

Form

# **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, 28 August 2025**

**Time: 10:00 AM**

**Council Chambers,**

**Memorial Ave, Kaikohe**



**Far North District Council  
Ordinary Council Meeting**  
**will be held in the Council Chamber, Memorial Ave, Kaikohe on:**  
**Thursday 28 August 2025 at 10:00 AM**

---

**Te Paeroa Mahi / Order of Business**

<b>1</b>	<b>Karakia Timatanga / Opening Prayer</b> .....	<b>5</b>
<b>2</b>	<b>Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest</b> .....	<b>5</b>
<b>3</b>	<b>Ngā Tono Kōrero / Deputations</b> .....	<b>5</b>
<b>4</b>	<b>Ngā Kōrero A Te Kahika / Mayoral Announcements</b> .....	<b>5</b>
<b>5</b>	<b>He Pānui Whakamōtini / Notice of Motion</b> .....	<b>6</b>
5.1	Notice of Motion - Appointment of Directors to Far North Holdings Limited .....	6
5.2	Notice of Motion - Sweetwater Aquifer .....	7
<b>6</b>	<b>Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes</b> .....	<b>8</b>
6.1	Confirmation of Previous Minutes .....	8
<b>7</b>	<b>Ngā Pūrongo / Reports</b> .....	<b>23</b>
7.1	Delegations to the Chief Executive Officer during the Election Period .....	23
7.2	Application for easement over Mangakahia Road Reserve (Lot 14 DP 38215) .....	29
7.3	Recommendation on the Granting of a Ground Lease Over 36 Recreation Road, Kaikohe - Sportsville .....	45
7.4	Local Water Done Well - Adoption of Water Services Delivery Plan .....	54
7.5	Decision on Community Adaptation Programme .....	181
7.6	Keeping of Animals Bylaw - Analysis of Submissions and Adoption of a new Bylaw220	
<b>8</b>	<b>Ngā Pūrongo Taipitopito / Information Reports</b> .....	<b>256</b>
8.1	Community Board Minutes - August 2025 .....	256
8.2	Committee and Joint Committee Minutes - August 2025 .....	273
8.3	Council Open Resolutions Update - August 2025 .....	275
<b>9</b>	<b>Te Wāhanga Tūmataiti / Public Excluded</b> .....	<b>290</b>
9.1	Confirmation of Previous Minutes - Public Excluded .....	290
9.2	Public Excluded Committee Minutes - August 2025 .....	290
9.3	Council Public Excluded Open Resolutions Update August 2025 .....	290
9.4	Incentivising Māori Economic Development Remission Application .....	290
9.5	Kawakawa Infrastructure Acceleration Fund - Delegated Authority Request .....	291
9.6	11 Matthews Avenue, Kaitāia - Proposals and Building Condition .....	291
9.7	Review of Appointment of Directors for Council Organisations Policies .....	291
<b>10</b>	<b>Karakia Whakamutunga / Closing Prayer</b> .....	<b>292</b>
<b>11</b>	<b>Te Kapinga Hui / Meeting Close</b> .....	<b>292</b>



## 1 KARAKIA TIMATANGA / OPENING PRAYER

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

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

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

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Manager - Democracy Services (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

[Elected Member - Register of Interests](#)

## 3 NGĀ TONO KŌRERO / DEPUTATIONS

At the time of publication, there is one approved request for deputation.

- Te Rau Allen, regarding agenda item 9.4

## 4 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

**5 HE PĀNUI WHAKAMŌTINI / NOTICE OF MOTION****5.1 NOTICE OF MOTION - APPOINTMENT OF DIRECTORS TO FAR NORTH HOLDINGS LIMITED****File Number: A5311902**

I, Councillor John Vujcich, give notice that at the next Ordinary Meeting of Council to be held on 28 August 2025, I intend to move the following motion:

**MŌTINI / MOTION****That Council:**

- a) **Request that legal and comprehensive risk advice be sought and presented to the council before a decision to adopt the proposed policy is made, or**
- b) **Recognise that a request was made by councillor John Vujcich for legal and comprehensive risk advice to be made available for consideration prior to the adoption of the policy.**

**TAKE / RATIONALE**

In anticipation of the consideration of the adoption of a policy regarding the appointment of directors to Far North Holdings Ltd, I request that the agenda item be accompanied by the following.

1. Legal advice addressing the compliance of the policy to regulations and legislation, including the Local Government Act. I suggest that Palmer MacCauley be assigned this work, since they have been the council attorneys in matters to do with FNHL.
2. A comprehensive risk analysis that includes legal risk, financial risk, and governance risk (due to councillors being appointed in a non-competitive manner when there may be more appropriate candidates available).

In addition, I submit notice of two motions for consideration at the meeting where the policy is to be considered.

1. That legal and comprehensive risk advice be sought and presented to the council before a decision to adopt the proposed policy is made.
2. That the council recognises that a request was made by councillor John Vujcich for legal and comprehensive risk advice to be made available for consideration prior to the adoption of the policy.

Obviously both motions will not be required on the day, depending on the provision of the requested advice and the timing of the motions above with respect to the policy adoption item. I will seek to withdraw one or both motions on the day as appropriate.

I commend this Notice of Motion to Council.

**ĀPITI HANGA / ATTACHMENTS****Nil**

**5.2 NOTICE OF MOTION - SWEETWATER AQUIFER****File Number: A5319806**

I, Councillor Mate Radich, give notice that at the next Ordinary Meeting of Council to be held on 28 August 2025, I intend to move the following motion:

**MŌTINI / MOTION**

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

**TAKE / RATIONALE**

Yes – a repeat of a notice of motion within the 12 month period.

In May I put a notice of motion to request a judicial review.

At the 25 May Council meeting it was discussed and Council resolved to request an independent review. Not a judicial review due to the cost.

Staff presented an internal review to the 31 July Council meeting.

The internal review is unsatisfactory. Council resolved to request an independent review.

From the internal review there is information missing

- An itemised listing of costs
- who has been compensated
- costs in delay of the sweetwater bore being operational
- the costs in implementing a temporary alternative due to time delays

These are needed to ensure that ratepayers have an understanding of where there funding has gone and factual information about the cost of their water supply.

I commend this Notice of Motion to Council.

**ĀPITI HANGA / ATTACHMENTS****Nil**

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

### 6.1 CONFIRMATION OF PREVIOUS MINUTES

**File Number:** A5056480

**Author:** Amber Wihongi-Alderton, Democracy Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow Council to confirm that the minutes are a true and correct record of previous meetings.

#### TŪTOHUNGA / RECOMMENDATION

That Council confirm the minutes of the Council meeting held 31 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. 2025-07-31 Council Minutes - A5292156 [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

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

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

**MINUTES OF FAR NORTH DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, MEMORIAL AVE, KAIKOHE  
ON THURSDAY, 31 JULY 2025 AT 10:01 AM**

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

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

**STAFF PRESENT:** Guy Holroyd (Chief Executive Officer), Carla Ditchfield (Manager – Legal Services), Ken MacDonald (Chief Financial Officer), Ken Lewis (Manager – Communications & Engagement), Tammy Wooster (Manager – Integrated Planner), Jacine Warmington (Group Manager – Strategic Relationships), Nicola Smith (Acting Group Manager – Community & Engagement), Trish Routley (Acting Group Manager – Delivery & Operations), Emma Manning (Senior Strategic Planner), Roger Ackers (Group Manager – Planning & Policy), Charlie Billington (Group Manager – Corporate Services), Emma Healy (Chief of Staff), Tanya Proctor (Head of Infrastructure), Natasha Rmandic (Democracy Advisor), Aisha Huriwai (Manager – Democracy Services), Marysa Maheno (Democracy Advisor), Piripi Rākena (Kaiarahi Kaupapa Māori), Scott Smith (Manager – Waters), Andy Dowdle (Change Specialist), Nadine Hopkins (Manager – Executive Projects), Virginia Smith (Policy Advisor), Llani Harding (Pouhautu Te Hono – Manager Te Hono).

**1 KARAKIA TIMATANGA / OPENING PRAYER**

Kahika - Mayor Moko Tepania commenced the meeting with a karakia at 10:01 AM.

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

**APOLOGY**

**RESOLUTION 2025/79**

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

**That the apology received from Cr Penetaui Kleskovic accepted and leave of absence granted and lateness from Cr Steve McNally.**

*Note: Cr Mate Radich will also be on and off during the meeting for another hui.*

**CARRIED**

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

- Wished a massive hari huri tau to Bay of Islands-Whangaroa Community Board Member Tyler Bamber!
- Highlighted Te Taitokerau Secondary Kapa Haka Competition is this weekend at Papa Hawaiki in Kaikohe.
- Acknowledged two deferred deputations:

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

- Fiona King deputation to item 6.3, Land Drainage Bylaws was deferred to request a verbal submission during the consultation process for the Land Drainage Bylaws.
- John Tetley who is looking to acquire land neighbouring Te Puāwaitanga to build a Mens Shed has been deferred to the August Te Koukou – Transport and Infrastructure Committee meeting.
- Noted that two items were deferred to the August Council meeting:
  - Notice of Motion – Appointment of Directors to Far North Holdings.
  - Review of Appointment of Directors to for Council Organisations Policies. (the report was intended to be tabled during the meeting today however, has been deferred).

Stated that following deputations, we will go to item 6.1 – The Strand, Kororāreka Russell Traffic Trial Report. We will then go into Public Excluded to consider all PX reports and then come back in to public meeting to consider the rest of the ordinary agenda as well as the supplementary agenda.

- Welcomed former Papakura Mayor David Hawkins and Far North District Councils, Department of Internal Affairs partnerships Director Vanessa Blakelock.
- Acknowledged Julia Crane, Manager of Visitor for her 20 year service to Council who is retiring.
- Kahika – Mayor Moko also noted that he will be stepping out at 10:40 AM for a meeting with Minister Tama Potaka.
- Kōwhai – Deputy Mayor Kelly Stratford acknowledged the 20<sup>th</sup> anniversary of the Turner Centre.
- Cr Hilda Halkyard-Harawira acknowledged three 75<sup>th</sup> hūritau in Pawarenga today. Hari hūritau Esther Proctor, Tony Rudolph and his twin sister Liza.

**4 NGĀ TONO KŌRERO / DEPUTATION**

Deputations for item 6.1 - The Strand, Kororāreka Russell Traffic Trial:

- Bernard Woodcock and Hugh Blomfield
- Shane Maddren

**Attachments tabled at meeting**

- 1 Deputation - Shane Maddren
  - Emily Rust
  - Jane Hindle (Bay of Islands-Whangaroa Community Board Member)

*At 10:32 AM Cr Steve McNally joined the meeting.*

*At 10:40 AM Kahika – Mayor Moko Tepania left the room.*

**5 NGĀ PŪRONGO / REPORTS**

**5.1 THE STRAND, KORORĀREKA RUSSELL TRAFFIC TRIAL**

Agenda item 6.1 document number A5236605, pages 26 - 52 refers.

**RESOLUTION 2025/80**

Moved: Cr Ann Court  
 Seconded: Cr Hilda Halkyard-Harawira

**That the Council:**

- a) **As the Road Controlling Authority under the Land Transport Rule: Streets Layout 2023 (Rule) change:**

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

- 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 Roothing 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) Approve that funding for implementation will be considered by the Bay of Islands-Whangaroa Community Board via the unconfirmed \$42,157 of Eastern Town Beautifications carry forward budget.
- CARRIED**

**7 NGĀ TONO KŌRERO / DEPUTATION (CONTINUED)**

Dallas King, representing Ngāti Kaharau and Ngāti Hau Hapū o Ōmanaia and Te Mauri o Te Wai in support of item 8.5 - Rāwene Land Purchase.

*Kahika – Mayor Moko Tepania returned at 11:08 AM.*

*The meeting adjourned at 11:10 AM and resumed at 11:25 AM.*

**8 NGĀ PŪRONGO / REPORTS (CONTINUED)**

**8.1 TE RŪNANGA Ā IWI O NGĀPUHI MANA WHAKAHONO Ā ROHE**

Agenda item 6.2 document number A5249186, pages 53 - 78 refers.

**RESOLUTION 2025/81**

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Cr Babe Kapa

**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 ō Ngāpuhi.**

**CARRIED**

*At 11:49 AM Cr Steve McNally left the meeting.*

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

**9.1 NOTICE OF MOTION - ELECTED MEMBERS EXPENSES POLICY**

Supplementary agenda item S.1 document number A5290792, pages 4 - 7 refers.

**RESOLUTION 2025/82**

Moved: Cr Tāmami Rākena

Seconded: Cr Hilda Halkyard-Harawira

**That Council:**

- a) **Amend the Elected Members’ Expenses Policy to reflect the provisions of the Local**

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

**Government Members (2025/26) Determination 2025, including but not limited to entitlements relating to the reimbursement and/or direct payment of security systems installed at a location of the elected member’s choosing.**

**b) Direct the Chief Executive to ensure all necessary templates, processes, and administrative supports are in place to enable elected members to access the entitlements set out in the 2025 Determination, including:**

- i. Pre-approved templates for claims;**
- ii. Clear guidance and point-of-contact for elected members;**
- iii. A streamlined process that enables forward payment of security system invoices or quotes on behalf of members;**
- iv. Dedicated staff assistance to ensure timely processing and support;**
- v. Incorporation of any new or additional entitlements introduced in the Determination.**

**c) Require full implementation of the above by Monday, 13 October 2025.**

**d) Direct the Chief Executive to deliver a workshop for elected members outlining the changes introduced in the Local Government Members (2025/26) Determination 2025, including clear explanation, guidance, and practical application of the updated entitlements.**

**CARRIED**

**10 NGĀ PŪRONGO / REPORTS (CONTINUED)**

**10.1 FAR NORTH DISTRICT COUNCIL COMMITTEE AMENDMENTS**

Supplementary agenda item 6.10 document number A5288323, pages 32 - 38 refers.

**RESOLUTION 2025/83**

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

**That Council resolve to approve the proposed Terms of Reference for the renamed Te Koekoeā Council Controlled Organisation (CCO) Committee as outlined in Option 1. for adoption.**

**CARRIED**

*Kōwhai – Deputy Mayor Kelly Stratford left the room at 11:59 PM and returned at 12:02 PM.*

**10.2 LOCAL WATER DONE WELL - SELECTION OF WATER SERVICES DELIVERY MODEL**

Supplementary agenda item 6.9 document number A5251683, pages 8 - 34 refers.

**RESOLUTION 2025/84**

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

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

**That Council:**

1. **Subject to the same confirmation from the Kaipara and Whangārei District Councils, approve to work with the other district councils of Northland to create a joint Water Services Delivery Plan with Kaipara and Whangārei councils where:**
  - a. **Water and Wastewater services are delivered by a Regional Asset owning CCO**
  - b. **Stormwater services are delivered through an in-house business unit of council**
  - c. **The Far North works with Kaipara and Whangārei to develop opportunities for Government funding to support critical projects.**
2. **Approve entering into a Commitment Agreement (Heads of Terms) with Whangārei and Kaipara District Councils to establish a CCO by 1 July 2027**
3. **Note the formation of a regional waters CCO will be based on an initial set of principles**
  - a) **That Initially Financials are to be ring-fenced to each council**
  - b) **That Initially Water charges are not harmonized across the three founding council areas**
  - c) **The CCO will review ring-fencing of finances and harmonising charges within 3 years from its commencement date**
  - d) **A shareholder council be formed that includes two representatives from each founding Council, of which at least one must be an elected member.**
  - e) **When scheduling growth projects, the CCO is aligned with each council’s growth strategies.**

In Favour: Kahika – Mayor Moko Tepania, Kōwhai – Deputy Mayor Kelly Stratford, Crs Ann Court, Felicity Foy, Babe Kapa, Steve McNally, Mate Radich and John Vujcich.

Abstained: Crs Hilda Halkyard-Harawira and Tāmami Rākena.

**CARRIED**

**11 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**11.1 RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2025/85**

Moved: Cr Tāmami Rākena

Seconded: Cr John Vujcich

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>7.1 - Confirmation of Previous Minutes - Public Excluded</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

	<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>exist under section 6 or section 7</p>
<p><b>7.2 - Public Excluded Committee Minutes July 2025</b></p>	<p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>7.3 - Council Public Excluded Open Resolutions and Actions Update July 2025</b></p>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>7.4 - Kaikohe Library and Civic Hub - Approval of Construction and Civil Contract</b></p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>7.5 - Rāwene Land Purchase</b></p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations</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>

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

	(including commercial and industrial negotiations)	
<p><b>and that the Community Board Chairs and Kawiti Waetford, Kaiwhakawhiti Reo – Language Interpreter remain in the public excluded part of the meeting.</b></p>		
<p><b>CARRIED</b></p>		

**Decisions and Information to be Released in Public:**

Council resolved that the decisions of the items listed below will be released with figures redacted once negotiations and signing of contracts have been complete.

- 7.4 – Kaikohe Library and Civic Hub – Approval of Construction and Civil Contract
- 7.5 – Rāwene Land Purchase

*The meeting adjourned at 1:08 PM and resumed at 1:53 PM.*

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

**12.1 CONFIRMATION OF PREVIOUS MINUTES**

Agenda item 5.1 document number A5056478, pages 5 - 25 refers

<p><b>RESOLUTION 2025/86</b></p> <p>Moved: Kahika - Mayor Moko Tepania Seconded: Cr John Vujcich</p> <p><b>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.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
--

**13 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**13.1 COMMUNITY BOARD MINUTES - JULY 2025**

Agenda item 7.1 document number A5070115, pages 398 - 419 refers

<p><b>RESOLUTION 2025/87</b></p> <p>Moved: Kōwhai - Deputy Mayor Kelly Stratford Seconded: Cr Felicity Foy</p> <p><b>That Council note the following Community Board minutes:</b></p> <ul style="list-style-type: none"> <li>• 8 July 2025 Te Hiku Community Board.</li> <li>• 27 June and 10 July 2025 Bay of Islands-Whangaroa Community Board;</li> <li>• 11 July 2025 Kaikohe-Hokianga Community Board;</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>
---

**13.2 COMMITTEE MINUTES JULY 2025**

Agenda item 7.2 document number A5277911, pages 420 - 428 refers.

<p><b>RESOLUTION 2025/88</b></p>
----------------------------------

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

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

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

**CARRIED**

**13.3 COUNCIL OPEN RESOLUTIONS AND ACTIONS UPDATE JULY 2025**

Agenda item 7.3 document number A5056524, pages 429 - 454 refers.

**RESOLUTION 2025/89**

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

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

**CARRIED**

**13.4 JOINT COMMITTEE MINUTES - JULY 2025**

Agenda item 7.4 document number A5280620, pages 455 - 456 refers.

**RESOLUTION 2025/90**

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

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

**CARRIED**

**14 NGĀ PŪRONGO / REPORTS**

**14.1 LAND DRAINAGE BYLAW - APPROVAL OF AMENDED LAND DRAINAGE BYLAW FOR PUBLIC CONSULTATION**

Agenda item 6.3 document number A5245766, pages 79 - 161 refers.

**RESOLUTION 2025/91**

Moved: Cr Hilda Halkyard-Harawira  
 Seconded: Kahika - Mayor Moko Tepania

**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**

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

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.
- f) ensure correct mapping is included in the Land Drainage Bylaw consultation.

Abstained: Cr Felicity Foy

**CARRIED**

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

Agenda item 6.4 document number A5261722, pages 162 - 208 refers.

**RESOLUTION 2025/92**

Moved: Kōwhai - Deputy Mayor Kelly Stratford  
 Seconded: Cr Ann Court

**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.**

**CARRIED**

*At 2:46 PM Kōwhai – Deputy Mayor Kelly Stratford left the meeting and returned at 2:51 PM.*

*At 2:53 PM Cr Tāmati Rākena left the meeting.*

**14.3 GOVERNANCE OF TE PUĀWAITANGA**

Agenda item 6.5 document number A5261974, pages 209 - 303 refers.

**RESOLUTION 2025/93**

Moved: Cr Ann Court  
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**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.**

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

- 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.
  - f) Adopt the draft Letter of Expectation.
- Note: Elected members raised concerns regarding some wording in the draft Letter of Expectation. The feedback has been noted and will be included in the final Letter of Expectation.*
- CARRIED**

**Attachments tabled at meeting**

- 1 Letter of Expectation

*The meeting adjourned at 3:03 PM and resumed 3:13 PM.*

**14.4 DEVELOPMENT CONTRIBUTIONS POLICY STATEMENT OF PROPOSAL**

Agenda item 6.6 document number A5270575, pages 304 - 389 refers.

**RESOLUTION 2025/94**

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

**That Council:**

- a) 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.
- b) Approve that the period for making written submissions on the proposal will be for a minimum of one month.
- c) Approves to delegate to the Mayor, the power to change the date of the verbal submissions.
- d) Authorise the Chief Executive to make any necessary minor drafting or presentation

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

**amendments to the Statement of Proposal to correct errors or omissions, or to reflect the decisions made by the Council prior to final publication.**

**CARRIED**

**14.5 ROAD RENAME: TE ARA TIKA, KAIKOHE**

Agenda item 6.7 document number A5279685, pages 390 - 394 refers.

**RESOLUTION 2025/95**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Hilda Halkyard-Harawira

**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”**

Abstained: Cr Hilda Halkyard-Harawira

**CARRIED**

**14.6 WATER SERVICES AUTHORITY - TAUMATA AROWAI LEVIES**

Agenda item 6.8 document number A5280287, pages 395 - 397 refers.

**RESOLUTION 2025/96**

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

**That Council approve 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.**

Abstained: Cr Hilda Halkyard-Harawira

**CARRIED**

**MEETING DURATION**

**RESOLUTION 2025/97**

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

**That Council agrees that the meeting continue beyond the six hour duration in Standing Order 4.2 - Meeting Duration, to discuss the remaining items left on the agenda.**

**CARRIED**

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

**15 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS**

**9.5 MAYOR AND COUNCILLOR'S REPORTS**

Agenda item 7.5 document number A5056553, pages 457 - 571 refers.

**RESOLUTION 2025/98**  
 Moved: Kahika - Mayor Moko Tepania  
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford  
**That Council:**  
 a) note the reports submitted by Kahika Moko Tepania, Cr Ann Court, Cr Hilda Halkyard-Harawira, Cr John Vujcich, and  
 b) table the member report submitted by Cr Tāmāti Rākena.

**CARRIED**

**Attachments tabled at meeting**  
 1 Members Report - Cr Tāmāti Rākena

**15.1 SWEETWATER AQUIFER - INTERNAL REVIEW**

Agenda item 7.6 document number A5262881, pages 572 - 579 refers.

Councillor Radich raised concerns that an internal review was inconsistent with the resolution of Council to conduct an independent review  
 The Mayor directed that this item would be deferred to a future meeting.

**15.2 CE REPORT TO COUNCIL (MARCH - JULY 2025)**

Agenda item 7.7 document number A5274289, pages 580 - 629 refers.

**RESOLUTION 2025/99**  
 Moved: Kahika - Mayor Moko Tepania  
 Seconded: Cr John Vujcich  
**That the Council receive the report CE Report to Council (March - July 2025).**  
Abstained: Cr Ann Court

**CARRIED**

**16 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

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

**17 MEETING CLOSE**

**The meeting closed at 4:11 PM.**

**UNCONFIRMED**

Ordinary Council Meeting Minutes

31 July 2025

---

**The minutes of this meeting will be confirmed at the Ordinary Council Meeting held on 28 August 2025.**

.....  
**CHAIRPERSON**

## 7 NGĀ PŪRONGO / REPORTS

### 7.1 DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER DURING THE ELECTION PERIOD

**File Number:** A5258220

**Author:** Casey Gannon, Manager - Civic Engagement and Education

**Authoriser:** Jacine Warmington, Group Manager - Strategic Relationships

#### PURPOSE OF THE REPORT

The purpose of this report is to recommend that Council delegate its responsibilities, duties, and powers—including those conferred under the *Local Government Act 2002*—to the Chief Executive for the period between 18 October 2025 and the inaugural meeting of the newly elected Council. This timeframe, referred to as the “interregnum,” represents the governance gap before elected members are formally sworn in for the new triennium.

#### EXECUTIVE SUMMARY

- The final day of office for current elected members is the date on which the official election results are publicly declared under section 86 of the *Local Electoral Act 2001*—anticipated to be 17 October 2025.
- At midnight on that day, the terms of outgoing elected members legally expire. Newly elected members, including any re-elected incumbents, assume office on 18 October 2025.
- However, newly elected members cannot exercise their powers until they are formally sworn in.
- This creates a temporary governance gap during which no elected members have legal authority to act on behalf of the Council.
- To ensure continuity of operations, it is standard practice for councils to delegate their powers, duties, and responsibilities to the Chief Executive during this period.
- The inaugural meeting of the new Council is expected to take place on 29 October 2025, at which point members will be sworn in and formally assume their roles.
- It should be noted that if a recount is required, the swearing-in process may be delayed until the recount is completed and the final elected candidates are confirmed.

#### RECOMMENDATION

**That Council:**

- a) **subject to the limitations on delegation set out in clause 32(1)(a)-(f), Schedule 7, Local Government Act 2002 and any other relevant enactment, delegate all of its responsibilities, duties, and powers, to the Chief Executive for the period from the day after the declaration of the 2025 council election results until the swearing in of the new Council, subject to a requirement that the Chief Executive Officer:**
  - i. **only exercises this delegation after consultation with the person elected to the position of Mayor**
  - ii **may only attend to those matters that cannot reasonably await the first meeting of the new Council and.**
  - ii. **shall report any decisions made under this delegation to the first ordinary meeting of the new Council.**

- b) note that if there is a recount following the 2025 council election, the swearing in of the new Council will not be able to occur until the recount has been completed and the candidates to be declared elected are known.
- c) note that Council's current committees, subcommittees, or other subordinate decision-making bodies are deemed to be discharged on 18 October 2025, the day after the official result of the election is declared.

## 1) BACKGROUND

Council must make arrangements to ensure the effective and efficient conduct of its business during the period between 18 October 2025 and the inaugural meeting of the new Council, currently scheduled for 29 October 2025. This is essential to ensure continuity of essential services and the ability to make necessary decisions during this transitional phase.

If a recount is required following the election, the swearing-in of the new Council will be delayed until the recount is completed and the final list of elected candidates is confirmed.

Under the *Local Electoral Act 2001* and the *Local Government Act 2002*:

- Existing elected members vacate office at the point when newly elected members come into office following an election.
- Newly elected members, including re-elected incumbents, officially assume office the day after the declaration of the official election result by public notice—anticipated to be 18 October 2025.
- No person may legally act as an elected member, including re-elected incumbents, until they have been formally sworn in.

## 2) DISCUSSION AND OPTIONS

Delegation of a council's responsibilities to the Chief Executive Officer (CE) for the period from the day after the declaration of the election results until the swearing in of the new Council is standard practice throughout New Zealand and has been for the Far North District Council in most Election Periods since 2004.

The CEO currently holds a broad range of delegations from Council (**Attachment 1**) which enable him to exercise all of Council's powers and authorities under any Act with the exception of those powers which are non-delegable under Clause 32(1)(a)-(f) of Schedule 7 of the Local Government Act, any non-delegable powers under any other Act and those powers and authorities which are reserved to Council from time to time.

Clause 32(1)(a)-(f), Schedule 7, Local Government Act 2002 provides that:

*"Unless expressly provided otherwise in this Act, or any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties or powers except -*

- (a) *the power to make a rate; or*
- (b) *the power to make a bylaw; or*
- (c) *the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or*
- (d) *the power to adopt a Long-Term Plan, Annual Plan or Annual Report; or*
- (e) *the power to appoint a Chief Executive; or*
- (g) Repealed
- (h) The power to adopt a remuneration and employment policy."

**OPTION 1: DELEGATE TO CE (Preferred Option)**

Delegation of a council's responsibilities to the CE from the day after the declaration of the election results until the swearing in of the new Council is standard practice throughout New Zealand and has been for the Far North District Council in most elections since 2004.

While the CE already has broad delegation to act, Council may wish to confirm the continued delegation of these powers during the "interregnum" period, as well extending the CE's delegations to matters otherwise reserved by Council.

There is some risk that a new Council may not agree with decisions made by the CE under delegation and seek to overturn them. This risk is mitigated by the requirements consult with the person elected to the position of Mayor, only attend to urgent matters and report any decision made under delegation to the first ordinary meeting of the new Council.

This option is recommended by staff.

**OPTION 2: DELEGATE TO COMMITTEE**

It is also open to Council to consider delegating decisions to a committee. However, this would require Council to first resolve that one or more of its committees not be discharged and continue following the election.

Committees are generally deemed to be discharged when new elected members come into office<sup>1</sup>. However, a council may resolve that one or more of its committees **not** be discharged and continue following the election. This would potentially allow Council to delegate functions to an undischarged Committee during the "interregnum" period.

However, this approach is likely to be inefficient and lead to unnecessary confusion regarding where decision-making responsibility sits during the "interregnum" period.

Given that the CE currently has broad delegation to act, and given the largely operational nature of many decisions, it may be more effective simply to extend the delegations of the CE rather than add an additional layer of complexity by also delegating to a committee. There is also some risk that a new Council may not agree with decisions made by an undischarged Committee if members of that Committee are either not standing for re-election or are not re-elected.

This option is not recommended by staff.

**OPTION 3: DO NOT DELEGATE**

In at least the past two trienniums there has been no major business during the "interregnum" period that required a CE to exercise delegated authority. Council may decide not to delegate authority to either the CE or a Committee during the "interregnum" period simply relying on the CE's existing delegations. There is a risk in this approach that some business might not be able to be undertaken during the period from the declaration of the election result until the first meeting of the new Council.

This option is not recommended by staff.

**Reason for the recommendation**

To ensure the effective and efficient conduct of Council business during the governance gap also referred to as the interregnum period.

**3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION**

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

**ATTACHMENTS****1. Current Council Delegations to FNDC - CEO - A5329119**  

---

<sup>1</sup> Clause 30(7), Schedule 7, Local Government Act 2002, subject to any other enactments that preserve the continuity of functional Committees such as the District Licensing Committee or Civil Defence and Emergency functions.

**Compliance schedule:**

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

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

Compliance requirement	Staff assessment
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	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.	Although this is standard practice, there is no legislation to support the decision. Clause 32(1) of Schedule 7 of the Local Government Act however is referenced as the specific legislative provision that outlines powers that are non-delegable.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	This report is of district relevance.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications on Māori in shifting delegations from the Council to the Chief Executive.
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 requests the delegation be shifted from the Council to the Chief Executive Officer and does not impact any other persons.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or need for budgetary provisions.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



Register of Delegations: Part 1 Delegations from Council to staff

February 2020

### **Council delegation to Chief Executive**

*Council resolution 13 November 2007, Council resolution 16 January 2014, Council resolution 26 February 2020*

#### **Delegations to the Chief Executive**

**That** to enable the efficient and effective transaction of Council business, the Far North District Council pursuant to clause 32 of the Seventh schedule of the Local Government Act 2002 **hereby delegates** to the Chief Executive all Council's powers and authorities under any Act with the exception of:

- Those non-delegable powers listed in clause 32 (1)(a) to (f) of the Seventh schedule of the Act, and any other Act;
- Those powers and authorities that Council reserves to itself from time to time by notice to the Chief Executive;

**Subject to** the following conditions:

1. Expenditure being restricted to items within the approved Long Term Council Community Plan (LTCCP) or Annual Plan (AP) for which funds have been provided and all precedent actions and processes have been completed.
2. The power to enter into contracts in accordance within the LTCCP and AP and Council's purchasing policy #2104 up to \$1,000,000.\*(see note below).
3. Authority to commit Council to unbudgeted expenditure up to \$100,000.
4. Revenues received being credited to the appropriate statutory accounts and applied only to authorised purposes.
5. Adherence in the exercise of all authorities to all Council policies, guidelines, and resolutions; compliance with statutory requirements and implementation in accordance with accepted practice and policy.

**Provided that** this delegation does not preclude the Chief Executive from referring any such matter to the Council, or a Committee of the Council or a Community Board for a decision if the matter is of particular political importance or sensitivity or there is special community interest in it.

**And provided also that** the Chief Executive may in accordance with clause 32(3) and 32B of the Seventh schedule to the act, in his sole discretion, sub delegate any such power or authority to other Council officers.

**And** that for the avoidance of doubt the general delegation above shall not include the following matters:

- Consideration of, and decision-making on, the activities of Council-Controlled Organisations;
- The hearing and determination of any matter where any Act or Regulation or Bylaw or Policy provides for the opportunity to make a submission or objection in respect of any action taken by Council under that Act or Regulation or Bylaw or Policy, and the opportunity to be heard in respect of that submission or objection;
- any matter not permitted to be delegated by any other Act (for example the approval of a policy statement or plan under the Resource Management Act 1991 or the granting of special exemptions under s.6 of the Fencing of Swimming Pools Act 1987);

- Approving the initiation of compulsory acquisition proceedings under the Public Works Act 1981;
- Consideration and decision-making on assessments of Council's Water and Sanitary Services for adoption by Council, under sections 125, 126 and 127 of the Local Government Act 2002;
- The power to initiate and conduct a special consultative procedure in order to develop and recommend to Council for adoption, in-line with the requirements set by Land Transport New Zealand, Council's annual Land Transport Programme as set out in section 12 of the Land Transport Management Act 2003.
- Authority to commit Council to expenditure above \$1,000,000.
- Authority to commit Council to unbudgeted expenditure over \$100,000.

**And that** Policy # 2104 "Procuring Goods and Services" be amended to reflect the financial above delegations. \*(See note below).

**And provided that** the Chief Executive shall keep a register of: (\*\*See note below)

- All resolutions of Council reserving matters to itself,
- All resolutions of Council delegating matters to any committee, other subordinate decision-making body, community board, or member, and
- All sub delegations made by the Chief Executive
- Any further sub delegations made by any authorised officer."

**\* Note: March 2017**

*The Policy # 2104 "procuring goods and services" is currently identified as Far North District Council Procurement Policy #2104-16.*

**\*\*Note: April 2017:** *In practice the delegations register is maintained by District Administration Services staff on behalf of the Chief Executive.*

**7.2 APPLICATION FOR EASEMENT OVER MANGAKAHIA ROAD RESERVE (LOT 14 DP 38215)****File Number: A5245822****Author: Robin Rawson, Parks & Reserves Planner****Authoriser: Roger Ackers, Group Manager - Planning & Policy****TAKE PŪRONGO / PURPOSE OF THE REPORT**

This report seeks a decision from the Far North District Council to grant or not grant a right of way easement over a portion of recreation reserve at Mangakahia Road Kaikohe (Lot 14 DP 38215) in favour of proposed Lots 1 and 2 of approved subdivision RMASUB2220357 further to a recommendation of support for the easement from the Kaikohe-Hokianga Community Board.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- Council has approved a subdivision of the property at 29 Mangakahia Road owned by Kainga Ora, and a second house was built within proposed Lot 2 at the back of the existing house.
- It was not picked up at the time of subdivision that the shared driveway, located where there was an existing driveway, would extend across a small area of reserve.
- The recreation reserve is associated with the adjoining Whakarongotapu wae Burial Ground and has very little public use.
- Kainga Ora have applied for an easement over approximately 5m<sup>2</sup> of the reserve to provide a practical driveway location for houses at 29A and 29B Mangakahia Road.
- Written and verbal agreement has been obtained from local hapu representatives.
- It is recommended that public consultation is not undertaken, as the reserve would not be materially altered and public access would not be affected, and this option is provided for in the Reserves Act 1977.
- The Community Board considered the proposal on July 11 and recommended that the application is granted without public consultation.

**TŪTOHUNGA / RECOMMENDATION**

**That Council, in its role as the administering body of the recreation reserve Lot 14 DP 38215 (without title) and pursuant to its powers under sections 48(1) and 48(3) of the Reserves Act 1977:**

- a) grants a right of way (shown as F on LT Plan 5980201) over the recreation reserve, subject to it meeting Reserves Act 1977 requirements, at no cost to Council;**
- b) endorses processing of the easement without public notice as the reserve will not be materially altered, and public use and access is not affected.**

**1) TĀHUHU KŌRERO / BACKGROUND**

Council approved a subdivision of the property at 29 Mangakahia Road owned by Kainga Ora, and a second house was built on the rear lot. No changes in location were proposed to the existing driveway, and the subdivision process did not identify that the existing driveway crossed a small area of Council recreation reserve.

The adjoining recreation reserve has a 'leg-in' driveway access with splays to the road. There is little use of the reserve for recreation purposes due to the poor road frontage and association with the adjoining Whakarongotapu wae Burial Ground, and the access splays have little function.

Kainga Ora have applied for an easement over approximately 5m<sup>2</sup> of the reserve to legalise the driveway access to the houses at 29A and 29B Mangakahia Road.

The application included written approval from Matua Richard Moetara who looks after the Whakarongotapuwaē Burial Ground. Staff obtained verbal agreement from Matua Ted Wihongi. Ngā Hapū o Kaikohekohe has also considered the matter at their May 2025 meeting and do not oppose the application.

Decisions under the Reserves Act 1977 (Reserves Act) need to be approved by Council, with Community Boards delegated to consider and report on matters including reserves.

The Kaikohe-Hokianga approved the following resolution at a meeting on 11 July:

#### **RESOLUTION 2025/1**

**That the Kaikohe-Hokianga Community Board makes the following recommendation to the Far North District Council as follows:**

**That Council, in its role as the administering body of the recreation reserve Lot 14 DP 38215 (without title) and pursuant to its powers under section 48(1) Reserves Act 1977:**

- a) **grants a right of way (shown as F on LT Plan 5980201) over the recreation reserve, subject to it:**
  - i. **meeting Reserves Act 1977 requirements, at no cost to Council**
- b) **pursuant to Council powers under section 48(3) Reserves Act 1977 public notice is not required as the reserve will not be materially altered, and public use and access is not affected.**
- c) **and request an information report on options for converting this reserve for other uses.**

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

### **Easement**

An easement is an enduring right to use an area of land. An easement over a small area of reserve would allow the driveway to be located in a logical place and would not affect access to and from the reserve or along the footpath connecting to the reserve entry.

### **Notification**

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

The particulars of this application are that the right of way would only be over the splay of the reserve access which extends across the front of 29 Mangakahia Road and would generally not even be recognised as reserve. The right of way is over a very small area and would have no effect on use of the reserve.

It is recommended that public consultation is not undertaken, as the reserve would not be materially altered and public access would not be affected, and this option is provided for in the Reserves Act.

In assessing this application, Council may consider the following options:

#### **Option 1**

Council does not grant a right of way easement over recreation reserve Lot 14 DP 38215.

#### **Option 2**

That Council requests initiation of public consultation to provide background to consideration of the granting of a right of way over recreation reserve Lot 14 DP 38215.

**Option 3 – Recommended**

That Council grants a right of way easement (**shown as F on LT Plan 5980201**) over the recreation reserve, Lot 14 DP 38215 subject to meeting Reserves Act requirements, at no cost to Council.

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

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

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

- the rights of the public to access or use the reserve will not be materially affected.
- comment has been provided by Matua Richard Moetara, from Matua Ted Wihongi and from Ngā Hapū o Kaikohekohe and there was no opposition to the proposal.

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

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

**ĀPITIHINGA / ATTACHMENTS**

1. **Appendix 1 Mangakahia Easement Application - A5196544**  
2. **Appendix 2 Mangakahia Gazette for reserve - A5196550**  

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	The proposed right of way easement is over a part of the reserve that is not used for recreation or other purposes and the area is very small. The level of significance is assessed as being very low. Rights of way over reserves can be supported where there is no effect on the reserve or use of the reserve.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The proposed easement would be consistent with the Reserves Act and Parks and Reserves Policy.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Right of way easements are a common way of addressing legal access issues across the District. The Kaikohe-Hokianga Community Board considered the application and have recommended approval without public notification.
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 application included written approval from Matua Richard Moetara who looks after the Whakarongotapu wae Burial Ground. Staff obtained verbal agreement from Matua Ted Wihongi. Ngā Hapū o Kaikohekohe has also considered the matter at their May 2025 meeting and do not oppose the application.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	The right of way would only be over the splay of the reserve access which extends across the front of 29 Mangakahia Road and would generally not even be recognised as reserve. The area of the easement is very small and the driveway does not affect access to the recreation reserve.
State the financial implications and where budgetary provisions have been made to support this decision.	A fee of \$476 has been received for the easement application, and disbursements will be charged at cost. Expenses including legal costs will be paid by the applicant.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

## Application for Easement over Reserve Land

To: ~~kaingaora.govt.nz~~ [redacted]

Office Use only	
Date Received:	
Time received:	
App #:	
Property #:	
Land #:	
Infrastructure Planner:	

*This application form should be used where you require an easement to connect infrastructure over a reserve administered by us.*

*The form is designed to provide us with your contact information and details about your proposal that are required for us to process your application. If you fail to complete this form and provide the necessary information, your application may not be accepted for processing.*

### 1 Applicant Details

Full Name of Applicant(s): Kainga Ora Homes and Communities

Postal address: PO Box 74598, Greenlane, Auckland 1546

Phone: 0800 801601 Email: johan.keyser@kaingaora.govt.nz

I am the:  Property owner  Lessee

### 2 Property Owner Details (if different from Applicant)

Owner(s): Same as above

Full Name: \_\_\_\_\_

Postal address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### 3 Project Details

*Please provide a description of the reserve affected by the project work:*  
Reserve is currently designated as Recreation Reserve under Gaz.1982 p.2171

*Please provide a description of the project work:*  
Development of adjoining land into two residential allotments.

*Please provide the following details for the property requiring the easement:*  
 Physical address: 29A & 29B Maungakahia Road, Kaikohe  
 Legal description(s): Lot 15A DP 45007 (and after subdivision will be Lots 1 and 2 DP 598021)

Application for Easement over Reserve Land

**Does the application relate to an application for, or approved building or resource consent?**

Yes  No

If yes, please provide Council reference: 2220357-RMACOM

**Does the application relate to an application for, or approved connection to Council infrastructure?**

Yes  No

If yes, please provide Council reference: \_\_\_\_\_

**4 Information Requirements**

**I attach:**

Certificate of title for property requiring easement

*Search copy must be dated within the last 3 months*

Recent photo of part of the reserve where the easement is to be created

Site Plan (drawn to scale) of the proposed infrastructure/ connection through reserve land

A description of how the connection will be constructed

A description of what impacts the proposal may have on the reserve and how these can be mitigated.

A statement from a suitably qualified person outlining other options that have been considered for providing the connection and why these options are not practical.

Other information

*As required to understand the project works for which the easement is required. Please list below:*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**8 Declaration of Applicant or Authorised Agent**

**Fees and Charges:**

*You will be responsible for payment all actual and reasonable costs of processing the application.*

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

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

**Privacy Information:**

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

\_\_\_\_\_

Application for Easement over Reserve Land

**Applicant Declaration:** (required where authorised agent is not acting on your behalf)

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

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

Applicant name:           Kainga Ora Homes and Communities          

Applicant signature \_\_\_\_\_ Date: \_\_\_\_\_

Applicant name: \_\_\_\_\_

Applicant signature \_\_\_\_\_ Date: \_\_\_\_\_

**Authorised Agent Declaration:**

As authorised agent for the Applicant, I confirm that I have read and understood the above information and have fully informed the Applicant of their obligations in connection with this application, including obligations relating to payment of fees and other charges. I confirm that I have the Applicant's authority to sign on their behalf.

Agent's signature                      Date:           15/05/2025          

Name of agent:           Kerry Gray HARMFORD          

Company name           Elrick & Co.           Reference:           5958          

Postal address:           519 Wairakei Road, Burnside, Christchurch          

Phone:           021 427744           Email:           kerry@elrick.co.nz          

**9 Address for Service**

Please send all correspondence to (select one):

- The Applicant
- The Authorised Agent
- Other (please provide details)

Full Name:           Elrick & Co. - Attn. Kerry Harford          

Postal address:           519 Wairakei Road, Burnside, Christchurch          

Phone:           021427744           Email:           kerry@elrick.co.nz



# Title Plan - LT 598021

---

**Survey Number** LT 598021  
**Surveyor Reference** 5958 - 29A Mangakahia Rd  
**Surveyor** Kerry Gray Harford  
**Survey Firm** Elrick & Co Limited  
**Surveyor Declaration**

---

**Survey Details**

**Dataset Description** Lots 1 and 2 Being a Subdivision of Lot 15A DP 45007  
**Status** Initiated  
**Land District** North Auckland **Survey Class** Class A  
**Submitted Date** **Survey Approval Date**  
**Deposit Date**

---

**Territorial Authorities**

Far North District

---

**Comprised In**

RT NA49C/577

---

**Created Parcels**

Parcels	Parcel Intent	Area	RT Reference
Lot 1 Deposited Plan 598021	Fee Simple Title	0.0326 Ha	1159848
Lot 2 Deposited Plan 598021	Fee Simple Title	0.0286 Ha	1159849
Area A Deposited Plan 598021	Easement		
Area B Deposited Plan 598021	Easement		
Area C Deposited Plan 598021	Easement		
Area D Deposited Plan 598021	Easement		
Area E Deposited Plan 598021	Easement		
Area F Deposited Plan 598021	Easement		
<b>Total Area</b>		<b>0.0612 Ha</b>	

Schedule / Memorandum

**EASEMENT SCHEDULE**

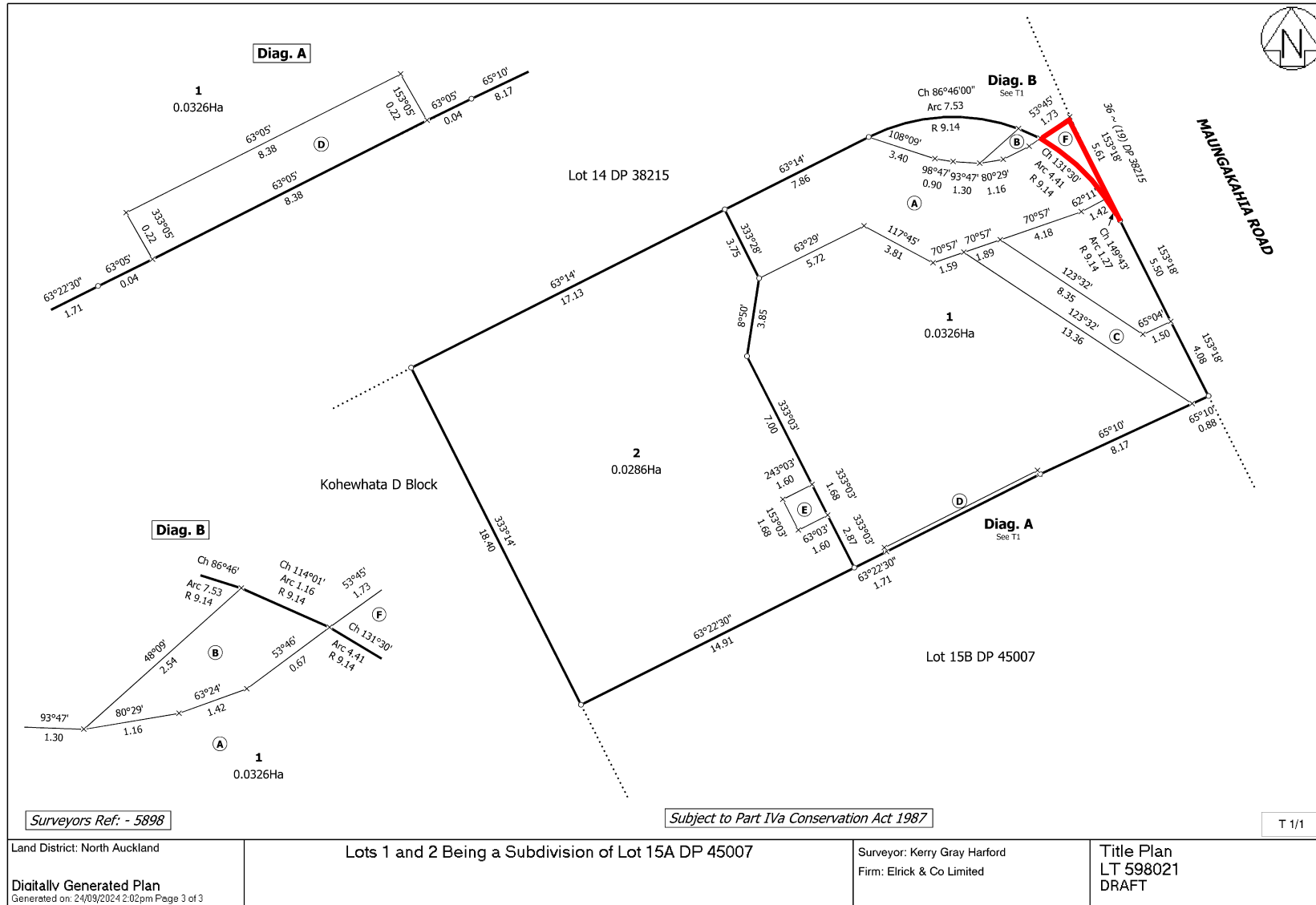
Land Registration District: - North Auckland  
 Territorial Authority: - Far North District Council  
 Plan Number: - DP 598021

Memorandum of Easements			
Purpose	Shown	Burdened Land (Servient Tenement)	Benefited Land (Dominant Tenement)
Right of Way	A	Lot 1	Lot 2
Right to Convey Water	A, C		
Right to Drain Water	A, B		
Right to Drain Sewage	A		
Right to Drain Sewage	E	Lot 2	Lot 1

Schedule of Easements			
Purpose	Shown	Burdened Land (Servient Tenement)	Benefited Land (Dominant Tenement)
Right of Way	F	Lot 14 DP 38215	Lots 1 and 2

Schedule of Existing Easements			
Purpose	Shown	Burdened Land (Servient Tenement)	Creating Document
Party Wall	D	Lot 1	K71433

Schedule of Easements in Gross			
Purpose	Shown	Burdened Land (Servient Tenement)	Grantee
Right to Convey Telecommunications	A, C	Lot 1	Chorus New Zealand Limited















### 7.3 RECOMMENDATION ON THE GRANTING OF A GROUND LEASE OVER 36 RECREATION ROAD, KAIKOHE - SPORTSVILLE

**File Number: A5312169**

**Author: Brooke Taylor, Team Leader - Property Management**

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To seek resolution from council on the granting of a new ground lease over 36 Recreation Road, Kaikohe, Part Lot 3 DP 22327, and Lot 31 DP 10045, being recreation reserve under Section 54 Reserves Act 1977 to Kaikohe & Districts Sportsville Incorporated.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Due to changes in management for Property and Facilities department and Sportsville, its acknowledged this lease process has resulted in timeframes that are unsatisfactory. Due to this the **LTO is now in place** while the final stages of lease are navigated.
- Kaikohe & Districts Sportsville Incorporated have managed Lindvart Park since 1 January 2018 under a management agreement with Far North District Council.
- A Reserve Management Plan over Lindvart Park was executed in July 2018.
- The Long-Term Plan 2021-2031 included a contribution of \$3,226,493 for the construction of a new sporting facility to be located at Lindvart Park.
- On 24 August 2022, Kaikohe & Districts Sportsville obtained building consent from Far North District Council to build this new sporting facility. This facility, known as Papa Hawaiiiki, was opened to the public in April 2024 and is owned by Kaikohe & Districts Sportsville Incorporated.
- In April 2024 Kaikohe & Districts Sportsville Incorporated formally requested a new ground lease over the site occupied by the new sporting facility.
- The Reserves Act 1977 requires public consultation on the issuing of a lease over a Recreation Reserve.
- This report was presented to the Kaikohe – Hokianga Community Board on 25 October 2024 who recommended that public consultation be initiated. *Resolution 2024/109*.
- Public consultation ran from 4 April to 2 May 2025. A total of 23 submissions were received, 16 in support, 3 not sure and 4 against the proposed lease. No submitters wished to be heard.

#### TŪTOHUNGA / RECOMMENDATION

**That Council:**

- a) **grant a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m<sup>2</sup> of land being Lot 31 DP 10045 and 7,067.5m<sup>2</sup> of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.**

**The terms of the proposed lease shall be:**

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

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

- b) **authorises the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.**

**1) TĀHUHU KŌRERO / BACKGROUND**

On the 8 August 2025 Kaikohe – Hokianga Community Board meeting, the following resolution was passed:

<b>7</b>	<b>NGĀ PŪRONGO / REPORTS</b>
<b>7.1</b>	<b>RECOMMENDATION ON THE GRANTING OF A GROUND LEASE OVER 36 RECREATION ROAD, KAIKOHE - SPORTSVILLE</b>
Agenda item 7.1 document number A5188331, pages 17 - 26 refers	
<b>RESOLUTION [2025/65]</b>	
Moved: Cr John Vujcich	
Seconded: Member Mike Edmonds	
<b>That the Kaikohe – Hokianga Community Board recommend to Council:</b>	
a) grant a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m <sup>2</sup> of land being Lot 31 DP 10045 and 7,067.5m <sup>2</sup> of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.	
<b><u>The terms of the proposed lease shall be:</u></b>	
- Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977	
- Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.	
b) authorises the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.	
<b>CARRIED</b>	

Lindvart Park Recreation Reserve is vested in Council and has been managed by Kaikohe & Districts Sportsville Incorporated as per the Management Agreement between the group and Far North District Council since being formalised on 1 January 2018.

Through the Management Agreement, Kaikohe and Districts Sportsville is responsible for preserving the park for public use by ensuring the ongoing maintenance and up-keep, club management and public access to Lindvart Park along with development of a strategic plan for improvement, development and enhancement of Lindvart Park.

Kaikohe & Districts Sportsville Incorporated exist to promote sport in Kaikohe and extend this area beyond to all outlying settlements for which Kaikohe is the main town centre, for example Hokianga.

The Long-Term Plan 2021-2031 included a capital contribution of \$3,226,493 to the new Lindvart Park Kaikohe – Sportsville project. On 7<sup>th</sup> April 2022, Council resolved to re-affirm this contribution:

**7.3 LINDVART PARK PAVILION, KAIKOHE PROJECT**

Agenda item 7.3 document number A3641588, pages 82 - 86 refers.

**RESOLUTION 2022/1**

Moved: Cr John Vujcich

Seconded: Cr Ann Court

**That Council:**

- a) **Re-affirm the capital commitment of \$3,226,493 to the Lindvart Park Kaikohe – Sportsville project.**
- b) **Approve an increase in operational grant support to Sportsville of \$35,000 from year one of the 2024/2034 Long-Term Plan.**

In Favour: Mayor John Carter, Deputy Mayor Ann Court, David Clendon, Dave Collard, Felicity Foy, Mate Radich, Rachel Smith, Kelly Stratford, Moko Tepania and John Vujcich

Against: Nil

**CARRIED**

*Note: that the CEO was asked to provide advice to the next meeting on how to ensure a consistent approach to the way that FNDC supports community facilities across the District, by way of operational grant*

In August 2022, Far North District Council approved building consent to Kaikohe & Districts Sportsville Incorporated and the new sporting facility, known as Papa Hawaiiki, was built and open to the public in April 2024. No formal discussions had been made in regard to a ground lease prior to this time.

The complex is owned by Kaikohe & Districts Sportsville Incorporated, who received funding from Ministry of Business, Innovation and Employment, Far North District Council, Northland Rugby Club, Foundation North, Department of Internal Affairs Lotteries and Grassroots to complete this build.

Papa Hawaiiki consists of two indoor basketball courts, a meeting room and viewing platform on a mezzanine floor. The building has sprung wooden floors and is capable of hosting National basketball tournaments.

The complex aims to highlight a return of basketball to Kaikohe with a focus on developing basketball and other indoor sports, such as volleyball. The development of the complex has enabled the community (including the wider area of Hokianga) the ability to participate in sports that had previously been inaccessible due to lack of facilities or travel constraints.

Since the sports facility opened in April 2024, schools such as Kura Kaupapa o Kaikohe and Kaikohe Christian School, neither of which have school gymnasiums utilise the building during the day for enhancement of their wider curriculum. It has also been utilised in the evenings for teams participating in Badminton, Table Tennis, Basketball, Netball and Turbo Touch.

Kaikohe & Districts Sportsville Incorporated have received numerous enquiries for various events such as Matariki celebrations, Masters sports tournaments, youth days, kapa haka, fight nights and regional sport gatherings. Papa Hawaiiki has the ability to accommodate these events where in the past there has been no facility available for these groups.

The facility is open 24/7, users are provided their own access swipe cards, catering for all abilities with wheelchair access to both floors.



Aerial view of proposed leased area in red. Part Lot 3 DP 22327, and Lot 31 DP 10045

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

The sporting facilities available at Lindvart Park prior to the construction of Papa Hawaiiiki were outdated and undersized. The construction of this new facility has given Lindvart Park a new lease of life and there has been an increase in members of the public utilising the facility since its inception.

As per the Reserves Act 1977 section 54, public consultation is required on the granting of a lease over recreation reserve.

### **Public Notification**

Public Notice was advertised in the New Zealand Gazette and ran from 4 April – 2 May 2025 as required under the Reserve Act, and FNDC website.

A total of 23 submissions were received, 16 in support, 3 not sure and 4 against the proposed lease. No submissions wished to be heard.

A letter was sent via email to Te Uri O Hua representatives to inform them of the requested lease. These representatives are mandated (within the hapū) under tikanga as a spokesperson/representative of Te Uri O Hua hapū, who are through whakapapa direct descendants of the tupuna who resided on the whenua until soon after it became an asset of the Crown/Council.

A lengthy discussion was had with Te Uri O Hua, discussing ownership of the building, a desire for review of the proposed lease at each renewal and if the lease can be withdrawn if they are not meeting their legal obligations. The discussion culminated in support of the ground lease as long as formal reviews every 5 years within the lease are carried out with the hapū. The purpose of this is to:

- Keep the hapū actively connected and informed about the lease and its impacts;
- Provide regular opportunities for kōrero, transparency, and collective reflection;
- Allow space for whānau who are not currently involved to build their capacity and participate over time;

- Ensure our hapū voice remains central and the lease continues to align with our values and aspirations.

This 5 yearly review would serve as a regular check in point, led by the hapū, to maintain strong relationships and accountability.

The options available for this site are:

**Option 1 (recommended):**

That the Kaikohe – Hokianga Community Board recommends to Council:

- a) grant a new ground lease to Kaikohe & Districts Sportsville Incorporated, over approximately 485.7m<sup>2</sup> of land being Lot 31 DP 10045 7,067.5m<sup>2</sup> of land being part Lot 3 DP 22327, vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.

The terms of the proposed lease shall be:

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

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

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

Option 1 will allow Kaikohe & Districts Sportsville Incorporated to continue providing their service to the community.

**Option 2:**

- Decline Kaikohe & Districts Sportsville Incorporated request for a new ground lease
- Ask Kaikohe & Districts Sportsville Incorporated to remove any existing building(s) and associated assets from the reserve and reinstate the recreation reserve at their cost.

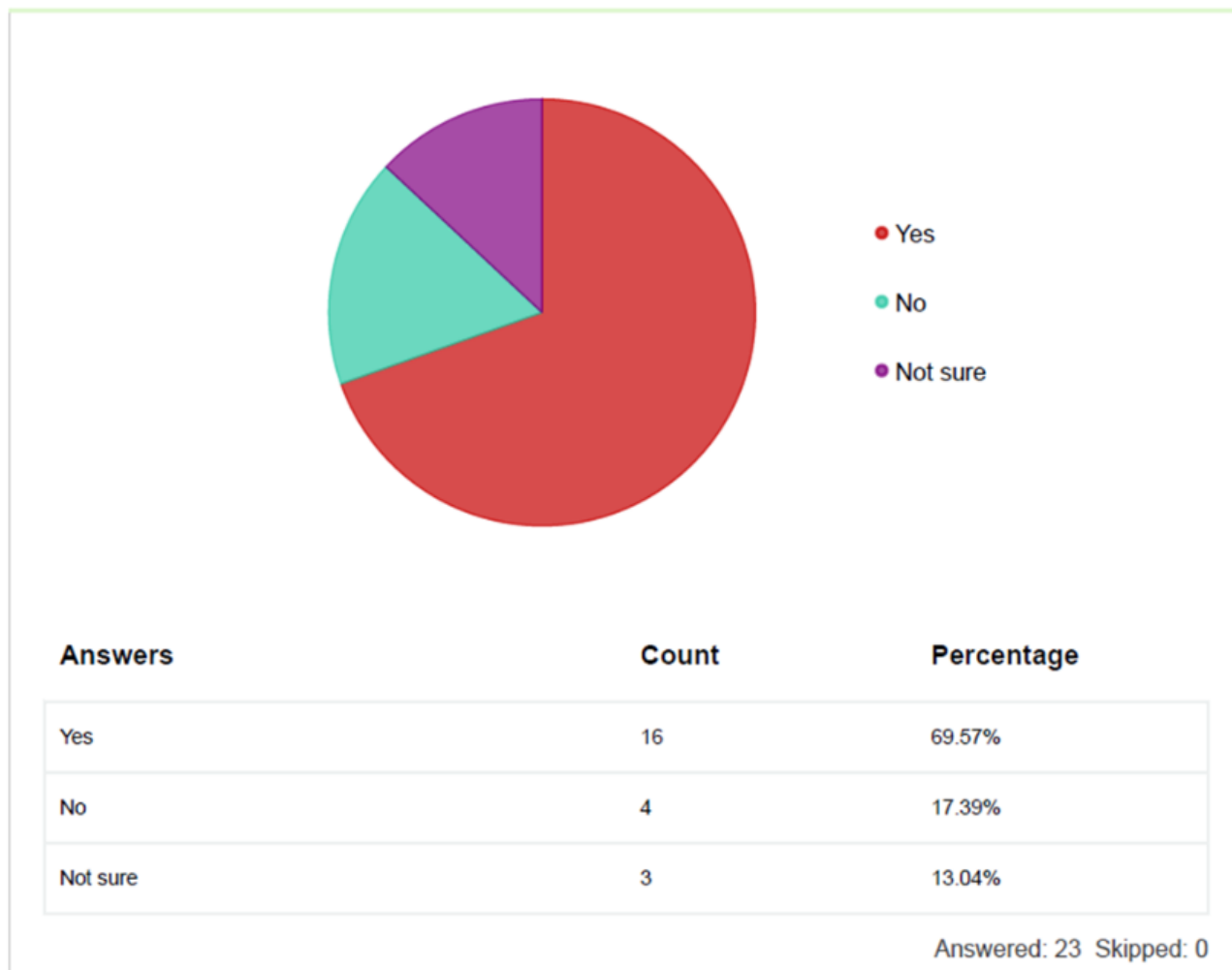
**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

Public Notice is a statutory requirement under Reserves Act.

Public consultation was completed as per the requirements of the Reserves Act for the leasing of a Recreation Reserve. A total of 23 submissions were received, 16 in support, 3 not sure and 4 against the proposed lease. No submissions wished to be heard.

**Kaikohe and Districts Sportsville ground lease**

Do you support the ground lease? \*



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

Building Consent was given by Far North District Council to Kaikohe & Districts Sportsville Incorporated for the establishment of this building on 24 August 2022. Construction was completed in 2024, with the facility opening in April 2024.

Through this new sporting facilities, Kaikohe & Districts Sportsville Incorporated provide a beneficial service to the community, bringing life to the sporting world in Kaikohe and surrounding areas. Resolving to vacate the land (including removal of the building) will be detrimental to the Community, Whānau and Tamariki of the area.

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

The Long-Term Plan 2021-2031 included a capital contribution of \$3,226,493 towards the build of this facility, which was reaffirmed by Council in April 2022. A public access agreement will be noted within the proposed lease in order to establish Far North District Councils capital contribution as an intangible asset. This would be of the above amount and will be depreciated over time to provide for strategic asset renewals (structural areas and services). Any renewals required to the internal fit out would be directly funded by Kaikohe & Districts Sportsville Incorporated, or through additional grants or fund raising.

Far North District Council provided the group an annual operation grant of \$40,000 for the facility. This amount was increased by \$35,000 for a total of \$75,000 per annum at the April 2022 Council meeting to support ongoing operational costs. The capital contribution and total operational grant (inclusive of increase) were provided for and represented an increase in ward rate of \$4.70 per SUIP.

The lease will provide for the lessee to continue to be responsible for all ongoing maintenance of the associated land, including responsibility for the payment of all utility charges, rates and insurances.

### **ĀPITI HANGA / ATTACHMENTS**

**Nil**

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	Medium.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	<p>FNDC Reserves Policy: The Policy supports a long-term lease being offered to community orientated groups wanting a permanent base.</p> <p>The Reserves Act 1977: Section 119 and 120 require that public consultation be initiated prior to the granting of a lease.</p>
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Delegation to the Kaikohe-Hokianga Community Board to provide recommendations to the Council in respect of applications for the use and/or lease of reserves not contemplated by an existing reserve management plan.
<p>State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.</p> <p>State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.</p>	<p>Far North District Council recognises the significant role of tangata whenua as set out in the Working with Māori chapter in the Long-Term Plan 2021-2031. It is important to notify tangata whenua in the Kaikohe locality of the lease proposal prior to the public consultation. Te Hono was approached to provide advice on who the main contacts were in the first instance.</p> <p>A letter was sent via email to Te Uri O Hua representatives to inform them of the requested lease. These representatives are mandated (within the hapū) under tikanga as a spokesperson/representative of Te Uri O Hua hapū, who are through whakapapa direct descendants of the tupuna who resided on the whenua until soon after it became an asset of the Crown/Council.</p> <p>A lengthy discussion was had, discussing ownership of the building, a desire for review of the proposed lease at each renewal and if the lease can be withdrawn if they are not meeting their legal obligations. The discussion culminated in support of the ground lease as long as formal reviews every 5 years within the lease are carried out with the hapū. This would serve as a regular check</p>

	in point, led by the hapū, to maintain strong relationships and accountability.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Public consultation and Iwi consultation progressed as per the Reserves Act 1977 and the FNDC Engagement Policy. A total of 23 submissions were received, 16 in support, 3 not sure and 4 against the proposed lease. No submissions wished to be heard.
State the financial implications and where budgetary provisions have been made to support this decision.	All upgrade and maintenance costs fall to the lessee. The appropriate community rent for the land is set by the FNDC Fees Charges Schedule.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.

**7.4 LOCAL WATER DONE WELL - ADOPTION OF WATER SERVICES DELIVERY PLAN****File Number: A5311229****Author: Andy Dowdle, Change Specialist - Organisational Development****Authoriser: Charlie Billington, Group Manager - Corporate Services****TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek Council adoption of the Water Services Delivery Plan ahead of certification by the CE and submission to the Secretary for Local Government in accordance with the Local Government (Water Services Preliminary Arrangements) Act 2024, and to approve entering into a Commitment Agreement with Whangārei and Kaipara District Councils to form the Regional Water Services CCO described in the Water Services Delivery Plan.

**WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- The Water Services Delivery Plan (WSDP) is required by legislation and outlines how Northland's three district councils will deliver financially sustainable, regulatory-compliant drinking water, wastewater, and stormwater services.
- The three councils have selected a mixed-model: drinking water and wastewater will be delivered by a newly established Regional Council-Controlled Organisation (CCO); stormwater will remain within each council's internal business unit.
- The go-live date for the new entity is planned for 1 July 2027, with a staged implementation plan tracking progress against DIA milestones.
- Key governance and operational principles are still to be agreed as part of the foundational documents for the CCO in the next phase of the process.
- A Commitment Agreement has been prepared, setting out how the three councils will collaborate during the planning and establishment phase.
- If Council does not adopt the WSDP and approve the Commitment Agreement, FNDC will fail to meet its statutory obligation to submit a plan by 3 September 2025.
- Non-adoption would place FNDC in breach of Section 17(1) of the Act, risk Ministerial intervention, and require FNDC to prepare a new stand-alone WSDP at short notice.

**TŪTOHUNGA / RECOMMENDATION**

That Council:

- a) Approves the adoption of the joint Water Services Delivery Plan (Attachment A).
- b) Delegates to the Chief Executive authority to make minor editorial changes to the Joint WSDP.
- c) Approves entering into the Northland Region Water CCO Commitment Agreement (Attachment B), and
- d) Authorises the Chief Executive to make minor editorial changes if required to the Commitment Agreement, and
- e) Authorises the Chief Executive to execute the Commitment Agreement.
- f) Approves up to \$500,000 unbudgeted expenditure to be made available to the CCO establishment project.
- g) Notes that:
  - i. all costs incurred by Council for the CCO establishment will be transferred to the CCO once it is established
  - ii. efforts to access external funding for the purposes of the CCO establishment will continue
  - iii. monies available from the 'Better Off Fund' will be utilised in preference to debt funding.

**1) TĀHUHU KŌRERO / BACKGROUND**

Adoption of the WSDP is a major milestone in the Local Water Done Well (LWDW) programme. Since the legislation took effect on 3 September 2024, Council has held multiple workshops to understand its implications and to weigh delivery models.

At its meeting on 13 March 2025, Council confirmed two options for public consultation:

1. **Te Pēke** – an in-house business unit of Council
2. **Te Kete** – a jointly owned CCO for water and wastewater services with KDC and WDC

Te Pēke was identified as FNDC's preferred option for consultation. The rationale was that it retained direct Council control, aligned with iwi/hapū aspirations, and reflected community preference for local decision-making. However, FNDC also acknowledged that Te Kete could bring significant benefits through regional collaboration, commercial governance expertise, and greater investment capacity.

Public consultation confirmed 68% support for Te Pēke, with iwi/hapū submissions strongly endorsing the in-house model. At the same time, sector groups such as Federated Farmers favoured a regional model, citing efficiency and cost-sharing opportunities. Final decisions remain with each Council.

In line with its Statement of Intent, FNDC joined WDC and KDC in May 2025 to form a Joint Elected Member Steering Group (EMWG). The EMWG's mandate was to explore regional options in good faith, not to make binding decisions, but present recommendations back to each Council on the potential advantages and disadvantages of the regional model. FNDC representatives were Kahika Moko Tepania, Councillor Ann Court, and Councillor John Vujcich.

On 7 July 2025, the Steering Group recommended formation of a regional CCO based on principles:

1. Financials will initially be ring-fenced to each council
2. Water charges will not be harmonised across the three founding council areas at the outset
3. A review of ring-fencing and harmonisation will occur within three years of the CCO's commencement date.

This recommendation forms the basis for progressing the regional model. Detailed governance and financial principles will be developed in the next phase, with FNDC continuing to represent local and iwi/hapū priorities in the drafting of foundational documents.

On 31 July 2025, Council approved working with KDC and WDC to develop a joint WSDP, whereby:

- a) Water and wastewater services will be delivered by a regional, asset-owning CCO
- b) Stormwater services will remain the responsibility and ownership of an in-house business unit within each council.

Since this decision was made, staff from the three councils have been working collaboratively to develop the WSDP in accordance with legislation, using Department of Internal Affairs (DIA) templates designed to meet Central Government expectations for the required level of detail.

## **MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS**

### **Water Services Delivery Plan**

The WSDP (**Attachment A**) sets out how the three district councils in the Northland Region intend to provide future drinking water, wastewater and stormwater services in a way that meets changing legal, financial and environmental regulations, and community expectations. Importantly, the WSDP must include an explanation of what Council proposes to do to ensure that the delivery of water services will be financially sustainable by 30 June 2028.

There are 5 parts to the WSDP:

1. Overview of the delivery model and an implementation plan
2. Network performance (including levels of service, asset condition, future investment requirements, statement of regulatory compliance)
3. Revenue and financing (charging and billing arrangements, finance sources and borrowing arrangements)
4. Assessment of financial sustainability
5. Projected financial statements

The Implementation Plan (Part 1 of the WSDP) provides for two commitment confirmation points, where Councils can reaffirm their commitment to the regional model. These points recognise that key principles for the CCO are still to be finalised and give Councils assurance that their communities' aspirations will be appropriately represented as the model develops. The focus remains on collaboration, with FNDC continuing to influence the shape of the regional entity through its role in developing the foundational documents.

An initial draft of the joint WSDP was sent to the DIA for review at the end of July and feedback was received on 1 August 2025 (**Attachment C**). Overall, the feedback was positive and provided feedback where more information was required.

Prior to submitting the WSDP for Council adoption, the Regional Working Group reviewed the plan following incorporation of DIA feedback.

### Commitment Agreement

Delivering the regional CCO outlined in the WSDP requires the three Northland District Councils to work together efficiently and effectively. The Commitment Agreement (**Attachment B**), developed using the DIA template, outlines how the councils will collaborate and sets out principles for decision-making, dispute resolution, communication, engagement with iwi/hapū, and good governance.

The Commitment Agreement applies during the scoping and establishment phase of the transitional period between the councils’ adoption of the WSDP and when the entity is incorporated at which time the commitment agreement will expire. Throughout this period, a dedicated project team will be established to manage the Water Services Transition Project.

The Commitment Agreement provides the framework for this next phase, during which foundational documents (such as the Shareholders’ Agreement and Constitution) will be developed.

WDC will act as Lead Council, responsible for scheduling governance meetings, preparing reports, managing project expenditure against the approved budget, and (with Project Steering Group approval) entering agreements for project benefit.

### Commitment Agreement Budget

Included in the Commitment Agreement is the budget estimate to complete phase 1 of the implementation plan through to the CCO entity being incorporated. The costs will be shared equally by the participating councils. Once the CCO is established, it is expected these costs will be transferred to that entity.

The workstreams of activity for this phase are expected to be:

Work Stream	Example activities
People and Capability	Work force transition, organisational design, consultation, council interface established
Finance, Funding & Commercial, Revenue	Treasury, Insurance, Financial Management, Procurement, Property and Fleet, Regulation, Budgets, Pricing, Billing Collections
Asset Management and Capital Delivery	Asset register, asset condition assessment, investment plan, capital delivery continues, virtual PMO, Resource consents
Operations	Water safety plans, ops and maintenance contracts, Risk register, compliance strategy, stormwater service level agreement, Health and Safety, incident management, customer relations, trade waste
Governance and Legal	Entity establishment, legislation compliance roadmap, Board and CE appointment process, internal business policy framework, bylaws, contract register, Transfer agreements, relationship agreements
Technology	Systems of record (Finance, Assets, Ops, GIS, People, Payroll, H&S, Data migration), Corporates systems, Operational Tech, Data Platform, Information Management
Comms	Internal and external comms plan and preparation of copy material

Associated costs for the transition to a CCO are estimated to be as per the table below. This high-level estimate was prepared by an external consultancy involved in other regional CCO establishment projects around the country taking into account both the expected costs of other potential CCOs, and the size and complexities for the Northland regional CCO. Further refinement of these estimates will occur as the planning of these phases is detailed.

The budget for this establishment (scoping and preparation) phase will be set at the lower end of the estimate range with the intention to utilise work previously undertaken for the previous water reform programme and the use of internal resources wherever possible to ensure that in-house knowledge is building for the commencement of operations.

Phase	Budget	Comment
Scoping and preparation	\$1.5 - \$2.0m	Shared across councils Procurement in accordance with council policy Option to debt fund and transfer to CCO or seek external funding
Establishment and Transition	\$3.5 - \$6.5m (complete workstreams)	Once CCO set-up can accumulate debt. Look for nationwide opportunities for savings (other organisations going through this)
	\$3.0 - \$5.0m (IT – including licensing)	Possible some capital costs can be deferred by sharing existing council services
Go live and operational		CCO cost

**Discussion of Options**

Option 1 (recommended option): Adopt the Water Services Delivery Plan (WSDP) and approve the Commitment Agreement.

- Meets legislative deadline of 3 September 2025.
- Supports regional collaboration with commitment confirmation points.
- Ensures FNDC has continued influence in shaping the regional CCO.

This option aligns with the decision of Council in July 2025 to form a multi-council CCO with the other Northland district councils and allows the next phase of activity to be progressed.

Option 2: Decline to adopt the Water Services Delivery Plan and/or reject the Commitment Agreement

- Would make meeting legislative deadline of 3 September 2025 unachievable.
- Undermines regional collaboration.
- Likely result in central government intervention to mediate a solution.
- May reduce FNDC influence in shaping the regional CCO.
- Would breach FNDC’s July resolution to proceed jointly.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

Adopting the WSDP and Commitment Agreement ensures FNDC complies with statutory timeframes under the Local Government (Water Services Preliminary Arrangements) Act 2024. Non-adoption would place FNDC in breach of Section 17(1), risk Ministerial intervention, and require preparation of a new stand-alone plan at short notice.

While consultation showed strong support for Te Pēke (the in-house option), FNDC has carried these principles into the regional model by requiring that strong local voice, Treaty partnership arrangements, and explicit safeguards are embedded.

Key principles and governance arrangements are still to be finalised. FNDC retains the ability to continue representing community and iwi/hapū views as these foundational documents are developed.

The Implementation Plan identifies commitment confirmation points, which provide flexibility for councils to withdraw if critical principles cannot be agreed. These points are intended as safeguards rather than preferred pathways, and the emphasis remains on progressing collaboratively toward incorporation.

Adoption represents the most effective way to meet legislative obligations, reflect community and iwi/hapū aspirations, and ensure FNDC remains actively involved in shaping the regional model.

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

The Commitment Agreement requires each of the founding councils to make a provision for expenditure of up to \$500,000 (\$1.5m in total) to fund the Initiation and Planning stages of the Water Services Transition Project. It is expected that WDC, as the lead council, will 'call' these funds as required, rather than paying a lump sum.

The initial financial contribution is to be covered, or partly covered, by funds allocated against LWDW in the 'Better Off Fund' if confirmation by Government is provided that the funds may be used.



In the event that Better Off Funds is not available, this initial financial contribution is unbudgeted expenditure and will be funded by debt. It is expected that the \$500,000 will be repaid to Council by the CCO at a later stage, so the financial impact to FNDC of any 'bridging' funding would be limited to the interest incurred for the period until June 2026.

If FNDC withdraws before incorporation, or if the CCO is not established, the costs will remain unrecoverable and result in an increase to local water charges (estimated \$0.13 per cubic metre for drinking water and \$18.62 per year for wastewater connections)

Total costs for the transition to a CCO are estimated to be between \$8m-\$13.5m, which would be debt funded by the CCO. This high-level estimate was prepared by an external consultancy involved in other CCO establishment projects around the country considering both the expected costs of other potential CCOs, and the size and complexities for the Northland Regional CCO.

Further refinement of these estimates will occur as the planning of these phases is detailed and staff will be as efficient as possible to ensure costs are reduced.

### **ĀPITIHINGA / ATTACHMENTS**

1. **Attachment A - Joint Northland Water Services Delivery Plan - A5328738** [↓](#) 
2. **Attachment B - Commitment Agreement - A5328024** [↓](#) 
3. **Attachment C - DIA Feedback on the draft WSDP - A5322318** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a>	The adoption of the Water Services Delivery Plan (WSDP) has a very high level of significance as it involves the transfer of ownership and control of a significant proportion of council's assets, and council business to another entity.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Local Government (Water Services Preliminary Arrangements) Act 2024 establishes the LWDW framework and outlines the requirement for councils to develop a Water Services Delivery Plan by 3 September 2025.
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 WSDP has a district-wide relevance and is not within the delegations of Community Boards to consider.
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 Water Services Act 2021 (which remains in force) includes provisions to uphold Te Mana o te Wai, a key concept reflecting the mauri and spiritual significance of water. FNDC recognises the importance of water to Māori and commits to ensuring a role for iwi in the governance/decision making of water going forward.
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).	<ul style="list-style-type: none"> <li>• Far North District water services customers</li> <li>• Far North District ratepayers</li> <li>• Department of internal affairs</li> <li>• Commerce Commission</li> <li>• Taumata Arowai</li> <li>• Local Government Funding Agency</li> <li>• Minister for Local Government</li> </ul>

<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>The Commitment Agreement commits FNDC to \$500,000 expenditure from the 'Better Off Fund'.</p>
<p>Chief Financial Officer review.</p>	<p>Yes</p>















































































































































































































































## 7.5 DECISION ON COMMUNITY ADAPTATION PROGRAMME

**File Number:** A5221822

**Author:** Katy Simon, Adaptation Programme Lead Climate Action and Resilience

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

To recommend that Te Kaunihera o Te Hiku o Te Ika – Far North District Council approve Te Hōtaka Urutau Hapori | Community Adaptation Programme (Programme), and to present an alternative option to accelerate the Programme.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Council has legislative requirements to climate adaptation under existing and upcoming resource management, civil defence and emergency management and local government legislation.
- Under current and forthcoming legislation, Council needs to:
  - provide information on natural hazards and risks,
  - reduce risk from natural hazards and climate-related emergency events,
  - work with communities to prepare for, respond to and recover from emergency events,
  - guide appropriate land-use and resource planning; and
  - provide core infrastructure services to standard and ensure water services are resilient to external factors (e.g. climate change and natural hazards).
- Council recognises climate change and the failure to transition to a low-carbon, climate-resilient future as significant strategic and operational risks.
- Te Hōtaka Urutau Hapori | Community Adaptation Programme (Programme) sets the fundamentals of Council community adaptation planning.
- The Programme seeks to address the confusion, inconsistency and inefficient use of resources caused by a gap in statutory standards on adaptation planning.
- The Programme establishes the foundational elements of community adaptation planning:
  - vision
  - purpose
  - scope
  - role and responsibilities
  - goals and quality standards
- The Programme also sets *Piki tū rangi*, the three pou | pillars of Council's adaptation work.
- This report presents an accelerated option of the Programme for Council's consideration, in response to Elected Member direction at the May 2025 workshop.

### TŪTOHUNGA / RECOMMENDATION

**That Council:**

- a) approve Te Hōtaka Urutau Hapori | Community Adaptation Programme presented in Option A; and
- b) note the timeframes outlined in the programme.

## 1) TĀHUHU KŌRERO / BACKGROUND

Since 2020, Council has:

- Approved its Climate Change Roadmap.
- Adopted Te Taitokerau Climate Adaptation Strategy and priority actions plan.
- Adopted a Climate Action Policy.
- Designed and publicly announced community adaptation planning stages to address areas with the highest coastal hazards and flood risk.

Staff referred to central government guidance, best practice examples, adopted strategy and policy, and early informal engagement from Far North communities to design the Programme. The Programme aligns with early content released on the national [adaptation framework](#), still in development.

From September 2024 to March 2025, staff sought early direction from Te Kuaka and Council through online briefs and an information report at the [March Council Meeting](#).

May 2025, staff workshopped with the draft Programme with Elected Members and Te Kahu o Taonui representatives.

24 July 2025, the regional Joint Climate Change Adaptation Committee [endorsed the draft Programme](#).

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

This report presents three decision options for the Programme. This report introduces an accelerated option in response to Elected Member direction at the May 2025 workshop.

### Option A – Existing timeframes (Recommended)

- Approve Te Hōtaka Urutau Hapori | Community Adaptation Programme with existing Pou 1 Community Adaptation Planning timeframes, to be delivered in four stages by 2035, as presented in Attachment 1, page 9.

### Option B – Accelerated timeframes

- Approve Te Hōtaka Urutau Hapori | Community Adaptation Programme and direct staff to change the Programme to include an accelerated workstream for Pou 1 Community Adaptation Planning, to be delivered in two stages by 2030, as described in the delivery changes below.

### Option C – Do not approve Te Hōtaka Urutau Hapori | Community Adaptation Programme

This table below compares key differences in delivery and summarise advantages and disadvantages.

The policy and planning implications section and financial implications section provide more detailed comparisons.

Option	Delivery changes
<b>Option A</b> Existing timeframes	Pou 1 delivery by 2035, in four stages (see Figure 1 below and page 9 on the Programme).  Pou 2 and Pou 3 will start 2025-2026 on rolling basis, with restricted resource.  Requires the Kaupapa Māori Lead role to move to a permanent FTE in the 2026-2027 Annual Plan, estimated \$112,000. The Lead is currently resourced to October 2026. After October 2026 Pou 2 Tangata Whenua-Led Adaptation Planning will significantly reduce and will require external consultants to lead, if the role is not made permanent.  Delivers strategy, policy and planning requirements, with likely delays.

	<p>Some ability to meet legislative changes and inform new practices, on a rolling basis.</p> <table border="1" data-bbox="499 235 1437 824"> <thead> <tr> <th data-bbox="499 235 917 286">Advantages</th> <th data-bbox="917 235 1437 286">Disadvantages</th> </tr> </thead> <tbody> <tr> <td data-bbox="499 286 917 824"> <p>Sets clear Council direction for adaptation planning, that staff can implement and deliver on over the next 10+ years</p> <p>Implements policy and strategy requirements</p> <p>Puts Council on track to comply with legislative changes</p> <p>Reduces risks to Council reputation and supports transparency of climate-related work</p> </td> <td data-bbox="917 286 1437 824"> <p>Medium risk to Programme delivery due to insufficient, permanent staff capacity</p> <p>Minimal staff capacity for in-kind support to other Council functions. Reduced collaboration</p> <p>Medium risk to implementation of adaptation plans due to legislative changes</p> </td> </tr> </tbody> </table>	Advantages	Disadvantages	<p>Sets clear Council direction for adaptation planning, that staff can implement and deliver on over the next 10+ years</p> <p>Implements policy and strategy requirements</p> <p>Puts Council on track to comply with legislative changes</p> <p>Reduces risks to Council reputation and supports transparency of climate-related work</p>	<p>Medium risk to Programme delivery due to insufficient, permanent staff capacity</p> <p>Minimal staff capacity for in-kind support to other Council functions. Reduced collaboration</p> <p>Medium risk to implementation of adaptation plans due to legislative changes</p>
Advantages	Disadvantages				
<p>Sets clear Council direction for adaptation planning, that staff can implement and deliver on over the next 10+ years</p> <p>Implements policy and strategy requirements</p> <p>Puts Council on track to comply with legislative changes</p> <p>Reduces risks to Council reputation and supports transparency of climate-related work</p>	<p>Medium risk to Programme delivery due to insufficient, permanent staff capacity</p> <p>Minimal staff capacity for in-kind support to other Council functions. Reduced collaboration</p> <p>Medium risk to implementation of adaptation plans due to legislative changes</p>				
<p><b>Option B</b> Accelerated timeframes</p>	<p>Pou 1 delivery by 2030, in two stages, combing stages two to four (see Figure 2 below).</p> <p>Pou 2 and Pou 3 will start 2025-2026, with full resource.</p> <p>Requires two additional FTEs and establishing the Kaupapa Māori Lead role as a permanent FTE in the 2026-2027 Annual Plan, estimated \$292,000.</p> <p>Best delivery on strategy, policy and planning requirements.</p> <p>Best ability to meet legislative changes and inform new practices.</p> <table border="1" data-bbox="499 1176 1437 1809"> <thead> <tr> <th data-bbox="499 1176 917 1227">Advantages</th> <th data-bbox="917 1176 1437 1227">Disadvantages</th> </tr> </thead> <tbody> <tr> <td data-bbox="499 1227 917 1809"> <p>Programme is fully deliverable with two additional FTE / no risk from insufficient staff capacity</p> <p>Provides staff capacity for in-kind support to related Council functions:</p> <ul style="list-style-type: none"> <li>Civil defence emergency management</li> <li>Infrastructure planning</li> <li>District planning</li> <li>Māori relationships</li> </ul> <p>Reduced professional service fees overall</p> </td> <td data-bbox="917 1227 1437 1809"> <p>Medium risk to implementation of adaptation plans due to legislative changes</p> <p>Increased resource for FTEs</p> </td> </tr> </tbody> </table>	Advantages	Disadvantages	<p>Programme is fully deliverable with two additional FTE / no risk from insufficient staff capacity</p> <p>Provides staff capacity for in-kind support to related Council functions:</p> <ul style="list-style-type: none"> <li>Civil defence emergency management</li> <li>Infrastructure planning</li> <li>District planning</li> <li>Māori relationships</li> </ul> <p>Reduced professional service fees overall</p>	<p>Medium risk to implementation of adaptation plans due to legislative changes</p> <p>Increased resource for FTEs</p>
Advantages	Disadvantages				
<p>Programme is fully deliverable with two additional FTE / no risk from insufficient staff capacity</p> <p>Provides staff capacity for in-kind support to related Council functions:</p> <ul style="list-style-type: none"> <li>Civil defence emergency management</li> <li>Infrastructure planning</li> <li>District planning</li> <li>Māori relationships</li> </ul> <p>Reduced professional service fees overall</p>	<p>Medium risk to implementation of adaptation plans due to legislative changes</p> <p>Increased resource for FTEs</p>				
<p><b>Option C</b> Do not approve the Programme</p>	<p>No official Pou 1 Community Adaptation Planning workstream. High likelihood that Council will not deliver on staged areas and timeframes (see Figure 1 below and page 9 on the Programme).</p> <p>Staff will provide adaptation planning on an ad-hoc basis. Adaptation planning will rely on other Council planning activities and infrastructure projects.</p>				

	<p>No official Pou 2 Tangata Whenua Led workstream.                  No official Pou 3 Community Adaptation Toolkits workstream.                  Does not deliver on strategy, policy and planning requirements.                  Significantly increases compliance risks to Council.</p>	
	<p><b>Advantages</b></p>	<p><b>Disadvantages</b></p>
	<p>Council will still undertake limited community adaptation planning, where 1 FTE capacity and budget will allow</p>	<p>No dedicated work programme to reduce risk of harm and damage from increasing natural hazards</p> <p>All adaptation planning will be ad hoc as time and resourcing allows</p> <p>No plans to support delivery of appropriate infrastructure and lifelines services into the future</p> <p>No plans to strengthen local economies in increasing natural hazards</p> <p>Does not deliver on adaptation commitments to tangata whenua / Harm to relationships with tangata whenua</p> <p>Increased risk to Council reputation and lack of transparency around climate-related work</p> <p>Council will not address statutory gap on standards to define adaptation planning services</p> <p>Higher likelihood of increased costs to future ratepayers to respond to increasing natural hazard</p>

Figure 1. Option A, existing timeframes [currently in the Programme on page 9]

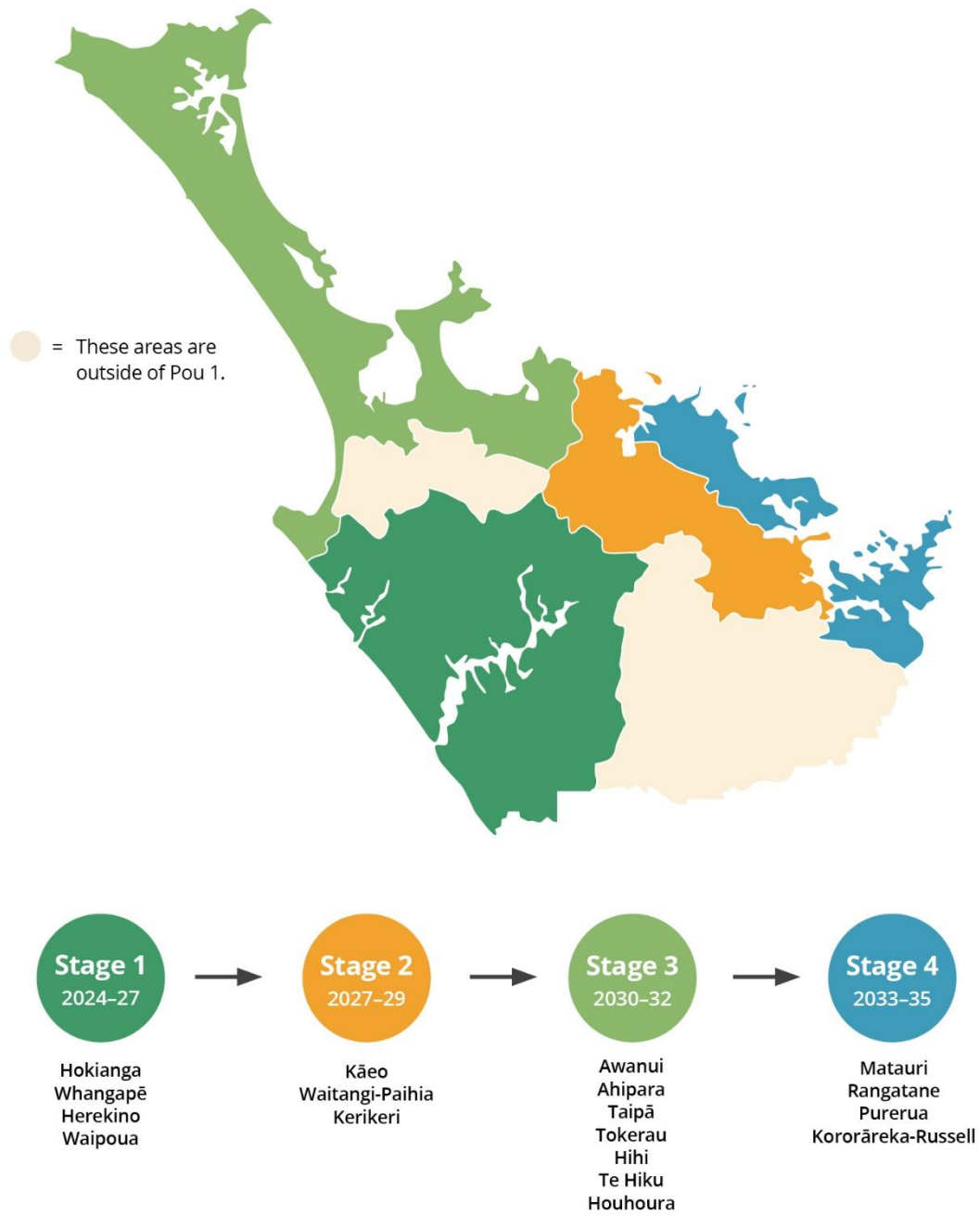
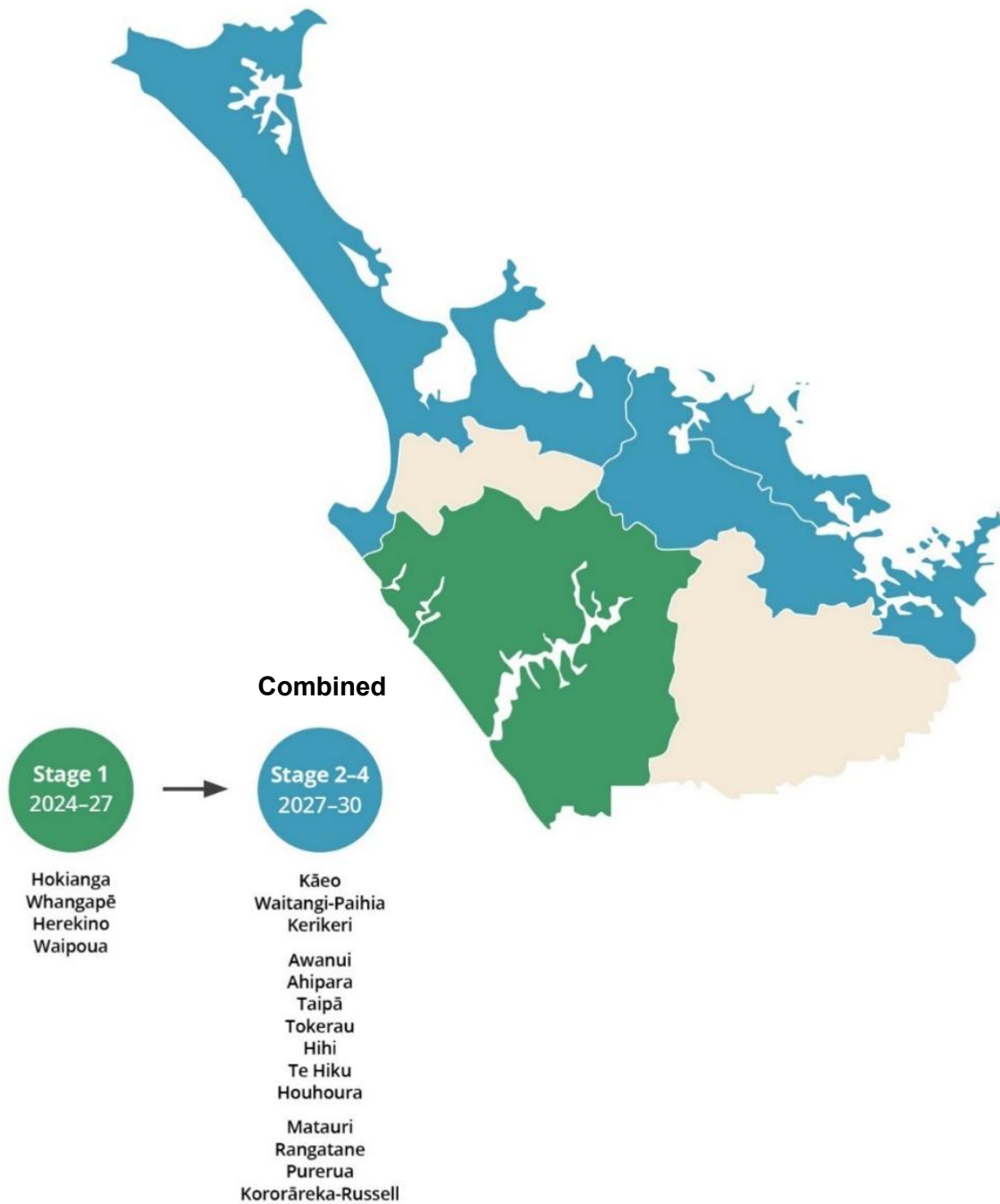


Figure 2. Option B, accelerated timeframes



**Community adaptation planning under new and proposed legislation**

Staff advise that adaptation planning is still a required process to be compliant with legislative changes. Under Local Waters Done Well, the Resource Management Reform and proposed Local Government (System Improvements) Amendment Bill Councils will still need to:

- provide information on natural hazards and risks,
- reduce risk from natural hazards and climate-related emergency events,
- work with communities to prepare for, respond to and recover from emergency events,
- guide appropriate land-use and resource planning; and
- provide core infrastructure services to standard and ensure water services are resilient to external factors, specified as climate change and natural hazards.

Under the proposed Local Government (System Improvements) Amendment Bill, Council's purpose will be to meet current and future needs of communities for cost-effective and good-quality local infrastructure, local public services, and performance of regulatory functions and to support local economic growth and development (Clause 6, Section 10). Council will need to undertake robust, risk-based adaptation planning to meet these proposed purposes.

Additionally, all documentation on the upcoming [national adaptation framework](#) reinforces Council's distinct role and responsibility in adaptation decision-making.

**Planning and policy implications**

Option	National resource management and regulatory changes	National water services changes	Regional and council strategy and policy
<p><b>Option A</b> Existing timeframes</p>	<ul style="list-style-type: none"> <li>• Stage One and Stage Two adaptation plan decisions may be ready to integrate into upcoming resource management, land-use planning, spatial planning legislative changes.</li> </ul>	<ul style="list-style-type: none"> <li>• Stage One adaptation plan decisions may be ready for Council to inform water services, for a Northland-wide water organisation established under Local Waters Done Well and the proposed Local Government (Water Services) Bill.</li> <li>• Stages Two-Four will need to be integrated after 2030.</li> </ul>	<ul style="list-style-type: none"> <li>• Directly delivers Objectives 7.1-7.2 and 9.1 – 9.4 of Council's Climate Action Policy, Te Taitokerau Adaptation Strategy, Far North 2100 and the Climate Change Roadmap.</li> <li>• Indirectly supports Te Rerenga - Regional Economic Development Strategy.</li> </ul>
<p><b>Option B</b> Accelerated timeframes</p>	<ul style="list-style-type: none"> <li>• Presents a combined series of adaptation plan decisions to integrate, rather than rolling stages.</li> <li>• Combined adaptation plan decisions put Council in a stronger position to integrate into upcoming resource management, land-</li> </ul>	<ul style="list-style-type: none"> <li>• Streamlines adaptation plan decisions for Council to inform water services planning for a Northland-wide water organisation.</li> </ul>	<ul style="list-style-type: none"> <li>• Faster delivery on Objectives 7.1-7.2 and 9.1 – 9.4 of Council's Climate Action Policy, Te Taitokerau Adaptation Strategy, Far North 2100 and the Climate Change Roadmap.</li> </ul>

	use planning, spatial planning legislative changes.		
<b>Option C</b> Do not approve	<ul style="list-style-type: none"> <li>High likelihood that no adaptation plans will be ready in time to integrate.</li> <li>High likelihood that Council will not meet upcoming national adaptation framework.</li> </ul>	<ul style="list-style-type: none"> <li>High likelihood that no adaptation plans will be ready in time to integrate.</li> </ul>	<ul style="list-style-type: none"> <li>Does not deliver on Climate Action Policy, Te Taitokerau Adaptation Strategy and Climate Change Roadmap.</li> <li>Does not deliver on commitments to tangata whenua adaptation.</li> <li>Does not deliver on 2024-2027 Long Term Plan commitments.</li> </ul>

**Risk delivery under all options**

- Under all options, A, B and C, Council faces a medium risk to delivery of community adaptation plans due to legislative uncertainty around roles, responsibilities, funding obligations and adaptation planning standards.
- This risk exists under current legislation. The risk will continue to exist under future legislation, unless clarified in the national adaptation framework. Collaborative governance arrangements and supportive operational working agreements help mitigate this risk.
- Council has accepted this risk under previous strategy, policy and Long-Term Plan decisions.
- A medium risk to delivery is considered minor in comparison to the overarching high to extreme natural hazards risks and the generational environmental, social, economic and cultural impacts of those increasing hazards.

**TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION**

To respond to Council direction at the May 2025 workshop to finalise the Programme and seek Council approval.

To respond to Elected Member direction at the May 2025 workshop to present an option for accelerated adaptation planning.

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

Under the 2024-2027 Long Term Plan, to deliver the Programme, Council has:

- \$300,000 Programme budget in 26/27 financial year
- one permanent FTE
- 0.6 fixed-term FTE to 30 June 2026 (partially externally funded)

Resourcing changes following a decision to approve the Programme (A or B) will go through the 2026-2027 Annual Plan process. Under all options, A, B and C, staff will seek adequate budgeting resource in the 2027-2037 Long Term Plan to deliver community adaptation planning.

The table below compares changes to 2026-2027 Annual Plan, advantages, costs and High-level financial implications for 2027-20237 Long Term Plan.

Option	Change 2026 – 2027 Annual Plan	Advantages	Additional Cost 2026 – 2027 Annual Plan	Financial considerations 2027-2037
Option A Existing timeframes	<ul style="list-style-type: none"> <li>Moves Kaupapa Māori Lead, fixed-term to permanent FTE*</li> </ul>	<ul style="list-style-type: none"> <li>Enables the ongoing delivery of Pou 2 Tangata Whenua Led Adaptation</li> <li>Reduces risk to Programme delivery from insufficient staff capacity</li> </ul>	<ul style="list-style-type: none"> <li>Estimated \$112,000</li> </ul>	<ul style="list-style-type: none"> <li>Prolonged planning is likely to have greater professional service fees overall</li> <li>More spread out over the financial years</li> </ul>
Option B Accelerated timeframes	<ul style="list-style-type: none"> <li>Moves Kaupapa Māori Lead, fixed-term to permanent FTE*</li> <li>Adds two permanent FTE, estimated \$85,000 - \$95,000 each per annum</li> </ul>	<ul style="list-style-type: none"> <li>In-house adaptation planning capacity increase</li> <li>Increased capacity to support related functions across Council</li> <li>Opportunity to reduce professional services fees</li> </ul>	<ul style="list-style-type: none"> <li>Estimated \$292,000</li> </ul>	<ul style="list-style-type: none"> <li>Professional fees will increase for Years 2 and 3 of the next Long Term Plan (2028 – 2030)</li> <li>Less spend on professional fees overall</li> </ul>
Option C Do not approve the Programme	<ul style="list-style-type: none"> <li>No change</li> </ul>	<ul style="list-style-type: none"> <li>Limited ad hoc community adaptation planning embedded into other Council activities and projects</li> <li>Possible delayed delivery of Stage 1 (est. by 2028)</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Defers adequate resourcing to 2027-2037 LTP</li> </ul>

\*This position is currently funded by an external grant and is budgeted through to October 2026.

**ĀPITIHINGA / ATTACHMENTS**

- Te Hōtaka Urutau Hapori - Community Adaptation Programme - A5315859** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
<p>State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a></p>	<p>Council names climate change and climate change adaptation as matters of significance. This Programme is designed around community collaboration and empowerment to meet the level of significance of this matter and the scope of decisions on strategic assets.</p> <p>A decision on this Programme is considered low significance since community adaptation planning work was already consulted on under the 2024-2027 Long Term Plan.</p>
<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p>The Programme delivers on Te Taitokerau Climate Adaptation Strategy, the Climate Action Policy, Far North2100 and on 2024-2027 Long Term Plan activity and community outcomes.</p> <p>Community adaptation planning is required to comply with current and forthcoming resource management, civil defence and emergency management, local government and climate response legislation.</p>
<p>State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.</p>	<p>The Programme provides community adaptation planning services across the District. The Community Board Members were invited to the Council workshop and received previous briefs.</p> <p>Staff sought early Community Board member feedback on their communities' adaptation needs and issues.</p> <p>The Community Boards will have oversight Pou 1 Community Adaptation Planning and can refer their communities to Pou 2 and Pou 3 for adaptation support.</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>	<p>The Programme is designed to deliver on Council commitments to tangata whenua on adaptation and adaptation planning.</p> <p>The Programme sets up multiple avenues to participation, leadership, and partnership. This includes dedicating time and resource to support hapū, iwi, whānau, haukāinga and hapori Māori in their own adaptation planning and activities.</p>

	<p>A fixed-term Kaupapa Māori Lead role has been established to guide and help deliver on Pou 2 Tangata Whenua Led Adaptation.</p> <p>Please note: Staff sought direction from Te Kuaka and Te Kahu o Taonui related to implications of the Programme for Māori through briefings and workshops. However, a formal paper was not presented to Te Kuaka due to scheduling and quorum issues.</p>
<p>Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>The Programme covers adaptation planning for a wide range of services and elements of value. These are elements that Council either has direct decision-making power or indirect influence over, and that affect the daily lives and wellbeing of everyone in the District.</p> <p>The Programme will offer many kinds of engagement and opportunities to participate in adaptation planning to cover different perspectives, abilities and access needs.</p>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>Financial implications are addressed in Section 3 of the report.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>

























































## **7.6 KEEPING OF ANIMALS BYLAW - ANALYSIS OF SUBMISSIONS AND ADOPTION OF A NEW BYLAW**

**File Number: A5290889**

**Author: Shayne Storey, Team Leader - Policy & Bylaws**

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

### **TAKE PŪRONGO / PURPOSE OF THE REPORT**

To seek approval from Council to adopt a new Keeping of Animals Bylaw under the Local Government Act 2002 and the Health Act 1956.

### **WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY**

- On 04 May 2023, the governing body of the Council approved the development of a new Keeping of Animals Bylaw under the Local Government Act 2002 and the Health Act 1956
- On 21 September 2023, the governing body of the Council resolved to include cat management in the new Keeping of Animals Bylaw
- On 12 September 2024 Council approved a Statement of Proposal for a new Keeping of Animals Bylaw for public consultation
- Initial consultation on the Statement of Proposal was from 23 September to 18 November 2024. Oral submissions were heard on 5 March 2025
- Council staff have analysed the submissions and recommend changes to the draft amended Bylaw in response to these submissions (see attachment 1).
- Attachment 2 shows recommended changes to the draft
- Attachment 3 is the proposed final amended Bylaw for adoption.

### **TŪTOHUNGA / RECOMMENDATION**

**That Council:**

- a) Approves the recommendations in the staff report on the Keeping of Animals Bylaw Submissions in attachment 1 that:**
  - i) no changes are made to clauses 1, 2, 3, 9, 11, 14 and 16**
  - ii) clauses 4, 5, 6, 7, 8, 10, 12, 13 and 15, are amended to improve certainty and clarity.**
- b) Makes the Keeping of Animals Bylaw 2025 in attachment 3 under the Local Government Act 2002 and the Health Act 1956 and every other enabling power and authority.**

### **1) TĀHUHU KŌRERO / BACKGROUND**

On 04 May 2023 (resolution 2023/46 refers), the governing body of the Council approved the development of a new Keeping of Animals Bylaw under the Local Government Act 2002 and the Health Act 1956

On 21 September 2023 (resolution 2023/116 refers), the governing body of the Council resolved to include cat management in the new Keeping of Animals Bylaw

On 12 September 2024 (resolution 2024/124 refers), Council approved a Statement of Proposal for a new Keeping of Animals Bylaw for public consultation

The period during which people could make written submission on the Statement of Proposal was from 23 September to 18 November 2024. Oral submissions were heard on 5 March 2025. Two hundred and seventy-two submissions were received in total – 257 written submissions (220 online and 37 by email) and 15 oral submissions.

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

### Support for the proposed Bylaw

The report in Attachment 1 summarises the public submissions and makes recommended changes to the draft Bylaw in response to these submissions.

From 257 written submissions:

- 174 submitters (67%) supported the proposed Bylaw – 119 gave full support (46%) while 55 supported the proposed Bylaw in part (21%)
- 79 submitters did not support the proposed Bylaw (31%)
- 4 submitters were unsure (2%)

### Main reasons for supporting the proposed bylaw in part or in full were:

- The draft Bylaw addresses public health and nuisance issues
- It provides a consistent framework for managing animal-related complaints
- De-sexing and microchipping of cats will reduce unwanted litters and stray populations.

### Concerns and queries:

#### 1. General concerns:

- Exclusion of dogs from the Bylaw and dog control
- Animal welfare
- Biodiversity

#### 2. Concerns about Council's and the government's role regarding the proposed Bylaw:

- Council and government overreach
- Loss of property rights
- Overregulation
- Threats to rural lifestyles

#### 3. Enforcement, socioeconomic and resourcing concerns:

- Scepticism regarding enforceability
- Affordability
- Lack of resources
- Compliance systems

### Feedback on specific clauses in the Bylaw:

In addition to the general positive feedback and concerns summarised above, submitters commented or made suggestions on eleven clauses in the draft Bylaw. This feedback is analysed in Attachment 1. The analysis resulted in nine recommendations by Council staff to amend these clauses to improve certainty and clarity:

#### 1. Amendments to Clause 4 – Purpose

- Clause 4 states "The purpose of this Bylaw is to regulate the keeping of animals, including bees, pigs, poultry, and cats, so that they do not create a nuisance or endanger the health of the public.
- Council staff recommend including horses, goats, sheep, llamas, alpacas and cattle in this clause.
- Staff agree with a submission suggesting including an explanatory note to clarify applicable legislation.

- Clause 4 - recommended amendments:  
 “The purpose of this Bylaw is to regulate the keeping of animals, including bees, pigs, poultry, horses, goats, sheep, llamas, alpacas, cattle, and cats, so that they do not create a nuisance or endanger the health of the public.”

“Explanatory note: The Bylaw supplements, rather than duplicates other animal owner obligations, including but not limited to; the Animal Products Act 1999, Animal Welfare Act 1999, related codes of welfare and the Northland Regional Pest and Marine Pathway Management Plan 2017 – 2027. Council also has responsibilities and powers regarding animals under the Biosecurity Act 1993, Health Act 1956, Impounding Act 1955, Reserves Act 1977, Resource Management Act 1991 and the Far North District Plan. Matters relating to the control of dogs are addressed in the Dog Management Bylaw 2018, the Dog Management Policy 2018 and the Dog Control Act 1996.”

**2. Amendments to Clause 5 – Interpretation**

- Staff agree with a submission requesting that a definition of the term “owner”, is included in the Interpretation clause of the Bylaw.
- Clause 5 – recommended amendments:

“**Owner**, in relation to any animal, means a person who has an animal in their possession or custody, or under that person’s care, control, or supervision, and includes the parent or guardian of a person under the age of 16 years who – (a) owns the animal; and (b) is a member of the parent’s or guardian’s household, living with and dependent on the parent or guardian; but does not include any person who has seized or taken custody of an animal under the Animal Welfare Act 1999 or the National Parks Act 1980 or the Conservation Act 1987 or any order made under the Animal Welfare Act 1999.

**3. Amendment to Clause 6 – General Requirements**

- Staff agree with a submission requesting a reference to animal welfare be added to the general requirements. Animal welfare is outside the scope of the Bylaw, but this can be addressed by an explanatory note.
- Clause 6 – recommended amendment:

“Explanatory note: Animal owners are required under the Animal Welfare Act 1999 to provide for the physical, health and behavioural needs of their animals, including food, water, shelter and exercise.”

**4. Amendments to Clause 7(4)(a)(b) – Bee Keeping**

- Staff agree with submissions regarding the prohibitive nature of hive number restrictions in rural zones and the 5-meter setback condition in the draft Bylaw.
- Clause 7(4)(a) and (b) and inserting subclause 7(5) – recommended amendments:

7(4)

A person may keep bees on any property zoned Residential, Rural, Commercial or Industrial in the Far North District Plan provided they comply with the following conditions

- a. ~~Hives are placed no closer than 5 metres to any property boundary where there is no solid fence 1.8 metres or taller on that boundary; or~~
- b. ~~Where there is a solid fence 1.8 metres or taller on any property boundary, the hives are placed no closer than 3 metres from that boundary; and~~
  - a. the property area is 500 square metres or greater; and
  - b. the number of hives does not exceed that which is allowed for the area of the property as indicated in the following table:

Property Area	Maximum no. of hives
500 – 2000 m <sup>2</sup>	2
2001 – 4000 m <sup>2</sup>	4
4001m <sup>2</sup> or greater	6

and

- c. take reasonable steps to prevent public safety and nuisance risks; and
- d. where bees are kept in a Residential area, in relation to those bees and associated beehives:
  - i. Take all reasonable steps to ensure any beehive is positioned and managed in a way that has minimal impact to any other person;
  - ii Take all reasonable steps to control swarming;
  - iii Ensure that there is a suitable water source for the bees on the premises on which the beehives are kept.

7(5) Properties in Rural or General Coastal Zones are excluded from the requirement to comply with clause 7(4).

#### 5. Amendments to Clause 8(1) and 8(2) – Pig Keeping

- Staff acknowledge that pig keeping should be allowed in the General Coastal zone, as one submission identified.
- Clause 8(1) – recommended amendments:  
“Except with the prior written approval of the Council, no person shall keep pigs in any part of the District except on property zoned Rural Living, Rural Production, Rural Lifestyle, Rural Residential or **General Coastal**, in the District Plan.”
- Staff agree with submissions stating people may keep pigs as pets and will want them near their dwellings.
- Clause 8(2) – recommended amendments:  
“No person shall allow any pig (**excluding kunekune, Vietnamese pot-bellied and miniature or teacup breeds**) to wander freely on any property within 10 meters of a dwelling **or any other** building used for food storage or preparation of food for sale, or on any street or public place.”

#### 6. Amendment to Clause 10(1)(b)(i) – Keeping of Cats

- Staff agree with a submission stating that, to exclude a cat from mandatory de-sexing, it should be currently registered to breed with a nationally recognised organisation.
- Clause 10(1)(b)(i) – recommended amendments:  
“the cat is kept for breeding purposes and is **currently** registered **to breed** with a nationally recognised cat breeders’ organisation,”

#### 7. Amendment to Clause 12(1) – Horse Riding in a Public Place

- Staff acknowledge it may be unsafe to remove horse manure from public places in some circumstances as several submissions stated.
- Clause 12(1) – recommended amendments:  
“Any person riding or taking a horse or horses on any public place within any area zoned Residential, Commercial or Industrial in the District Plan must promptly remove or safely dispose of any horse manure or droppings deposited by that horse or horses in that place, **if it is safe to do so.**”

#### 8. Amendments to Clause 13(1) – Killing of Animals

- Staff agree with submitters who were concerned that the Bylaw restricts the killing of animals for personal consumption and would require Council approval to euthanise a pet or conduct pest control.
- Clause 13(1) – recommended amendments:  
“~~No person shall kill or slaughter or allow to be killed or slaughtered, any animal on any property zoned Residential in the District Plan except with the written approval of the Council.~~ Any person that kills and /or disposes of any animal must do so in a manner that does not cause nuisance or endanger the health of the public.”

## 9. Amendments to Clause 15(1) – Offences

- Staff acknowledge that penalties should be more clearly defined, as one submitter suggested.
- Clause 15(1) – recommended amendments:  
“Every person who fails to comply with the requirements of this Bylaw or breaches this Bylaw commits an offence under the Local Government Act 2002 and is liable to the penalties set out in that Act, **upon conviction, being a fine not exceeding \$20,000.**”

### COMPLIANCE WITH SECTION 155 OF THE LOCAL GOVERNMENT ACT

#### 1) Bylaw is the most appropriate way to address the problem

Council staff identified that a bylaw is the most appropriate way to address perceived problems regarding the keeping of animals as there is no other regulatory instrument or method Council could use to manage and regulate animals (excluding dogs). This was agreed by Council on 04 May 2023 for the purposes of section 155(1) of the Local Government Act 2002.

#### 2) Form of the Bylaw

If the recommended changes are agreed to, Council staff advise that the amended Keeping of Animals Bylaw 2025 in Attachment 3 is an appropriate form of bylaw for the purposes of section 155(2)(a) of the Local Government Act 2002.

#### 3) Compliance with the New Zealand Bill of Rights Act 1990

As required by section 155(2)(b) of the Local Government Act 2002, before a local authority makes a bylaw, it must determine whether the proposed bylaw has any implications under the New Zealand Bill of Rights Act 1990 (NZBORA).

Part 2 of the New Zealand Bill of Rights Act 1990 sets out twenty rights that are affirmed and protected, that may only be subject to reasonable limits that can be demonstrably justified in a free and democratic society. Section 155(2)(b) of the Local Government Act 2002 requires the Council to determine if the proposed bylaw gives rise to any implications under the New Zealand Bill of Rights Act 1990.

There are no apparent implications under NZBORA and therefore, it follows that the proposed bylaw is consistent with NZBORA.

#### Implementation Plan

The Compliance Team, in the Delivery and Operations Group, will be responsible for the administration and enforcement of the Bylaw. The Compliance staff will take an educational stance in the first year. Staff will re-evaluate this approach after the first year, and if required, seek funding for additional resources through the annual plan process. Staff will also work closely with local animal rescue groups and the SPCA to educate the public, rehome unwanted cats, provide information regarding de-sexing and microchipping, and promote cost free programs such as Snip ‘n Chip.

### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION




The new Keeping of Animals Bylaw 2025 (Attachment 3) can be made, under the Local Government Act 2002 and the Health Act 1956 because, following the changes recommended in the Analysis of Submissions (Attachment 1):

- a) A bylaw is the most appropriate way to address the problem; and
- b) The bylaw is an appropriate form of bylaw; and
- c) The bylaw provisions are reasonable limits on the rights in the New Zealand Bill of Rights Act 1990.

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

The operational costs for making the Bylaw are expected to be minimal (less than \$3,000 plus staff time and resources) and will be met from existing operational budgets. The costs associated with implementation will be met from existing operational budgets in the first year. An evaluation will take place after the first year, and if it is determined additional resources are required, a business case will be developed for the annual plan process.

#### ĀPITIHINGA / ATTACHMENTS

1. **Analysis Report on Keeping of Animals Submissions 2025 - A5311753** [↓](#) 
2. **Draft Animal Bylaw with track changes - A5312041** [↓](#) 
3. **Final Animal Bylaw August 2025 - A5312135** [↓](#) 

**Hōtaka Take Ōkawa / Compliance Schedule:**

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

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

<b>He Take Ōkawa / Compliance Requirement</b>	<b>Aromatawai Kaimahi / Staff Assessment</b>
<p>State the level of significance (high or low) of the issue or proposal as determined by the <a href="#">Council's Significance and Engagement Policy</a></p>	<p>In line with the Council's Significance and Engagement Policy, due to the mandatory requirement to microchip and de-sex cats, the new bylaw met the threshold for requiring the special consultative procedure as the proposal for the new bylaw was:</p> <ul style="list-style-type: none"> <li>• likely to generate considerable interest and views may deeply divide the community.</li> <li>• likely to have an impact on the social, economic, environmental or cultural wellbeing of the District or an aspect of the District (e.g., a particular ward, a community of interest, a geographic area, or demographic).</li> <li>• likely to result in a change in the level of service and that the change may incur unbudgeted financial impacts in the future.</li> </ul>
<p>State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.</p>	<p>Sections 83, 145, 146, and 156 of the Local Government Act 2002, and section 64 of the Health Act 1956 apply to the decision recommended in this report.</p>
<p>State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.</p>	<p>The Keeping of Animals Bylaw has district-wide relevance. It is not within the delegations of the Community Boards. As the recommendation is to develop a district-wide Bylaw, the Community Boards' views have not been sought.</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>	<p>This bylaw regulates the keeping of animals in the Far North District. The decision does not relate to land and/or any body of water.</p> <p>Seeking the views and input of hapū and iwi in the development of bylaws is integral. Māori were given an opportunity to contribute during the consultation process.</p>

<p>Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).</p>	<p>Affected and interested parties were given an opportunity to share their views and preferences during the consultation process.</p> <p>This includes:</p> <ul style="list-style-type: none"> <li>• Tangata whenua</li> <li>• Animal owners</li> <li>• Animal breeders</li> <li>• Beekeepers</li> <li>• Animal rescue organisations</li> <li>• Equine community</li> <li>• Farmers</li> <li>• Local communities</li> <li>• Department of Conservation</li> <li>• Northland Regional Council</li> <li>• SPCA</li> <li>• Veterinarians</li> <li>• Horticultural Society</li> <li>• MPI</li> </ul>
<p>State the financial implications and where budgetary provisions have been made to support this decision.</p>	<p>The operational costs for making the Bylaw are expected to be minimal (less than \$3,000 plus staff time and resources) and will be met from existing operational budgets. The costs associated with implementation will be met from existing operational budgets in the first year. An evaluation will take place after the first year, and if it is determined additional resources are required, a business case will be developed for the annual plan process.</p>
<p>Chief Financial Officer review.</p>	<p>The Chief Financial Officer has reviewed this report.</p>

























































## 8 NGĀ PŪRONGO TAIPITOPITO / INFORMATION REPORTS

### 8.1 COMMUNITY BOARD MINUTES - AUGUST 2025

**File Number:** A5070117

**Author:** Amber Wihongi-Alderton, Democracy Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide an overview of resolutions made by Community Boards with an opportunity for Chairpersons to speak with Council about pertinent discussions held at Community Board.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Minutes from Te Hiku, Bay of Islands-Whangaroa and Kaikohe-Hokianga Community Board August 2025 meetings are attached for Council information.

#### TŪTOHUNGA / RECOMMENDATION

That Council note the following Community Board minutes:

- 5 August 2025 Te Hiku Community Board;
- 7 August 2025 Bay of Islands-Whangaroa Community Board;
- 8 August 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

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).

#### 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. 2025-08-05 Te Hiku Community Board Minutes - A5300766 [↓](#) 
2. 2025-08-07 Bay of Islands-Whangaroa Community Board Minutes - A5329605 [↓](#) 
3. 2025-08-08 Kaikohe-Hokianga Community Board Minutes - A5308444 [↓](#) 

































## 8.2 COMMITTEE AND JOINT COMMITTEE MINUTES - AUGUST 2025

**File Number:** A5312449

**Author:** Amber Wihongi-Alderton, Democracy Advisor

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

### TAKE PŪRONGO / PURPOSE OF THE REPORT

This report highlights recent Council and Joint Committee meetings and the availability of minutes for reference.

### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

Recent meetings are listed below, with links to minutes included where available at the time of publication.

#### Far North District Council Committee Meetings:

- [6 August 2025 Te Miromiro – Assurance, Risk and Finance Committee](#)
- 12 August 2025 Te Koukou – Transport and Infrastructure Committee (Minutes pending)
- [13 August 2025 Te Koekoeā – Council Controlled Organisation Committee](#)

#### Joint Committee Meetings:

- [24 July 2025 Joint Climate Change Adaptation Committee](#)
- 25 July 2025 Joint Regional Economic Development Committee (Minutes pending)
- [5 August 2025 Regional Transport Committee](#)

Note: Any recommendations from committee meetings will be presented separately on the Council agenda for consideration.

### TŪTOHUNGA / RECOMMENDATION

**That Council receive the report Committee and Joint Committee Minutes.**

### TĀHUHU KŌRERO / BACKGROUND

#### Council operates several Committees that meet regularly:

- Te Huia - Executive Review Committee
- Te Kuaka - Te Ao Māori Committee
- Te Koekoeā – Council Controlled Organisation Committee
- Te Koukou - Transport and Infrastructure Committee
- Te Miromiro - Assurance, Risk and Finance Committee

Agendas and minutes for these meetings are publicly available at <https://infocouncil.fndc.govt.nz/>

#### Council also has appointed representatives to joint and external committees in collaboration with Northland Regional Council (NRC):

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

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.

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

This report highlights where information is available.

Any recommendations will be presented separately on the Council agenda for consideration.

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

This report has no financial implications.

**ĀPITIHINGA / ATTACHMENTS**

Nil

### 8.3 COUNCIL OPEN RESOLUTIONS UPDATE - AUGUST 2025

**File Number:** A5056526

**Author:** Amber Wihongi-Alderton, Democracy Advisor

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

#### TAKE PŪRONGO / PURPOSE OF THE REPORT

To provide Council with an overview of outstanding Council and the previous term Committee decisions from 1 January 2020.

#### WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Open resolutions are a mechanism to communicate progress against decisions/resolutions.
- Open resolutions are also in place for all formal elected member meetings.

#### TŪTOHUNGA / RECOMMENDATION

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

#### 1) TĀHUHU KŌRERO / BACKGROUND

Any resolution or decision from a meeting is compiled on an open resolution status report, to capture actions triggered by Council decisions. Staff provide updates on progress against tasks that are not yet completed.

The open resolution report also includes outstanding actions from previous triennium committees.

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

The outstanding tasks are often multi-facet projects that take longer to fully complete. Where a decision differs to the recommendation of staff there may be unintended consequences or challenges that take longer for staff to work through.

#### TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION.

To provide Council with an overview of outstanding Council decisions from 1 January 2020.

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

There are no financial implications or need for budgetary provision in receiving this report.

#### ĀPITIHINGA / ATTACHMENTS

1. **Open Resolution Report - August 2025 - A5322994** [↓](#) 
2. **Open Action Items - August 2025 - A5323031** [↓](#) 



		<b>OPEN RESOLUTION REPORT</b>	
		Division: Committee: Council Officer:	Printed: Thursday, 21 August 2025 1:26:59 pm Date From: 1/01/2020 Date To: 21/08/2025
Meeting	Title	Resolution	Notes
Council 11/08/2022	Russell Landfill Options Report	<b>RESOLUTION 2022/61</b> That Council: a) approve in principle, the permanent closure of Russell Landfill (Option One). b) approve staff commence the resource consent application Northland Regional Council to close the Russell Landfill c) request staff bring back to Council the terms of the resource consent and investment required to close the landfill d) approve staff commence the community consultation process and report to Council the outcome of that consultation e) delegate to the Chief Executive, or his nominee, the negotiation, agreement and signing of contract variations with Northland Waste Ltd to provide on-going transport and disposal of waste from the Russell facility whilst Council progress the resource consent and consultation process. <p style="text-align: right;"><b>CARRIED</b></p>	<p>...28 Jan 2025 9:49am                      Funding for this project is uncertain as the budget for the Russell closure plan in the Better off Fund has been re-allocated to another project.</p> <p>24 Mar 2025 12:17pm Delivery and Operations                      No further update from January. Next step is public consultation.</p>
Council 9/02/2023	Easement On Local Purpose Esplanade Reserve-Wairarawa Stream	<b>RESOLUTION 2023/5</b> That Council approve the granting of a right of way easement pursuant to section 48(1)(f) of the Reserves Act 1977 on Local Purpose Esplanade Reserve Lot 16 DP 146304 for the purpose of constructing and using a private bridge over the Wairarawa Stream connecting: i. 2276C State Highway 10 Kerikeri - Lot 1 DP 91402 contained in record of title NA64B/178; and ii. 15 Conifer Lane Kerikeri - Lot 1 DP 535123 and Lot 14 DP 158690 contained in record of title 884105; and iii. 2228 State Highway 10, Kerikeri - Lot 1 DP 457586 contained in record of title 593590. and that approval is provided subject to: 1. NRC granting Resource Consent for construction of the bridge; and 2. public consultation in accordance with sections 48(2), 119 and 120 of the Reserves Act 1977; and 3. compensation being negotiated and finalised in a written Compensation Agreement payable by the landowners to the Council; and 4. Landowners - a) bearing all costs and disbursements in relation to the required public consultation. b) if required by law and prior to commencing construction works, seeking relevant consent(s) and / or permits from the Council under Local Government Act 1974, Resource Management Act 1991 and / or Building Act 1991. c) bearing all legal and survey costs and disbursements in relation to creating and registering the easement instrument on all relevant titles; d) bearing full responsibility for the construction, maintenance, upkeep, repair, removal of the bridge (if required) during its lifetime, and end of its lifetime; e) the bridge being the landowner’s asset, which if abandoned, neglected or on becoming a nuisance of any kind or degree, must be removed or decommissioned and Reserve land remediated to Council’s satisfaction; f) indemnifying the Council of all costs, claims and expenses arising from use and operation of the bridge during its lifetime.	<p>....24 Jan 2025 9:36am                      As above in Nov 20204 - FNDC has drafted agreement to grant easement and sent to the landowners for review and signature. We have not heard back from owners as yet.</p> <p>25 Mar 2025 3:05pm                      Easement agreement has been drafted by FNDC. That agreement is with the landowner's legal counsel. They are dragging their feet. We are going to put a deadline on it, after which this action will stop. The benefit of the easement is for the landowner (not Council) - the length of time this is taking is due to the landowner.</p> <p>28 Apr 2025 5:14pm                      The completion of this action is reliant on cooperation from the landowners. The landowners have not yet completed their task by reviewing and signing the easement agreement. Council cannot move this matter forward without the landowners signing the easement agreement. This was an easement over reserve requested by the landowner. Further delay from the landowners will likely result in the abandonment of this action.</p> <p>22 May 2025 3:20pm                      This action is reliant on the landowner performing their part. FNDC cannot close this action until then. This action will continue to appear every month on Council agenda for outstanding items with 'as above'. Accordingly, at some point Council might consider withdrawing this resolution due to inaction from the landowner</p> <p>23 Jun 2025                      Legal Services - With reference to update on 22 May 2025 – this has not progressed any further as the action is with the landowner (not Council). Council might consider withdrawing this resolution due to inaction from the landowner.</p> <p>30 Jul 2025 9:27am Corporate Services                      Legal Services - With reference to update on 23 June 2025 – this has not progressed any further. Council might consider withdrawing this resolution due to inaction from the landowner.</p>

Meeting	Title	Resolution	Notes
		<b>CARRIED</b>	
Council 24/08/2023	Rangitoto Reserve, Mangonui	<p><b>RESOLUTION 2023/98</b>  <b>That Council:</b></p> <p>a) <b>approve the initiation of a public consultation process under Section 16 of the Reserves Act 1977 to classify Rangitoto Reserve (Allot 71 PSH of Mangonui East) as a Historic Reserve.</b></p> <p>b) <b>appoint Te Hiku Community Board to hear any submissions received in response to the consultation process and to make recommendations to the Council in respect of the reserve classification.</b></p> <p>c) <b>staff develop a Management Plan under s41 of the Reserves Act to eradicate the invasive wattle trees and moth plants.</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><i>NOTE: Kahika/Mayor Tepania requests a briefing paper on how many reserves Council has, what their classifications are, how many have reserve management plans and how many can be sold.</i></p>	<p><b>...23 Jan 2025 8:31am</b>                      The Working Group for the Rangitoto Historic Reserve reserve management plan has been established as a partnership between Ngāti Ruaiti, Matarahurahu, and Council, with a further agreement that all written communications will be circulated to Ngāti Kahu ki Whaingaroa. The initial focus is on messages to be included in the first round of public consultation.</p> <p><b>24 Feb 2025 4:14pm</b>                      The Rangitoto Reserve reserve management plan working group are finalising messages for public consultation for the reserve management plan. The initial public consultation phase will take place in May to fit in with Communications staff resources and other consultations.</p> <p><b>24 Mar 2025 9:04am</b>                      Consultation messages for public consultation have been agreed by the working group, and staff are preparing for consultation to start at the beginning of May.</p> <p><b>29 Apr 2025 10:43am</b>                      The request for comments to inform the reserve management plan has been advertised and will be live on the website on Friday 2 May.</p> <p><b>15 May 2025 4:36pm</b>                      A consultation portal is open on the website until 2 June for comments to inform the draft reserve management plan. Letters or emails have also been sent to neighbours, DOC and HNZPT.</p> <p><b>23 Jun 2025 9:33am</b>                      Public consultation for the reserve management plan closed on 2 June, and 31 submissions were received. The Rangitoto Reserve - Reserve Management Plan Working Group are now considering the submission information, and a working group meeting is being planned.</p> <p><b>08 Jul 2025 9:39am</b>                      The Rangitoto Reserve - Reserve Management Plan Working Group are now considering the submission information, and a working group meeting is being planned.</p> <p><b>08 Aug 2025 11:41am Policy and Planning</b>                      Currently on hold awaiting a meeting with the hapū reference group and relevant staff.</p>
Council 8/02/2024	New Ground Lease to Playcentre Aotearoa - Russell Playcentre over 12 Church Street, Russell	<p><b>RESOLUTION 2024/12</b>  <b>That Council:</b></p> <p>a) <b>grant a new ground lease to Playcentre Aotearoa over the Local Purpose (Playcentre) Reserve being approximately 736 square meters of Lot 6 DP 7147, 12 Church Street, Russell, held in New Zealand Gazette 1984 page 3528 and vested in Far North District Council as Local Purpose Reserve.</b>  <b>The terms of the lease shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>30 years (10+10+10)</b></li> <li>• <b>Rental: as per FNDC Fees and Charges schedule for a community lease.</b></li> <li>• <b>\$118 plus GST for 2023/2024 and reviewed annually in conjunction with the FNDC Fees and Charges schedule.</b></li> </ul> <p>b) <b>with further conditions negotiated and agreed upon by the Group Manager Delivery and Operations, and Playcentre Aotearoa.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>...24 Feb 2025 4:19pm</b>                      Have requested update from tenant, no reply as of yet</p> <p><b>21 Mar 2025 1:34pm</b>                      As above, no changes</p> <p><b>28 Apr 2025 12:55pm</b>                      Reply from tenant is that key personnel are on leave and unfortunately have not been able to determine an outcome yet.</p> <p><b>16 May 2025 9:01am</b>                      Carifying with legal services if ownership of building is to revert to FNDC as per expired lease held my Mid Northland Playcentre Association.,</p> <p><b>24 Jun 2025 12:01pm</b>                      Currently in negotiations on the next steps for this project between playcentre legal and FNDC legal who have been assisting with the communications. , We are likely to be bringing this to the community board in the coming months once we have investigated the best outcome for the community and have a better understanding from playcentre NZ</p> <p><b>18 Jul 2025 12:14pm Delivery and Operations</b>                      We have been in discussions with tenants' legal team who are still to decide on what the playcentre board would like to do regarding the lease and/or ownership of the building. To date, they have not had a response from their board on the outcome for next steps. Once this is received, we will progress in the appropriate direction to get this resolved.</p>
Council 14/03/2024	Options Analysis for Financial Contributions	<p><b>RESOLUTION 2024/19</b>  <b>That Council approve the development of a draft financial contributions chapter.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>...29 Jan 2025 3:38pm</b>                      Working with the Development Contributions team to ensure we are not conflicting. Awaiting some direction from that project team</p> <p><b>13 Mar 2025 8:59am</b>                      Working with the Development Contributions project team to ensure we are looking at the interdependencies and creating a framework that works together</p> <p><b>23 Apr 2025 4:06pm</b>                      Working with the Development Contributions project team to ensure we are looking at the interdependencies and creating a framework that works together</p> <p><b>16 May 2025 5:00pm</b>                      Collaborating with the Development Contributions project team to ensure interdependencies are thoroughly considered and that we are developing a complementary framework. Work still in progress</p> <p><b>23 Jun 2025 8:46am</b></p>

Meeting	Title	Resolution	Notes
			<p>The introduction of Financial Contributions will be via a Council initiated plan change post the adoption of the Proposed District Plan. A decision from Council on PDP is due in May 2026. This will come after Development Contributions with a draft of the DC policy due to the August 2025 Council meeting.</p> <p><b>11 Jul 2025 4:43pm</b> Continuing to collaborate with staff working on the Development Contributions (DC) Policy to ensure we are developing a complimentary framework. Awaiting the outcome of the August council meeting where a decision will be made on the draft DC Policy.</p> <p><b>12 Aug 2025 9:41am Policy and Planning</b> Continuing to collaborate with staff working on the Development Contributions (DC) Policy to ensure we are developing a complimentary framework. Awaiting the outcome of the public consultation of the draft Development Contributions Framework.</p>
<p>Council 13/06/2024</p>	<p>ALTERNATIVE MOTION</p>	<p><b>RESOLUTION 2024/93</b> <b>That Council:</b> <b>c10) request CEO to provide a report to Te Koukou- Transport and Infrastructure Committee to update Elected Members on the stormwater project called “ Turner Centre sub-catchment and Upgrade to Heritage Bypass, Kerikeri Water” for decision on capital investment.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>03 Jun 2025 9:24am</b> Tanya Proctor: Initial design received. Work will continue on design and this matter will need to move into Local Waters Done Well (LWDW).</p> <p><b>01 Jul 2025 10:14am Infrastructure</b> Tanya Proctor: Original budget for engineering work done as part of LWDW was initially to increase pipe capacity. However this work has revealed that the Plant itself is in need of upgrading. Consideration is being given to which work should be given the higher priority.</p>
<p>Council 13/06/2024</p>	<p>Setting of Speed Limit - Temporary and Permanent - Russell Catchment</p>	<p><b>RESOLUTION 2024/80</b> <b>That Council:</b> <b>a) note the requirements associated with setting of temporary speed limits and endorses the staff recommendation to not proceed with this process for Aucks Road/Russell Whakapara Road;</b> <b>b) approve that staff commence consultation with the public on setting permanent speed limits for the Russell Catchment area; and</b> <b>c) note that implementation of any permanent speed limits is dependent on final funding for the 2024-2027 Long-Term Plan.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>...17 Jan 2025 3:28pm</b> An elected members report has been prepared and will be presented in workshop session with Te Koukou at the February meeting. Depending on the workshop outcome a formal decision paper will come to a future council meeting.</p> <p><b>28 Feb 2025 12:59pm</b> An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is April Council meeting.</p> <p><b>25 Mar 2025 8:15am</b> An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is May Council meeting.</p> <p><b>29 Apr 2025 9:54am</b> An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is June Council meeting.</p> <p><b>16 May 2025 7:54am</b> An elected members report was provided at Te Koukou workshop with a recommendation report to be provided to Council with options and cost to complete for consideration. Target delivery is June Council meeting.</p> <p><b>02 Jul 2025 8:19am Infrastructure</b> A recommendation report will be prepared by consultants due to changes in the delivery of Transport services. Delivery date is unknown at this time.</p> <p><b>Corporate Services</b></p>
<p>Council 12/09/2024</p>	<p>Kororāreka/Russell Placemaking - Traffic Changes Pilot on The Strand</p>	<p><b>RESOLUTION 2024/126</b> <b>That Council approve a pilot commencing late 2024 for six-months, during which the use of The Strand is changed to:</b> <b>Option 3: Essential Vehicle Access Only from Cass Street to Pitt Street with the remainder of The Strand as a Shared Space (Attachment 1 Map 3).</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>...27 Feb 2025 12:58pm</b> The 6 month trial commenced in early December 2024 and is still in progress. Staff are currently finalising the engagement plan to enable public consultation to be carried out in the latter stage of the trial, to gain public feedback on the trial including whether any part of the trial should become a permanent change to The Strand</p> <p><b>25 Mar 2025 9:15am</b> The traffic trial on The Strand commenced in early December 2024. At the 10 April 2025 Council meeting, staff will attend to request approval to extend the traffic trial from a 6-month duration to a 9-month duration (meaning the trial would be completed on 1 September 2025). Formal public consultation on the traffic trial will be undertaken between 23 April and 23 May. Staff are planning to present the findings from the consultation event to BOIWCB members in June, to seek a resolution for any permanent changes to The Strand when the trial ends. Staff are planning to present the BOIWCB resolution to Council in July 2025, to see a decision on any permanent change to The Strand when the trial ends.</p> <p><b>29 Apr 2025 6:19pm</b></p>

Meeting	Title	Resolution	Notes
			<p>Update largely unchanged from the previous update: The traffic trial on The Strand commenced in early December 2024. At the 10 April 2025 Council meeting, staff requested approval to extend the traffic trial from a 6-month duration to a 9-month duration (meaning the trial would be completed on 1 September 2025). Formal public consultation on the traffic trial commenced in late April. Staff are planning to present the findings from the consultation event to BOIWCB members in June, to seek a resolution for any permanent changes to The Strand when the trial ends. Staff are planning to present the BOIWCB resolution to Council in July 2025, to see a decision on any permanent change to The Strand when the trial ends.</p> <p><b>30 Apr 2025 1:13pm</b> Public engagement on what should happen after the trial ends began on the 29 April 2025, with submissions due to close on the 27 May 2025. There will be two drop in sessions for the public at the Russell RSA during this time period. Staff are working towards having agenda item to the June BOIW community board meeting.</p> <p><b>20 May 2025 10:20am</b> Consultation is closing 27 May, staff are on target to take an item to the BOIWCB in June. The BOIWCB recommendation will then come up to the following Council meeting</p> <p><b>23 Jun 2025 8:42pm</b> Consultation closed on the 27 May 2025. An agenda item was taken to the BOIWCB in June. The board has recommended to Council that the trial with some minor changes is made permanent, with this being funded by the Long Term Plan. Staff are working to have an agenda item at the July Council meeting.</p> <p><b>11 Jul 2025 4:46pm</b> A decision is being sought from Council at the 31 July meeting to determine what action should take place after the trial ends 1 September 2025. The Community Board has recommended making the trial permanent with some minor changes.</p> <p><b>12 Aug 2025 9:44am Policy and Planning</b> Council has adopted the Community Boards recommendation. We now have to wait for the August Council meeting to determine what if any funding is allocated to implement the project.</p>
<p>Council 14/11/2024</p>	<p>Review of Development Contributions Policy</p>	<p><b>RESOLUTION 2024/158</b></p> <p><b>That Council:</b></p> <p><b>a) note, the Development Contributions Policy has been reviewed</b></p> <p><b>b) approve, to develop a new development contributions policy for Kawakawa, Kaikohe and Kerikeri by July 2025 and September 2025 for the rest of the district.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>24 Jan 2025 9:05am</b> Staff have commenced work on developing a new development contributions policy.</p> <p><b>25 Feb 2025 3:54pm</b> Staff are on track to deliver a workshop to elected members on 11 March</p> <p><b>24 Mar 2025 10:11am</b> Workshop delivered 11/03/25.</p> <p><b>30 Apr 2025 10:33am</b> Work is progressing, aiming to present draft policy at July meeting (dependent on three waters projects).</p> <p><b>22 May 2025 8:38am</b> Draft policy is under peer review. Modelling is being tested. Staff aiming to present draft for consultation to Council in July.</p> <p><b>24 Jun 2025 1:19pm</b> Draft policy is currently under legal review. Staff aim to present draft policy for approval to consult at 31 July Council meeting.</p> <p><b>08 Jul 2025 9:12am</b> Staff aim to present draft policy for approval to consult at 31 July Council meeting.</p> <p><b>05 Aug 2025 1:12pm Policy and Planning</b> All actions assigned to this resolution have been completed. This will not show on the next report.</p>
<p>Council 14/11/2024</p>	<p>Committee Recommendations and Resolutions - October 2024</p>	<p><b>RESOLUTION 2024/160</b></p> <p><b>That Council</b></p> <p><i>Te Kuaka- Te Ao Māori Committee: Item 5.1 – Te Oneroa-a-Tōhē Variation to Speed Limits</i></p> <p><b>amend Te Kaunihera o Te Hiku o Te Ika Interim Speed Management Plan to include 30 kilometre per hour speeds 200 metres either side of the following beach access points:</b></p> <p><b>a) Hukatere Access;</b></p> <p><b>b) Te Wakatehāua Access; and</b></p> <p><b>c) Kauēparāoa Access.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>17 Jan 2025 3:29pm</b> A variation to the existing speed management plan, considering the new Rules, is being prepared for NZTA Waka Kotahi approval. Anticipated submittal is February 2025</p> <p><b>28 Feb 2025 1:01pm</b> A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval.</p> <p><b>25 Mar 2025 8:15am</b> A variation to the existing speed management plan, considering the new Rules, has being prepared for NZTA Waka Kotahi approval.</p> <p><b>29 Apr 2025 9:55am</b> A variation to the existing speed management plan, considering the new Rules, has been prepared for NZTA Waka Kotahi approval.</p> <p><b>16 May 2025 7:55am</b> A variation to the existing speed management plan, considering the new Rules, has been prepared for NZTA Waka Kotahi approval.</p> <p><b>02 Jul 2025 8:27am Infrastructure</b> NZTA has returned the variation and required the speed limit changes be prepared using the Alternative Method under the new Rule rather than a variation to the existing plan prepared under the old Setting of Speed Limits Rule. This effort will need to be managed by consultants due to changes in the delivery of transport services.</p> <p><b>Corporate Services</b></p>

Meeting	Title	Resolution	Notes
Council 12/12/2024	2024-27 National Land Transport Plan (NLTP) Outcomes	<p><b>RESOLUTION 2024/172</b>  <b>That Council approve works for unsubsidised funding for the following:</b>                      1 - tree trimming                      3 - REAP road safety                      4 - pothole prevention                      5 - road rehabilitation                      6 - school zones  <b>and that more information be provided to a Te Koukou Committee workshop, for items 2, 7, 8, 9 and 10.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Apr 2025 8:32am</b>                      Discussed at Te Koukou workshop 23 April 2025. Staff requested to provide report to Te Koukou with details of previously approved prioritised works programmes and an option assessment for consideration. Staff are developing report will present it to Te Koukou when it is available. Recent developments and suggestions on revised spending priorities tabled by elected members may require more detailed discussion on alternatives.</p>
Council 13/02/2025	Initiation of public consultation on disposal of sections of Kerikeri reserve	<p><b>RESOLUTION 2025/5</b>  <b>That Council:</b>                      a) <b>approve the initiation of a public consultation process under Section 24 of the Reserves Act 1977 to revoke small parts of Recreation Reserve (Lot 10 DP 62588 – owned by the Far North District Council) underlying an existing retaining wall owned by Woolworths Ltd;</b>                      b) <b>appoint Bay of Islands-Whangaroa Community Board to hear any submissions received in response to the consultation processes and to make recommendations to the Council in respect of the reserve classification and revocation.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>28 Feb 2025 11:10am</b>                      The applicant is preparing an application for a licence to occupy and proceeding with further engineering detailing.  <b>25 Mar 2025 8:49am</b>                      A licence to occupy has been received and is being processed by Council staff. The applicant advises that once this is finalised they will seek resource consent including a boundary adjustment and building consent.  <b>30 Apr 2025 10:32am</b>                      Licence to occupy in progress, application for reserve revocation not yet received  <b>15 May 2025 4:40pm</b>                      Draft agreement for licence to occupy has been prepared and is expected to be signed by end of May. Easement application has not been received yet.  <b>24 Jun 2025 9:37am</b>                      Easement application has not been received yet.  <b>08 Jul 2025 9:28am</b>                      Easement application has not been received yet. Legal Services and the Applicant are still discussing details of the LTO.  <b>08 Aug 2025 11:41am Policy and Planning</b>                      Easement application has not been received yet. Legal Services and the Applicant are still discussing details of the LTO.</p>
Council 13/02/2025	Initiation of public consultation on the granting of a ground lease over 36 Recreation Road, Kaikohe - Sportsville	<p><b>RESOLUTION 2025/4</b>  <b>That Council:</b>                      a) <b>commence the public consultation process on the granting of a new ground lease to Kaikohe &amp; Districts Sportsville Incorporated (over approximately 485.7m2 of land being Lot 31 DP 10045 and 7,067.5m2 of land being part Lot 3 DP 22327) vested in Far North District Council as recreation reserve, located at 36 Recreation Road, Kaikohe.</b>  <b>The terms of the proposed lease shall be:</b>                      Term: 30 years (10+10+10) – allowed for under the Reserves Act 1977                      Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.                      b) <b>appoint the Kaikohe-Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.</b>                      c) <b>grant an immediate Licence to Occupy to Kaikohe &amp; District Sportsville Incorporated to enable them to function in their management role.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>24 Feb 2025 4:20pm</b>                      Public consultation approved, working with engagement team to progress. Team are drafting LTO as per Council resolution  <b>07 Mar 2025 12:55pm</b>                      LTO sent to Sportsville for their review  <b>24 Mar 2025 8:34am</b>                      Public consultation to go live on 4 April for 4 weeks  <b>30 Apr 2025 2:45pm</b>                      Public consultation closing tomorrow 1 May  <b>03 Jul 2025 8:20am</b>                      Report will be presented at the Kaikohe-Hokianga Community Board meeting set for 11 July 2025  <b>18 Jul 2025 12:12pm Delivery and Operations</b>                      This report is being tabled at the Kaikohe-Hokianga Community Board meeting – 8 August 2025</p>
Council 13/03/2025	Committee Recommendations and Resolutions - February 2025	<p><b>RESOLUTION 2025/19</b>  <b>That Council:</b>  <b>Direct the CE before 1 April 2025 to dedicate at least 2 new FTE’s in Te Hono to ensure:</b>                      a. <b>Development of Whenua Māori and</b>                      b. <b>Streamlining and expediting the consenting process and facilitation between landowners and relevant stakeholders.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>25 Mar 2025 9:10am</b>                      Chief Executive is working through employer obligations and developing a plan on how to give effect to this resolution  <b>30 Apr 2025 8:31am</b></p>

Meeting	Title	Resolution	Notes
		<p><b>c. allocate a budget of \$700k per annum.</b></p> <p style="text-align: right;"><b>LOST</b></p> <p><b>d) that Te Hono have their own General Manager at Senior Leadership Level.</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>e) that Council make submissions to Central Government to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>Chief Executive is working through employer obligations and developing a plan on how to give effect to this resolution. Opportunities identified to make submissions to support the removal of regulatory barriers to the cost of consenting and development of Whenua Māori include a potential response to the Te Ture Whenua Māori Act discussion document. Council staff are reviewing the document which notes the purpose of the proposed changes are to "... ensure greater equality of opportunity for and with Māori through streamlining and simplifying processes within the Māori land system. Making it easier to develop and use your whenua, boost the economic potential of land and support the continued growth of the Māori economy.", The government has also proposed to replace the RMA with two acts later in 2025, which may present opportunities to support the removal of regulatory barriers to the cost of consenting.</p> <p><b>15 May 2025 4:41pm</b> In addition to the above, the Chief Executive has worked with Elected Members to understand what having a GM Te Hono needs to achieve. This now informs discussions to occur with staff and progressing a plan.</p> <p><b>16 Jun 2025 3:22pm</b> GM Te Hono position has been created and is currently accepting internal applications.</p> <p><b>21 Jul 2025 3:06pm Chief Executive Office</b> GM Te Hono position has been advertised externally. Applications close 27 July 2025</p>
<p>Council 10/04/2025</p>	<p>Application for Easement Over a Reserve Russell Esplanade</p>	<p><b>RESOLUTION 2025/35</b> <b>That Council as the administering body of the Local Purpose (Esplanade) Reserve, Lot 5 DP 79476, (without title) and pursuant to its powers under section 48(1) Reserves Act 1977:</b></p> <p><b>1. determine under section 48(3) Reserves Act 1977 that public notice is not required as the reserve will not be materially altered, and public use and access is not affected; and</b></p> <p><b>2. approve the granting of a stormwater drainage easement (shown as B on Plan 24495) over the local purpose reserve, subject to it:</b></p> <p><b>a. meeting Reserves Act 1977 requirements, at no cost to Council</b></p> <p><b>b. having a condition imposed that requires the applicant to use materials and design that protect the amenity values of the beach area.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Apr 2025 10:33am</b> Processing waiting on clarification of fees payable</p> <p><b>19 May 2025 11:05am</b> Legal Services are now preparing an agreement that covers the preparation of the easement including the process and fees to be charged.</p> <p><b>24 Jun 2025 12:45pm</b> The easement agreement between the parties has been drafted, it is in the queue for peer review. Once reviewed it will be issued to the customer for consideration and signature.</p> <p><b>08 Jul 2025 9:25am</b> Legal Services are preparing an agreement that covers the preparation of the easement including the process and fees to be charged.</p> <p><b>08 Aug 2025 11:40am Policy and Planning</b> Legal Services are expecting to complete agreement for easement in August.</p>
<p>Council 10/04/2025</p>	<p>Application for Easement Over Esplanade Waipapa Reserve</p>	<p><b>RESOLUTION 2025/38</b> <b>That Council as the administering body of the Local Purpose (Esplanade) Reserve, Lot 3 DP 376253, (held in CFR 318792) and pursuant to its powers under section 48(1) Reserves Act 1977:</b></p> <p><b>1. determine under section 48(3) Reserves Act 1977 that public notice is not required as the reserve will not be materially altered, and public use and access is not affected; and</b></p> <p><b>2. approve the granting of a stormwater drainage easement (shown as A on LT Plan 605935) over the local purpose reserve, subject to it:</b></p> <p><b>a. meeting Reserves Act 1977 requirements, at no cost to Council</b></p> <p><b>b. including a condition that requires the landowner benefiting from the easement to provide at their costs an access structure over the drain, if the reserve becomes part of an accessible network.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Apr 2025 10:34am</b> Processing of easement waiting on clarification of fees payable</p> <p><b>15 May 2025 4:41pm</b> Legal Services are now preparing an agreement that covers the preparation of the easement including the process and fees to be charged.</p> <p><b>24 Jun 2025 9:42am</b> Legal Services are preparing an agreement that covers the preparation of the easement including the process and fees to be charged.</p> <p><b>08 Jul 2025 9:25am</b> Legal Services are preparing an agreement that covers the preparation of the easement including the process and fees to be charged.</p> <p><b>08 Aug 2025 11:42am Policy and Planning</b> Legal Services are expecting to complete agreement for easement in August.</p>
<p>Council 10/04/2025</p>	<p>New Ground Lease to Kohukohu Bowling Club Incorporated over 22 Beach Road, Kohukohu</p>	<p><b>RESOLUTION 2025/37</b> <b>That Council:</b></p> <p><b>a) commence the process on the granting of a new ground lease to Kohukohu Bowling Club Incorporated over part of the Recreation Reserve being Part Lot 2 DP 23934 and Pt Sec 81 Blk X Mangamuka SD, approximately 2,555.4 square metres, held in New Zealand Gazette 1981 page 1917 held in Record of Title NA636/269;</b></p> <p><b>b) the terms of the proposed lease shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>Term: 30 Years (10+10+10)</b></li> <li>• <b>Annual Rental: \$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule; and</b></li> </ul>	<p><b>28 Apr 2025 12:58pm</b> Working alongside Comms and Engagement to commence public consultation</p> <p><b>24 Jun 2025 11:53am Delivery and Operations</b> Hapū consultation: Commenced, Public consultation: Scheduled,</p> <ul style="list-style-type: none"> <li>• Documentation and website to be ready by Friday, 13 June 2025,</li> <li>• Four-week consultation period begins Friday, 27 June 2025,</li> <li>• Two-week response compilation period starts Friday, 25 July 2025,</li> <li>• Report to Kaikohe–Hokianga Community Board meeting on Friday, 8 August 2025 at 10am</li> </ul>

Meeting	Title	Resolution	Notes
		<p>c) appoint the Kaikohe – Hokianga Community Board to hear any submissions received in response to the consultation process and to make recommendations to Council.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
<p>Council 10/04/2025</p>	<p>Ground Lease Requests Over Kaikohe Landfill</p>	<p><b>RESOLUTION 2025/36</b> That Council leave to lie item 7.2 – Ground Lease Requests Over Kaikohe Landfill pending further information.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>30 Apr 2025 2:40pm</b> More information has been requested by EMs - will be pulling together and presenting when information is available.</p> <p><b>24 Jun 2025 11:56am</b> Status: On hold, Reason: Requires extensive ground engineering and monitoring to assess site capability,</p> <p><b>21 Jul 2025 2:10pm Delivery and Operations</b> At present, the site operates with a sump pump managed by a basic float switch. While the pump appears to be operating as expected, we currently don't have the consistent or robust data needed to confidently progress any new projects or upgrades at the site., As part of the leachate pump station review Simon led earlier this year across our three closed landfill sites Kaikohe, Russell, and Ahipara it became evident that Kaikohe requires improved telemetry and flow monitoring to meet both operational and regulatory expectations., Since Simon's departure, Leeara Maxwell (secondment) has picked up the project to coordinate the installation of flow meters across all three sites.</p> <p>Recent Actions:</p> <ul style="list-style-type: none"> <li>• Kaikohe's flowmeter was installed last week by McKay Electrical, which enables integration with the new telemetry system.,</li> <li>• The next step is to calibrate and test the equipment so we can begin collecting reliable data.</li> <li>• We'll need at least 12 months of data to establish a leachate discharge pattern and assess whether current pumping volumes are sufficient for ongoing compliance, particularly over wetter periods., This data will form the foundation for any future capital works planning and will also support upcoming consent requirements.</li> </ul> <p>Just as an FYI, alongside this project, we are also having to reapply for a resource consent with NRC for the site and this work is already underway and is with our infrastructure planner team. , In the meantime, we will be placing all projects related to our closed landfills on hold until our new Waste Minimisation &amp; Sustainability Specialist joins us on 18 August 2025. Again, they bring significant experience in solid waste and project delivery and will be well positioned to take this work forward and provide consistent updates as things progress.</p>
<p>Council 10/04/2025</p>	<p>Notice of Motion - Pioneer Village Kaikohe</p>	<p><b>RESOLUTION 2025/32</b> That Council:</p> <p>a) approve additional funding allocation through the remaining Annual Plans within the Long-Term Plan (LTP) 2024-2027, and subsequent Long-Term Plans, to secure two full-time staff positions for Pioneer Village Kaikohe - a Manager and a Curator - to address existing workforce constraints and enhance operational sustainability; and</p> <p>b) include the Pioneer Village Kaikohe in the Arts, Culture, and Heritage Strategy, ensuring recognition of Pioneer Village Kaikohe's contributions and funding for preservation of heritage buildings, collections, and infrastructure upgrades.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>29 Apr 2025 3:27pm</b> a.) Increase to PVK grant funding to secure two fulltime staff positions is being budgeted for from 2025-26. , b.) PVK is specifically referenced on page 48 of Toi Mana Arts, Culture &amp; Heritage Strategy, and will be included in the implementation plan.</p> <p><b>21 May 2025 11:36am</b> a) Increase of \$175K to existing the PVK grant fund has been loaded to annual plan budget 2025-26 (total grant will be \$218,000 for remainder of LTP 2024-27). This increased funding will enable the employment of 2 x staff to manage and curate the Pioneer Village experience. PVK Trustees have been advised by email of the increased funding. Funding will be delivered via an increase to existing grant. PVK to be notified.</p> <p><b>26 Jun 2025 9:34am</b> 1.) Finance confirms an increase of \$175K to existing the Pioneer Village Kaikohe (PVK) grant fund is loaded to annual plan budget 2025-26 and pending AP 2025-26 approval, total yearly grant (less insurance premium applied) will be \$218,000 for remainder of LTP 2024-27. The increased funding will enable the employment of 2 x staff to manage and curate the Pioneer Village experience and will be delivered via an increase to existing grant in fiscal year 2025-26. PVK advised by email of the increased funding and have requested follow up actions confirming insurances and funding period, and to share Te Ahu Museum job descriptions and MoU as base templates. Requested information is being complied to circulate, a meeting request has been issued to ensure supports for resolution implementation are in place. Recommend action be closed after this update.</p> <p><b>15 Jul 2025 8:14am</b> Further to previous update, staff will attend the PVK Trust Board meeting on 17/7/25 to continue operational actions thaty give effect to this resolution. PD's have been provided and currently progressing other PVK operating queries around insurances, application of grant etc.</p> <p><b>12 Aug 2025 9:38am Community and Engagement</b> Resolution details are actively being worked through to confirm how PVK increased grant will be administered (staff employed by FNDC being one option PVK have tabled for consideration). Resolution action is being managed as BAU and on track to complete, <b>recommend closing action after this update.</b></p>
<p>Council 8/05/2025</p>	<p>Elected Member Steering Group for Local Water Done Well</p>	<p><b>RESOLUTION 2025/47</b> That Council approve:</p> <p>a) The formation of a Multi-Council Elected Member Steering Group with three representatives from each of the following councils (Far North District</p>	<p><b>19 May 2025 11:50am</b> The Regional Elected Members Working Group (WG) has been established and the draft Terms of Reference approved. WDC are to provide secretariat support for the WG and have scheduled the first meeting to occur on the 26 May 2025 supported by David Hawking (Independent Advisor), Vanessa Blakelock (DIA partner) and operational staff from each council</p> <p><b>17 Jun 2025 11:27am</b></p>

Meeting	Title	Resolution	Notes
		<p><b>Council, Kaipara District Council and Whangārei District Council) to oversee the LWDW programme,</b></p> <p><b>b) The appointment of Kahika - Mayor Moko Tepania, Cr John Vujcich and Cr Ann Court to the Multi-Council Elected Member Steering Group</b></p> <p><b>c) The draft Terms of Reference (ToR) for the Multi-Council Elected Member Steering Group as provided in Attachment A,</b></p> <p><b>d) Delegated authority to the Mayor and Chief Executive Officer to make editorial changes to the ToR, if needed,</b></p> <p><b>e) The appointment of an independent qualified expert to the Multi-Council Elected Member Steering Group,</b></p> <p><b>f) Delegated authority to the Multi-Council Elected Member Steering Group to select and appoint the independent qualified expert to the Multi-Council Elected Member Steering Group, and</b></p> <p><b>That Council note:</b></p> <p><b>g) The Multi-Council Elected Member Steering Group will make recommendations to each Council for future decision-making, and</b></p> <p><b>h) The Multi-Council Elected Member Steering Group will be supported by an operational team from each council.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>As per the update in May. The Regional Elected Members Working Group (WG) has been established and the draft Terms of Reference approved. WDC are to provide secretariat support for the WG and have scheduled the first meeting to occur on the 26 May 2025 supported by David Hawking (Independent Advisor), Vanessa Blakelock (DIA partner) and operational staff from each council. This action can now be closed</p> <p><b>23 Jun 2025 11:47am</b> The Elected Member Working Group has met on 9 June and 23 June 2025, with the expectation of additional workshop(s) in July being needed to determine consensus on certain governance arrangements before a recommendation can come to Council for the late July meeting.</p> <p><b>19 Jul 2025 1:32pm Corporate Services</b> The Elected Member Working Group (EMWG) met on 7 July 2025. After extensive discussion on key establishment and governance principles, as well as financial risks, the group reached consensus that it could recommend a Regional Council Controlled Organisation (RCCO). However, it was noted that significant further exploration and agreement on principles would be required to prepare the RCCO's foundational documents (e.g., shareholder agreement, constitution). If several key Council decisions do not result in consensus among Northland Councils, they may act as 'offramps' from the RCCO pathway, reverting instead to an 'in-house business unit' (IHBU). Council is scheduled to meet on 31 July 2025 to confirm whether the RCCO or IHBU is the preferred waters delivery model. This decision will inform staff preparation of the Water Services Delivery Plan, which is due for Council approval in August, ahead of the 3 September 2025 delivery deadline to the Department of Internal Affairs</p>
<p>Council 8/05/2025</p>	<p>Notice of Motion - Sweetwater Aquifer</p>	<p><b>RESOLUTION 2025/41</b> <b>That Council request that an independent review be done immediately on Sweetwater Aquifer project and reported back to Council by July 2025.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>15 May 2025 5:03pm</b> Internal information is being collated to provide to commence an independent review</p> <p><b>21 Jul 2025 3:05pm Chief Executive Office</b> Report is going to the 31 July council meeting</p>
<p>Council 8/05/2025</p>	<p>New lease to Kawakawa Memorial Library Centre Incorporated over 3 Wynyard Street, Kawakawa</p>	<p><b>RESOLUTION 2025/45</b> <b>That Council:</b></p> <p><b>a) approve a new lease to Kawakawa Memorial Library Centre Incorporated over Local Purpose (Community Facility) Reserve being Part Lot 36 DEEDS W 46, approximately 227 square metres, held in New Zealand Gazette 2000, page 2043 held in Record of Title NA35B/1247.</b></p> <p><b>The terms of the proposed lease shall be:</b></p> <ul style="list-style-type: none"> <li>• <b>Term: 30 (5+5+5+5+5+5) years</b></li> <li>• <b>Annual Rental: As per FNDC Fees and Charges Schedule for a Community lease.</b></li> <li>• <b>\$121 plus GST for 2024/25 and reviewed annually in conjunction with the FNDC Fees and Charges Schedule.</b></li> </ul> <p><b>b) authorise the Group Manager Delivery and Operations to negotiate the final terms and conditions of the lease and execute the lease on behalf of Council.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>24 Jun 2025 11:57am</b> Status: Lease pending legal review. Next step: Legal review scheduled for 17 June 2025 to confirm the public use clause is fit for purpose</p> <p><b>18 Jul 2025 12:13pm</b> This lease has been approved by legal and has gone to the lessor awaiting them to return from holiday and signing completed. , We are in communications with them often and this is almost resolved.</p>
<p>Council 5/06/2025</p>	<p>Waste Management and Minimisation Plan - Statement of Proposal</p>	<p><b>RESOLUTION 2025/55</b> <b>That Council:</b></p> <p><b>a) Adopt the Statement of Proposal as provided in Attachment 1 of this agenda report for public consultation</b></p> <p><b>b) Approve, the period for making written submissions on the proposal will be a minimum of one month.</b></p> <p><b>c) Delegate authority to the Mayor to decide on the date of oral submissions.</b></p> <p><b>d) Authorise the Chief Executive to make any necessary minor drafting or presentation amendments to the Statement of Proposal to correct</b></p>	<p><b>24 Jun 2025 1:11pm</b> Consultation has opened on the WMMP and SWS. Verbal submissions if required are booked for 23 July.</p> <p><b>08 Jul 2025 9:22am</b> Consultation has closed. Analysis of submissions underway.</p> <p><b>12 Aug 2025 9:56am</b> Analysis of submissions and final drafting is underway. Report to Council due September. All tasks under this resolution have been completed. No further updates to be provided on this resolution.</p>

Meeting	Title	Resolution	Notes
		<p>errors or omissions, or to reflect the decisions made by the Council prior to final publication.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
Council 3/07/2025	2025 Local Government New Zealand Annual General Meeting Remits	<p><b>RESOLUTION 2025/68</b> That Council <u>support</u> the following remits:</p> <ul style="list-style-type: none"> <li>a) Improving Joint Management Agreements</li> <li>b) Alcohol Licensing Fees</li> <li>c) Aligning Public and School Bus Services</li> <li>d) Review of Local Government Arrangements to Achieve Better Balance</li> <li>e) Rates Capping Annual General Meeting (AGM) Paper</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p> <p><i>Mayoral Note: In their AGM Agenda LGNZ recognises Cr Ann Court for long service to Local Government.</i></p>	<p><b>18 Jul 2025 3:25pm</b> The LGNZ AGM was held 16 July 2025. As the agenda was collated in a couple of days following the meeting information on the decisions made at the AGM were yet to be received.</p> <p><b>13 Aug 2025 3:25pm Strategic Relationships</b> Email received from LGNZ confirming their policy team will be in touch shortly to agree a plan or work specific to the remit on Annual adjustment of Alcohol Licensing Fees.</p>
Council 3/07/2025	Amended Rating Relief Policy Draft - Proposal for Public Consultation	<p><b>RESOLUTION 2025/71</b> That Council:</p> <ul style="list-style-type: none"> <li>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.</li> <li>b) approve, the period for making written submissions on the proposal will be a minimum of 4 weeks.</li> <li>c) delegate authority to the Mayor to decide on the date of oral presentation/s of submissions.</li> <li>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.</li> </ul> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>18 Jul 2025 9:42am</b> Open for submission until 4 August 2025.</p> <p><b>05 Aug 2025 1:03pm Policy and Planning</b> <b>All actions/or tasks against this resolution have been completed.</b></p>
Council 3/07/2025	Review of Appointment of Directors for Council Organisations Policies.	<p><b>RESOLUTION 2025/70</b> That Council:</p> <ul style="list-style-type: none"> <li>a) revoke the Appointment of Elected Members as Directors of Council Organisations Policy (#2123); and</li> </ul> <p style="text-align: right;"><b>CARRIED 5/4</b></p>	<p><b>17 Jul 2025 8:23am</b> Following the resolution of 3 July staff are now exploring further policy and procedure options for the appointment of Councillors to Council Controlled Organisations.</p> <p><b>12 Aug 2025 9:57am Policy and Planning</b> <b>Workshop with EMs completed 23 July. All tasks completed, no further updates to be provided.</b></p>
Council 31/07/2025	Notice of Motion - Elected Members Expenses Policy	<p><b>RESOLUTION 2025/82</b> That Council:</p> <ul style="list-style-type: none"> <li>a) Amend the Elected Members' Expenses Policy to reflect the provisions of the Local Government Members (2025/26) Determination 2025, including but not limited to entitlements relating to the reimbursement and/or direct payment of security systems installed at a location of the elected member's choosing.</li> <li>b) Direct the Chief Executive to ensure all necessary templates, processes, and administrative supports are in place to enable elected members to access the entitlements set out in the 2025 Determination, including: <ul style="list-style-type: none"> <li>i. Pre-approved templates for claims;</li> <li>ii. Clear guidance and point-of-contact for elected members;</li> <li>iii. A streamlined process that enables forward payment of security system invoices or quotes on behalf of members;</li> <li>iv. Dedicated staff assistance to ensure timely processing and support;</li> <li>v. Incorporation of any new or additional entitlements introduced in the Determination.</li> </ul> </li> <li>c) Require full implementation of the above by Monday, 13 October 2025.</li> <li>d) Direct the Chief Executive to deliver a workshop for elected members outlining the changes introduced in the Local Government Members</li> </ul>	<p><b>08 Aug 2025 12:17pm Strategic Relationships</b> Staff are working on these items to ensure they are implemented in alignment with the effective date of this legislation after the election. A workshop has been scheduled with elected members in mid-September, during which this topic will be discussed to support development an implementation of tools and administrative supports.</p>

Meeting	Title	Resolution	Notes
		<p>(2025/26) Determination 2025, including clear explanation, guidance, and practical application of the updated entitlements.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
<p>Council 31/07/2025</p>	<p>Te Rūnanga ā Iwi o Ngāpuhi Mana Whakahono ā Rohe</p>	<p><b>RESOLUTION 2025/81</b> 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.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>Strategic Relationships</p>
<p>Council 31/07/2025</p>	<p>Housing for the Elderly Review of Rent Settings and Options for Public Consultation</p>	<p><b>RESOLUTION 2025/92</b> 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.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>08 Aug 2025 4:49pm Chief Executive Office Consultation documents being amended as per discussion at council meeting, with an update on timelines to be provided to elected members this month.</p>
<p>Council 31/07/2025</p>	<p>The Strand, Kororāreka Russell Traffic Trial</p>	<p><b>RESOLUTION 2025/80</b> 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 Roading 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) Approve that funding for implementation will be considered by the Bay of Islands-Whangaroa Community Board via the unconfirmed \$42,157 of Eastern Town Beautifications carry forward budget.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>Policy and Planning</p>
<p>Council 31/07/2025</p>	<p>Land Drainage Bylaw - Approval of Amended Land Drainage Bylaw for Public Consultation</p>	<p><b>RESOLUTION 2025/91</b> 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.</p>	<p>12 Aug 2025 9:08am Policy and Planning Mapping has been corrected and included in the Consultation. Consultation dates were pushed back by one day but will still be 4 weeks duration (05 August – 02 September 2025).</p>

Meeting	Title	Resolution	Notes
		<p>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.</p> <p>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.</p> <p>e) authorise the Chief Executive to make minor changes to the proposal for the amended Land Drainage Bylaw to correct grammatical or spelling errors.</p> <p>f) ensure correct mapping is included in the Land Drainage Bylaw consultation.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
<p>Council 31/07/2025</p>	<p>Water Services Authority - Taumata Arowai Levies</p>	<p><b>RESOLUTION 2025/96</b> That Council approve 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.</p> <p style="text-align: right;"><b>CARRIED</b></p>	<p>Infrastructure</p>
<p>Council 31/07/2025</p>	<p>Governance of Te Puāwaitanga</p>	<p><b>RESOLUTION 2025/93</b> That Council:</p> <p>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;</p> <p style="margin-left: 20px;">i) three community representatives ii) three sports representatives iii) a chair from one of the above six appointee representatives.</p> <p>b) Request that the appointments panel consists of representatives from;</p> <p style="margin-left: 20px;">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.</p> <p>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;</p> <p style="margin-left: 20px;">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.</p> <p>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.</p> <p>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.</p> <p>f) Adopt the draft Letter of Expectation.</p> <p><i>Note: Elected members raised concerns regarding some wording in the draft Letter of Expectation. The feedback has been noted and will be included in the final Letter of Expectation.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>12 Aug 2025 9:47am Policy and Planning</b> Staff have had an initial meeting with Sport Northland on the establishment of Appointments Panel and the commencement of the appointments process. Sport Northland will provide a timeline of actions for this to happen. This is currently estimated to be a six month process that culminates in the appointments to the governance group for Te Puawaitanga.</p>

Meeting	Title	Resolution	Notes
Council 31/07/2025	Development Contributions Policy Statement of Proposal	<p><b>RESOLUTION 2025/94</b>  <b>That Council:</b>                      a) <b>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.</b>                      b) <b>Approve that the period for making written submissions on the proposal will be for a minimum of one month.</b>                      c) <b>Approves to delegate to the Mayor, the power to change the date of the verbal submissions.</b>                      d) <b>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.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>	<p><b>05 Aug 2025 1:13pm Policy and Planning</b>                      Changes made to ensure the Māori land exemption is correctly communicated as a discretionary Council decision, including the justifications provided at the meeting have been completed. , Consultation documents updated and were released for public consultation on 1 August 2025. Consultation closes 31 August 2025. Verbal submissions will be heard on 3 September in the Kaikohe Chambers. A new story planned for release week starting 4 August by the Comms Team., All actions assigned to this resolution have been completed.</p>



**9 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

<b>RECOMMENDATION</b>		
<p><b>That the public be excluded from the following parts of the proceedings of this meeting.</b></p> <p><b>The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:</b></p>		
<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>9.1 - Confirmation of Previous Minutes - Public Excluded</b>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.2 - Public Excluded Committee Minutes - August 2025</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.3 - Council Public Excluded Open Resolutions Update August 2025</b>	<p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.4 - Incentivising Māori Economic Development Remission Application</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would

	<p>making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>9.5 - Kawakawa Infrastructure Acceleration Fund - Delegated Authority Request</b></p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>9.6 - 11 Matthews Avenue, Kaitāia - Proposals and Building Condition</b></p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>9.7 - Review of Appointment of Directors for Council Organisations Policies</b></p>	<p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

**10 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER**

**11 TE KAPINGA HUI / MEETING CLOSE**