitahi Rise Road which is slipping and caused a power trip and fire, as well as Motutara Road slip leading to Rangiputa Road and the potential risks to life and property.

7.3 UPDATE ON A REGIONAL DEALS FOR NORTHLAND

Agenda item 7.3 document number A5246798, pages 402 – 480 refers.

RESOLUTION 2025/75

Moved: Cr John Vujcich
 Seconded: Cr Penetaui Kleskovic

That Council form a working group to advance Te Tai Tokerau economic priorities and relationships through Regional Deals.

CARRIED

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

7.5 COUNCIL OPEN RESOLUTIONS UPDATE JULY 2025

Agenda item 7.5 document number A5056520, pages 494 - 552 refers.

RESOLUTION 2025/76

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

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

CARRIED

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/77

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
8.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Community Board Public Excluded Minutes	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	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

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

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

CARRIED

At the conclusion of the Public Excluded part of the meeting Council resolved as follows:

8.5 CONFIRMATION OF INFORMATION AND DECISIONS TO BE RELEASED IN PUBLIC

<p>RESOLUTION 2025/78</p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Kōwhai - Deputy Mayor Kelly Stratford</p> <p>That Council confirms the information and decisions contained in the part of the meeting held with public excluded related to the following items not be restated in public:</p> <ul style="list-style-type: none"> - 8.1 Confirmation of Previous Minutes - Public Excluded - 8.2 Community Board Public Excluded Minutes - 8.3 Committee Recommendations and Resolutions - July 2025 - 8.4 Council Public Excluded Open Resolutions Update July 2025 <p>And that the public excluded resolution 2025/62, Item 9.9 Extension of Appointments for Far North Holdings LTD, made by Council on 5 June 2025 be restated in public meeting as follows:</p> <p>That Council</p> <ul style="list-style-type: none"> c) Resolve, as shareholder of FNHL, to amend the constitution of the Company (FNHL) by special resolution under section 32(2), 106 122, of the Companies Act 1993 to: <ul style="list-style-type: none"> i. Increase the maximum number of Directors on the Board of Far North Holdings Ltd from five (5) to eight (8): and ii. Remove the age limit of a director and in implementing a) and b) alterations iii. Authorise the CE to act as authorised signatory, for and on behalf of FNDC as sole shareholder of the company, in the formal notice of alteration of constitution in accordance with the Companies Act 1993 Regulations 1994.

UNCONFIRMED

Ordinary Council Meeting Minutes

3 July 2025

CARRIED

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

Kahika - Mayor Moko Tepania closed the meeting with a karakia.

10 MEETING CLOSE

The meeting closed at 12:19 PM.

The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 31 July 2025.

.....
CHAIRPERSON

6 NGĀ PŪRONGO / REPORTS

6.1 THE STRAND, KORORĀREKA RUSSELL TRAFFIC TRIAL

File Number: A5236605

Author: Emma Manning, Senior Strategic Planner

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

For Council to decide what happens after The Strand, Kororāreka Russell Traffic Trial ends on 1 September 2025.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Bay of Islands-Whangaroa Community Board granted the community of Kororāreka Russell \$100,000 for placemaking in 2022 (\$15,000 via Resolution 2022/09 and \$85,000 via 2022/56).
- Extensive community engagement throughout 2024 identified 79% of participants surveyed wanted to change the use of The Strand from a road.
- Under the Land Transport Rule: Streets Layout 2023, Council as the Road Controlling Authority decided on 12 September 2024 to implement a six-month trial (Resolution 2024/126).
- The Strand Traffic Management trial commenced on 8 December 2024.
- On 10 April 2025, Council decided to extend the trial to 1 September 2025.
- Staff conducted a four-week consultation ending on Tuesday 27 May 2025 which received 383 submissions which asked submitters what they think should happen after the trial ends.
- The consultation survey found 33.60% wanted to keep the trial, 33.90% wanted to revert The Strand, and 32.30% wanted all of The Strand to be pedestrian priority.
- Staff recommend that the trial be made permanent after further design work based on the following:
 - Community Board Resolution 2025/58 on 11 June 2025
 - Statements from the Project Steering Group and Traffic Management Group (also known as the Roding Working Group)
 - Consideration of the existing Parking Bylaw and Mobility Access in Cass Street
 - Consideration of the objectives of the Russell Historic Township Overlay.

TŪTOHUNGA / RECOMMENDATION

That the Council:

- a) **As the Road Controlling Authority under the Land Transport Rule: Streets Layout 2023 (Rule) change:**
 - I. **from mid-block Cass Street to the boat ramp at the northern end of The Strand to a shared space,**
 - II. **the southern end of The Strand to pedestrian priority with access for essential vehicles, and**
 - III. **the layout of Cass Street to make the trial permanent, and**
- b) **Approve the features installed temporarily in Cass Street during the trial be retained in its current form until an updated design is created by Roding Working Group and Council's Transport group, consistent with the objectives of the Kororāreka Russell Historic Township Overlay and presented to the community for feedback;**
- c) **Approve the planters and barrel adjacent to Russell Fresh to be moved back to improve access and egress from the disability park opposite, with clear signage delimiting the loading zone area; and**

- d) **Acknowledges that the Bay of Islands Whangaroa Community Board will incorporate the above into the Bay of Islands-Whangaroa Community Board Strategic Plan to be considered for inclusion in the Long-Term Plan.**

1) TĀHUHU KŌRERO / BACKGROUND

In early 2024, the community with support from the new FNDC Growth Planning and Placemaking team started the Kororāreka Russell Placemaking Plan project. This project was initiated in response to an application for alfresco dining by the Duke of Marlborough. On 5 August 2021 the Bay of Islands-Whangaroa Community Board (Community Board) resolved (2021/61), in addition to considering the alfresco dining application, for the *'community board members to engage with the Russell community to develop a Placemaking kaupapa for the Strand, Russell'*. As a result, in 2022, the Community Board granted the Kororāreka Russell community \$100,000 for placemaking (Resolution 2022/09 and 2022/56).

To support a new placemaking initiative for Kororāreka Russell, a Project Steering Group comprising community representatives was established to partner with Council and lead the placemaking project. Throughout 2024, the Steering Group led engagement events which attracted over 1300 ideas to improve the public realm and foreshore of Kororāreka Russell.

One of the outcomes of the engagement in 2024 was the Kororāreka Russell community wanted to change in the way people and cars interact along the waterfront. In response, the community were asked via an online survey what they wanted to change, and the community provided the following feedback:

- All of the Strand as a pedestrian priority from Pitt Street to Kent Street providing access for essential vehicles = 45%
- Pedestrian priority along south of The Strand from Cass Street to Pitt Street with access for essential vehicles = 19%
- All of the Strand as a shared space from Pitt Street to Kent Street = 15%
- The Strand remains as a road = 21%

Based on the above, at its meeting on 15 August 2024 (Resolution 2024/90), the Community Board recommended a six-month traffic management trial during which the use of The Strand would be changed to allow essential vehicle access only between Cass Street to Pitt Street (Refer to the Diagram on Page 4 of Attachment 1).

Under the Land Transport Rule: Streets Layout 2023, Council is the Road Controlling Authority. Therefore, subsequently, Council considered the above recommendation at its meeting on 12 September 2024 and agreed to implement the trial (Resolution 2024/126). As a result, The Strand Traffic Management trial commenced on 8 December 2024.

The Project Steering Group formed a traffic management sub-committee (Traffic Management Group) to oversee the trial and report back to the Project Steering Group.

Staff facilitated a four-week consultation period from Tuesday 29 April 2025 to Tuesday 27 May 2025. After which, at its meeting on 11 June 2025, the Community Board resolved (Resolution 2025/58) to make the trial permanent. The Community Board recommendation however differs from what was recommended by staff. Staff recommended that the features installed temporarily in Cass Street during the trial be retained in its current form until a permanent solution can be installed consistent with the objectives of the Kororāreka Russell Historic Township Overlay, except for the planters and barrel adjacent to Russell Fresh which are to be removed immediately.

The Community Board accepted an amended resolution and supplanted the above staff recommendation with points (b) and (c) of the recommendation in this report. What was adopted by the Community Board requires staff to work with the Community (Roding Working Group) to design a permanent solution consistent with the objectives of the Kororāreka Russell Historic Township Overlay which is to be presented to the community for feedback.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Council Consultation

In accordance with 3.5(b)(i) of the Land Transport Rule, Council must give the public a reasonable opportunity to provide feedback on the trial. As a result, staff facilitated a four-week consultation period from Tuesday 29 April 2025 to Tuesday 27 May 2025.

The consultation included two information sessions in Kororāreka Russell, promotional video shared on Councils Facebook and social media, letters and emails sent directly to ratepayers and occupiers from Tapeka Point across to Rāwhiti, including Kāretu Marae, Waikare (Te Tūruki) Marae, Te Rāwhiti (Omakiwi) Marae, Kaingahoa (Rāwhiti) Marae and Kororāreka Marae inviting them to participate in an online survey. The Project Steering Group and the Traffic Management Group also used their local networks to promote the consultation.

Survey

The central question of the consultation survey was, “What next for the Strand?” with the below three options.

- Option 1: “Keep the current trial layout - Shared space from Seaside Café to the boat ramp. Pedestrian priority zone from Cass Street to the Marae, with access for essential vehicles only. 'No Left Turn' sign to remain on Cass Street.”
- Option 2: “Remove the trial layout and return The Strand to its original setup.”
- Option 3: “Full pedestrian priority zone from the boat ramp to the Marae (not funded) with access for essential vehicles only.”

Staff also developed concept diagrams for each option to help the community understand the interconnection and interdependence between Cass Street and The Strand when voting on a permanent solution (see Attachment 2). What was trialled and what was approved to be trialled deviated slightly. Please refer to Attachment 3 for a detailed explanation of what was trialled and the term essential vehicle.

The key statistics from the consultation results are as follows:

- 383 total submissions, including 365 survey responses.
- 63% of survey respondents said their experience of The Strand since the trial began was either the same or better.
- 93% of survey respondents identified as fulltime or part time residents.
- 60% of survey respondents said they visit The Strand daily.
- 65.7% of total submissions (252 submissions) wanted either all or part of The Strand to be pedestrian priority with access for essential vehicles.

In addition to the above, the data collected for the survey questions relating to the to safety, access, signage, and accessibility to the wharf has been excluded from the report because the data is unreliable due to the answer options switching between a positive and negative sentiment ranking.

The results of the survey are as follows:

	Keep the current trial layout with access for essential vehicles only	Remove the trial layout and return The Strand to its original setup	Full pedestrian priority zone with access for essential vehicles only	TOTAL

Online Survey (including any subsequent email comments)	100*	92	99	291
Hard Copy (including any subsequent email comments)	21	36**	17	74
Email Submissions (officer assigned category)	8	2	8	18
TOTAL	129	130	124	383
PERCENTAGE	33.60%	33.90%	32.30%	
<p>*16 respondents selected two options. This figure includes 15 respondents that selected keep the trial and full pedestrian priority and 1 respondent that selected keep the trial and go back **7 late hard copy submissions were received on 4 June 2025 which are not included in these statistics or this analysis. Inclusion of these late submissions in these statistics would not have altered FNDC Staff recommendations.</p>				

Survey Comments

The survey asked respondents whether their experience of the trial was better or worse during the trial and also provided a freeform box allowing 150-200 words explaining why their experience was better or worse. The depth, breadth and specificity of the comments has been integral in forming this recommendation.

Broadly, the comments align between people whose experience of the trial was better or worse. The people who had a better experience referenced the correlation between improved ambiance/atmosphere (181) on the foreshore and their being less cars (157), resulting in an increased feeling of safety and enjoyment of the foreshore and the adjacent businesses. Equally there was strong correlation between comments where users experience of the changes to Cass Street – including reduced visibility, reduced manoeuvrability, difficulty parking, congestion, and impeded access to the wharf – meant that their experience of the trial was negative. Even if they agreed that having less traffic on the Strand enhanced the foreshore for others, such as children, visitors and tourists. While the overall sentiment in the comments reflected the choice for what happens next, the comments raised important design considerations for any permanent solution which are detailed in Attachment 4.

Options for a Permanent Solution

Option 1: “Keep the current trial layout - Shared space from mid-block Cass Street to the boat ramp. Pedestrian priority zone from Cass Street to the Marae, with access for essential vehicles only. 'No Left Turn' sign to remain on Cass Street.”

Advantages:

- Supported by the Project Steering Group (see Attachment 5).
- Supported by the Traffic Management Group (see Attachment 6).
- The Transportation Capital Works and Renewals Team has estimated that the cost of permanently installing roading infrastructure would be between \$20,000-\$30,000. There may be additional costs associated with achieving a high-quality design response, if engagement of a heritage consultant is required.
- Enables residents and visitors to go to the south of the Strand if they want to enjoy the foreshore with less traffic which is quieter and with less emissions and feels safer because there are less cars.
- The trial has demonstrated that less traffic enhances the atmosphere and ambiance of the foreshore.
- Less traffic to the south of the Strand reduces the risk of a collision between a car and a person or a child.
- Less traffic is safer for people with limited mobility.

- Ensures tangata whenua access to the coastal marine area.

Disadvantages:

- The submitters (30) whose comments indicated that they did not enjoy the trial or who missed being able to drive down the south of the Strand will not be able to drive down the south of the Strand unless they are an essential vehicle.

Staff Recommendation: While a permanent solution needs to be responsive to the concerns raised by the community during the consultation relating to the functionality of Cass Street and the objectives of the Kororāreka Russell Township Heritage Overlay, staff recommend retaining a pedestrian priority with essential vehicle access from Cass Street to the Marae without a physical barrier because:

1. The majority of submitters wanted to see either part or all of the foreshore as pedestrian priority,
2. The trial demonstrated that reducing traffic on The Strand increased the ambiance of the foreshore and users felt safer,
3. The majority of the concerns raised with the trial pertained to design issues which can be addressed prior installation of a permanent solution,
4. Keeping the trial will enhance the foreshore as a tourist destination, and
5. Keeping the trial is in line with the strategic priorities of the Bay of Islands-Whangaroa Community Board Strategic Plan 2022.

While staff support keeping the trial, it may take some time for a permanent solution to be installed because there is currently no funding and further detailed design work is required.

Staff had suggested that the planters and barrel adjacent to Russell Fresh be removed as they are impeding both a legal loading zone and a mobility space. The recommendation has been updated to reflect the preference of the Community Board for the planters and barrel adjacent to Russell Fresh to be moved back to improve access and egress from the mobility park opposite, with clear signage delimiting the loading zone area. There is an existing sign affixed to the external wall of the loading dock to Russell Fresh from Cass Street which identifies there is a loading zone, but it is not line marked, nor its boundaries defined. Council could consider line marking or installing signage that notes the boundary of the loading zone which is identified in the Parking Bylaw as suggested by the Community Board.

Noting the above, the Transportation Capital Works and Renewals Team advised that the longevity of the temporary planters and barrels in Cass Street could be up to ten years depending on upkeep. The rocks and landscaping may not last as long because they are placed on top of the asphalt and are not fixed in place and can be shifted easily. Note, any permanent roading infrastructure constructed as part of this option would be owned and maintained by Council.

Option 2: "Remove the trial layout and return The Strand to its original setup."

Advantages:

- Returning The Strand to its previous form will ensure that users of the wharf will have unimpeded access to the foreshore.
- Removing the trial would be the cheapest option, but it would still attract some expense to remove and dispose of the trial devices and signage currently installed in Cass Street. The Transportation Capital Works and Renewals Team has estimated that removing the trial infrastructure would cost \$5,000 or less. In addition, there is no budget provision for any solution in the Transportation Capital Works and Renewals budget presently. If this option was chosen, funding would need to be allocated from existing placemaking funding or Council would have to allocate additional funds from a different budget.
- Would enable all people to enjoy driving down The Strand.

- The speed limit of The Strand may be reduced from 30kmh to 10kmh via a separate Council process. Therefore, in that case, reverting to a road would be less hazardous than it was before the trial.
- Ensures tangata whenua access to the coastal marine area.

Disadvantages:

- The trial has demonstrated a correlation between less traffic and increased ambiance on the foreshore. This option would increase the number of vehicles using The Strand which would make The Strand less enjoyable for pedestrians.

Staff Recommendation: Staff do not recommend this option because extensive community engagement throughout 2024 identified that 79% of survey respondents wanted to change the use of The Strand from a road to a shared space or to all or part pedestrian priority. Subsequently the trial confirmed that after experiencing and change of use on the Strand 65.7% of submitters still wanted all or part of The Strand to be pedestrian priority. Additionally, the majority of opposition to the trial related to the changes to Cass Street, not prioritising the use of the Strand for pedestrians.

Option 3: “Full pedestrian priority zone from the boat ramp to the Marae (not funded) with access for essential vehicles only.”

Advantages:

- Traffic counts collected by the Traffic Management Group show there are instances of vehicles travelling at up to 60kmh along The Strand. A full pedestrian priority option would provide a physical barrier to prevent speeding vehicles from endangering pedestrians.
- Full pedestrian priority would enable people to dine at businesses along the waterfront with less vehicle noise and exhaust.
- Concerns have been raised by owners of businesses to the north of the Strand that cars fly past their businesses and they are worried – because of the speed – that one of their staff, or patrons or a child could be hit by a car. Full pedestrian priority would ensure that the businesses are not burdened with increased risk to their staff because more vehicles are using the north of the Strand now that they can't turn left from Cass Street.
- Speed humps have been suggested to reduce traffic speeds on the Strand. Speed humps are not supported by the Disabled Persons Assembly New Zealand because they are difficult to navigate for people with limited mobility.

Disadvantages:

- Reduces tangata whenua access to the coastal marine area.
- This would be the most expensive option to implement. The Transportation Capital Works and Renewals Team has estimated that the cost of installing a mini-roundabout, bollards, signage and narrowing features would be at least \$250,000.
- Russell Volunteer Fire Brigade and other emergency services need to have uncompromised access to the Strand in the event of an emergency, any lowerable bollards would take time to remove in an emergency.
- The legal mobility space, bus stop and loading zone in the Parking Bylaw 2022 adjacent to the wharf would need to be removed and relocated elsewhere.
- This solution would mean there is nowhere for cars to stop to pick up/drop off passengers to the passenger ferry at the end of the wharf.
- With a mini-roundabout, there is nowhere for vehicles to pass other vehicles which are stopped adjacent to the wharf to restock/services vessels.

Staff Recommendation: Staff developed concept diagrams for this permanent solution to show the Kororāreka Russell community that, in order for full pedestrianisation to be achieved, a mini-roundabout would need to be installed in Cass Street and lowerable bollards (or similar) installed to prevent access from Cass Street to The Strand. Staff do not support this option because there is

strong opposition in the community to defining, policing or enforcing the distinction between essential and non-essential vehicles. Also, between the pre-trial survey and the post-trial survey, support for this solution decreased by over 10%. While the comments have not illuminated the reason for this shift, the mini-roundabout would mean that the shared space next to the wharf that is currently used like a town square would be lost. Note, any permanent roading infrastructure constructed as part of this option would be owned and maintained by Council.

Options for Funding

The Bay of Islands-Whangaroa Community Board identifies in its Strategic Plan dated July 2022: *“Placemaking The Strand Russell. Finding creative solutions to manage the Strand area the many user groups while respecting the historic significance of the area.”* Therefore, while the trial was initiated as result of community engagement, pedestrianising the Strand aligns with the Strategic Priorities of the Bay of Islands-Whangaroa Community Board.

Option 1: Fund a permanent solution via inclusion in the Long Term Plan

Advantages: A long term funding strategy ensures there is time to plan and execute a high-quality responsive design to ensure the concerns that have been raised throughout the trial by the Kororāreka Russell community are mitigated in a permanent solution.

Disadvantages: The temporary installations will degrade over time and could potentially become a safety hazard or detract from the protected heritage attributes of the Kororāreka Russell Township.

Staff Recommendation: Staff recommend this option because roading infrastructure will need to be designed and implemented by Council’s roading representatives in line with Council’s obligations as the Road Controlling Authority. Council’s representatives are therefore best placed to ensure a permanent solution complies with safety standards and complements Kororāreka Russell’s heritage aesthetic.

Option 2: Fund a permanent solution via Community Board Grant Funding

Advantages: providing grant funding to start the detailed design work for a permanent design will be faster and give the community more control over the final design of the roading solution if they are leading the engagement with heritage architects and engineers. The Community Board’s Strategic Plan justifies using grant funding for a permanent solution because the outcome will both effect and benefit the whole Kororāreka Russell community and the Ward and District more broadly. Using grant funding as a mechanism to implement a permanent solution ensures the Community Board have control over the detail design and can award grants to local providers in line with the wishes of the Kororāreka Russell community.

Disadvantages: Using grant funding for a permanent solution may result in less funding being available for grant proposals in other areas of the Ward. It may result in complexities not having the project managed by the Transportation Department.

Staff Recommendation: Staff would not discourage the Community Board from using grant funding to expedite a permanent solution but note this is not likely to be financially viable within the Community Board’s allocation for the next financial year. It may also be challenging for a community board to direct functions that would normally be managed by the Transport Department.

Next Steps

Under the *Land Transport Rule: Street Layouts 2023* a trial period means the two year period from the date of the installation of the trial, in this case 8 December 2024 to 8 December 2026 (r 1.4(1)). A Road Controlling Authority may end a trial before the two-year trial period has expired by making a decision on a permanent solution (r 3.9(2)). After Council has made its decision and before the trial period ends, Council must notify the public a) when the trial will end (under r 3.8) and tell the public of the decision/outcome of the trial (under r 3.9(2)).

If Council resolves to make the street layout changes that were subject of the trial permanent, then Council can keep installed on the road the street layout changes that were subject to the trial until a permanent solution can be installed (r 3.11(2)). There is no time limit for permanent roading infrastructure to be installed. Council is however required to keep the public informed as to the design

and timeline of the installation of permanent roading infrastructure via, for example, a website page providing updates to the community on progress.

After Council's decision, if the staff recommendation is supported, work can commence toward a permanent solution and the planters and barrel adjacent to Russell Fresh would need to be moved back toward Russell Fresh to improve access and egress from the disability park opposite, with clear signage delimiting the loading zone area.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION







The Kororāreka Russell community are a highly active community that have championed changing the use of The Strand from a road to pedestrian priority for the benefit of residents, visitors and tourists. The trial proved that the foreshore would be better with less traffic and making the trial permanent subject to further detailed design to Cass Street enables less traffic on the Strand without requiring physical barriers. Keeping the trial also ensures the waterfront can be accessed by tangata whenua, businesses that need to access The Strand, residents with properties on The Strand and emergency services.

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

The Transportation Capital Works and Renewals Team have advised that none of the options for a permanent solution would likely be able to meet the criteria for New Zealand Transport Agency (NZTA) subsidy so any works would be at 100% Council share. There is no budget provision for any solution in the Transportation Capital Works and Renewals budget presently.

The recommended option by staff estimates that the cost of permanently installing roading infrastructure to make the trial permanent would be between \$20,000-\$30,000. There may be additional costs associated with achieving a high-quality design response if engagement of a heritage consultant is required. These funds are recommended to come from a Long Term Plan.

ĀPITIHINGA / ATTACHMENTS

1. **Pre-Trial Concept 2024 - Option 3 - A5217030** [↓](#) 
2. **Trial 2025 - The Strand Consultation Diagrams - A5208811** [↓](#) 
3. **What was trialled - A5218739** [↓](#) 
4. **Analysis of Submission Comments and Recommended Responses - A5218735** [↓](#) 
5. **Statement From The Kororāreka Russell Steering Group – Received 27 May 2025 - A5217055** [↓](#) 
6. **Statement From The Kororāreka Russell Traffic Management Group – Received 28 May 2025 - A5217059** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

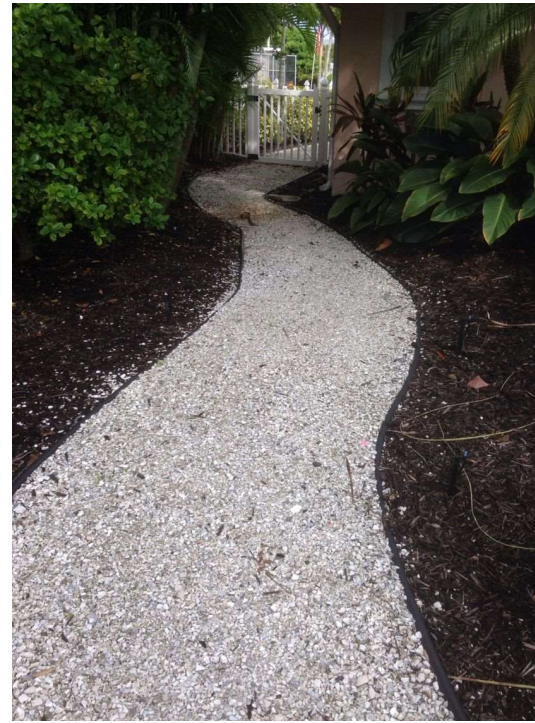
He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The Kororāreka Russell Historic Township is of district wide significance and therefore a four-week community consultation process was conducted to ensure anyone across the district could comment on what should happen after the trial ends. The matter is of high significance because the proposal is likely to generate considerable community interest.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Accessibility Policy (2022) Art and Memorials in Public Places Policy (2017) Community Gardens Policy (2013) Community Grant Policy (2018, currently under review) District Plan 2009 Footpath Policy (2016) Heritage New Zealand Pouhere Taonga Act 2014 Iwi/Hapu Environmental Management Plans Policy (2016) Local Government Act 2002 Long Term Plan (2024-2027) Parks and Reserves Policy (2022) Parking Bylaw 2022 Procurement Policy Resource Management Act 1991
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 Kororāreka Russell Historic Township is of district wide significance and the Community Board have been involved throughout the process via the appointment of a Project Steering Group led by a Community Board Member.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	The Project Steering Group engaged widely during the trial, this included: <ul style="list-style-type: none"> - Hapū representation on the Project Steering Group and the Traffic Management Group - Direct invitation to surrounding Marae in the consultation - Consideration of access to water for tangata whenua

<p>Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>The engagement identified over fifty local groups and community groups and five Marae within surrounding area with an interest in Kororāreka Russell. In order to ensure a comprehensive and inclusive engagement, there has been a range of events and methods employed to ensure opportunities for participation. The consultation identified significant impacts to the use of the legal mobility space, the recommendation seeks to have this concern addressed. Also, business owners, property owners who are directly abutting the roads that are affected, and their concerns have been reflected throughout the discussion.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>The Transportation Capital Works and Renewals Team have advised that none of the options for a permanent solution would likely be able to meet the criteria for NZTA subsidy so any works would be at 100% Council share. There is no budget provision for any solution in the Transportation Capital Works and Renewals budget presently. Funding would need to be allocated from placemaking funding or Council would have to allocate additional funds from a different budget.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>

Russell Esplanade – Materials Palette (concept only)



Timber Bench /wooden divider delineator



Shells for at roadside



Rope barrier



Signs mounted on timber baulks

6.2 TE RŪNANGA Ā IWI O NGĀPUHI MANA WHAKAHONO Ā ROHE**File Number: A5249186****Author: Llani Harding, Pouhautū Te Hono - Manager - Te Hono****Authoriser: Jacine Warmington, Group Manager - Strategic Relationships****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from Council to enter into a Mana Whakahono ā Rohe (MWaR) agreement with Te Rūnanga ā Iwi o Ngāpuhi (TRAION).

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- This report outlines the intent of a Mana Whakahono ā Rohe agreement
- The main opportunities outlined in this report are in reference to Council's commitments under the agreement.

TŪTOHUNGA / RECOMMENDATION**That Council:**

- approve the Mana Whakahono ā Rohe Agreement and the development of a work programme that gives effect to the Agreement, alongside Te Rūnanga ā Iwi o Ngāpuhi; and**
- delegate authority to the Chief Executive Officer to make any minor amendments to the Mana Whakahono ā Rohe Agreement.**

1) TĀHUHU KŌRERO / BACKGROUND

Mana Whakahono ā Rohe (MWaR) provide an opportunity for tangata whenua and local authorities (councils) to work together on environmental issues under the Resource Management Act 1991 (RMA).

A Mana Whakahono ā Rohe is a binding statutory arrangement that provides for a more structured relationship under the RMA between:

- an iwi authority and a local authority / local authorities
- a combination of iwi authorities and a local authority / local authorities
- a combination of an iwi authority / iwi authorities and hapū, and a local authority or local authorities
- a hapū and a local authority (if initiated by the local authority)
- a combination of hapū and local authorities (if initiated by the local authorities).

The purpose of MWaR is two-fold:

1. To provide a mechanism for iwi authorities and local authorities to discuss, agree, and record ways in which tangata whenua may participate in resource management and decision-making processes under the RMA; and
2. To assist local authorities to comply with their obligations under the Resource Management Act (RMA) 1991.

In initiating, developing, and implementing a Mana Whakahono ā Rohe, the participating authorities must use their best endeavours—

- a) to achieve the purpose of the Mana Whakahono ā Rohe in an enduring manner:
- b) to enhance the opportunities for collaboration amongst the participating authorities, including by promoting—
 - i. the use of integrated processes:
 - ii. co-ordination of the resources required to undertake the obligations and responsibilities of the parties to the Mana Whakahono a Rohe:
- c) in determining whether to proceed to negotiate a joint or multi-party Mana Whakahono a Rohe, to achieve the most effective and efficient means of meeting the statutory obligations of the participating authorities:
- d) to work together in good faith and in a spirit of co-operation:
- e) to communicate with each other in an open, transparent, and honest manner:
- f) to recognise and acknowledge the benefit of working together by sharing their respective vision and expertise:
- g) to commit to meeting statutory time frames and minimise delays and costs associated with the statutory processes:
- h) to recognise that a Mana Whakahono a Rohe under this subpart does not limit the requirements of any relevant iwi participation legislation or the agreements associated with that legislation.

An iwi authority or local authority can initiate a MWaR with one another, at any time other than in the period that is 90 days before a local body election. A local authority can also initiate a MWaR with hapū. In the case of TRAION, the initiation began in September of 2021.

Following hui for initiating MWaR, negotiations must be concluded within 18 months unless all parties agree otherwise.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

In the case of the MWaR between TRAION and FNDC the first formal hui to discuss what the agreement could look like, was held in November 2021 and in September 2022 it was mutually agreed to pause the MWaR process. This was reinitiated in March 2023. By mutual agreement, negotiations have extended beyond the 18 month recommended date. TRAION and FNDC have held a number of hui to develop the final MWaR and TRAION have now endorsed this agreement for signing.

Further work will be done on developing a work programme that gives effect to the MWaR agreement. A communications plan will be developed with TRAION staff. Further engagement with Nga hapū o Ngāpuhi will be done by TRAION staff and representatives.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

It is recommended that Council approve this paper due to the long term commitments and work that has been co-designed and developed alongside TRAION.

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

There are no budgetary implications in signing the agreement. Budget will be required on approval and staging of the work programme, to be developed alongside TRAION.

ĀPITIHINGA / ATTACHMENTS

1. **Mana Whakahono ā Rohe - Draft - A5289777**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Medium 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 and agreement further support Council's obligations under Te Tiriti o Waitangi, He Whakaputanga, FN2100, Te Pae o Uta and Te Pae Tata.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	<p>This proposal has district-wide importance as it relates to the activities that fall within the boundaries of interest to Ngāpuhi.</p> <p>A Work programme that works outside the delegations of Council will be discussed with community boards should there be any direct impact.</p>
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	This agreement is with an Iwi entity. The Iwi are responsible for ensuring hapu engagement is undertaken in developing this agreement.
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).	Wider engagement amongst Ngāpuhi beneficiaries will be undertaken during the development of the work programme. Any implications of this agreement on interested parties will be undertaken and considered during the development phase of the work programme.
State the financial implications and where budgetary provisions have been made to support this decision.	There is budgetary support within current budgets to support the development of a work programme alongside Te Rūnanga ā Iwi o Ngāpuhi. As the work programme is developed, each Group will need to consider the budgetary implications for their relevant functions and commitments under the agreement.

Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.
---------------------------------	---

6.3 LAND DRAINAGE BYLAW - APPROVAL OF AMENDED LAND DRAINAGE BYLAW FOR PUBLIC CONSULTATION

File Number: A5245766

Author: Dan Bowmar, Policy Advisor

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To obtain approval for the amended Land Drainage Bylaw to be released for public consultation.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- There are four land drainage districts in the Far North, all situated in Te Hiku Ward: Kaitāia, Motutangi, Waiharara and Kaikino.
- The Local Government Act 2002 gives Council the power to make bylaws to regulate the use and management of these drainage assets.
- On 03 October 2019 (Resolution 2019/37 refers), the Land Drainage Bylaw 2019 was made, replacing the Land Drainage Bylaw 2009.
- On 24 September 2024 (Resolution 2024/134 refers), the Land Drainage Bylaw 2019 was reviewed by Council under Section 158 of the Local Government Act 2002 and Council approved the Land Drainage Bylaw 2019 to continue with amendment.
- Section 160 (3)(a) of the Local Government Act 2002 requires that Council consult with the public when amending a bylaw.
- On 08 July 2025 (Resolution 2025/65 refers), Te Hiku Community Board recommended that Council approve the draft proposal in attachment 4 to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002.
- A draft of the amended Land Drainage Bylaw 2019 is in Attachment 1.
- The recommended consultation period is between 01 August and 29 August 2025. The recommended date for oral submissions is 03 September 2025.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) **approve the proposal for an amended Land Drainage Bylaw (Attachment 4), to be released for public consultation to meet the requirements of section 156 of the Local Government Act 2002.**
- b) **approve a minimum four-week period for making written submissions on the proposal in Attachment 4.**
- c) **approve hearing any oral submissions and agree to delegate to the Mayor, the power to arrange and/or change the date of the oral presentations of submissions.**
- d) **direct Council staff to make all necessary logistical arrangements for oral submitters to be heard in person in the council Chambers or online via Microsoft Teams.**
- e) **authorise the Chief Executive to make minor changes to the proposal for the amended Land Drainage Bylaw to correct grammatical or spelling errors, or formatting.**

1) TĀHUHU KŌRERO / BACKGROUND

There are four land drainage districts in the Far North, all situated in Te Hiku Ward: Kaitāia, Motutangi, Waiharara and Kaikino.

Sections 145 (a and b) and section 146 (b)(i) of the Local Government Act 2002 gives Council the power to make bylaws to regulate the use and management of these drainage assets.

On 03 October 2019 (Resolution 2019/37 refers), the Land Drainage Bylaw 2019 came into place, replacing the Land Drainage Bylaw 2009, which had revoked.

On 24 September 2024 (Resolution 2024/134 refers), the Land Drainage Bylaw 2019 was reviewed by Council under Section 158 of the Local Government Act 2002 and Council approved the Land Drainage Bylaw 2019 to continue with amendment.

On 08 July 2025 (Resolution 2025/65 refers), Te Hiku Community Board recommended that Council approve the draft proposal in attachment 4 to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002.

Section 82A of the Local Government Act 2002 sets out the requirements for information to be made available for consultation. Those requirements are to provide:

- the proposal and the reasons for the proposal
- an analysis of the reasonably practicable options, including the proposal
- a draft of the amended Bylaw

Council staff have prepared a proposal document that meets the requirements of section 82A. The proposal document is in Attachment 4.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Council's role relating to the drainage districts

Managing and maintaining land drainage infrastructure aligns with the following community outcomes, stated in the Long-term Plan:

- Communities that are healthy, safe, connected and sustainable by reducing the risk of damage from flooding to individual properties.
- Resilient communities that are prepared for the unexpected by reducing the risk of flooding.
- A wisely managed environment that recognises the role of tangata whenua as kaitiaki by providing a safe living environment for affected communities.

The Bylaw:

- ensures Council access to drainage channels
- addresses connections of private drains to drainage channels
- includes provisions to ensure drainage channels are not obstructed or altered
- regulates stopbanks, crossings, and watering places
- covers damage, maintenance and repair to drainage assets, inspections, obstruction of officers, and penalties for breaching the Bylaw.

Problems to be addressed

The problem stated when the Bylaw was made is that improperly managed and maintained land drainage assets can impact negatively on contiguous properties. This included:

- a) The unsafe and inefficient creation, operation, maintenance and renewal of the land drainage network;
- b) Improper hazard management to prevent or minimise flooding and erosion, minimise adverse effects on the local environment particularly freshwater ecological systems quality, and not assisting in maintaining water quality;
- c) Lack of protection of Council land drainage assets, for example, by not setting out acceptable types of connection to land drainage networks;
- d) Risks to the health and safety of council employees.

Review findings

The Review identified that:

- improperly managed and maintained land drainage assets can impact negatively on contiguous properties

- a bylaw is still the most appropriate way to address problems relating to the land drainage network.
- the form of the Bylaw is not appropriate, with amendments required to provide greater certainty to the Bylaw:
 - the Bylaw should not refer to the Interpretation Act 1999, which was replaced by the Legislation Act 2019;
 - maps of the drainage districts should be included in a Schedule to the Bylaw with accompanying provisions in the Bylaw applying to this Schedule (e.g. the Schedule may be amended by resolution of Council);
- while the provisions in the Bylaw appear fit for purpose, engagement and consultation with key stakeholders may identify further changes that should be made to the Bylaw
- at the time of the review, the Bylaw did not give rise to implications under the New Zealand Bill of Rights Act 1990. However, a full assessment will need to be conducted following any possible amendments

Amendments to the Bylaw

The draft amended Bylaw is in Attachment 1. Tracked changes to the Bylaw can be found in attachment 3.

Amendments to the Bylaw are in attachment 3 include:

- a) Correction of a typo in clause 2:

This Bylaw comes into force on the 7th day of October 2019.

- b) Addition of a definition of “Land Drainage Area” in subclause 5.1 to ensure clarity:

Land Drainage Area means a land drainage area identified in Schedule 1: Land Drainage Maps to this Bylaw, or any other land drainage area that the Council by resolution identifies and determines to regulate for land drainage purposes.

- c) Replacing the reference to the Interpretation Act 1999 with the Legislation Act 2019 in subclause 5.3. The ~~Interpretation Act 1999~~ **Legislation Act 2019** applies to this Bylaw.

- d) Rewording of subclause 11.1 to ensure clarity:

No person ~~shall discharge or cause, permit or suffer to be discharged onto a drainage channel or private drain connected therewith, any liquid, gaseous or solid matter which shall be likely to be a nuisance or injurious to health or to the proper care of the drainage channel.~~ may –

- (a) Widen or deepen; or
- (b) Stop or obstruct; or
- (c) Alter the course of; or
- (d) In any way interfere with,

Any drainage channel or associated works without the prior written approval of Council.

- e) Addition of wording to subclause 13.2 to ensure clarity:

No person shall **remove, change or** construct any culvert, bridge or crossing in upon or over any drainage channel without the prior approval of Council.

- f) Rewording of subclause 16.1 to ensure clarity:

~~Council, members, officers, workmen or agents~~ **An enforcement officer or authorised person** shall have the power, right, and authority to inspect any installation set up for the withdrawal or diversion of water from any drainage channel, whether authorised or not and the Council

may direct any alteration or improvement to or replacement of such installation or request its removal or demolition at any time.

g) Rewording of subclause 17.1 to ensure clarity:

No person, whether on private land or not, shall obstruct any ~~member, appointee, employee or agent of Council enforcement officer or authorised person~~, with or without drain cleaning machinery or plant, in the performance of anything which such member, appointee, employee or agent is or may be required to do in the discharge of their duties.

h) An addition to clause 20. Land Drainage Areas:

20. Land Drainage Areas

20.1 The provisions of this Bylaw do not remove the need for any resource or other consents required under the Resource Management Act 1991, Building Act 2004. Where consents are required under this chapter of this Bylaw and other acts or regulations, all shall be lodged with the Council at the same time.

i) Maps have been created from new maps created by our GIS team to increase accuracy from previous maps (see attachment 2). Maps that show the properties charged drainage area rate are also within this schedule. These will be added to a separate Schedule as:

Schedule 1: Land Drainage Maps.

New Zealand Bill of Rights Act 1990 preliminary assessment

The review found that the Bylaw does not give rise to implications under the New Zealand Bill of Rights Act 1990. However, a full assessment of the impact of the bylaw on these rights cannot be made until the content of the bylaw is finalised.

Proposal for consultation

The amended Land Drainage Bylaw will be made under section 145 and 146 of the Local Government Act 2002. Under section 156 of the Local Government Act 2002 Council must consult using either the special consultative procedure or the requirements in section 82 of the Local Government Act.

Under the Council's Significance and Engagement Policy, the new bylaw does not meet the threshold for requiring the special consultative procedure as the new bylaw:

- does not involve the transfer of a strategic asset
- will not incur unbudgeted financial impacts
- will not have a significant impact on Māori, the public, or level of service as the new bylaw will have the same effect as the current bylaw.

Therefore, consultation needs to comply with section 82 of the Local Government Act 2002.

Section 82A of the Local Government Act 2002 sets out the requirements for information to be made available for consultation. Those requirements are to provide:

- the proposal and the reasons for the proposal
- an analysis of the reasonably practicable options, including the proposal
- a draft of the proposed bylaw

Council staff have prepared a proposal document that meets the requirements of section 82A. The proposal document is in Attachment 4.

Consultation process

Section 82 of the Local Government Act 2002 does not stipulate a minimum length of time for consultation but requires the Council, to give people "a reasonable opportunity" to present their views on the proposed bylaw. A consultation period of at least four weeks is considered best practice. Therefore, Council staff recommend consultation to open on 01 August 2025 and close on 29 August 2025 which is a period of four weeks.

Council staff recommend people be encouraged to present their views by making comments or submissions via the Council's website. A submission form will be provided for download on the website for people to print and use to make written submissions either by post or delivery to Council offices. A small number of printed copies of the proposal document and submission form will be made available at Council offices for people to use if they are not able to print the documents themselves. A link to the webpage for making submissions will be emailed to the Council's "subscribers" database and publicised on the Council's social media pages.

The proposed new bylaw is likely to be of interest to the public and Council staff expect that there will be requests to present submissions orally to elected members. The date for the oral presentations of submissions, if required, has been set for 03 September 2025.




TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The Local Government Act 2002 requires that Council consult when amending a bylaw. A proposal for an amended Land Drainage Bylaw, including a draft of the Bylaw, is in Attachment 4.

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

The operational costs of consultation are expected to be minimal (less than \$1,000 plus staff time and resources) and will be met from within existing budgets.

ĀPITIHINGA / ATTACHMENTS

1. **Proposed Amended Land Drainage Bylaw 2019 - 2025 - A5253561** [↓](#) 
2. **Proposed Schedule 1 Land Drainage Maps - Land Drainage Bylaw 2019 - July 2025 - A5253557** [↓](#) 
3. **Proposed Tracked changes - Land Drainage Bylaw 2019 - July 2025 - A5253559** [↓](#) 
4. **Proposal - Land Drainage Bylaw 2019 - July 2025 - A5253555** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	In line with the Significance and Engagement Policy, the recommendation to continue the Land Drainage Bylaw with amendment will have little effect on the financial thresholds, ratepayers, specific demographics, or levels of service. The recommendation is consistent with existing plans and policies. Therefore, the level of significance is low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<ul style="list-style-type: none"> • Land Drainage Bylaw 2019 • Local Government Act 2002 • New Zealand Bill of Rights Act 1990 • Far North District Council – Te Pae Ata – Three-Year Long-Term Plan 2024-2027 (Section 7 – Wai Ua me Hapuwai Stormwater and Drainage) • Land Drainage Act 1908 • Interpretation Act 1999 • Legislation Act 2019 • Resource Management Act 1991
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 issue has relevance within Te Hiku Ward. Engagement has been undertaken with Te Hiku Community Board to further understand the issues and problems relating to Land Drainage.
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.	Māori are kaitiaki of the land and are therefore an important voice in issues of Land Drainage. Māori will be given an opportunity to present their views and preferences as part of the consultation process.
Identify persons likely to be affected by or have an interest in the matter, and	All interested parties will be given an opportunity to share their views and preferences including Te Hiku

<p>how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>Community Board, the Land Drainage Board, Land Drainage Committees, affected landowners, Infrastructure Group subject matter experts, and iwi/hapū.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>The operational costs for amending the Bylaw is expected to be minimal (less than \$1000 plus staff time and resources) and will be met by existing operational budgets.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>

6.4 HOUSING FOR THE ELDERLY REVIEW OF RENT SETTINGS AND OPTIONS FOR PUBLIC CONSULTATION

File Number: A5261722

Author: Nadine Hopkins, Executive Projects Advisor

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

TAKE PŪRONGO / PURPOSE OF THE REPORT

To inform the Council of options arising from a review on how rents are increased for the Housing for the Elderly portfolio and seek approval to commence public consultation on the options.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Housing for the Elderly portfolio consists of 144 units across 12 locations.
- The Housing for the Elderly Policies and Information 2010 requires rents to be adjusted annually based on the Consumer Price Index. This was set by a Council decision in May 2010. A change to this method requires a Council decision.
- The 2010 policy sets out that the Housing for the Elderly activity is to be funded from rents received. Council's Long-Term Plans 2021-2013 and 2024-2027 also outline that the Housing for the Elderly portfolio is intended to be funded entirely through rents received, however recognises that at times this activity may not be self-funding.
- The portfolio is not covering its operational outgoings, with a forecasted operational shortfall exceeding \$200,000 for the 2025/2026 financial year.
- A review has:
 - Considered the current Consumer Price Index (CPI) based adjustment to see if it is still fit for purpose, and also considered other approaches such as:
 - setting and reviewing based on a percentage of income,
 - market rent benchmarking,
 - tiered rents which take into account features of the units or household,
 - cost-recovery approach, and
 - mixed approaches.
 - Obtained feedback from 60 tenants on potential approaches along with their views on what impact this may have on them.
- Council is to decide on whether to proceed to go out for public consultation. The approaches for consultation are continuing with CPI-based annual rent increases, setting rents as a percentage of NZ Super, adjusting rents to cover actual operating costs, benchmarking rents against market rates, as well as including variations based on unit features and household types.
- Public consultation on approaches is recommended due to the anticipated community interest and the impact on tenants and ratepayers.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) **Adopt the Proposal in Attachment 3 to be released for public consultation to meet the requirements of section 82 of the Local Government Act 2002.**
- b) **Approve that the period for making written submissions on the proposal will be a minimum of 4 weeks.**
- c) **Delegate authority to the Mayor to decide on the date of oral presentation/s of submissions.**
- d) **Authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the Proposal to correct errors or omissions, or to reflect the decisions made by the Council prior to final publication and public release.**

1) TĀHUHU KŌRERO / BACKGROUND

Far North District Council has a Housing for the Elderly portfolio of assets consisting of 144 units across 12 locations. These are tenanted by persons who meet specific eligibility criteria, including being over 60 years old.

Rents are set and reviewed based on the Housing for the Elderly Policies and Information 2010 document (**2010 Policy**). The 2010 Policy provides that:

Far North District Council aim to ensure that adequate facilities are provided for our elderly by providing 144 Pensioner Housing units at 12 locations within the Far North District.

Council's Housing for the Elderly Funding Policy requires the activity to be funded from rents received and endeavours to keep rents as low as possible while providing units that are well maintained and presented.

Council will increase rents every year on the 1st October by the June Consumer Price Index (CPI).

In accordance with Council resolution 2021/17 from May 2021, options for divesting the portfolio have been explored and have led to a closer examination of the portfolio's operational viability and future needs for it to be sustainable. The portfolio is not covering its expenses, with operational shortfalls for the 2025/2026 financial year forecast to exceed \$200,000. This figure does not include depreciation funding.

The current rents are:

• Location	• Type of Unit	• Weekly Rent
• Kaikohe, Kerikeri, Rāwene	• Bedsit unit	• \$130.00
• Ahipara, Awanui, Horeke, Kawakawa, Oxford St, Puckey Ave, Rāwene, Kohukohu, Waimā	• One bedroom unit	• \$136.20
• Kaikohe, Ōmāpere, Kerikeri	• Larger units: One/ Two-bedroom unit (s)	• \$140.00
• All complexes	• Couples	• \$144.60

The 2010 Policy sets out primarily administrative and operational matters relating to the Housing for the Elderly portfolio of assets. However, a small number of high-level policy statements in the Booklet reflect previous Council decisions and require a Council resolution to change, including that annual rent increases will be based on CPI figures. Council resolved this as the method of rent increases at the meeting of 26 May 2010 as set out below:

6.9. Pensioner Housing

Resolved

Baker/Macauley

"That the report, "Pensioner Housing", be received;

And that Council will increase pensioner housing rent annually effective from 1st October each year based on the CPI increase;

This approach which has been in place for 15 years. A review in accordance with resolution 2025/40 has been undertaken into the current approach of how rents are set and reviewed, and whether it is still fit for purpose.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

A research report has been completed as set out in **Attachment 1**. The research report considered other ways rents could be approached and reviewed how other councils establish and review rents. The following approaches were considered:

- CPI-Based Adjustments: Continuing the current method of adjusting rents annually based on the CPI. Using this approach since 2010 mean rents increased an average of \$2.13 per week each year. Depending on the CPI increase, weekly rent rises have ranged from \$0.60 to \$7.70, with the biggest jumps happening during the high inflation years of 2022 and 2023.
- Percentage of Income: Setting rent as a fixed percentage of the tenant's income, typically between 25% and 30% of New Zealand Superannuation. This approach focuses on the tenant's income.
- Independent Valuation and Market Rent Benchmarking: Basing rents on professional valuations and market rates, potentially setting them at a full or discounted market rate.
- Tiered Rents Based on Unit Features and Household Type: Adjusting rent levels based on factors such as unit size, condition, and location, as well as considering different rates for single occupants versus couples. These are factors which can be considered as part of any approach.
- Cost-Recovery Approach: Calculating rent to cover the actual cost of operating and maintaining the housing, with or without depreciation, to ensure financial sustainability.

Mixed approaches which combine elements from multiple methods were also considered. These can be used to strike a balance between affordability for tenants, market variation, and financial sustainability although come with more complexity.

The review also:

- Considered what other financial support may be available if rents were to increase such as the accommodation supplement¹ and how that may affect amounts paid by tenants who were eligible for it, and
- Obtained the views of the tenants on the approaches, with 60 tenants providing feedback. Tenants were given the option to have face to face meeting with staff as part of this, which option was taken up by 53 tenants. Those could not, or did not want to, meet in person were provided with the option to provide feedback by providing staff with their written responses (via email, service centres or post) which approach was taken for the rest of the responses received.

Attachment 2 provides an analysis of each of the approaches covering:

- Whether the approach will meet operating costs.
- Impact on tenants, including the change per week.
- Impact on ratepayers.
- Implementation and administration considerations.
- Whether the approach considered unit features like size, area or if they tenants are a couple and how that may contribute to a mixed approach.
- Advantages and disadvantages.

OPTIONS TO PROGRESS THIS REVIEW

¹ The accommodation supplement is a weekly payment administered by Work and Income (part of the Ministry of Social Development) which is to help people with the cost of rent, board or owning a home. This support is available to individuals with low income, low asset levels, and housing costs that exceed a set proportion of their income.

To progress this review, Council is to consider whether to undertake consultation on the options and approaches arising from the review. Council can either:

- Undertake public consultation on the options (recommended option), or
- Chose to not undertake public consultation and not proceed any further with this review, or
- Make a decision on an approach without undertaking public consultation.

Attachment 3 is a draft proposal setting these approaches to consult on, including background information to explain the approaches (**Proposal**).

The approaches in the Proposal would be:

<ul style="list-style-type: none"> • 1 	<ul style="list-style-type: none"> • Keep things as they are • Rents to continue to be increased annually based on the Consumer Price Index (CPI). • <i>This is the current situation (status quo)</i>
<ul style="list-style-type: none"> • 2 	<ul style="list-style-type: none"> • Link rents to NZ Super • Rents to be increased by basing the amount as a percentage of NZ Super and reviewed annually to keep that proportionality.
<ul style="list-style-type: none"> • 3 	<ul style="list-style-type: none"> • Align rent increases with actual costs • Rents to be increased/adjusted annually to cover the actual or forecast operating costs incurred each year.
<ul style="list-style-type: none"> • 4 	<ul style="list-style-type: none"> • Benchmark rents against market rates • Rents to be benchmarked against market rates, set as a percentage and reviewed annually.

Each option would also include a tiered approach to setting rents. This means the amount charged may differ based on things like the size or location of the unit, and whether it is occupied by one person or a couple.

There are no legislative requirements for undertaking this review, however the Local Government Act 2002 sets out certain considerations about decision making and consultation. Council’s Significance and Engagement Policy 2021 also provides the appropriate level of public engagement.

The subject matter of this review is of high interest to tenants who are directly affected.

Is anticipated to have a medium level of public interest from wider communities and interest groups (such as those who advocate for elderly persons or are interested in housing) and ratepayers (as the operating shortfall is funded from rates). In addition, the proposal is likely to have an impact on the social, economic, environmental or cultural wellbeing of the District or an aspect of the District. It is considered that the proposal is of high significance for current tenants and tenant involvement should occur, and of medium significance for the public, and public engagement to consult on the options should occur.

Views and feedback from the tenants were collected as part of explaining the review to them and researching approaches. This has helped to consider the potential impacts on them of some approaches and the advantages and disadvantages of them, however not all tenants have provided feedback.

Consultation process

Section 82 of the Local Government Act 2002 does not set out a minimum length of time for consultation, however a consultation period of at least four weeks is considered best practice.

Council staff recommend people be encouraged to present their views primarily by making comments or submissions via the Council's website. A submission form will be provided for download on the website for people to print and use to make written submissions either by post or delivery to Council offices. A small number of printed copies of the proposal document and submission form will be made available at Council offices for people to use if they are not able to print the documents themselves. A link to the webpage for making submissions will be emailed to the Council's "subscribers" database and publicised on the Council's social media pages. Tenants will also be contacted via their preferred method (phone or text) and be encouraged to participate.

Council staff will be available to discuss the options with interested and affected parties during the consultation period. The options will most likely be of interest to the public and staff expect there may be requests to present submissions orally to elected members. Staff therefore recommend the Council delegate, to the Mayor, the power to arrange and change the date of the oral presentations of submissions.

Option 1: Undertake public consultation on the Proposal (recommended option)

To progress this review and undertake public consultation on the Proposal.

This option will mean it takes longer to complete the review and make a decision, however it provides the opportunity to gather feedback from the community and ratepayers on these potential approaches.

Tenants will also have another chance to provide more targeted input, which is important for those who did not participate in the original meetings with staff. In addition, the information in the Proposal also contains more detail and analysis of the approaches than the original questions asked of the tenants.

Option 2: Do not undertake public consultation and not proceed any further with this review

This will bring the review on how rents are set to an end, and the status quo will continue with rents to be adjusted by way of CPI.

Option 3: Make a decision on an approach without undertaking public consultation

This approach would mean a decision is made without further consultation or engagement occurring, which is a quicker approach to changing the rent settings in the 2010 policy. However, this approach would limit transparency and accountability in decision making as not all tenants participated in the initial meetings where their feedback was sought, the timeframe for them to be involved was short and occurred as part of the research into approaches with the engagement with them focused more on their views as part of understanding impacts, advantages and disadvantages. The information and analysis in the Proposal is much more detailed and has been informed by that feedback.

It also misses the opportunity to gather feedback, views and insights from the wider public, as the decision also affects the communities where these properties are located, and ratepayers. Further, it increases the risk of public opposition (including legal challenge) and lack of support if changes are to be implemented.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The recommended approach is option 1: to undertake public consultation on the Proposal. Although a special consultative procedure is not required for this decision, it is recommended to conduct public consultation due to the anticipated community interest. Tenants are directly and financially affected by any changes in rent, but the broader community may also be impacted as tenants are often family members of those in the community, and there is concern for the care of the elderly and housing. Additionally, ratepayers are subsidising the portfolio through their rates to cover operational costs and may wish to have their views heard.

Given the implications on community wellbeing and the anticipated level of public interest, consultation is appropriate under Council's Significance and Engagement Policy. The Proposal in Attachment 3 meets statutory requirements for consultation under section 82 of the Local Government Act 2002.

Next steps

If the Council adopts the recommendation, staff will implement public consultation and aim to present the outcome and recommendations arising out of that for consideration to the 25 September 2025 Council Meeting.

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

The operational cost of consultation is expected to be minimal, involving primarily staff time and resources, and will be met from within existing budgets.

Financial implications on the approaches are considered at a high level in Attachment 2, will be further considered as part of any future decision.

ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1: Research Report HfE Review of Rent Settings - A5272593** [↓](#) 
2. **Attachment 2: Evaluation of Approaches - Options Analysis - A5272598** [↓](#) 
3. **Attachment 3: Housing for the Elderly Rents Proposal Document - A5272595** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	High significance due to the potential impact on tenants, and medium significance for the community and ratepayers. This means a need to ensure decisions reflect community needs and preferences, and public consultation should be conducted to gather feedback. Tenant feedback has been obtained, and wider feedback from the community is required.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Council's Housing for the Elderly Funding Policy requires the activity to be funded from rents received and endeavours to keep rents as low as possible while providing units that are well maintained and presented. This is reflected in the LTPs 2021-2013 and 2024-2027 which outline that the Housing for the Elderly portfolio is intended to be funded entirely through rents received, however recognises that at times this activity may not be self-funding.
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 issue is District Wide. Community Boards do not have delegation to make decisions over Housing for the Elderly related matters.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	This decision does not relate to land or a body of water. Iwi and hapū have not been specifically consulted. Iwi and hapū will have the opportunity to provide feedback as part of public consultation.
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).	Tenants' views were obtained for the research report and potential impacts on them has been included in the analysis of the approaches. Tenants will also be able to provide feedback as part of public consultation.

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Decisions to undertake consultation will be covered by current resource allocation. Financial implications from the options to be addressed in decision making. High level financial implications are included in the analysis for each approach in Attachment 2.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>

6.5 GOVERNANCE OF TE PUĀWAITANGA

File Number: A5261974

Author: Roger Ackers, Group Manager - Planning & Policy

Authoriser: Charlie Billington, Acting Chief Executive Officer

TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek approval to initiate the establishment of a governance group to oversee the administration of the existing Te Puāwaitanga Sports Complex in Waipapa.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Te Puāwaitanga is a multi-use, multi-purpose sports complex located in Waipapa.
- Opened on 24 April 2025 to the public it consists of turf and sand based playing fields, onsite waters, an ablutions block and carpark and is currently used by Football and Rugby League and will be used by Cricket in the coming Summer.
- Council currently manages the facility including maintenance, bookings, and relationships with the current users. This is currently rates funded.
- A working group established in 2021 considered the establishment of an incorporated society to oversee Te Puāwaitanga.
- Council approved a resolution in 2022 that a partnership structure between Far North District Council and an independent community entity be negotiated to ensure the sustainable long-term governance and management of Te Puāwaitanga.
- A Council workshop on 22 May 2025 that considered 'what next?' for Te Puāwaitanga confirmed that the next priority now that facility was opened was to put in place the governance structure to oversee the operations of the current facility.
- This paper considers a range of possible governance structures and recommends that Council request Sport Northland to commence the establishment of group that can be taken through to becoming an incorporated society that can enter into an agreement with Council for the use and occupation of the land that Te Puāwaitanga is on.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) **Request Sport Northland establish an appointments panel to commence the establishment of a group to oversee the administration of the existing Te Puāwaitanga Sports Complex by initially appointing;**
 - i) **three community representatives**
 - ii) **three sports representatives**
 - iii) **a chair from one of the above six appointee representatives.**
- b) **Request that the appointments panel consists of representatives from;**
 - i) **Sport Northland**
 - ii) **Ngāti Rēhia**
 - iii) **The Bay of Islands-Whangaroa Community Board**
 - iv) **An Elected Member of the Far North District Council and**
 - v) **A Sport Northland nominated independent with sports complex administration experience.**
- c) **Request that Sport Northland convene the first meeting of the group of appointed representatives plus one hapū appointed representative and one appointed Council representative where the group will;**

- i) **Commence the preparation for an application to become an incorporated society, including refinement of any necessary founding or governance documents for an incorporated society. These documents should reflect the expectations in the draft constitution attached to this report.**
- d) **Request that the process to establish a right to lease or use to occupy of Te Puāwaitanga between Council as the landowner and the incorporated society is commenced once the incorporated society for Te Puāwaitanga is registered under the Incorporated Societies Act 2022.**
- e) **Grant the Te Puāwaitanga incorporated society \$15,000 for each of the 2025/26 and 2026/27 financial years to cover establishment and initial administration costs associated with the commencement of the trust.**

1) TĀHUHU KŌRERO / BACKGROUND

- In 2012 Council undertook a football field capacity study. This study indicated that more fields are required to accommodate the needs of the local community. Community groups were also proposing that Kerikeri needed a sports hub.
- On 1 May 2020 Council purchased rural property (Lot 18 Deposited Plan 316057 identifier 26858 and Lot 17 Deposited Plan 333643 identifier 137900) opposite the Waipapa retail area on State Highway 10. Initial workshops were held in 2021 with sporting codes in the Bay of Islands area to discuss the short-, medium-, and long-term future for a sports hub. This engagement also aimed at identifying ways to ensure interest groups could be included in the development of the site.
- \$2,000,000 of funding from the Provincial Growth Fund (PGF) was awarded for the building of sports facilities on the site. This was added to \$7,049,670 in funds allocated in Council annual plans over 2021 to 2024 period for a sports hub in Waipapa. These funds were further supplemented with an additional \$2,000,000 from the Government's COVID19 Response and Recovery Fund. As a result of the need to fulfil the requirements and conditions of the PGF funding, it was decided that development on the site would be conducted in phases.
- Phase one was scoped to develop thirteen of the total 44.376 hectareage available into four
- soccer/rugby league playing fields, a carpark, and an ablution block. The phase one project was gifted the name Te Puāwaitanga by Ngāti Rēhia at an initial Waipapa sports hub working group meeting in 2021.
- The purpose of the initial working group was to engage the community and lead the thinking on all matters relating to the design, development, and delivery of a sports hub on the Council owned land. On 22 February 2022 the working group established for the development of sports hub at Waipapa identified the values of Te Puāwaitanga as follows.
 - W - Wellbeing for all
 - H - Healthy competition
 - A - Active communities
 - K - Kindness in all that we do
 - A - All are welcome
 - U - United we are stronger
 - T - Tangata whenua at our heart
 - E - Excellence is our aim.
- The same report identified partners of Te Puāwaitanga as.

The Communities of Kerikeri, Waipapa, the Far North and all of Northland, including but not limited to; pre-schools, schools and colleges, clubs and centres, businesses and professionals, religious and ethnic groups, whanau, hapu and iwi, gaming and charitable Trusts, regional and national sports organisations, sport and recreation providers, and the Far North District Council.

- It was also acknowledged at the time that community fundraising would be necessary if all the requirements and desires for the facilities were to be achieved.
- In late 2021 Global Leisure Group (GLG) was engaged by Council to develop a governance model for the running of the sporting facilities that would be built on the Council owned land. The work on the governance model resulted in the following resolution at the Strategy and Policy Committee meeting on 6 September 2022 that was then approved by Council on 22 September 2022.

5.8 'TE PUĀWAITANGA' - BAY OF ISLAND / WAIPAPA SPORTS HUB GOVERNANCE ARRANGEMENTS

Agenda item 5.8 document number A3545152, pages 153 - 186 refers

RESOLUTION 2022/60

Moved: Cr Moko Tepania

Seconded: Chair Rachel Smith

That the Strategy and Policy Committee recommends to Council that a partnership structure between Far North District Council and an independent community entity be negotiated to ensure the sustainable long-term governance and management of Te Puāwaitanga.

CARRIED

- In December 2022 the working group was stood done and would reconvene to undertake the next stage of development of the sports facilities at Te Puāwaitanga while Council considered the long-term governance structure being put forward for Te Puāwaitanga.
- GLG completed an updated sports needs assessment for Kerikeri/Waipapa that was delivered to Council in August 2023 and then a revised needs assessment delivered in February 2025 for Te Pātukurea, Kerikeri/Waipapa Spatial Plan (attached). These studies concluded that there was still demand for active recreation based on registered members in the sports of cricket, rugby league and football in the Kerikeri/Waipapa area. However, it also pointed out that the population in the Kerikeri/Waipapa Area is aging and plateauing in the coming two decades and therefore there will be a changing demand for active recreation facilities in the area.
- On 24 April 2025 Phase One of Te Puāwaitanga was opened by Council for public access and use by the Kerikeri Football Club, The Makos Rugby League Club and Kerikeri Cricket Club in a limited capacity. The operational running of the facility, including the operational overheads are current managed by the Far North District Council.
- On 22 May 2025 Council workshopped the future of Te Puāwaitanga. This was broken down into the following areas for consideration.
 - Administration of the current facility opened on 24 April 2025
 - Master planning of Waipapa as per the implementation of Te Pātukurea which has the following identified to commence upon adoption;
 - “Develop Structure Plan/Catchment Mgmt. Plan - Waipapa for Urban Intensification and Greenfield areas of Waipapa, including ‘Te Puāwaitanga Stage 2 Project’, and consideration of the future of Baysport.”
 - “Update placemaking / neighbourhood plan - Waipapa (ahead of plan change and to reflect Structure Plan outcomes sought).

- Project Governance of Phase II of Te Puāwaitanga. This initially includes further sporting code fields and any vertical structures. First task will be determining the scope of Phase II
- The future development of the Council landholdings that contain Te Puāwaitanga and other landholdings that will be impacted by the further development of Te Puāwaitanga as part of Phase II.
- It was generally agreed in the workshop that progressing with the confirmation of the administration of the current Te Puāwaitanga complex is the priority of the four workstreams considered in the above mentioned workshop.
- On 18 June 2025 Council approved Te Pātukurea, a spatial plan for Kerikeri and Waipapa. The spatial plan makes as specific reference to the further development of Te Puāwaitanga.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Discussion

The paper to September 2022 to the Strategy and Policy Committee identified the following.

The NZ Sporting Facilities Framework 2014 (published by Sport NZ) states recognises that:

“Often, communities have found the money to build a facility, only to struggle with the on-going operational and maintenance costs. Choices made to lower the initial capital cost often led to higher “whole of life” cost. The “BIG Three” operational costs (staffing, energy, repair, and maintenance) can, when combined, account for 75% of all costs. If these three main operational costs are not tightly controlled, over time the financial sustainability of the development will be placed under great pressure. “

The working group established at the time acknowledged the risk of this scenario eventuating for Te Puāwaitanga and, as a mitigation, recommended that Te Puāwaitanga operate as non-profit distributing organisation (NPDO). The report also went on to recommend that a small initial operating grant (circa \$50,000 per annum) may be required while any governance group is established and can turn a profit. However, this was premised on having fully completed and available building as per the initial designs for stage II of Te Puāwaitanga and therefore requiring some initial funding for the big three identified operating overheads identified above.

Further to this, the New Zealand Spaces and Places Framework, Pou Tarāwaho mō ngā Takiwā me ngā Wāhi o Aotearoa 2024 (attached) goes on to identify the following relevant principles

- 7 - Partnering and Collaboration (Whakahoahoa me to Mahi Tahī) which leads to well-used facilities and active environments that maximise the return (social and financial) on investment
- 9 – Financial Sustainability with the intent that facilities are financially sustainable and viable over the lifetime of the asset which means taking a long-term view of the financial sustainability upfront that will provide decision makers, like the Council, with information they need on whether to proceed or not. Key considerations are.
 - Modelling of whole of life costs to understand the long-term financial impacts and funding requirements to proceed
 - Ensuring all on-going operating costs are considered including compliance, all amenity maintenance (for example carparking and access roads), and renewals
 - Understanding the operating model early and ensuring key users (in the sake of Te Puāwaitanga this is currently football, rugby league and is about to be Kerikeri Cricket Club) can afford/commit to assumptions about use.

In the body of the report to the 22 September 2022 Strategy and Policy Committee, but not in the substantive resolution, the following is also noted.

The recommendation is for carparks, access roads, public toilets, changing rooms and field/carpark lighting to remain in Council ownership.

Vertical structures and buildings (except for the changing rooms) would be owned by the incorporated society.

Early discussions held by the working group in place in 2021/22 on the establishment of the board proposed the following board appointee process and structure.

- That a panel of 4 (made up of 1 x Council, 1 x Sport Northland, 1 x Sports Club, 1 x Ngāti Rēhia) would be set up to appoint the Board.
- That the Board would initially be made of 7 members, including the following:
 - 3 x Code representatives
 - 3 x Community or local Iwi representatives
 - 1 x independent person.

The following points were raised by the working group after considering the proposed composition of the board:

- Concerns that board will not contain a member from each sporting code that either is using or intends to use Te Puāwaitanga. This was countered with the point that if every code is represented the board would become unmanageable as new codes and other organisations started using Te Puāwaitanga.
- It was proposed that there needed to be a fail-safe in the event the Governance fails at some point in the future and that Council needs a mechanism to over-ride the Board, and step in.
- Other 'Key Documents' such as the User / Management Agreements, Licences to Occupy, Ground Leases and MOUs would be put in place to define roles and responsibilities of all parties, protect the Council's asset, and the Sporting Codes 'place' at Te Puāwaitanga.

Concerns were also raised by staff in late 2022 and into the first half of 2023 about the draft constitution approved at the 22 September 2022 Strategy and Policy Committee meeting. These concerns were centred around the following issues:

- The ownership model proposed and the liability that this would represent to the current and future Councils as the enduring landowner if the entity entrusted with running and managing the facility built on the land became defunct due management and/or governance issues.
- Concerns about the draft constitution put forward and what this would bind Council to.
- Concerns about how the board that would oversee the running of the sports facilities would be formed under the draft constitution and how this draft constitution would grant exclusive rights of use and advantages to foundation sporting clubs over clubs and community groups that would join later via memorandum of understanding agreements.

Further discussion with Sport Northland leading up to the recommendation made in this report concluded on a proposed board structure as follows.

Eight (8) Board members made up of the following.

- Three (3) community representatives initially appointed by an appointments panel established by Sport Northland
- Three (3) sports appointed representatives initially appointed by an appointments panel established by Sport Northland
- One (1) hapū appointed representative
- One (1) appointed Council representative

The draft constitution has been modified to reflect the points raised is attached to this report with modifications highlighted in yellow. The following specific change has been made to 7.16 – Removal of Officer or Representative

The Far North District Council may, via resolution of Council made under the Local Government Act 2002 and The Local Government Official Information and Meetings Act 1987, resolve to remove an officer of the Society, or a Board representative, before the officer’s or representative’s term of office ends.

It is recommended that this clause be reviewed to determine if, by its nature, creates Te Puāwaitanga as a Council Controlled Organisation. This will need to be determined as part of the refinement of the constitution if the recommendation in this paper is approved.

Options

The practicable options available for Council to consider regarding the ongoing administration of Te Puāwaitanga are presented as follows:

Option	Advantages	Disadvantages
<p>1. Administration of Te Puāwaitanga is via an incorporated society – Te Puāwaitanga Trust</p>	<ul style="list-style-type: none"> • An incorporated charitable trust is a distinct legal entity, allowing it to own property, enter contracts, and limit trustee liability • Trustees of an incorporated trust are generally protected from personal liability, except for certain taxes like GST or PAYE • Registered charitable trusts may qualify for tax exemptions and can receive donations that are tax-deductible for donors • Charitable trusts can apply for funding from community trusts, gaming societies, and government bodies • Operating as a charity aligns with promoting community health, youth engagement, and social inclusion through sport and is in alignment with the values of Te Puāwaitanga (WHAKAUTE) • Once registered, the trust is recognised nationwide, simplifying compliance via national registration. 	<ul style="list-style-type: none"> • All activities must align with charitable purposes; profits cannot benefit individuals • Unlike private entities, charitable trusts may face constraints in pursuing commercial ventures unless clearly aligned with their charitable objectives. Establishing the trust as a non-profit distributing organisation goes some way to addressing this disadvantage • Trustees must act in good faith, avoid conflicts of interest, and manage assets prudently. Poor governance can lead to legal issues or loss of charitable trust status.
<p>2. Council administers Te Puāwaitanga</p>	<ul style="list-style-type: none"> • Council, under the Local Government Act 2002 is mandated to serve the public interest, and can ensure equitable access to Te Puāwaitanga for all community members 	<ul style="list-style-type: none"> • Decision-making can be slow and risk-averse, especially with multiple layers of approval and public accountability as required by Local Government legislative requirements

Option	Advantages	Disadvantages
	<ul style="list-style-type: none"> • Council can align the use and development of Te Puāwaitanga with broader community wellbeing goals, such as health, social cohesion, and youth engagement and leverage its engagement capabilities to ensure the facility meets local needs • Council can leverage existing infrastructure (e.g., other Council land and facilities in Waipapa including the residual land around the Te Puāwaitanga Sports Complex) to support facility use and development • Te Puāwaitanga can benefit from stable funding through rates and long-term planning cycles via the Long-Term Plan and would be less vulnerable to donor fatigue compared a charitable trust. 	<ul style="list-style-type: none"> • Innovation may be limited by rigid procurement and governance processes in place at the Council • Council has faced competing demands across services exacerbated by severe weather events. This has limited investment in sport and recreation and, if this trend continues, could result in the deferral of maintenance and improvements at Te Puāwaitanga due to higher priorities and funding constraints bought on by affordability issues across the Far North District • Council Operations lack the commercial agility of a charitable trust or a private company with staff currently being generalists rather than specialists in sports facility management, which is highly likely to affect service quality and responsiveness if Te Puāwaitanga remains administered by Council and there is no change in capacity and capability in Council operations • Council priorities can shift with changes in council leadership and governance with each local body election affecting continuity and long-term planning • Council is restricted in how it can commercialise Te Puāwaitanga (e.g., sponsorships, naming rights), which limits its income potential from the complex now and into the future as it is further developed.
<p>3. Administration of Te Puāwaitanga is via a single Sports Code</p>	<ul style="list-style-type: none"> • A single code can provide clear strategic direction and consistent priorities with 	<ul style="list-style-type: none"> • Other codes or community groups may face reduced access, higher fees, or scheduling conflicts. This

Option	Advantages	Disadvantages
	<p>decisions often made faster due to unified governance</p> <ul style="list-style-type: none"> • Te Puāwaitanga is likely to be well-maintained and tailored to the needs of the single governing sports code (e.g., turf quality, lighting, changing rooms) with investment being focused, potentially leading to elite-level infrastructure • The code can use Te Puāwaitanga to grow grassroots participation, run academies, and host competitions with a strong alignment between facility use and player development pathways • There would be less administrative complexity compared to multi-stakeholder models making it easier to manage bookings, maintenance, and staffing with a single user group focus. 	<p>undermines the multi-use intent of Te Puāwaitanga and is not in alignment with the values of Te Puāwaitanga (WHAKAUTE) that Council has agreed to</p> <ul style="list-style-type: none"> • Public perception could shift toward Te Puāwaitanga being “owned” by one sport, leading to community dissatisfaction. This raises the risk of political or reputational backlash, as public some funds used for the development of Te Puāwaitanga tagged to Council providing a multi-use, multi-code facility • If the primary sport is seasonal or has limited participation, the facility may be underused during off-peak times creating missed opportunities for diverse programming (e.g., fitness classes, cultural events) • Other codes may struggle to access grants or sponsorships tied to Te Puāwaitanga • If the code’s leadership lacks facility management experience, it may lead to operational inefficiencies or poor maintenance of Te Puāwaitanga.
<p>4. Te Puāwaitanga is comanaged – Council and a Charitable Trust</p>	<ul style="list-style-type: none"> • Is more aligned with the New Zealand Spaces and Places Framework principles than the other options presented in this report • Council can bring long-term funding, infrastructure, and public accountability while the Charitable Trust can contribute agility, community engagement, and access to philanthropic funding 	<ul style="list-style-type: none"> • This model will require clear agreements (e.g., MOUs, contracts) to define roles, responsibilities, and dispute resolution and runs the risk of creating conflicting priorities between public and charitable interests • Joint governance can slow decisions if consensus is required or if roles are unclear creating the potential for bureaucratic overlap or duplication of

Option	Advantages	Disadvantages
	<ul style="list-style-type: none"> • Access to public funding (rates, government grants) and private sources (donations, sponsorships, gaming trusts) can reduce reliance on a single funding stream, improving financial resilience • A Trust for Te Puāwaitanga can include local stakeholders, hapū, and sports representatives, ensuring inclusive decision-making while Council can ensure alignment with broader community goals and outcomes • A Trust for Te Puāwaitanga that is focused on day-to-day operations could make more efficient decisions than what Council bureaucracy allows • Dual oversight could improve transparency and performance monitoring with each party holding each other accountable to agreed outcomes. 	<p>effort on the part of both parties</p> <ul style="list-style-type: none"> • If not well-structured, each party might assume the other is responsible for key tasks (e.g., maintenance, reporting) creating the risk of blame-shifting if issues arise • Councils operate under strict regulatory frameworks while trusts may be more informal or community-driven creating misalignment in values, pace, or communication styles creating the risk of friction between the two parties • If either party withdraws (e.g., council funding cuts or trust leadership changes), the model may become unstable • Council does not have the maturity in its capability, or does it have a track record of high trust relationships with current charitable trusts that could move it to a place where it could enter into a co-management agreement. Conversely there is little evidence of examples of trusts in the Far North that also have the capability to enter into a complex co management arrangement that address the risks identified in the disadvantages list above.
<p>5. Administration of Te Puāwaitanga is via a private company under a lease or management contract with Council and/or a public private partnership agreement.</p>	<ul style="list-style-type: none"> • Private companies can bring professional expertise in facility management, marketing, and customer service and may operate with leaner staffing models and more flexible procurement processes, reducing costs • A private operator is incentivised to maximise usage and income through memberships, events, sponsorships, and retail 	<ul style="list-style-type: none"> • A private company may prioritise profit over accessibility, potentially pricing out low-income users or community groups while also creating the risk of a reduced focus on non-commercial activities like youth development or disability sport • Council may have limited influence over day-to-day operations, programming, or pricing with community

Option	Advantages	Disadvantages
	<p>This can reduce the financial burden on councils and ratepayers</p> <ul style="list-style-type: none"> • Private firms can quickly adapt to market trends (e.g., new fitness programs, new sports, digital booking systems) and may offer extended hours, premium services, or tailored programs to attract diverse users • Council could transfer operational risks (e.g., staffing, maintenance, revenue shortfalls) to the private operator providing more predictable budgeting for the Council • With a well-structured agreement, both parties could benefit: the public retains ownership, while the private sector drives performance. 	<p>needs potentially becoming secondary to commercial goals</p> <ul style="list-style-type: none"> • Facilities may become less inclusive, with fewer free or subsidised programs with priority given to high-revenue activities (e.g., corporate events) over grassroots sport • This model requires detailed contracts with clear KPIs, performance monitoring, and dispute resolution mechanisms with poorly written agreements leading to legal disputes or service failures • If the private operator underperforms or faces controversy, the council’s reputation may suffer by association.

Staff recommend Option 1: Administration of Te Puāwaitanga is via an incorporated society – Te Puāwaitanga Trust. However, staff also acknowledge that the constitution should be limited in its objectives and powers to encompass the administration of the existing Te Puāwaitanga Complex leaving open the possibility for co-management and or a Public/Private Partnership for the administration of Te Puāwaitanga as it is further developed as a multi-use, multi-code community recreation facility in the future.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Staff recommend Option 1 because it progresses the furthering of the initial intentions of Te Puāwaitanga, is aligned with the values of Te Puāwaitanga and enables a trust to form, creating the benefits that come with an incorporated society as captured in the advantages of the analysis of options in this report.

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

The report recommends \$15,000 for each of the 2025/26 and 2026/27 financial yeas be granted to the Te Puāwaitanga Trust so it can be established and can initially operate. This is currently unbudgeted for both financial years.

ĀPITIHINGA / ATTACHMENTS

1. **New Zealand Spaces and Places Framework - A5265902**  
2. **Te Puāwaitanga Needs Assessment 2025 Update Report - A5275311**  
3. **Te Puāwaitanga Incorporated Society Constitution Draft 2025 - A5275325**  

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The content and recommendation in this report is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Parks and Reserves Policy 2022. Kokiri ai Te Waka Hourua Regional Sports, Active Recreation and Play Strategy 2021 – 2030 (endorsed by Council 21 July 2021). Far North Spaces and Places Plan (supported in principle by the Council on 4 November 2021).
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 has not yet been determined if Te Puāwaitanga is District wide park or is to be overseen by the Bay of Islands/Whangaroa Community Board as part of their delegations for local parks and reserves. Community Board Representatives, including the community board chair have been part of the working group and have also been in attendance in recent workshops.
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.	Ngāti Rēhia has been part of the working group, has provided input into decision making and currently provides ground maintenance services to Te Puāwaitanga. The name Te Puāwaitanga was gifted by Ngāti Rēhia and was instrumental in defining the values for Te Puāwaitanga. Ngāti Rēhia have been provided with an early copy of this paper and the draft amended constitution attached to this report for feedback.
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).	Sporting Codes that currently use Te Puāwaitanga, being Football, Rugby League and Cricket have all had meetings with staff following the 22 May 2025 workshop and have been informed of Council's intention to table this paper at the 31 July 2025 Council meeting.

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>The paper proposes that \$15,000 per annum for the financial years 2025/26 and 2026/27 be granted to the Te Puāwaitanga Trust. This has not been budgeted for.</p>
<p>Chief Financial Officer review.</p>	<p>This report has been reviewed by the Chief Financial Officer.</p>

6.6 DEVELOPMENT CONTRIBUTIONS POLICY STATEMENT OF PROPOSAL

File Number: A5270575

Author: Virginia Smith, Policy Advisor

Authoriser: Roger Ackers, Group Manager - Planning & Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt a Statement of Proposal for public consultation to on a new draft Utu Whakawhanake – Development Contributions Policy 2025.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council is considering replacing the current Development Contributions Policy 2015 with the new draft Utu Whakawhanake – Development Contributions Policy 2025 under section 102(4)(a) of the Local Government Act 1991.
- The new draft Utu Whakawhanake – Development Contributions Policy 2025 reintroduces development contributions to ensure fair, equitable and sustainable funding for growth-related infrastructure.
- The new draft Utu Whakawhanake – Development Contributions Policy responds to recent growth pressures, legislative requirements, community expectations, and rectifies issues found with the Development Contributions Policy 2015.
- Staff have prepared a Statement of Proposal for Council to consider adopting for public consultation to comply with section 83 Local Government Act 1991.
- Council must now decide whether to adopt the Statement of Proposal (Attachment 1) and proceed with public consultation.
- For completeness, staff have prepared a supporting report to support public understanding about key elements of the new draft Utu Whakawhanake – Development Contributions Policy 2025 (Attachment 2) and assist Council's decision-making.

TŪTOHUNGA / RECOMMENDATION

That Council:

- Adopt the Statement of Proposal as provided in Attachment 1 of this report for public consultation on the new draft new draft Utu Whakawhanake – Development Contributions Policy 2025.**
- Approve that the period for making written submissions on the proposal will be for a minimum of one month.**
- Approve to delegate to the Mayor, the power to change the date of the verbal submissions.**
- Authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the Statement of Proposal to correct errors or omissions, or to reflect the decisions made by the Council prior to final publication.**

1) TĀHUHU KŌRERO / BACKGROUND

Under section 102 of the Local Government Act 2002 (LGA), Council may have a policy on development and financial contributions.

The first Development Contributions Policy was first adopted in 2001. At its statutory review date in 2014, Council determined that it would no longer require development contributions for developments within the district. This was a direct response to the Global Financial Crisis in 2007-2008 and the negative impact that eventuated on development within the district. This resulted in the Development Contributions Policy 2015 (2015 Policy).

Since then, the 2015 Policy remains unchanged. Although attempts have been made to change the 2015 Policy to reintroduce development contributions, both internal and external factors have affected the process and slowed the progress of making amendments, as seen in the Timeline table below.

Timeline Table

Date/Period	Action/Status
2001	Council adopts first Development Contributions Policy to fund growth-related infrastructure
2014	Policy is amended to suspend development contribution charges. Response due to the post-Global Financial Crisis negatively impacting development activity.
2014-2022	2015 Policy remains unchanged through its two statutory reviews. Council relies on Financial Contributions and Development Agreements
2021-2031 Long Term Plan review	2015 Policy reviewed as part of the Revenue review. Council commits to reintroduce development contributions.
16 December 2021	Council resolves to develop a new Development Contributions Policy for the 2024-2034 Long Term Plan
June 2022	Growth projections reviewed to inform future infrastructure needs
2023	Three Waters reforms introduced by Central Government prevent application of development contributions to three waters infrastructure. Council had insufficient evidence for other infrastructure assets to include in a Development Contributions Policy.
17 February 2024	Central Government repeals Three Waters legislation. Council regains development contributions powers for waters infrastructure.
14 March 2024	Council approves development of a draft Financial Contributions chapter for the District Plan that will progress as a plan change following the Proposed District Plan adoption.
March – June 2024	Staff prepare and internally review draft Development Contributions Policy
12 June 2024	Elected members provide feedback on Development Contributions policy at Council workshop
14 November 2024	The Development Contributions Policy Review report presented to Council. Council resolves to develop a new Policy rather than amend the current one.
November 2024 – July 2025	Staff prepare a new draft Utu Whakawhanake – Development Contributions Policy 2025 for public consultation.
11 March 2025	Elected members provide feedback on the development of a new draft Development Contributions policy at Council workshop
July 2025	Council considers the new draft Utu Whakawhanake – Development Contributions Policy 2025 for public consultation using a section 83 LGA process.

Issues Identified by Development Contributions Policy Review and Research Report

A review report was presented to Council at its 14 November 2025 Council meeting. The report identified the following issues with the 2015 Policy as being:

- not compliant with the content requirements of the LGA
- does not follow best practice policy development frameworks and is ambiguous
- does not align with Council's strategic objectives, and documents

The decision was made by Council to develop a new Policy.

Staff have now developed a new draft Utu Whakawhanake – Development Contributions Policy 2025 (Policy) in alignment with that resolution and is included in the proposed Statement of Proposal (SOP) in Attachment 1 to this agenda item. Council is asked to consider adopting the SOP for public consultation.

To assist Council, staff have also attached a supporting report to refresh Elected Members on development contributions subject matter and elements of the draft Development Contributions Policy. (Attachment 2).

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

THE DRAFT DEVELOPMENT CONTRIBUTIONS POLICY

Overview

The purpose of the draft Utu Whakawhanake – Development Contributions Policy 2025 (draft Policy) is to:

- enable Council to recover a fair, equitable, and proportionate share of the capital expenditure required to service growth in the Far North District.
- Ensure that growth pays for growth and removes the inequity from current ratepayers.

The draft Policy seeks to achieve this by:

- applying to all developments that generate additional demand for infrastructure, including subdivisions, new buildings and changes in land use.
- Requiring development contributions (DCs), for three main categories of infrastructure:
 - **Network infrastructure:** roads, water supply, wastewater, and stormwater
 - **Reserves:** parks and sports fields; and
 - **Community infrastructure:** libraries, public toilets and playgrounds as examples.
- Subjecting any development that creates a new or increased demand on this infrastructure (whether residential or non-residential) to a development contribution (DC) assessment, to determine whether Council will require development contribution, including those developments requiring subdivision consent, building consent, or service connections.

This report will also touch on the implications of proposed legislative amendments that will directly impact a development contributions policy.

Before making a final decision to making the Policy and replacing the 2015 Policy, Council must:

- Consult on the proposal in accordance with section 83 of the LGA
- Decide on any amendments to the Policy after having considered public feedback
- Ensure that the Policy complies with legislation and aligns with Council's strategic documents.

Key Elements Of The Draft Policy

Attachment 2 to this agenda report contains further detail on the matters outlined below. For completeness, a summary of that content is included here.

Legal Framework

The draft Policy has been developed in accordance with the LGA, particularly sections 102, 106, 197-211, Schedule 13 and Schedule 13A.² Under the LGA, a DC Policy must follow the statutory process for consultation and adoption.

To ensure legal compliance and transparency, the draft Policy includes clear methodology for calculating development contributions, a Schedule of DC charges, and processes for developers to object or seek reconsideration of their assessments.

Growth Model And Projections

² See legislative framework located in Part G of the draft Policy.

The growth model that underpins the draft Policy has been informed by population projections from Infometrics and Market Economics for most of the district, except Kawakawa and Kaikohe. In those areas, projected growth was too low for DCs to be viable.

Instead, projected housing capacity based on capital works expected to be unlocked through Infrastructure Acceleration Fund applications in Kawakawa and Kaikohe were used. This assisted in ensuring that development contributions were affordable and aligned better with the other catchment areas.

Growth projections are converted into Household Equivalent Unit/s (HUE)

Calculation Methodology

DCs are calculated using a unit of measurement known as the Household Equivalent Unit/s (HUE),³ which reflects the demand placed on infrastructure by an average household. The assessment process to determine a DC involves identifying the relevant catchment and type of development, calculating the number of HUEs the development generates, applying any credits for existing or previous land use, and then multiplying the net HUEs by the relevant charges for each infrastructure activity located in the Schedule of Charges.

Schedule of Charges and Assets

The draft Policy includes a detailed Development Contributions Fees Schedule⁴ by infrastructure activity and catchment areas, along with a Schedule of Assets⁵ (infrastructure projects) to be funded through DCs. These charges are set per HUE and are regularly reviewed to account for updated cost estimates and changes to projected growth.

To qualify for inclusion into the Schedule of Assets, infrastructure projects must be identified either in Council's Long-Term Plan or in its Infrastructure Strategy. This ensures alignment with Council's strategic investment planning and provides transparency to developers and the community.

Giving effect to the Preamble of Te Ture Whenua Maori Act 1993

The draft Policy give effect to the Preamble of Te Ture Whenua Maori Act 1993 by embedding its principles (retention, use, development, and control of Māori land use as taonga tuku iho) across its operative clauses and policy framework.

The draft Policy provides exemptions for papakāinga developments and housing developments on whenua Māori (including Māori freehold land, Treaty Settlement Land, and general title land converted from Māori freehold under Part 1 of the Māori Affairs Amendment Act 1967) from development contributions. This directly supports the retention, occupation, and development of Māori land by reducing financial barriers for whānau and hapū.

Consultation and Review

The adoption or amendment of a development contributions policy (DCP) requires either a section 82 consultation process or section 83 LGA special consultation process, (dependant on level of significance as determined by Council's Significance and Engagement Policy). Typically, most DCP reviews and amendments are integrated with the Long-Term Plan process. This approach ensures that the community and stakeholders can provide input on the DCPs content and implications.

A DCP has a minimum statutory review timeframe of every three years, however, the LGA enables amendments to a DCP under section 102(4)(b). This ensures that up-to-date information can be used to inform a DCP maintaining its equitable purpose.

DCs contained in a DCP may also be increased under section 106(2B) as determined by section 106(2C) of the LGA without consultation, formality or a review of a DCP. Section 106(2C) provides the strict criteria that Council must meet before it can legally increase a DC fee.

Alignment with Strategic Documents

³ The determination of development contribution charges can be located in Part J of the draft Policy.

⁴ The Development Contributions Fees Schedule can be located in Part B clause 19 of the draft Policy.

⁵ The Schedule of Assets can be located at Section 1 of the draft Policy.

The draft Policy has been developed to align with Council’s key strategic documents and initiatives, including *Far North 2100* (Council’s long-term vision), *Te Pae Tata – Three Year Long-Term Plan (2024-2027)*, the *Infrastructure Strategy*, and *Te Pātukurea – Kerikeri Waipapa Spatial Plan*. This alignment ensures that growth-related infrastructure funding is coordinated with broader planning objectives, supports sustainable development, and remains responsive to the needs and aspirations of local communities.

Checks and Balances

The draft Policy incorporates a comprehensive set of checks and balances to ensure fairness, transparency, legal compliance and accountability throughout its implementation and operation. These mechanisms are embedded across policy design, assessment processes, consultation, and review procedures.

The table below provides a summary of the key Checks and Balances contained in the draft Policy.

Mechanism	Purpose / Effect
Statutory compliance	Ensures legal validity and provides redress should a DCP be applied wrong
Transparent calculation	Supports fairness and public understanding of changes
Public consultation	Enables community scrutiny, input and oversight
Objection / review rights	Provides recourse for developers and ensures impartiality
Regular DCP review	Maintains DCP relevance and responsiveness
Credits / remissions / refunds	Prevents double charging and ensures fairness. The draft Policy has limited remissions to maintain transparency and provides detailed circumstances where a refund will be provided, such as when infrastructure is not delivered within specified timeframes.
Strategic alignment	Ensures coordinated, sustainable growth and infrastructure funding.

The Proposal

The Statement of Proposal (Attachment 1) reflects the decisions and directions of Council to propose replacement of the 2015 Policy with the new draft Policy for the following reasons:

- The draft Policy aligns with previous decisions to reintroduce development contributions
- To replace rather than amend the 2015 Policy
- Addresses the identified policy issues found during the 2015 Policy reviews
- Provides an opportunity to educate the public about development contributions
- Supports better community engagement in infrastructure matters
- Provides equity, fairness, transparency and accountability
- Complies with legislation
- Aligns with Councils strategic documents.

Consultation

Section 83 of the Local Government Act 2002 stipulates a minimum one month for consultation. Therefore, consultation will open on 01 August 2025 and close 31 August 2025, which is a period of one month. Verbal submissions are scheduled to take place on 3 September 2025

The proposed SOP addresses both key elements of this proposal, which are replacing the current 2015 Policy, with the new proposed draft Policy.

Council staff recommend people be encouraged to present their views primarily by making comments or submissions via the Council’s website.

A submission form will be provided for download on the website for people to print and use to make written submissions either by post or delivery to Council offices. A small number of printed copies of the proposal document and submission form will be made available at Council offices for people to use if they are not able to print the documents themselves. A link to the webpage for making submissions will be emailed to the Council's "subscribers" database and publicised on the Council's social media pages.

Council staff will be available to discuss the Statement of Proposal with interested and affected parties during the consultation period. The Statement of Proposal will most likely be of interest to the public and Council staff expect there may be requests to present submissions verbally to elected members. Staff therefore recommend the Council delegate, to the Mayor, the power to arrange and change the date of the verbal presentations of submissions.

The proposed consultation period will ensure that the Policy can be adopted ahead of the October local government elections, avoiding delays in implementation and giving certainty to the development sector.

Impact of amendments to legislation currently being proposed on development contributions policy.

- **Local Government (Infrastructure Funding) Bill – Development Levies:**
This bill, is expected to be introduced to Parliament around September 2025 and will overhaul the current system for development contributions by establishing a new regulated Development Levy regime.

Under this framework, councils and eligible infrastructure providers will charge developers a proportionate share of long-term capital costs across all planned and expected development. The levies are expected to be calculated based on an average cost for each infrastructure category (such as water, wastewater, stormwater, transport, reserves, and community amenities) within designated levy zones.

The new approach will significantly reduce council discretion, but is aimed at increasing transparency by requiring methodology oversight, and providing standardised costs (which may end up being higher). The bill is expected to become law by mid-2026, with councils anticipated to implement the new levies from 2027, necessitating substantial policy revisions and operational changes during the transition.

- **Local Water Done Well (LWDW) Legislation:**
Progressing in three legislative stages, the LWDW reform replaces the former Three Waters framework, aiming to ensure local/regional control, sustainability, and service quality for water delivery.

Key to a DC policy, the upcoming Local Government (Water Services) Bill—introduced in December 2024 and before the Select Committee as of mid-2025—explicitly confirms councils' and new water entities' power to levy DCs to fund water and wastewater infrastructure.

It also requires councils to ringfence revenue and assets for water, preventing cross-subsidy, and introduces new requirements for planning, transparency, and reporting.

These provisions directly affect how DCs are set and managed in water services, requiring councils to update their DC policies accordingly. The remaining elements of LWDW are expected to be passed into law by mid-2025, with compliance required before or during the preparation of the 2025-2035 Long Term Plan.

- **Local Government (System Improvements) Amendment Bill:**
This bill was introduced to Parliament in July 2025 and is currently under debate.

This bill aims to narrow the statutory purposes of local government by removing references to the "four well-beings" and instead focusing on core services, including water, roads, waste, and essential community facilities.

For a DC policy, it restricts eligible use to these core services, strengthens financial discipline, and obliges councils to provide more detailed public reporting on DC charges, spending on consultants and contractors, and performance.

While some regulatory processes for DCs will be streamlined, the core impact is the removal of ‘non-core’ infrastructure projects for which the project driver is not growth-related. This bill, coupled with the proposed amendments in the Local Government (Infrastructure Funding) Bill will enable scrutiny of projects listed in future DC policies due to the increased transparency and accountability obligations. The bill is expected to become law in early 2026, with consequential updates to Council policy required soon after.

Ngā Kōwhiringa/Options

The practicable options available for Council to consider before determining its decision of whether to adopt the Statement of Proposal that includes the draft Policy are identified below:

Option	Advantages	Disadvantages
<p>1. Adopt the Statement of Proposal in Attachment 1 that includes the draft Utu Whakawhanake – Development Contributions Policy 2025</p>	<ul style="list-style-type: none"> • Enables public input and supports transparent decision-making • Positions Council to adopt before October 2025 elections • Achieves legal and best practice compliance • Aligns with Council’s strategic documents, objectives and directions • Provides DC revenue certainty for Council’s future financial forecasting • Provides strong indicators to developers and ratepayers 	<ul style="list-style-type: none"> • May attract developer opposition • Council may experience an influx of development applications to ensure they are exempt from any new development contributions.
<p>2. Status Quo – Retain the current 2015 Development Contributions Policy</p>	<ul style="list-style-type: none"> • None Identified 	<ul style="list-style-type: none"> • May attract criticism for Council’s inaction and perpetuate financial inequities between ratepayers and developers • Does not comply with legislation • Does not provide equity, transparency or accountability • Does not align with previous Council decisions and directions • Does not reflect Council’s best use of resources
<p>3. Defer adoption of the SOP and draft Utu Whakawhanake – Development Contributions Policy 2025 for further</p>	<ul style="list-style-type: none"> • Provides Council staff to engage with targeted audiences 	<ul style="list-style-type: none"> • Will not meet the adoption date deadline prior to the end of the triennium • Does not reflect Council’s best use of resources • Prolongs implementation

amendments to the draft Policy.		<ul style="list-style-type: none"> • Prolongs certainty for future financial forecasting
---------------------------------	--	---

Staff recommend Option 1: Adopt the Statement of Proposal in Attachment 1.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Due to the significance of the decision in accordance with Council’s Significance and Engagement Policy, Council is required to adopt a Statement of Proposal in accordance with section 83 of the Local Government Act 2002.

Staff have completed the Statement of Proposal for the proposal to replace the current 2015 Development Contributions Policy with the draft Utu Whakawhanake – Development Contributions Policy 2025 in alignment with applicable statutory requirements.

NEXT STEPS

If Council adopts the draft Policy, public consultation will begin on 1 August 2025 and close for written submissions on 31 August 2025.

Submitters who wish to present their feedback in person will have the opportunity to do so on Wednesday, 3 September 2025.

The final Policy is scheduled to be presented at the September Council meeting where it will be considered for an adoption decision.

IMPLEMENTATION

Dependant on today’s decision, it is expected that as a statutory financial policy, oversight and monitoring will be provided by Council’s Finance team.

From a high-level planning perspective it is expected that the Policy will require extra staff resourcing: Dedicated staff resources across relevant teams will be required to manage policy:

- administration,
- implementation,
- monitoring, and
- regular updates.

This includes:

- processing development contribution assessments for building and resource consents,
- managing service connection assessments,
- monitoring invoicing and payments,
- updating asset schedules,
- public communications, and
- periodic policy review to ensure ongoing compliance with the Local Government Act.



Internal systems are currently being reviewed for seamless cross-council communication and coordination. This is to ensure that every development contribution can be accurately tracked from its initial assessment right through to the deposit into the appropriate project fund for auditing and reporting purposes.

Based on the experience of other councils, there is likely to be an increase in consent and connection applications prior to the Policy’s formal adoption, as developers look to avoid development contributions. After adoption, a temporary decrease in applications is expected before activity returns to normal, allowing additional time for staff to further refine and optimise implementation processes.

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

The operational cost of consultation on the draft WMMP is expected to be minimal (less than \$1000 plus staff time and resources) and will be covered through existing operational costs and staff resourcing.

ĀPITIHINGA / ATTACHMENTS

1. **Attachment 1 DC Policy SOP - A5271359** [↓](#) 
2. **Supporting report for development contributions policy - A5271464** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	As per the significance and engagement policy, the level of significance is Medium – High. The Statement of Proposal in this report follows a Special Consultative Procedure as per section 83 of the Local Government Act 2002.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002 FN 2100 Te Pae Tata – Three Year Long Term Plan 2024-2027 Infrastructure Strategy Te Pātukurea – Kerikeri Waipapa Spatial Plan.
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 in this report has district wide relevance, therefore, the views of the community boards have not been sort.
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.	Seeking the views and input of Hapū/Iwi in the development of policy is integral, and Māori will be given an opportunity to contribute during the consultation stage of the draft Utu Whakawhanake – Development Contributions Policy 2025 proposal.
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).	Interested and affected parties include but are not limited to developers and ratepayers.
State the financial implications and where budgetary provisions have been made to support this decision.	The operational cost of consultation on the draft Development contributions is expected to be minimal (less than \$1000 plus staff time and resources) and will be covered through existing operational costs and staff resourcing.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

6.7 ROAD RENAME: TE ARA TIKA, KAIKOHE**File Number: A5279685****Author: Trinity Lane, Finance and Customer Services Administrator****Authoriser: Tanya Proctor, Head of Infrastructure****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from Council to rename the right of way located at Te Ara Tika, Kaikohe.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- A road naming application was received on the 7th of May 2025.
- Community Boards have the delegated authority to allocate names for previously unnamed private roads, reserves, and other community facilities.
- The Kaikohe-Hokianga Community Board considered this report at their meeting on 11 July 2025 and made the following recommendation.

TŪTOHUNGA / RECOMMENDATION

That Council, pursuant to its Road Naming Policy, approve the renaming of a right of way that is currently addressed at Te Ara Tika, Kaikohe to “Te Ara ki Te Atua”.

1) TĀHUHU KŌRERO / BACKGROUND

Gemscott Limited submitted a road naming application for 12-16 Mangakahia Road, Kaikohe. They supplied Council with an application to name the road, proposing the name: Te Ara Tika.

On the 21st of February 2025, the Kaikohe-Hokianga Community Board resolved to name the road “Te Ara Tika.”

7.7 NEW ROAD NAME: 12-16 MANGAKAHIA ROAD, KAIKOHE

Agenda item 7.7 document number A5019336, pages 165 - 167 refers

RESOLUTION 2025/15

Moved: Member Mike Edmonds

Seconded: Member Tanya Filia

That the Kaikohe-Hokianga Community Board name a right of way currently located at 12-16 Mangakahia Road, Kaikohe, “Te Ara Tika”.

CARRIED

Te Rūnanga ā Iwi ō Ngāpuhi (TRAION) alongside Te Uri ō Hua requested the name be changed as they found the newly proposed road name reflected the significant cultural and spiritual importance of the whenua where the housing units are situated on Mangakahia Road, Kaikohe.

TRAION alongside Te Uri ō Hua proposed the name “Te Ara ki Te Atua.”

The proposed road name was forwarded to Land Information New Zealand (LINZ) for approval. LINZ confirmed the proposed road name is acceptable for use and can be approved as per the Addressing Standards 2011.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The options are as follows:

1. That Council approve the renaming of the right of way from “Te Ara Tika,” to “Te Ara ki Te Atua.”

2. That the road name remains unchanged.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION



The road name recommended in this report is not a duplicate of any other road name in the district, therefore meeting the criteria set down in the Council's Road Naming and Property Numbering Policy and the Australian/New Zealand Addressing Standard - AS/NZS 4819.2011.

The Kaikohe-Hokianga Community Board support the renaming of this road.

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

There will be no financial implications to Council relating to the installation of the road name sign (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.

ĀPITIHINGA / ATTACHMENTS

1. **Map - A5234267** [↓](#) 
2. **Iwi Feedback - A5234265** [↓](#) 

HŌTAKA TAKE ŌKAWA / COMPLIANCE SCHEDULE:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is the naming of a right of way and is of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Road Naming and Property Numbering Policy #2125 and Australia/New Zealand Urban and Rural Addressing Standards 4819.2011.
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.	No district wide relevance and the Community Board have the delegated authority to approve road names
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Te Rūnanga ā Iwi ō Ngāpuhi alongside Te Uri ō Hua proposed the chosen road name.
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 is a new subdivision, there are currently no homeowners.
State the financial implications and where budgetary provisions have been made to support this decision.	There will be no financial implications to Council relating to the installation of the road name signs (blue on white background name blade). The cost of the road signage and installation will be met by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.



07 May 2025
Far North District Council
Memorial Ave
Kaikohe, 0405

Tēnā koe

Re: Request for Street Name Change from Te Ara Tika to Te Ara ki Te Atua

In dialogue with Te Uri O Hua, the Hāpu respectfully requests a name change from Te Ara Tika to Te Ara ki Te Atua, reflecting the significant cultural and spiritual importance of the whenua where the housing units are situated on Mangakāhia Road, Kaikohe.

We kindly urge the Far North District Council to accept this request and promptly initiate the necessary processes to effect this name change. The proposed date for the official naming and blessing is Tuesday, 20 May 2025, at 5:30 am.

We are also requesting whether the street sign can be relocated to the other side of the road where the houses are situated or a temporary structure set up to allow the unveiling process to be undertaken.

We are prepared to provide any additional information or support required to facilitate this request. Thank you for your attention to this matter. We look forward to your positive response.

Ngā manaakitanga,



Moana Tuwhare
Tumu Whakarae - General Manager
Te Rūnanga ā Iwi ō Ngāpuhi
P: [REDACTED]

Te Rūnanga-Ā-Iwi-Ō-Ngāpuhi

Ngawha Innovation & Enterprise Park
5449A State Highway 12, Kaikohe 0472

09-4015530
0800 NGĀPUHI

 ngapuhi.iwi.nz

 ngapuhimerchandise.com

 [ngapuhirunanga](#)

 [ngapuhi.iwi](#)

6.8 WATER SERVICES AUTHORITY - TAUMATA AROWAI LEVIES**File Number: A5280287****Author: Mary Moore, Manager - Infrastructure Services****Authoriser: Tanya Proctor, Head of Infrastructure****TAKE PŪRONGO / PURPOSE OF THE REPORT**

The purpose of this report is to seek Council approval of unbudgeted expenditure to meet levies charged by the Water Services Authority – Taumata Arowai pursuant to the provisions of the Waters Services Act 2021.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- An information report regarding the imposition of levies on Councils for the purpose of funding the operations of the Water Services Authority – Taumata Arowai was presented to Te Koukou Committee meeting 22 July 2025.
- Rating options to meet the ongoing cost of the annual levy charges compares the financial and administrative impacts of the new charges with a recommended approach that minimises these impacts, maximises transparency, and aligns with the basis on which the statutory levies have been calculated.

TŪTOHUNGA / RECOMMENDATION**That Council approve:**

- a) **Unbudgeted expenditure to the value of \$295,519 being the total FY26 levy charged by the Water Services Authority – Taumata Arowai and payable in quarterly instalments, and**
- b) **The recovery of future annual levies using a public good rate per rating unit per water activity being stormwater, water and wastewater.**

1) TĀHUHU KŌRERO / BACKGROUND

A request for information regarding the imposition of levies on Councils for the purpose of funding the operations of the Water Services Authority – Taumata Arowai was requested by Elected Members in RFS4253308.

An information report responding to this request was presented to the 22 July 2025 Te Koukou meeting (Item 6.5, A5241186).

The report included a “Next Step” being a decision report regarding unbudgeted expenditure and rating options to be presented to the 31 July 2025 Council meeting.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The total value of the FY26 levies is \$295,519 (ex GST). The Annual Plan 2026 does not include any budget provision to meet this expenditure.

Approval of unbudgeted expenditure valued over \$100,000 requires Council to approve as the delegated financial authority.

For the benefit of rating to meet the cost of future annual levies, a decision on how these levies will be allocated is also sought. Te Koukou information report includes five options as supplied by Finance that ensure we comply with the Local Government Act 2002 (LGA) and Local Government (Rating) Act 2002 (LGRA). These options are restated below.

1. General rate

This option spreads the cost across all ratepayers, is simple to administer, but lacks some transparency and is not a user-pays mechanism.

- Expected rating impact is an additional \$1.78 for every \$100k of Land Value.

2. Increase the UAGC charge per SUIP

While this option is easy, simple, and results in a predictable cost to the ratepayer, it is regressive, meaning that every SUIP is charged the same amount regardless of property size or usage.

- Expected rating impact is to increase the current charge of \$450 to \$460 per SUIP.

3. Increase existing targeted rates

This option aligns with the current allocation of 3Waters operational costs and is therefore both transparent and cost specific.

- Expected rating impact will require modelling to quantify the increase in the water by meter rate and an increase in the targeted operational rate for both wastewater and stormwater.

4. Set a new targeted rate

A new targeted rate to recover the cost of the statutory levy per connected property is both transparent and cost specific. It will increase the complexity of an already complex rating system with new rate type required to be to setup and administered.

- Expected rating impact will require modelling but will see an increase in the water by meter rate and an increase in the targeted operational rate for both wastewater and stormwater.

5. Increase the existing public good rate to cover the cost from the 3Water activities per rating unit **Recommended option**

The current \$15 public good levy for both water and wastewater could be increased to \$20 per rating unit. A new public good levy will be required to be set for Stormwater. Any increases in the annual statutory levies charged will require a reassessment of the public good levies.

- Expected rating impact will require modelling, estimated increase to the existing \$15 water and wastewater charge per rating unit to \$20 per activity with a new estimated \$5 charge per rating unit for stormwater.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

Option 5, setting a new public good rate for stormwater and increasing the existing public good rate for both water and wastewater is the recommended option. A public good rate is relatively simple to administer, maintains transparency of the levy recovery, and aligns with the statutory levy calculation which is population based.

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

As the Water Services Authority - Taumata Arowai levies are a new statutory charge, there is no budgetary provision in Annual Plan 2026 and is therefore unbudgeted operational expenditure.

Approval of a rating methodology to recover future levies charged by the Water Services Authority – Taumata Arowai will ensure sufficient budgetary provision in future years.

ĀPITIHINGA / ATTACHMENTS

Nil

Hōtaka Take Ōkawa / Compliance Schedule:

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

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

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	The level of significance is determined as low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Waters Services Act 2021 Local Government Act 2002 Local Government (Rating) Act 2002
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 issue has District wide relevance and Community Board views have not been sought.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	There are no specific implications for Māori as this relates to a statutory charge.
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 is not applicable as this relates to a statutory charge.
State the financial implications and where budgetary provisions have been made to support this decision.	This is unbudgeted expenditure in FY26 due to the imposition of a new statutory charge effective 1 July 2025. Approval of a rating methodology will ensure sufficient budgetary provision in future years.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

7 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

7.1 COMMUNITY BOARD MINUTES - JULY 2025

File Number: A5070115

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 Boards July 2025 meetings are attached for Council information.

TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- 8 July 2025 Te Hiku Community Board.
- 27 June and 10 July 2025 Bay of Islands-Whangaroa Community Board;
- 11 July 2025 Kaikohe-Hokianga Community Board;

TĀHUHU KŌRERO / BACKGROUND

This report is to provide Council with an overview of resolutions made at Community Board meetings and for Community Board Chairpersons to raise any Community Board issues with Council.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

This is intended as an information report but shows on the agenda as a standard report to place it earlier on the agenda.

From time-to-time Community Boards may make recommendations to Council. This report is not considered to be the appropriate mechanism for Council to make a decision from a Community Board recommendation. Council could however move a motion to formally request a report on a particular matter for formal consideration at a subsequent meeting. The report would then ensure that Council have sufficient information to satisfy the decision-making requirements under the Local Government Act 2002 (sections 77-79).

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. 2025-07-08 Te Hiku Community Board Minutes - A5257166 [↓](#) 
2. 2025-06-27 Bay of Islands-Whangaroa Community Board Minutes - A5250437 [↓](#) 
3. 2025-07-10 Bay of Islands-Whangaroa Community Board Minutes - A5257181 [↓](#) 
4. 2025-07-11 Kaikohe-Hokianga Community Board Minutes - A5269703 [↓](#) 

7.2 COMMITTEE MINUTES JULY 2025

File Number: A5277911

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

Since the last Council meeting, the following Committee meetings were held:

- 22 July – Te Koukou-Transport and Infrastructure Committee meeting.

TŪTOHUNGA / RECOMMENDATION

That Council receive the minutes from Te Koukou – Transport & Infrastructure Committee 22 July 2025.

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

In the past this report has presented recommendations from Committee to Council for ratification. We have amended the purpose of this report to simply present the minutes for information.

Where recommendations are made, the reports will be replicated as stand-alone items on the main agenda for Council consideration.

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. **2025-07-22 Te Koukou - Transport and Infrastructure Committee Minutes - A5279894** [↓](#)



7.3 COUNCIL OPEN RESOLUTIONS AND ACTIONS UPDATE JULY 2025

File Number: A5056524

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 open resolutions arising from Council meetings.

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.
- Action points are a mechanism to capture actions that are not part of a formal decision/resolution but require follow up or confirmation from staff.

TŪTOHUNGA / RECOMMENDATION

That Council receive the report Council Open Resolution and Actions Update July 2025.

1) TĀHUHU KŌRERO / BACKGROUND

Council decisions and resolutions are documented in an open resolution status report, tracking actions triggered by these decisions. Staff provide updates on incomplete tasks, including outstanding actions from previous triennium committees.

As some Council reports are purely informational and do not generate resolution items, a need has been identified to track certain action points arising from information reports or meeting discussions.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

Group Managers will assist in recording and following up outstanding open resolutions and action points with staff where appropriate, and occasionally, may be in a position to provide a further verbal update at meetings following the printing of an agenda. Democracy Services staff will support the process by generating reports.

The outstanding tasks are often multi-facet projects that take longer to fully complete.

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 - A5288110  
2. Actions Update Report - A5288201  

7.4 JOINT COMMITTEE MINUTES - JULY 2025

File Number: A5280620

Author: Marysa Maheno, Democracy Advisor

Authoriser: Aisha Huriwai, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

This report establishes a standing item to update Council on recent joint committee activities and key action points, through the attached minutes.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

This report provides minutes from the most recent meetings of the following joint committees for Council's information:

- Te Oneroa a Tōhe Board
- Joint Regional Economic Development
- Joint Climate Change Adaption
- Civil Defence Emergency Management
- Regional Transport

Future reports will be refined to deliver meaningful feedback to Council members. This could include a summary of key relevant activities and action points from Far North District Council (FNDC) joint committee members. Committees included in this reporting should also be considered. Democracy Services will collaborate with Council members to establish an agreed approach.

TŪTOHUNGA / RECOMMENDATION

That Council note the report Joint Committee Minutes – July 2025.

TĀHUHU KŌRERO / BACKGROUND

Council has appointed members to joint and external committees per Resolution [2022/92](#). This report provides an overview of recent activities and key action points from FNDC joint committees with Northland Regional Council (NRC).

NRC / FNDC Joint Committees Overview

1. Te Oneroa-a-Tōhe Beach Board Committee

- Oversee the implementation of the Beach Management Plan for Te-Oneroa-a-Tōhe (Ninety Mile Beach).
- To provide governance and direction to all those who have a role in, or responsibility for, Te-Oneroa-a-Tōhe management area, in order to protect and enhance environmental, economic, social, cultural, and spiritual well-being within that area for the benefit of present and future generations.
- [The Committee met on 23 May and 18 July 2025 – no minutes available on NRC website.](#)

FNDC Members: Cr Hilda Halkyard-Harawira; Kahika-Mayor Moko Tepania

2. Joint Regional Economic Development Committee

- Prepare Regional Land Transport Plan for council approval.
- Liaise with appropriate road safety bodies and advise council on new initiatives.
- Prepare a Regional Public Transport Plan for council approval.
- Recommend the required independent appointments for this committee.
- [The Committee met on 29 April 2025 – no minutes available on NRC website.](#)

FNDC Members: Cr John Vujcich; Cr Penetaui Kleskovic

3. Joint Climate Change Adaptation Committee

- Provide direction and oversight of the development and implementation of climate change adaptation activities by local government in Te Taitokerau.
- Receive advice and provide direction and support to Climate Adaptation Te Taitokerau.
- Make recommendations to member councils to ensure a consistent regional approach is adopted to climate change adaptation activities
- [The Committee met on 24 July 2025 – no minutes available on NRC website.](#)

FNDC Members: Kōwhai-Deputy Mayor Kelly Stratford (Alternate: Cr Tāmami Rākena)

4. Civil Defence Emergency Management Committee

- Co-ordinate planning, programmes, and activities related to civil defence emergency management across the areas of reduction, readiness, response, and recovery.
- Encourage co-operation and joint action within the Northland region.
- [The committee met 3 June 2025 – these minutes were presented to the 3 July Council meeting.](#)

FNDC Members: Kōwhai-Deputy Mayor Kelly Stratford (Alternate: Kahika-Mayor Moko Tepania)

5. Regional Transport Committee

- Prepare Regional Land Transport Plan for council approval.
- Liaise with appropriate road safety bodies and advise council on new initiatives.
- Prepare a Regional Public Transport Plan for council approval.
- Recommend the required independent appointments for this committee.
- [The committee met 10 June 2025 – these minutes were presented to the 3 July Council meeting.](#)

FNDC Members: Cr Steve McNally (Alternate: Cr Ann Court)

Further details, including Terms of Reference, can be found on the [NRC Website](#). Agendas and minutes are updated on the NRC [Agendas and Minutes](#) page.

Key activity updates for joint committees are currently captured in the 'Mayor and Councillor's Reports' agenda item. Establishing a dedicated standing item streamlines reporting, providing a more detailed and centralised source of information.

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

This will be a standing item on future Council agendas. This is not intended to replace updates from elected Councillors via their members reports.

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

Nil

7.5 MAYOR AND COUNCILLOR'S REPORTS

File Number: A5056553

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 Moko Tepania, Cr Ann Court, Cr Hilda Halkyard-Harawira and Cr 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 - A5283713** [↓](#) 
2. **Members Report - Cr Court - A5283763** [↓](#) 
3. **Members Report - Cr Halkyard-Harawira - A5283725** [↓](#) 
4. **Members Report - Cr Vujcich - A5283670** [↓](#) 

7.6 SWEETWATER AQUIFER - INTERNAL REVIEW

File Number: A5262881

Author: Mary Moore, Manager - Infrastructure Services

Authoriser: Tanya Proctor, Head of Infrastructure

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this report is to present the findings of the internal review of the Sweetwater Aquifer project as requested in Resolution 2025/41 from the 8 May 2025 Council meeting.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Sweetwater Aquifer project has experienced significant delays in delivery and the total cost of this project is unclear.
- Elected Members are seeking an independent review of the project’s finances, procurement and project management. Elected Members agreed to an internal, independent review of the Sweetwater Aquifer project to be reported back to Council by July 2025.

TŪTOHUNGA / RECOMMENDATION

That the Council receive the report Sweetwater Aquifer - Internal Review.

TĀHUHU KŌRERO / BACKGROUND

The Council meeting on 8 May 2025 considered a Notice of Motion requesting an independent judicial review of the Sweetwater Aquifer project.

The Sweetwater Aquifer project was created to “supply quality clean water to the people of Kaitāia from two bores 1,000ft down, was to be completed within 5 years (of 2011)”. Some Elected Members have expressed frustration at the lack of accurate financial and other detailed information available to them throughout the project.

Elected Members agreed to an internal, independent review of the Sweetwater Aquifer project to be reported back to Council by July 2025.

RESOLUTION 2025/41

Moved: Cr Mate Radich

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council request that an independent review be done immediately on Sweetwater Aquifer project and reported back to Council by July 2025.

Against: Cr Ann Court

CARRIED

Cr Foy abstained from discussion or voting on item agenda item 5.1 due to a conflict of interest.

However, Council agreed an internal review would satisfy the resolution and that the scope of the internal review should include:

1. Financial review
 - Establish an exact figure for the total cost
 - Breakdown of the total cost
 - Funding sources
2. Procurement review and project management

- Analysis of procurements
- Approval mechanism for each procurement – Governance / Operational
- Identify extensions made, why they were made, and if agreed to by Council
- Lessons learned

MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND NEXT STEPS

Methodology

The internal, independent review was undertaken by the Manager – Infrastructure Services, assisted by the Projects Analyst.

The review consisted of verification of the following information:

- Transaction listing of payments from 1 July 2022 to 30 June 2024 with summary of cost to 30 June 2023 as FY24 values had not been audited – total cost \$17,168,586.24
- Contract 7/20/404 Kaitāia Water – Sweetwater Bore and Pipeline Physical Works schedule of pricing tracked – contract value \$10,645,000 awarded, tracked payments \$9,753,077
- Procurement Plan for Kaitāia Water Physical Works Contract 7/20/405 Bore and Main Works (Pipeline) 7/20/404 (May 2020)
- Tender Panel Meeting minute (18 May 2020) – endorsement of Kaitāia Water Physical Works procurement plans (Registration Of Interest and Request For Tender)
- Procurement and contract documents
- Purchase orders and finance transactions
- Project tracking and technical reviews
- Drought crisis documentation
- Project management working papers.

Financial data has been verified by direct reference to source documentation attached to Council’s financial records. Procurement and contract information has been verified by direct reference to source documentation such as contract documents, procurement plans, financial and project records.

Expenditure incurred in the 2024 and 2025 financial years has been included in this review. All expenditure for 2025 relates to establishing a trial at the existing water treatment plant using a Membrane Bio Reactor (MBR) process.

The review has categorised the project into three distinct phases:

- Initial bore site (FY2011 – FY2017)
- Bore improvements and pipeline construction (FY2020 – FY2024)
- Membrane Bio Reactor treatment trial (FY 2025).

The first phase has previously been subjected to an independent investigation and so this internal review has focused solely on verifying the costs incurred in this phase.

Regular reporting to Elected Members of the third phase via Friday Notices and Te Koukou Committee information reports. This internal review has therefore solely focused on verifying the costs and procurement processes of this phase.

The review findings are presented below.

1. Financial Review

Establish an exact figure for the total cost

The total cost established from 1 July 2010 to 30 June 2025, both operational and capital expenditure, is \$18,016,069.67 as summarised in the following table:

Financial Year	Core Works	Actual Spend
----------------	------------	--------------

2011-2017	Initial Bore site	2,409,840.24
2020-2024	Bore improvements and pipeline construction	14,897,572.54
2025	Treatment trial	708,656.89
	Total cost	18,016,069.67

Breakdown of the total cost

By Expenditure Type

	2011-2016	FY 2017	2020-2024	Total	FY 2025	Total
Opex	1,617,934	198,654	1,390,806	3,207,394	171,915	3,379,309
Capex	791,906	(198,654)	13,506,766	14,100,019	536,742	14,636,760
	2,409,840	0	14,897,573	17,307,413	708,657	18,016,070

By Expenditure Category

i. FY25 and Total Cost

	FY11-17	FY20-24	FY25	Totals
External Services	1,520,247	782,146	171,915	2,474,309
Legal costs	42,944	0		42,944
Professional Fees	252,462	217,387		469,849
Regional Council Fees	935	0		935
Professional Fees	0	249,599		249,599
External Services	0	12,753		12,753
Equipment Purchases (uncapitalisable)	0	106,048		106,048
Expenses	0	22,873		22,873
CAPEX New Works	505,217	13,503,409	531,508	14,540,133
CAPEX New Consents	384	0	742	1,126
CAPEX Renewal Consent	81,438	0		81,438
CAPEX Salaries	6,214	3,358	4,491	14,063
	2,409,840	14,897,572	708,657	18,016,069

ii. FY20 – FY24

	FY20	FY21	FY22	FY23	FY24	Totals
External Services	595,350	186,796				782,146
Legal costs						0
Professional Fees	78,837	138,550				217,387
Regional Council Fees						0
Professional Fees			172,348	77,251		249,599
External Services		12,753				12,753
Equipment Purchases (uncapitalisable)		106,048				106,048
Expenses			22,873			22,873
CAPEX New Works	465,276	1,182,366	10,374,538	1,342,402	138,827	13,503,409
CAPEX New Consents						0
CAPEX Renewal Consent						0
CAPEX Salaries	480	2,878				3,358
	1,139,942	1,629,391	10,569,759	1,419,653	138,827	14,897,572

iii. FY11 – FY17

	FY11	FY12	FY13	FY14	FY15	FY16	FY17	Totals
External Services			1,475,000	34,786	10,461			1,520,247
Legal costs			42,944					42,944
Professional Fees				41,523	11,262	1,023	198,654	252,462
Regional Council Fees				935				935
Professional Fees								0
External Services								0
Equipment Purchases (uncapitalisable)								0
Expenses								0
CAPEX New Works	378,138	249,154	74,435	2,144			(198,654)	505,217
CAPEX New Consents			384					384
CAPEX Renewal Consent		81,438						81,438
CAPEX Salaries	2,631	0	878			2,704		6,214
	380,769	330,592	1,593,641	79,388	21,723	3,727	0	2,409,840

By Principal Cost Category and Number of Suppliers

Cost Categories:

Access costs	Legal, conveyancing, survey, land and power easements, probity, land acquisition, and compensation payments
Project management and technical support	Project administration, MSQA, redesign works, and safety
Construction contracts	Contract 7/20/404 (pipeline) and Contract 7/20/405 (bore drilling) physical works

	FY11-17	FY20-24	FY25	Total	Nr of Suppliers
	\$	\$	\$	\$	
Access Costs	1,586,593	880,093	0	2,466,686	17
Project Mgmt & Technical Support	0	1,972,605	0	1,972,605	6
Construction contracts	0	10,685,042	0	10,685,042	2
	1,586,593	13,537,740	0	15,124,333	

The table below provides a further breakdown of Access costs for completeness.

Land acquisition	250,000
Power including easement	220,897
Easement/compensation	1,630,000
Professional services	365,790
Access Costs total	2,466,686

Note: costs associated with the Public Works Act proceedings are included within Professional services in the breakdown above.

Funding sources

Funding for FY25 expenditure is not available at the time of writing this report. The table below includes presumed funding sources based on the generally accepted funding sources by expenditure type.

The adjustment in FY17 represents expenditure unable to be capitalised and written off to Opex - professional fees.

	2011-2016	FY 2017	2020-2024	Total	FY 2025	Total
Rates/Reserves	1,671,407	198,654	1,272,006	3,142,067	171,915	3,313,982
External Grant	-	-	3,000,000	3,000,000	-	3,000,000
Loan	738,433	(198,654)	10,625,566	11,165,346	536,742	11,702,087
	2,409,840	0	14,897,573	17,307,413	708,657	18,016,069

2. Procurement Review and Project Management

Approval mechanism

Bore and pipeline works

Two NZS3910:2013 physical works contracts were approved by Council for the bore drilling and pipeline.

Contract 7/20/404 followed the procurement process for awarding a 3910 contract. This included a Request for Tender, tender evaluation, Tender Panel report, and Council approval. Monitoring documentation is held for, and this contract was delivered for the contract price.

Council approval (PX Resolution 2020/50) is dated 13 August 2020 and includes:

- the purchase of land,
- the securing of easements for identified properties,
- unbudgeted capital funding,
- award of contract 7/20/405 with delegation to execute the contract given to the General Manager – Infrastructure and Asset Management
- the release of a request for tender for contract 7/420/404 Sweetwater Bore and Pipeline Physical Works,
- delegation to the Chief Executive, in consultation with the Mayor and Deputy Mayor, to finalise terms and conditions and award the main contract 7/20/404.

Contract 7/20/404 dated 3 June 2021, with the Certificate of Completeness dated 3 May 2021, had a total contract value of \$10,488,163.00. Delivery of the works provided a total of 184 working days from possession of the site. Council’s financial records confirm that total contract payments made was \$ 9,596,980.65.

Contract 7/20/405 had a contract value of \$159k with a \$15k allowance for measure and value items. This contract had five variations for the following:

- access road – covered in the measure and value allowance of \$15k

- monitoring bores – valued at \$15k
- proving PW1 – this was removed due to cost and risk
- change to screen design due to level of fine sand and silt – valued at \$3.2k
- additional development time – estimated at \$32k

These variations increased the total contract value to \$224k with a variation approval form reviewed by the Manager – Infrastructure Project Delivery and Asset Management and approved under delegation by the General Manager – Infrastructure and Asset Management.

A separate procurement for Top Energy to complete upgrades to high voltage overhead and underground cables, new transformers and associated connections is supported by a Supplier Recommendation Report approved in 2021 under General Manager – Infrastructure and Asset Management delegation. The cost of these works totalled \$215,897 with an amount of \$106,048 treated as opex (Equipment Purchase uncapitalisable) for the lines and equipment installed within private property which Top Energy have taken ownership of and responsibility for the ongoing inspection and maintenance tasks as required by the Electricity Regulations. Establishment of an electrical easement in gross in favour of Top Energy cost \$5,000.

Contracts for the supply of project administration, project management, technical support and services used CCCS contract forms and were approved under operational delegated authority following completion of Procurement Plans and Supplier Recommendation reports.

Treatment trial

Due to a target date of December 2024 to commence this trial, procurements were largely direct awards from existing suppliers or known industry suppliers of specialist equipment. A request for quote from three Membrane Bio Reactor treatment plant suppliers was sort, with a single supplier being able to provide plant for hire within the given timeframe. All procurements were approved under operational delegated authority following completion of Procurement Registrations.

Project Planning

Bore and pipeline works

In 2019 Council commissioned a report that summarised the work on a water supply strategy for Kaitāia completed by the Infrastructure and Asset Management team. The report followed the Better Business Case approach, recommending a preferred way forward.

The recommendation was to investigate a bore at Wireless Road, estimated cost \$6m - \$7m as well as testing the existing Sweetwater bore source.

While this report considers the decommissioning of the Kauri Dam, no similar consideration is made for the treatment of the new water source at the existing treatment plant.

Following on from this report a Kaitāia Water Physical Works Contract Project Scoping document identifies the following project objective and outcomes:

- To deliver a sustainable alternative source of potable water supply (other than the Awanui River) with at least 100 days capacity for over 5,000 people and businesses in Kaitāia.
- Fast finish (#1 priority)
- Quality (#2 priority)
- Value for money
- Broader outcomes – competent legacy workforce for future FNDC/Northland infrastructure projects, and stimulate the Northland economic recovery from COVID-19

The scope of works for the physical pipeline works and bore drilling (Contracts 7/20/404 and 7/20/405) include:

- Installation of a water bore into the deep shellbed aquifer at the Sweetwater site and modification of existing bore;
- A primary sedimentation structure, 125 m³ buffer tanks, 60 L/s booster pump station, power supply and telemetry at the Sweetwater site; and

- Construction of 14.2 km of new DN315 watermain from the bores to the existing Kaitāia Water Treatment Plant (WTP) including fixing to an existing bridge and a new pipe bridge.

Again, there is no reference to, or consideration of, treatment requirements once the water reaches the existing plant in these scoping documents.

Treatment trial

In August 2024 a facilitated workshop to ensure Kaitāia water supply is compliant by 31 December 2024 was held with representatives from Council's infrastructure assets, planning and engineering teams and key Operations personnel.

The workshop identified the following critical components of the water supply:

- Raw water source
- Bore infrastructure and operations
- Network infrastructure and operations
- Treatment process
- Treatment plant infrastructure and operations
- Consenting requirements
- Easements / Legal

The workshop identified data gaps for each critical component for which mitigation actions were then worked through. It was agreed that a Membrane Bio Reactor water treatment plant was an assured treatment option of both river and bore water to achieve compliance and mitigate the risk of running out of water during the 24/25 summer period. The agreed course of action was to source a Membrane Bio Reactor plant that we could trial for 3-month period and provide a proof of concept.

Extensions / Delays

- The absence of a single, overarching project plan underpins all delays encountered in the delivery of this project.
- Lack of a comprehensive investment case has led to inadequate costing and budgeting which delays delivery.
- Lack of early engagement and consultation with private property owners and mana whenua has required re-design and led to delays in establishing legal access, resource consenting, and construction.
- Use of external project managers has increased the contract administration.
- Tender process requires 6 months to award.
- Lack of accurate operational and asset data and knowledge has caused delays in construction, having to stop work to undertake testing to confirm the right course of action.
- Lack of continuity from Council due to changes of staff and organisational structure creates a stop/start effect which delays delivery and impacts project management.

Lessons learned

Investment Planning and Project Reporting

While the overall objective of a new treated drinking water supply for Kaitāia was always understood, no single, overarching project plan was developed to meet this objective.

A business case approach would clearly identify all the delivery components required, provide visibility of the total expected cost and delivery timeframe of the overall objective, set a multi-year programme of works, and establish key milestones for reporting and decision making.

A simple staged approach could have used the following key milestone deliverables:

- Establish an accessible water source

- Establish the connection between the water source and the treatment plant
- Treat the new raw water

A comprehensive project plan established at the front end would have also supported efforts to secure alternative funding sources such as Crown Infrastructure Partners, Ministry of Health, Department of Internal Affairs to name a few.

The lack of an overarching project plan underpins a lack of progress reporting of the overall project to Elected Members. This has been compounded by the level of staff changes throughout the course of this project as well as events such as Covid-19.

Asset Management and Operational Capability

The lack of accurate asset data and asset management has led to multiple delays in delivery and the need to re-design. This was most evident during the MBR treatment trial phase when it was proven multiple times that what Operations believed was true, wasn't.

Working together as a cross functional team from Council and Operations was beneficial in establishing a shared understanding of required outcomes for the customer that then allowed the setting of a clear, common purpose.

Procurement

Overall, the procurement processes reviewed were robust. Early identification of longer processes, such as for tenders, is essential as this can create significant delays.

Use of external suppliers to project and contract manage can increase costs significantly and should be closely monitored by Council.

Actioning lessons learned

While beyond the scope of the internal review, it is appropriate to note various improvements and changes that have been made or are underway. These include:

- The latest restructure of Council's Infrastructure department is based on achieving alignment with the Project Management Framework. The rationale is that a functional structure which supports the workflow of a project from problem and outcome identification (Asset Management) through design/engagement/consenting (Engineering) to construction project management (Delivery) before arriving at commissioning (Operations)
- An independent asset management maturity assessment has recently been completed and development of an improvement plan to close the gaps highlighted is underway.
- Establishment of steering groups for major projects is underway, to promote transparency, improve reporting and accountability.

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

While this report provides information regarding historical expenditure for which the financial implications have already been met, it should be noted that the permanent treatment solution, which is outside the scope of this review, is yet to be confirmed and implemented.

ĀPITIHINGA / ATTACHMENTS

Nil

7.7 CE REPORT TO COUNCIL (MARCH - JULY 2025)**File Number:** A5274289**Author:** Philippa Boye, Project & Facilities Coordinator**Authoriser:** Charlie Billington, Acting Chief Executive Officer**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 four of the 2024/2025 financial year.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

The Chief Executive's report to Council is a summary of Council activities, presenting an overview across activities that Council undertakes.

TŪTOHUNGA / RECOMMENDATION

That the Council receive the report CE Report to Council (March - July 2025).

TĀHUHU KŌRERO / BACKGROUND

The CE 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 to Council - 31 July 2025 (Mar-Jun) - A5274035 [↓](#) 

8 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
8.1 - Confirmation of Previous Minutes - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.2 - Public Excluded Committee Minutes July 2025	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.3 - Council Public Excluded Open Resolutions and Actions Update July 2025	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
8.4 - Kaikohe Library and Civic Hub - Approval of Construction and Civil Contract	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely	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

	<p>unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>reason for withholding would exist under section 6 or section 7</p>
<p>8.5 - Rāwene Land Purchase</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>

9 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

10 TE KAPINGA HUI / MEETING CLOSE